



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		INSTITUTE OF DENTAL SCIENCES
Name of the head of the Institution		DR. Y. K SINGLA
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		01912484872
Mobile no.		8491850420
Registered Email		idsjammu06@gmail.com
Alternate Email		Iqac.idsjammu.2015@gmail.com
Address		KUNJWANI BISHNAH ROAD ,VILLAGE SEHORA
City/Town		JAMMU
State/UT		Jammu And Kashmir
Pincode		181132
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed
Name of the IQAC co-ordinator/Director	DR. SARBJEET SINGH
Phone no/Alternate Phone no.	01912484872
Mobile no.	9469210223
Registered Email	Iqac.idsammu.2015@gmail.com
Alternate Email	saku500@yahoo.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://idsammu.co.in/s/Vol%201.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://idsammu.co.in/pdf/Academic%20Calendar%202016-17.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.29	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	13-Sep-2013
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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
Feedback collection form, College Strategic Plan, Alumni meet Etc.	07-Apr-2017 30	710
View File		

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!!!				
No Files Uploaded !!!				

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 :

4

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)

? Preparation of Institutional Strategic Plan 201720. ? Anti ragging awareness seminar/symposium. ? Sensitization of faculty, students and non teaching staff on role and functioning of IQAC. ? Improvement of the Library book repository and digitalization. ? Development of community participation in the dental checkup camps in villages.

[View File](#)

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
Preparation of Institutional Strategic Plan 201720, Antiragging awareness seminar/symposium, Sensitization of faculty, students and nonteaching staff on role and functioning of IQAC, Alerts to parents regarding student absenteeism, Improvement of the Library book repository and digitalization,	To identify the SWOT of the institution and to work on the perception of the stakeholders to ensure quality in overall aspects of the institution, Helped In continuation of a " Ragging free campus, All primary stakeholders have developed awareness on the internal KPIs (Key Performance

Development of community participation in the dental checkup camps in villages and schools, Quarterly Academic Audit to ensure plan of action is implemented.

Indicators) and working more collaboratively to enhance the quality of the institute. 100 response rate is achieved on the feedback from teachers, students, and employees on various KPIs, The interaction between parents and teachers has been developed. Overall improvement in student attendance has been observed, New titles and journals have been added , More satisfaction has been noted among the beneficiaries, A drastic transformation in the accountability among the staff is noticed. Optimum utilization of the resources is also found and better results are coming from the developmental activities of the college.

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
College Academic Committee	15-May-2017

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

Yes

Date of Visit

15-Sep-2016

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2017

Date of Submission

01-Apr-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)

Yes. The college has instituted Hospital Software to upgrade the Hospital Management System in different manners for its OPD. It is categorized in different modules and provides all features for the ease of the user. The patient's satisfaction and requirements are very effectively monitored under this software. The priority of seeking for the patient's interest and keep

them satisfied with our services as programmed by the technical team. The software has been proved very beneficial to the Improvement of Visibility Transparency, Streamline Accurate Reporting, Improved Services, Improved Quality Control, Improved Management Visibility, Unlimited User Support, Single Data Base Management System, Improved Time Management, and Ease to Access System Facilities.

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

Institute of Dental Sciences is an affiliated college under the University of Jammu, Jammu. It offers BDS course which is recognized by the Dental Council of India (DCI). The institution has clearly defined goals and objectives which are reflected in all its academic programs. The institute strictly follows guidelines laid down by the University & DCI in all its spheres including curriculum design, development, and revision of the curriculum. The institution follows a specific time table program for the effective delivery and transaction of the curriculum. Courses generally progress in sequence, building competencies and their positioning indicate certain academic maturity on the part of the students. Students are expected to follow the terminal wise schedule of the course. First and second terminal exams along with send-up exams, all these help in calculating internal assessment. This pattern also ensures the timely completion of the course and methodical preparation for the students too. It also addresses employability, Innovation, research, community needs, etc. The institute follows global trends in Dental Education, thereby using the latest materials, equipment, and techniques for imparting education to the students. The institute regularly organizes various Webinars and Continuing Dental Education (CDE) programs which assist in knowledge enhancement as well as the development of clinical skills. Seminars, weekly/monthly case discussions that are purely subject-oriented and involve eminent faculty in the field enable them to learn practical procedures before doing it on patients. Apart from this, institute also takes the initiative towards the overall personality development, addressing physical, mental and emotional well-being of the student and for the welfare of the society by celebrating various National Health Programs e.g. No Tobacco Day, World Oral Health Day, Children's Day, World Environment Day, World AIDS Day, Women's day, etc. and also by organizing annual cultural and sports week. Adequate emphasis is laid on patient safety, confidentiality, rights, and education. Annual feedback from the students is taken on faculty, course, subject, and curriculum and further analyzed by the Academic Cell.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BDS	N/A	01/10/2016
No file uploaded.		

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	0	0

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
Role of Communication Skills in Dental Profession	06/12/2016	84
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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	71
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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
<p>The objective of collecting feedback is to evaluate the level of satisfaction of the on the various key parameter of the college. IDS aims at continuous quality enhancement in its process, planning, and deliverables through the positive and collaborative involvement of stakeholders. The feedback collected from the students, teachers, community people, etc. helps the college to improve its Academics program, progress, system, and activities, thereby effectively achieving its mission. After the feedback is collected, these are analyzed by the IQAC and the analysis results are shared with the respective Heads, for example, student evaluation of teachers courses report is shared</p>

with the HODs of the department, who are responsible for the implementation of further corrective preventive actions. The action taken reports are discussed in the department committee meetings and the approved actions are implemented by the task owners. Once the work is done, the students Satisfaction reassessed on the improvement done on the basis of their feedback. This develops the trust of the students and they value the system and engage positively in the developmental activities of the college. Similarly, the feedback of the students living in the hostel is discussed with the warden for corrective actions. Feedback collected from employers is very valuable to improve student competencies through relevant modification in course, teaching methods, quality of internship, etc. Additionally, the college has many key performance indicators. IQAC designs the questionnaire which has standard validity and reliability coefficient of correlation. The feedback collected on the indicators helps the college management in the strategic planning and operational planning process.

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	Dentistry	100	100	100
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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	386	0	93	0	0

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	Numberof smart classrooms	E-resources and techniques used
93	93	25	5	0	10
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)

College has mentor-mentee system counselling of the students are done by the faculty. Each mentor is given a group of students every year to guide them on the various aspects of their need. IQAC closely monitor the progress in the system and meet the mentors to discuss the issues related to student's personal and academic problems. IQAC has proposed to start student's portfolio management system from the next academic year with an objective to assist the students through various aptitude based training. Principal and faculty members make full effort to track progression of students and their performance in internal and university examination individual department heads and faculty also monitor student performance. Online feedback system has been instituted for

course and faculty evaluation. Identification of students who needs psychological counselling (mainly for the fresher's) is done by a psychological counselling framework. Identification of students who are poor in their performance is done by designing a planner for their academic advising and monitoring their progress in their subsequent internal and final exams. Identification of talented students is also done by a peer mentoring system. Collection of feedbacks is done periodically from the students and assigning the task to the concerned departments is done to ensure the satisfaction of the stakeholders.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
386	93	1:4.15

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
93	93	0	0	0

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
2017	Dr. Vasit Khajuria	Lecturer	Chairperson at 21st Mid Term Conference and 7th PG Student Convention by Association of Oral and maxillofacial surgeons of India
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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	N/A	2016-17	18/05/2017	13/10/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution follows a specific internal evaluation system which progresses in an organised sequence. Periodic assessment and multiple evaluation system aiming at both formative and summative assessment are at place. Mid-year and end year course and faculty evaluation are also conducted and appropriate action are taken. Students are evaluated regularly for their attendance and academic performance through a sequential terminal wise schedule of the course. A first and second terminal exam along with send-up exams helps in calculating internal assessment. This pattern ensures the timely completion of the course and methodical preparation of the students for their academic performance. Interactive learning sessions, webinars, multimedia enhanced teaching modules, peer coaching and mentoring is done and special emphasis is

given to slow learners. Continuing Dental Education programmes are conducted along with the enhancement of periodic assessment reviews and critical thinking. The academic planning of the college devises out an academic calendar and any necessary changes in the curriculum are noted and positively implemented.

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

Academic calendar is an overall of the entire academic year which is approx. of 300 days. Our institute prepare holiday's calendar according to the DCI norms which include summer and winter vacations also. We divide and decide our syllabus for the entire year in the beginning. Clinical and practical examination is an important part of their curriculum. we schedule our examinations according to our lesson plan. We conduct 3 internal examinations at a gap of 3 months approx. The very first session of the internal examination give exposure to the candidates how their university exam would be. Once send ups are over, we evaluate internal assessment of each candidate which is purely based upon their overall performance throughout the year.

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://idsjammu.co.in/pdf/course%20plan.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
N/A	BDS	Dentistry	95	83	87.36
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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)

<https://idsjammu.co.in/pdf/Student%20satisfaction%20survey%202016-17.pdf>

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
Academic Audit: Issues relevance	IQAC	19/10/2016

Student mentoring system	Department of Student affairs	15/02/2017
Organising Community camps	Department of Community Dentistry	17/04/2017

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
No Data Entered/Not Applicable !!!				
No file uploaded.				

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
N/A	0

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	Conservative Dentistry	1	0
National	Orthodontics	1	0
View File			

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
Pedodontics	2
View File	

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
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
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
No Data Entered/Not Applicable !!!				
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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
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
N/A	N/A	N/A	0
No file uploaded.			

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
No Data Entered/Not Applicable !!!				
View File				

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
N/A	0	N/A	0
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
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No Data Entered/Not Applicable !!!

No file uploaded.

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
Sher E kashmir Public Higher Secondary School, Bari brahmana	22/03/2016	Oral Health Care	1000
saraswati Institute of research studies, senior secondary school Bishnah	19/04/2017	Oral Health Care	800
Jammu Sanskriti school, Ismailpur	19/05/2017	Oral Health Care	900

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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
14	13.44

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
No file uploaded.	

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 patially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	184	510000	0	0	184	510000
Reference Books	150	250000	0	0	150	250000
Journals	69	416686	69	383314	138	800000

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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	40	1	23	1	1	7	20	2	13
Added	1	0	0	0	0	0	1	3	0
Total	41	1	23	1	1	7	21	5	13

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

5 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
Nil	N/A

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
550000	430000	450000	322000

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)

The college has appointed technical staff for day to day upkeep/ maintenance of the college infrastructure premises. The contract has been signed with the service providers for maintenance of buildings, equipment, vehicles, computers, etc. Where ever applicable annual maintenance contract is maintained into with the companies/vendors for maintenance for infrastructure facilities and equipment. For the maintenance of ICT resources, the college has laid down policies and procedures to ensure optimum and efficient utilization of resources ensuring the highest degree of data security and privacy to all the stakeholders of the university. The college ensures that the data sent by the internet medium is to ensure the confidentiality and integrity of the data by complying with the laid down policies. IDS is committed to protect the privacy of data and shall ensure that the data transmission through the internet is secured and encrypted as and when required to ensure confidentiality, privacy, and integrity of the data. The information pertaining to ICT is collected from students, faculty and staff members and transmitted across different departments and other stakeholders ensuring the highest degree of confidentiality, integrity, and privacy to ensure non-infringement of any of the Govt. laws pertaining to data confidentiality if any. The institute

institutionalizes zero-tolerance policy for plagiarism the violation of copyrights. It organizes orientation programs for faculty and students to ensure their authentic scholarship with online resources. The college conducts training programs and workshops for the faculty to develop their orientation on the latest technology. The college has installed water purifier and Cold and hot water has been made available for staff and students and it is well maintained. The college has its own housekeeping and maintenance staff who are trained to take care of the housekeeping maintenance of the college. The construction division has a full-time personnel top look after the maintenance of the building and facilities. The college conducts facilities audit quarterly and feedback is given to the concerned authorities. Academic and support facilities:-teachers of the college have used ICT materials for teaching as per requirement. The college has OHP/LCD projectors, computers, etc. The college has signed a contract with a local hardware technician/service provider for the maintenance of the IT equipment. The college has an affiliated hospital for the emergency needs and regular medical checkups of the students and staff. Our Library is partially automated it is equipped with Lb.-Man ILMS with bar-code printer bar code reader LASER gun. The college has a dedicated department for the installation and maintenance of the electricity. College has created facilities related to a power supply to various units such as Generator, 2 Xerox machines, few printers, Seize fire equipment, CCTV cameras, Audio system, Digital Camera and Inverters, etc. There is a fixed budget for the renovation and maintenance of the facilities.

<https://idsjammu.co.in/pdf/policies.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	N/A	0	0
Financial Support from Other Sources			
a) National	N/A	0	0
b) International	N/A	0	0
No file uploaded.			

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 implementation	Number of students enrolled	Agencies involved
Mentor Mentee System	23/08/2016	386	IQAC
Communication Skills	01/09/2016	86	IQAC
Remedial Classes	02/12/2016	40	Head Of Each department and IQAC
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the	Number of	Number of	Number of	Number of
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	scheme	benefited students for competitive examination	benefited students by career counseling activities	students who have passed in the comp. exam	students placed
2016	Seminar on Higher education	65	65	3	9
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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
0	0	0

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
N/A	0	0		0	0
No file uploaded.					

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	2	BDS	IDS	File attached	MDS
View File					

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
Civil Services	1
No file uploaded.	

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

Activity	Level	Number of Participants
Quiz Competition	Institution Level	20
Sports	Institution Level	115
View File		

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	National/	Number of	Number of	Student ID	Name of the
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award/medal	Internaional	awards for Sports	awards for Cultural	number	student
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Alumni data base is updated every year. Participation of Alumni is encouraged in the community engagement programs, such as free Oral Health examination camp, Blood donation camp and school health check-up camp. Annual Alumni meet is conducted every year. The feedback from alumni is conducted online and their suggestions are analysed and implemented. All important activities and achievements of the college are intimated to the Alumni.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni data base is updated every year. Participation of Alumni is encouraged in the community engagement programs, such as free Oral Health examination camp, Blood donation camp and school health check-up camp. Annual Alumni meet is conducted every year. The feedback from alumni is conducted online and their suggestions are analysed and implemented. All important activities and achievements of the college are intimated to the Alumni.

5.4.2 – No. of enrolled Alumni:

67

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Annual Alumni meet, Alumni Dental Camp Community service

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)

Institute of Dental Sciences believes in the participation of all stakeholders in the organizational decision making process as per their need and relevance. During the academic year, IDS developed its strategic plan. The internal - external stakeholders include student representatives, faculty, alumni, and experts, parents, employer, participated in the forum. The stakeholders review the strength, weakness, opportunities, and threats of the college and assed the external conditions which are essential to developing the strategic objectives of the college. Further, there were many interactive sessions that were conducted to prepare a platform for developing the strategic key drivers, considerations, and objectives. The SP development committee developed the objectives which are required for the short and long term plans of the college. Once in a year the senior management of the college invites the representatives of all stakeholders and discusses the status of implementation of the yearly operational plan with them. This practice helps everyone to feel inspired and develop their ownership which yields better outcome.

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
Industry Interaction / Collaboration	IDS has MOUs (memorandum of understandings) with various villages, schools clinics for conducting student training program. Accordingly, the students are sent to the hospital villages to complete their clinical posting. Also, the college has developed for conducting community dental camps in collaboration with some corporate such as Colgate.
Admission of Students	The college ensures a high degree of transparency in the admission process. The admission process is conducted by the association of the medical dental college of Jammu Kashmir. Since 2016 the college is giving more emphasis on the online advertisement of admission in the college. Accordingly, all information is available on the college website. A dedicated admission counselor has been appointed who meets the parents and prospective students in the school and conduct admission seminar and interactive session.
Teaching and Learning	The college has created a mode to improve the quality of teaching and learning by inculcating active participations from year 3 and 4th year students. The group discussions is done regularly review discussions is also conducted for various journal articles. This is an excellent way to expand the knowledge of the students in research. The role of the teachers is facilitator here. The teacher guides the students in the following way:- 1. Selection of articles 2. Presentation of articles 3. Clinical case explanation article 4. Deriving conclusion, implications, and future directions. The college emphasizes the qualitative growth of the individual personality of each and every student. Therefore it has introduced a mentor and mentee system. The process is operational through trained faculty members, and peers. The students, who need special assistance are identified motivated.
Examination and Evaluation	The faculty members regularly evaluate the students plan the evaluation is

such a way so that all the learning outcomes of the course should get evaluated by using assessment methods. Clinical teaching is also given to the students every day to the third and fourth-year students. The students undergoing internship attend the clinical postings as per the rotation plan. As per the DCI stipulation, the college has been providing the facility for in-patient / clinical teaching to the students. Feedback is collected from the students and teachers on the Examination system and the corrective actions are implemented.

Curriculum Development

For the Bachelor of Dental Sciences Program, IDS strictly followed the curriculum which is prescribed by the Dental Council of India and the affiliated University (University of Jammu). The college has a curriculum management committee. IQAC has given the direction to collect feedback on the curriculum from the students and teachers with the help of the committee. The feedback is analyzed and the report is submitted to the principal of the college. The curriculum does cover various value systems required by the dentists in the ethical practice of dentistry. The community dental service has been given proper significance in our curriculum.

Human Resource Management

Incentive scheme to faculty for publication / research/ in service training programmes / conferences/ workshops is at place. Online feedback system has been started from 2017. Quarterly meeting with the employee and grievance redressed system.

Library, ICT and Physical Infrastructure / Instrumentation

On the basis of students and faculty feedback on the library and other facilities, the management brought the following development in the teaching and learning of the college. • The library has been equipped with online journals and textbooks. • The catalog system has been replaced by a bar code system. • A fixed budget is kept for library development. • The speed of the internet has also been increased .The software up-gradation is done in all computers of the college.

Research and Development

At the beginning of the academic year , the objectives and directions were planned. First of all, it was decided

to keep a fixed budget for the research activities of the college. The budget was classified in some activities. Such as financial assistance to the faculty to attend research conferences, seminars, workshops, etc to provide a grant to the faculty for publishing their research in the impact factor journals index in scopus, science direct, PubMed, Medline, and other reputed research database. This was carried out to motivate the faculty towards research. Also, fixed seed money is kept in the budget for the faculty who are taking initiatives in the project through different government private organizations. It was found that there were interest and motivation among the faculty members towards research.

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

E-governance area	Details
Student Admission and Support	The students who aspire for admission are guided by the admission counselor to visit the DCI website or the website of the University of Jammu to see the relevant information of the college. So far as students' sports is concerned the students can post their complaint and this is addressed immediately.
Finance and Accounts	The finance department of the college has become centralized. E-file has been introduced which is a work flow based system that replaced the existing manual handling of files with a more efficient electronic system. All systems such as the movement of receipts and files became seamless and there is more transparency in the system since each and every reference is recorded in the system. This simplifies management decisions as all essential information available as a single point.
Administration	For the administration purpose the management has the objectives of the initiatives to bring service delivery fast and transparent. For example, annual feedback collections from the stakeholders are conducted online which is easier in information sharing, participation, accountability in the decision-making process. The results of the feedback are also shared with the stakeholders through online.

Planning and Development	The college has introduced e-governance facilities in the planning and development activation in the college. The faculty can print their documents such as salary slip and can give their feedback, suggestion on various operation activities of the college. Circulars, memos, official documents are sent to faculty via official e-resources.
Examination	Coding system and scope for re-evaluation system has been started. Also the university is making efforts to adopt table evaluation, double valuation from 2017 onwards. The examiners are selected from the panel submitted by the college, the university created a syndicate of which principal is a member.

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
2016	N/A	N/A	N/A	0
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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 staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	Significance of communication skills	Office etiquette	20/10/2016	21/10/2016	32	28
2017	Advances in Dentistry	Improving work efficiency	20/02/2017	21/02/2017	40	35
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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

Significance of communication skills	32	20/10/2016	20/10/2016	1
Advances in Dentistry	40	20/02/2017	20/02/2017	1
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
30	30	5	5

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
HRA, Vacation, Research Grant, Leave Encashment,, etc.	Leave Encashment, Health insurance, etc.	Food items available in Subsidised rate in the college cafeteria, Sports facilities, internet

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 college conducts both internal and external audits regularly..The college has a well laid out mechanism for internal as well as external audits. The internal audit team conducts an internal audit. The internal audit is followed by an external audit. The college focuses on cost minimization by concerted efforts of all stakeholders to ensure optimum utilization of resources. The committee of the college looks at the cost of the purchase of major resources. There is a process to invite multiple quotations for purchasing any major resource for the college so as to get the best quality of product/service at the most affordable price.

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
N/A	0	N/A
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6.4.3 – Total corpus fund generated

0

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	No		Yes	Office of Administrator and IQAC
Administrative	No		Yes	Office of Principal and IQAC

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

1. Parents Teacher Meeting 2. Provision of online feedback from parents 3. Collective efforts on Students attendance.

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

ICT training is given • Training for office etiquette. • Technical training for improving work efficiency

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

1. Development of the College Strategic Plan 2 Organised Academic and Administrative Audit system 3. Community Empowerment program- Complete Oral Care to a village

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

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
2016	Details are given in attachment	16/09/2016	01/07/2016	30/06/2017	4595

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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
Cancer awareness Anemia	19/08/2016	19/08/2016	97	3
Female Health Awareness	08/03/2017	08/03/2017	91	0

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

The paperless office has existed as almost all official correspondence are being conducted through e-mails 2. Strict instruction is in place to switch off all electrical equipment when not in use. 3. Water taps are fixed to avoid wastage of water. 4. Environmental awareness program.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	7

Ramp/Rails	Yes	7
Rest Rooms	Yes	10
Special skill development for differently abled students	Yes	6
Any other similar facility	Yes	6

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	2	2	23/07/2016	4	Health Awareness	Community Health and wellbeing drive	88
2017	2	2	09/03/2017	3	Environment Awareness	Tree plantation and no smoking	31

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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)
Anti ragging Booklet	24/08/2016	Professional Ethics for teachers, students and staff are conducted at regular intervals. Friendly competitions are conducted to evaluate the awareness of the stakeholders. Tree Plantation drive.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Tree Plantation drive.	06/06/2016	08/06/2016	42

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

The institution follows a number of eco-friendly measures in the campus: 1. The college has adopted green computing methods comprising of : ? Using the auto adjustment setting for brightness and contrast of every computer ? All computer settings is adjusted so that it automatically enters the sleep mode after few minutes of idle usage ? Turning off computers after every use. 2. To provide a bio hazard free environment, a sewerage treatment plan is also installed in the

premises of the institute making it an eco-friendly institute in the locality. 3. The recycled water is used in campus for maintaining green spaces/ gardens of the institute. 4. Regular different colour coded disposable bags are used to store waste which is further sent for bio medical waste disposal. 5. Periodic electric powers saving measures are used throughout the campus as a part of environment friendly measures.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice I, School Dental Health Programme 1.Objectives of the Practice IDS is recognized across the state for its high standards of education and to maintain its position, the college has implemented the school health program, a unique initiative providing its students an extra-curricular exposure by conducting check-up and treatment camps at various schools across the city. This, we believe, is the first of its kind in the city. 2. The Context During the entire course, clinical and theoretical knowledge is imparted to the students via lectures, clinical teaching, oral health screening, and treatment camps. The students are trained to impart oral health awareness in the community through health talks and street plays. 3. The Practice • Academic performance and growth of the students are assessed as this program is an essential part of the curriculum. • School camps and school dental health programs are organized to provide oral health and awareness to school children. These communications help the students to develop communication skills with the different socio-economic and ethnic groups at the community level. 4. Evidence of Success • Provides a unique opportunity to develop communication skills and various school health programs have been successfully conducted over the last year. A positive change has been noticed in the student's behavior towards various sections of the community. Invitational calls from various other schools to conduct these camps at their institute. 5. Problems Encountered and Resources Required • To sign MoUs with various schools of the state in implementing the program. • Funds for the arrangement of the camps • Familiarize the students with the rural section to become confident enough to make use of the program • Arranging special classes for students to enable them to undergo training which they might have missed.

Title of the Practice II COMPENSATORY CLASSES - a program meant for slow learners 1. Objectives of the Practice • To identify slow learners at the beginning of the program • To help the students to complete the tasks at their own pace. 2. The Context Compensatory classes may be announced by a Department, by the vice-principal and HODs, with the approval of the principal. The course will be conducted during the regular academic session along with the regular classes as decided and the number of hours that will be conducted will be specified in the curriculum. 4. The Practice • The evaluation process for this course consists of internal examinations and class tests. Student needs to score the passing minimum in the final terminal examination. • Courses will be offered only to students detained for lack of attendance. 5. Evidence of Success • A positive result has been achieved keeping in consideration that these slow learners were able to achieve minimum passing marks in the final examinations. • Students who suffer from lack of attendance due to unfortunate circumstances like medical problems, loss of near and dear ones in the family make use of these courses 6. Problems Encountered and Resources Required • Some active learners sometimes assign for these courses which are not morally and academically correct as being a small group, the faculty tends to be liberal in awarding marks.

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

[https://idsjammu.co.in/pdf/Criterion%207.2%20\(2016-17\).pdf](https://idsjammu.co.in/pdf/Criterion%207.2%20(2016-17).pdf)

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

Vision "To become the center of excellence in dental education and dental care in Jammu and Kashmir" Mission" To provide high-quality dental education and dental care services with strong moral and ethical values to the community at affordable prices with a focus on learner-centered education and patient-centered service" According to the vision of IDS, it will be striving to become a center of excellence in Dental Education in the region. This vision of the institute has directly linked to the academic achievement of its students. It is a fact that not all students are brilliant and can perform well without much help from the system. Therefore, the college has a clear mandate to achieve its vision through the following thrust areas. • The Institute aspires to provide a unique learning experience of high quality to its students and produce graduates whose competence will help them to make a significant contribution to the health of the community through the pursuit of academia, research, and health care. • The Institute aspires to attract the best of students by offering excellent programs in Dental Sciences supported by quality administration and student support services. • The Institute aspires to be known for the excellence and impact of its research on the educational milieu of the nation and the outcomes of clinical care. • The Institute aspires to be an integral part of the community through the transfer of knowledge, continuous dialogue with the countrys health care planners, and enhanced community service. • IDS is committed to preparing a highly-skilled Dental health workforce made up of health care professionals, health management and support workers, and health science investigators to meet the oral health care needs of the nation and the region. • IDS has been striving to produce health care professionals who will integrate the advances in research with the best clinical practices. • IDS will promote health services, which incorporate the latest advances in scientific knowledge in a manner that supports education and research for the benefit of the community. • All along the emphasis has been on the quality of programs, faculty, students, physical facilities resources, operations management, research, and last but not the least, quality in measuring quality. > The mandate is to provide authentic educational opportunities for all students, preparing them to successfully pursue postgraduate training and continuous professional development. > Develop leaders in healthcare services who can respond to the needs of the country, region, and global fast-growing oral healthcare sector. > Advance scientific knowledge through research and innovations in the fields of oral health care sciences, > Strengthen the IDS mission of social responsiveness and community engagement by providing affordable quality healthcare for different sectors of the community and promoting a healthy lifestyle.

Provide the weblink of the institution

[https://idsjammu.co.in/pdf/Criterion%207.3%20\(2016-17\).pdf](https://idsjammu.co.in/pdf/Criterion%207.3%20(2016-17).pdf)

8.Future Plans of Actions for Next Academic Year

? PG course in almost every stream ? Maintain the existing high standards ? Development measures for enhancing patient input ? MoUs with some reputed dental college for faculty and students exchange programs ? Improvement in the Faculty research activities ? College strategic plan for all activities