

Guidelines for the Creation of the
Internal Quality Assurance Cell (IQAC)
and Submission of Annual Quality Assurance
Report (AQAR) in Accredited Institutions
(Revised in October 2013)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

NAAC

VISION

To make quality the defining element of higher education in India through a combination of self and external quality evaluation, promotion and sustenance initiatives.

MISSION

- ☞ To arrange for periodic assessment and accreditation of institutions of higher education or units thereof, or specific academic programmes or projects;*
- ☞ To stimulate the academic environment for promotion of quality of teaching-learning and research in higher education institutions;*
- ☞ To encourage self-evaluation, accountability, autonomy and innovations in higher education;*
- ☞ To undertake quality-related research studies, consultancy and training programmes, and*
- ☞ To collaborate with other stakeholders of higher education for quality evaluation, promotion and sustenance.*

Value Framework

To promote the following core values among the HEIs of the country:

- Contributing to National Development*
- Fostering Global Competencies among Students*
- Inculcating a Value System among Students*
- Promoting the Use of Technology*
- Quest for Excellence*

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Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

Introduction

In pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institutions of higher education, the National Assessment and Accreditation Council (NAAC), Bangalore proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of the institution's system and work towards realisation of the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the overall performance of institutions. For this, during the post-accreditation period, it will channelize all efforts and measures of the institution towards promoting its holistic academic excellence.

The guidelines provided in the following pages will guide and facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards internalization and institutionalization of quality enhancement initiatives. Its success depends upon the sense of belongingness and participation it can inculcate in all the constituents of the institution. It will not be yet another hierarchical structure or a record-keeping exercise in the institution. It will be a facilitative and participative voluntary system/unit/organ of the institution. It has the potential to become a vehicle for ushering in quality enhancement by working out planned interventionist strategies to remove deficiencies and enhance quality like the "Quality Circles" in industries.

Objective

The primary aim of IQAC is

- To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

Strategies

IQAC shall evolve mechanisms and procedures for

- a) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;

- b) The relevance and quality of academic and research programmes;
- c) Equitable access to and affordability of academic programmes for various sections of society;
- d) Optimization and integration of modern methods of teaching and learning;
- e) The credibility of evaluation procedures;
- f) Ensuring the adequacy, maintenance and proper allocation of support structure and services;
- g) Sharing of research findings and networking with other institutions in India and abroad.

Functions

Some of the functions expected of the IQAC are:

- a) Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution;
- b) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- c) Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters of higher education;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Development of Quality Culture in the institution;
- j) Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

Benefits

IQAC will facilitate / contribute

- a) Ensure heightened level of clarity and focus in institutional functioning towards quality enhancement;
- b) Ensure internalization of the quality culture;
- b) Ensure enhancement and coordination among various activities of the institution and institutionalize all good practices;
- c) Provide a sound basis for decision-making to improve institutional functioning;

- d) Act as a dynamic system for quality changes in HEIs;
- e) Build an organised methodology of documentation and internal communication.

Composition of the IQAC

IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

The composition of the IQAC may be as follows:

1. Chairperson: Head of the Institution
2. A few senior administrative officers
3. Three to eight teachers
4. One member from the Management
5. One/two nominees from local society, Students and Alumni
6. One/two nominees from Employers /Industrialists/stakeholders
7. One of the senior teachers as the coordinator/Director of the IQAC

The composition of the IQAC will depend on the size and complexity of the institution. It helps the institutions in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality sustenance activities.

The membership of such nominated members shall be for a period of two years. The IQAC should meet at least once in every quarter. The quorum for the meeting shall be two-third of the total number of members. The agenda, minutes and Action Taken Reports are to be documented with official signatures and maintained electronically in a retrievable format.

It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time for working out the procedural details. While selecting these members several precautions need to be taken. A few of them are listed below:

- ♦ It is advisable to choose persons from various backgrounds who have earned respect for integrity and excellence in their teaching and research. Moreover, they should be aware of the ground realities of the institutional environment. They should be known for their commitment to improving the quality of teaching and learning.
- ♦ It would be appropriate to choose as senior administrators, persons in charge of institutional services such as library, computer center, estate, student welfare, administration, academic tasks, examination and planning and development.

- ▶ The management representative should be a person who is aware of the institution's objectives, limitations and strengths and is committed to its improvement. The local society representatives should be of high social standing and should have made significant contributions to society and in particular to education.

The role of coordinator

The role of the coordinator of the IQAC is crucial in ensuring the effective functioning of all the members. The coordinator of the IQAC may be a senior person with expertise in quality aspects. She/he may be a full-time functionary or, to start with, she/he may be a senior academic /administrator entrusted with the IQAC as an additional responsibility. Secretarial assistance may be facilitated by the administration. It is preferable that the coordinator may have sound knowledge about the computer, its various functions and usage for effective communication.

Operational Features of the IQAC

Quality assurance is a by-product of ongoing efforts to define the objectives of an institution, to have a work plan to achieve them and to specify the checks and balances to evaluate the degree to which each of the tasks is fulfilled. Hence devotion and commitment to improvement rather than mere institutional control is the basis for devising procedures and instruments for assuring quality. The right balance between the health and growth of an institution needs to be struck. The IQAC has to ensure that whatever is done in the institution for "education" is done efficiently and effectively with high standards. In order to do this, the IQAC will have to first establish procedures and modalities to collect data and information on various aspects of institutional functioning.

The coordinator of the IQAC and the secretary will have a major role in implementing these functions. The IQAC may derive major support from the already existing units and mechanisms that contribute to the functions listed above. The operational features and functions discussed so far are broad-based to facilitate institutions towards academic excellence and institutions may adapt them to their specific needs.

Monitoring Mechanism

The institutions need to submit yearly the Annual Quality Assurance Report (AQAR) to NAAC. A functional Internal Quality Assurance Cell (IQAC) and timely submission of Annual Quality Assurance Reports (AQARs) are the Minimum Institutional Requirements (MIR) to volunteer for second, third or subsequent cycle's accreditation. During the institutional visit the NAAC peer teams will interact with the IQACs to know the progress, functioning as well quality sustenance initiatives undertaken by them.

The Annual Quality Assurance Reports (AQAR) may be the part of the Annual Report. The AQAR shall be approved by the statutory bodies of the HEIs (such as Syndicate, Governing Council/Board) for the follow up action for necessary quality enhancement measures.

The Higher Education Institutions (HEI) shall submit the AQAR regularly to NAAC. The IQACs may create its exclusive window on its institutional website and regularly upload/ report on its activities, as well as for hosting the AQAR.

The NAAC Accredited institutions need to submit only the soft copy as word file (.doc/.docx) through e-mail (capuaqar@gmail.com). The file name needs to be submitted with Track ID of the institution and College Name. For example MHCOGN16601-Samudra Arts and Science College, Taliamegu-Maharashtra.doc or EC_32_A&A_143 dated 3-5-2004-Samudra Arts and Science College, Taliamegu-Maharashtra.doc. The Higher Education Institutions need not submit the printed/hard copy to NAAC. The acknowledgements would be sent to the institutions through e-mail.

Mandatory Submission of AQAR by IQAC

So far submission of AQARs was not a Mandatory requirement for Institutions applying to NAAC 2nd and subsequent cycles of Assessment and Accreditation (A&A). It has now been decided by the Executive committee of NAAC that **regular submission of AQARs should be made mandatory for 2nd and subsequent cycles of accreditation.**

In view of the decision of **Executive Committee of NAAC** the following will be the pre-requisites for submission of LOI for all Higher Education Institutions (HEIs) opting for 2nd and subsequent cycles of A& A **with effect from 16th September 2016:**

- Having a functional IQAC.
- The minutes of IQAC meeting and compliance to the decisions should be uploaded on the institutional website.
- Mandatory submission of AQARs on a regular basis for institutions undergoing the second and subsequent cycles of Assessment and Accreditation by NAAC.
- Upload the AQAR's on institutional website for access to all stakeholders.

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

I. Details of the Institution

1.1 Name of the Institution

Vishnu Dental College

1.2 Address Line 1

Vishnupur

Address Line 2

Kovvada

City/Town

Bhimavaram

State

Andhra Pradesh

Pin Code

534202

Institution e-mail address

vishnudentalcollege@yahoo.com

Contact Nos.

08816250893

Name of the Head of the Institution:

Dr. Suresh Sajjan M C

Tel. No. with STD Code:

08816250893

Mobile:

+919949433567

Name of the IQAC Co-ordinator:

Dr.A V Rama Raju

Mobile:

+919949372409, +919848026081

IQAC e-mail address:

vishnudentalcollege@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

12297

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/62/A&A/042/05.01.2013

1.5 Website address:

www.vdc.edu.in

Web-link of the AQAR:

www.vdc.edu.in/AQAR 2016-17.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.36	2013	04.01.2018
2	2 nd Cycle	NA	NA	NA	NA
3	3 rd Cycle	NA	NA	NA	NA
4	4 th Cycle	NA	NA	NA	NA

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/01/2012

1.8 AQAR for the year (for example 2010-11)

2016-17

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

- i. AQAR 1st time after accreditation (academic year 2013-14) (13/08/2014)
- ii. AQAR 2nd time after accreditation (academic year 2014-15) (13/08/2015)
- iii. AQAR 3rd time after accreditation (academic year 2015-16) (11/08/2016)
- iv. AQAR 4th time after accreditation (academic year 2016-17) (16/06/2017)

1.10 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)

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges)

Dr. N.T.R. University of Health Sciences, Vijayawada, A.P.

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

Autonomy by State/Central Govt. / University	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 (<i>Specify</i>)	
UGC-COP Programmes	NA		

2. IQAC Composition and Activities

2.1 No. of Teachers	40
2.2 No. of Administrative/Technical staff	09
2.3 No. of students	40
2.4 No. of Management representatives	02
2.5 No. of Alumni	05
2.6 No. of any other stakeholder and community representatives	02
2.7 No. of Employers/ Industrialists	03
2.8 No. of other External Experts	02
2.9 Total No. of members	102
2.10 No. of IQAC meetings held	36

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff/ Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

1. Perio Avalokan
2. Certificate course in implantology
3. Laminate Veneers – Hands on course
4. Layering techniques to develop aesthetics in composite restorations.
5. Magnification in Dentistry
6. How to face MDS examinations
7. Cochrane systematic reviews
8. Put hands together to upgrade Radio diagnosis- CBCT
9. Oral Microbiology in Dental Research (conservative)

2.14 Significant Activities and contributions made by IQAC

- Orientation classes for 1st BDS & 1st MDS students .
- Clinical Orientation for 3rd BDS students.
- Short course for 1st BDS students on research methodology.
- Activity based teaching for 2nd BDS students
- Basic Life support training
- Hepatitis –B immunization programme .
- Introduction of use of magnification in dentistry
- Electronic Patient records.
- Established central Suction
- Training the Trainers
- Tele Dentistry to connect Satellite clinics with institution.
- Oral Health Allianz- Miles for Smiles

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	Outcome
<ul style="list-style-type: none"> • Increase the number of satellite clinics • Introduction of value added courses for students • Activities to increase oral health awareness of the surrounding population • Faculty development programmes • Comprehensive clinical training for undergraduates • Small group teaching • Electronic Dental Records • Introduction of centralized suction system to all clinical departments for environmental safety. • Establishment of BLS training Centre • Procurement of CBCT 	<ul style="list-style-type: none"> • One satellite clinic added • Certificate course in Implantology and short course on magnification in dentistry, rotary Endodontics • Oral Health Allianz- Miles for Smiles • Scientific educational practices, learning and leading, cultivating research mindset for faculty. • Two Undergraduate clinics renovated for introducing comprehensive clinical training • Small group teaching is introduced for 2nd BDS students. • Software acquired (VAIDHYO) students and faculty are sensitized and it is being used. • Machine procured, installed and being used. • BLS Training centre established with required infrastructure and Two certified faculty. • CBCT procured and being used for advanced radiological diagnosis and treatment plan

* 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

- Construction of new block for training centre, CSSD, Medical Services under progress
- Completed renovation of undergraduate clinics in two departments (Prosthodontics & Periodontics) and work under progress for Public Health Dentistry
- Purchase of 150 new dental chairs
- Construction of New hostel block for boys under progress

Part – B

Criterion – I

I. 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	04 Specialities	-	-	-
PG	08	-	-	-
UG	01	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	01	-	-	-
Others	-	-	-	-
Total	14	-	-	-
Interdisciplinary	01	-	-	-
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	09

1.3 Feedback from stakeholders* Alumni Parents Employers 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.

No revisions in the present academic year

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

Oral Implantology

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
122	40	22	34	26

2.2 No. of permanent faculty with Ph.D.

02

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
18	06	6	5	4	6	28	3	56	20

2.4 No. of Guest and Visiting faculty and Temporary faculty

02		
----	--	--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	36	09	43
Presented papers	02	02	02
Resource Persons	02	10	22

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

Small Group teaching, activity based learning, clinical shadowing for pre-clinical students, induction of research mindset amongst Undergraduate students.
--

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

278

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

The Annual examinations are conducted as per the regulations of Dr. NTRUHS, Vijayawada. The college conducts internal assessment examinations following the same protocol as university examination to make students familiar with the annual examination process.
--

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

02

2.10 Average percentage of attendance of students

90

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	500	5.8	43.4	39.8	-	91.2
MDS	44	-	-	-	-	90.90

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

1. Monthly teaching schedules are submitted by all the departments
2. The Associate Dean (Academics) monitors the academic schedule, attendance and internal Assessment marks
3. Feedback is obtained from the students.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	25
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	26
Summer / Winter schools, Workshops, etc.	-
Others	

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	77	Nil	-	-
Technical Staff	53	Nil	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- Introduced a short course on Research Methodology for I BDS students
- Provision for Institutional Grants for conducting research
- Invited speakers with expertise in research to promote research culture

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	06	01	01
Outlay in Rs. Lakhs	-	-	-	75.75

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	25	18	0	0
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	11	44	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	01	-

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	2016-17	DST	33,20,000	7,39,200
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	33,20,000	7,39,200

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 CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	01	02	09	-
Sponsoring agencies	-	SVES	SVES	Dr. NTRUHS	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent	Number	
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

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
04	01	02	01	-	-	-

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC NSS Any other

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

- Oral Health Allianz- Miles for smiles
- Swasthya Vidya Vahini

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	09 acres	-		09 acres
Class rooms	04	01	Sri Vishnu Educational Society	05
Laboratories	20	-		20
Seminar Halls	09	-		09
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	57 (25- Dental Chairs, CBCT-1, RUG – 5)	Sri Vishnu Educational Society	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	124.99	Sri Vishnu Educational Society	-
Others	-	-	-	-

4.2 Computerization of administration and library

D-CAP, PACT, VAIDHYO

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5738	8844454	137	378242	5875	92,22,696
Reference Books	864	4175136	35	332234	899	4507370
e-Books	Through Ebscohost	-	-	-	-	-
Journals	143	2,48,47,490	-	-	143	2,48,47,490
e-Journals	50	250000	180	250000	230	500000
Digital Database	D-cap Database available					
CD & Video	397	-	9	-	406	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	89	14	10	13	-	08	25	10
Added	6	-	-	(30) provision for laptop	-	-	03	3
Total	95	14	10	22	-	08	28	13

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

<p>Patient management software (VAIDYO)</p> <p>Faculty are trained for utilization of Dental College Automation Programme (D-CAP)</p>

4.6 Amount spent on maintenance in lakhs :

i) ICT	5.62
ii) Campus Infrastructure and facilities	65.75
iii) Equipments	56.65
iv) Others	2.18
Total :	130.20

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- a. IQAC has displayed various student support services and concerned committees, in the easily noticeable areas and a manual to all the students containing such information
- b. Grievance Redressal Cell is active. Student Grievance drop boxes placed at easily noticeable areas. Grievances are addressed immediately as and when received. Students can also send their grievances to the principal through email.
- c. Anti- Ragging campaign is done extensively and display boards of anti ragging committee contact numbers and extent of punishments are placed in the hostels, college premises, the dining area and in college website.

5.2 Efforts made by the institution for tracking the progression

- Mentor -Mentee meetings conducted once in three months. One mentor for 15 to 20 students. Mentors counsel the students and help them wherever necessary
- Periodic result analysis of internal assessment examinations and university examinations by associate dean, academics.
- Monthly library usage by chairman library committee

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
516	123	-	-

(b) No. of students outside the state

56

(c) No. of international students

01

Men

No	%
196	31

Women

No	%
443	69

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
75	12	03	51	-	141	64	18	04	53	-	139

Demand ratio 1:2 Dropout %: 0.71%

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

Infrastructure facilities are provided for coaching the PG entrance examinations aspirants at our institution and these classes are conducted by experience faculty from Vishnu Dental College.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Students are sent to various speciality dental establishments (eminent and academic oriented private practitioners in cities like Hyderabad, Bangalore, Chennai and TUFTS Dental school USA to expose them to real world situations.
- Alumni who have settled aboard during their visit to Vishnu Dental College are being asked to address the students regarding the prospects of dental profession and education in various foreign countries.
- Career guidance programme conducted for Interns.
- First year BDS students are appraised about scope of dental education.
- Missouri state university

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	12	11	16

5.8 Details of gender sensitization programmes

-

5.9 Students Activities

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

State/ University level	National level	International level
<input type="text" value="72"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

No. of students participated in cultural events

State/ University level	National level	International level
<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

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

Sports: State/ University level	National level	International level
<input type="text" value="05"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

Cultural: State/ University level	National level	International level
<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	84	11,84,000/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level	National level	International level
<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

Exhibition: State/ University level	National level	International level
<input type="text" value="-"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

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

- To be a pioneer in providing quality dental education and to be a centre of excellence for oral health care services.

Mission

- To enhance and sustain innovative teaching & learning methods in academics and clinical training.
- To inculcate value based learning and impart professional competency to the learners to meet the global challenges.
- To inculcate need based research aimed primarily towards contribution to oral health care and society at large.
- To establish primary/rural clinics and advanced centres to provide access to quality and affordable oral health care connecting the rural, semi urban and urban population.
- Generate employment for oral health care professionals.

6.2 Does the Institution has a management Information System

- Student customization and Academic activities through D-CAP.
- Patient Records Management software (VAIDHYO).
- PACT software for stores and tuition fees.

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

6.3.1 Curriculum Development

- Suggestions/inputs from external members (experts) of the governing body.
- Feed back on curriculum from Alumni, students and faculty members.
- Adopting Best Practices of various institutions/Universities following inputs from IQAC members after their field visits.

6.3.2 Teaching and Learning

- Induction programmes for newly joined faculty
- Faculty development programmes through VEDIC (Scientific educational practices)
- Periodic up-gradation of ICT facilities.
- Initiation of Small group teaching and activity based learning practices.
- Extensive practice of Problem based learning
- Interdisciplinary learning activities
- Remedial classes for slow learners.

6.3.3 Examination and Evaluation

- Centralised Air conditioned examination hall with CC TV monitoring and cell jammers.
- The internal Assessment committee for conducting formative assessments transparently.
- Introduction of objective type questions in formative assessments to prepare students for competitive examinations.
- Re-evaluation of slow learners after remedial learning.

6.3.4 Research and Development

- Periodic review meetings of Institutional Review Board to accept new research proposals, to review the status of ongoing projects, fund utilization and outcome of the completed projects.
- Creating a Platform to share the outcome of the completed projects among the fellow colleagues.
- Clinical Trial Registration is made mandatory for all clinical/in-vivo studies carried out in the institution.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Air conditioning of reading room in the Library.
- Digitization of patient recording system.
- Procurement of CBCT for advanced diagnostics
- Establishment of the clinics for comprehensive clinical care.
- Establishment of new clinic for Oral Implantology
- Installation of centralised suction system for environmental safety.
- Addition of dental operating microscopes for the practice of modern Endodontics.

6.3.6 Human Resource Management

- Performance based Incentives for faculty members
- Low attrition rate of both teaching and non teaching staff.
- Immediate replacements for vacant posts.
- Promotion is given on the basis of the performance.

6.3.7 Faculty and Staff recruitment

All recruitments are based on the recommendations of the recruitment committee after conducting the interview.

6.3.8 Industry Interaction / Collaboration

- Collaboration with leading dental hospitals for externship programme.
- Collaboration with TUFTS University, USA for student observation programme.
- Collaboration with Missouri State University, USA for fee concession.
- Collaboration with NGO's for conducting community outreach programmes.

6.3.9 Admission of Students

50% A category through AP EAMCET convener quota
35% through NEET
15% through NEET- NRI seats

6.4 Welfare schemes for

Teaching	Marriage Anniversary/Birthday incentive, child day care centre, housing scheme, Group Health insurance.
Non teaching	Financial incentives, Child day care centre, personal Loans, Housing Schemes, Group Health insurance
Students	Merit Awards, student's insurance, Financial subsidy for the needy.

6.5 Total corpus fund generated

50 lakhs

6.6 Whether annual financial audit has been done Yes No

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

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

6.8 Does the University/ Autonomous College declares 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?

-NA-

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

- | |
|---|
| <ul style="list-style-type: none">• Alumni Association conducts Annual meet to interact with faculty members, students and conducts various scientific programmes and workshops for Alumni members.• Alumni Association is active in various community outreach programmes.• Alumni provides feedback for quality of education. |
|---|

6.12 Activities and support from the Parent – Teacher Association

Parent teacher meet semi-annually and discuss their ward's performance and grievances.
--

6.13 Development programmes for support staff

- Sensitization of Infection control Protocols amongst supporting staff for personnel safety.
- Receptionists are trained for computer skills
- Technical staff are deputed to manufacturing companies to get acquainted for maintenance of the equipment
- BLS training for supporting staff for better patient care.
- VEDIC- Ethical and Cultural Diversity

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

- Green energy initiative (Solar power generation).
- Establishment of sewage Treatment Plants.
- Recycled water from STP used for maintenance of Greenery.
- Paperless and filmless radiography.
- Implementation of Swachh Bharat mission in the campus.
- Electrically operated vehicle.

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.

- **Small group teaching** - for 2nd BDS students has improved their communication skills and teamwork
- **Research methodology** - for 1st BDS students oriented them towards taking up small projects
- **Rewards** – for performance in sports, created an interest in students towards active participation in sports.

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	Achievements
<ul style="list-style-type: none">• To renovate UG Clinics	Renovated UG clinics of Prosthodontics, Periodontics and work under progress for Public Health Dentistry UG clinic
<ul style="list-style-type: none">• To renovate toilet blocks	New toilet block constructed behind block -3 and renovated men's toilets in block -2
<ul style="list-style-type: none">• Establishment of central Suction	Central Suction installed

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

- Students Externship programme during internship
- Merit rewards for the students

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

7.4 Contribution to environmental awareness / protection

- Non conventional energy (Solar power) generated
- Establishment of Sewage Treatment plant
- Digitalization of Radiography (filmless)

7.5 Whether environmental audit was conducted?

Yes

No

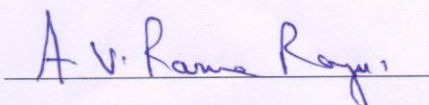
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

- Good outpatient flow
- Most preferred institute for convener quota students for UG and PG admissions in the respective job
- Opportunity to uplift the Oral health status of rural population
- Integrated campus with all amenities

8. Plans of institution for next year

- To increase the number of satellite clinics
- To start comprehensive clinical practice for undergraduates
- To initiate the process for application for NABH accreditation
- To establish training centre.

Name Dr. A V Rama Raju



Signature of the Coordinator, IQAC

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Signature of the Chairperson, IQAC

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VISHNU DENTAL COLLEGE
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Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
