



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		BHOJIA DENTAL COLLEGE AND HOSPITAL
Name of the head of the Institution		Dr. TARUN KALRA
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01795244721
Mobile no.		9815539400
Registered Email		bhojiadental@gmail.com
Alternate Email		principalbhojiacollege@gmail.com
Address		Chandigarh - Nalagarh Road, Vill. - Bhud, Teh. - Baddi, Distt. - Solan
City/Town		Baddi
State/UT		Himachal pradesh
Pincode		173205

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		private			
Name of the IQAC co-ordinator/Director		Dr. GEETA KALRA			
Phone no/Alternate Phone no.		01795244721			
Mobile no.		9814539400			
Registered Email		bhojiadental@gmail.com			
Alternate Email		principalbhojiacollege@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.test.com			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		https://dental.bhojiamededu.com/Acedemics-Calendar			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.38	2016	16-Dec-2016	15-Dec-2021
6. Date of Establishment of IQAC			02-Jan-2017		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
Third IQAC Meeting	01-Jun-2017 1		14		

Second IQAC Meeting	03-Apr-2017 1	15
First IQAC meeting	06-Jan-2017 1	14
Eco-friendly institute	16-Jan-2017 1	140
Mentor - Mentee Program	02-Feb-2017 1	278
Motivational lecture for faculty	18-Apr-2017 1	102
No Files Uploaded !!!		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

1. Clinical Review of Departments 2. Starting of Mentor Mentee Program 3. Starting of dedicated Implant Centre 4. Basic Life Support Program 5. Waste disposal system

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

Plan of Action	Achievements/Outcomes
Conduct CDE Programs for professional upliftment	Conducted various programs by renowned speakers for professional development of faculty and students
Lecture on menace of ragging	Lecture held by member of DCI for awareness against ragging.
Public Oral Health Awareness Programs	Various oral health screening camps were held during the years and the patients were benefitted.
Starting of Implant centre	A dedicated implant center was created and started for the benefit of patients, faculty and students.
Improvement for facilities for ESI patients	A separate ESI department was created under Public Health Dentistry.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Management	10-Aug-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

09-Dec-2016

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2017

Date of Submission

11-Jan-2017

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The college has a well organized management information system in place with well defined roles. The various administrative sections of the institute central accounts, human resource, and dental records department have been computerized for effective

and easy operations. The Principal under the guidance of the Management provides the leadership of our college. The management has clearly stated the vision and mission of the college. The goals and strategies put forth by the Principal steers the college to maintain and enhance excellence in all endeavors of teaching, learning, research and community service. The Principal heads the academic council of the institute, in which all the heads of the departments are members. The Principal ensures that all provisions of the DCI and Himachal Pradesh University, Shimla, guidelines are strictly adhered in the institute.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

• The institution ensures effective curriculum delivery through a well planned and documented route. • All the programmes taught in the institute are affiliated to the Himachal Pradesh University Shimla and hence all the departments are required to implement the syllabus prescribed by the University/DCI. • The Principal of the college along with senior faculty members draws a time table which efficiently organizes the units of time for the academics (theory and practical), co-curricular as well as extracurricular activities. • Distribution of syllabus among the faculty is up to the discretion of the HODs. • The students have the provision to meet the faculty beyond class room timings where they can clear their doubts. • To check the effective learning, monthly as well as unit tests are conducted and papers are discussed with the students. • Syllabus revision is an important part of academics and is carried out every year. • To determine what the exact needs are, how to address them and how to revise the established syllabus is done by the curriculum committee of the institute. • The curriculum design is as per the Dental Counsel of India and HP University, Shimla. For any change or modification in curriculum a meeting is held every 3-4 months to discuss the overall functioning, problems and issues faced with the current curriculum. Feedback is received from students, teachers, alumni, and parents regarding the curriculum and its applicability. • All Heads of various Departments along with the Principal are part of this discussion. They are advised to share their views, what all they plan to change and why and how will they implement the same practically. • Over the years minor changes have been made in Pre-clinical curriculum of students and theory classes too, however major changes in the curriculum are not permitted. Post Graduate Programme • Seminars, journal clubs and case reports are presented by the post graduate students. • Tests are also conducted to evaluate their progress. • University examination is conducted at the end of 3 years as per DCI recommendation. • Various CDE programmes are conducted from time to time to update their knowledge and skill. The students also attend national and state level conferences to upgrade themselves and know the system of curriculum delivery in adjoining colleges .

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Application of CBCT in Dentistry	Nil	04/04/2017	1	Yes	No
Periodontics beyond prophylaxis	Nil	06/02/2017	1	Yes	No

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	120	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Teaching skills in Students	01/07/2016	21
Oral Implantology	10/01/2017	35
Smile designing	09/02/2017	45
Interdepartmental postings of Post graduates students	01/07/2016	21
Basic life support	15/03/2017	76
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BDS	Dentistry	50
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

Feedback has a significant effect on student learning and has been described as the most powerful moderator that enhances achievements of an institute. It is an important part of assessment process. That's why every year feedback is taken not only from students but from teachers, employer, alumni and even parents of students. Some students were verbally asked to give feedback and for others a special questionnaire was made and was distributed to them personally in the institute. They were asked to assess the overall performance of the institute including the curriculum and give suggestions to improve functionality and progress. The protocol is followed every year and the replies are studied and assessed and possible changes are implemented. The feedback is obtained for quality of education, which includes both theory and practical education given to them. This includes 1. Feedback on lecture time whether it is sufficient or if it should be increased or decreased. 2. Type of lecture delivery i.e. by books or PPTs which mode they prefer for studying 3. They were asked about the distribution of curriculum and whether addition of test series after completion of a chapter was helpful to them. 4. If the revision and doubt classes which are usually held once the entire syllabus is completed for a subject, is useful to the students and help them in understanding the topic/subject properly. 5. Whether they find syllabus suitable for the course, if it is need based and generates interest in the subject area. 6. Sufficient number of prescribed books and reference materials are available in the Library. 7. Whether the syllabus has a good balance between theory and application of that theory in the clinics/practical. 8. If the curriculum has prospects for higher education and employability. 9. If the curriculum gives the scope for internship/training and research. The alumni were asked to elaborate more on point number 6, 7, 8 as they have better exposure to clinical work after they pass from the college. They were also asked to narrate any shortcomings in theory or clinical practice followed in the college. 10. For practical education, they were questioned, if they were satisfied with the number of patients turning up in the respective departments. 11. The quality of instruments and materials that was available to them in the operator, was it satisfactory. 12. If the sterilization procedure was done properly and proper lab with armamentarium was maintained in the clinics. 13. In case any motor or dental chair stops functioning during any dental procedure, were they provided with instant help and support through technicians? 14. If adequate dental material was provided to them during their clinical postings in respective departments. Once the feedback is obtained, it is assessed and both positive and negative points are noted. Further every 3-4 months a meeting is held by the principal with the HODs and the Class Representatives (CR) of all the years to discuss these points and how to implement new changes.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BDS	BDS	60	Nill	42
MDS	Oral Pathology	2	Nill	2
MDS	Pedodontics	2	Nill	2
MDS	Periodontology	2	Nill	2
MDS	Prosthodontics	5	Nill	5
MDS	Conservative Dentistry	5	Nill	5
MDS	Orthodontics	5	Nill	5
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	282	59	89	48	89

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
89	89	Nill	4	4	Nill

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Bhojia Dental College Hospital has always considered education of student's paramount. In addition to the routine classes, college has also introduced Mentor System. In this, on an average, 2-4 students are allotted to one particular faculty. The appointed faculty conducts monthly meetings with their allocated students. The purpose of this meeting is to understand how the student is feeling in our institution. The meeting is held in an informal atmosphere. The purpose is to make the student comfortable enough to discuss his or her problems. Because only 2-4 students are allocated per faculty, the faculty can give ample amount of time and attention to each and every student. The discussions include not only the academic progress of the student, but on the whole, how the student is dealing with the pressures of a professional environment. After college hours, how the student spends his or her time, is also touched upon, as it is imperative that students have a social life too, as a relief to the sometime stressed up professional situations. In a completely non-formal atmosphere, subjects ranging from peer pressure to any difficulties faced in academics is discussed. The status of clinical quota of the students in various departments is also discussed. Any difficulty encountered in hostel, quality of mess food, issues with fellow students, difficulty in understanding any subject are some of the other points of discussion. Post this discussion the faculty in charge comprises a list of the points and the action needed to be taken for them. This is then discussed with the concerned authority and necessary action taken to alleviate the problem

faced by the student.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
282	89	1:3

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
89	89	Nil	12	Nil

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BDS	BDS	1st Year	30/09/2016	03/11/2016
BDS	BDS	1st Year Supplementary	03/02/2017	31/03/2017
BDS	BDS	2nd Year	30/09/2016	03/11/2016
BDS	BDS	2nd Year Supplementary	03/02/2017	31/03/2017
BDS	BDS	3rd Year	30/09/2016	03/11/2016
BDS	BDS	3rd Year Supplementary	03/02/2017	31/03/2017
BDS	BDS	Final Year	30/09/2016	03/11/2016
BDS	BDS	Final Year Supplementary	03/02/2017	31/03/2017
MDS	MDS	Final Year	10/06/2016	24/08/2016

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

BDS 1. Orientation of students on evaluation process done at the beginning of session. 2. Open book examination started for undergraduates to test their conceptual knowledge and analytical skills. 3. Faculty submits answer key along with question paper and student is graded accordingly. 4. Result analysis and Review Result analysis is done by the faculty after every assessment test. 5. Seminars by interns. MDS 1. Criteria based evaluation for seminars, journal

clubs and case presentations. 2. Result analysis and Review Result analysis is done by the faculty after every 3 months. 3. Internal assessment is conducted on the basis of clinical performance. 4. Assigning clinical mentor for individual case to each post graduate student.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The college prepares a tentative academic calendar for all batches. The calendar is adhered to for all important academic activities like examinations. The examination dates are for 1st, 2nd, 3rd and 4th year. Sent up assessment and names of subjects are also mentioned against the date. This enables the student as well as faculty to know the approximate date on which examination will be conducted for a particular subject. The dates of events like farewell and fresher are also mentioned. This allows concerned faculty, staff and students to be prepared well in advance and smooth event arrangements are ensured. Preparatory leave dates are mentioned. The holiday dates are also mentioned so that students can plan home visits accordingly. The academic calendar includes the dates of commencement and completion of syllabus, schedules of internal exams etc. It specifies the dates of term end examinations. Tentative dates of practical exams and viva-voce and theory examinations are also given in academic calendar. The time tables are prepared and implemented accordingly.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://dental.bhojiamededu.com/Static/V1/Files/Documents/637655747327989498.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
MDS	MDS	Prosthodontics	2	2	100
MDS	MDS	Conservative Dentistry	3	3	100
MDS	MDS	Orthodontics	3	3	100
MDS	MDS	Periodontology	2	2	100
MDS	MDS	Pedodontics	2	2	100
BDS	BDS	BDS	227	196	86.3%
MDS	MDS	Oral Pathology	2	2	100
No file uploaded.					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	730	Bhojia Charitable Trust	0.04	0.04
Major Projects	730	Bhojia Charitable Trust	0.01	0.01
Nil	730	Bhojia Charitable Trust	0.01	0.01
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Periodontics- The specialty beyond Prophylaxis in association with Oral B	Periodontology	01/08/2016

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Innovative management of human gingival recession defects using Chorion membrane and hyaluronic acid gel	Dr. Tanvi Ohri	IDA, Baddi	07/04/2017	Paper Presentation
Topography of Neurovascular structures in relation to round window and how it relates to Cochlear Implantation	Dr. Anjali Singla	North Chapter of Anatomists Society	23/11/2016	Medical
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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1	Implant Centre	Bhojia Dental College and Hospital	Implant Centre	Advanced Implant Teaching and Treatment	16/02/2017
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
01	02	

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Periodontology	3	0.42
National	Oral Pathology	1	0.69
National	Conservative Dentistry and Endodontics	1	1.5
National	Oral Medicine and Radiology	2	0.29
National	Pedodontics	2	0.8
National	Orthodontics	2	1.5
National	Pharmacology	1	Nil
National	Anatomy	2	5.8
National	Physiology	1	Nil
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Anatomy	2
Pharmacology	1
Conservative Dentistry and Endodontics	1
Periodontics	3
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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No Data Entered/Not Applicable !!!

[View File](#)

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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No Data Entered/Not Applicable !!!

[View File](#)

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	15	1	36
Presented papers	2	Nil	Nil	Nil

No file uploaded.

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Ignition 2016	1st position (cricket)	Panjab University	11
ISP Merit Award	College Subject Topper	ISP	1

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
AIDS Awareness	Indian Dental Association, Baddi Branch	Creating AIDS awareness amongst truck drivers-Baddi truck union	6	20
Swachh Bharat	Indian Dental Association, Baddi Branch	Campus Cleanliness Drive	5	20

No file uploaded.

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Parenteral drug administration techniques- Bhojia Nursing Institute	Dr Parul Sharma, Dr Rajneesh Parimoo	Nil	6
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3000000	2786804

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library	Existing	Newly Added	Total
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Service Type			
No Data Entered/Not Applicable !!!			
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	31	1	1	2	0	8	14	10	0
Added	0	0	0	0	0	0	0	0	0
Total	31	1	1	2	0	8	14	10	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
J-Gate	www.jgateplus.com

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
40000000	36023598	3000000	2786804

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities -laboratory, library, sports facilities, computers, classrooms etc. The lecture theatres are properly ventilated, well-lit with full AV support. The college includes museum facilities with adequate number of specimens for improved knowledge. All the departments are fully equipped with personal computers with internet connection to give students and staff direct access to latest clinical learning process as well as research. The computers with internet facility in the library are also available to access online learning resources. College has subscribed to numerous full text electronic journals for the benefit of faculty and students.

The management ensures enhancement of infrastructure and academic facilities in order to achieve sustained quality teaching. For the maintenance of buildings, clinics, classrooms, laboratories, library, sports facilities, hostels, utilities the college has a dedicated maintenance department guided by a maintenance committee. This committee supervises a team of qualified and skilled personnel for carrying out civil work, electric work, plumbing, carpentry work etc. The College has electricity connection from Himachal Pradesh State Electricity Board Limited. High power generator and invertors help to maintain uninterrupted power supply to clinics and academic buildings, etc. The electrical equipment's are maintained as per the instrument's manufacturer instructions. There is an Institutional Purchase and Maintenance Committee in place for regular monitoring of infrastructure facilities, services and equipment's. The college for the maintenance of instruments and other infrastructure facilities follows systematic procedures. If there is any repair/ damage of instruments, building, or another basic facility, one of the staff from that particular department has to submit an application to Principal through the proper channel. These applications are placed in committee meeting for discussion and the applications are forwarded to maintenance department. Maintenance department will consider the approved applications and depute the concerned personnel for necessary action. Adequate number of manpower is provided to all maintenance departments to complete the work with perfection and to complete on stipulated time. The institute has a Head Supervisor, who oversees the maintenance and repair. Some of the Initiatives undertaken to improve the physical ambience are: • Maintenance of garden and lawn • Yearly Maintenance and whitewash of the whole campus • Improvement of the hostel infrastructure • Renovation of Gymnasium To ensure on campus safety and security the college has extensive security machinery for round the clock surveillance through CCTV cameras positioned at the main gate, academic and hospital wings as well as the hostel in addition to the regular patrolling by security guards. Fire safety measures are well laid out throughout the campus. The college also provides a fully equipped dental van to cater to needs of the community and provide access to dental care in remote areas. The college also houses a pharmacy to provide medicines for both the patients as well as the students. The college also provides clean and filtered drinking water facilities throughout the campus and hostels. The college incorporates a community hall and temple for meditation and prayers.

<https://dental.bhojiamededu.com/Static/V1/Files/Documents/637660174610293617.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved

No Data Entered/Not Applicable !!!

[View File](#)

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2016	Informal coaching provided to interns	60	74	4	28

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Bhojia Dental College and Hospital	74	9	Nil	Nil	54

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2017	1	BDS	Dentistry	JIPMER	MPH
2017	1	BDS	Dentistry	Jaipuria institute of management	MBA
2017	2	BDS	Dentistry	IIHMR, Jaipur	MHA
2017	1	BDS	Dentistry	Himachal Institute of Dental Sciences	MDS
2017	1	BDS	Dentistry	Bhojia Dental	MDS

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GMAT	2
CAT	1
Any Other	6
Any Other	1
Any Other	2
Any Other	1

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Student Observership Program	International	11
<ul style="list-style-type: none"> • Dance(solo, duet, group) • Singing (solo. Duet) • Parody • Antakshari • Quiz • Rangoli • face painting • Tattoo making • Nail art • Treasure hunt • Mehndi • Fashion show 	College Level	250
<ul style="list-style-type: none"> • Cricket • Football • Volleyball • Race (relay, 100m,400m) • Shot put • Tug of war • Throw ball • Badminton (singles, double) • Arm wrestling • Table tennis • Chess • Table tennis • Carrom • Long jump 	College Level	250

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	1ST Prize in cricket	National	1	Nil	Nil	Nishat Aquib Mridul Chanchal Rajneesh Vivek Vanshish

						Sahil Akshay Parmonder Deva
2016	2nd prize in football	National	1	Nil	Nil	Nishat Vanshish S undarpreet Taranjeet Rajat Deva Parminder
2016	2nd prize in basketball	National	1	Nil	Nil	Nishat Abhay Kaanwar Atesh Paramveer Mangat Cha nchalpreet Parminder Akshay Katoch
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student council is a group of student leaders who work together with a senior advisor to collaborate with others to impact their school community, which impacts their institution. Students are member of various committees. They take part in various activities planned time to time e.g. helping in organizing CDE programs, sports activities and annual day celebration. Student council looks after:

- The welfare of the students, annual cultural and sports programs. It also looks after the needs of students and recommends to the management for necessary changes whenever required
- Alumni association organizes the alumni meets.
- The cleanliness and quality of life in hostel.
- Ensures zero ragging campus.
- Organization of Sports week. Student participation in is compulsory. Faculty also participates in the sports activities. The winners of student team play with the staff.
- Cleanliness of the campus.
- Maintenance of hygiene and quality of food served in the hostel.
- A register which is maintained on daily basis to assess the quality of food.
- Their participation in IQAC meetings by having a student representative.
- Participation in college magazine by collecting and compiling data.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni meeting was held on 15 march 2017 along with convocation of the college. Following students attended the meet. 2007 batch 6, 2008 batch 3, 2009 batch 12, 2010 batch 24, 2011 batch 8, 2012 batch 35 and 2013 batch 54. PG students 18 from 2008 to 2013 batches. Total 162 students attended the meet. Bhojia dental college provided the infra structure and logistics to hold the meet at zero cost. All the alumni are called for CDE programmes conducted in the college from time to time. After post-graduation first preference for the job is given to the college alumni. College also invites the alumni on annual functions.

5.4.2 – No. of enrolled Alumni:

5.4.3 – Alumni contribution during the year (in Rupees) :

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

15.03.2017

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Dental college practices decentralization and participative management. It is a combined effort of all the stakeholders who work towards achieving goals with a vision. Management, Principal, staff and students play an important role in building an institute. Institute provides equal opportunities to all the stakeholders. Management takes care of the infrastructure to achieve higher goals, provide amenities to teaching and nonteaching staff. It provides free hand to head of the institute to carry out activities to reach expected maximum standard. Principal The principal of the institute consults the faculty in charge of various committees for planning and implementing of different academic, student administrative policies, library management committee, NSS, College News magazine Committee, Purchase committee, Sports committee, Admission committee, Research committee, Sexual harassment committee, Anti-ragging committee and Cultural committee Faculty Faculty members are given representation in various committees. Committees are reviewed every year to ensure a mix of old and new members. They are a part of Discipline maintenance, Infrastructure improvement, Mentor program, Parent teacher meet and Examination committees. Student's level Students are a part of committees constituting Common room for boys and girls, Canteen, Anti-ragging, Cultural, Sport and recreational, Arts and culture and Social welfare. Non-teaching staff Suggestions of the non-teaching staff are considered while framing policies and taking important decisions. Participative management Institute promotes the culture of participative management at strategic level and operational level. Principal, management together defines policies, form rules and regulations pertaining to admissions, examinations and disciplines. Management promotes research facilities for faculty members and students and provide incentive for paper publications. Student and office staff joins hand with principal and faculty for execution of policies and rules.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> • The time teaching schedules are prepared as per the requirement of the subject wise teaching hours and course content is fulfilled as per the Dental Council of India (DCI) guidelines, prepared accordingly. • There is an explicit, coherent and sequenced plan for curriculum delivery across all

years which makes clear what (and when), teachers should teach and students should learn. • Revision and doubt classes are taken as per the requirement. • The syllabus is divided into year wise schedule by the concerned department heads.

Teaching and Learning

• Students maintain a record of practical and clinical work in record books/manuals. • Clinical discussion topics and treatment demonstrations are a part of clinical teaching schedule and are incorporated in the manuals. • Monthly faculty meetings are conducted by the Principal to track syllabus covered, attendance and performance in internal examinations and monthly tests. • Faculty uses videos and live demonstrations for teaching. • Periodic student feedback on key parameters is taken to improve the learning process and achieve desirable learning outcomes. • Practice management sessions are conducted for interns to give exposure for starting clinical practice

Examination and Evaluation

• University examinations are conducted at the end of each academic year. • There are three internal assessment examinations conducted based on university pattern. • MCQ based exam for non-exam going subjects is also introduced. • Theory and practical discussions are taken to evaluate the student's performances. • Viva on clinical topics is undertaken before starting a procedure and the faculty on duty monitors each step. • Monthly one class test is suggested after the completion of the topic.

Research and Development

• The institute is committed to research and development in all aspects of dental problems and its management. Our aim is to develop a solid platform for clinical, laboratory and translational research in dentistry. The ambit of research at our institute covers clinical trials as well as laboratory and technical studies on a wide range in different fields of dentistry. Collaborative research and developmental activities with local hospitals were planned. All the study proposals are reviewed by an Institutional Ethical Committee.

Library, ICT and Physical

ICT has exerted a profound influence

<p>Infrastructure / Instrumentation</p>	<p>on traditional academic libraries. The prime objective of our institutional library is to pool information resources and information related infrastructure and share them. The use of computers for library operation avoids respectively jobs and saves considerable amount of time, resources and labour. It also speeds up technical processing and information services. ICT has brought quality services and is an easy mode to share information at global level, provides online databases across the country and worldwide. Complete text information is now accessible even with the key words.</p>
<p>Human Resource Management</p>	<p>The institution thrives completely on its employees i.e. dental staff, assistants, non-academic staff and administrative staff and the role of HR department is looked over by the management. They play a crucial role in managing various departments across the organization, improve their productivity, and retain employees. This proactive participation in planning enables HRs to assign the right resources to the right project and ensures timely delivery. The HR analyzes the job in the institute i.e. the position of employee, whom the employee has to report, resource needs of the employee, to increase his/her efficiency, work schedule, salary and incentives and personal attributes like personality, values etc.</p>
<p>Industry Interaction / Collaboration</p>	<p>The college promotes industrial collaboration which helps the post graduate students to carry out their research projects as part of their academic curriculum in collaboration with other firms. This helps the post graduate students to carry out a multidisciplinary research in the field of dentistry.</p>
<p>Admission of Students</p>	<ul style="list-style-type: none"> • Student admission is carried out through Himachal Pradesh University, Shimla. • Students who qualify NEET are eligible for the admission in the institute, the details of which are displayed on the university website. • The Secretary and the Principal form the nucleus of the administration with the former being the final authority in all the financial matters. The Principal who is the

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<ul style="list-style-type: none"> • The college management discusses various aspects in detail, arrives at the necessary strategies, and plans to keep up the quality of dental education in the institution. The members of the management are always available with the faculty to present their views and ideas. The opinion of the faculty and the staff are always considered positively for evolving policies. • The secretary is the principal member of the governing body. The principal brings to the notice of the above body about the functioning of the institution and acts as a catalyst between the management, staff and students. • The principal ensures that the institution follows all the statutes and regulation of DCI and provisions of the affiliated University. • The grievances of the teaching/non-teaching staff and the students are redressed appropriately to maintain an environment, conducive for learning
<p>Administration</p>	<ul style="list-style-type: none"> • The Principal and all the heads of the department meet regularly to discuss academic and other administrative work. • The principal monitors the day-to-day administration of the college, plans and executes all academic policies and programs in consultation with the important committees. The committee meetings are conducted regularly to coordinate and to improve the functioning of the organizational structure. • The principal along with IQAC Coordinator forms several committees in the college namely Research committee, student welfare committee, Anti-ragging cell, woman empowerment cell, library committee, sports and cultural committee and reviews the overall functioning of each committee and initiates appropriate measure to enhance the quality of academic and administrative fronts. • The principal supervises regularly the performance of the non-teaching staff.
<p>Finance and Accounts</p>	<ul style="list-style-type: none"> • As an encouragement for the teaching staff, special incentives are given for publication in the indexed international and national journals.

Faculties are given special leave allowances are also rendered for presenting scientific papers at National level conferences. • Every year, the best teachers are acknowledged and honored in every department and the academic excellence certificates are distributed. • Institute provides maternity leave to the female staff according to the norms. • Provident fund is provided to the non-teaching staff to increase their quality of lifestyles. • Transport facility at nominal rates is provided to the employees as per requirement.

Student Admission and Support

Student Admission is carried out and all the data is added in our systems. The college website act as a mirror of the college information. Admission and online transaction interfaces are provided on website. College has a web developer and team members, who keeps updating the newest information on it. In addition, complete information of our alumni is also provided on the website, which shares their reviews and feedback for the institute and also their current working status.

Examination

Filling of examination forms, obtaining admit cards, uploading of marks etc. Everything is done in online manner. Academic cell of College oversees the complete process of examination under the guidance of Centre Superintendent for the smooth conduct of examination.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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staff
No Data Entered/Not Applicable !!!
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
89	Null	Null	Null

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
10	9	11

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Yes, the institution conducts external and internal audits. The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit Internal audit is conducted half yearly by the internal financial committee of the institution. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through principal. The internal audit is done by Chartered Accountant (CA), and the report of the audited account is submitted to the management for approval. The expenses incurred under different heads are thoroughly checked by verifying the bills. If any discrepancy is found, the same is brought to the notice of the principal. External audit External audit is conducted once in every year by an external agency. Part of the external financial audit is achieved when the institution submits it data to DCI and University inspectors. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. Any queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds of the institution at all levels.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dental Council of India	Yes	Academic Committee
Administrative	Yes	Dental Council of India and Himachal Pradesh University	Yes	Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

- The committee was responsible to inform about students' performance to their parents.
- The committee was responsible to collect the data regarding internal assessment marks and attendance.
- The committee was authorized to decide the date of the parent teacher meeting that held. Two meetings were held one after first internal assessment marks and the other before preliminary examination.
- Letters/emails were sent to individual parents' about the internal assessment marks and attendance one month prior to the date of parent teacher meetings.

6.5.3 – Development programmes for support staff (at least three)

The supportive staff is a body consisting of people other than the health care provider (doctor) who assist in providing care to the patient. They act as a link between the doctor and the patient when the patient approaches them regarding suggestions given to them after the treatment is performed. The information that is provided to them is shared among their environs. Hence, they should have appropriate knowledge and basic training so that efficient handling of the patients are possible in the institute. The following development programmes were conducted in the institute for our support staff, which includes:

- 1. Basic Life Support (BLS) management training is given to them so that they can aid the dentist in case of any emergency.
- 2. Sterilization - They are trained in sterilization and with the advent of new machines and chemicals, we make sure that we keep updating this knowledge on regular basis.
- 3. Biomedical Waste Management - They assist in biomedical waste management and trainings are held every year to update this knowledge as per the DCI.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Student mentoring programme was initiated by the institute for helping the new students adjust to the new environment and to guide old students and help them in academics as well as clinical postings.
2. Energy conservation was done by installing solar panels in the campus.
3. Extra coaching for slow learners was organized by the Institute.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No

d)NBA or any other quality audit	No
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6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Lecture delivered on gender equality	01/08/2016	01/08/2016	57	22
On the occasion of Women's Day: Talk show on menstrual hygiene	08/03/2017	08/03/2017	45	Nil
Self-defense programme	10/05/2017	10/05/2017	30	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>The college has an eco-friendly campus situated at the foothills of Shivalik range. Followings measures have been taken to keep the campus eco-friendly: Energy conservation and use of renewable source of energy. • On the occasion of World Environment Day the students were made aware of depleting environment. • A lecture by Public Health Department on effects of Bio-Medical Waste • Sun facing campus allows for lesser energy consumption due to it being lit by sunlight twelve hours a day. • The hostel heating system is supported by Solar Energy there is a grid connected to the roof top i.e. Solar PV power plant to the capacity of 10 KWP. • Efforts of carbon neutrality: The college authorities are highly enthusiastic in approach to carbon neutrality and have planted good number of plants including mango trees, amla trees and ashoka trees. • Waste management: Bio-medical waste is disposed off as per the requirement of the pollution control board. • Manure producing: The College has its own compost producing ditches, where the waste generated from trees and garden area is used. • Car pool is encouraged among students and staff to avoid air pollution and promote harmony among them. • Rain water harvesting facility is in the campus and utilized for irrigation of the plants and gardens.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nil
Provision for lift	No	Nil

Ramp/Rails	Yes	Nil
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	Yes	Nil
Special skill development for differently abled students	Yes	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	3	01/07/2016	3	Spraying bleaching powder in the nearby locality	To prevent dengue and other insect borne diseases	40
2016	1	1	01/07/2016	365	ESI	Subsidized Dental Treatment	400
2016	1	1	14/12/2016	1	Special Camp organized by NSS Unit. Children of the slum dwellers were taught songs, dance, drama, art and craft along with basic	Functional Literacy	40

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
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Student Handbook for BDS	01/04/2016	Conduct and behavior expected from students is clearly mentioned in student handbook which is given at the time of orientation. Code of conduct behavior expected from students is communicated to parents on day of orientation through presentation taken by Principal. The same is reinforced during orientation presentation taken by academic coordinator. Anti-ragging affidavits are signed by students as well as parents, sensitization lectures on anti-ragging taken for new students, seniors sensitized on anti-ragging policy and anti-ragging squad activated and their visits are documented.
Student handbook for MDS	01/04/2016	Conduct and behavior expected from students is clearly mentioned in student handbook which is given at the time of orientation. Code of conduct behavior expected from students is communicated to parents on day of orientation through presentation taken by Principal.
Brochure	01/04/2016	College brochure serves as the face of the institute that offers courses, infrastructure, vision mission and facilities.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

An eco-friendly campus cultivates the environment conservation habit in the student and thus contribute in responsibility towards nature. 1. The institution follows utmost care to imbibe green campus. Lush green campus with abundant greenery is the uniqueness of this campus. World Environment Day was

observed in the college in which plantation and cleanliness drive was done. 2. Vehicles are not allowed inside the campus area to avoid pollution inside the hospital campus. 3. Hospital building is well lit and ventilated to conserve the source of energy. All light sources have been made low energy consuming. 3. The rain water harvesting is maintained and the same is used for irrigation. 4. The installation of solar Plant ensures the electricity conservation in the Campus. 5. The food waste from the hostels and the institution is used up by the Bio-waste Management for energy conservation. Also, the plant waste is used in compost pits to make compost. 6. To control paper wastage all lectures are in the form of ppts. The students' assignments are also in the form of soft copies. Hard copy is not kept for record purposes. 7. To make it plastic free, students and staff is not allowed to use plastic water bottles. 8. Installation of separate disposal containers for mercury toxic waste and needle destroyers for needles in the department.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Improving learning and teaching process 2. Student Mentorship Program 1. Improving learning and teaching process. 2. Objective of the practice: a) To be in sync with contemporary standards/methodology of teaching. b) To enhance cognitive mode of learning and discourage rote system. c) Increase teacher student ratio d) Imbibe education technology into teaching. 3. The context: The challenging issues: a) To change the mindset of both teachers and students from old school of chalk and board to applied science and technology based learning. b) Train teachers for e-learning and content c) Provide extra lecture halls and infrastructure. 4. The practice a) To adopt modern means of teaching methodology along with classical teaching. b) Imbibe e-technology based methods for technology savvy generation. 5. Constraints and limitations faced: a) Train the trainers for e-learning. b) Providing classrooms well equipped with basic internet facility to smart bodies. 6. Evidence of Success On monitoring the metamorphic academic module, following observations were seen: a) Internal results reflected better scores across all subjects and all batches as compared to previous methods. b) The below average students showed higher results. c) The echelons of the student batches won laurels and stood in the top roll of university ranks. 7. Problems encountered and resources required More resources and infrastructure was required for academic restructuring. Extra lecture halls were provided and all the lecture halls were equipped with internet facility and smart boards. Teachers were trained for e-content. It was initially a task to change the mindset of teachers and students adopt and adapt to this new methodology of teaching and learning. However, as everyone experienced the positive change and witnessed the results, academic restructuring has been well accepted in the institution. STUDENT MENTORSHIP PROGRAM 1. Title of practice Student mentorship program 2. Objectives of the Practice a) To prepare students for successful career by integrating academic learning with real world experiences. b) Provide students with career and non-academic counseling. c) Generate interest in academics and other activities among the students. d) Shape students into confident graduates with excellent leadership, communication, critical thinking, professionalism and other skills important to transition to the world of work. e) To help the students understand the challenges and opportunities present in the college. 3. The Context The challenging issues: a) To incorporate the support of faculty members as "mentors" to all the students in the college. b) To have each student assigned a mentor to overcome hurdles to achieve their goals. c) To plan strategically in order to connect students with their faculty members 4. The Practice a) The main motive to connect each student to their assigned faculty member was achieved through firstly filling out a Performa of psychological evaluation. b) Frequent meetings and talks between the mentor and mentee to evaluate progress

with the students' issues. c) A safe environment was created in to keep the students' confidence in the program. Limitations Faced: a) Lack of time and demands of student care. b) Ineffective mentoring pairs. c) Overdependence on mentor/mentee. 5. Evidence of Success a) Below average students showed higher results. b) Students faced lesser hardships in adjusting to a professional environment. c) Quality and technique of individual study methods improved significantly. 6. Problems Encountered And Resources Required. More resources are required when it comes to counseling students such as training in psychological issues along with professional ones. Lack of experience on both fronts leads to a job half done. There was also a lack of time leading to overloading of daily tasks of the mentors.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The institute is distinct as it never fails to inspire students in the pursuit of knowledge, values, and social responsibility. The Institute has established its distinctive approach towards this comprehensive vision by modelling it in the form of service to the society, by means of certificate courses or by allowing the students to organize events to develop their skills, multidisciplinary project development, Ethical and Human value development. 1) Skill enhancement includes - a. Personality enrichment of the students by making them speak in debates on general as well as dental topic, b. Employability skill development by giving them first hand experience in patient dealing and counselling, c. Entrepreneurial development by taking their help and giving them responsibilities for organizing fests and tournaments in the campus, d. Language skill development by making them accustom to the local language of the region etc. 2). Projects: Students of UG and PG degree courses do compulsory 1 - year Internship at college and also take part in camps being organised in different industries around the college campus and pursue their projects/researches which gives them hands on training in their field of interest and also increases their communication skills. 3). Ethical and Human value Development: Ethical values are the foremost interest of the institution. Students are motivated as well as assisted to visit orphanages, anganwadis and slum areas. Instruction are given on basic hygiene measures, ill-effect of tobacco, pan, gutka, instruction on how to maintain oral hygiene are given to all. Even dental kits with tooth paste and brush are distributed in needy. Thus students actively provide service to the local adopted schools and villages through such camps. Apart from these, the institute 1. Addresses Student Grievances: there is a Grievances Cell that accepts the complaints and maintain a log of formal, written complaints of students. Students are informed of the action(s) taken to resolve the complaint in writing maximum within 10 working days. 2. Mentorship Program: The Mentorship Program is tailored to support students who are under pressure due to academics, family expectations and obligation to succeed. These potential stressors can affect learning ability and academic performance of a student. 3. The college provides a comfortable, safe and secure environment that contributes to the success of the resident students. It ensures that the hostels offer a learning environment that fosters self- dependence, respect for social and communal norms, and tolerance of cultural diversity.

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

The new year stands before us like a chapter in a book waiting to be written. Likewise, our institution is gearing up with its plan of action for the next academic year. We plan to conduct regular and more frequent meetings of the curriculum committee. A special orientation program to be set up for students coming from other states like Jammu, Kashmir, Northeast states etc. Slow learners will be given special attention to attain a critical level of understanding. Academic calendar will be prepared at the beginning of the year and strict compliance to this will be observed. Teachers will be encouraged to attend conferences and CDE programs. Library will be made more equipped with the latest addition of the books and reference materials. Internet facility with increased bandwidth will be made available to students as well as teachers. We will strengthen the committees set up for student grievances, prevention of sexual harassment and ragging by increasing the transparency and timely redressal of the complaints. Annual cultural activities will be conducted and students will be encouraged to participate in them. A special committee of students as well as faculty will be formed to plan a zone of creativity as well as newness in every event organized. This will boost and rejuvenate all the students as well as the teaching and non-teaching staff and help them to take a powerful break from their monotonous routine of the job. We will also plan to increase the proportion of students' contribution in our yearly college magazine so as to motivate all students to inculcate the habit of participating in these programs or give a specific time to create some beautiful writings other than academic issues. Developmental programs for the support staff will be conducted. We will plan to organize some workshops for enhancing and improving the technical skills of the attendants, technicians and other non-teaching staff. The environmental sustainability of the campus will be enhanced. Energy conservation and use of renewable sources of energy will be encouraged. Waste segregation will be done to divide them into wet and dry waste. All the students, staff and faculty will be instructed to follow proper rules for the disposal of the waste. Use of paper bags over plastic will be encouraged. The use of digital modes of worksubmission rather than the bulk use of papers will be encouraged wherever necessary. Constant upgradation of electric appliances will be done to maximize energy conservation. More tree plantation drives will be conducted. Various outreach programs will be conducted on behalf of the institution. Programs like satellite centres for screening and treatment plans will be set up in the surrounding villages. A mobile dental unit will be used to conduct large scale oral health awareness programs on special days like World Oral Health Day, Anti-Tobacco day etc.