

Academic year 2018-19

Office of the IQAC
DOLPHIN (PG) INSTITUTE OF BIOMEDICAL AND NATURAL SCIENCES,
MANDUWALA, DEHRADUN

IQAC/DIBNS/10.05/2018-19/01

7th July 2018


Circular

Meeting of the IQAC members shall be held on 16th July 2018 at 11 A.M. at Old Conference Hall. All members are requested to attend the meeting.

Agenda:

1. Academic Calendar
2. Time tables
3. Feedback from the students
4. Parents to be connected through ERP

CC: For circulation to all concerned


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Office of the IQAC
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MANDUWALA, DEHRADUN

IQAC/10.01/2018-19/01

Dated: 20th July, 2018

Minutes of the IQAC Meeting

Date : 16th July, 2018
Time : 11.00 A.M.
Location : DIBNS Old Conference Hall
Members Present :

S No Name

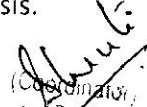
1. Dr. Shailja Pant
2. Dr. Arun Kumar
3. Mr. Sunil Kaul
4. Mr. V K Nagpal
5. Mr. Chanchal Goel
6. Mr. Vipul Garg
7. Dr. ArchanaVaishnav
8. Dr. C S Pandey
9. Dr Deepak Kumar
10. Dr. Beena Joshi Bhatt
11. Dr. Sandeep Ahuja
12. Mr. Sanjay Sikharia
13. Mr. Pradeep yadav
14. Dr. Dinesh Singh
15. Dr. Neeraj Kumar
16. Ms. Ankita Belwal
17. Dr. Shruti Sharma

A meeting of members of IQAC was convened to discuss about the beginning of the new academic session 2018-19. The following is the brief summary that highlights the major issues discussed and agreed upon for action during the meeting.

Summary:

1. Welcome speech by chairperson.
2. Academic calendar for the forthcoming session was approved.
3. The time tables of all the classes for the new academic session were approved.
4. The committee unanimously agreed that the feedback from the students should be taken through ERP, a step taken to reduce the use of paper.
5. The members felt that the parents in large number were still not connected through ERP; hence it was decided to inform and update them through sms on a regular basis.

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IQAC/DIBNS/10.01 /2018-19/01

Dated: 27/07/2018

ATR of the decisions taken in IQAC meeting held on 20/07/2018

S. No.	Point raised	Action Taken
1	Review of Academic Calendar & Timetables.	Academic Calendar & Timetables were approved.
2	Feedback on ERP to be started.	IT Cell was conveyed the same and were asked to prepare the module so that henceforth feedback from the students is taken through ERP.
3	SMS to parents on a regular basis to keep them updated.	IT Cell was given the responsibility to carry out the same. The message to be sent shall be given by Principal Office.

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16 July 2018.



Attendance Sheet of 10th members present
in the meeting held on 16th July 2018.

- 1 Dr. Shailja Pant
- 2 Dr. Arun Kumar
- 3 Mr. V.K. Nagpal
- 4 Mr. Sunil Kaul
- 5 Mr. Chanchal Goch
- 6 Mr. Vipul Garg
- 7 Dr. C.S. Pandey
- 8 Dr. Archana Vaishnav.
- 9 Dr. Beena T. Bhatt
- 10 Dr. Deepak Kumar
- 11 Dr. Sandeep Ahuja
- 12 Mr. Sanjay Sikaria
- 13 Mr. Pradeep Yadav
- 14 Dr. Dinesh Singh
- 15 Dr. Neeraj Kumar
- 16 Ms. Ankita Belwal
- 17 Dr. Shweta Sharma

Shailja Pant

Sunil Kaul

Vipul Garg

C.S. Pandey

Archana Vaishnav

Beena

Deepak Kumar

Sandeep Ahuja

Sanjay Sikaria

Pradeep

Dinesh

Neeraj

Ankita

Shweta

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IQAC/DIBNS/10.05/2018-19/02

1st Nov., 2018


Circular

Meeting of the IQAC members shall be held on 5th Nov., 2018 at 3 P.M. at Old Conference Hall. All members are requested to attend the meeting.

Agenda:

1. Feedback from the students
2. Alumni registration
3. Add on Courses
4. BOS of Add on Courses

CC: For circulation to all concerned


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IQAC/DIBNS/10.01 /2018-19/02

Dated: 09th Nov., 2018

Minutes of the IQAC Meeting

Date : 05th Nov., 2018
Time : 03:00 P.M.
Location : DIBNS Old Conference Hall

Members Present :

1. Dr. Shailja Pant
2. Dr. Arun Kumar
3. Mr. Sunil Kaul
4. Mr. V K Nagpal
5. Mr. Chanchal Goel
6. Mr. Vipul Garg
7. Dr. Sanjay Kumar Agrawal
8. Dr. Deptee Warikoo
9. Dr. Sandhya Goswami
10. Dr. C S Pandey
11. Dr. Deepak Kumar
12. Dr. Beena Joshi Bhatt
13. Dr. Sandeep Ahuja
14. Mr. Pradeep Yadav
15. Mrs. Padma Gupta
16. Dr. Dinesh Singh
17. Dr. Neeraj Kumar
18. Mr. Rakesh Chaudhary
19. Dr. Shruti Sharma


A meeting of IQAC was convened at 03:00 p.m. on Nov., 05th 2018 to review the running of the current odd semester.

The following is the brief summary that highlights the major issues discussed and agreed upon for action during the meeting.

Summary:

1. Welcome address by Chairperson.
2. The feedback taken from students was reviewed and corrective action based upon it was communicated to the concerned faculty by the Principal.
3. To increase the number of registration of alumni, it was proposed to make the Registration Form available on the home page of our website.
4. New certificate courses to begin in the Dept. of Biotechnology and Chemistry and Pharmaceutical Chemistry.
5. In order to regularize the certificate courses, it was proposed to get them approved from the BOS with external subject experts.

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IQAC/DIBNS/10.01 /2018-19/02

Dated: 12th Nov. 2018

ATR of the decisions taken in IQAC meeting held on 05/11/2018

S. No.	Point raised	Action Taken
1	Review of feedback from the students.	The corrective action was conveyed to the concerned faculty by the Principal.
2	Online Registration Form for the Alumni	The IT Cell was given the instructions along with the format of Online Registration Form for the Alumni to be uploaded on Institute's Website.
3	New add-on courses	The Heads of the Depts. Of Biotechnology, Chemistry and Pharmaceutical Chemistry were assigned the task to prepare a module of 30 hours in consultation with the faculty of their dept. for the students.
4	Approval of add on courses from the BOS	The Heads were suggested to get the curriculum approved from the BOS for ensuring the quality.

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5th Nov. 2018.

Attendance Sheet of IOAE members present
in the meeting on 5th Nov. 2018.

- | | | |
|----|-----------------------|--------------|
| 1 | Dr. Shailja Pant | Shailja Pant |
| 2 | Dr. Arun Kumar | |
| 3 | Mr. Sunil Kaul | Sunil |
| 4 | Mr. V.K. Nappal | V.K. Nappal |
| 5 | Mr. Chandra Goch | Chandra |
| 6 | Mr. Vipul Garg | Vipul |
| 7 | Dr. Sanjay K. Agarwal | Sanjay |
| 8 | Dr. Deepti Wairkoo | Deepti |
| 9 | Dr. Sandhya Gurusami | Sandhya |
| 10 | Dr. C.S. Pandey | C.S. Pandey |
| 11 | Dr. Deepak Kumar | Deepak |
| 12 | Dr. Beena J. Bhatt | Beena |
| 13 | Dr. Sandeep Ahuja | Sandeep |
| 14 | Mr. Pradeep Yadav. | Pradeep |
| 15 | Mrs. Padma Gupta | Padma |
| 16 | Dr. Dinesh Singh | Dinesh |
| 17 | Dr. Neeraj Kumar | Neeraj |
| 18 | Mr. Rakesh Choudhary | Rakesh |
| 19 | Dr. Shanti Sharma | Shanti |

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IQAC/DIBNS/10.05/2018-19/03

2nd Jan., 2019


Circular

Meeting of the IQAC members shall be held on 7th Jan., 2019 at 3 P.M. at Old Conference Hall. All members are requested to attend the meeting.

Agenda:

1. AAA
2. Feedback from stakeholders
3. FDP
4. PDP
5. Staff Development Programme

CC: For circulation to all concerned


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IQAC/DIBNS/10.01 /2018-19/03

Dated: 10th Jan., 2019

Minutes of the IQAC Meeting

Date : 07th Jan., 2019
Time : 03:00 PM
Location : DIBNS Old Conference Hall
Members Present :

S No Name


1. Dr. Shailja Pant
2. Dr. Arun Kumar
3. Mr. Sunil Kaul
4. Mr. V K Nagpal
5. Dr. ChanchalGoel
6. Dr. Archana.Vaishnav
7. Dr. Sanjay Kumar Agrawal
8. Dr. Deptee Warikoo
9. Dr. SandhyaGoswami
10. Dr. C S Pandey
11. Dr. Deepak Kumar
12. Dr. Sandeep Ahuja
13. Mr. PradeepYadav
14. Ms. Padma Gupta
15. Dr. Dinesh Singh
16. Dr. Neeraj Kumar
17. Ms. Ankita Belwal
18. Dr. Shruti Sharma

A meeting of IQAC was convened to discuss about the beginning of the even semester of the current academic session. The following is the brief summary that highlights the major issues discussed and agreed upon for action during the meeting.

Summary:

1. Welcome address by Chairperson.
2. In order to maintain the quality of the teaching learning process and also for fulfilling our responsibility towards our stakeholders, it was proposed to start Academic Administrative Audit.
3. It was proposed that the process of taking feedback from the employers, parents and alumni be updated.
4. A proposal was put in that the faculty needs to be motivated for attending FDP.
5. Proposal was given to have Personality Development Programmes for the students on a regular basis.
6. Proposal was also given to have Staff Training regularly to make them professional.

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IQAC/DIBNS/10.01 /2018-19/03

Dated: 13th Jan. 2019

ATR of the decisions taken in IQAC meeting held on 07/01/2019

S. No.	Point raised	Action Taken
1	Academic Administrative Audit to begin	An internal committee shall be formed to carry out the same.
2	Feedback from stakeholders	The system of taking feedback need to be strengthened so the format and the process is to be updated in consultation with IT Cell by IQAC.
3	Attending FDP	Circular to be issued from Principal Office from time to time to encourage faculty to attend FDP.
4	PDP for the students	Additional Director and Joint Director were assigned the responsibility to arrange the same for the students on a regular basis.
5	Staff Training Programme	Additional Director and Joint Director were assigned the responsibility to arrange the same on a regular basis.

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7/1/19.

Attendance sheet of IQAC members
present in the meeting held on 7th Jan'19

- 1 Dr. Shailja Pant
- 2 Dr. Arun Kumar
- 3 Mr. Sunil Kaul
- 4 Mr. U.K. Nagpal
- 5 Mr. Chanchal Goel
- 6 Dr. Archana Vaishnav
- 7 Dr. Sanjay K. Agarwal
- 8 Dr. Deeptha Warikar
- 9 Dr. Sandhya Goswami
- 10 Dr. C.S. Pandey
- 11 Dr. Deepak Kumar
- 12 Dr. Sandeep Ahuja
- 13 Mr. Pradeep Yadav
- 14 Mrs. Radha Gupta
- 15 Dr. Dinesh ~~Gupta~~ Singh
- 16 Dr. Neeraj Kumar
- 17 Ms. Ankita Belwal
- 18 Dr. Shweta Sharma

Shailja Pant

Arun

Sunil

U.K. Nagpal

Chanchal

Archana

Sanjay

Deeptha

Sandhya

C.S. Pandey

Deepak

Sandeep

Pradeep

Radha

Dinesh

Neeraj

Ankita

Shweta

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IQAC/DIBNS/10.05/2018-19/04

29th Mar., 2019


Circular

Meeting of the IQAC members shall be held on 3rd April, 2019 at 11 A.M. at Old Conference Hall. All members are requested to attend the meeting.

Agenda:

1. Review of Feedback
2. Guest Lectures
3. Study Material
4. Single window system

CC: For circulation to all concerned


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IQAC/DIBNS/10.01 /2018-19/04

Dated: 6th April, 2019

Minutes of the IQAC Meeting

Date : 3rd April, 2019
Time : 11.00 A.M.
Location : DIBNS Old Conference Hall
Members Present :

1. Dr. Shailja Pant
2. Dr. Arun Kumar
3. Mr. Sunil Kaul
4. Mr. V K Nagpal
5. Mr. Vipul Garg
6. Dr. Archana Vaishnav
7. Dr. Sanjay Kumar Agrawal
8. Dr. Deptee Warikoo
9. Dr. Sandhya Goswami
10. Dr. C S Pandey
11. Dr. Deepak Kumar
12. Dr. Beena Joshi Bhatt
13. Dr. Sandeep Ahuja
14. Mr. Pradeep Yadav
15. Mrs. Padma Gupta
16. Dr. Dinesh Singh
17. Dr. Neeraj Kumar
18. Mr. Rakesh Chaudhary
19. Dr. Shruti Sharma

A meeting of IQAC was convened to discuss about the progress of the even academic session 2018-19. The following is the brief summary that highlights the major issues discussed and agreed upon for action during the meeting.

Summary:

1. Welcome address by Chairperson.
2. The feedback taken from students was reviewed and corrective action based upon it was communicated to the concerned faculty.
3. To improve the quality of Guest Lectures, it was proposed to monitor the names of the speakers and preference to be given to eminent speakers.
4. It was also proposed that study material shall be uploaded by all the faculty in the ERP.
5. In order to facilitate the alumni/ parents or guardians of the alumni, it was proposed to start a single window for them

Cc: For circulation to all concerned.


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IQAC/DIBNS/10.01 /2018-19/04

Dated: 9th April, 2019

ATR of the decisions taken in IQAC meeting on 03/04/2019

S. No.	Point raised	Action Taken
1	Review of feedback	The Principal communicated the corrective action to the concerned faculty.
2	Guest Lectures	The HOD/ Concerned faculty to take approval from the Principal before inviting experts for delivering guest lectures. This is necessary to maintain the quality of the lectures.
3	Study material to be uploaded	The subject faculty to do the same with the assistance of IT Cell.
4	Single window system for alumni	The IT Cell in consultation with the ERP team to prepare the module.

Cc: For circulation to all concerned.


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dical and Natural Sciences,
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3/4/19.

Attendance Sheet of ICARE members
present in the meeting held on 3/4/19.

- | | | |
|----|-----------------------|------------------------------|
| 1 | Dr. Shailja Pant | Shailja Pant |
| 2 | Dr. Arun Kumar | Arun Kumar |
| 3 | Mr. V.K. Nagpal | V.K. Nagpal |
| 4 | Mr. Sunil Kaul | Sunil Kaul |
| 5 | Mr. Vipul Gang | Vipul Gang |
| 6 | Dr. Ashwina Varshnav | Ashwina Varshnav |
| 7 | Dr. Sanjay K. Agarwal | Sanjay K. Agarwal |
| 8 | Dr. Deepti Warikar | Deepti Warikar |
| 9 | Dr. Sandhya Gownani | Sandhya Gownani |
| 10 | Dr. C.S. Pandey | C.S. Pandey |
| 11 | Dr. Deepak Kumar | Deepak Kumar |
| 12 | Dr. Beena J. Bhatt | Beena J. Bhatt |
| 13 | Dr. Sudeep Ahuja | Sudeep Ahuja |
| 14 | Mr. Pradeep Yadav | Pradeep Yadav |
| 15 | Mrs. Padma Gupta | Padma Gupta |
| 16 | Dr. Divesh Singh | Divesh Singh |
| 17 | Dr. Neeraj Kumar | Neeraj Kumar |
| 18 | Mr. Rakesh Chaudhary | Rakesh Chaudhary |
| 19 | Dr. Shweta Sharma | Shweta Sharma |