



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution

ST JAMES COLLEGE OF
PHARMACEUTICAL SCIENCES CHALAKUDY
680307

- Name of the Head of the institution **Dr. KRISHNAKUMAR K**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **04802710937**
- Mobile no **9846714021**
- Registered e-mail **stjamespharmacycollege@yahoo.co.in**
- Alternate e-mail **sjcopsnaac@gmail.com**
- Address **ST JAMES COLLEGE OF
PHARMACEUTICAL SCIENCES ST JAMES
MEDICAL ACADEMY GOVERNMENTAL
HOSPITAL ROAD RIVER BANK,
CHALAKUDY, THRISSUR**
- City/Town **CHALAKUDY**
- State/UT **KERALA**
- Pin Code **680307**

2.Institutional status

- Affiliated /Constituent **Affiliated by Kerala University
of Health Sciences Thrissur**

- Type of Institution **Co-education**
- Location **Urban**
- Financial Status **Self-financing**
- Name of the Affiliating University **Kerala University of Health Sciences Thrissur Kerala**
- Name of the IQAC Coordinator **Dr Dineshkumar B**
- Phone No. **04802710981**
- Alternate phone No. **04802710936**
- Mobile **9048421775**
- IQAC e-mail address **sjcopsnaac@gmail.com**
- Alternate Email address **stjamespharmacycollege@yahoo.co.in**

3.Website address (Web link of the AQAR (Previous Academic Year))

<https://stjamespharmacycollege.in/wp-content/uploads/2022/08/SJCOP-S-AQAR-2020-21.pdf>

4.Whether Academic Calendar prepared during the year?

Nil

- if yes, whether it is uploaded in the Institutional website Web link:

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.54	2021	10/08/2021	09/08/2026

6.Date of Establishment of IQAC

10/10/2019

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institute Collaborative Research	EMR	ICMR	2021	700000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Nil**

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

? MoUs have been signed with M/S CareKeralam, Koratty and M/S Vaidyaratnam Ayurveda Research Institute, Thrissur-for strengthening industrial research project and in-plant training for the students. Students are sent for industrial training periodically. Joint research proposal has been submitted to DST-SERB ? To strengthen ICT-enabled teaching learning process, state of art software SeeSAR and COSMOSuite have been purchased and installed to train post graduate students on drug discovery. ? IQAC has taken active step to undergo National Institutional Ranking Framework (NIRF) for the year 2021 - 2022 ? Collaborative research has been strengthened through ICMR funded research project in collaboration with K.T.N College of Pharmacy, Palakkad ? To ensure safety of students, particularly girls, additional CCTV cameras have been installed throughout the

campus .

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Apply for NIRF (National Institutional Ranking Framework)	NIRF (National Institutional Ranking Framework) -20-21 submitted
Preparation for submission of AQAR 2021	AQAR 2021 submitted
Industrial-Institution interaction	Students attended industrial training in CareKeralam, Koratty, Kerala
To strengthen ICT-enabled teaching learning process	SeeSAR Software and COSMOSuite Software order placed
Bloom's taxonomy software- To discuss and exchange learning and assessment method	Bloom's taxonomy software order placed
Collaborative research with ICMR funded research project	Discussion of MoU with ICMR funded research project of KTN college of Pharmacy, Palakkad, Kerala

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Rev Fr Manoj Mekkadath, Associate Director, St James Medical Academy, Chalakudy, Kerala	10/10/2022

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	ST JAMES COLLEGE OF PHARMACEUTICAL SCIENCES CHALAKUDY 680307
• Name of the Head of the institution	Dr. KRISHNAKUMAR K
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	04802710937
• Mobile no	9846714021
• Registered e-mail	stjamespharmacycollege@yahoo.co.in
• Alternate e-mail	sjcopsnaac@gmail.com
• Address	ST JAMES COLLEGE OF PHARMACEUTICAL SCIENCES ST JAMES MEDICAL ACADEMY GOVERNMENTAL HOSPITAL ROAD RIVER BANK, CHALAKUDY, THRISSUR
• City/Town	CHALAKUDY
• State/UT	KERALA
• Pin Code	680307
2.Institutional status	
• Affiliated /Constituent	Affiliated by Kerala University of Health Sciences Thrissur
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Self-financing				
• Name of the Affiliating University	Kerala University of Health Sciences Thrissur Kerala				
• Name of the IQAC Coordinator	Dr Dineshkumar B				
• Phone No.	04802710981				
• Alternate phone No.	04802710936				
• Mobile	9048421775				
• IQAC e-mail address	sjcopsnaac@gmail.com				
• Alternate Email address	stjamespharmacycollege@yahoo.co.in				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://stjamespharmacycollege.in/wp-content/uploads/2022/08/SJCOPS-AQAR-2020-21.pdf				
4.Whether Academic Calendar prepared during the year?	Nil				
• if yes, whether it is uploaded in the Institutional website Web link:					
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.54	2021	10/08/2021	09/08/2026
6.Date of Establishment of IQAC			10/10/2019		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institute Collaborative Research	EMR	ICMR	2021	700000	

8. Whether composition of IQAC as per latest NAAC guidelines	Yes	
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File	
9. No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Nil	
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> • If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>? MoUs have been signed with M/S CareKeralam, Koratty and M/S Vaidyaratnam Ayurveda Research Institute, Thrissur-for strengthening industrial research project and in-plant training for the students. Students are sent for industrial training periodically. Joint research proposal has been submitted to DST-SERB ? To strengthen ICT-enabled teaching learning process, state of art software SeesAR and COSMOSuite have been purchased and installed to train post graduate students on drug discovery. ? IQAC has taken active step to undergo National Institutional Ranking Framework (NIRF) for the year 2021 - 2022 ? Collaborative research has been strengthened through ICMR funded research project in collaboration with K.T.N College of Pharmacy, Palakkad ? To ensure safety of students, particularly girls, additional CCTV cameras have been installed throughout the campus.</p>		
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Apply for NIRF (National Institutional Ranking Framework)	NIRF (National Institutional Ranking Framework) -20-21 submitted
Preparation for submission of AQAR 2021	AQAR 2021submitted
Industrial-Institution interaction	Students attended industrial training in CareKeralam, Koratty, Kerala
To strengthen ICT-enabled teaching learning process	SeeSAR Software and COSMOSuite Software order placed
Bloom's taxonomy software- To discuss and exchange learning and assessment method	Bloom's taxonomy software order placed
Collaborative research with ICMR funded research project	Discussion of MoU with ICMR funded research project of KTN college of Pharmacy, Palakkad, Kerala
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Rev Fr Manoj Mekkadath, Associate Director, St James Medical Academy, Chalakudy, Kerala	10/10/2022
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022	21/02/2022
15.Multidisciplinary / interdisciplinary	
St James College of Pharmaceutical Sciences(SJCOPS) is an affiliated college of Kerala University of Health Sciences(KUHS)	

and the curriculum for all the programmes conducted at SJCOPS is prescribed by Pharmacy Council of India and adopted by KUHS. In the absence of directives from these bodies SJCOPS has to follow the curriculum prescribed by KUHS only. Some of the proposals envisioned in NEP 2020 is already part of the curriculum. All the programmes conducted are credit-based system with an exclusive course on environmental science while Pharm D programme and M.Pharm (Pharmacy Practice) involves frequent community engagement as routine activity as well as in the form of project work.

SJCOPS has already taken steps to initiate multidisciplinary research in collaboration with various departments of Sahridaya College of Advanced Studies, Thrissur, Kerala, Pharmaceutical Industries like Vaidyaratnam Oushadhalaya Pvt Ltd, Chalakudy and in collaborating with clinicians of St James Hospitals.

16.Academic bank of credits (ABC):

SJCOPS is ready to adopt innovations and will take up initiative to fulfill the requirement of Academic Bank of Credits, multiple entry and exit during the programme as and when University frames rules in this regard

17.Skill development:

1. Being a HEI offering professional degree in Pharmacy, the students are trained specifically for Pharmaceutical industry and for Pharmacy services in hospital along with practical skills and internship. This is supplemented with various soft skill development activities during the programme period to acquire practical skill to work in the pharmacy profession. Various activities are conducted to provide value-based education to make the students a responsible, patriotic, socially conscious citizen with human values and ethics. The activities include the followings among others; Propagating Indian Constitution and Citizens duty by including them in the Handbook given to them Periodic Gender sensitization programmes Involving students in all social service activities like, immunization camps, awareness programmes, etc.

1. Enlist the institution's efforts to:

Any additional course works in the form of vocational course in

ODL / blended / on campus mode whose credit could be added to the programme needs approval from University. Hence at institute level only add on courses and value added courses are offered to bridge the gap between curriculum and contemporary needs
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
At present no formal course is being conducted for integration of Indian Knowledge system. However many activities are organized to promote Indian Knowledge system like; Celebration of festivals reflecting Indian culture like onam, Hindi diwas celebration to promote Indian Language
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
OBE has already been introduced at SJCOPS by the initiatives of IQAC. POs, PSOs and COs have been framed and mapped. POs and PSOs are computed every year and analyzed to take corrective action needed if any.
20.Distance education/online education:
At present no course is being offered through online mode and efforts are being taken to offer value added course / add on course through online mode.

Extended Profile

1.Programme

1.1 143

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 521

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2

58

Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

124

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

36

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2

36

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 143

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 521

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 58

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 124

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 36

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2	36
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	13
Total number of Classrooms and Seminar halls	
4.2	48403952
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	30
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

St. James' College of Pharmaceutical Sciences has effective curricular planning and implementation mechanism, supplemented by feedback systems for continual improvement. College handbook is prepared, which contains various informations including course details, academic schedules. Lesson plan, teaching materials including audio-visual materials, a question bank, and practical manuals, are prepared and made available to students on the first day of the year. The academic calendar is adhered to strictly and teachers maintain a record of work done along. Students' progress are assessed by sessional examination, daily tests, weekly tests, assignments, puzzle solving, quizzes, Personalized care is given for slow learners through Saturday exams. Monitoring of the curriculum delivery is performed at various levels. At the department level, monthly staff meeting is conducted to review the progress of academic activities and a meeting of parents with Academic Monitoring Committee in the presence of all teachers is arranged wherein the progress of the

wards is discussed with the parents. Student's feedback on the teaching staff performance and curriculum feedback from students, employers, teachers and alumni are obtained and corrective measures are taken to improve the teaching learning process.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/1.1.1.-21-22.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar forms part of college hand book, which is distributed to each student and staff every year and adherence of academic calendar is taken care of respective committee. Academic activities are monitored at various levels. At class level the class coordinators monitor adherence to academic calendar, at department level HODs conduct staff meetings on every first Saturday of the month to review academic activities while at the Institution level Academic Monitoring Committee oversee the academic activities and take corrective measures wherever necessary Co-curricular activities like students seminar, project presentation by B.Pharm students and Project protocol presentation by M.Pharm / Pharm D students are taken care of by respective HODs and completed as per University regulations and academic calendar. For this a time schedule is prepared after discussion in HODs meeting with Principal and meticulously followed. Effective completion of continues internal assessment examinations, valuation of papers, and providing feedback to students as per academic calendar are taken care of examination committee through effective planning, timely completion of preexamination preparedness and effective conduct of examination. Thus adherence to the academic calendar is ensured by decentralising various activities to empowered groups.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/07/ACADEMIC-CALENDER-2021-2022-1.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

4

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****4**

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**167**

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The SJCOPS enriches the curriculum on issues related to Gender, Human rights, Environment & Sustainability and Professional Ethics by having relevant courses as an integral part of the syllabus. The college also addresses such issues via seminars, lectures, invited talks, rallies, etc. Efforts taken for curriculum enrichment include: Women self defence classes are taken by the Police department especially the Pink Police. The syllabus includes a course work on Environmental Sciences to create awareness on importance of environment protection among students Environment day celebrations including planting saplings in the campus, cleaning of surroundings by the students; lectures on environmental protection and preservation via nature club, field visit, rallies, etc are organized periodically. SJCOPS' core values and motto reflect the

importance being given to human values. St. James' anthem is framed with a view to inculcate human values among students and it is sung by students and staffs in all the functions. The curriculum includes course on Pharmaceutical Jurisprudence to teach professional ethics, in all clinical related subjects, the students are sensitized on importance of the ethics in professional practice. The graduates are administered "Pharmacist oath" in the graduation ceremony.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

19

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

147

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/1.4.2.-FEEDBACK-ANALYSIS-21-22_compressed.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/1.4.2.-FEEDBACK-ANALYSIS-21-22_compressed.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

96

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

58

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

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

Slow learners and advanced learners are categorized based on their performance in class room, daily, weekly and internal examination marks and organize special programmes for the respective groups

FOR SLOW LEARNERS:

- To improve the academic performance of slow learners we have implemented a practice of Saturday Exam, which are conducted exclusively for slow learners on every Saturday afternoon. If the student scores less than 50%, their parents will be intimated.
- Compensatory teaching methods are adopted for slow learners which include visual representation of contents, with pictures and videos, group discussions and co-operative learning.
- Remedial teaching approaches is practiced through extra classes.
- Question banks with important questions are provided to slow learners to prepare for examinations.

FOR ADVANCED LEARNERS:

- Students are encouraged to do take mini-projects apart from major project and publish their findings.
- Opportunities are provided to develop their creativity by organizing and participating in scientific programmes and presentations.
- Students are encouraged to be members of professional bodies to get a platform to interact with eminent personalities and to improve their professional acumen.
- Advanced learners are provided with guidance and resource materials for competitive exams like GPAT.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/2.2.1.-final-compressed-21-22.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
15	1

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

EXPERIENTIAL LEARNING

Theoretical knowledge is supplemented with practical experiments in the labs, field visit to medicinal garden and also by doing project works. During hospital training it is achieved by training the students to provide pharmaceutical services which include patient counseling, drug information service and bedside teaching and prescription audit.

PARTICIPATORY LEARNING

In participatory learning, both the teacher and students are involved in the development of learning skills. Such learning methods include group discussions, assignments and seminars on particular topics, scientific project presentation conducted every year in the college as co-curricular activity. As a part of the curricula, all M Pharm students are involved in the seminar presentations, journal club and research project works. The students of Pharm D and M Pharm Pharmacy Practice participate in counseling the patient on drug use. Further our students are actively involved in health camps, awareness programs and immunization programmes conducted by government as well as different organizations.

PROBLEM SOLVING METHODOLOGIES

Problem-based learning activities for M Pharm Pharmacy Practice and Pharm D students include discussion on solving the drug related problems in complicated cases during their clinical training. Also, the students are given with various cross word puzzles for all the subjects.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/2.3.1.-21-22_compressed.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

St. James' College of Pharmaceutical Sciences, has strengthened ICT enabled teaching and learning practice. Following provisions are made for ICT enabled teaching learning environment.

ICT used in class room:

The ICT enabled classrooms, computerized language lab, computer lab, and internet facilities in library for students to provide enjoyable learning experience. All class rooms are provided with audiovisual facilities like as well as internet connectivity. All the staff members use power presentation for class room which is supplemented with "chalk and talk" wherever necessary and show live demos and other educational videos to enhance the

learning process.

Online resources:

Paid Lexicomp real time Database are used for drug information services, wherein the students learn to provide information related to rational use of drugs to physicians and other healthcare professionals

The computer with internet facilities available in the library are used by students, for attending NPTEL courses and to access Open e-resources, free journals, e-books etc.

Online teaching learning platforms:

ZOOM, Googlemeet, google class room and moodle platforms are being used. These platforms have proved to be effective alternate for class room teaching as well as for students' seminars, students project progress presentations and invited talk by experts during COVID19 pandemic.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

2.3.3.1 - Number of mentors

34

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year****36**

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year****9**

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers****218**

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

St. James College of Pharmaceutical Sciences is affiliated to Kerala University of Health Sciences and follows the regulations stipulated by the University to award internal assessment marks.

Internal assessment of theory and practical subjects are based on internal examinations and day to day interaction with staff members in the class..

Internal assessment of project work is based on journal club activities, presentation of research proposal and presentation of project work.

For Pharm. D. assessment is based on performance in providing pharmaceutical care in hospital including seminar, assignments, and project works.

Internal assessment is done in transparent manner through examination committee:

- The students are informed during the orientation programme regarding the University rules pertaining to internal assessment tests.
- Internal examinations scheduled is included in academic calendar given to students before commencement of session.
- Internal examination answer books are shown to students after evaluation along with feedback on their performance in the examination and signature is obtained. The Progress of Students is informed to their parents and discussed in PTWA meetings.
- Students approach the teacher to resolve grievances if any, regarding the assessment. If not satisfied, the students can represent to College Grievances Cell.

File Description	Documents
Any additional information	View File
Link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/2.5.1-final_compressed-21-22.pdf

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

Exam grievance redressal mechanism: -

Exam Grievance Redressal Committee has been constituted to address grievances if any

grievances related to the internal examination in institution

- Valued answer scripts are shown to students. If there arise any doubts, clarification is given by concerned faculty.
- If any grievance is not solved by faculty in charges, the student may submit grievance to, Grievance Redressal Committee in person or drop it in complaint box.
- Grievances received are addressed by Grievance Redressal Committee maintaining necessary confidentiality to settle the issues on time, impartially and confidentially.
- Action taken against the grievance are documented properly.

grievances related to University examination

- The students have to place their grievances to college grievanceredressal cell.
- The committee will help the student to approach the University as per the university procedures to get their grievances resolved.
- queries related to mistakes in hall tickets and mark sheets regarding name, course name, and programme name are resolved promptly by communicating with university.
- Final report based on grievance received and resolved will be submitted to the Principal and further course of action will be documented and the same shall be intimated to the students

File Description	Documents
Any additional information	View File
Link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/2.5.2-final compressed-21-22.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

- POs, PSOs for all programs and Cos for all courses were finalized through wide discussion among stakeholders.
- Students and parents are apprised of the objectives and expected outcomes of their programme during Orientation programs.
- POs, PSOs and Cos are communicated to students and teachers through college website, and academic hand book.
- These statements are also communicated to the students at classrooms, Laboratories,
- Course outcomes and assessment strategy are communicated to the students by the respective faculty in the first lecture.
- In addition to this the course outcomes of all subjects are hosted in the college software Lesson plan of a course contains the COs and each class is marked according to the COs.
- All the key stakeholders are made familiar with program outcomes through mentoring programs, faculty meetings, parent teacher interaction, Industrial visits etc.
- Lab Manual/Student Lab records are updated according to the defined CO.
- The course objectives are documented in the official copy of the syllabus at the University level and it is available on University website.
- Program outcomes are derived from the Program Education Objectives and are fine tuned to the specifics of each program.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://stjamespharmacycollege.in/wp-content/uploads/2021/01/New-COURSE-OUTCOME-B-Ph-M-Ph-Ph-D-final-27.01.2021.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

A systematic approach is made for evaluation of attainment of COs, POs and PSOs.

COs attainments are assessed from the performance of students in end-semester examination, internal assessment tests and continuous internal assessment. The weightage for each component is same proportion as that of their mark for that subject.

For internal assessment, attainment of COs are assessed for each question and carried to respective CO/s. The average of COs attainment of all the questions is taken as COs attainment of the course. For continuous internal assessment and for end semester examination the total mark obtained is taken for computation of COs attainment.

Attainment of POs is measured through COs attainment, employer feedback, placement of graduates and number of students proceeded to higher studies & qualified in competitive examinations. Based on CO-PO correlation mapping the COs of each course was carried to the corresponding PO/s and average of POs attainment through all the courses was computed. Then Over all POs attainment was calculated based on POs attainment calculated as above and POs attainment through employers' feedback.

CO-PO mapping also find lacunae in the attainment of any of the stated POs. Suitable additional activities are carried out to attain the stated POs

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/2.6.2-2021-22_compressed.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

112

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/2.6.3-2021-22_compressed.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://stjamespharmacycollege.in/wp-content/uploads/2022/12/2.7-Students%E2%80%99-Satisfaction-Survey-2021-22-2.pdf>

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 year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

1

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

3

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	https://stjamespharmacycollege.in/wp-content/uploads/2021/01/Links-to-Funding-Agency-Website.pdf

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and

transfer of knowledge

SJCOPS has well-defined policies for innovations and has done initiatives to promote research and innovations. Patent application was published in Indian Patent Journal with title of invention "WARM SEA WATER FISH SCALE COLLAGEN SCAFFOLD FOR BONE TISSUE ENGINEERING AND METHOD OF MAKING THEREOF". The college also registered and participated in Young innovators programme (YIP-2021) by Kerala Development and Innovation Strategic Council (K-DISC) Govt. of Kerala. After the COVID-19 pandemic, efforts have been made to organize scientific events to keep up scientific tempo among students and staff. The college also initiated MoU with CareKeralam, VARI, Avenida Innovations and Sahrydaya for students internship training, industrial visits and conduct of workshops. The college also organized training programmes, scientific lectures, scientific cum onteractive series, workshop, orientation programmes and career building placement training events to enhance the capabilities. Skill Development and Entrepreneship Programme was the new initiative started by NSS unit with Centre for Alternative Learning and Living by giving hands on training. Pharmacovigilance and Materiovigilance Centre reported 216 cases from June 2021 to July2022 whichh had contributed to the National PV Programme. The students and staff of our college also presented their research works and also won prizes in various scientific events.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjamespharmacycollege.in/research-detail/

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

9

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

File Description	Documents
URL to the research page on HEI website	https://stjamespharmacycollege.in/research-detail/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

33

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and

papers in national/ international conference proceedings year wise during year

7

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

SJCOPS along with various organizations and sister concerns (NSS, IPASF, Students Council) sensitized students to social issues and created a sense of concern for their fellow human beings.

Back to Nature: planting saplings of mango, jackfruit, and pepper with scientific talk incorporated more nature into the lives of the individuals. Veetil Oru Pachakari: The cultivation and nurturing of cabbage saplings with organic fertilizers, and their yield were gifted to nearby houses. 'Clean India Safe India': had created awareness of cleanliness and popularize the 'Swatch Bharath Mission'.

Along with the Excise and Drugs, Control departments programme named Jeevithamthanne Lahari and Vimukthi on the theme- prevention and control of alcohol/narcotics with talks and display of posters was conducted. 'Invest to end TB, save lives" flash mob with the distribution of pamphlets was had created the attention of the public on TB. The college also organized a blood donation camp in association with IMA Blood Bank and IDA and received a recognition letter. In connection with International Women's Day conducted activities that aimed to bring Women empowerment and Gender equality with the theme of Gender Equality today for a sustainable tomorrow. Also passed social messages through posters and awareness videos through social media platforms.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/extension-outreach-program/
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

9

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number 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 organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

7

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

443

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

4

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

4

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college is situated on 8 acres of land in a serene atmosphere on the banks of river Chalakudy with lush green gardens and landscapes. The college has 13 spacious well ventilated and well furnished classrooms with audio-visual gadgets to ensure a comfortable learning atmosphere. All the 18 laboratories are provided with first-aid boxes and fire extinguishers with effective drainage system and waste disposable system ensures a smooth and clean working environment. The instrument Laboratory has all sophisticated instruments with required backup UPS systems. The machine room is equipped with machinery for pharmaceutical operations and unit operations.

The Library with 402 sq. m, area with seating capacity of 100 is provided with adequate books, journals, computers and online resources. It is managed by Library management software.

A 450 bedded multi-specialty James Hospital, run by the same management, is used to give clinical training for the students. The hospital block has 2 classrooms, a library, a patient counseling centre and DIC.

Other facilities includes, AC seminar hall with a seating capacity of 70 is available for students for conducting seminars, examination halls, spacious Principal chamber with a strong room, staff rooms, spacious administrative area, herbal garden and a museum.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/4.1.1-physical-facilities-21-22.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college is well known for its student's performance in various intercollegiate cultural programmes and sports meets. The college won the championship in many cultural events several times. All these achievements are possible only because of the facilities provided and encouragements are given to the students by the College for extracurricular and co-curricular activities.

The Institute aims at providing a safe and healthy atmosphere for its students and staff members. Adequate facilities are available in the college campus for both outdoor and indoor sports and games for the students to practice and also to conduct inter-department and inter-collegiate sports and tournaments. Sports ground is situated in an area of 6,789.96 m² to conduct annual sports meet and for regular recreation for the students as well as staffs.

The college has indoor as well as outdoor auditoriums. Indoor Auditorium is spacious with a stage, audiovisual facilities, green room facilities and seating capacity of 400.

The facilities are adequate to conduct events such as seminars, symposiums, workshops as well as cultural festivals and all other college events. Outdoor Auditorium that is centrally located is also available to conduct annual graduation ceremony, co-curricular and extracurricular activities, with nearly 1500 capacities

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/4.1.2-Cultural-activitiesports-21-22.pdf

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

13

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/4.1.3-classrooms-21-22.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

48403952

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The functioning of has been autimated with Campus7 ERP, the details of which is given below;

Nature of Automation : Cloud Based Campus Management Solution

Version : Version 2

Year of Automation : 2019

Library Link : <https://sjma.campus7.in/OPAC>

Specific Features :Campus7 ERP is amodern integrated library management system (LMS) that provides a simple, clear search interface for all users.

- Can be scalable to Windows, Linux and Mac OS platform.
- Full catalog, circulation and acquisitions system for library stock management.
- Web based OPAC (Online Public Access Catalog) system.
- Acquisition management: helps the library keep track of new print and digital additions to the collection.
- Barcoding: Print your own barcodes. The capacity to add a barcode to a new or damaged acquisition
- Barcode scanning: simply being able to check items in and out
- Catalog management: keeps track digitally of what is available in the collection.
- Circulation management: tracks who has what and when items are due.
- Fee collection: keeps track of fines owed to the library

Apart from this the Library has IT Zone with good number of computers for students to access E-resources seamlessly.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/4.2.1-Library-facilities-21-22.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1027142

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

41

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The college has internet facilities from 2005 onwards with a dial-up connection. From 2006 onwards a pre-paid connection of 1 GB capacity per month was obtained from BSNL.

Inorder to conform to the university requirements, the IT facilities were updated to Broad Band Wi-Fi connection from BSNL and ASIANET with 06 MBPS speed. A Reliance connection was also installed to give additional support.

In the year 2012, when the M.Pharm post graduate courses were started , there was considerable increase in demand for internet and Wi-Fi facility for research purposes. To meet this requirement the internet facility was further upgraded to Optic Fibre Cable Connection.

From 28 September 2019 onwards, a dedicated line was installed from BSNL with 2048KBPS (1:1), post-paid solely for St. James College of Pharmaceutical Sciences. AIRTEL internet connection is also available.

All classrooms, multi-media room,faculty rooms, Principal's cabin, examination cell, college office and college library are Wi-Fi enabled.

There are 30 computer systems, 11 projectors and 2 high speed internet connection.

Generators are installed for complete power back-up for entire campus.

In September 2020 Internet connection speed was upgraded to 50 MBPS.

In October 2022 Internet connection speed was upgraded to 100 MBPS.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/4.3.1.-IT-FACILITIES-21-22-1.pdf

4.3.2 - Number of Computers

30

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**

10989760

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

Periodic maintenance and optimal use of facilities are ensured so that the students are ensured uninterrupted availability of resources.

Maintenance

The entire IT, Plumbing and electrical maintenance in the campus are done by a team working under campus supervisor.

All buildings in the campus and facilities are under insurance coverage against natural calamity so that the students are not deprived of the facilities when there is damage due to natural calamity.

All sophisticated equipments are under annual maintenance contract with the original manufacturers. All measuring equipments like electronic balance are periodically calibrated.

The computer systems are maintained by a team of Institutional IT maintenance personnel and Anti-virus /Anti Malware software are installed and updated regularly.

Sports ground is maintained regularly on contract basis so that students can use the ground for sports practice. The garden and landscaping are maintained by the gardeners of the institution.

Maintenance Register is kept in the office where entry is made regarding repair work needed. The Campus supervisor monitors House- Keeping and maintenance of campus infrastructure as per the requests entered in the register.

Utilization

Usage scheduling is done based on request letters received from faculty/students and approved by concerned in-charges. Work schedules book is maintained.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/4.4.2.-MAINTANANCE-COMITTE-REGISTER-21-22.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

152

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

20

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://stjamespharmacycollege.in/wp-content/uploads/2021/01/capability-enhancement-register_compressed.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

196

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

196

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
---	----------------------------

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

40

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

20

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

14

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number 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 year

5.3.1.1 - Number 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 year.

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Students' representation in University bodies:

Two student members, elected by the students among themselves, represents college in University Students' Union of Kerala University of Health Sciences

Students' representation in College administrative bodies:

SJCOPS has different cells/Committees like "Collegiate Student Grievance Redressal Committee", "Anti Discrimination Cell", "Gender Sensitization Cell", "Women development cell", "Anti-ragging cell", Collegiate Student Grievance Redressal Committee, "Anti Discrimination Cell", "Gender Sensitization Cell" and "Woman development cell" for timely redressal of grievances. They provide a platform where students can comfortably participate and share their views

Student Council

SJCOPS has a vibrant student council, involving almost all the students in some activities, representing all the classes and the members are elected democratically. The by laws of the council is stipulated by KUHS. The council includes; Chairperson, Vice-Chairperson, General Secretary, Joint Secretary, University Union Council representative, Secretary of Fine Arts, College Magazine Editor, Secretary of Sports And Games, Class Representatives, Secretary Poonchola and Secretary IPA Forum. The council functions independently and the staff merely plays

an advisory role.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/student-achievements/
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

32

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

SJCOPS has an active registered alumni association christened "NEXUS Alumni Association". (Registration number TSR/TC/183/2018) with the objectives of supporting fresh graduates and present students in developing their career and assisting the scientific, educational, extracurricular and development activities of SJCOPS.

The association supports the following programmes of SJCOPS:.

Nature club-Poonchola

SJCOPS started a nature club with the name POONCHOLA in 2009 to promotes nature protection. awareness and equips the student community to act on various environmental issues. The nature club conducts regular activities and maintains "Nakshathravanam" and herbal garden on the college campus

Journal club - Oushadhavinjan

Journal club named "Oushadhavinjan" had been established in our college since 2015 to provoke scientific temper among students through exhibitions, scientific talks, discussions, seminars, awareness programmes etc.

Career guidance & "Oushadha Udhyoga Mela"

Nexus organizes campus selection program known as "Oushadha Udhyoga Mela" for the

final year students and conduct carrier guidance classes and seminars.

Endowments created by NEXUS are Pharmablizz trophy, Gold medal for first rank M. Pharm (Pharmaceutics) in the University examinations and Pharm. D. topper. Model trophy for Pharmolsavam overall Championship.

" The Journal of Pharma Innovative Research" (ISSN:. 2350-1332) an annual scientific journal is published by NEXUS.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/introduction/
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

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

SJCOPS has a well-defined vision and mission to meet the contemporary needs of society and the Pharmacy profession including morale values. To accomplish the cherished vision and mission, SJCOPS management plays a proactive role through two administrative bodies. The Board of Administration is the apex body making policy decisions and the Executive committee is the major management body reviewing the functioning of the Institution on regular basis. SJCOPS prepare road map through five years perspective plan for the wholesome development of the institution.

SJCOP is well aware of the fact that Participative Decision Making is the most powerful component of successful management process. All the activities of the college are carried out by empowered committees, in-charges and faculty members. All the teaching staffs are members of one or another committee. Other stakeholders viz; students, parents, experts from industry and local social activists are also made members in some of the committees. The committees work independently, making their own protocol and plan of action so that the curricular, co-curricular, extracurricular and extension activities go on seamlessly. Academic Dean, Research Dean and Course in charges monitor the academic and research activities of the College and take corrective action wherever needed.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/6.1.1-mission-and-vision-2021-2022.pdf
Upload any additional information	View File

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

SJCOPS is well aware that participative management results in effective functioning with commitment among the staff members. All activities are carried by respective empowered committees. All the teaching staffs are member of one or more committees and representatives from students, parents, social activist and alumni also included wherever necessary. The respective committee takes initiative and carry out the activity efficiently. The decentralized and participative management at SJCOPS can be explained taking the functioning of examination committee as case study.

Conducting University examination as well as internal assessment examinations are the responsibility of examination committee. The committee is further divided into sub

committees to conduct examination for specific programme, weekly test, Saturday test, examinations results committee etc.

The examination committee starts their work before the commencement of academic year, without waiting for instruction from Principal. The committee make examination schedule for the entire academic year and send it to hand book committee for inclusion in hand book. The sub-committee conduct the respective examinations as per schedule.

Each sub-committee has well defined responsibilities which includes planning, executing, monitoring, getting feedback, recording marks and analyzing the results to compute COs.

A report is submitted to Associate Director during weekly meeting through Academic Dean.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/6.1.2Different-committees-2021-2022.pdf.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

SJCOPS has the practice of preparing a perspective plan for five years period, in line with the policy of St James' Medical Academy. Every effort were taken to achieve the plan proposals. The positive effects of the perspective plan as a guiding force for the development of the institution is visible from the long list of works completed.

Establishing Outcome-Based Education (OBE), is one of the activities envisaged in the current perspective plan. The system was implemented as follows.

- Faculty members were sensitized through lectures by experts and discussion in staff meetings.
- Programme outcomes were finalized for each programme
- Course outcome was framed by respective course incharge. The finalized POs, PSOs and Cos were displayed in the College website
- Mapping of CO-PO/PSO was done to find out shortfalls in the curriculum delivery to meet stated POs/PSOs. In such cases value added courses, add on courses and cocurricular/extracurricular activities are planned and executed.
- After the end of each semester course, attainment of COs are computed by the course incharge and after completion of final examination attainment of POs are computed.
- Based on the outcomes steps are taken to further improve the attainment of Cos/POs.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/6.2.1perspective-plan-21-26.pdf
Upload any additional information	View File

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

SJCOPS has an effective organizational structure to create conducive ambiance for wholesome development of students and to foster research.

The Board of Administration, SJCOPS is the supreme body making policy decisions, framing rules & regulations, strategic planning for the development of the college and resource allocations.

The Director is the administrative head overseeing the functioning of the SJCOPS and ensures that the College moves towards fulfilling its vision and mission. He is assisted by an Associate Director stationed at college campus to provide guidance for the day to day functioning of SJCOPS. Associate Director is assisted by Executive Committee consisting of Principal, Academic Dean, Research Dean and faculty members.

At the College level Principal is the overall in charge, responsible for wholesome development of students. His duties include; taking new development initiatives, getting approval from the authorities, implementing the same. IQAC plays advisory role to the Principal in the design and implementation of quality enhancement programmes.

At functional level Principal is assisted by Academic Dean, Research Dean and Heads of Departments. Further there are forty nine committees to execute different activities.

Thus all the staff members are involved in some or other committees.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2021/01/Executive-Committee-meeting-minutes.pdf
Link to Organogram of the institution webpage	https://stjamespharmacycollege.in/wp-content/uploads/2021/01/ORGANOGRAM-CHART- 1 .pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in

B. Any 3 of the above

**areas of operation Administration Finance
and Accounts Student Admission and
Support Examination**

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

General welfare measures:

Gratuity, Employee's Provident Fund (EPF)/ PF for the teaching and non-teaching staff, benefits of Employees' State Insurance, Health insurance, Free transport Facility for women employees of the college between college and town, canteen Facility and Hostel facilities for female employees are provided to employees.

Leave facilities

12 days Casual Leave and 12 sick leaves in an academic year.

The confirmed lady teacher or teacher with a minimum of two years' continuous services are entitled to maternity leave for 6 months.

Confirmed teaching staff are eligible for vacation leaves.

On duty leave for the University duties.

Welfare measure for professional development:

Special leave for teachers to attend non remunerative academic or professional assignments including staff development

programmes / seminar / conference outside the College

Leave for higher studies in the Institute of National Importance / certificate course, offered by the Kerala University of Health Sciences.

Goodwill measures:

Director personally meets the staff to offer birthday wishes and a memento.

During the festival, day celebrations management used to give gifts to the staffs' kids.

Appreciation gifts to all the employees working under the institution during festivals such as Onam and Christmas.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/6.3.1-staff-welfare-2021-2022.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

4

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

SJOPS conducts Performance Appraisal of the teaching staff and Non-Teaching staff regularly and feedback is given to enhance the performance of the staff members. The performance of the teacher is appraised by four different approaches viz; annual self appraisal, performance appraisal of teaching staff by students, weekly appraisal of the teaching process and monthly appraisal of mentor-mentee programme.

Self-appraisal of teaching staff is done every year in which the teacher responses to a questionnaire. The questionnaire covers the teaching, research, extension and administrative performance of the teacher.

Performance appraisal of a teacher by students is carried out at the end of each semester where in the students' response to a questionnaire for each of the teacher through Google form. The analysis report provided by Google form is passed on to the staff member to assess themselves and improve wherever needed

Appraisal is also done the Dean Academics. The staff members maintain work done log register. The register is reviewed by academic Dean periodically and feedback is given wherever needed

In addition to above, the mentor-mentee process is reviewed by heads of the departments.

Non-teaching staff performance is appraised by teaching staff by responding to a questionnaire and necessary feedback is given.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2021/01/6.3.5-Institutions-Performance-Appraisal-System-for-teaching-and-non-teaching-staff.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

SJCOPS has an efficient financial management system to ensure optimal utilization of funds by both internal and external systems. At the institutional level, the annual budget is prepared by the Principal submitted to Associate Director (Finance). The budget is scrutinized by a committee and recommends to St. James Trust Board for final approval.

Externally the accounts are audited by P. V. Chacko & Co, chartered accountants, in accordance with auditing standards generally accepted in India. The audit includes examining on test basis evidence supporting the amounts and disclosures in the financial statements. It also includes assessing the accounting principles used and evaluating the overall presentation of the financial statements.

The report includes among other remarks;

1. Sufficiency of given Information and explanations necessary for the purpose of their Audit.

2. Maintenance of, proper books of accounts and other records as required by law maintained by the institution so far as appears from their examination of such books.

3. Agreement between the Balance sheet and income and expenditure account.

4. Reliability and fairness of information and explanations

given by the institution,

5. Income and expenditure account of the excess of income over expenditure.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/6.4.1-Audit2020-2021-2021-2022.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0.2596

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Being a self-financing institution, students' fee is the main source of income and the fee charged is as per Government rules. Apart from students' fees, staff members are encouraged to apply for research grants and Seminar grants from funding agencies.

Already steps have been taken to get UGC approval under section 2f and section 12B so that SJCOPS will be eligible for grants from UGC and Steps are being taken to take up consultancy service to Industries.

SJCOPS receives significant support from Alumni Association named NEXUS for all the students' activities.

A system has been established for judicious utilization of available funds. The yearly budget is prepared by the Principal in consultation with senior faculty members which is approved by the Associate Director in the weekly meeting of the Executive committee and forwarded to the Director who in turn place before the Board Of Administration, St. James' College Of Pharmaceutical Sciences for approval. The established purchase procedure is to get quality product at cheaper rate through proper selection of vendors and effective negotiations. Monthly expenditure meeting monthly is held to analyse the expenses as required or avoidable. This meeting is attended by, department head, finance head and finance officer.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/6.4.3-KSCSTE-Grant-2021-2022.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

- MoUs have been signed with M/S CareKeralam, Koratty and M/S Vaidyaratnam Ayurveda Research Institute, Thrissur-for strengthening industrial research project and in-plant training for the students. Students are sent for industrial training periodically. Joint research proposal has been submitted to DST-SERB
- To strengthen ICT-enabled teaching learning process, state of art software SeeSAR and COSMOSuite have been purchased and installed to train post graduate students on drug discovery.
- IQAC has taken active step to undergo National Institutional Ranking Framework (NIRF) for the year 2021 - 2022
- Collaborative research has been strengthened through ICMR funded research project in collaboration with K.T.N College of Pharmacy, Palakkad
- To ensure safety of students, particularly girls,

additional CCTV cameras have been installed throughout the campus.

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/iqac-meeting/
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Review of the teaching-learning process:

Syllabus coverage is reviewed by Dean, Academic to assess that the syllabus coverage is proportional to the working days

A monthly review of students' attendance is done by the respective teacher and a report submitted to the course coordinator for corrective action.

IQAC has initiated the process of question paper audits. Sessional Question paper audit is done by the external experts.

After completion of each internal examination, the corrected answer books are given to the students and, the students can see valuation pattern and settle the grievances if any in awarding the marks

Examination results are analyzed by the examination results committee and the report is submitted to the academic dean. Based on the report slow learners are identified and made to appear for the Saturday Test program which is unique for IJCOPS.

The most effective review process in place at SJCOPS is the weekly review by the executive committee of SJCOPS. The committee meets every Friday and reviews the functioning of the College. This practice motivates the Principals to show incremental improvement in all their activities.

The attainment of COs and POs is reviewed in executive committee meeting

File Description	Documents
Paste link for additional information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/6.5.2-Result-analysis-21-22.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://stjamespharmacycollege.in/iqac-meeting/
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

St. James' College of Pharmaceutical Sciences is co-educational institute and maintain the safety environment for all students as well as staff members. The college is having girl's hostel inside the campus with security officers deployed 24x7 hrs at the main gate of college campus.

Sensitization of girls and creating awareness among them, regarding issues faced by them in public domain and other gender sensitive issues along with means to safe guard themselves, are done through various programs is a routine practice at SJCOPS. Principal address the students and their parents during the inauguration of the academic session for fresher wherein he explains various types of gender related problem and ways to prevent the problems and solve them with the help of college administration.

Other programmes include lecture on Cyber security and women safety laws, Ragging Prohibition act, Women empowerment, Skill development Programme, Yoga classes, Women Entrepreneurship and International Women's Day celebration. The lectures are delivered by experts including from Police department.

Facilities for women in campus includes separate ladies' common room, ladies wash rooms, day care centres for needy staff members at St James Hospital and transport facility for sick students.

File Description	Documents
Annual gender sensitization action plan	https://stjamespharmacycollege.in/wp-content/uploads/2022/12/7.1.1.Gender-sensitization-action-plan.2021-2022-3.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://stjamespharmacycollege.in/wp-content/uploads/2021/01/7.1.1.Specific-facilities-provided-for-women-in-terms.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

SJCOPS takes several measures for waste management to safeguard the environment in the campus.

Solid waste management

Food and vegetable wastes from hostel mess is used to generate fuel gas using Biogas-Plant erected in the campus. The solid residue from the biogas plant is used as organic compost for maintaining garden of college campus.

Solid waste like sanitary napkins from lady's rest rooms are incinerated using dedicated incinerator present in the lady's hostel

Paper waste like old newspapers, examination papers, record books etc. are sold on timely basis to the local vendors.

Biomedical waste Management

Very small amount of biomedical waste generated in the pharmacology laboratory of college is collected carefully and incinerated using the incinerator. A logbook is kept on the laboratory to monitor the waste generated from each lab.

Waste recycling system

Waste water from wash rooms, laboratories, hostel mess, wash basin and kitchen is recycled through sewage treatment plant. The treated water is utilized for regular maintenance of landscaping throughout the college campus and for irrigation of herbal gardens and plantations in the campus.

Electronic waste disposal

All electronic wastes are disposed to the IT section, at St. James Hospital, Chalakudy for disposal to local scrap vendors.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

SJCOPS' core values include "Service to humanity is service to God" and "Compassion towards weak, needy and downtrodden" while "inculcating ethical and moral values among the students" forms part of Mission statement of the institution. To accomplish the stated mission SJCOPS has initiated various activities to promote inclusive environment. SJCOPS celebrates Christian festival Christmas and Hindu festival onam every year with the same enthusiasm and fervour. Management also participates in both the celebrations. Teaching staff and non-teaching staff are appointed purely on merit with out and any consideration for regional, communal or linguistic lineage. Similarly, students are also admitted following the rules of Government of Kerala without any other considerations. Students' representation to various institutional bodies and University bodies are made without any cultural, regional, linguistic, communal socio-economic consideration.

Community awareness programmes like Antibiotics awareness Programme to school children and community, Pulse polio immunization programmes, Awareness programmes on TB, Psoriasis, Hepatitis, Malaria, Health survey etc. are organized regularly for the benefit of nearby community. World commemoration days are observed through community service in the form of rallies, awareness programmes and door to door campaign. The college also has SC/ST cell and Antidiscrimination etc. to monitor the harmony of the backward communities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

St James College of Pharmaceutical Sciences conducts various programmes to sensitize students and employees towards constitutional values, rights, duties and responsibilities.

Independence Day Celebration and Republic Day Celebration are celebrated every year by St. James college of pharmaceutical sciences; the activities include flag hoisting, distribution of sweets, address by Principal and management representative.

"Swatch Bharath mission" Programme is conducted on first week of October during the occasion of Gandhi Jayanthi for cleaning the campus and public places. The Programme ends with planting trees on public places.

Indian constitution is displayed in college campus and printed in the cover page of Students Hand books

The Constitution Day (Samvidhan Divas) is celebrated on November 26 with various Programme related with the theme. This year two speeches were given by students regarding the fundamental duties of citizen and India's Preamble was read by students and faculties.

The National Unity Day or Rastriya Ekta divas was celebrated for the commemoration of India's First home minister Sr. Sardar Vallabhbhai Patel. This year two speeches were given by students on the topic -Role of Patel before and after Indian Independence. National Unity pledge was taken by the faculties and students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/7.1.9.Details-of-the-activities-for-inculcate.2021-2022.pdf
Any other relevant information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/7.1.9.Anyother-relevant-document.2021-2022.pdf

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. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers,

B. Any 3 of the above

administrators and other staff 4.
Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

St. James College of Pharmaceutical Science had organized various national, international and commemorative days every year.

National Science Day is celebrated on 28th February on the theme "Impact of science on life on Earth" were held.

World Health Day was celebrated on 3rd March, 2022 with the aim to rebuild a world where clean air, water and food are available to all.

Anti-Discrimination Day was organized on 31st March 2022 with the theme "Voices for action against racism."

International Yoga Day celebration was conducted on 21.06.2022 with mass demonstration of yoga practice.

International Women's Day was conducted, and this year's theme was 'Gender Equality today for a sustainable tomorrow'.

Constitution day (also known National Law day) was celebrated on 26-11-2021

Gandhi Jayanti: 'Clean India Safe India' campaign was organized on 1/10/2021 and 2/10/2021 under 'Swachh Bharath Mission'.

World pharmacist Day was celebrated on September 25, 2021 with the theme- "Pharmacy: Always trusted for your health".

World Tuberculosis Day was organized with the theme 'Invest to end TB, save lives.

National Unity Day/ Rastriya Ekta Diwas was celebrated on 31st October 2021 to commemorate the birth anniversary of Sardar Vallabhbhai Patel.

World Drug abuse Day was conducted on 22th June 2022

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

NURTURING A GREEN AND CLEAN ENVIRONMENT Objectives: 1. To make the students conscious of environmental protection by involving them in maintaining a green and clean environment in the campus. 2. To inculcate the culture of protecting and conserving natural resources among students. Intended outcome Students acquire a sense of commitment toward a sustainable and eco-friendly atmosphere in a participatory mode with "dignity of labor" by participating in this practice The Nature club on the campus known as 'Poonchola' involved in the establishment of a medicinal plant garden with diversified species of medicinal plants for home remedies, rare and endangered species. The nature club has also taken up the planting of fruits, ornamental plants and seasonal vegetable species which also attracts seasonal birds. Planting tree species for better carbon sequestration through the idea of planting 'Nakshatra Vana' and conducts awareness programmes All these are maintained in student participatory mode.

STUDENT DEVELOPMENT PROGRAMME (SDP) Objectives: 1. To develop

Personality Traits and leadership qualities in our students so that they are employable 2. To develop the communication skills of students. Context: Present-day students have low motivation levels and Poor communication skills. The Programme is conducted for 1 hour per week. SDP programmes include debates, discussions, quizzes, elocutions and presentations. After the discussions, the staff will analyse the performance of each student with suggestions for improvement. Students have used the SDP Programme to develop the key cognitive, social and self-management skills they need to succeed.

File Description	Documents
Best practices in the Institutional website	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/7.2-BEST-PRACTICES.pdf
Any other relevant information	https://stjamespharmacycollege.in/wp-content/uploads/2022/11/7.2.1.Any-relevant-information.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our college is the only college among all professional colleges around Chalakudy organize 'OUSHADHAVIJNAN' to conducts exhibitions and informative talks related to pharmaceutical sciences to the public. 'OUSHADHAVIJNAN' is a vernacular term which literally means 'Knowledge on Drugs'. The main highlight of the event is demonstrating the different stages of drug manufacturing and their quality control. The other events includes lecture by the faculty and other Pharmacy professionals. Other than that the students of our college prepare short videos to give public awareness against various diseases like Tuberculosis, Antibiotics awareness, Diabetes, Pain and Palliative care, Cancer care, Monsoon disease, Malaria, hepatitis, mosquito borne disease, rabies, hemophilia during OUSHADHAVIJNAN and the same is released through the SJCOPS Facebook page (<https://www.facebook.com/Ipasf-sjcops-chapter-109737530662250>). This Programme is conducted during the occasion of National Pharmacy week celebration during the third week of November.

The students from all nearby school, college and other public, to stimulate their basic scientific knowledge on preparation of solid or liquid dosage forms and quality control test for solid or liquid dosage forms.

Oushadhavijnan of our college get excellent feedback from the audience, visitors and well-wishers, encouraging and motivating us to conduct the Programme on regular basis.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

For the year 2023, the developmental activities have been planned on the following subjects:

1. Academics: it has been decided to improve the utilization of the smart board facilities in the classroom for an effective teaching-learning process. Strengthening of add-on courses and value added course.
2. Infrastructure: It is also been decided to purchase Pharmacokinetics software for Pharmaceutics PG Program and Insilco Docking s Software for Pharmaceutical Chemistry PG program to promote research activities.
3. Research collaboration: Strengthening of MoU with Herbal industries to promote collaboration for Student projects, industrial training and industrial visit. Strengthening the submission of funding project proposals to different funding agencies.
4. Student's activity: It has been decided to organize skill development program to improve employability and job fair. Encourage students for their higher education in abroad and in India. Encourage students to participate in extracurricular activities. To promote students' social responsibilities through the NSS programme as well as an outreach activity.
5. Governance leadership: In the college Executive meeting, it has been decided to install dedicated software to monitor the progress of outcome based education.

