AQAR Dolphin (PG) Institute of Biomedical & Natural Sciences, Dehra Dun 248007 for the academic year (2012-13) (2nd year report after Accreditation in 2011)

1. **Kindly provide the details of the institution-**

a)	Name of Institution	Dolphin (PG) Institute of Biomedical and Natural Sciences **(AQAR 2012-13)**
b)	Year of the establishment of the Institution:	2002
c)	Address Line 1:	Manduwala, near Suddhowala
d)	Address Line 2:	Chakrata Road
e)	City/Town:	Dehra Dun
f)	State:	Uttarakhand
g)	Postal Code:	248 007
h)	Email Address:	mail@dolphininstitute.in

2. **NAAC Accreditation/ Reaccreditation Details-**

a)	Year of Accreditation/~~Reaccreditation:~~	2011
b)	Current Grade:	B
c)	CGPA:	2.81

3. **Institutional Status-**

Self-financed; rural

4. **Contact Person Details-**

a)	Name of Head of Institution:	Dr. Shailja Pant
b)	Contact Phone:	09568004565
c)	Email:	principal@dolphininstitute.in
d)	Website URL:	www.dolphininstitute.in
e)	Name of IQAC Co-ordinator	Dr. Shruti Sharma
f)	Email:	coordinatoriqac@dolphininstitute.in

SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number; 0 for nil)

a)	Undergraduate (BA/B.Sc./B.Com etc.)	03
b)	Post Graduate (MA/M.Sc./M.Com etc.)	09
c)	Research Programmes (M.Phil/P.hD)	03
d)	Certificate Programmes	01
e)	Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	05
f)	Other value added programmes	00
g)	Any other programme offered (Specify)	00

6. Details on Programme Development (Enter a number; 0 for nil)

a)	New programmes added during the year	00
b)	New programmes designed	01
c)	Programmes under revision	00
d)	Interdepartmental collaborative programmes	17
e)	Inter institutional collaborative programmes	01
f)	Number of review committee recommendations implemented (Total)	00
g)	Number of NAAC peer team recommendations implemented	05
h)	Number of UGC/any other expert committee recommendations implemented	0
i)	Number of review committee recommendation under implementation	0
j)	Number of NAAC peer team recommendations under implementation	04
k)	Number of UGC/ any other expert committee recommendations under implementation	0

7. Faculty Details (Enter a number; 0 for nil)

a)	Total faculty strength required as per norms for all programmes	84
b)	Total faculty on rolls	78
c)	Faculty added during the year	12
d)	Faculty positions vacant	00
e)	Faculty left during the year	07
f)	Total number of visiting faculty	06
g)	Total number of guest faculty	06

8. Qualification of Faculty

a)	Ph.D. and above	40
b)	M.Phil.	02
c)	Masters including MD/MS/ M.Sc.	37
d)	Any other (NET/SET)	19

9. Faculty qualification improvement

a)	Ph.D. awarded to existing faculty	02
b)	M.Phil. awarded to existing faculty	00
c)	Any other degree awarded to existing faculty (SET)	02

10. Administrative Staff Details (enter a number; 0 for nil)

a)	Administrative staff (total sanctioned)	100
b)	Administrative staff (Actual strength)	100
c)	Added during the year of reporting	07
d)	Left during the year	07
e)	Number of posts vacant	00

11. Technical Support Staff Details (enter a number; 0 for nil)

a)	Technical Support Staff (Total sanctioned strength)	16
b)	Technical Support Staff (Actual strength)	16
c)	Added during the year	02

d)	Left during the year	02
e)	Number of posts vacant	00

4.

SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details

	DD	MM	YYYY
Year of establishment of IQAC	09	05	2011

13. Composition of IQAC (Enter a number; 0 for nil)

a)	Number of IQAC members	20
b)	Number of Alumni in IQAC	02
c)	Number of Students in IQAC	02
d)	Number of Faculty in IQAC	09
e)	Number of Administrative Staff in IQAC	01
f)	Number of Technical Staff in IQAC	01
g)	Number of Management Representatives	01
h)	Number of External experts in IQAC	02
i)	Number of any other stakeholder and community representatives	02

14. IQAC Meetings

a)	Number of IQAC meetings held during the year	04

15. Whether Calendar of activities of IQAC formulated for the academic year

yes

16. IQAC Plans for Development (Enter a number; 0 for nil)

a)	Number of academic programmes proposed	00
b)	Number of value added programmes proposed	01
c)	Number of skill oriented programmes proposed	04
d)	Number of faculty competency and development programmes proposed	05
e)	Number of other staff development programmes proposed	03
f)	Number of student mentoring programmes proposed	04
g)	Number of co curricular activities proposed	36
h)	Number of inter departmental cooperative schemes proposed	01
i)	Number of community extension programmes proposed	04
j)	Any other programmes proposed (Specify)	03

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

a)	Number of academic programmes implemented	00
b)	Number of value added programmes implemented	01
c)	Number of skill oriented programmes implemented	04
d)	Number of faculty competency and development programmes implemented	05

e)	Number of other staff development programmes implemented	03
f)	Number of student mentoring programmes implemented	04
g)	Number of co curricular activities implemented	36
h)	Number of inter departmental cooperative programs implemented	01
i)	Number of community extension programmes implemented	04
j)	Any other programmes suggested that are implemented (specify)	03

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

a)	Number of seminars/ conferences/ workshops organized by IQAC within the institution	01
b)	Number of participants from the institution	74
c)	Number of participants from outside	00
d)	Number of external experts invited	00
e)	Number of external conferences/seminars/ workshops on institutional quality attended	00
f)	Number of events conducted with IQACs of other institutions as collaborative programs	00

19. Did IQAC receive any funding from UGC during the year?

Yes

✓ No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC -(Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

a)	Amount Received from UGC	00
b)	Amount Received from any other source including the college management	00

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

- Introduction of add-on courses on Academia industry interaction.
- Introduction of coaching of selected PG students for NET entrance exam.
- Evaluation of SWOT analysis undertaken.
- Carrier counseling of students for better placements.
- Monitoring of remedial classes.
- Implementation of incentives to faculty for publication of research papers, books during academic session 2011-12.
- Linkages with CAP have been strengthened in the form of formulation of a joint research project, which has been submitted for funding to DST, New Delhi.
- Conduction of Inter collegiate basket ball tournament on behalf of affiliating university.

SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

a)	Number of new academic programs developed or designed by faculty	00
b)	Number of faculty members involved in curriculum restructuring/revision/syllabus development	00
c)	Number of programmes in which evaluation process reformation taken up and implemented	02 (Zoology & Biotechnology)
d)	Number of active teaching days during the current academic year	234
e)	Average percentage of attendance of students	80
f)	Percentage of classes engaged by guest faculty and temporary teachers	2.00

g)	Number of self financed programmes offered	17
h)	Number of aided programmes offered	00
i)	Number of programmes discontinued during the year	01

23. Whether any systematic student feedback mechanism is in place?

Yes

24. Feedback Details (If answer to Question 20 is yes)

Percentage of courses where student feedback is taken	100%

25. Is feedback for improvement provided to the faculty?

Yes

26. Faculty Research, Projects, and Publication details for the year

1)	Number of major research projects undertaken during the year	00
2)	Number of minor research projects undertaken during the year	05
3)	Number of major ongoing projects	00
4)	Number of minor ongoing projects	05
5)	Number of major projects completed	00
6)	Number of minor projects completed	01
7)	Number of major project proposals submitted for external funding	01
8)	Number of minor project proposals submitted for external funding	04
9)	Number of research publications in peer reviewed journals	31
10)	Number of research publications in international peer reviewed journals	20
11)	Number of research publications in national peer reviewed journals	11
12)	Number of research papers accepted	03

	for publication in international peer reviewed journals	
13)	Number of research papers accepted for publication in national peer reviewed journals	01
14)	Average of impact factor of publications reported	1.6
15)	Number of books published	14
16)	Number of edited books published	01
17)	Number of books (single authored) published	03
18)	Number of books (coauthored) published	10
19)	Numbers of conferences attended by faculty	29
20)	Number of international conferences attended	10
21)	Number of national conferences attended	19
22)	Number of papers presented in conferences	15
23)	Number of papers presented in international conferences	09
24)	Number of papers presented in national conferences	06
25)	Number of conferences organized by the institution	06
26)	Number of faculty acted as experts resource persons	10
27)	Number of faculty acted as experts resource persons - international	00
28)	Number of faculty acted as experts resource persons- national	10
29)	Number of collaborations with international institutions	00
30)	Number of collaborations with national institutions	02
31)	Number of linkages created during the year	00
32)	Total budget for research for current year as a percentage of total institution budget	03%
33)	Amount of external research funding received in the year	**10.30 lac**
34)	Number of patents received in the year	00

35)	Number of patents applied for in the year	00
36)	Number of research awards/ recognitions received by faculty and research fellows of the institute in the year	02
37)	Number of PhDs awarded during the year	02
38)	Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities	5.8

SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

a)	The total intake of students for various courses (Sanctioned)	688
b)	Actual enrollment during the year	508
c)	Student dropout percentage during the year	2
d)	Success percentage in the final examination across the courses	94.56
e)	Number of academic distinctions in the final examination and percentage	27 7
f)	Number of students who got admitted to institutions of national importance	20
g)	Number of students admitted to institutions abroad	00
h)	Number of students qualified in UGC NET/ SET	03
i)	Number of students qualified GATE/ CAT/ other	00

	examination (Specify)	

28. Does student support mechanism exist for coaching for competitive examinations?

Yes

29. Student participation, if response is yes to Qn. 28

a)	Number of students participated	38

30. Does student counseling and guidance service exist?

Yes

31. Student participation, if answer to Qn. 30 is yes

Number of students participated	237

32. Career Guidance Placement Cell

a)	Number of career guidance programmes organized	22
b)	Percentage of students participated in career guidance programmes	73

33. Is there provision for campus placement?

Yes

34. If yes to Qn. 33

a)	Number of students participated in campus selection programmes	161
b)	Number of students selected for placement during the	116

	year	

35. Does gender sensitization program exist?

Yes

36. If Answer is Yes to Qn 34

Number of programmes organized	03

37. Student activities

a)	Number of students participated in external cultural events	04
b)	Number of prizes won by students in external cultural events	00
c)	Number of cultural events conducted by the institute for the students	18
d)	Number of students participated in international sports and games events	00
e)	Number of students participated in national level sports and games events	00
f)	Number of students participated in state level sports and games events	02
g)	Number of students participated in university level sports and games events	49
h)	Number of prizes won by students in international sports and games events	00
i)	Number of prizes won by students in national level sports and games events	00
j)	Number of prizes won by students in state level sports and games events	00
k)	Number of prizes won by students in university level sports and games events	01
l)	Number of sports and games events conducted by the institute for the students	28

38. Composition of students

a)	Percentage of Scheduled Caste	3
b)	Percentage of Scheduled Tribe	23
c)	Percentage of other backward communities	13
d)	Percentage of women students	39
e)	Percentage of physically challenged	0
f)	Percentage of rural students	28
g)	Percentage of urban students	72

39. Scholarships and Financial Support

a)	Number of students availing financial support from the institution	11
b)	Amount disbursed as financial support from the institution	789,400.00
c)	Number of students awarded scholarship from the institution	48
d)	Number of students received notable national/ international achievements/ recognition	00

40. Student initiatives

a)	Number of community upliftment programmes initiated by students	03
b)	Number of literary programmes initiated by students	02
c)	Number of social action initiatives based on science / environment initiated by students	02
d)	Number of student research initiatives	00

SECTION V

This section surveys the Governance and Innovation at the institution related to quality

management. The educational management strategies adopted and in practice for achieving the objectives are focused.

41. Whether perspective plan for overall developmental activities is created

- Yes *
- No

42. If the answer for Qn. 41 is Yes, is the plan implemented and monitored ?

- Yes
- No

43. Whether benchmarking is created for institutional quality management efforts?

- ✓ Yes
- No

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format.

- To establish NCC in college.
- To make Parent Teacher Association.
- To generate funds from national funding agency for more research projects
- Research consultancies.
- To increase quality placements of students.
- To increase the students participation in Inter-collegiate University sports
- To begin students participation in the Inter-collegiate University cultural programme

45. Is a Management Information System (MIS) in place?

- Yes
- No

46. If answer to question 45 is Yes, please provide details of MIS applied to
(Enter the respective details corresponding to the serial numbers)

1. The Director is fully empowered to manage the day to day administration of the institute like infrastructure development, maintenance of building, hostels, transport, library etc. All admin staff is under the control of the Director who leads the team comprising of the Chief, Sr. and Administrative officer and other administrative staff.

There is a separate accounts department comprising two Account Officers and is chaired by the Principal of the institute. The Chairman has the overall responsibility of financial

coordination, allocation of budget and drawing of the funds. Accounts are regularly audited by an auditor and the financial system is fully computerized.

2. The students are selected on the basis of interview (20% weightage) and 80% weightage for Percentage in last qualifying exam. Admissions are made as per the affiliating University norms.

3. Students record are primarily maintained with their respective departments in the form of individual personal files containing their academic certificate as well as TC/ migration, etc, besides their personal, socioeconomic and residential verified details. The examination cell maintains their University forms etc. Director also maintains summary of their personal and residential details for the purpose of furnishing the same to the State Govt., as and when required.

4. The students under semester system are assessed through evaluation process comprising 02 Sessional tests of 20% marks each, remaining 60% marks are granted through the University semester examination. Additionally regular assessment is carried out through seminar presentations, practical demonstrations, case reports, various assignments and projects which are added in their practical. The marks obtained by the students in Sessional are sent confidentially to the University. Evaluation papers for sessional are designed by faculty members as per the university pattern. The schedule for Sessional etc for a semester is distributed to each student and the faculty at the beginning of the semester.

For annual system courses 30% of the theory marks are awarded on the basis of 03 internal assessments of 10% each. Date sheet for class tests and the pre university exams is prepared in advance by the examination cell of the institute on the pattern of university exam. This is printed and communicated to the students and all concerned institutional members. The marks obtained by the students in class tests are individually discussed with them in their classrooms and are also intimated to their parents with the bimonthly progress report.

The affiliating University conducts the final exam for the patterns.

5. A research committee comprising following four members undertook the function of monitoring the research work in the institute under the overall umbrella of the IQAC during the academic session.

Composition of Committee
1. Dr. Arun Kumar- Director, Chairperson
2. Dr. Sas Biswas, Member
3. Dr. Sovan Bagchi, Member
4. Dr. Seema Rawat, Member Secretary

The committee primary functioned to guide the young faculty in preparing research proposals

and to evaluate the quality of research publications/conference presentations made by the faculty and students of the institute. Consequently the faculties of the institute were sanctioned five externally funded research projects by various State Govt. Agencies during the year 2012-13.

The committee meets at least once every quarter, wherein it monitors the progress of the research projects undergoing in the institute and also discusses the same in the meeting of the IQAC.

6. The academic session is conducted in accordance with the academic calendar, which is prepared by the Principal in coordination with Academic Coordinator, HODs, DSWC, Controller of Examinations and Sports Officer.

The day to day teaching is monitored by the Principal who is duly assisted by an Academic Coordinator.

The academic activities are conducted in tiers, the first is the subject faculty who plans his/her schedule as per the academic calendar and conveys it the class. Each subject faculty maintains a 'Teachers Diary' in which all academic activities are recorded on daily basis. Next is the Class Coordinator, who primarily functions as the Mentor and also liaisons with the parents/ guardians of his/ her class students to apprise them with their academic progress. The functioning of both preceding faculty are coordinated by respective HODs, who in turn reports to the Principal.

The Management holds a monthly review meeting with the entire faculty where in the progress of teaching in every class is monitored as per the provided time table and syllabus.

Overall working of the institute is supported by a number of committee's which look into different aspects of the functioning within the institute as per IQAC guide lines.

47. Existence of learning resource management

Yes

No

a)	e-database in library	yes	
b)	ICT and smartclass room	yes	
c)	e-learning sources (e- Books, e-Journals)	yes	
d)	Production of teaching modules	yes	
e)	Interactive learning facilities	yes	

48. Internal resource mobilization: Kindly provide the amount contributed

a)	Research	503100	

b)	Consultancy and training	661400
c)	Student contribution	00
d)	Alumni contribution	00
e)	Well wishers	00

49. Infrastructure and welfare spending: Please specify the amount

a)	Amount spent for infrastructure development	2884900.00
b)	Amount spent for student welfare	336000.00
c)	Amount spent for staff welfare	634895.00

50. Is delegation of authority practiced?

- Yes

- No

51. Does grievance redressal cell exist?

Yes

No

Faculty	yes	
Students	yes	
Staff	yes	

52. Grievances received from faculty and resolved (Enter a number; 0 for nil) ?

Number of grievances received	04
Number of grievances resolved	04

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of grievances received	07
Number of grievances resolved	07

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received	03
Number of grievances resolved	03

55. Has the institution conducted any SWOT analysis during the year ?

- Yes*

- No

56. The SWOT analysis was done by internal or by external agency?

- Internal*

- External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)?

> - Offering well focused programme in biosciences.
> - Induction of add-on certificate course for enhanced academia-industry interaction.
> - Approval under section 2f of UGC act.

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format) ?

> - Lack of international linkages.
> - Non availability of staff quarters.
> - Further strengthening of collaborative activities with industry.

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

> - To further enhance the research activities in the form of major funded research projects.
> - Increased participation of students in sports activities.

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

> - To acquire the status of Research Centre.
> - To organize more hands-on-trainings and workshops.

61. Identify any significant progress made by the institution towards achieving the goals and objectives during the year (list below in bullet format)

> - Registration of alumni association.
> - Listing of the institute under section 2f of UGC Act. 1956
> - Introduction of add-on certificate course for academia-industry interaction.
> - Holding of Inter-collegiate boys and girls basket ball championship on behalf of the affiliating university.
> - Participation of our students in the above championship and the selection of 02 college girls in Affiliating University basketball girls team.

62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below?)

> - The appraisal by the peer team of NAAC is the guiding force to the IQAC to set the targets for the development of the institution.

* *

CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.