

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. November 2016 to October 2017)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

PDM Dental College & Research Institute

1.2 Address Line 1

Sector 3-A

Address Line 2

Distt.Jhajjar

City/Town

Bahadurgarh

State

Haryana

Pin Code

124507

Institution e-mail address

Principal_dcric@pdm.ac.in

Contact Nos.

01276-210001, 221837, 221844

Name of the Head of the Institution:

Dr.Mandeep Singh Virdi

Tel. No. with STD Code:

01276-210001, 221837, 221844

Mobile:

9416600577

Name of the IQAC Co-ordinator:

Dr.GurkiranKaur

Mobile:

9868716170

IQAC e-mail address:

pdmqiqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC(SC)/18/A&A/120.1

1.5 Website address:

www.pdm.ac.in

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.05	2016	04.11.2021
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

03.11.16

1.8 AQAR for the year (for example 2010-11)

2016-2017

1.9 Details of the previous year's AQAR submitted to NAAC after the latest
Assessment and Accreditation by NAAC ((for example AQAR 2010-
11 submitted to NAAC on 12-10-2011)

AQAR _____ (DD/MM/YYYY)
AQAR _____ (DD/MM/YYYY)
AQAR _____ (DD/MM/YYYY)
AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University ☐ State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☐

Autonomous college of UGC Yes ☐

Regulatory Agency approved Institution Yes ☒
(AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☐ Rural ☐ Bal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☐ UGC 12B ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☒

1.11 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☐ Law ☐ EI (PhysEdu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science

☒ Dental Graduate
& Postgraduate

Management ☐

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

PanditBhagwatDayal Sharma University of Health Sciences, Rohtak, Haryana.

**1.13 Special status conferred by Central/ State Government--
UGC/CSIR/DST/DBT/ICMR etc**

Autonomy by State/Central Govt. / University ☐

University with Potential for Excellence ☐ UGC-CPE ☐

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

ST

UGC-Innovative PG programmes

by other (Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

07

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

15

2.10 No. of IQAC meetings held

04

2.11 No. of meetings with various stakeholders:

No. by

02

Non-Teaching Staff Students

01

Alumni

01

Other

02

2.12 Has IQAC received any funding from UGC during the year? Yes ☐

No ☒

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. **International** **National** **State**

Institution Level

(ii) Themes

- Upgradation of teaching quality
- Delivering quality Oral Health care
- Holistic development of staff & Students

2.14 Significant Activities and contributions made by IQAC

- ✓ Monitoring of treatment quality and treatment planning through patient feedback.
- ✓ Improve teaching outcomes through continuous education programs so as to bridge the gap between DCI curriculum and clinical requirements.
- ✓ Effective monitoring of sterilization procedures i.e. clinical and non clinical departments.
- ✓ Ensuring that the Bio Medical waste management is being conducted properly.
- ✓ Ensuring the quality of academics by obtaining feedback from students.
- ✓ Encouraging participation of students in various in-house activities and extracurricular activities.
- ✓ Has been working for the enhancement of academic atmosphere and oral health care services.
- ✓ Students "involvement in social and community services for promoting rural dental practice.
- ✓ Ensuring continuous improvisation in teaching & student performance by the institute.
- ✓ Regular quarterly meetings are conducted with specific agenda and to review the work done by all constituent units.
- ✓ IQAC has been channelizing the efforts and measures of the constituent faculties towards academic excellence.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

*

Plan of Action	Achievements
Fortifying Mentoring System	Mentoring system is continuing and all the staff members are involved and all the students have been allotted mentors.
Conducting of Workshops for students	Full day workshops with hands-on program or live video streaming have been conducted for the students.
Training for non teaching staff program	Deputation of non-teaching staff to attend

	lectures on quarterly basis.
Upgrade examination hall and equip it with electronic surveillance.	Started
Monitoring the patient treatment and improving the treatment plans.	Systemized random Auditing of patients being treated in the institution started.
Promote research and innovation among the students.	Student participation in various CDE programmes and conferences is encouraged by various departments under the able guidance of the HOD'S.
Provide the undergraduate students an exposure to Dental implantology.	Lecture and Hands on Workshop was done wherein undergraduate students could take part in the programme.
Upgradation of library	New reference books and journals have been procured for the upgradation of the library.
Strengthening interaction through guest lectures and workshops	A total of 5 institutional level programmes were organized.

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Manager ☒ Syndicate ☐ Other body ☐

Provide the details of the action taken

- The report was discussed and approved by the institution management and suggestions were taken for future plans to be incorporated.

Part – B
Criterion – I
Part- B

Criterion –I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented
------------------------	-------------------------------	--	-------------------------------------	---

			es	programmes
PhD				
PG	1			
UG	1			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				
Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern *	Number of programmes
Semester	
Trimester	
Annual	✓

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐
(On all aspects)

Students ☒

Mode of feedback : On ☐ Annual ☒ Operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- By Dental Council of India .
- The college conducts CDE courses so as to enhance the learning process.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Nil.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
94	12	27	10	45

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. ProfessorS		Associate ProfessorS		ProfessorS		Others		Total	
R	V	R	V	R	V	R	V	R	V
03				01					

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	9	17	33
Presented	9	8	1
Resource Persons	2	1	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- ✓ Power Point presentations of the lectures are being provided to undergraduates.
- ✓ Interns programme started for aiding preparation for postgraduate entrance test.
- ✓ Case study based teaching.
- ✓ CDEs conducted on regular basis.
- ✓ Focused group discussion for undergraduate students.
- ✓ Horizontal & Vertical Integrated Teaching for undergraduates.
- ✓ Postgraduate orientation workshop.
- ✓ Case based discussion and learning.
- ✓ Remedial Classes for slow learner.

2.7 Total No. of actual teaching days during this academic year

280

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

The examination system has been laid by the affiliating university which is being followed strictly.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

07

2.10 Average percentage of attendance of students

82%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.D.S.4 th YEAR	99	5	77.8	14.1	NA	96
B.D.S.3 rd YEAR	90	1.1	92.2	5.5	NA	98.8
B.D.S. 2 nd YEAR	104	14.4	58	2.9		75.3
B.D.S. 1 st YEAR	116	5.2	43.1	12.1		60.4

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

- IQAC organizes meetings, reviews the implementation of resolutions of earlier meetings and proposes quality enhancement measures for the forthcoming academic year.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	

HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions
Administrative Staff	07	00
Technical Staff	70	00

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the

- ✓ Motivating teachers for research work, publishing articles in the reputed international & national journals.
- ✓ Encouraging faculty members to participate in seminar & conferences.
- ✓ Scientific Poster presentation of research in the College exhibited by students and staff, to bring about dental awareness amongst the younger generation of students.
- ✓ In depth reviews of the protocols.
- ✓ Periodic monitoring of the ongoing studies.
- ✓ Research Guidance clinic for individual guidance.
- ✓ Identification of research potential of the departments and faculty and thereafter allocation of research targets.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National
Peer Review Journals	17	19
Non-Peer Review Journals	02	04
e-Journals	01	04
Conference proceedings	00	04

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <small>(other than compulsory by the University)</small>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. 03 Chapters in Edited Books 00

ii) Without ISBN No. 00

3.8 No. of University Departments receiving funds from

UGC-SAP

T-FIST

DPE

DBT Scheme/funds

3.9 For colleges

Autonomy

CPE

Star Scheme

INSPIRE

CE

Any Other (Specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons -04

3.13 No. of collaboration International

ional

other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency

From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	National
05	05

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF RF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility-

- Village Adoption Program
- Frequent camps are held every month in various schools, factories , civil hospital and villages.
- The college operates 1 satellite centre and has adopted one village.
- Global Hand Washing day was celebrated
- World Diabetes Day
- World AIDS Day

- National Voter's Day
- World Cancer Day
- Dentist day
- Women's Day
- No tobacco Day
- National Unity Day
- Community Health & Dental check up camps were organized in rural and urban areas in Bahadurgarh.
- Oral health education programmes were conducted.
- Free service for poor and needy

Awareness programmes for –

- Tobacco
- Swatch Bharat Abhiyan

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5 acres			
Class rooms	04			
Laboratories	11			
Seminar Halls	08			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	29	34		
Value of the equipment purchased during the year (Rs. in Lakhs)		9.5 Lakhs	Management	
Others				

4.2 Computerization of administration and library

- ✓ Computerization of library with online access to study material, lectures, power point presentations, E-journals, E-books and software auditing, maintenance and issuing of library books.
- ✓ 24x7 Wi-Fi facility is available.
- ✓ Central Library is computerized.
- ✓ Internet facility 10 MBPS is provided through leased line in the digital library of the Institute & Hospital where simultaneously, students can access this facility.
- ✓ All Computers are equipped with Antivirus System.

4.3 Library services-

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5078		12		5090	
Reference Books	666					
e-Books						
Journals	2932		679		3611	
e-Journals						
Digital Database	Ebsco					
CD & Video	374		06		380	
Others (specify)						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5078		12		5090	
Reference Books	666					
e-Books						
Journals	2932		679		3611	
e-Journals						
Digital Database	Ebsco					
CD & Video	374		06		380	
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	60		The whole campus is Wi-fi connected			06	30	24
Added								
Total	60					06	30	24

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- ✓ The Institute offers round the clock high speed Internet connectivity throughout the campus through its high end optical fiber and highly secured Wi-Fi network for Boys and Girls hostels, cafeteria, library, auditorium, seminar halls and class rooms.
- ✓ To make the teaching learning process more effective some classrooms are empowered with the technologically advanced "Smart Boards". These boards again act as a vital tool in making the class room delivery more effective and the faculty members use this tool as it offers a great flexibility in terms of managing multiple boards on a single board using their laptop computers. The power point presentations for all the lectures are provided to the students.
- ✓ Computer IT Lab is available for students & faculty members for online access for research work.
- ✓ Internet connection also provided in all departments with desktops.
- ✓ Moving towards paperless office.

4.6 Amount spent on maintenance in lakhs :

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipments

iv) Others

Total :

Routine infra structure and repair facilities are maintained by the internal maintenance department.

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ✓ Providing PowerPoint presentations to the students.
- ✓ Objective assessment of students so as to highlight the lacunae in the learning process.
- ✓ Ensuring proper display and sending information through whatsapp to the students.
- ✓ Monitoring the activities of various cells like Academic committee, student welfare & Discipline Committee, student grievance cell, anti ragging committee and women's grievance cell etc.
- ✓ Individual attention to the students by faculty mentorship programme.
- ✓ Student feedback for improvement of teaching learning process.
- ✓ Remedial class for slow learners etc.
- ✓ The orientation programme is conducted for all first year graduate and postgraduate students.
- ✓ After the orientation programme a campus tour is conducted to acquaint the students with various facilities and support systems available.
- ✓ Academic guidance is given to students to participate in various inter-collegiate, state level and national level competitions / conferences.
- ✓ Information on such events is displayed on the common notice boards.
- ✓ As per UGC guidelines 24x7 security is provided in the campus & hostels.

5.2 Efforts made by the institution for tracking the progression

- ✓ Guidance classes for internship students to prepare them for postgraduate entrance exams.
- ✓ Student's progress assessed by regular internal exams before the university exam.
- ✓ Feedback from Alumni so as to improve the teaching and learning process for the upcoming students.
- ✓ The student assessment of teachers is in place for all the subjects. It is done through filling up of online faculty/subject feedback form by the students.
- ✓ Extra classes taken for students who are lagging behind in the curriculum.
- ✓ Progress report of post graduate students maintained 6 monthly.
- ✓ Regular staff meetings, interaction of the students and regular updates from the mentors.
- ✓ Internal Assessment exams for UG's and PG's conducted periodically.
- ✓ Performance & attendance of students is informed to the parents and the matter is discussed.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
602	48		

(b) No. of students outside the state

2016-17:-60 2017-18:-47

(c) No. of international students

NIL

Men

%
20

Women

%
80

General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
79	03		18		100	72	12	-	12	-	96

Demand ratio

Dropout % - 5%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- ✓ The institute provides encouragement and general guidance to the students by the faculty for appearing in competitive examinations .
- ✓ Guest lecturers held by eminent faculty to guide students for their future prospects after BDS and MDS.
- ✓ Outstanding alumni invited for lecture to enlighten students on their career.
- ✓ Library equipped with special books to succeed at the NEET and other competitive exams.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET

SET/SLET GATE

CAT

IAS/IPS etc

State PSC

UPSC

Others

5.6 Details of student counselling and career guidance

- ✓ As mentors faculty guides the student in their academic and personal matters, and maintains a record of their academic profile and progress through monitoring so as to take remedial measures if required.
- ✓ Counselling and career guidance is given by eminent professionals for furthering their careers through lectures and workshops.
- ✓ Staff and alumni also participate in counselling the students for choosing their stream of interest.
- ✓ Letters of enquiry for credential verification of students who go abroad for higher studies or employment are promptly replied to help the students.
- ✓ Career guidance is also provided through mentors.

No. of students benefitted

5.7 Details of campus placement

On campus

Off Campus

Number of
Organizations
Visited

Number of
Students
Participated

Number of
Students Placed

Number of Students Placed

5.8 Details of gender sensitization programmes

- ✓ Programmes on Gender Sensitization conducted by the Institute. All the female faculty and staff members participated in the programme.
- ✓ Women's day was celebrated.
- ✓ To raise the awareness and maintain the rights of women -women's grievance cell is functioning.
- ✓ Gender sensitization programs are regularly held to bring about awareness about equality of women and men.
- ✓ Staff are also sensitized not to bring about distinction between the girls and boys.
- ✓ Women's empowerment cell explores gender issues through communication with female staff and students. Matters relating to constraints faced at workplace keeping in mind culture and customs are dealt with in the cell.
- ✓ The university conducts gender sensitization for teaching and non-teaching staff and students through programmes such as Women Empowerment.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports,Games and other event

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	09	As per the current state

government
scheme

Financial support from other sources

Number of students who received
International/ National recognitions

5.11 Student organised / initiatives

Fairs: State/ University level ☐ National level ☐ International level ☐

Exhibition: State/ University level ☐ National level ☐ International level ☐

5.12 No. of social initiatives undertaken by the students ☐

5.13 Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision-

- The vision of PDMDentalCollege and Research Institute (PDMDCRI) is to be a renowned Dental College and a student-focused entity recognized for its research activities, innovative teaching methodology and dynamic learning environment.

Mission-

The mission of the PDMDCRI is as follows-

- To contribute to society through the pursuit of education, learning and research at the highest level of excellence.
- Produce sufficient Dental Manpower.
- Produce specialist Dental professionals.
- Serve the community through Dental Public Health Services.
- Work towards prevention of Dental Diseases from preschool and school level.
- Create an environment for reasonable and affordable dental care.
- Work toward restriction of tobacco & tobacco products.
- Create awareness in the community about oral diseases and oral cancer.
- Direct research towards risk factor assessment to improve quality of life through improved oral health.

6.2 Does the Institution has a management Information System

Yes

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

As Per DCI

6.3.2 Teaching and Learning

- ✓ Problem based and Evidence based learning.
- ✓ Teaching learning is student centric.
- ✓ It is ensured that all teaching faculty undergo basic teachers training to enhance their teaching ability and make the learning of students easier.
- ✓ Digital courseware.
- ✓ Use of Internet, power point presentation during class room teaching.

6.3.3 Examination and Evaluation

- ✓ As per guidelines of Pt. B.D. Sharma university and Dental council of India.
- ✓ Periodic formative examinations are held for regular evaluation and analysis.
- ✓ The course plan for undergraduates and postgraduates includes number of teaching, clinical, laboratory and practical hours, as per the guidelines of the dental council.
- ✓ The Postgraduate course plan includes seminars, journal clubs, case presentation, dissertation, research paper publications and participation in conferences and workshops.
- ✓ The postgraduate students maintain logbooks which are securitized by the guide and the Head of the Department.
- ✓ Log Books also have weightage in the calculation of Internal Assessment.
- ✓ Internal assessments are allotted in theory and practical's and internal assessment marks have a weightage in the University mark sheet.

6.3.4 Research and Development

- ✓ Faculty are encouraged for scientific research, paper presentations and publications.
- ✓ Institutional research recognition committee and Institutional ethics review committee monitors research projects.
- ✓ Increased collaborative strategies with Institutes on campus.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ✓ Upgradation of infrastructure, instruments, ICT and library is carried out.
- ✓ Wi-Fi enabled campus.
- ✓ Access to online journals
- ✓ Subscription of online database like EBSCO
- ✓ USE of ICT
- ✓ Smart classroom
- ✓ Airconditioned clinical areas
- ✓ 24 hour power backup in the campus for residential and clinical areas.
- ✓ Gymnasium for both boys and girls.
- ✓ Girls common room, Boys common room
- ✓ ATM facility.
- ✓ Spacious sports for indoor games like Badminton, Table Tennis, carom, chess etc.
- ✓ Outlet of Nescafe, Coffee Day.
- ✓ In campus 100 bed hospital with qualified doctors from different specialties and support staff
- ✓ Ground for outdoor games
- ✓ Solar panels for utilization of renewable sources of energy.
- ✓ Temple within the campus.
- ✓ Regular addition of latest books and instruments.
- ✓ Books and CDs are provided for department library.

6.3.6 Human Resource Management

- ✓ The auxiliary staff is provided enhanced training in sterilisation.
- ✓ Well laid policy for recruitment.
- ✓ Transparent System of Working.
- ✓ Teaching and non teaching faculty are selected through merit.
- ✓ 24x7 security along with required amenities is provided to staff in the campus.
- ✓ Support and compensation is provided to needy staff.

6.3.7 Faculty and Staff recruitment

- ✓ Vacancy requirement is advertised as and when it arises through advertisement & regular selection.
- ✓ Recruitment committee is in place through well laid out policy and process.
- ✓ Interview panel consisting of external / internal experts.
- ✓ Advertisement in leading national dailies.
- ✓ Online submission of resume.
- ✓ Faculty and staff recruitment is done as per UGC guidelines and as per apexbodies norms.

6.3.8 Industry Interaction / Collaboration

6.3.9 Admission of Students

- ✓ NEET Entrance Examination
- ✓ Advertisements are given in the newspapers and uploaded on our website www.pdmdentalcollege.com
- ✓ Information brochure including all norms and application form is uploaded on the institute website www.pdmdentalcollege.com
- ✓ The counselling is done as per the latest NEET guidelines.
- ✓ Admissions are done on the NEET Merit in the entrance test.

6.4 Welfare schemes for- Teaching Staff:

- ✓ Residential quarters are provided on nominal maintenance allowance.
- ✓ The diagnostic and treatment charges are subsidized.
- ✓ A well-equipped modern sports complex is available in the campus.
- ✓ Grievances redressal cell and Prevention of sexual harassment at workplace cell are functional to address any teaching faculty in distress.

Non Teaching Staff :

- ✓ Residential quarters are provided on nominal maintenance allowance.
- ✓ Grievances redressal cell are functional to address any employee complaints.
- ✓ Annual and need based check of all Radiation safety equipment's and practices.
- ✓ Safety practices as a part of induction for all new hires.
- ✓ The diagnostic and treatment charges are subsidized.

Students :

- ✓ Mentorship programme is implemented.
- ✓ Anti ragging committee is established as for guidelines laid down by Hon'ble Supreme Court, UGC and Statutory Councils.
- ✓ Institute has a cafeteria along with mess services in the hostels.
- ✓ Campus with gym, swimming pool, badminton court, tennis court, volley ball court, cricket and football ground is available for the use of students.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

☒
☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Affiliating University	Yes	Committees and co-ordinators formed by the institution
Administrative	-			

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☒

- ✓ Central Evaluation in the University as per the University guidelines after the answer sheets have been coded/ blinded.
- ✓ Formation of Formative examination cell at college level.
- ✓ Vigilance squads visit to examination halls.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges? NA

6.11 Activities and support from the Alumni Association

- Alumni association is registered.
- Alumni association participates in career guidance.
- Alumni association participates actively by giving feedback on various topics to the university.
- Alumni meets are conducted regularly.

6.12 Activities and support from the Parent – Teacher Association

- Institute invites parents of the students on various Institute functions organised every year. Faculty members communicate and talk to parents of the students regarding attendance and academic progress of their ward.
- Feedback/suggestions are collected from such events.
- Constructive criticism from parents is taken into cognizance for institutional functioning.
- Rules and regulations of the institution, regular activities of the institution, calendar of events etc. are intimated.
- Suggestions and feedback of parents are taken and are discussed with the head of institution for implementation.

6.13 Development programmes for support staff

- ✓ Sterilization awareness, Basic life support programs, biomedical waste management programmes For CSA & staff Nurse are conducted.
- ✓ Hands-on training on usage of fire extinguishers for all staff.
- ✓ Training program on prevention and management of needle stick injury for the entire staff.
- ✓ Audio-visual training and awareness program on hand washing techniques.
- ✓ Audio-visual training of infection control practices.
- ✓ Mandatory training on Radiation safety for imaging and radiotherapy staff

6.14 Initiatives taken by the institution to make the campus eco-friendly

Initiatives taken to make the campus eco-friendly are as follows:

- Installation of Solar Panel to move towards a more eco friendly power source .
- Save electricity campaign.
- Plantation of trees.
- Eco friendly infrastructure to make use of natural light
- Water sewage treatment plant
- Waste segregation at the source followed by proper disposal of biomedical waste.
- Rain water harvesting
- Minimizing water wastage
- Deployment of solar heaters and lighting
- Minimising paper use
- Swatch Bharat Abhiyan.
- Clean and green Environment.
- Disposal of E-waste as per the university policy.
- Green Audit of campus has been carried out.
- Need based use of water and electricity.

7.1 Innovations introduced during this academic year which have created a

- Merit and performance Improvement recognition of the students in after every assessment.
- Regular Guest lectures, Seminars on current issues, Workshops .
- Orientation programme before beginning of the BDS and MDS programme.
- Powerpoint presentations of lectures which are provided to the students.
- Training students during clinical postings on communication skills and protocol of sterilization.
- Student Support & Progression through structured mechanism for early identification of slow and advanced learners.
- Swachh Bharat Abhiyan is promoted as per UGC norms and every effort is made to
- keep the campus clean.
- Road shows, role plays by students to create awareness in the society.
- Facilities for persons with disabilities like ramps, railings etc. are provided in the

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Hands on workshops & CDEs organized for up gradation of knowledge of students.
- Student mentorship program is being strictly enforced.
- An implant lecture and hands on workshop was done to impart additional knowledge to the students.
- Guest lecturers have been conducted by eminent faculties to guide the interns for their future prospects after BDS and MDS.
- Mock examinations were conducted on the basis of NEET examination pattern.
- Encouraging and motivating the students to attend various CDE programmes& conferences.
- Identification and personalized mentoring of weak students has resulted in improved university results.
- Mentoring system is continuing and all the staff members are involved and all the students have been allotted mentors.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

Best Practices:

1. Title of Practice

CDE programs, Hands on workshops, and NEET oriented Lectures for interns.

2. Objective of the practice

The objective of NEET oriented lectures for interns is to motivate interns and to guide the aspirants who are looking to crack NEET PG to get admission into MDS Courses.

The main benefit of organizing CDE and clinical demo classes is to provide students with the opportunity to get additional clinical experience and to get a thorough understanding of the subject.

3. The context

In these seminars the important aspects about the Entrance exam are discussed, the general tips to crack the exam, selection process, paper pattern, Marking Scheme and Subjects to be focused. The aspirants who want to crack the exam should know the importance of setting goal with pre-planning and its execution.

This various classes organized throughout the year featured different sessions on various topics like Prosthodontics, Orthodontics, Oral surgery, periodontics, Endodontics and Pedodontics. Students were very much excited with the twist and turns in the exam pattern. They were extremely interactive session, where students came forward to converse and clarify their doubts. This seminar provided helpful insights to students for acquiring their maximum potential

4. The practice uniqueness and limitations :

The uniqueness of this practice lies in the fact that these lectures motivates students and inculcate a culture of competition among themselves to strive harder for success in entrance exam.

5. Evidence of success

It has been observed that orientation classes, lectures and Demonstration classes opens new horizon for discussion and provide magnificent platform for students to discuss their doubts and understand the difficult topics.

6. Problems encountered

Problems like availability of interns and staff from hectic patient schedule during OPD hours and also adjustment of timings of Lectures so that routine

Title of the practice

Workshop on the basic implantology skills.

Objective of the practice

1. To continue to develop relevant clinical and academic skills in implantology.
2. To give every possible opportunity to our interns, postgraduates and faculty members to expose their practices to peer review.

The context

The workshop was conducted by Dept. of Oral and maxillofacial Surgery; at PDMDCRI on 25th Oct. 2017. Dr Jinendra Jain was the guest speaker and "Implant genesis" was the official sponsor. It was attended by over 100 participants including interns, PG'S and faculty members. The lecture was aimed to upgrade the theoretical knowledge of the participants and helped them correlate the actual surgical procedure in terms of instrument handling and other procedural issues. This was followed by the hands on workshop which included the placement of single implant on a plastic model.

The practice uniqueness and limitations

The uniqueness lies in the fact that through practices we aimed to set standards for the upcoming dentists and help faculty provide the highest quality of care for patients in the field of implantology.

Only 30 seats were limited for the hands on workshop.

Evidence of success

While discussing the feedback received from the participants; it was emphasized that such programs should continue to take place to benefit our upcoming dentists. The need was felt to increase the number of seats for the hands on workshop and make necessary arrangements.

Problems encountered

Limited infrastructure owing to which only limited seats could be arranged for the participants.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

- Installation of Solar Panel to move towards a more eco friendly power source.
- Regular tree plantation and maintaining a green cover in the campus
- Minimizing water wastage
- Rainwater harvesting
- Imbibing waste consciousness
- Minimizing food wastage in the hostels
- Fire and radiation safety drill.
- Infection control protocols.
- Digitalization for saving paper
- Waste disposal in the campus in a scientific way as per the guidelines of the regulatory authority.
- Participation in Swatch Bharat Abhiyaan
- Seminars on Biomedical waste management
- Strict implementation of E-waste management policy.

7.5 Whether environmental audit was conducted?

Yes



No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

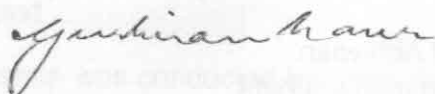
8. Plans of institution for next year

Institute has planned the following activities for the year 2017-18:-

- Student – Alumni mentorship programme.
- Alumni Meet
- Improving the employability of the students by imparting value added modules.
- Practice Management programs for interns and postgraduate students.
- Up-gradation of all teaching – learning facilities including tutorial rooms, demonstration halls, lecture theatres and laboratories.
- Enhance E - Governance system with centralized Electronic Data Processing department for easy information flow.
- Continuing additions to library infrastructure and recourses with addition of new E-systems
besides books, journals & articles.
- To develop general ambience of the campus by developing gardens and walkways.
- Multidisciplinary research initiatives between various departments.

Name: **Dr. Gurkiran Kaur**

Name: **Dr. Mandeep Singh Viridi**



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
PSC	-	Union Public Service Commission
