

SELF STUDY REPORT (SSR)

For

Academic Audit

By

Shiva Institute of Pharmacy

Vill-Luhnoo Kanatain P.O. Chandpur Tehsil-Sadar

Distt-Bilaspur (H.P.)-174004

www.shivapharmacy.com

For the Year: 2024-25

Submitted to:

**Himachal Pradesh Technical University,
Hamirpur -177001, Himachal Pradesh**

HP Technical University, Hamirpur (HP)
Academic Audit
SSR Performa to be submitted by Affiliated Institutions
Profile of College/Institution

1. General Information

Name and full Address of the College/Institution with PIN	
Shiva Institute of Pharmacy Vill-Luhnoo Kanatain P.O. Chandpur Tehsil-Sadar Distt-Bilaspur (H.P.)-174004	
Website	www.shivapharmacy.com

2 . Contacts for Communication

Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Prof. (Dr.) Saurabh Sharma	NA	9805092572	NA	siphp2014@gmail.com

3. Establishment Details

Establishment Date of the College/Institution	2015
Status prior to Establishment, if applicable	NA

4. Accreditation Details

AICTE/PCI approval date & reference With Name of Course(s) (Non-AICTE/Non-PCI courses: write 'Not Applicable')	First: 32-1159/2014-PCI-19879-81 Dated 3-8-2015 Latest: 21-08-2024 Courses Offered: <ul style="list-style-type: none"> ✓ PG Course in Pharmaceutics, Pharmacology & Pharmacognosy ✓ B. Pharmacy ✓ Diploma in Pharmacy
HPTU approval date & reference With Name of Course(s)	First: 07-08-2015 HimTU-3(Acad)B-3/Phar(NG)-8230 Latest:11-09-2024 Him TU-3(Acd)B-6/2016-VoL-III-6223
NAAC rank/grade	NA
NBA rank/grade	NA
NIRF rank/grade	NA

5. Location, Area and Activity of Campus

Campus Type	Address	Location	Campus Area in Acres	Built up Area in sq.mts	Programmes offered
Separate	Vill-Luhnoo Kanatain P.O. Chandpur Tehsil-Sadar Distt-Bilaspur (H.P.) 174004	Chandpur, Bilaspur	2.00 Acre	6073 Sq. m.	1. PG Course in Pharmaceutics, Pharmacology & Pharmacognosy 2. B. Pharmacy 3. Diploma in Pharmacy

1. Executive Summary

1.1 INTRODUCTION

The “Shiva Institute of Pharmacy”, Bilaspur, established in 2015 under the aegis of Shiva Educational Society, Ghumarwin. The institute is running, D. Pharmacy, B. Pharmacy, M. Pharmacy (Pharmaceutics, Pharmacology and Pharmacognosy). The Institute is approved by Pharmacy Council of India, New Delhi, and Govt. of Himachal Pradesh. It is also affiliated to Himachal Pradesh Technical University Hamirpur & HPTSB Dharamshala. The Shiva Educational Society has made a prestigious position in the state of Himachal Pradesh by way of providing value-added quality education and ensuring overall development of students. The group is also running pioneer institutes in the field of Ayurveda, Education, Veterinary Sciences, International School, etc.

Vision:

To become an institute of excellence for the generation of independent and competent pharmacy graduates with human ethics.

Mission:

- To provide quality education in pharmacy with continuous enrichment of theoretical and practical knowledge and skills
- To inculcate leadership quality and competitive attitude with ethical practices
- To create a collaborative environment open to the free exchange of ideas, where research, creativity, innovation, and entrepreneurship can flourish

1.2 COWS Analysis

[Challenges, Opportunities, Weaknesses & Strengths]

Institutional Challenge:

- Less accessibility to resources due to rural geographical location.
- Weak socio-economic background and poor language proficiency of students.
- To train the students as per the expectations of contemporary needs and requirements of industries.
- Managing and operating advanced scientific instruments to support research activities and meet the needs of stakeholders.

Institutional Opportunity:

- The institute can provide good employment opportunities for the nearby rural population.
- MoUs with renowned organizations, universities, pharmaceutical companies, and incubator units to enhance the quality of education provided to students.

- Strengthening the R&D Cell to promote collaborative and interdisciplinary research efforts.
- To educate vast surrounding rural populations through various extension/consultancy services/Outreach activities for qualitative Transformation.
- Being in the lap of hills and blessed with spiritual and holistic power, the institute can produce skilled pharmacists with good human values.

Institutional Weakness:

- Institute is on the way to rectify the following weakness
- Being an affiliated institute of Technical University, there are some disadvantages such as: No autonomy and freedom in modification of the syllabus according to the needs of contemporary professionals.
- Aiming to have Ph.D. holders among the faculty.
- No freedom for timely commencement of classes and to conduct examinations on time.
- Internet accessibility interruption and service providers due to rural areas.

Institutional Strength:

- SIP is managed by the Shiva Educational Society, which has over 10 years of experience in operating educational institutions. The society is led by a motivated group of academicians with a unified purpose, whose passion for education serves as a direct inspiration for all stakeholders.
- The governing body of the society is composed of individuals with strong academic backgrounds, further enhancing the effectiveness of the management and governance approach.
- SIP boasts excellent infrastructure, including smart laboratories equipped with advanced instruments, a seminar hall, separate hostels for boys and girls, cafeteria, transportation and banking facilities, sports facilities, gymnasium, and a Yoga center, 24*7 medical backups all aimed at fostering quality and holistic education.
- A combination of experienced and dynamic young faculty members with a constructive research-focused attitude works towards delivering quality education.
- Only Pharmacy Institute offering Animal House Facility in District Bilaspur.
- Modern Laboratories equipped with HPLC, UV Visible Spectrophotometer, Multi Station Tablet Punching Machine, Dissolution and Other Testing Facilities.

Criteria wise Summary

Curricular Aspects

1.1: Curricular Planning and Implementation

1.1.1:

The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The institute follows a meticulously designed academic curriculum planning procedure, emphasizing the development of Program Outcomes (POs) and Program Educational Objectives (PEOs) to ensure an effective teaching-learning process. Action plans for curriculum implementation are formulated and monitored by the Internal Quality Assurance Cell (IQAC), led by the Director-cum-Principal and supported by a dedicated committee.

Aligned with Himachal Pradesh Technical University's (HPTU) academic calendar, the institute prepares an in-house calendar and lesson plans to optimize curriculum delivery. Comprehensive course files for theory and practicals include vital components like POs, PEOs, sessional analyses, assignments, and student progression reports. These files, prepared and maintained by faculty, are verified by the course coordinator.

Curriculum execution involves regular internal assessments, group discussions, quizzes, case studies, and mentorship programs for personalized student progress tracking. Slow learners receive focused tutorials, while seminars, workshops, industrial visits, and hospital visits bridge the gap between academic learning and practical application, fostering global standards and professional growth. During concluding remarks, in each class session, an informal feedback is collected, analyzed and reflected in class test, a conscious effort is made to clarify the concepts and to improve the course delivery.

File Description	Document
Upload Additional information	https://drive.google.com/file/d/1qXUdYpDtne9oOhyXOabomNiX2VX876P_/view?usp=sharing
Provide Link for Additional information	https://drive.google.com/file/d/1dSog9xH6thS_yfov4ZRyNYGShV4Dok/view?usp=sharing

1.1.2

The institution adheres to the academic calendar including conduct of CIE

Response:

At the start of each semester, an academic calendar is meticulously prepared, aligning with the University's schedule, encompassing curricular, co-curricular, and extracurricular activities. The calendar is shared via the college website, notice boards, emails, and WhatsApp groups. Any updates or revisions, as per university guidelines, are promptly communicated, ensuring smooth adherence to Continuous Internal Evaluation (CIE).

1. Timetable: Department coordinators prepare timetables following university credit hour guidelines. These schedules are uploaded on the college ERP and displayed on departmental notice boards.

2. Course Files and Lecture Plans: Faculty create detailed course files, including lecture plans and assignment schedules, approved by the Head of Department.

3. Internal Exams: Sessional and improvement exams follow the academic calendar. Exam schedules are announced in advance, and answer scripts are evaluated within three days.

4. Continuous Evaluation: Assignments and quizzes enhance learning, with class tests incorporating MCQs for effective revision.

5. University Exams: Final schedules are displayed on notice boards.

6. Feedback: Students provide subject feedback at session-end.

7. Monitoring: Class incharges track attendance, course progress, and assignments bi-weekly, arranging remedial classes when necessary.

8. Amendments: The Director approves changes in unforeseen circumstances, ensuring academic excellence.

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1YyajWEEA5OAtL8Bwtf7fZihJ5ENwDpWE/view?usp=sharing

1.1.3

Teachers of the institution participate in following activities related to curriculum development and assessment of the University and/are represented on the following academic bodies during the last five years

- (a) Academic Council / BoS of Affiliating University
- (b) Setting of question papers for UG/PG programs
- (c) Design and Development of Curriculum for Add on/certificate/diploma courses
- (d) Assessment/evaluation process of the affiliating University

Response: Option:- 4 Any 1 of the above

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1TQQiVUcln9vI4AZBtKSRdRguQPptUMXk/view?usp=sharing

1.2 Curriculum Enrichment

1.2.1

Institution integrates cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.

Response:

As an affiliated college, the institution is committed to delivering the curriculum mandated by the University, fostering awareness and sensitivity to critical cross-cutting issues like gender, human values, environment, sustainability, and professional ethics. These courses aim to instill a scientific approach to addressing societal challenges and nurturing values essential for human development.

To create globally competent pharmacists, the curriculum integrates a Communication Skills course, enhancing students' ability to collaborate with healthcare professionals and excel as effective team players in the pharmaceutical sector. Environmental Sciences emphasizes the importance of environmental education, conservation, and the impact of human activities on ecosystems, blending scientific, social, and cultural perspectives.

Pharmaceutical Jurisprudence instills professional, moral, and social ethics, covering critical laws, animal welfare guidelines, and drug abuse prevention. Activities like expert talks, yoga sessions, and blood donation drives promote human values, while outreach programs on health, hygiene, and literacy foster real-world understanding. The institution shapes responsible citizens, emphasizing societal commitment, environmental stewardship, and professional integrity.

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1-ZoFY3fsRC4pDC3qa1mYrZgZ_zNYfiOe/view?usp=sharing

1.2.2

Average percentage of courses that include experiential learning through project work/field work/internship during the last five years

Response: 10%

1.2.2.1

No. of courses that include experiential learning through project work/field work/internship year wise during the last five years.

Name of course - Industrial internship, B Pharm 7th and 8th Semester Projects, M. Pharm 2nd Semester

Dissertation

Details of experiential learning through project work /field work / internship

Name of Programme - B. Pharmacy, M Pharmacy

Percentage per Year =

$$\frac{\text{Name of courses that include experiential learning through project work /field work / internship} \times 100}{\text{Total number of courses in all programmes}}$$

$$= (4 \times 100) / 40 = 10\%$$

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1xrPJlbSZbUtKGuQ24WalmSnqqr9rAxX-/view?usp=sharing

1.2.3

Percentage of students undertaking project work/field work/internships (data for the latest completed academic year)

Response: 20%

1.2.3.1

No. of students undertaking project work/field work/internships

Response:

Data Requirement:

Name of the Programme - Project work

Number of student undertaking project work in B Pharm and M Pharm -60

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1EmhYWHVDVWigZUSkaraVOhe_m9xvyhR3/view?usp=sharing

1.3 (Feedback System)

1.3.1

Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders

(1) Students (2) Teachers (3) Employees (4) Alumni

Response: Options:-(B) Any 3 of the above

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1o9WuryWPqNI-NF9JZOGexT3eZ9zJ8HZa/view?usp=sharing

1.3.2

Feedback process of the Institution may be classified as follows

- (A) Feedback collected, analysed and action taken and feedback available on website**
- (B) Feedback collected, analysed and action has been taken.**
- (C) Feedback collected and analysed.**
- (D) Feedback collected.**
- (E) Feedback not collected.**

Response: Options (B) Feedback collected, analysed and action has been taken.

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1KHgtXFZVGIcunhf0-DRxEgGinYWMCDpE/view?usp=sharing

Criterion 2 – Teaching-Learning and Evaluation

2.1 Student Enrolment and Profile

2.1.1

Average Enrolment percentage (Average of last five years)

Response: 80.81%

2.1.1.1

No. of students admitted year wise during the last five years

2023-2024	2022-2023	2021-2022
113	64	63

2.1.1.2

No. of sanctioned seats year wise during the last five year

2023-2024	2022-2023	2021-2022
135	80	80

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1_mSix50SIUK6a8f2WrmYcjqvUgnvZ07/view?usp=drive_link

2.1.2

Average percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the last five years (exclusive of supernumerary seats)

Response: 57.21%

2.1.2.1

No. of actual students admitted from the reserved categories year wise during the last five years

2023-2024	2022-2023	2021-2022
38	26	12

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1PVspeiD7HggFrafYjl06Q9h3SWycoZ1_/view?usp=drive_link

2.1.3

Principal/Director Name: Information is provided in the link below

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1VaU73JpYO8YPd0MZozoEvtrHIUnK9Kzo/view?usp=drive_link

2.1.4

Teaching Faculty Position:- Department wise (Enclose copies of all degrees & Aadhar Card)

Sr.No.	Course	Branch	No. of faculty members present in Dept. On the day of inspection			Faculty on leave
			Prof.	Assoct. Prof.	Asst. Prof.	
1.	B Pharmacy	Pharmacy	1	7	16	1
2.	M Pharmacy	Pharmaceutics		1		
		Pharmacognosy	1	2		
		Pharmacology	1	2		

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/189IBESGxTh9zhwFkaz4yx7CM4p8UQVla/view?usp=drive_link

2.1.5

Faculty: Students' ratio

Norms	Required	Actual	Deficiency

Pharmacy	Intake	Year			
B pharmacy	100	2023-2024	1:8:18	1:8:18	NILL
M Pharmacy	35		1:4:6	1:4:6	NILL
B pharmacy	60	2022-2023	1:9:16	1:9:16	NILL
M Pharmacy	20		1:4:4	1:4:4	NILL
B pharmacy	60	2021-2022	1:9:10	1:9:10	NILL
M Pharmacy	20		1:4:4	1:4:4	NILL

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1I0mD_LacPK2a-6fw17veWCxMVRgNdZxh/view?usp=drive_link

2.1.6

Total Staff Position of the College/Institution

Total No. of Teaching faculty actual	Total No. of Lab and Supporting Staff	Faculty to supporting staff ratio
37	26	18.5

iv) Appointment/Ratification of Faculty through H.P. Technical University Selection Committee (Private College):

No. of faculty recruited/ratified through University: 02 out of total 37 = 5.41 %

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/18wibKvRIntK9u3-N1gaKRS68BGqD3192/view?usp=drive_link

2.2 Catering to Student Diversity

2.2.1

The institution assesses the learning levels of the students and organizes special programmes for advanced learners and slow learners

Response:

The college has a well-established counseling system in place. Students are assigned to, identified faculty who act as their mentors. They conduct regular meetings with their student mentees to monitor their academic progress. A student scoring less than 50% marks in 3 or more subjects in internals and having less than 75% attendance is considered as an academically slow learner. Mentors keep a close eye on these students and keep their parents informed about their performance.

Table: Identification criteria of slow learners and action taken

Identification Criteria	Actions taken
Students scoring less than 50% of marks in Internal Assessment.	<ul style="list-style-type: none">● Mentors follow the progress of the students regularly advising them about attending classes, making up for missed classes, and getting additional help.● Intimating parents to counsel their wards.● Conduction of remedial classes.
Students who fail in semester exams	Conduction of extra classes to those who failed in previous semester subjects.

The figure below demonstrates that the class teacher continuously keeps track of the academic performance of the students and identifies those who have poor academic performance or are slow learners. Mentors get engaged with such students and assist them by helping in completion of assignments and arranging extra and remedial classes for them. In case of Advance learners, faculty encourages and motivates them to perform better in academics as well as provides them different platforms.

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/14LH9fqiA4kW-yqPAM0cIQH0VAKxb8h_Z/view?usp=drive_link

2.2.2

Students : Full time teacher ratio (Data for the latest completed academic year)

Total no of students Enrolled in the institution	Total no of teachers in the institution	Ratio
372	37	10:1
File Description		
Document		
Link for Additional Information	https://drive.google.com/file/d/1RYH9IoIlbZarwitaKUzV9kPMJ1oaCvVO/view?usp=drive_link	

2.3 Teaching-Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies used for enhancing learning experiences

Response:

Shiva institute provides an effective platform for students to develop latest skills, knowledge, attitude, values to shape their behavior in the correct manner. All departments conduct innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. The institute organizes annual functions, conferences etc in which students showcase their learning in the form of innovative projects. Also, students are motivated to participate in inter college as well as national level competitions.

The institute focuses on the student-centric methods of enhancing lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting the below-mentioned student-centric methods.

1. Experiential Learning: Each department conducts add-on programs to support students in their experiential learning. The institution imparts the following experiential learning practices to enhance creativity and cognitive levels of the students –

- Laboratory Sessions are conducted with content beyond syllabus experiments.
- Summer Internship –Students get hands-on training while working in the company.
- Add-on Courses on latest technologies with NPTEL, Swayam, NITTER etc.
- Industrial Visit to engage the minimum experiential learning while visiting the organization.

2. Participatory Learning: In this type of learning, students participate in various activities such as

seminar, group discussion, wallpapers, projects, and the skill based add on courses. Students are encouraged to participate in activities where they can use their specialized technical or management skills.

Annual Day – It is organized every year for pharmacy students where selected projects are displayed at the larger platform.

- ❖ **Cultural program** –This is organized every year for the students of the college to give a vent to their creativity.
- ❖ **Regular Quizzes**- Quizzes are organized for student participation at intercollegiate level.
- ❖ **Seminar Presentation** –Students develop technical skills while presenting papers in seminars.
- ❖ **Presentation and publishing of papers in conferences and journals** - The objective is to give them exposure to learn and imbibe new skills.
- ❖ **MOOC Programs** (NPTEL, NITTER etc.)

3. Problem-solving methods: Departments encourage students to acquire and develop problem-solving skills. For this, college organizes expert lectures on various topics, motivate students to join MOOC courses, participate in various inter-college such as:

- In-house training with project development
- Regular Assignments based on problems
- Regular Quizzes
- Case studies Discussion
- Class presentations
- Debates
- Participation in Inter college events

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1eXkvs99Tcn1180lHnTx7rPCpt9NRi944/view?usp=drive_link

2.3.2

Teachers use ICT enabled tools for effective teaching-learning processes.

Response:

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1nH9y6n4QiNjNZ0VwpU6tHQ8JIBpMzo1o/view?usp=drive_link

2.3.3

Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

Response: 1:43

2.3.3.1

No. of mentors

No. of students assigned to each Mentor =15

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1px1kOgcW5jvG4FPzpyGy9JCYlzShCRm/view?usp=drive_link

2.4 Teacher Profile and Quality

2.4.1

Average percentage of full time teachers against sanctioned posts during last five years

Response: 102.16%

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1aW1bCtLnBH-I5HqcByTMJjHkNbnJBaT-/view?usp=drive_link

2.4.2

Average percentage of full time teachers with Ph.D./D.Sc./D.Lit. during the last five years (consider only the highest degree for count)

Response: 14.97%

2.4.2.1

No. of full time teachers with Ph.D./D.sc./D.Lit. during the last five years

Year	2023-2024	2022-2023	2021-2022
Number	5	4	4

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1fm491VWXNV_3OJogUWRgI9wofhAxSLgy/view?usp=drive_link

2.4.3

Average teaching experience of full time teachers in the same institution (data for the latest completed academic year in number of years)

Response: 6.37

2.4.3.1

Total experience of full time teachers.

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/16FJ30I2nqHUMo6841eUWfBTsBoDPYzCV/view?usp=drive_link

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal assessment is transparent and robust in terms of frequency and mode

Response:

Shiva institute of Pharmacy is affiliated to Himachal Pradesh Technical University, and hence, follows its rules and guidelines regarding the assessment and evaluation process of performance of students. The same is communicated to the students. The internal assessment is carried out in a systematic manner for theory courses, laboratory courses, seminars, summer internship and project.

Academic calendar is prepared at the beginning of each semester and is made available on the college website and notice-boards of the departments. Thus, students know about the dates of class tests (CT), submission of assignments well in advance and hence, can plan accordingly. The dates and schedule of internal assessment of laboratory courses, seminars, summer internship and project are displayed through the notices to the students well in advance.

For theory sessional assessment the question papers are prepared at the department level with reference to old question paper/question bank/book followed by faculty members.

- Question paper is prepared by individual faculty/faculty members teaching the same subject.
- Quality of question papers are checked and the final question paper is approved by the concerned authority.
- Assignments are allocated on a weekly basis by faculty teaching the subject and are uploaded on the college portal.
- Answer sheets are evaluated and checked answer sheets are shown to the students.
- Sessional result analysis is discussed at HOD level.
- A comparative evaluation of student's performance is carried out.
- Three internal tests were conducted.

For assessment of seminars, summer internship and project, faculty coordinator prepares a schedule of presentation of students in slots in consultation with the HOD and is communicated

to students. Students present their work or report to the coordinator via PPT mode and evaluate on the basis of various parameters set by the respective coordinator.
For assessment of laboratory courses an internal practical viva conducted by respective faculty members at the end of course.

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1JEn2Ypad7V5KusWTU0EcG9arp7lJog1I/view?usp=drive_link

2.5.2

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Response:

At the college level, an examination committee is constituted, comprising of a senior Faculty member as Center superintendent, other teaching faculty and non teaching staff as members for smooth conduction of end semester examination. The end semester examination is conducted by the university, and the students appear at the center allotted by the university.

The college follows strictly the guidelines and rules issued by the affiliating university while conducting internals and end semester examinations.

For conducting the internal assessment test, a department level coordinator/committee is constituted for smooth conduction of internal assessment.

- Three internal assessment tests are conducted each semester at department level.
- Time table for the test is prepared well in advance and communicated to the students earlier.
- A proper seating plan is followed for internal assessment tests and it is displayed on the notice board.
- After evaluation of internal assessment answer scripts, the scripts are shown to the students to check any discrepancy or doubt in checking.
- If they come across any doubts, clarification is given by faculty to enables them to fare better in future.
- By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in internal assessment tests.
- After preparing the assessments report by faculty it is shown to HOD and a copy is submitted by the concerned faculty to the department.
- The assessment marks of all the three sessional tests uploaded on college ERP.
- The final internal assessment marks are calculated on the basis of attendance, marks of class test and assignment marks, and are uploaded on university ERP at the end of semester.
- Any grievances related to university question papers like out of syllabus, repeated questions, improper split of marks, marks missed, wrong question number during semester exams are addressed to the center superintendent and the same reported to the university immediately

through center controller (University representative).

- University decision or information after resolving the grievances/correction in question paper is intimated immediately to the students during the examination through the examination committee members.
- After examination, the answer scripts evaluated by digital mode at different evaluation centers designated by university and final result are declared.
- If a student has any grievances related to evaluation of university answer scripts, students can apply for challenge evaluation/scrutiny.
- University declared the result of challenge evaluation/scrutiny after completing the process on the university website.

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1K9Ab9zsUjwrgcqZj56Y1RJwq-2YLMiTC/view?usp=drive_link

2.6 Student Performance and Learning Outcome

[National Credit Framework (NCrF) Learning Objectives and Learning Outcomes]

2.6.1

Teachers and students are aware of the stated programme and course outcomes of the programmes offered by the institution.

Response:

College follows the outcome-based education; hence the Program Outcomes (POs) are defined by each department. For defining the POs are follow the consultative process involving the stakeholders and are in line with the vision and mission of the college and department as well as the graduate attributes.

The Course Outcomes (COs) for each subject is available in university syllabus or defined by concerned faculty members in consultation with other faculty teaching the same subject and HoD.

The POs, and COs are available on college website and are also communicated to students, teachers and other staff by displaying at following location:

- Departmental Laboratories
- College corridors,
- HODs and Faculty rooms
- Course files.

The COs is also disseminated to students through faculty announcements to the students during the beginning of each semester and from time to time during the entire semester

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1I0wHiVzX6GAdp-4tzFQYBUgNsucx5YQk/view?usp=drive_link

2.6.2

Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Response:

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File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1qKysosuPBXWulcZ6Mv_DMiFBjmQwmYUP/view?usp=drive link

2.6.3

Average pass percentage of students during the last five years

Response: 81.28%

2.6.3.1

Total No. of final year students who passed the University examination year wise during the last five years.

Year	2022	2023	2024

No. of students passed	44	33	39
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2.6.3.2

Total No. of final year students who appeared for the University examination year wise during the last five years

Year	2022	2023	2024
No. of students Appeared	53	49	55

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/1M6XYHVC3BcR9Yq0Vn81TnA141XVbjFlm/view?usp=drive_link

2.7 Student Satisfaction Survey (SSS)

2.7.1

Online student satisfaction survey regarding teaching learning process of about 20% students.

Response:

File Description	Document
Link for Additional Information	https://drive.google.com/file/d/11vS621v6GrRzsjV14tL9_YPZuMlrQBmD/view?usp=sharing

Criteria-3 Research, Innovations and Extension

3.1 Resource, Mobilization for Research

3.1.1 Grants received from Government and non-governmental agencies for research projects/endowments in the institution during the last five years (INR in lakhs)

3.1.1.1 Total grants from Government and non-governmental agencies for research projects/endowments in the institution during the last five years (INR in lakhs)

Year -2024

INR in Lakhs -2,00,000

Data requirement for last five years:

- Name of the Project - Anti Arthritis activity, antioxidant activity, antiobesity activity, CCSEA approval

Attach as Annexure(s)

https://drive.google.com/file/d/18EtQCiumcM6wkQN_Ez-JMq13JP7EhkpA/view?usp=sharing

3.1.2 Percentage of departments having Research projects funded by government and non-government agencies during the last five years

3.1.2.1 No. of departments having research projects funded by government and non-government agencies during the last five years

Year -NA

Number- NA

3.1.3 Number of seminars/conferences/workshops conducted by the institution during the last five years

3.1.3.1 Total No. of seminars/conferences/workshops conducted by the institution year wise during the last five years

3.1.3.1 Total No. of seminars/conferences/workshops conducted by the institution year wise during the last five years

Year	2022	2023	2024	2025
Number	NA	03	21	1

https://drive.google.com/file/d/1d56KtfoA8VD0P-0uN_dBFthmk9XN9ycR/view?usp=sharing

<https://drive.google.com/file/d/13g9pki2jq3rdg7AcABdUd2L27ALEMfmZ/view?usp=sharing>

No. of participants-762

Link to the activity report on the website, if any.

<https://youtube.com/@shivainstituteofpharmacy-xt6xw?si=1OgqTdAaTOroYdXU>

3.2-Research Publication and Awards

3.2.1 No. of papers published per teacher in the Journals notified on UGC website during the last five years

3.2.1.1 No. of research papers in the Journals notified on UGC website during the last five years

Year	2023-2024	2024-2025
Number	15	15

Formula:

No. of publications in UGC notified journals during the last five years

Average No. of full time teachers during the last five years

Attach as Annexure(s)

https://drive.google.com/file/d/121NKgPhdiVaJUJ_uHIKKPp3Ed-fgrmHb/view?usp=sharing

3.2.2 No. of books and chapters in edited volumes/books published and papers published in National/International conference proceedings per teacher during the last five years

3.2.2.1 Total No. of books and chapters in edited volumes/books published and papers in National/International conference proceedings year wise during the last five years

Year	2023	2024	2025
Number	01	08	04

Attach as Annexure(s)

• <https://drive.google.com/file/d/19hrS6UFxYtE47NIRINfgJXHCH6QgzLpx/view?usp=sharing>

3.3: Extension Activities (NCC/NSS/Red Cross/YRC etc.)

3.3.1 Extension activities carried out in the neighbourhood community, sensitizing students to social issues for their holistic development, and impact hereof during the last five years

Response: The college has made a significant societal and environmental impact by fostering a robust College-Neighborhood-Community network, emphasizing student engagement, service orientation, and holistic development. Through this approach, students are nurtured into responsible citizens and future leaders. Faculty members, in collaboration with the National Service Scheme (NSS) Unit, actively involve students in diverse community programs, including cultural events, seminars, workshops, awareness campaigns, and blood donation drives. The NSS unit plays a pivotal role in raising awareness of community needs, instilling social responsibility, and promoting healthcare and societal well-being. To address challenges in rural areas such as uncleanliness, malnutrition, and hygiene, the college organizes initiatives like AIDS awareness programs, blood donation camps, health checkups, and Swachh Bharat drives,

often in partnership with government/ Gram Panchayats and NGOs. Students gain leadership, communication, and critical thinking skills while fostering empathy and understanding of social issues. These experiences empower students to become compassionate leaders, reflecting the institution's dedication to meaningful societal change.

Attach as Annexure(s)

https://drive.google.com/file/d/1zflBwpmys8uYD_VHSF9dVliGapUb2i18/view?usp=sharing

3.3.2 No. of awards and recognitions received for extension activities from government/government recognized bodies during the last five years

3.3.2.1 Total No. of awards and recognition received for extension activities from Government/government recognized bodies year wise during the last five years

Year	2023	2024
Number	Nil	05

Attach as Annexure(s)

<https://drive.google.com/file/d/1nmJ2Bt1JcfEltFWWripSOINLpGiAYPvZ/view?usp=sharing>

3.3.3 No. of extension and outreach programs conducted by the institution through NSS/NCC/Red Cross/YRC etc. (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organised in collaboration with industry, community and NGOs) during the last five years

3.3.3.1 No. of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red Cross/YRC etc., year wise during the last five years

Year	2023	2024
Number	Nil	21

Attach as Annexure(s)

<https://drive.google.com/file/d/197wWHY3FzXFTJUaiJsJa43vSxXvfEiCVi/view?usp=sharing>

3.3.4 Average percentage of students participating in extension activities at 3.3.3 above during the last five years

3.3.4.1 Total No. of students participating in extension activities conducted in collaboration with industry, community and Non-Government Organizations through NSS/NCC/Red Cross/YRC etc. year wise during the last five years

Year	2023	2024
Number	Nil	400

Formula:

Percentage of students participated in 2024= 90%

Attach as Annexure(s) •

<https://drive.google.com/file/d/197wHY3FzXFTJUaiJsJa43vSxXvfEiCVi/view?usp=sharing>

Key Indicator 3.4: Collaboration

3.4.1 Collaborations/linkages of the institution for Faculty exchange, student exchange, internship, field trip, on-the-job training, research etc. during the last five years

• No. of linkage (s) for faculty exchange, student exchange, internship, field trip, on-the-job-training, research etc. year wise during the last five years

Year	2023	2024
Number	Nil	03

3.4.2 No. of functional MoUs with National and International institutions, universities, industries, corporate houses etc. during the last five years

3.4.2.1 No. of functional MoUs with institutions of National, International importance, other universities, industries, corporate houses etc. year wise during the last five years

Year	2020	2022	2023	2024
Number	01	05	06	05

Attach as Annexure(s)

https://drive.google.com/file/d/1UE6O1pp9aBt0-aMeIHkj_NmumrTFnmsw/view?usp=sharing

Criteria- 4 Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

Infrastructure and physical facilities for teaching-learning, viz., classrooms, laboratories, computing equipment etc. of the institutions.

Response:

File Description	Document
Upload Supporting Document	https://drive.google.com/file/d/1H7GMpnsM3py061KmSiBnAjcmAy8HQQtt/view?usp=sharing

4.1.2

Facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Response:

Shiva Institute of Pharmacy is committed to supporting the overall development of its students by providing a wide range of facilities that promote cultural activities, sports, and physical well-being. These facilities are designed to enhance the learning experience and ensure that students engage in extracurricular activities, which are crucial for their personal growth and overall development. Under the supervision of Principal, HODs, various committees, the institute organizes different cultural events, sports activities. Well equipped and fully furnished seminar hall along with projector, CCTV cameras and seating capacity of ~400 persons serve as a versatile platform for various cultural activities. SIP, on its regular basis organizes various intra-institutional level competitions and students are encouraged and motivated by distributing the awards.

Besides this, the campus has adequate facilities for various sports- cricket, kabaddi, badminton, volleyball, basketball, handball, football along with a number of indoor games like table tennis, chess. The enthusiasm of students and the support from faculty are evident in the institute's consistent success in inter and intra-institutional competitions. In 2023, SIP secured 2nd and 3rd position in kabaddi and handball, respectively. And recently, in 2024, the handball team of SIP has marked its 1st position in university level championships. This high level of participation and achievement underscores the strong interest in sports and the positive contribution of faculty in nurturing a competitive spirit among students. The institution hostel has a well established gym. For yoga and meditation sessions, students and faculty utilize open space and seminar hall.

File Description	Document
Supporting Document	https://drive.google.com/file/d/1Z2cch9NxZrPJXHxFXF2G3V07DeN3bDqk/view?usp=sharing

4.1.3

Percentage of classrooms and seminar halls with ICT-enabled facilities such as smart class, LMS etc.

Response: 40%

4.1.3.1 No. of classrooms and seminar halls with ICT facilities

Response:

Year	Number of smart classrooms
2023-2024	5

Data requirement for the last five years:

- No. of classrooms with LCD facilities = 2
- No. of classrooms with Wi-Fi/LAN facilities = 9
- No. of smart classrooms = 5
- No. of classrooms with LMS facilities = 0
- No. of seminar halls with ICT facilities = 1

File Description	Document
Upload Supporting Document	https://drive.google.com/file/d/1nsCKZXGBTpJrS39JengqoiwH9_B22-3-/view?usp=sharing

4.1.4

Average percentage of expenditure, excluding salary, for infrastructure augmentation during the last five years (INR in lakhs)

Response: 14.2%

4.1.4.1

Expenditure for infrastructure augmentation, excluding salary, year-wise during the last five years (INR in lakhs)

Response:

Year	2020	2021	2022	2023	2024
INR in Lakhs	11,85,660	1,86,818	7,12,008	16,15,474	25,65,386

File Description	Document
Supporting Document	https://drive.google.com/file/d/1Y338APSafjhQOaxuDAqr11CTye3rd3lJ/view?usp=sharing

4.2 Library as a learning Resource

4.2.1

Library is automated using Integrated Library Management System (ILMS)

Response:

Dr. A.P.J. Abdul Kalam knowledge centre (library) at Shiva Institute of Pharmacy library is well-utilized, supporting the academic needs of the institute's community. The library spans an area of 159 square meters, with an optimal seating capacity for 72 individuals. It is equipped with advanced automation through the Integrated Library Management System (ILMS) i.e DELPLUS 2.0, ensuring efficient management of resources. The library offers access to a comprehensive range of electronic resources, including subscriptions to e-journals and other digital materials, enhancing research and learning opportunities for both faculty members and students.

Name of the ILMS software	DELPLUS
Nature of automation (fully or partially)	Partially
Version	DELPLUS2.0
Year of automation	2015

File Description	Document
Upload Supporting Document	https://drive.google.com/file/d/1NiLTq5i07szoEw_tMan39Nvs9hSggRJb/view?usp=sharing

4.2.2 The institution has subscription for the following e-resources

- (1) e-journals
- (2) e-Sodh Sindhu
- (3) Shodhganga Membership
- (4) E-books
- (5) Databases
- (6) Remote access to e-resources

Response: Option (A) Any 4 or more of the above

e-journals	DELNET Journals
E-books	DELNET e-books
Databases	http://www.delnet.in
Remote Access to e-resources	https://discovery1.delnet.in/

S.No.	Particular names	Particulars description
1	Total Books	6870

2	Total Reference Books	798
3	Volumes of Books	4774
4	Total number of Book Titles	1619
5	Total number of Text Books Titles	1044
6	E-Journals	389
7	Total Print Journals-National	22
8	Total Print Journals-International Journals	11

File Description	Document
Upload Supporting Document	https://drive.google.com/file/d/1NV4WFzfcYB69ObqScarb17nj0N7zuiH/view?usp=sharing

4.2.3

Average annual expenditure on purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in lakhs)

Response: 217,194.2

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during the last five years (INR in lakhs)

Response:

Year	2020	2021	2022	2023	2024
INR in Lakhs	1,76,866.00	1,36,173.00	2,73,951.00	1,97,592.00	3,01,389.00

File Description	Document
Supporting Document	https://drive.google.com/file/d/1cWfCHsu1fqVEXNBc-NYNQJchUSiG2tt/view?usp=sharing

4.2.4

Percentage per day usage of library by teachers and students (foot falls and login data for online access)

Response: 19 %

4.2.4.1

No. of teachers and students using the library per day over the last one year.

Response: 533

Method of computing per day usage of Library	Total no. of Library usage in a week by the teachers and students / Total no. of working days in a week = $533/6 = 89$
No. of users accessing library digitally	1905
No. of users accessing library physically	No. of users accessing library physically
File Description	Document
Upload Supporting Document	https://drive.google.com/file/d/1LE_Uvko6AsxYsP6Ve2XIFP8iANyFpl7/view?usp=sharing

4.3: IT Infrastructure

4.3.1

Institution frequently updates its IT facilities including Wi-Fi

Response:

The institution has very well established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. Shiva institute of Pharmacy has a well maintained record starting from the security staff, cleaning staff. Each and every laboratory is managed by experienced faculties for apparatus, instruments, equipment, log book and other supplies essential for a good laboratory under the head of institute. Along with specific SOPs for individual instruments, there are few defined rules and regulations which need to be followed by every individual before entering into the lab. These rules are mentioned as:

1) Appropriate Dress

Tie back long hair, and wear suitable Gloves and other personal protective equipment. Avoid touching your eyes, Nose, and mouth.

2) No Food

Don't eat or drink in the lab and never taste Chemicals.

3) Handle glassware carefully

Turn off all heating appliances when not in use.

Keep flammable objects away from your work Space.

4) Keep a clean work space

Don't obstruct the work area, floors, or exits. Keep Coats, bags, and other personal items stored in designated areas away from the lab. Don't Block sink drains debris.

5) Clean up

After completing the lab, carefully clean your work space and the equipment, and wash your hands with soap and warm water for at least 20 Seconds.

File Description	Document
Upload Supporting Document	https://drive.google.com/file/d/1g8kZV0KBPedkubR0wnzOyfy08fMVGDM/view?usp=sharing

4.3.2 Student-Computer ratio (Data for the latest completed academic year)

Response:

No. of students : 296

No. of Computers:: 55

- No. of computers in working condition: 55
- Total no. of computers 55

Student : Computer:: 5:1

4.3.3

Bandwidth of Internet connection in the Institution

(A) 10 GBPS

(B) 1 GBPS

(C) 750 MBPS

(D) 500 MBPS

(E) Others (specify)

Response:

Available internet bandwidth : 100 MBPS

4.4 Maintenance of Campus Infrastructure

4.4.1

Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities), excluding salary component, during the last five years (INR in lakhs)

Response: 17.1%

4.4.1.1

Expenditure incurred on maintenance of infrastructure (physical facilities and academic support

4.4.2

Established systems and procedures for maintaining and utilizing physical, academic and support facilities-laboratory library, sports complex, computers, classrooms etc.

Response:

Shiva institute of Pharmacy has a well maintained record starting from the security staff, cleaning staff. Each and every laboratory is managed by experienced faculties for apparatus, instruments, equipment, log book and other supplies essential for a good laboratory under the head of institute. Along with specific SOPs for individual instruments, there are few defined rules and regulations which need to be followed by every individual before entering into the lab. These rules are mentioned as:

1. Appropriate Dress Tie back long hair, and wear suitable Gloves and other personal protective equipment. Avoid touching your eyes, Nose, and mouth.
2. No Food Don't eat or drink in the lab and never taste Chemicals.
3. Handle glassware carefully Turn off all heating appliances when not in use. Keep flammable objects away from your work Space.
4. Keep a clean work space Don't obstruct the work area, floors, or exits. Keep Coats, bags, and other personal items stored in Designated areas away from the lab. Don't Block sink drains debris.
5. Clean up After completing the lab, carefully clean your work space and the equipment, and wash your hands with soap and warm water for at least 20 Seconds.

The Library Committee is functional which takes care of the library matters and its proper functioning. With respect to classroom maintenance, at the beginning of every academic year, proper availability of smart tools, blackboards, lighting, and furniture in classrooms etc. is taken care of by the institute.

Upgradation of software and hardware and maintenance of ICT facilities is done by the computer cell of Shiva Educational society.

With respect to above all, in cases where there is a need for procurement or upgrades to any of these facilities, the process is managed by a dedicated committee. The procurement decisions are made after careful assessment by the committee, which is finally approved by the principal. This structured approach ensures that all decisions regarding the enhancement and maintenance of facilities are made with due diligence and in line with the needs of students and faculty.

File Description	Document
Upload Supporting Document	https://drive.google.com/file/d/1rN1foH34ubps6ptlCsTmzG2a9Sk7yFz/view?usp=sharing

Criterion 5-Student Support and Progression

5.1 Student Support

5.1.1

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years.

Response: 8.82%

5.1.1.1

No. of students benefited by scholarships and freeships provided by the Government year wise during the last five years

Year	2020-21	2021-22	2022-23	2023-24	2024-25
Number	18	20	24	27	28
Percentage	7.5%	8.3%	10%	9.6%	8.7%

File Description	Document
Attached Annexure	https://drive.google.com/file/d/11FG2T1x3VUANVJT_yXyNt_r_cX1ljawe/view?usp=drive_link

5.1.2

Average percentage of students benefited by scholarships, freeships etc. provided by the institution/non-government agencies during the last five years

Response: 24.98%

5.1.2.1

Total No. of students benefited by scholarships, freeships etc provided by the institution/non-government agencies year wise during the last five years

Year	2020-21	2021-22	2022-23	2023-24	2024-25
Number	29	92	50	78	86
Percentage	12%	38.3%	20%	27.8%	26.8%

File Description	Document
Attached Annexure	https://drive.google.com/file/d/11FG2T1x3VUANVJT_yXyNt_r_cX1ljawe/view?usp=drive_link

[t_r_cX1ljawe/view?usp=drive_link](https://drive.google.com/file/d/1kI16PIvE-w8LZ8yqBQEtj4dNyOdtLW7B/view?usp=drive_link)

5.1.3

Capacity building and skills enhancement initiatives taken by the institution including the following:

- (1) Soft skills
- (2) Language and communication skills
- (3) Life skills (Yoga, physical fitness, health and hygiene)
- (4) ICT/computing skills

Options:-(A) All of the above.

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1kI16PIvE-w8LZ8yqBQEtj4dNyOdtLW7B/view?usp=drive_link

5.1.4

Average percentage of students benefited by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 35.62%

5.1.4.1

No. of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

Year	2023-24
Number	114
Percentage	35.62

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1XE17E0Yemmgsch3OoUJz0ej7VchD019O/view?usp=drive_link

5.1.5

The Institution has a transparent mechanism for timely redressal of students' grievances including sexual harassment and ragging cases.

- (1) Implementation of guidelines for statutory/regulatory bodies.
- (2) Organization wide awareness and undertakings on policies with zero tolerance
- (3) Mechanism for submission of online/offline students' grievances
- (4) Timely redressal of the grievances through appropriate committees

Options: (A) All of the above

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1TD7S_JVQY1vYkeE7p21u8Awck4p2Rj3K/view?usp=drive_link

5.2 Students' Progression

5.2.1

Average percentage of placement of outgoing students during the last five years

Response: 37.2%

5.2.1.1

No. of outgoing students placed year wise during the last five years

Year	2023-24
Number	22
Percentage	37.2%

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1lwZ1--DP8E9vkYdafxDGf-sSWUQo6oCM/view?usp=drive_link

5.2.2

Average percentage of students progressing to higher education during the last five years

Response:

5.2.2.1

No. of outgoing students' progression to higher education

Year	2023-24
------	---------

Course	B. Pharmacy
Number	33
Percentage	55.93%

year	2023-24
course	M. Pharmacy
Number	4
Percentage	100%

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1lwZ1--DP8E9vkYdafxDGf-sSWUQo6oCM/view?usp=drive_link

5.2.3

Average percentage of students qualifying in State/National level examinations during the last five years (e.g.: GPAT)

Response: 13.56%

5.2.3.1

No. of students qualifying in State/National level examinations (e.g.: GPAT) year wise during the last five years

Year	2020-21	2021-22	2022-23
Number	1	1	2
Percentage	14.2%	11.11%	15.38%

5.2.3.2

No. of students appearing in State/National/International level examinations (e.g.: GPAT) year wise during the last five years

Year	2020-21	2021-22	2022-23	2023-24
Number	7	9	13	16

File Description	Document
Attached Annexure	https://drive.google.com/file/d/14b9_rj3NdO2oCLS5YbdQoHFNgs7xEz-O/view?usp=sharing

5.3 Students' Participation and Activities

5.3.1

No. of awards/medals for outstanding performance in sports/cultural activities at University/State/National/International level (award for a team event should be counted as one) during the last five years.

5.3.1.1

No. of awards/medals for outstanding performance in sports/cultural activities at University/State/National/International level (award for a team event should be counted as one) year wise during the last years.

Year	2023-24	2024-25
Number	2	1

File Description	Document
Attach as Annexure(s)	https://drive.google.com/file/d/1K6FjW18DoMBxpXC6qVtxkwOtbjNiunl7/view?usp=sharing

5.3.2

Institutions facilitates students' representation and engagement in various administrative, co-curricular and extra-curricular activities (student council/students representation on various bodies as per established processes and norms)

Response:

The Student Representative Committee of the institute is established with the aim of offering students a platform to develop leadership skills by organizing various activities, while also focusing on student welfare, Under the guidance and mentorship of college authorities, the committee works collaboratively to ensure that students are provided with a conducive learning environment, including the availability of resources, support systems, and opportunities for personal and academic growth. The committee serves as a bridge for students to share their ideas, interests, and concerns to teachers and higher officials. It works towards addressing student grievances and resolving other issues related to human welfare.

The institute has established several cells and committees that feature student representatives.

1. Anti-Ragging and Anti Ragging Squad committee
2. Training and placement committee

3. Reception, cultural and event organization committee
4. Grievance Redressal committee
5. Sports committee
6. Hostel management canteen/ mess inspection committee
7. Student activity cell
8. Library and magazine committee
9. Medical and first aid committee
10. Student feedback, monitoring, evaluation committee
11. Alumni association
12. SC/ST committee

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1dmFRaRU1VKvbAm4CObO0Hii5qUU-3nOz/view?usp=sharing

5.3.3

Average No. of sports and cultural events/competitions in which students of the institution participated during the last five years (organized by the institution/other institutions)

Response: 3.6

5.3.3.1

No. of sports and cultural events/competitions in which students of the institution participated year wise during the last years

Year	2021-22	2022-23	2023-24
Number	1	4	6

File Description	Document
Attach as Annexure(s)	https://drive.google.com/file/d/1uqml8ljPoSUUBa43YiGrBZl3ggcBNkzp/view?usp=sharing

5.4 Alumni Engagement

5.4.1

Is there a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support service.

Response:

Alumni Association fosters a lifelong connection between the institute and its alumni. In partnership with a dedicated team of volunteer executive committee members, the association works to engage alumni, support students, and enhance the institute's legacy through various events, programs, and services. The institute maintains regular interactions with the alumni association and plans to organize an annual alumni meet. Alumni contribute not only to academic affairs and student support but also to the mobilization of both financial and non-financial resources.

The association is dedicated to supporting current students by providing them with mentorship, guidance, and professional development opportunities, helping them navigate their academic and career paths. Additionally, it works to enhance the institute's reputation and legacy by organizing various events, programs, and services that bring together alumni, students, and faculty, creating an enriching and memorable experience for all involved. These activities not only foster a sense of community but also strengthen the institute's position as a leading educational institution in the field of pharmacy.

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1zSftr7oMORhH5R26hgojJ6AWPSkOPoDu/view?usp=sharing

5.4.2

Alumni contribution during the last five years (INR in lakhs)

- (A) ≥ 5 lakhs**
- (B) 4 lakhs – 5 lakhs**
- (C) 3 lakhs – 4 lakhs**
- (D) 1 lakh - 3 lakhs**
- (E) ≤ 1 lakhs**

Response: NA

Criterion 6-Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The Governance of the institution is reflective of and in tune with the vision and mission of the institution

Response:

Vision: Our Vision to become an institute of excellence for the generation of independent and competent pharmacy graduates with human ethics.

Mission: Our Mission is to provide quality education in pharmacy with continuous enrichment of theoretical and practical knowledge and skills. · To inculcate leadership quality and competitive attitude with ethical practices. To create a collaborative environment open to the free exchange of ideas, where research, creativity, innovation, and entrepreneurship can flourish.

Programme Education Objectives (PEOs):

PEO1. Contribute as pharmacy professional in the area of production, sales and community pharmacy while applying both theoretical and practical knowledge

PEO2. Involve in multidisciplinary engagements such as higher education, or entrepreneurship by continuous enhancement of knowledge.

PEO3. Provide real time solutions to Pharmaceutical challenges by enhancing human skills among the students and encourage them to follow ethical practices.

File Description	Document
Supporting document	https://drive.google.com/file/d/1MPSP1xDyZIPncRIpxtuOVGsS--FsgfPr/view?usp=drive_link
Additional info:	https://drive.google.com/file/d/1eNRJvp12aq3ZLeD3dMVy-Ki1J5g_s9XD/view

6.1.2

The effective leadership is visible in various institutional practices such as decentralization and participative management

Response:

Yes, the organization encourages a positive participatory management culture.

The management itself is personally interested in creating and providing staff and students with opportunity to take part in different workshops, seminars, and cultural events that are solely sponsored and of interest to management.

Through a number of committees, including those dealing with admissions, financial planning, resource utilization, curricular and co-curricular programs, extension programs, infrastructure provision, and upkeep, the Institute's management and director play a part in ensuring the efficient operation of administrative and academic processes.

In order to adhere to the relevant requirements, the principal oversees coordination with external organizations such as the University, Director Office, and other governmental bodies.

Participatory management is encouraged at the college. The Chairman, Secretary, Treasurer, and members of the college committee, as well as the Principal, Vice Principal, department heads, teaching and nonteaching staff, students' council, office bearers, class representatives, and members of the academic council, make up the participative management.

Departments, the library, the college office, several curricular committees, the college club, the dorm, and the students council are all granted autonomy by the principal.

The Principal allows the heads of departments and employees to freely carry out academic and administrative tasks, including departmental activities, workload distribution, various academic committee programs, association and club activities, departmental tests, teaching and learning processes, and routine evaluations.

The college has the freedom to invite outside experts and resource people to host competitions, guest lectures, seminars, conferences, workshops and faculty development programs.

Faculty and student representatives assist the department heads in coordinating and carrying out the academic programs.

The departments determine the equipment, books, and infrastructure needs for the entire academic year.

The placement officer invites specialists and resource people for a placement interview and freely conducts coaching and training programs for job openings.

Employees are empowered to initiate club activities and curricular and extracurricular programs and are trusted to serve as organizers for numerous groups and clubs.

File Description	Document
Supporting document	https://drive.google.com/file/d/10Nk02QacKMGDqNGDmavySbt7mOyHPzHD/view?usp=sharing

6.2 Strategic Development and Deployment

6.2.1

The institutional strategic/perspective plan is effectively deployed

Response:

Shiva Institute of Pharmacy employs a unique approach and efficiently uses its resources. The procedure entails recognizing the different possibilities, picking the most promising ones, and determining how they will contribute to the growth of the organization.

Strategic Planning (2023-2024)

Strategic Goal	Strategic Planning
Good Governance	Governing Body: Supervisory and approving policy matters, Staff Recruitments
	Vision, Mission, and Institution Strategic Goals Leadership & Transparency management: Policies formulation, approval & implementation. Service Rules circulation. Conduct an internal audit committee for monitoring compliance. Systems, checks and balances- Remedial measures.
Autonomous Status	Preparation for the Accreditation & certifications
Physical Infrastructure	Upgrade the Classrooms, Tutorials, Seminar hall. Up gradation Library infrastructure & e-learning.
Teaching & Learning	The improvements in teaching & learning infrastructure. Research Laboratory and its maintenance.
Mentor-Mentee Program	Mentorship programs offer mentors a transformative experience, fostering growth and development in different key areas. Through leadership development, mentors refine their coaching and communication skills, becoming more effective leaders. Knowledge sharing enables them to impart expertise and best practices, while networking opportunities expand their professional connections. Mentors also experience personal growth, gaining a sense of fulfillment and purpose. Ultimately, they can leave a lasting legacy, making a profound impact on their industry, organization, or community.
Library & Information Centre	Digitization of Library resources Resources automation & Access (24X 7).
Industry & Institute Collaborations	Identification of potential areas of research MoUs with industries Support for internships, visits, trainings, guest lectures
IQAC	Setting up of IQAC team Intermittent checks and guidance Recognizing achievements & best practices Choose accreditation/certificates

File Description	Document
Supporting document	https://docs.google.com/document/d/1Cheb6MM1bhM5D7MOJPa36_dTgy7JpC7N/edit?usp=drive_link&oid=108803755899358986338&rtpof=true&sd=true

6.2.2

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative set up, appointment and service rules, procedures etc.

Response:

Organogram of the Institute Shiva Institute of Pharmacy has a comprehensive framework for faculty appraisal evaluation, comprising multiple components. These include new lab establishment (5%), faculty appraisal evaluation (5%), lab maintenance (5%), and utilization of virtual labs (5%). Faculty responsibilities encompass project guidance (5%), B.Pharmacy and HODs responsibilities (5%), extra-curricular involvement (5%), participation in FDP/conferences/seminars (5%), and attendance (5%). Additional key components include student feedback (20%), previous semester results (15%), and grants received from AICTE/UGC/MPCOST/other government bodies/consultancy (5%). Students' project/product development capabilities (10%) and research papers/book publications/ICT tool usage

(10%) are also integral to the faculty appraisal evaluation. This framework provides a holistic assessment of faculty performance.

File Description	Document
Supporting document	https://docs.google.com/document/d/13qaj1YtHQjTTu6xiTUkzIy3L6fh_YhT1/edit?usp=drive_link&oid=108803755899358986338&rtpof=true&sd=true

6.2.3

Implementation of e-governance in areas of operation

- (1) Administration
- (2) Finance and Accounts
- (3) Student Admission and Support
- (4) Examination

Response: (A) All of the above

File Description	Document
Supporting document	https://docs.google.com/document/d/1VxjCmEV7Bc7INQiWzU4S Qj8SY-FuYN-7/edit?usp=drive_link&oid=108803755899358986338&rtpof=true&sd=true

6.3 Faculty Empowerment Strategies

6.3.1

The institution has effective welfare measures for teaching and non-teaching staff.

Response:

- Yes, the institute has effective welfare measures for teaching and non-teaching staff.
- Faculty development programmes and self-employment training are periodically conducted to teaching staff.
- To enhance the working potential excellence, computer based training is provided to non-teaching staff. Personality development programmes and human resource development training are organized for teaching and non-teaching staff.
- The institution encourages the faculty to pursue the Ph.D programme and take over the major and minor research projects by offering various facilities to the staff members like internet lab, Library facilities and incentives. Also supports the teaching staff to attend the training programmes, seminar, conference and workshop and present paper. Incentive is given for publication of research articles in journals and books.
- Annual increments and promotions are given for the faculty.
- Hostel facilities are available.
- Internet lab, research lab and library facilities freely available for research scholars.

File Description	Document
Supporting document	https://docs.google.com/document/d/1-jSMd42nWA1gH6Frr_nwglgkBlIc4UGY/edit?usp=drive_link&oid=108803755899358986338&rtpof=true&sd=true

6.3.2

Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: NA

6.3.3

Average No. of professional development/administrative training programs organized by the institution for teaching and non-teaching staff during the last five year

6.3.3.1

Total No. of professional development/administrative training programmes organized by the institution for teaching and non-teaching staff year wise during the last five years

Year	2023-2024
Number	15

File Description	Document
Supporting document	https://drive.google.com/file/d/14NpW4RwFvkN3ygKJ7_3RHGXna6EkaWnN/view?usp=sharing

6.3.4

Average percentage of teachers undergoing online/face-to-face Faculty Development Programmes (FDP) during the last five years (Professional Development Programmes, Orientation/Induction Programmes, Refreshers Course, Short Term Course etc.)

Response:

6.3.4.1

Total No. of Teachers Attending Professional development programmes viz., orientation/induction programme, refresher course, short term Course year wise during the last five years.

Year	2023-2024
Number	11

File Description	Document
Supporting document	https://drive.google.com/file/d/1DseLpePyo9c33ZvnB6FZWN3Ikqc04Rln/view?usp=sharing

6.3.5

Institution's Performance Appraisal System for teaching and non-teaching staff

Response:

- The management plays an important role in the performance self-appraisal of the faculty. Monthly reports have been collected from each of the faculty. The management keeps watching on the working of the teaching as well as non-teaching faculty.
- Annual increments & promotions are given to all faculties.

The process of appraisal: The Director of the Institute was authorized to submit an annual confidential report to management. The ACR of the faculty is prepared on the submission of self-appraisal of the faculty and regular observation of the administrative board. The main aim of this activity is to justify and recognize the actual workers who are performing their duties sincerely and dedicatedly.

Analysis of self-appraisal: Annually self-appraisal collected and analyzed by a constituted committee under the chairmanship of Principal.

Reward: Considering the good work on the basis of the following parameters:

- Dedications and consistency
- Stability of the employee
- Academic performance
- Behaviour
- Work efficiency and time management.
- Administrative contributions
- ACR
- Recommendation of the self-appraisal submitted by the employee.
- Research Orientations and attitude.
- In the term of reward management committees facilitate teaching and non-teaching staff by a cash prize, memento, shawl, citation and sometimes promote the faculty on the higher post with the increment.

6.4 Financial Management and Resource Mobilization

6.4.1

Institution conducts internal and external financial audits regularly

Response:

Shiva Institute of Pharmacy conducts internal financial audits regularly to ensure transparency and accountability. Although specific details on the audits conducted over the last five years are not publicly available, here are some common types of audits that Shiva Institute of Pharmacy typically undergoes:

Internal Audits

Financial Statement Audit: Review of financial statements to ensure accuracy and compliance with accounting standards.

- Compliance Audit: Evaluation of adherence to institutional policies, laws, and regulations.
- Operational Audit: Assessment of operational efficiency and effectiveness

File Description	Document
Additional info.	https://drive.google.com/file/d/1eOn-eh3woAKIuO6R7FZZCazZBI0dSyCB/view?usp=drivesdk

6.4.2

Funds/Grants received from non-government bodies, individuals, philanthropers during the last five years (Not covered in Criterion III)

Response: NA

6.4.2.1

Total grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in lakhs)

Response: NA

6.4.3

Institutional strategies for mobilisation of funds and the optimal utilization of resources

Response:

Shiva Institute of Pharmacy has a clear framework for financial delegation regarding emergency purchases. The Principal is authorized to incur expenses up to ₹50,000 for research project-related chemicals, instruments, and building materials. This framework promotes transparency, accountability, and efficient resource utilization. It streamlines decision-making, maintains discipline, and supports research and academic activities. This financial delegation framework aligns with NAAC's criteria for institutional financial management, promoting best practices in resource allocation and utilization, and ensuring the institute's financial stability and growth.

Criterion 7 – Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Measures initiated by the institution for gender equity promotion of gender equity during the last five years

Response:

Shiva Institute of Pharmacy actively promotes gender equity and sensitization through both curricular and co-curricular initiatives. The curriculum includes sessions on gender awareness, ethics, and professional behavior, fostering respect and equality among students. Co-curricular activities such as workshops, seminars, and awareness drives on women's rights and safety are regularly organized to sensitize the campus community. The institute ensures a safe and inclusive environment with dedicated facilities for women, including separate hostels, common rooms, and hygienic restrooms. Security measures like CCTV surveillance and female wardens are in place to ensure safety. The Women's Cell plays a proactive role in addressing issues related to gender and organizing empowerment programs. These efforts collectively create a respectful, secure, and supportive atmosphere for female students and staff.

File Description	Document
Provide web link	:https://drive.google.com/file/d/1vMnkqtTJNKhJNt7zR4LggT2pDN3OqO /view?usp=sharing

7.1.2

The institution has facilities for alternate sources of energy and energy conservation measures

- (1) Solar energy
- (2) Biogas Plant
- (3) Wheeling to the Grid
- (4) Sensor-based energy conservation
- (5) Use of LED bulbs/power efficient equipment

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1xIE3HXQZbEO7LZIGvIrTTJ-s5Nz8zN4O/view?usp=sharing

7.1.3

Describe the facilities in the institution for management of following types of degradable and non-degradable waste.

Response:

Shiva Institute of Pharmacy has implemented comprehensive waste management practices to ensure environmental sustainability.

- Solid waste is systematically collected and segregated into biodegradable and non-biodegradable categories, with composting units for organic waste.

- Liquid waste is managed through a well-maintained drainage and treatment system that prevents contamination. Biomedical waste, generated in laboratories, is disposed of as per government norms through authorized biomedical waste handlers.
- E-waste is collected and handed over to certified recyclers to ensure safe disposal and resource recovery.
- The institute also promotes a waste recycling system by encouraging reuse of paper, plastic, and other materials through awareness programs.
- Though radioactive waste is not typically produced, hazardous chemicals from laboratories are carefully labeled, stored, and disposed of following safety protocols. These measures reflect the institute's commitment to cleanliness, health, and environmental responsibility.

File Description	Document
Web link	:https://drive.google.com/file/d/1H7xWm_tmUYIqhZq9zbi5DEFMvaR59v6x/view?usp=sharing

7.1.4

Water conservation facilities available in the Institution:

Rain water harvesting

- (1) Borewell/Open well recharge
- (2) Construction of tanks and bunds
- (3) Waste water recycling
- (4) Maintenance of water bodies and distribution system in the campus

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1d11Tw4w11NerRIY7_zxyz8ocW/view?usp=sharing

7.1.5

Green campus initiatives include

- (1) Restricted entry of automobiles
- (2) Battery-powered vehicles
- (3) Pedestrian-friendly pathways
- (4) Ban on the use of plastics
- (5) Landscaping with trees and plants

File Description	Document
Attached Annexure	https://drive.google.com/file/d/18tCEbTENcbo3-cFSGaDqDWUY64wiG3t2/view?usp=sharing

7.1.6

Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives

- (1) Green audit
- (2) Energy audit

- (3) Environment audit
- (4) Clean and green campus recognitions/awards
- (5) Beyond the campus environmental promotion activities

Response: NA

7.1.7

The institution has disabled-friendly, barrier free environment

- (1) Built environment with ramps/lifts for easy access to classrooms
- (2) Disabled-friendly washrooms
- (3) Signage including tactile path, lights, display boards and signposts
- (4) Assertive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, Mechanized equipment
- (5) Provision for enquiry and information: Human assistant, reader, Scribe, soft copies of reading material, screen reading

File Description	Document
Attached Annexure	https://drive.google.com/file/d/11TTS1XJOCUTVI1-NaKlx3F-KGhB8ia4f/view?usp=sharing

7.1.8

Describe the institutional efforts/initiatives in providing an inclusive environment, i.e., tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities

Response:

Shiva Institute of Pharmacy is committed to fostering an inclusive environment that embraces cultural, regional, linguistic, and socio-economic diversity. The institute organizes various cultural festivals, regional celebrations, and language appreciation events to promote mutual respect and understanding among students from diverse backgrounds. Orientation programs and value education sessions emphasize tolerance, harmony, and unity. Special support is provided to economically weaker students through scholarships and mentorship. The institution encourages student clubs and activities that celebrate pluralism and intercultural dialogue. Anti-discrimination policies and a grievance redressal mechanism ensure a safe and respectful atmosphere for all. Through these efforts, the institute nurtures a campus culture of inclusivity, cooperation, and social cohesion.

File Description	Document
Web link	https://drive.google.com/file/d/1cQAZfujFJ26M9NQAJUc9Bq9fabXbXw?usp=sharing

7.1.9

Sensitization of students and employees of the institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Response:

Shiva Institute of Pharmacy actively sensitizes students and staff to their constitutional obligations by promoting values, rights, duties, and responsibilities enshrined in the Constitution of India. Regular programs such as Constitution Day celebrations, legal literacy camps, and seminars on fundamental rights and duties are conducted to foster civic awareness. Value education is integrated into the curriculum to instill ethical conduct, equality, and social responsibility. National festivals and commemorative events are observed with patriotic fervor to reinforce unity and democratic values. Activities like NSS camps, Swachh Bharat drives, and voter awareness campaigns encourage active participation in nation-building. The institute also conducts workshops on gender equality, human rights, and environmental responsibility, ensuring holistic development of socially aware and responsible citizens.

File Description	Document
Web Link	https://drive.google.com/file/d/1032SeEdFmtzcNgveUimmhUYqQe0Rfew?usp=sharing

7.1.10

The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard

- (1) The code of Conduct is displayed on the website: **Yes**
- (2) There is a committee to monitor adherence to the Code of Conduct: **Yes**
- (3) Institution organizes professional ethics programmes for students, Teachers, administrators and other staff: **Yes**
- (4) Annual awareness programmes on Code of Conduct are organized: **Yes**

File Description	Document
Attached Annexure	https://drive.google.com/file/d/1EJfwM3mhggOTYrG-4rSF4vuFk0m2OAxM/view?usp=sharing

7.1.11

Institution celebrates/organizes National and International commemorative days, events and festivals

Response:

- Shiva Institute of Pharmacy, celebrated World Pharmacist Day on September 25th, 2023, with great enthusiasm and zeal.
- Shiva Institute of Pharmacy is excited to announce the celebration of National Science Day on

- February 28, 2024, focusing on the theme "Indigenous Technologies for Viksit Bharat.
- "On March 6, 2024, Shiva Institute of Pharmacy celebrated National Pharmacy Education Day
- Shiva Institute of Pharmacy, a premier institution in the field of pharmacy education and research, observed National Vaccination Day on March 16, 2024 with great enthusiasm and zeal.
- Shiva Institute of Pharmacy successfully organized a National Webinar on 'Aim & Scope of Pharmacovigilance' on August 26, 2023.
- Shiva Institute of Pharmacy conducted a webinar on "Career Opportunity and Challenges for Budding Pharmacist in Pharma 4.0" on September 23, 2023.
- Shiva Institute of Pharmacy organized Seminar on theme of "Health Hygiene Awareness Program" on 26 October 2023
- The Shiva Institute of Pharmacy successfully organized an Internal Faculty Development Program (IFDP) from 6th to 11th June 2024.

File Description	Document
Web link	https://drive.google.com/file/d/1HbTfnrQclHCXIIItqO84sNciWPjP/view?usp=sharing

7.2.1

Describe two best practices successfully implemented by the Institution

Response:

Best Practice 1: Mobile-Free Campus

Objectives of the Practice: To promote an environment conducive to focused academic learning and teaching. To minimize distractions caused by excessive mobile phone usage during academic hours. To encourage interpersonal communication and improve the student-teacher relationship. To ensure better discipline and time management among students. To foster the holistic development of students by reducing digital dependency during class hours.

The Practice: Students submit their mobile phones to their respective mentors at 9:00 AM every day. Phones are safely stored in secure facilities under the supervision of mentors. At the end of the academic day, students collect their phones at 4:15 PM. Dedicated areas like libraries, laboratories, and classrooms are declared mobile-free zones. Awareness campaigns and workshops are conducted to sensitize students about the negative impacts of mobile addiction. Monitoring committees ensure compliance with the policy while maintaining a supportive environment.

Best Practice-2 Fostering Unity and Discipline through Monday Morning Assembly

Objective of the Practice: The Monday Morning Assembly serves as a platform to foster discipline, unity, and a sense of community among students and staff. The practice aims to: Promote moral and ethical values through motivational talks and activities. Provide updates on institutional achievements and upcoming events. Strengthen bonds among students and faculty, fostering a collaborative learning atmosphere.

The Practice:

Scheduled Time: The assembly is conducted every Monday morning at 9:00 AM in the auditorium.

Components of the Assembly:

National Anthem: The assembly begins with the national anthem

Motivational Speech: Faculty members or guest speakers deliver talks on topics such as career development, mental health, or ethical practices.

Student Participation: Students present cultural performances, share achievements, or recite thought-provoking quotes.

Institutional Updates: Announcements about events, academic schedules, and important notices are shared. **Attendance and Monitoring:** Attendance is mandatory for all students and faculty, ensuring accountability and inclusivity.

File Description	Document
Web link	https://drive.google.com/file/d/1F7x9peP06YEa8VjQO_0iYCij2c4/view?usp=sharing