Annual Quality Assurance Report (AQAR) - 2015-16

COLLEGE OF DENTAL SCIENCES

B.B.NO327, Pavilion Road, Davangere-577004

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

COLLEGE OF DENTAL SCIENCES

1.2 Address Line 1

B.B.NO327

Address Line 2

PAVILLION ROAD

City/Town

DAVANGERE

State

KARNATAKA

Pin Code

577004

Institution e-mail address

principalcods@gmail.com

Contact Nos.

08192-231285

Name of the Head of the Institution:

Dr.Vasundhara Shivanna

Tel. No. with STD Code:

08192-231029

Mobile:

984418814

Name of the IQAC Co-ordinator:

Dr.Dhanya Kumar N.M

Mobile:

9888603672

IQAC e-mail address:

iqaccods@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879) ___**EC/62/AQA/175**___

1.4 Website address:

www.cods.edu

Web-link of the AQAR:

IN PROCESS

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	**B**	**2.80**	**2013**	**2018**
2	2nd Cycle	--	--	--	--
3	3rd Cycle	--	--	--	--
4	4th Cycle	--	--	--	--

1.6 Date of Establishment of IQAC :   DD/MM/YYYY   **28/12/2007**

1.7 AQAR for the year (*for example 2010-11*)   **2016-2017**

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

  i.   AQAR _____**JAN 2013-14**_____ _____
  ii. AQAR_____**JAN 2014-15**_ _____
  iii. AQAR_____ **JAN 2015-16**_ _____

1.9 Institutional Status

University [ ]   State [_]   Central [_]   Deemed [_]   Private [✓]

Affiliated College   Yes [✓]   No [_]

Constituent College   Yes [_]   No [✓]

Autonomous college of UGC   Yes | - | No | ✔ |

Regulatory Agency approved Institution   Yes | ✔ | No | -- |

(eg. AICTE, BCI, MCI, PCI, NCI, DCI)

Type of Institution   Co-education | ✔ | Men | - | Women | - |

                       Urban | ✔ | Rural | - | Tribal | |

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

                       Grant-in-aid + Self Financing | - | Totally Self-financing | ✔ |

1.10 Type of Faculty/Programme

        Arts | - | Science | - | Commerce | - | Law | - | PEI (Phys Edu) | - |

        TEI (Edu) | - | Engineering | | Health Science | ✔ | Management | - |

        Others   (Specify) | **DENTAL FACULTY** |

1.11 Name of the Affiliating University *(for the Colleges)* | **RAJIV GANDHI UNIVERSITY OF HEALTH SCIENCES, BANGALORE, KARNATAKA** |

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

        Autonomy by State/Central Govt. / University

                                        | **NOT APPLICABLE (NA)** |

University with Potential for Excellence | **NA** | UGC-CPE | **NA** |

DST Star Scheme | **NA** | UGC-CE | **NA** |

UGC-Special Assistance Programme | **NA** | DST-FIST | **NA** |

UGC-Innovative PG programmes | **NA** | Any other (*Specify*) | **NA** |

UGC-COP Programmes $\boxed{\text{NA}}$

2. IQAC Composition and Activities

2.1 No. of Teachers $\boxed{7}$

2.2 No. of Administrative/Technical staff $\boxed{9}$

2.3 No. of students $\boxed{2}$

2.4 No. of Management representatives $\boxed{2}$

2.5 No. of Alumni $\boxed{2}$

2. 6 No. of any other stakeholder and community representatives $\boxed{3}$

2.7 No. of Employers/ Industrialists $\boxed{\textbf{NIL}}$

2.8 No. of other External Experts $\boxed{\textbf{NIL}}$

2.9 Total No. of members $\boxed{25}$

2.10 No. of IQAC meetings held $\boxed{2}$

2.11 No. of meetings with various stakeholders: No. $\boxed{2}$ Faculty $\boxed{6}$

Non-Teaching Staff $\boxed{4}$ Alumni $\boxed{2}$ Others $\boxed{\textbf{NIL}}$

2.12 Has IQAC received any funding from UGC during the year?   Yes $\boxed{}$ No $\boxed{\checkmark}$

If yes, mention the amount $\boxed{\text{Nil}}$

2.13 Seminars and Conferences (only quality related)

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

Total Nos. $\boxed{6}$ International $\boxed{0}$ National $\boxed{0}$ State $\boxed{0}$ Institution Level $\boxed{6}$

(ii) Themes $\boxed{\textbf{N}_2\textbf{O}_2 \textbf{ INHALATION SEDATION, LASER THERAPY, DIGITAL IMPLANTS}}$

2.14 Significant Activities and contributions made by IQAC

Regular meetings of IQAC conducted. Implementation of minutes of meeting on pre-defined activities in all seven criteria aspects of accreditation.

Principal and the IQAC (including the Manager) looked into the process of Administrative and Financial Auditing done at the end of the financial year 2016-17 March and made some necessary suggestions for the future

IQAC verified the departmental academic activities through the internal committee and the Principal by means of interdepartmental inspections, prior to the Local inspection committee by the affiliating University RGUHS

Enabling thorough scrutinization of university examination procedures with the help of digital infrastructure and was appreciated by Chief and deputy superintendents

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality

Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
FORMATION OF ANNUAL CALENDER OF EVENTS	• **ALL ACADEMIC EVENTS AND QUALITY RELATED EVENTS WERE CONDUCTED AS PER ACADEMIC CALENDAR** • **COMMUNITY OUT REACH PROGRAMMES CONDUCTED**

 Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ✔ No -

Management ✔   Syndicate ☐   Any other body ☐

Provide the details of the action taken

IMPROVEMENTS IN INFRASTRUCTURE FACILITIES

MORE EMPHASIS FOR RESEARCH DEVELOPMENT

TRANSPARENCY IN ADMINISTRATION

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	**0**	**0**	---	---
PG	**9**	---	---	---
UG	**1**	---	---	---
PG Diploma	---	---	---	---
Advanced Diploma	---	---	---	---
Diploma	---	---	---	---
Certificate	**0**	---	---	---
Others	---	---	---	---
Total		**0**	---	---
Interdisciplinary		---	---	---
Innovative	---	---	---	---

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

Pattern	Number of programmes
Semester	---
Trimester	---
Annual	✔

1.3 Feedback from stakeholders*   Alumni [NIL] Parents [NIL] Employers [NI] Students [✔]
    (On all aspects)

    Mode of feedback   :   Online [--] Manual [✔] Co-operating schools (for PEI) [--]

*Please provide an analysis of the feedback in the Annexure

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

> **WE FOLLOW RGUHS REGULATIONS – UG-2011, PG-2009**

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

> **Implementation of Implantology Department**

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent
faculty

Total	Asst. Professors	Associate Professors	Professors	Others
88	**22**	**29**	**37**	--

2.2 No. of permanent faculty with Ph.D.

00

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

during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	**0**	**0**	**0**	**1**	**0**	**0**	**3**		

2.4 No. of Guest and Visiting faculty and Temporary faculty

> **LAW COLLEGE PROFESSOR -1**
> **KANNADA LANGUAGE PROFESSOR-1**
> **ANESTHETIST- 2**
>
> **TOTAL-4**

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	**3**	**13**	**26**
Presented papers	**1**	**7**	-
Resource Persons	-	**7**	-

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

> **Interdisciplinary and Departmental Programmes Conducted Among Post**
> **Graduates and Under graduate Students. Basic Procedures for Clinical**
> **Practices for Interns.**

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

261

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

OPEN BOOK, MCQs, DOUBLE VALUATION

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development

01	---	---

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as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

83%

2.11 Course/Programme wise distribution of pass
percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BDS	**354**	**5.3%**	**38.7%**	**31.8%**	**---**	**75.8%**
MDS	**40**	---	---	---	---	**90%**
---	---	---	---	---	---	---

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :
o   Conducting assessment exams on regular basis.
o   Surprise test, Mock exams.
o   Collecting feedback from students.
o   Monitored by higher authorities by surprise checks**.**

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	**5**
UGC – Faculty Improvement Programme	**NA**
HRD programmes	**NA**
Orientation programmes	**2**
Faculty exchange programme	**Nil**
Staff training conducted by the university	**73**
Staff training conducted by other institutions	**4**
Summer / Winter schools, Workshops, etc.	**NA**
Others – DCI	**1**

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	**25**	**00**	**1**	0
Technical Staff	**39**	**00**	**1**	1

Criterion – III

3. Research, Consultancy and Extension

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

> • Providing appropriate research infrastructure for the staff to carry out their research work.
>
> • Students applied for research projects and obtained grants from external funding agency.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	**41**	**80**	--	--
Outlay in Rs. Lakhs			--	--

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	**41**	**80**	---	---
Outlay in Rs. Lakhs			---	---

3.4   Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals	--	--	--
e-Journals	--		--
Conference proceedings	--	--	--

3.5 Details on Impact factor of publications:

Range [---]   Average [---]   h-index [---]   Nos. in SCOPUS [---]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				**--**
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	3 yrs 3 yrs	RGUHS, Bangalore	4,00,000.00 56,000.00	--
Students research projects *(other than compulsory by the University)*	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--		--

3.7 No. of books published   i) With ISBN No. | -- | Chapters in Edited Books | |

ii) Without ISBN No. | -- |

3.8 No. of University Departments receiving funds from

UGC-SAP | **NA** | CAS | **NA** | DST-FIST | **NA** |

DPE | **NA** | DBT Scheme/funds | **NA** |

3.9 For colleges   Autonomy | **NA** | CPE | **NA** | DBT Star Scheme | **NA** |

INSPIRE | **NA** | CE | **NA** | Any Other (specify) | **NA** |

3.10 Revenue generated through consultancy | **NA** |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	8
Sponsoring agencies	NIL	NIL	NIL	NIL	NIL

3.12 No. of faculty served as experts, chairpersons or resource persons | **3** |

3.13 No. of collaborations   International | NIL | National | NIL | Any other | NIL |

3.14 No. of linkages created during this year | |

3.15 Total budget for research for current year in lakhs :

From Funding agency | NIL | From Management of University/College | NIL |

Total | NIL |

Type of Patent		Number
National	Applied	1
	Granted	1
International	Applied	NIL
	Granted	NIL

3.16 No. of patents received this year

Commercialised	Applied	NIL
	Granted	NIL

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

Total	International	National	State	University	Dist	College
	NIL		NIL	NIL	NIL	NIL

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

6

NIL

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

NIL

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

JRF   Nil   SRF   **Nil**   Project Fellows   **Nil**   Any other   **Nil**

3.21 No. of students Participated in NSS events: University level [ ]   State level **NIL**

National level   **NIL**   International level   **NIL**

3.22 No. of students participated in NCC events:

University level   **NIL**   State level   **NIL**

National level   **NIL**   International level   **NIL**

3.23 No. of Awards won in NSS: University level   **NIL**   State level   **NIL**

National level   **NIL**   International level   **NIL**

3.24 No. of Awards won in NCC:

University level   **NIL**   State level   **NIL**

National level   **NIL**   International level   **NIL**

3.25 No. of Extension activities organized

University forum   ---   College forum   **58**

NCC   ---   NSS   [ ]   Any other   [ ]

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

Screening and Awareness Programme on Nicotine Replacement

Health Education Camps were conducted

Dental awareness exhibition conducted for school children of Davangere which was attended by more than 1000 children

Dantabhagya scheme from government of Karnataka was executed in the form of denture camp

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	9410 Sq.Mt	0	--	
Class rooms	5	--	--	
Laboratories	6	--	--	
Seminar Halls	10	--	--	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	2	--	
Value of the equipment purchased during the year (Rs. in Lakhs)	2,534,604.00		--	2,534,604.00
Others (computer and accessories)	70	13	--	83

4.2 Computerization of administration and library

> Institution administration is indotech software managed by the software and library by LIBSYS Software

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
LIBSYS	Partially (College Edition)	LSease (Rel.5.0)	2005

4.3 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5732	1,10,99,742.00	129	4,61,883.00	5861	1,15,61,625.00
Reference Books	125	6,44,319.00			125	6,44,319.00
e-Books						
Journals	67	28,64,706.00	63	29,81,355.00	130	58,46,061.00
e-Journals	41	1,30,000.00	42	1,30,000.00	83	2,60,000.00
Digital Database						

CD & Video	51	10,200.00			51	10,200.00
Library automation	1	44,654.00			1	44,654.00
Weeding (Hard & Soft)						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	70	--	10 Mbps		01	47	23	--
Added	13	--	--	--	--	13	--	--
Total	70	--	10 Mbps		01	60	23	--

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

> **Nil**

4.6 Amount spent on maintenance in lakhs:

i) ICT   `1,556,790.00`

ii) Campus Infrastructure and facilities   `5,112,443.00`

iii) Equipments   `4,519,821.00`

iv) Others   `6,126,566.00`

Total :   **17,315,620.00**

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> IQAC along with student support committee regularly conducts meeting, where the information regarding the student support services will be informed to the students after friendly interacting with the students

5.2 Efforts made by the institution for tracking the progression

> Regular information regarding the tracking process will be given to the students and they are instructed to keep the institution office and alumni updated about their progression to higher education and placement details time to time.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
96	43	NIL	NIL

(b) No. of students outside the state

59 UG
28 PG

(c) No. of international students

14

Men
No	%
44	31.6

No	%
95	68.3
Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
107	25	7	1	--	140	98	35	5	1	--	139

Demand ratio --   Dropout % --

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

No. of students beneficiaries

-

> Coaching for MDS entrance examination

5.5 No. of students qualified in these examinations

NET | NA | SET/SLET | NA | GATE | NA | CAT | NA |

IAS/IPS etc | NA | State PSC | NA | UPSC | NA | Others | NA |

5.6 Details of student counselling and career guidance

> Institution students will be given training for career guidance through CEDEES coaching centre for the preparation of MDS entrance examination

No. of students benefitted

-

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NA	**NA**	**NA**	**NA**

5.8 Details of gender sensitization programme

We have a co-education giving equal importance to both male and females by giving them equal opportunities

5.9 Students Activities

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

State/ University level   -   National level   NIL   International level   ---

No. of students participated in cultural events

State/ University level   ---   National level   ---   International level   ---

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

Sports : State/ University level   -   National level   ---   International level   ---

Cultural: State/ University level   ---   National level   ---   International level   ---

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	**0**	**0**
Financial support from government	**15**	**12,99,299**
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

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

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

5.12   No. of social initiatives undertaken by the students

| - |

5.13 Major grievances of students (if any) redressed: _____nil_____

Criterion – VI
6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION

- Single window delivery of total oral health care needs

- Total quality management in service & education.

- To train general, specialised & allied professional

- Personnel to meet regional & national oral health care services.

- Work to contribute to global oral health care knowledge & skills.

- Be efficient, effective, community acceptable, in Service, Education & Research.

- To impart knowledge & interact with organisations of similar interest

- Fostering global competencies, inculcating value system among the learners

- Promote use of technology of relevance

- Reach the unreachable with Awareness, Education & Service

- Serve the Underserved

MISSION

- Learner centred dental education
- Patient Centred service
- Community oriented research
- Strong community relationship
- Serve the under served
- Meet the regional, national and global dental educational needs
- Inter organisational linkage
- Strategic future oriented planning
- Excellence in knowledge, skills and service
- Professionalism in management
- Open organisational climate

6.2 Does the Institution has a management Information System

> **YES**

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

6.3.1 Curriculum Development

Dean academics look into the effective implementation of the curriculum specified by the University. Implementing ICT and Computer based knowledge and planning to enhance need based courses/workshops in each department of the institute.

6.3.2 Teaching and Learning

Problem based learning and Case based learning were given due importance by each department. Academic calendar gave the road map for following the teaching schedule. Self - learning methodologies for students by making use of ICT was motivated. Continuous learning and evaluation methods for both UG and PG students were followed.

6.3.3 Examination and Evaluation

Dean examination will be the overall in-charge of conducting institutional and university examinations. Students learning ability was assessed by conducting periodic internal assessments in both theory and practical aspects. Students who were finding difficult to perform well in the assessments were concentrated to improve their performances.

6.3.4 Research and Development

Ethical committee scrutinizes the institutional research works to be carried out by the students. The students were sensitized for research work through CDEs. Faculties were encouraged to take up more research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Institutional library has almost all the standard textbooks required for UG and PG curriculum. Library has been upgraded with various new books and journal subscriptions. Helinet is available for both students and teaching faculties to assess the online published resources.

Institution has well equipped infrastructure for students both UGs and PGs in library with good studying environment.

6.3.6 Human Resource Management

Our institution has good number of required human resources for conducting academic activities and hospital management. The staffs are managed with good incentives for their efforts. Faculties are encouraged for enrolling in faculty empowerment programmes.

6.3.7 Faculty and Staff recruitment

Teaching Faculties and supportive staffs are recruited according to the DCI recommendations. Institution has good ratio of students –teacher ratio for both UG and PG teaching programme.

6.3.8 Industry Interaction / Collaboration

The industry interactions/collaborations were carried out during PG research projects.

6.3.9 Admission of Students

Good number of UG students and PG students got admitted in the current academic year through the government approved entrance exams and government sanctioned management quota. Students admitted to the institute were with good ranks in the entrance exams.

6.4 Welfare schemes for

Teaching	NIL
Non teaching	NIL
Students	Insurance coverage

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done   Yes ✔   No --

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	--		--	
Administrative	--		--	

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

For UG Programmes   Yes ✔   No --

For PG Programmes   Yes ✔   No --

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Identifying slow performers and conducting re-test for them to improve their performances.

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

NA

6.11 Activities and support from the Alumni Association

Alumini association has been supportive by giving positive feed-back for students' admission.

6.12 Activities and support from the Parent – Teacher Association

Parent –teacher association committee is formed by involving both teaching faculties and student's parents as members. Orientation programmes arranged for newly admitted students for UG training programme and along with those periodic review meetings were held to analyse the student's performances in the institution. Any grievances of the students were also received by the committee, if any.

6.13 Development programmes for support staff

Computer training programmes were planned for empowering the supporting staffs.

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

Plantation has been initiated to maintain greenery in the campus. Recycling of water has been prioritised.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.
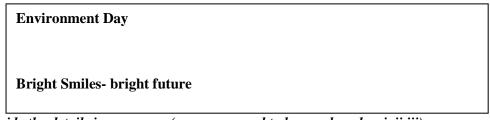
1) Inter departmental deliberations were conducted which in turn helped in treating special cases and complicated cases.

2) Online out patient recording system was introduced, this facilitated for smooth and effective functioning of the administrative system.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year
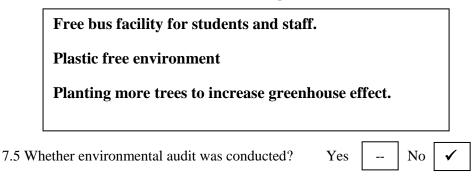
Plan of Action	Action Taken Report
1. To initiate help desk for patient convenience.	Help desk was introduced for patients convenience and guidance
2. To conduct inter departmental seminars.	Rare and Complicated Cases were discussed and managed
3. To introduce online outpatient recording system.	Online outpatient recording system has enabled in effective administrative system

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

Environment Day

Bright Smiles- bright future

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

7.4 Contribution to environmental awareness / protection

Free bus facility for students and staff.

Plastic free environment

Planting more trees to increase greenhouse effect.

7.5 Whether environmental audit was conducted?　　Yes　| -- |　No　| ✔ |

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

- Strength: University ranks, Research by UG students, Community reach programmes in rural population

- Weakness: Deficiency in day care center for working women
- Opportunities: To acquire higher ranking in NIRF, availability of disability friendly website, washroom, screen reading
- Challenges: Financial support to avail knowledge and skills for faculty (Fellowship programmes)

8. **Plans of institution for next year**

The following initiatives have been planned and summarized for the academic year 2015

An academic calendar is to be formed and various events like admissions, fee collections, lectures, examinations, holidays, and important events are added in the academic calendar to keep students, faculty, and staff reminded of key dates throughout the academic year. It can also be useful for prospective students, alumni, and parents as well.

To conduct continuing dental education programmes in all the specialities is planned

Community outreach programmes are planned in rural areas

College administration has planned to celebrate the completion of 25years of the college in the month of December.

Name Dr. Dhanya Kumar NM

CO-ORDINATOR
IQAC
COLLEGE OF DENTAL SCIENCES
DAVANGERE
Signature of the Coordinator, IQAC

Name: Dr. Vasundhara Shivanna

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