




PRAVARA RURAL EDUCATION SOCIETY'S  
PRAVARA RURAL COLLEGE  
OF PHARMACY  
LONI

## ALUMNI ASSOCIATION REGISTRATION

विशेष - अ.सं.सं. सं. वि.सं. सं.  
क्रमांक 0045736




**नोंदणी प्रमाणपत्र**  
संस्था नोंदणी अधिनियम, १९६०  
(१९६० चा अधिनियम २१)

महाराष्ट्र 12512015/अहमदनगर नोंदणी क्रमांक

याद्वारे असे प्रमाणित करण्यात येते की प्रवरा ग्रामीण औद्योगिक निर्माण क्षेत्रात  
महाविद्यालय मास्ती निवासी संघ अ.सं.सं. सं. सं. सं.  
ली. राहाता वडी. अहमदनगर

खालील कार्यास संस्था नोंदणी अधिनियम, १९६० (सं. १९६० चा अधिनियम २१) अन्वये योग्यतेचा नोंदणी  
करण्यात आली.

तारीख 04/02/2015 रोजी याच्या संदर्भात दिने



संस्थेचे सहायक निदेशक,  
महाराष्ट्र संस्था निदेशक विभाग  
अहमदनगर जिल्हा, अहमदनगर

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*Pravara*

Principal  
Pravara Rural College of Pharmacy  
Pravar Nagar, A/p. Loni-413 736



## ALUMNI ASSOCIATION CONSTITUTION

Sr.No.	Name of the Member	Designation
1.	Prof.SantoshSopanDengale	President
2.	Prof.SunilAshokraoNirmal	Vice-president
3.	Dr.GovindSarandharAsane	Secretary
4.	Prof.HemlataSanjayBhawar	Treasurer
5.	Prof.RameshBhusal	Member
6.	Prof.MaheshThakre	Member
7.	Prof.RavindraBhimrajLaware	Member
8.	Prof.VijayDyandeoTambe	InviteeMember
9.	Prof.SantoshBhousahebVikhe	InviteeMember
10.	Prof.RasikaDyandeoBhalke	InviteeMember
11.	Prof.SmitaKrushnraoParjane	InviteeMember



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## ALUMNI ACTIVITY STANDARD OPERATING PROCEDURE

### **Ethical Protocol:**

- Stay connected with the Alumnus.
- Develop a sense of belonging.
- Be courteous, not authoritative. They aren't your students anymore!! Treat them professionally.
- **Do not pass any comments with respect to their choice of profession, their designation and/or personal life.**

### **Duties of the Head of the Institution:**

#### **Pre-Event:**

- Coordinate with the Alumni in charge of the institution.
- Identify Alumni for planning the activity.
- Communicate to the Alumni Cell, Pravara Rural Education Society about the identified alumnus, along with Know your Alumnus (KYA) form (Proforma 1).
- The Alumni Cell, Pravara Rural Education Society shall contact the Alumnus, decide the dates for the activity and make all arrangements for local logistics.
- The dates/activity shall be decided by Alumni Cell, Pravara Rural Education Society in coordination with the Head of the Institution.
- The Head of the Institution along with institutional IT team shall ensure that the venue identified is suitable for hosting the event. While deciding the venue the following factors are to be taken into consideration:
  - The strength of the Target Audience.
  - The acoustics of the venue (Kindly ensure that the same is perfect since all Alumni related activity shall be live-streamed to sister concerns).
  - Ease of access.
  - Internet connectivity.
  - Audio-Visual Facility. Sound technician to remain present and ensure that the sound system is working flawlessly.
- Pre-event checklist to be done and reports submitted to Alumni Cell, Pravara Rural Education Society in Proforma 2.
- Arrangements to be made for felicitation & stage seating (Protocol provided in Proforma 3).



- Registration link shall be given to the head of the institution. The same is to be passed onto target audience for registration. (Proforma 4).

### **During the Event:**

- Ensure that discipline is maintained.
- Ensure that the protocols as previously communicated are being followed.
- Photographs to be taken by photographer/suitable person from the rear end of the hall covering the entire audience as well as depicting the speaker/video conferencing/webinar. One photo specifically to be taken from front view of the venue too. (These photos are to be submitted along with the metrics form, additional photos can be incorporated in the event report).
- Attendance report as per registration data shall be signed by the participants.

### **Post Event:**

- Prepare the activity report (Proforma 6) and email to Alumni Cell, Pravara Rural Education Society.
- Maintain the documentation of the same for accreditation purpose.
- Distribute the participation certificates

### **Duties of the members of Alumni Cell, Pravara Rural Education**

#### **Society: Pre-Event:**

- Coordinate with the Head of the institution.
- Procure the KYA form and coordinate with the head of the institution for planning of activity.
- Make all arrangements for local logistics.
- Inform the IT team for issues related to IT setup and livestreaming.
- Generate the feedback form and provide the link to IT for bulk sms posting to target audience during event.
- Prepare feedback form link for Alumnus.
- Check Proforma 2 (Pre-event IT/AV check); Proforma 3 (Felicitation protocol).
- Prepare the Thank you letters signed by Honorable Chairman.
- Send the details of the event to all institutions.
- Generate the registration link.
- Generate the attendance sheet.





- Generate the participation certificates.

#### **During the Event:**

- Ensure that discipline is maintained.
- Ensure that the protocols previously communicated are being followed.

#### **Post Event:**

- Communicate the "Thank you" courtesy email to Alumni along with the photographs of the event.
- Check the activity reports sent by the Head of the Institution.
- Maintain the documentation of the same for accreditation purpose.
- Prepare the news for print media & social media.
- Transfer the participation certificates to Alumni in-charge of the institution.

#### **Duties of the IT team, Alumni Cell, Pravara Rural Education**

##### **Society: Pre-Event:**

- Prepare for livestreaming.
- Check Proforma 2 (Pre-event IT/AV check).

##### **During the Event:**

- Ensure that IT/AV work is flawless.
- Ensure that the protocols previously communicated are being followed.

##### **Post Event:**

- Update the event details on the institution website.
- Process the news for print media & social media.





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**Proforma 1:** Know Your Alumnus  
form:<https://goo.gl/forms/KRtWp9FxERToLRfn2>

**Proforma 2:** Pre-event IT/AV  
checklist:<https://goo.gl/forms/PBIDIXrpnieHdl8u1>

**Proforma 3:** Felicitation  
protocol:<https://goo.gl/forms/g4CZD5IUFVn2kytD2>

**Proforma 4:** Target audience list & summary  
metrics:[https://docs.google.com/spreadsheets/d/1PzT19\\_Os\\_rao-CeWasBcoV9qqLXQpdNI-WQPkMPSYrI/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1PzT19_Os_rao-CeWasBcoV9qqLXQpdNI-WQPkMPSYrI/edit?usp=sharing)

**Proforma 5:** Feedback from students: Link will be sent to students directly

**Feedback from Stakeholders:** Link will be sent to stakeholders directly

**Feedback from Alumnus:** Link will be sent to alumnus directly/Offline





## ALUMNICONTRIBUTION

### Contribution type (In Kind)–

Alumni of Pravara Rural College of Pharmacy have always been considerate towards their institution. The alumni have contributed items in kind to the institution.

### 1) Donation of books:- During the Academic year 2020-21 Alumni Contributed books worth Rs. 3625

SR.NO.	NAME OF THE BOOK	AUTHOR	PUBLISHER	EDITION	PRICE
1	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	B. Rivers Publication	1 st	250.00
2	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	B. Rivers Publication	1 st	250.00
3	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	B. Rivers Publication	1 st	250.00
4	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	B. Rivers Publication	1 st	250.00
5	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	B. Rivers Publication	1 st	250.00
6	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	B. Rivers Publication	1 st	250.00
7	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	B. Rivers Publication	1 st	250.00
8	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	B. Rivers Publication	1 st	250.00
9	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	B. Rivers Publication	1 st	250.00
10	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	B. Rivers Publication	1 st	250.00
11	Pharmaceutical Organic Chemistry	Dr. Dighe & Dr. Dighe A.S.	Success Publication	1 st	125.00
12	Pharmaceutical Organic	Dr.	Success	1 st	125.00



	Chemistry	Dighe&DrDighe A.S.	Publication		
13	Pharmaceutical Organic Chemistry	Dr. Dighe&DrDighe A.S.	Success Publication	1 st	125.00
14	Pharmaceutical Organic Chemistry	Dr. Dighe&DrDighe A.S.	Success Publication	1 st	125.00
15	Pharmaceutical Organic Chemistry	Dr. Dighe&DrDighe A.S.	Success Publication	1 st	125.00
16	Pharmaceutical Organic Chemistry	Dr. Dighe&DrDighe A.S.	Success Publication	1 st	125.00
17	Pharmaceutical Organic Chemistry	Dr. Dighe&DrDighe A.S.	Success Publication	1 st	125.00
18	Pharmaceutical Organic Chemistry	Dr. Dighe&DrDighe A.S.	Success Publication	1 st	125.00
19	Pharmaceutical Organic Chemistry	Dr. Dighe&DrDighe A.S.	Success Publication	1 st	125.00
			Total Books- 19	Total Rs.	3625.00

## 2) Students placement-

Year	Name of alumni	Name of industry where student placed	Total number of students placed
2020-21	Ms. Afreen Poptiya (2016-17)	Advantment Pharma Aurangabad	01
2020-21	Mr. Anil Gagare (2005-06)	Rubicon Research Ambernath	03
2020-21	Mr. Akshay Bhandari (2015-16)	Gebbs Health Care Solution Pvt. Ltd.	09
2020-21	Mr. Chetan Malpure (2008-09)	Sandoz Pharma Pvt. Ltd	05





### 3) Guest lecture by alumni

Sr.No	Title	Date	Name of Alumni Institute/ Industry	Name of Alumni	Benifited Students Class
1.	“Workshop on medical coding”	02.10.2021	IKS Healthcare Pvt.Ltd	Mr.Kiran Pawale	T.Y.& Final Year B.Pharm, M.Pharm
2.	“Recent advances in Granulation and Tableting technology”	15.10.2021	Alkem Lab Pvt.Ltd	Mr.Samadhan Mhaske	T.Y.& Final & PG.
3.	“Biosimilars product development an overview”	23.10.2021	Enzene Bioscience Ltd	Mr.Prashant Kshirsagar	T.Y.& Final Year B.Pharm, M.Pharm
4	Career in medical coding	31.01.2021	Medical Coding	Kushal Landage	T.Y.B.Pharm
5	Regulatory Affairs- A white collar job?	30.05.2021	Kinapse, A syneos company	Mr.Shivprasad Khose	T.Y.& Final & PG.



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