

R F D

Results Framework Document

for

**National Institute of Pharmaceutical Education and
Research (NIPER), Hyderabad**

2011-12

SECTION 1

Result Framework Document for the period 1.4.2011 to 31.3.2012

VISION

To serve as a leading global institution in the field of higher learning and research in Pharmaceutical Sciences

MISSION

To strive towards excellence in the field of higher learning and research in Pharmaceutical Sciences and to be one of the principal sources of professional manpower in the field, for strengthening the Indian Pharma industry in getting quality products at affordable prices.

OBJECTIVES

The main objectives of the Institute are to

- To provide quality education and advanced knowledge in the field of Pharmaceutical Sciences, through the two year M.S.(Pharm) course and research.
- To offer Ph.D programmes by providing quality training to meet challenges and professional requirements in our Society.
- To facilitate placement of the successful students in reputed establishments in the field.
- To organize seminars/symposia/workshop in the field of Pharma, so that the students get a good exposure to the latest advances in the field and interaction with eminent persons in the field.
- Creation/Up gradation/Renovation of existing facilities and approval

KEY FUNCTIONS

1. To draw and execute Pharma courses, with approval of the competent authorities for syllabi, examination and evaluation methods, and as per a calendar of the academic year, for conduct of the M.S (Pharm) course maintaining high standards of teaching and other requirements, and conferring of degrees on completion of the 2 year course, in accordance with the norms laid down under the Act.
2. To draw and execute the calendar for running the Ph.D. programme in the disciplines of the institute, and conferring of degrees, on successful completion of the programme, in accordance with the norms laid down under the Act.
3. To recruit suitable in house teaching and other staff and guest faculty, to make payments of remunerations, as per norms of the Department and procedures of the Mentor Institute and to ensure their high standards of teaching.
4. To provide and maintain appropriate infrastructure of class rooms, labs, equipment, library, auditorium, as may be required for the students.
5. To ensure availability and functioning of equipments, etc through a purchase system as per the norms of the department and the procedures of the Mentor institute.
6. To organize extra-curricular events like seminars/workshops/social awareness programmes etc.
7. To provide and maintain amenities of hostel accommodation etc. as may be essential for the students subject to budget availability.
8. To plan and implement appropriate system and machinery for better placements.
9. To maintain proper accounts of the institute in the manner and in the format prescribed by the Government of India and to maintain economy in expenditures.
10. To obtain audit of the receipts and expenditures of the institute and the accounts of the institute in the manner prescribed by the Government of India.

SECTION II

Inter se Priorities among Key Objectives, Success Indicators and Targets

S I · N o ·	Objective	Wt ·	Actions	Success Indicators	Unit	Wt.	Target / Criteria Value				
							Excellen t	Very good	Good	Fair	Poor
							100%	90%	80%	70%	60%
1	2	3	4a	4b	5	6a	6b	6c	6d	6e	
1	Academic MS (Pharm) Medicinal Chemistry, Pharmaceutical Analysis, Pharmacology & Toxicology & Pharmaceutics 2 years programme each To guide Ph.D programme Medicinal Chemistry, Pharmaceutics, Pharmacology & Toxicology &	40	Admission of Masters' students	Number of Masters' students graduated	Data	20	75	70	65	60	55
				Number of Ph.D's awarded	Data	10	9	8	7	6	5
			Administrative control through the management committee of the mentor institute IICT, Hyderabad	1. Exams scheduled	Date	5	16-05-2011	20-05-2011	24-05-2011	26-05-2011	28-05-2011
				2. Implementation of students welfare schemes	Date	1	02.05.2011	09.05.2011	16.05.2011	23.05.2011	30.05.2011
			Technical staff stationed at Hyderabad on contract basis	70% stationed faculty & 30% visiting faculty from IICT, Hyderabad, / other Universities / Industries	%	2	100	90	80	70	60
			Well equipped labs	Successful completion of project work at IICT, NIPER / Industry / Other research institutes	%	2	100	90	80	70	60
2	Preparation and execution of research projects	6	100% IICT / NIPER/ Pharma Industry / Other research institutes	In campus research facility to be developed. Presently only at IICT / NIPER/ Other research institutes / Pharma Industries	%	6	100	90	80	70	60

3	Training and workshops for leadership development	5	Symposia / Conferences / Workshops in the field of Pharmaceutical Sciences	Ten symposia / Conferences / Workshops in every year	No	5	10	8	6	4	2
4	Creation / Up gradation / Renovation of existing facilities and approval	15	To Facilitate imparting PG Level courses and Ph.D programmes in Pharmaceutical Sciences	<ul style="list-style-type: none"> Recruitment of In-house faculty & staff (Including Technical and Administrative) Providing books & Journals in Library Providing Hostel facility to students (Rooms) Renovation of existing Labs & Seminar halls Providing modern equipment for experimental works and create Animal house facility for experimental work 	Month	15	August-11	Sep-11	Oct-11	Nov-11	Dec-11
5	Manpower/HRD	15	80% adhoc administrative staff stationed at NIPER-Hyderabad & 20% staff from Mentor Institute, IICT, Hyd	Permanent faculty and administrative manpower in place by 2012	Year	15	2012	2013	2014	2015	2016
6	Placement activities	10	Campus Placement	No. of students placed	%	4	100	90	80	70	60
			Students' complaint redressal	No. of complaints addressed	%	1	100	90	80	70	60
			Liaison with the industry	Contact and personal visits to the industries and academic institutes	Data	3	20	15	10	6	4

			Brand building	Quality training for students and several Workshops conducted for NIPER students and others. Contacted near about 400 Pharmaceutical companies for placement	Data	2	500	400	300	200	100
7	Preparation of Annual Plan 2011-12 & Monitoring of Budget 10-11	4	Preparation of Annual Plan 2011-12 and Monitoring of budget 2010-11	Plan preparation & submission of annual plan to the concerned department	Date	4	01.02.2012	15.02.2012	20.02.2012	25.02.2012	01.03.2012
8	Efficient Functioning of the RFD System	5	Timely submission of RFD for 2011-12	On-time submission	Date	1	31.03.2011	03.04.2011	04.04.2011	05.04.2011	06.04.2011
			Timely submission of Results for 2011-12	On-time submission	Date	1	01.05.2012	03.05.2012	04.05.2012	05.05.2012	06.05.2012
			Finalize a Strategic Plan for RC	Finalize the Strategic Plan for next 5 years	Date	1	10.12.2011	15.12.2011	20.12.2011	24.12.2011	31.12.2011
			Identify potential areas of corruption related to organisation activities and develop an action plan to mitigate them	Finalize an action plan to mitigate potential areas of corruption	%	1	10.12.2011	15.12.2011	20.12.2011	24.12.2011	31.12.2011
			Implementation of Sevottam	Create a Sevottam compliant system to implement, monitor, review Citizen's Charter, redress public Grievances	Date	1	10.12.2011	15.12.2011	20.12.2011	24.12.2011	31.12.2011

SECTION III

Trend Value for Success Indicators

Sl. No	Objective	Actions	Success Indicators	Unit	Actual Value for FY 10-11	Target Value for FY 11-12	Projected Value FY 12-13	Projected Value FY 13-14
					6b	6c	6d	6e
	1	3	4a	4b				
1	Academic MS (Pharm) Medicinal Chemistry, Pharmaceutical Analysis, Pharmacology & Toxicology & Pharmaceutics 2 years programme each To guide Ph.D programme Medicinal Chemistry, Pharmaceutics, Pharmacology & Toxicology &	Admission of Masters' students	Number of Masters' students graduated	Date	56		30	40
			Number of Ph.D's awarded	Data				
		Administrative control through the management committee of the mentor institute IICT, Hyderabad	1. Exams scheduled	Data	17.05.2010	16.05.2011	14.05.2012	13.05.2013
			2. Implementation of students welfare schemes	Date	03.05.2010	02.05.2011	02.05.2012	02.05.2013
		Technical staff stationed at Hyderabad on contract basis	70% stationed faculty & 30% visiting faculty from IICT, Hyderabad, / other Universities / Industries	%	100	100	-	-
Well equipped labs	Successful completion of project work at IICT, NIPER / Industry / Other research institutes	%	100	100	-	-		
2	Preparation and execution of research projects	100% IICT / NIPER/ Pharma Industry / Other research institutes	In campus research facility to be developed. Presently only at IICT / NIPER/ Other research	%	100	100	-	-

			institutes / Pharma Industries					
3	Training and workshops for leadership development	Symposia / Conferences / Workshops in the field of Pharmaceutical Sciences	Ten symposia / Conferences / Workshops in every year	No	8	10	15	20
4	Creation / Up gradation / Renovation of existing facilities and approval	To Facilitate imparting PG Level courses and Ph.D programmes in Pharmaceutical Sciences	<ul style="list-style-type: none"> • Recruitment of In-house faculty & staff (Including Technical & Administrative) • Providing books & Journals in Library • Providing Hostel facility to students (Rooms) • Renovation of existing Labs & Seminar halls • Providing modern equipment for experimental works and create. • Animal house facility for experimental work 	Month	August-10	August-11	August-12	August-13
5	Manpower/HRD	80% adhoc administrative staff stationed at NIPER-Hyderabad & 20% staff from Mentor Institute, IICT, Hyd	Permanent faculty and administrative manpower in place by 2012	Year	2010-11	2011-12	2012-13	2013-14
6	Placement	Campus Placement	No. of students placed	%	80	90	95	100

	activities	Liasoning with the industry	Contact and personal visits to the industries and academic institutes	Data	20	20	30	40
		Brand building	Contacted near about 400 Pharmaceutical companies for placement	Data	500	500	600	700
7	Preparation of Annual Plan 2011-12 & Monitoring of Budget 10-11	Preparation of Annual Plan 2011-12 and Monitoring of budget 2010-11	Plan preparation & submission of annual plan to the concerned department	Date	01.02.11	01.02.12	01.02.13	01.02.14
8	Efficient Functioning of the RFD System	Timely submission of RFD for 2011-12	On-time submission	Date	31.03.2010	31.03.2011	31.03.2012	31.03.2013
		Timely submission of Results for 2011-12	On-time submission	Date	01.05.2011	01.05.2012	01.05.2013	01.05.2014
		Finalize a Strategic Plan for RC	Finalize the Strategic Plan for next 5 years	Date	10.12.2010	10.12.2011	10.12.2012	10.12.2013
		Identify potential areas of corruption related to organisation activities and develop an action plan to mitigate them	Finalize an action plan to mitigate potential areas of corruption	%	10.12.2010	10.12.2011	10.12.2012	10.12.2013
		Implementation of Sevottam	Create a Sevottam compliant system to implement, monitor, review Citizen's Charter, redress public Grievances	Date	10.12.2010	10.12.2011	10.12.2012	10.12.2013

SECTION IV

Description of definition of success indicators & proposed measurement methodology

The success indicators have been defined on the basis of appropriate measurable parameters keeping in mind IICT as a Mentor Institute operating NIPER, Hyderabad as a project till FY 2011-12. Once the IICT hands over the management to the permanent management of NIPER the measurable parameters will change accordingly as per the objectives and future plan of the new NIPER management. Three measurable parameters taken into account are data, percentage and time frame in respect of performance monitoring. Following two separate annexures are also part of this RFD to make it visible and quantifiable. (i) Academic Calendar 2010-11 (ii) Grievance Committee for redressal of grievances pertaining to students affairs.

SECTION V

Specific performance requirements from other Departments

1. Academic, technical and administrative support from the mentor institute IICT, Hyderabad.
2. Response from the pharmaceutical industry and academia for the pass out students of the institute.
3. Grant of funds from DoP.
4. Manpower recruitment for constituting the effective administrative team to run the institute.

SECTION VI

Outcome/Impact of activities of organization

Sl. No.	Outcome/Impact of activities of organization	Jointly responsible for influencing this outcome/impact with the following organization(s)	Success Indicators(s)	2010-11	2011-12	2012-13	2013-14
1	Academic MS (Pharm) Medicinal Chemistry, Pharmaceutical Analysis, Pharmacology & Toxicology & Pharmaceutics 2 years programme each	IICT, Hyderabad	Number of Masters' students graduated	56	75	99	110
	To guide Ph.D programme Medicinal Chemistry, Pharmaceutics, Pharmacology & Toxicology &		Number of Ph.D's awarded	-	-	-	9
3	Training and workshops for leadership development	IICT, Hyderabad	Ten symposia / Conferences / Workshops in every year	8	10	15	20
4	Creation / Up gradation / Renovation of existing facilities and approval	IICT, Hyderabad	<ul style="list-style-type: none"> • Recruitment of In-house faculty & staff (Including Technical and Administrative) • Providing books & Journals in Library • Providing Hostel facility to students (Rooms) 	1	1	1	1

			<ul style="list-style-type: none"> • Renovation of existing Labs & Seminar halls • Providing modern equipment for experimental works and create • Animal house facility for experimental work 				
5	Manpower/HRD	IICT, Hyderabad	Teaching	15	20	30	35
		IICT, Hyderabad	Non-Teaching	45	60	70	80
6	Placement activities	IICT, Hyderabad	No. of students placed	44	56	75	99

Activity	Dates
Semester (July to December, 2010)	
Commencement of Semester	2 nd Aug 2010
Orientation and Departmental Introduction session of Faculty, Staff and Students	2 nd Aug 2010
Submission of Semester Attendance of Students from 2 nd Aug to 29 th Sep 2010	30 th Sep 2010
Mid-Term Examination	4 th – 8 th Oct 2010
Foundation Day Celebrations	19th Oct 2010
Presentation of Seminars (1st Semester students)	15 th – 26 th Nov 2010
Faculty Assessment by Students	25 th – 26 th Nov 2010
Submission of Semester Attendance of Students	Up to 1 st Dec 2010
Submission of Mid-Term Report on Thesis Work {3 rd semester M.S. (Pharm.)}	7 th – 8 th Dec 2010
End-Semester Examination	6 th – 17 th Dec 2010
Mid-term Presentation of Thesis Work {3 rd Semester M.S.(Pharm.)}	13 th – 17 th Dec 2010
Provisional Registration for January to June 2010 Semester	13 th – 28 th Dec 2010
Semester Break. The Students shall have the option to opt for Educational / Industrial Tour in place of Semester Break	25 th – 30 th Dec 2010
Winter Break for Faculty only (02 weeks)	20 th – 31 st Dec 2010
Submission of Marks by Examiners (1 st , 3 rd Semester Masters)	Upto End of 1 st week of Jan 2011
Declaration of Result (1 st , 3 rd Semester Masters)	Upto 17 th Jan 2011
Semester (January to June, 2011)	
Commencement of Semester	3 rd Jan 2011
Assignment of 2 nd Semester Masters Students to Advisors	2 nd week of Jan 2011
Submission of Semester Attendance of Students	Upto 28 th Feb 2011
Mid-Term Examination	7 th – 11 th Mar 2011
Constitution of SRCs for 2 nd Semester Students	3 rd Week of Apr 2011
Presentation of Seminar (2 nd Semester students)	23 rd April – 6 th May 2011
Faulty assessment by the Students	5 th – 6 th May 2011
Provisional Registration July to December 2011 Semester	9 th May – 23 rd May 2011
Submission of Semester Attendance of Students upto 7 th May 2011	Upto 9 th May 2011
End-Semester Examination	16 th – 27 th May 2011
Summer Recess for Faculty only (03 weeks)	1 st July – 22 nd July 2011
Submission of Marks by the examiners (End Semester exam)	Up to 7 th June 2011
Submission of Unbound Copy of Thesis {4 th Semester M.S.(Pharm.)}	Up to 10 th June 2011
Defence of Thesis {4 th Semester M.S.(Pharm.)}	20 th – 24 th June 2011
Declaration of Result of End-Semester examination (2 nd Semester)	Up to 20 th June 2011
Submission of Bound Copies of the Thesis {4 th Semester M.S.(Pharm.)}	Upto 30 th June 2011
Declaration of Results {4 th Semester Exams}	4 th July 2011
Notification of Time Table for Aug-Dec, 2011 Semester	8 th July 2011
Orientation of New Students	30 th July 2011
Commencement of Semester	1 st Aug 2011



HYDERABAD

No: NIPERH/2/2/21

नाईपर हैदराबाद
NIPER HYDERABAD

राष्ट्रीय औषधीय शिक्षा एवं अनुसंधान संस्थान
औषधीय विभाग, रसायन एवं उर्वरक मंत्रालय
National Institute of Pharmaceutical
Education and Research
(Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers)
Mentor Institute : Indian Institute of Chemical Technology

Date: 09.03.2010

OFFICE MEMORANDUM

Sub: Grievance Redressal Mechanism for students at NIPER – Hyderabad.

In pursuance of the directions contained in the item no. VII, of the minutes of the 7th meeting of the steering committee for the new NIPERs, held on 02.03.10, the competent authority has approved the following:

1. Nomination Prof. Nalini Shastry, Associate Professor as Professor Incharge (Students Welfare Officer)
 - a. She will meet the students on each Monday, at a fixed time to be intimated by her separately.
 - b. She will report directly to the Project Director about the action taken to attend to the grievances.
2. A grievance box shall be kept in the academic cell with Mr. Rajesh Kumar Jha, Assistant. It shall be opened everyday and grievances, if any, after entering in a Register, be handed over to the Professor – in – charge. (Students welfare)

N. L. Shastry
Registrar

To

Prof. Nalini Shastry
Associate Professor
Pharmaceutical Analysis

Copy to:

1. Mr Rajesh Kumar Jha, Assistant
2. Notice Boards (3)
3. Coordinators
4. Laboratory Facilitation Manager
5. Resident Hostel Manager
6. Administrative Officer

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