

PHARMACY COUNCIL OF PAKISTAN SELF-ASSESSMENT ACCREDITATION FORM FOR UNDERGRADUATE PHARM.D PROGRAM

Name of the Institution:
Program/Discipline:
Accreditation Status: Applied
Number of Visit/Inspection:

Pharmacy Council of Pakistan

10-D West Blue Area

Taimur Chamber

Islamabad

Phone: 051-9204191

Fax: 051-9204191

	Campus General Information	Details
1	Name of the Institution	
2	Name of the Campus/Parent Institute	
3	Private/Public/Trust	
4	Campus Location	
5	Number of currently enrolled students applied for	

A	A. Governance, Finance & Infrastructure					
No	Standards/Parameters	Minimum		Score	Proof of Evidence	
		Governar	ıce			
				0 = Non Compliant	List of members	
1				1 = Partially Compliant	Copy of agenda & minutes of meetings	
	Board of Governors/Equivalent Bodies			2 = Compliant	Written by laws of BoG	
				0 = Non Compliant	List of members	
2	Academic Council			1 = Partially Compliant	Copy of agenda & minutes of meetings	
				2 = Compliant	8	
				0 = Non Compliant	List of members	
3	Board of faculty			1 = Partially Compliant	Copy of agenda & minutes of meetings	
				2 = Compliant	8.	
				0 = Non Compliant	List of members	
4	Board of Studies			1 = Partially Compliant	Copy of agenda & minutes of meetings	
				2 = Compliant		
				0 = Non Compliant	Minutes of meetings	
5	Approval for establishment of pharmacy department from statutory			1 = Partially Compliant	C	
	bodies bodies			2 = Compliant		

Score	Score of Finance = /8						
				2 = Compliant			
4	Developmental budget	budget		1 = Partially Compliant	Copy of budget		
		8 % of whole		0 = Non Compliant			
				2 = Compliant			
3	Operational budget	statement		1 = Partially Compliant	Copy of budget		
		Bank		0 = Non Compliant			
		pharmacy		2 = Compliant	processes		
2	Total budget	budget for pharmacy		1 = Partially Compliant	description of departments budgetary		
		Separate		0 = Non Compliant	Copy of budget		
	Same parent out campus			2 = Compliant			
1	Endowment Fund/Financial Status/parent/sub campus	Rs. 30 Million		1 = Partially Compliant	Statement of account		
				0 = Non Compliant	_		
		Finance	S				
Score of Governance = /18							
		Requirement		2 = Compliant	documents		
9	Admission Policy	PCP/HEC/ University		1 = Partially Compliant	Copy of relevant documents		
		As per		0 = Non Compliant			
				2 = Compliant			
8	Operation as Institute/Department	requirement		1 = Partially Compliant			
		As per HEC		0 = Non Compliant	Proof attach		
	with Oliversity			2 = Compliant			
7	Accreditation of Campus/Sub Campus with University			1 = Partially Compliant			
				0 = Non Compliant	Proof of accreditation		
	HEC			2 = Compliant			
6	Approval for University/Campus from			1 = Partially Compliant	copy of the c		
				0 = Non Compliant	Copy of NOC		

	Infrastructure							
				0 = Non Compliant				
1	Premises owned property/hired/leased	5 years lease agreement		1 = Partially Compliant	Proof of ownership/rent agreement			
1	property, mod property,	agreement		2 = Compliant	agreement			
		1 acre/8 canal		0 = Non Compliant				
2	Gross Area	(>1 acre = partially		1 = Partially Compliant	Master plan of Institute			
		compliant)		2 = Compliant				
_				0 = Non Compliant				
3	Built in/Covered Area	Min 100 sq.ft per student		1 = Partially Compliant	Gross covered area/built in area of the institute			
		r		2 = Compliant				
,	7	Minimum 100		0 = Non Compliant	Gross covered area/			
4	Lecture rooms/Halls	sqft per		1 = Partially Compliant	built in area of the			
		student		2 = Compliant	institute			
_	N 1 67 1 1 1	12-15 sqft per		0 = Non Compliant	List of lecture rooms and			
5	Number of Lecture Halls	student		1 = Partially Compliant	halls with their area			
				2 = Compliant	dimensions			
_	Size of Lecture Halls	Minimum 2		0 = Non Compliant	Proof of facility			
6		per 50		1 = Partially Compliant				
		students		2 = Compliant				
		Minimum one		0 = Non Compliant	Proof of facility			
7	Faculty Offices	room		1 = Partially Compliant				
				2 = Compliant				
0	G. CF. I. OCC			0 = Non Compliant	Proof of facility			
8	Size of Faculty Offices			1 = Partially Compliant				
				2 = Compliant				
0		Minimum one		0 = Non Compliant	Proof of facility			
9	Admin Office	room		1 = Partially Compliant				
				2 = Compliant				
10	C. CALLOCT			0 = Non Compliant	Proof of facility			
10	Size of Admin Office			1 = Partially Compliant				
				2 = Compliant				
11	Comingua no om	Minimum one		0 = Non Compliant	Proof of facility			
11	Seminar room	room		1 = Partially Compliant				
				2 = Compliant				

10	Conforma Room	Minimum one		0 = Non Compliant	Proof of facility
12	Conference Room	room		1 = Partially Compliant	
				2 = Compliant	
		Minimum Rs.		0 = Non Compliant	Copy of annual budget
13	Library Budget	1 million/year		1 = Partially Compliant	
				2 = Compliant	
				0 = Non Compliant	Proof of facility
14	Library Space			1 = Partially Compliant	
				2 = Compliant	
		Minimum		0 = Non Compliant	List of International
15	Total number of available books	1500 books from major		1 = Partially Compliant	Publishers
		International		2 = Compliant	List of reference books
		Publishers in the relevant			
		field			
16	Quality of Text Books	Poor (older than 10		0 = Poor	
10	Quality of Text Books	years).		1 = Good	
		Good		2 = Excellent	
		(5 to 10 years old).			
		Excellent			
		(New to 5 years old)			
		Subscription		0 = Non Compliant	List of journals along
17	Journals	to at least 05		1 = Partially Compliant	with their subscription details
		current journals of		2 = Compliant	details
		International		-	
Score	of Infrastructure = /34	repute			
		Laborato	ry		
1	Total number of Laboratory	Minimum 6		0 = Non Compliant	Droof of facility
1	Total number of Laboratory	Minimum 6 labs		1 = Partially Compliant	Proof of facility
				2 = Compliant	
2	Size of Laboratory	Minimum area		0 = Non Compliant	Droof of facility
2	Size of Laboratory	for 50 students: 1750		1 = Partially Compliant	Proof of facility
		sq.ft. each		2 = Compliant	

3	Pharmaceutics Laboratory	Refer to list of chemicals, glassware & equipment according to Annex.1	□ 0 = Non Compliant □ 1 = Partially Compliant □ 2 = Compliant □ 2 = Compliant
4	Quality of Chemicals		
5	Quality of Glassware		
6	Quality of Equipments		
7	Basic Medical Sciences/Pharmacology Laboratory	Refer to list of chemicals, glassware & equipment according to Annex.1	□ 0 = Non Compliant □ 1 = Partially Compliant □ 2 = Compliant □ 2 = Compliant
8	Quality of Chemicals		
9	Quality of Glassware		
10	Quality of Equipments		
11	Pharmacognosy Laboratory	Refer to list of chemicals, glassware & equipment according to Annex.1	□ 0 = Non Compliant □ 1 = Partially Compliant □ 2 = Compliant □ 2 = Compliant
12	Quality of Chemicals		

13	Quality of Glassware		0 = Poor 1 = Good	Proof of Vendors
			2 = Excellent	
			0 = Poor	
14	Quality of Equipments		1 = Good	Proof of Vendors
			2 = Excellent	
		Refer to list of	0 = Non Compliant	List of chemicals,
15	Pharmaceutical Chemistry Laboratory	chemicals, glassware &	1 = Partially Compliant	glassware & equipment
		equipment according to Annex.1	2 = Compliant	
			0 = Poor	
16	Quality of Chemicals		1 = Good	Proof of Vendors
			2 = Excellent	
			0 = Poor	
17	Quality of Glassware		1 = Good	Proof of Vendors
			2 = Excellent	
			0 = Poor	
18	Quality of Equipments		1 = Good	Proof of Vendors
			2 = Excellent	
		Refer to list of	0 = Non Compliant	List of chemicals,
19	Industrial Laboratory	chemicals, glassware &	1 = Partially Compliant	glassware & equipment
		equipment according to Annex.1	2 = Compliant	
• •			0 = Poor	D 0 077 1
20	Quality of Chemicals		1 = Good	Proof of Vendors
			2 = Excellent	
			0 = Poor	
21	Quality of Glassware		1 = Good	Proof of Vendors
			2 = Excellent	
	0 11 07 1		0 = Poor	D 0 033
22	Quality of Equipments		1 = Good	Proof of Vendors
			2 = Excellent	

23	Quality Control Laboratory Quality of Chemicals	Refer to list of chemicals, glassware & equipment according to Annex.1	□ 0 = Non Compliant □ 1 = Partially Compliant □ 2 = Compliant □ 0 = Poor □ 1 = Gradus Proof of Vendors
2-1	Quality of Chemicus		$\Box 1 = Good$ $\Box 2 = Excellent$
25	Quality of Glassware		
26	Quality of Equipments		
27	Computer Lab	Minimum one lab	□ 0 = Non Compliant □ 1 = Partially Compliant □ 2 = Compliant
28	Number of Computers	1 for 3 students in case of IT courses	\square 0 = Non Compliant List of Computers with specification \square 2 = Compliant \square 2 = Compliant
29	Internet Service	256 Kbytes access rate and minimum 20 GB	□ 0 = Non Compliant □ 1 = Partially Compliant □ 2 = Compliant
Score	of Laboratory = /58		
Total Score: 0-118 (Low Score indicates low compliance to parameters whereas high score indicates highest compliance		-	

No Standards/Parameters	В	B. Academics, Processes & Research							
Program mission and objectives	No	Standards/Parameters	Minimu	ım		Score	Proof of Evidence		
1 Program mission and objectives			A	cader	nics				
1 Program mission and objectives						0 = Not defined			
2 Strategic Plan 2 Strategic Plan 2 Strategic Plan 0 Not present Copy of approved faculty master plan 2 Strategic Plan 1 Vaguely defined faculty master plan 2 Strategic Plan 1 Partially in line PCP/HEC 1 Partially in line PCP/HEC 1 Partially in line PCP/HEC 2 Compliant CMS Website present Website 0 0 Not Compliant University 1 Partially Compliant Website 2 Compliant Website 2 Compliant Website 2 Compliant Website 2 Compliant University 1 Partially Compliant Website 2 Compliant University Campus, programs offered and facilities 2 Compliant University Campus, programs offered and facilities 2 Compliant Chairman/ Chairm						1 = Vaguely defined			
Copy of approved faculty Copy of approved faculty master plan Copy of aculty with Copy of aculty with Copy of approved faculty master plan Copy of aculty with Copy of aculty with Copy of approved faculty with Copy of aculty with Copy of approved faculty with Copy of aculty with Copy of aculty with Copy of approved faculty with Copy of aculty of aculty with Copy of aculty of aculty with Copy of aculty of aculty aculty of aculty acu	1	Program mission and objectives				2 = Well defined	,		
3 Curriculum As per PCP/HEC PCP/HEC 1 = Partially in line PCP/HEC 2 = Compliant CMS website 1 = Partially Compliant website 2 = Compliant University website 1 = Partially Compliant programs offered and facilities Compliant 1 = Partially Compliant programs offered and facilities Compliant 1 = Partially Compliant Director Faculty Associate professor and pharmacist Strength of faculty 1 = Partially Compliant Director Proof Proof Proof Proof Proof Proof Proof 1 = Partially in line PCP/HEC D = Non Compliant University website 2 = Compliant University website 2 = Compliant University website D = Non Compliant University website D = Non Compliant Chairman/ Director Director D = Non Compliant Chairman/ Director D = Non Compliant Chairman/ Director						0 = Not present			
Curriculum	2	Strategic Plan				1 = Vaguely defined			
Campus management system							•		
Campus management system	3	Curriculum				0 = Not in line with PCP/HEC	Proof		
Campus management system			PCP/HEC			1 = Partially in line PCP/HEC			
						2 = Compliant			
Score Academics = /12 Head of institution Must be Gandatory Must Description Must Must Must Description Must	4	Campus management system				0 = Non Compliant	CMS		
Website present Website of university □ 1 = Partially Compliant □ 2 = Compliant Information on web page Information regarding campus, programs offered and facilities Core Academics = /12 Head of institution (mandatory) Associate professor and pharmacist 1 = Partially Compliant Chairman/ /Director 2 = Compliant Chairman/ /Director 1 = Partially Compliant Chairman/ /Director 1 = Partially Compliant List of faculty with Chairman/ /Director 1 = Partially Compliant List of faculty with Chairman/ /Director 1 = Partially Compliant List of faculty with Chairman/ /Director 1 = Partially Compliant List of faculty with Chairman/ /Director Chairman/ /Director						1 = Partially Compliant	website		
university						2 = Compliant			
Description of the page Information Description D	5	Website present	Website	of		0 = Non Compliant	University		
Information on web page Information regarding campus, programs offered and facilities 1 = Partially Compliant 2 = Compliant 2 = Compliant 2 = Compliant 4 4 5 6 5 6 6 6 6 7 7 7 7 7 8 7 7 9 7 7 1 1 1 1 1 1 1 1 1			university			1 = Partially Compliant	website		
regarding campus, programs offered and facilities Score Academics = /12 Table T						2 = Compliant			
campus, programs offered and facilities Campus, programs offered and facilities Campus	6	Information on web page	Information			0 = Non Compliant	University		
programs offered and facilities Score Academics = /12 Faculty & Staff			regarding			1 = Partially Compliant	website		
Score Academics = /12 Faculty & Staff			campus,			2 = Compliant			
Score Academics = /12 Faculty & Staff 1 Head of institution (mandatory) Associate pharmacist 2 Strength of faculty 1: 15 ratio			programs						
Score Academics = /12 Faculty & Staff			offered	and					
Faculty & Staff 1 Head of institution Must be			facilities						
1 Head of institution Must be □ 0 = Non Compliant Resume of (mandatory) Associate □ 1 = Partially Compliant Chairman/ Director Description Descripti	Score	Academics = /12							
(mandatory) Associate professor and pharmacist 2 Strength of faculty 1 = Partially Compliant Chairman/ 2 = Compliant /Director 1 = Partially Compliant List of faculty with		Faculty & Staff							
professor and pharmacist \square 2 = Compliant /Director Strength of faculty \square 1: 15 ratio \square 0 = Non Compliant List of \square 1 = Partially Compliant faculty with	1	Head of institution	Must	be		0 = Non Compliant	Resume of		
pharmacist 2 Strength of faculty 1: 15 ratio \square 0 = Non Compliant \square 1 = Partially Compliant faculty with		(mandatory)	Associate			1 = Partially Compliant	Chairman/		
2 Strength of faculty 1: 15 ratio \square 0 = Non Compliant List of \square 1 = Partially Compliant faculty with			professor	and		2 = Compliant	/Director		
$\Box 1 = Partially Compliant $			pharmacist						
	2	Strength of faculty	1: 15 ratio			0 = Non Compliant	List of		
\square 2 = Compliant designations						1 = Partially Compliant	faculty with		
						2 = Compliant	designations		

3	Visiting faculty	Less than 20%	\square 0 = Non Compliant	List of
		of the total	\Box 1 = Partially Compliant	faculty with
			\square 2 = Compliant	resumes
4	Teaching experience	No more than	\square 0 = Non Compliant	List of
		20% of the	\Box 1 = Partially Compliant	faculty with
		Teaching	\square 2 = Compliant	resumes
		Faculty will be		
		Pharmacy		
		Graduates with		
		less than 3		
		Years of		
		teaching		
		experience in		
		the relevant		
		subject or 3		
		Years of		
		experience in		
		Pharmacy		
		Practice/Pharma		
		Industry/Drug		
		Regulation		
5	Percentage of full time faculty to	Full time faculty	\square 0 = Non Compliant	List of
	total faculty	should not be	\Box 1 = Partially Compliant	faculty
		less than 80%	\square 2 = Compliant	
6	Registration of faculty members	Not less than	\square 0 = Non Compliant	Registration
	with pharmacy council	80% of the	\Box 1 = Partially Compliant	certificates
		faculty should	\square 2 = Compliant	of faculty
		be registered		members
		with council		
7	Adoption of HEC eligibility	Qualifications/e	\square 0 = Non Compliant	Resumes of
	criteria for appointments of faculty	xperience of all	☐ 1 = Partially Compliant	faculty
	members	faculty	\square 2 = Compliant	members
		according to		
		HEC criteria		

8	Salaries and benefits	Min salaries		0 = Low	Salary slips			
		should be		1 = Reasonable	of faculty			
		according to		2 = Attractive	members			
		HEC criteria						
9	Availability of qualified laboratory	One per lab		0 = Non Compliant	List of lab			
	staff			1 = Partially Compliant	staff			
				2 = Compliant				
10	Qualification of laboratory staff			0 = Non Compliant	Resumes of			
				1 = Partially Compliant	lab staff			
				2 = Compliant				
11	Technical competency of lab staff			0 = Non Compliant				
				1 = Partially Compliant				
				2 = Compliant				
Score	e Faculty & Staff = /22	<u> </u>			I			
		Exami	nation	1				
1	Examinations system	Annual/semester		0 = Non Compliant	Examination			
		system		1 = Partially Compliant	guidelines			
		Policy as per		2 = Compliant	of university			
		PCP						
Score Examination = /2								
		QI	CC					
1	QA mechanism	QMD		0 = Non Compliant	Notification			
		committee		1 = Partially Compliant	with ToR			
		Academic,		2 = Compliant				
		examination,						
		grievance, labs,						
		career						
		counseling						
		committee						
		should be						
		constituted						
Score	Score QEC = $/2$							

Research					
1	Publications in ISI impact factor and HEC recognized journals (X & Y category) per full time faculty		 □ 0 = Non Compliant □ 1 = Partially Compliant □ 2 = Compliant 	List of faculty publications	
2	Faculty attending International/national conference/workshop/symposia/ seminar	Minimum 2-3 faculty members must be sent to attend	 □ 0 = Non Compliant □ 1 = Partially Compliant □ 2 = Compliant 	Proof attached	
Score Research = /4					
	Score: 0-42 (Low Score indicates loneters whereas high score in liance	-	Score Obtained: /42		
C	. Support Services & Docum	nentation			
No	Standards/Parameters	Minimum	Score	Proof of Evidence	
1	Library cum reading room	Minimum one room	$\Box 0 = \text{Not Present}$ $\Box 1 = \text{Present}$	Proof attached	
2	Committee room	Minimum one room		Proof attached	
3	Cafeteria	Minimum one in department		Proof attached	
4	Auditorium	Minimum one in department		Proof attached	
5	Parking area	Minimum one in department	$\Box 0 = \text{Not Present}$ $\Box 1 = \text{Present}$	Proof attached	
6	Toilets	Minimum one for males and females		Proof attached	
7	Girls common room	One room	□ 0 = Not Present □ 1 = Present	Proof attached	
8	Boys common room	One room	□ 0 = Not Present □ 1 = Present	Proof attached	

9	Praying area	Separate area	\square 0 = Not Present	Proof attached
		for males and	\Box 1 = Present	
		females		
10	Special person friendly facility	Minimum one	\Box 0 = Not Present	Proof attached
		facility	\Box 1 = Present	
11	Amount charged per		□ 0 = High	Fee structure
	semester/annual/five years		\Box 1 = Moderate	
12	Financial support/scholarship for	Minimum 5 %	□ 0 = No	Proof attached
	students as % age of fees	of total fee	\Box 1 = Yes	
13	Library resources	Photocopy	\Box 0 = Not Present	List of resources
		machine/	\Box 1 = Present	
		computers/		
		internet access		
14	Access to HEC digital library		□ 0 = No	Access to library on
14	7 recess to Tibe digital notary		0 1,0	
14	recess to Tibe digital notary		$\square 1 = Yes$	website
14	recess to Tibe digital notary			
15	Placement Bureau			
			\square 1 = Yes	website
			$\Box 1 = Yes$ $\Box 0 = Not Present$	website Copy of MoU with
		Details of	$\Box 1 = Yes$ $\Box 0 = Not Present$	Copy of MoU with different organizations Copy of minutes
15	Placement Bureau	Details of mechanism	 □ 1 = Yes □ 0 = Not Present □ 1 = Present 	Copy of MoU with different organizations
15	Placement Bureau		 □ 1 = Yes □ 0 = Not Present □ 1 = Present □ 0 = Not Present 	Copy of MoU with different organizations Copy of minutes
15	Placement Bureau		 □ 1 = Yes □ 0 = Not Present □ 1 = Present □ 0 = Not Present 	Copy of MoU with different organizations Copy of minutes
15	Placement Bureau Faculty Capacity Building Mechanism		 □ 1 = Yes □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 1 = Present 	Copy of MoU with different organizations Copy of minutes attached
15	Placement Bureau Faculty Capacity Building Mechanism		 □ 1 = Yes □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 1 = Present □ 0 = Not Present 	Copy of MoU with different organizations Copy of minutes attached
15	Placement Bureau Faculty Capacity Building Mechanism		 □ 1 = Yes □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 1 = Present □ 0 = Not Present 	Copy of MoU with different organizations Copy of minutes attached
15 16	Placement Bureau Faculty Capacity Building Mechanism Hospital attachment	mechanism	 □ 1 = Yes □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 1 = Present 	Copy of MoU with different organizations Copy of minutes attached Proof attached
15 16	Placement Bureau Faculty Capacity Building Mechanism Hospital attachment	mechanism Semester	 □ 1 = Yes □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 0 = Not Present 	Copy of MoU with different organizations Copy of minutes attached Proof attached
15 16	Placement Bureau Faculty Capacity Building Mechanism Hospital attachment	mechanism Semester guidelines	 □ 1 = Yes □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 1 = Present □ 0 = Not Present □ 0 = Not Present 	Copy of MoU with different organizations Copy of minutes attached Proof attached

19	Student guidebook	Student	\square 0 = Not Present	Copy of guide book
		guidebook	\Box 1 = Present	
		approved by		
		dean/director		
20	Prospectus	Prospectus	\Box 0 = Not Present	Copy of prospectus
		approved by	\square 1 = Present	
		respective		
		statuary		
		bodies		
Total Score: 0-20 (Low Score indicates low compliance to		Score Obtained: /20		
parameters whereas high score indicates highest		cates highest		
comp	liance			

OBSERVATIONS AND RECOMMENDATIONS

a. Observations: (Please consolidate overall assessment/ evaluation on the following key parameters):					
	Parameters	Total Score	Minimum Score Required	Score Obtained	Give remarks for each attribute if the marks earned are below 50%
A. Go	vernance, Finance & Infrastructure		1		1
1.	Governance	18	18		
2.	Finances	8	4		
3.	Infrastructure	34	30		
4.	Laboratory	58	46		
Total	Score	118	98		
B. Aca	demics, Processes & Research		•		
1.	Academics	12	10		
2.	Faculty & staff	22	18		
3.	Examination	2	2		
4.	QEC	2	1		
5.	Research	4	2		
Total	score	42	33		
C. Sup	pport Services & Documentation	20	14		
Total	Composite Score	180	145 (80 %)		
Note:	Minimum $80~\%$ is required for accreditation	n			
Major	observations of last visit addressed*				
b. Recommendations: (Tick the following recommendation)i. The program is not recommended for accreditation and recommended for revisit					
after addressing all observations of the visiting team					
ii. The program is recommended for accreditation for applied number of seats					
iii. The program is recommended for accreditation of only seats					

Inspection Team Visited		
1. Name of Inspector:	Signature:	-
2. Name of Inspector:	Signature:	-
3. Name of Inspector:	Signature:	-
Date of Visit:		