

Annual Quality Assurance Report (AQAR) 2014-15

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PMS COLLEGE
OF
DENTAL SCIENCE & RESEARCH



NAAC Accredited Dental College

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 (naac.aqar@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.

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

PMS College of Dental Science & Research

1.2 Address Line 1

Golden Hills

Address Line 2

Venkode P O, Vattapara

City/Town

Thiruvananthapuram

State

Kerala

Pin Code

695028

Institution e-mail address

info@pmscollege.ac.in

Contact Nos.

0472-2587878, 2587979

Name of the Head of the Institution:

Dr. N.O Varghese, Principal

Tel. No. with STD Code:

0472-2587878, 0472-2587979

Mobile:

9447123418

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.65	2014	Up to 2019
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

NA

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

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) NA

1.12 Name of the Affiliating University (*for the Colleges*)

Kerala University of Health Sciences (KUHS), Thrissur, Kerala

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

-

UGC-CPE

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

2. IQAC Composition and Activities

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

2

2.6 No. of any other stakeholder and
Community representatives

2

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

18

2.10 No. of IQAC meetings held

3

2.11 No. of meetings with various stakeholders: No.

8

Faculty

4

Non-Teaching Staff

2

Students

1

Alumni

1

Others

-

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

NIL

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

2.14 Significant Activities and contributions made by IQAC

1. Initiatives for appraisal of the vision and mission of the college among all the elements of the institution.
2. Persistently working on enhancement of academic atmosphere by incorporating various faculty development programmes.
3. IQAC is constantly working upon bringing about various collaborations and consultancy services.
4. Improved infrastructure and learning resources.
5. IQAC initiated and constituted a student support and progression committee to look into diverse students needs including psychological, sports, cultural, academic development, social activities.
6. Quality enhancement activities, initiation and monitoring.

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
1. To display vision and mission at different sites of the college.	- Vision and Mission displayed at all the prominent sites in the College premises like in front of college entrance, all the Departments, library, common rooms, lecture halls, auditorium, hostels and canteen.
2. To add new courses prescribed by DCI.	- Official formalities initiated for starting new Diploma courses – Dental Operating Room Assistant, Dental Hygienist & Dental Mechanic.
3. Measures taken to promote Research, Consultancy & collaborations	- Encouragement given to Interns and UG students for research works and scientific

<p>Measures taken to inculcate Research, culture among Under Graduate students.</p> <p>4. Measures taken to collaborate with International Universities for Student Exchange Program.</p> <p>5. Measures to improve infrastructure in learning resources</p> <p>6. - Initiatives taken to give access of College Management Information System to students to know their details.</p> <p>- To strengthen and improve the functions of the departments, initiative taken to collect monthly reports.</p> <p>- Initiative taken to implement online admission process.</p>	<p>presentation and publications</p> <ul style="list-style-type: none"> - Resource and expertise provided for Cancer Awareness program among serving and retired Police personnel organised by NGO, Swasthy Foundation and Kerala Police. - Free Consultancy services provided by staff and interns. - Proceedings for MoU with Rutgers School of Dental Medicine, USA - International Academic interactions promoted by conducting One Workshop and four lectures by eminent speakers from different International Universities. - Completion of sports ground for football, cricket, badminton and volleyball - Building recreational facilities and starting of new gymnasium and sports ground, construction of swimming pool, renovation of auditorium - Initiative taken to prepare a database to strengthen parent - teacher interaction on daily basis. - Regular updation and monitoring of the Dept. files. - A regular monthly based IQAC inspection is being conducted in all the departments and hostels on the basis of the seven criteria mentioned under NAAC. - Online admission process partially implemented.
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Academic Calendar of the year attached as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body Academic Council

Provide the details of the action taken

- Faculty appraisal on the basis of teaching, research and overall performance.
- Career guidance and academic opportunities given to the outgoing students.

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	-	-	-	-
PG	8	-	-	-
UG	1	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	2	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	11			
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	2

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

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

*Analysis of the feedback is attached as Annexure

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

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

Established Department of Advanced Dental Science in August 2015 and inaugurated by Prof.Dr.Sang-Choon Cho, Director, Advanced Program in Implant Dentistry Ashman Department of Periodontology and Implant Dentistry, New York University.



Prof.Dr.Sang-Choon Cho inaugurating the Department of Advanced Dental Science



Prof.Dr.Sang-Choon Cho inaugurating the Department of Advanced Dental Science

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
110	27	28	17	38

2.2 No. of permanent faculty with Ph.D.

2

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
2	-	5	-	-	-	-	-	7	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	3	22	31
Presented papers	-	1	1
Resource Persons	-	5	16

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

- Staff Training Programs by External Trainers (13 Nos. conducted)
- Internal Training Program on every second Wednesday of the month for students and staff (7 Nos. conducted)
- Conducted University Exam Oriented Crash Program on Biochemistry for I BDS students as an additive to the normal BDS curriculum.



University Exam Oriented Crash Program on Biochemistry for I BDS students by Dr.Vijayakumar

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

287

2.8 Examination/ Evaluation Reforms initiated by the Institution

- Centralised evaluation at the Institution for Internal Exam paper evaluations.
- coding and decoding system in internal examinations
- Result declaration within one week of exam.

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

(Nil)

2.10 Average percentage of attendance of students

87%

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	29	-	28	55		83
MDS	22	-	55	32		86

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

- Early Identification of talents, capacities and learning aptitude of students by induction analysis.
- Extra classes for students by Resident Lecturers.
- Issuing transcripts before every theory classes.
- Feedbacks of the classes collected from the students.
- Meritorious students are awarded (cash/certificate/appreciation/prize) based on their performances in learning and attendance.
- Regular updation of student performance to the parents through letter / email / in person.
- Student grievances addressed by Mentors and Student Counsellor.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2	0
UGC – Faculty Improvement Programme	Nil	0
HRD programmes	9	55
Orientation programmes	1	4
Faculty exchange programme	Nil	0
Staff training conducted by the university	Nil	0
Staff training conducted by other institutions	Nil	0
Summer / Winter schools, Workshops, etc.	2	55
Others (CDE)	5	45
(Invented Lectures)	3	50

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	76	Nil	2	8
Technical Staff	49	Nil	Nil	3

Criterion – III

3. Research, Consultancy and Extension

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

- Management encourages the departmental research works by updation of technology and instrumentation for research activities.
- Encourages staff and students for publishing articles in referred International, National & State journals.
- Encouraging faculty members to participate in International, National and state level seminars and conferences.
- Interns and UG students are encouraged for paper/poster presentations and publications.

3.2 Details regarding major projects : NIL

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects : NIL

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications :

	International	National	Others
Peer Review Journals	20	1	8
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

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

Projects sponsored by the College

Students research projects

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	1 year / 2years	Management	2.5 Lakhs	-
Students research projects <i>(other than compulsory by the University)</i>	6 months to 1 year	Management	1.75 Lakhs	-
Any other(Specify)	-	-	-	-
Total	-	-	4.25 Lakhs	-

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	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

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 : 5.0 Lakhs

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year : Nil

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 - NIL

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

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

3.23 No. of Awards won in NSS:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="-"/>		
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="-"/>	Any other	<input type="text" value="Blood Donation Forum – 2 Nos."/>

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

- Regular camps and follow ups conducted at different residents associations, old age home, Schools, Anganwadis, and other requested organisations.
- Actively functional Blood donation forum and campaigning programs conducted in association with Regional Cancer Centre, Trivandrum.
- Donations in terms of finance, food and clothes for victims of natural calamities. As a part of institutional social responsibilities distribution of Study materials, free dental camps, free treatment for BPL Card holders, and various funds are allotted and distributed to the needful category of the Society.
- Participation in RUN KERALA RUN by Students and Staff in Collaboration with Govt. of Kerala to express State's unity and solidarity with 14th National Games.

Free Dental Camps



Distribution of study materials



Participation in RUN Kerala RUN as part of 14th National Games



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	11.5 acres	-	Internal	11.5 acres
Class rooms	7	2	Internal	9
Laboratories	12	-	Internal	12
Seminar Halls	8	-	Internal	8
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Details given in the below table*			
Value of the equipment purchased during the year (Rs. in Lakhs)		17.05 Lakhs	Internal	
Others				
<ul style="list-style-type: none"> Minor Surgery Room 		1	Internal	1
*	Year	Equipment	Rate	
	2013-14	Hard Tissue Laser	34 Lakhs	
		Implant Surveyor	2 Lakhs	
		Casting machine – 6 Nos	27 Lakhs	
		Penta Head Microscope	5 Lakhs	
		Microtom	3 Lakhs	
	2014-15	Dental Chairs – 15 Nos.	14.40 lakhs	
		Portable X-ray machine	1.25 lakhs	
		RVG machine	1.40 Lakhs	

4.2 Computerization of administration and library

- Domain empowered fully computerised Office.
- Computerised Library
- Changed the College website domain from .org to .ac.in

4.3 Library services:

	Existing		Newly added (2015)		Total	
	No.	Value (Total)	No.	Value	No.	Value
Text Books	4469	59,82,619	272	29,09,518	4741	88,92,137
Reference Books	1243	18,07,955	30	70,265	1273	18,78,220
e-Books						
Journals	88	26,91,315	1	20,190	89	27,11,505
e-Journals	89	8,33,727	-	4,93,671	89	13,27,398
Digital Database	ebSCO	8,33,727		4,93,671	ebSCO	13,27,398
CD & Video	323		10		333	
Others (specify)	Created General Library	6,560		42,550		49,110

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	56	Nil	7	6	Nil	30	20	3 (CCTV)
Added	7	Nil	1	1	Nil	3	3	1 (CCTV)
Total	63	Nil	8	7	Nil	33	23	4 (CCTV)

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

- Training given to 1st year UG students in effective library usage, reference books and internet access.
- Training on ELVIS Software (Management Information System) given to faculty and administrative staff.

4.6 Amount spent on maintenance in lakhs :

i) ICT	518184
ii) Campus Infrastructure and facilities	4951080
iii) Equipments	2287315
iv) Others	-
Total :	77,56,579

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Display boards placed in various locations to improve goal values and relations
2. IQAC initiated the establishment of various committees like Academic Committee, Mess Management Committee, Anti Ragging Committee, etc.
3. IQAC was instrumental in procuring registration for National and State Conferences (both IDA & Speciality)
4. IQAC arranged invited lectures and talks in different areas for student supported progression.
5. Motivational and value educational talks conducted for the newly inducted students by eminent motivational speakers.

Anti-Ragging Awareness Programme



5.2 Efforts made by the institution for tracking the progression

- Regular meetings in different aspects of quality like academics, infrastructure, patient care and administration are conducted.
- Collection, analysis and evaluation of Feedback are done for tracking the progression, corrective measures and follow-up actions.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
487	68	-	14

(b) No. of students outside the state

3

(c) No. of international students

1

Men	No	%	Women	No	%
	132	23		437	77

Last Year (2014)						This Year (2015)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
181	16	nil	274	nil	471	233	16	-	320	-	569

Demand ratio: 1:2.14 Dropout % : 0%

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

Hours allotted and facilities provided in the Library for Interns students to prepare for PG Entrance Examination.

No. of students beneficiaries

9

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

Batch (2015)	No. of students benefitted
I BDS	16
I BDS (Addl)	11
II BDS (Reg)	10
II BDS (Addl)	8
III BDS	6
IV BDS Part II	3
II MDS	3

Major Problems identified in student counselling:

Memory Retention, Time Management, Exam Fear, Lack of Confidence, Recurrent failure, Relationship issues, Parent pressure.

No. of students benefitted

46

5.7 Details of campus placement NA

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

5.8 Details of gender sensitization programmes

- Gender sensitization among the students undertaken by Student Counsellor when needed.
- Participated in ‘She Walkathon’ organized by Kerala Women Development Corporation on Women’s Day.
- Invited guest lectures arranged in connection with Women’s Day celebration.

Mother Teresa Award & Film Critics Award winner Dr.Jolly Jacob addressing staff & students in connection with Women’s Day Celebration



5.9 Students Activities

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

State/ University level National level 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

- 1st Prize in Volley Ball & 2nd prize in Cricket (Inter Dental College Sports Fest hosted by Sreesankara Dental College – DENTAL PREMIER LEAGUE’ 15)

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	7	Rs.16,75,000
Financial support from government	Nil	-
Financial support from other sources	Nil	-
Number of students who received International/ National recognitions	Nil	-

5.11 Student organised / initiatives: NIL

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

- Blood donation camps in association with RCC at PMS Dental College



5.13 Major grievances of students (if any) redressed:

Grievances	Solutions
Transportation	Additional KSRTC Bus service provided for students, staff and patients
Waste Disposal	Installed Napkin Incinerator in Ladies Hostel.
Drinking water facility	Installed Water Filtration Unit and additional water coolers in hostels.

Inauguration of Water Filtration Unit



Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

"To be an outstanding Dental & Research Institute of International repute for producing dental professionals with skills, knowledge and values."

Mission

- Promote sustainable development of Dental and allied Health Education, consistent with statutory and regulatory requirements.
- Plan and continuously provide excellent infrastructure, learning resources required for quality education and innovations.
- Stimulate, to extend the frontiers of knowledge, through Faculty Development and Continuing Education Programs.
- Impart awareness on Dental Science and Oral Health to the society with special reference to Educational Institutions.
- Make research a significant activity involving Staff, Students and Society.
- Promote collaborations with Regional, National and International Institutions.
- Establish healthy and regular interactions with all stakeholders for vision oriented growth.
- Fulfill the National Obligation through participation and contribution to National Health Programs.
- Provide regular value based education to the students.

6.2 Does the Institution has a management Information System

YES - ELVIS

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

6.3.1 Curriculum Development

- BDS & MDS Curriculum developed by the University (KUHS).
- Curriculum developed by Board of Academic Committee for commencing new Diploma programs in Dental Hygienist, Dental Mechanic & Dental Operating Room Assistant.

6.3.2 Teaching and Learning

- Appointed Resident Lecture to monitor off campus teaching and learning.
- Assessment of teaching – learning processes formally.
- Academic Committee to scrutinize Remedial programmes Oral examination and feedback recorded etc. – Regular Academic Audits.
- Special programs for advanced learners.
- Teaching plan and teaching diary prepared by every faculty.

6.3.3 Examination and Evaluation

- Examinations conducted as per the Academic Schedule which has published at the commencement of the Academic year.
- Examination preparative assistance given to students in terms of model question papers and study leaves.
- Centralised evaluation.
- University model answer booklets.
- Answer Keys discussed with the students.
- Provision for the students to go through the valued answer scripts.
- Grievance regarding examination and evaluation collected by feedback system and addressed.
- High Strength Mobile Jammer. 8 CCTV Cameras in Examination Hall.

6.3.4 Research and Development

- PG's dissertation
- UG students encouraged for presenting papers
- House Surgeons (2010-11 batch) obtained best paper award in the IDA state level conferences.
- Regular conduction of Research Methodology Workshops.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Projector used ICT in all class rooms and 100 seat capacity conference hall.
- Facilities extended in Medical OP
- Implantology & Laser clinic & theatre established.
- Library time extended up to 7 PM and library facility available on closed holidays including Sundays.
- High Speed WiFi solution in Library, PG hostels, Examination Office & Administrative Office.
- Reprography & colour print facility available for students and staffs.
- Internet facility provided for accessing journals along with relevant literature through EBSCO using 2 MBPS broadband line.

6.3.6 Human Resource Management

Recruited staff are given proper training in HR department.

Personality Development programs and Skill Development programs conducted every month for performance improvement and career development.

Skill development program.

- Oral systemic health by Dr.Ambili R, Professor, Department of Periodontics, PMSDC
- Infection control – an awareness training program for Chairside assistant conducted by Dr.Suvy Manuel, Professor, Department of OMFS, PMSDC
- Biomedical waste management training program to clinical staff by Dr.Nikhil Kurien, Reader, Department of OMFS, PMSDC
- E-Grants training program from SC/ST Office
- Chairside Assistant Training by Dental Faculties.
- Dental Chair Mechanic Training program by Chesa Dental Care Service Bangalore.
- EBSCO Library Management system
- Online training by various Govt. Departments.
- Food Safety classes conducted for Canteen, Mess & Housekeeping staffs by Food & Health Department, Govt. of Kerala in connection with World Health Day.

Personality Development program

- Time Management by Dr.Sreelal A, Medical & Social Psychologist.
- Women's Day program by Dr.Jolly Jacob, Mother Teresa Gold Medal Award & Film Critics Award winner, Associate Professor, Mar Ivanious College, Trivandrum.
- Reception manners and communication by Dr.R.Jayasree, Assistant Professor, Institute of Management in Government.
- Mind your Mind program by Dr.Abdul Gafoor, Personality Development Trainer & Stress Management Expert and Sr. Faculty & Research Fellow of IRIIM.
- Emotional Intelligence program by Dr.N.D.Palan – International Coach & Trainer on Emotional Intelligence, President of Sreevidya Educational & Rural Development Charitable Society and Program Officer of Alagappa University Learning Centre.
- Interpersonal Relationship by Dr.Sunil Raj, Clinical Phycologist & Member of ORC (Our Responsibility to Children) – Govt. of Kerala.
- Accepting change by Dr.Jinto Mathew, Industrial Psychologist & Chief Executive of Race Education and Management Solution (P) Ltd.

6.3.7 Faculty and Staff recruitment

- Wider applicant based advertisements published in national daily newspapers and College website.
- Done through an interview
- Collect the CV from the candidates
- Selection via personal interview by the Recruitment Board comprises the Principal, Administrator, HR & Professors.

6.3.8 Industry Interaction / Collaboration

SUT Medical College, Regional Cancer Centre

6.3.9 Admission of Students

- 85% UG through the entrance exam by Govt. of Kerala and 15% NRI.
- PG 50% seats allotted by Govt. through entrance exam by Government and 50% by management through entrance exam conducted by Admission Supervisory Committee.
- 35% seats are reserved for Muslim Minority.

6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> • Financial Concession for all dental treatments • One reserved seat for UG Course for the children of staffs. • Leave for attending conferences & seminars.
Non teaching	<ul style="list-style-type: none"> • Treatment Facilities and financial concession for all dental treatments. • One reserved seat for UG Course for the children of staffs. • Providing employee welfare schemes like EPF & ESI
Students	<ul style="list-style-type: none"> • Providing Transportation facility to hospital, airport, railway and bus stations. • Medical & Dental treatments at subsidized rate. • Facilities provided for the inclusion of students' name in the Voters list

Rs. 16.20 Crore as on 31st March 2015

6.5 Total corpus fund generated

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	YES	Dental Council of India & Kerala University of Health Sciences	YES	Academic Committee
Administrative	NO	-	YES	Office of NRI Services & Educational Trust

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?

- University has reduced the period of conduct of examinations, thereby increasing the duration of the academic session.
- Panel of external examiners for University practical / project etc. Examinations are now floated by the University.
- University has made facilities for online data sheet of examinations and declaration of result.
- University implemented the carry over option for II BDS students to the 3rd year in case of failure in either one theory or one pre-clinical examination.

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

NIL

6.11 Activities and support from the Alumni Association

- Annual Alumni Meet conducted and felicitated the faculty members.

6.12 Activities and support from the Parent – Teacher Association

- Regular email and telephonic parent – teacher interaction provides information to the parents regarding their ward's academic and attendance.
- Academic progress is intimated to the parents both via email and post.
- PTA grace the special occasions of the college with their presence and advices.

6.13 Development programmes for support staff

Personality Development programs and Skill Development programs conducted every month for performance improvement and career development.

Skill development programs

- Oral systemic health by Dr.Ambili R, Professor, Department of Periodontics, PMSDC
- Infection control – an awareness training program for Chairside assistant conducted by Dr.Suvy Manuel, Professor, Department of OMFS, PMSDC
- Biomedical waste management training program to clinical staff by Dr.Nikhil Kurien, Reader, Department of OMFS, PMSDC
- E-Grants training program from SC/ST Office
- Chairside Assistant Training by Dental Faculties.
- Dental Chair Mechanic Training program by Chesa Dental Care Service Bangalore.
- EBSCO Library Management system
- Online training by various Govt. Departments.
- Food Safety classes conducted for Canteen, Mess & Housekeeping staffs by Food & Health Department, Govt. of Kerala in connection with World Health Day.

Personality Development program

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- Accepting change by Dr.Jinto Mathew, Industrial Psychologist & Chief Executive of Race Education and Management Solution (P) Ltd.

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

- STP modernised. Recycling of sewage water and irrigation of plantation.
- Installation of Water filtering Unit
- Installation of Napkin Destroyer
- Installed Biogas Plant
- Govt. of India laid rules and regulations followed for waste disposal.
- Entire campus has been declared as No Smoking Zone.

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.

- Free consultation and treatment for BPL card holders.
- Academic schedule is given well in advance
- Internal examinations are announced well in advance
- Students attending the clinics have to pass an entrance level viva voice, and each works generated accordingly.
- Award for best non-teaching employee and support staff.
- Award for students for 100% attendance.
- Participation of students, faculty and non-teaching staff in various cultural, sports and literary events.
- Regular study tour programs for students.
- Encouragement for the UG students for paper presentations and publications for inculcating research aptitude.
- Social initiatives and extension services provided for Public (Snehathalam, No Tobacco Day, World Elderly Day, Dentist’s Day, Environment Day, Blood Donation Camp)
- Consistent and regular Personality Development Programs for teaching and non-teaching staffs conducted.
- Motivational classes conducted for students on regular basis.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Consistently following Academic calendar and Academic schedule.
- Regular CDE Programs conducted.
- Encouragement in research activities and publications.

Research Methodology Class for PG students



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

- Daily maintenance of academic calendar for all batches.
- Daily assessment and remedial actions.
- Allotment of theory topics with the name of staff members assigned specifying the number of clinical hours given well in advance.

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

7.4 Contribution to environmental awareness / protection

- Observed World Environmental Day by planting tree saplings.
- Observed World Earth Hour
- Emphasis on Green Campus, maintained Medicinal Plants and vegetable Garden.

Planting tree saplings as part of observing World Environmental Day



7.5 Whether environmental audit was conducted? Yes No

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

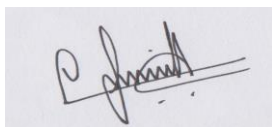
- Academic calendar and calendar of events given to the students at the time of commencement of the academic year.
- Library orientation given to fresh batch students.
- Institution awards for teaching, non-teaching employees and students.
- Cash prize given to the students for best academic performance and attendance.

8. Plans of institution for next year

- Start Dental Hygienist course, Dental Mechanic Course and Dental Operating Room Assistant Course (DORA), Certificate program in Laser Dentistry & Implantology.
- Enhance research activities and publications.
- Initiate faculty development and exchange program.
- Online feedback of all stakeholders.
- Preparation of AQAR for 2016-17

Name : **Dr.Smitha C**

Sr. Lecturer, Dept. of Microbiology



Signature of the Coordinator, IQAC

Name: **Dr.N.O.Varghese**

Principal



Signature of the Chairperson, IQAC

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

STUDENT FEEDBACK REPORT 2015

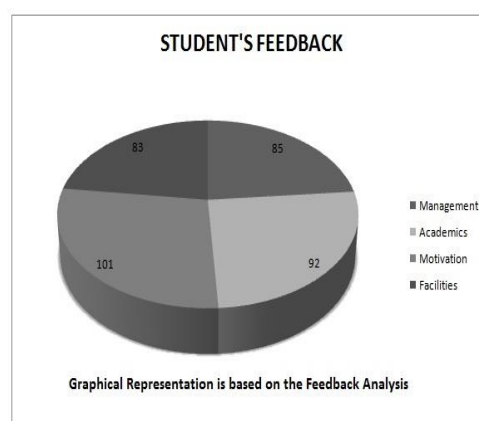
Feedback collection is an integral process in the medical education, for the assessment and improvement of the Institution. The student feedback form is very important stakeholder for a College, for continuous improvement in the quality of service provided and thereby for the proper functioning of the Institution. Student feedback on teaching methodology has come to be known worldwide as a useful input to improve the quality of the teaching. In fact it is a necessary source of evidence of teaching effectiveness and obtaining the same is a routine practice in most of the institution.

Aim of this report is to improve the quality of teaching and college facilities by introducing student's feedback as teacher's evaluation system thereby contributing in the overall development. This Survey is conducted during 2015-2016 Academic year. Survey participants are BDS and MDS students of the current batches. Out of 50 participants, 35 are BDS students and 15 are MDS students.

The college evaluate student feedback survey every year, as a part of the college's effort towards the continuous improvement of the course program. The feedback form consists of scale questions, which includes the areas of Management, Motivation and Academics and all other facilities provided by the college. The mode of collection of feedback form is in the classroom during break time or free hours.

Feedback form has appropriate options as per the criteria and rating points are also given:

Option	Rating
Strongly Agree	5
Agree	4
Neutral	3
Disagree	2
Strongly Disagree	1



According to the feedback rating, motivation and academics criteria are strongly appreciated and management criteria are in satisfactory level.

According to students rating on class Management , 88%of responses agree that the teachers arrives on time and well prepared for each classes . 86.7% of participants agree that each class is effective and productive, maintaining an environment for conductive learning. 81% of responses rated their infrastructure (class room, clinics & lab) are well equipped and majority participants suggested for air conditioned class rooms.

In academics rating, 87% of participants are happy about the teaching methodology. 92.3% of participants rated high on teacher's subject knowledge, co-operative and informative practical sessions and provisions of additional study materials apart from text books. 95 % of Participants agree that subject knowledge acquired during the theory sessions integrate with the practical applications. 94% of participants are satisfied with the well maintained library and computer facilities.

Apart from this the Management is in the process of renovating the playground on student's request.

In motivation rating, 93% of participants strongly agree that the teachers are courteous with students and encourage class participation and offers positive reinforcement as well as constructive criticism. 91% of participants, agree that the teachers are approachable, even after class hours, for tutoring review work. 94% of participants strongly agree that, teacher's encouragement helps them in their self-development and life skill improvement. 89% are happy with the career guidance and orientation provided to them by the institution. Suggestions are given to conduct more intercollegiate competitions.

Suggestions and Implementations – Batch wise

First year BDS students suggested to have more orientation classes for the improvement of presentation skills and time management. In response to this suggestion, the counselling department organized motivational talks by eminent speakers to motivate them.

Second year BDS suggested for more classes for pre clinics. Considering this, an academic meeting has been called and implemented one month extension for pre clinic, after the completion of syllabus and revision.

Third year BDS students asked for more cases for completion of their quota in General Medicine and General Surgery. Considering this, college implemented fully fledged functioning out patient service.

As per the request from Fourth year BDS students for more cases, for the completion of their quota, more outside camps were organized by the college to increase the patient flow.

PMS COLLEGE OF DENTAL SCIENCE AND RESEARCH

Golden Hills, Vattappara, T.V.M-695028

Student Counselling Centre

STUDENTS FEEDBACK FORM

WE ARE ON A JOURNEY TO NEW HEIGHTS, SO PLEASE PROVIDE US WITH YOUR FEEDBACK TO HELP US GET THERE!

Dear Student,

As part of a continuing improvement process, our college appreciates suggestions and inputs regarding the institution. We request you to sincerely and truthfully answer these questions under assurance of complete confidentiality. Your interest in making our institution better is greatly appreciated.

Kindly select the appropriate option as per the following criteria

1. **HIGHLY EFFICIENT**
2. **EFFICIENT**
3. **SATISFACTORY**
4. **BELOW SATISFACTORY**

Course Title

Year.....

Management

1.	The teachers are prepared for each class and arrive on time.	1	2	3	4
2.	Class time is used in an efficient and productive manner.	1	2	3	4
3.	The teachers maintain an environment that is conducive to learning.	1	2	3	4
4.	The teachers presenting the study materials are up to the syllabus and updated.	1	2	3	4
5.	The teachers are fair in their correction of assignments and examinations.	1	2	3	4

Academics

1.	The teachers explain the materials clearly and in ways that are easy to understand, offers alternative explanations or additional examples and clear up confusions.	1	2	3	4
2.	The teachers know the subject area very well.	1	2	3	4
3.	Teachers are very much co-operative and informative in practical sessions. Whether students didn't understand the procedures teachers are willing to show you up again and again.	1	2	3	4
4.	The teachers provide additional study materials apart from text book.	1	2	3	4
5.	The subject matter presenting in the periods has increased your knowledge of the subject and it integrates the practical applications.	1	2	3	4

Motivation

1.	The teachers show respect towards students and encourages class participation.	1	2	3	4
2.	The teachers offer encouragement and positive reinforcement as well as constructive criticism.	1	2	3	4
3.	The teachers available to students outside class time for tutoring review work or to answer questions.	1	2	3	4
4.	The teachers are approachable; she/he demonstrates interest in and concern for the students.	1	2	3	4
5.	The teachers encourage the students to think and study for themselves.	1	2	3	4
6.	As a doctor profession, teachers encourage the students to become 'A Good Person for Others'.	1	2	3	4

Any other Comments or suggestions (with name specify)

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.....

.....

THANK YOU

PARENT'S FEEDBACK REPORT 2015

The parental scaffolding can lead the child to acquire support for their career so that the feedback from the parents are very important stakeholder for an institution for continuous improvement in the quality of service provided and thereby for the proper functioning of the Institution.

This survey is conducted to assess the functioning of the Institution as a part of continuous improvement in the quality of teaching and college facilities provided to the students

The report summarizes the feedback of the parents to understand their outlook towards the academics and facilities of the college. This survey was conducted during the Academic year 2015-2016. The respondents are parents of the present BDS and MDS students of 2012 2013 2014 2015 batches. 40 responses were collected through direct conversation and telecons, and were analysed. Out of 40 responses 30 were from the parents of BDS students and 10 were from the parents of MDS students.

Feedback form has appropriate options as per the criteria and rating points were also given

Option	Rating
Highly Efficient	4
Efficient	3
satisfactory	2
Below satisfactory	1

There is a high rise in the rating of Academics from last year (2014). 94.3% of parents , strongly appreciated the quality of teaching and the small percentage who showed a difference in opinion , admits that , it is due to their personal reasons like difficulties in understanding the subject . 86.3% are strongly satisfied with examination system and discipline maintained. 91% of the respondents strongly agree that the course will direct their children to achieve their goal and the practical knowledge acquired is beneficial for their career too. 92% of parents are happy with student –teacher relationship and 76.3% are satisfied with the administration and management of the Institution.

According to the rating given to Facilities provided , 86% are satisfied with library facility and the parents acknowledged that their last year suggestions on new edition books for student's reference, were noted by the Management and the students were provided with the same. 76% are satisfied about computer facility in the library and acknowledged the addition of more computers as per their last year (2014) suggestion. Also there is an elevation in the rating of Counselling facility by 82% because of the individual counselling provided and the motivational talks by inspiring speakers. Also 83% of the respondents are satisfied with the provisions given for extra –curricular activities of the student. There is also a hike in the rating given to hostel and canteen facilities by 86%.

PMS COLLEGE OF DENTAL SCIENCE AND RESEARCH

Golden Hills, Vattappara, T.V.M-695028

PARENTS FEEDBACK FORM

WE ARE ON A JOURNEY TO NEW HEIGHTS, SO PLEASE PROVIDE US WITH YOUR FEEDBACK TO HELP US GET THERE!

Dear Parent,

As part of a continuing improvement process, our college appreciates suggestions and inputs regarding the institution. We request you to sincerely and truthfully answer these questions under assurance of complete confidentiality. Your interest in making our institution better is greatly appreciated.

Parent's Information

Parent's Name	
Contact No:	
E-Mail ID	
Name Of The Student	
UG/PG	

Kindly select the appropriate option as per the following criteria

- 1. HIGHLY EFFICIENT**
- 2. EFFICIENT**
- 3. SATISFACTORY**
- 4. BELOW SATISFACTORY**

1.	Quality of teaching offered by P.M.S-CDSR.	1	2	3	4
2.	Examination system adopted by P.M.S-CDSR.	1	2	3	4
3.	Discipline maintained by P.M.S-CDSR.	1	2	3	4
4.	Technical knowledge and communication skills acquired by your ward after the admission to our college	1	2	3	4
5.	Satisfaction about the student-teacher relationship in P.M.S-CDSR	1	2	3	4
6.	Satisfaction about the cooperation from the administrative staff in P.M.S-CDSR	1	2	3	4

Rate the adequacy of following at P.M.S-CDSR

7.	Library	1	2	3	4
8.	Student Counselling & Guidance	1	2	3	4
9.	Sports & Extracurricular activities	1	2	3	4
10.	Computer Facilities	1	2	3	4
11.	Canteen	1	2	3	4
12.	Hostel	1	2	3	4

Suggestions for Improvements

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.....

Signature

Date

THANK YOU

ALUMNI FEEDBACK SURVEY REPORT 2015

Alumni feedback form is a special stakeholder for an institution and the college's reputation through the success in their career path. Alumni network forms a bridge between the current students and the former students. They make the college proud by achieving laurels in their work being an employee or an entrepreneur.

This alumni feedback survey was conducted during 2015-16 academic year. Survey responses were collected from the former students of 2009 to 2013 batches of BDS and MDS courses. The feedback forms were collected in April 2015 ie, 2 years after graduation. Out of 40 responses collected 30 were BDS graduates and 10 were MDS graduates.

The college conducts an alumni survey every year as a part of the college's effort to maintain the continuous improvement in the quality of service provided and thereby for the proper functioning of the Institution. The feedback form consists of close ended questions and scale type questions and it includes the areas of demographics, current employment, application of knowledge of diversity to their current job, satisfaction with classroom instructions and college facilities, practical's and clinics and overall level of satisfaction with the course program. The feedback were collected through direct conversation and telecons.

Feedback form has appropriate options as per the criteria and rating point were also given

OPTION	RATING
Highly Efficient	4
Efficient	3
Satisfactory	2
Below Satisfactory	1

In Academics rating, 93.2% participants rated the College, Department, Faculties and facilities are high. 84.3% responses of alumni are happy with the overall development activities organized by the college. Few suggested for more motivational class and career orientation programmes. 91% of participants strongly agree that the grievances are properly handled at the college as student and as alumni. 94% of participants appreciated the technical know-how obtained from the course. 95.6% of participants strongly agree that they utilizing the knowledge obtained from the course to present job. 94.3% are very much satisfied and happy with the student –teacher relationship.

In Facilities rating - 85.6% are satisfied with clinical work, laboratories and equipment. 90.1% gave a high rating for library facilities and a few suggested to increase the number of books issued to students at a time. 92% are satisfied with student counselling & career guidance and 85.6% are satisfied with sports & other extracurricular activities, few suggestions were given on renovation in the playground. 83.4% are

satisfied with the computer facilities, internet & Wi-Fi in the institution and 87% are happy with canteen and hostel facilities.

Two third of participants have some suggestions like

- Need of alumni meetings.
- Take suggestions from alumni for the implementation of the new projects
- Consider them as guest lectures
- Include them in career guidance cell.

PMS COLLEGE OF DENTAL SCIENCE AND RESEARCH

Golden Hills, Vattappara, T.V.M-695028

ALUMNI FEEDBACK FORM

WE ARE ON A JOURNEY TO NEW HEIGHTS, SO PLEASE PROVIDE US WITH YOUR FEEDBACK TO HELP US GET THERE!

Dear Alumni,

As part of a continuing improvement process, our college appreciates suggestions and inputs regarding the institution. We request you to sincerely and truthfully answer these questions under assurance of complete confidentiality. Your interest in making our institution better is greatly appreciated.

ALUMNI'S INFORMATION

Alumni's Name	
DOB	
Year of Passing Out	
UG/PG	
Contact No:	
E-Mail ID	
Present Organization(working)	

Kindly select the appropriate option as per the following criteria

- 1. HIGHLY EFFICIENT**
- 2. EFFICIENT**
- 3. SATISFACTORY**
- 4. BELOW SATISFACTORY**

Feedback about College

1.	Do you feel proud to be associated with P.M.S-CDSR as alumni?	Yes	No
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2.	How do you rate the development activities organized by the college for your overall development?	1	2	3	4
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3.	Are you willing to contribute the development	Yes	No
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	of the college?		
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4. Are you grievances properly handled at the college?

As a student	Yes	No
As an alumni	Yes	No

5. Rate the adequacy of following as they were during your tenure as a student at P.M.S-CDSR:

1.	Clinical Work	1	2	3	4
2.	Laboratories & Equipment	1	2	3	4
3.	Library	1	2	3	
4.	Student Counselling & Career Guidance	1	2	3	4
5.	Sports & Extracurricular Activities	1	2	3	4
6.	Computer Facilities	1	2	3	4
7.	Internet & Wi-Fi	1	2	3	4
8.	Hostel	1	2	3	4
9.	Canteen	1	2	3	4

Feedback about Departments & Faculties

6.	Have you obtained sufficient technical know-how (both theory & practical) at P.M.S-CDSR?	Yes	No
7.	Is the education imparted at P.M.S-CDSR useful and relevant in your present job?	Yes	No
8.	Were the HOD's and faculties cooperative?	Yes	No

9. Rate the following academics initiatives taken by the college to improve technical know-how of the students.

1.	Seminars & Workshop	1	2	3	4
2.	CD Education Programme	1	2	3	4

3.	State & National conference of IDA	1	2	3	4
4.	Student Exchange Programme	1	2	3	4

Generalized Experience Sharing

10. Have you ever been appreciated by your faculty /peer. If yes, please share it

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11. Most memorable moment in the college:

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12. Suggestions for improvement:

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.....

.....

Signature




Date

Thank You

PMS COLLEGE OF DENTAL SCIENCE AND RESEARCH
ANNUAL PLANNER – 2015

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Mon						1 Final MDS (Reg) KUHS III BDS II Internal World No Tobacco Day celebration
Tue						2 III BDS II Internal
Wed				1		3 III BDS II Internal
Thu	1 Maintenance Meeting			2 Maintenance Meeting Maundy Thursday		4 Maintenance Meeting
Fri	2			3 Good Friday	1 May Day	5 Certificate Program in Implantology World Environment Day celebration
Sat	3 IV BDS Part I Model Id-UI-Milad			4 Easter Open Holiday	2	6
Sun	4	1	1	5	3	7
Mon	5 IV BDS Part I Model	2 1 BDS (suply-kuhs) IV BDS Part I Sup- Kuks CDE on Piezo Electric Surgery in Dentistry	2 III BDS I Internal	6	4	8 Acad Meeting MDS Part I (Reg)-kuhs
Tue	6	3 CDE on Dental Implant Designs and the Biology around Dental Implants	3 III BDS I Internal	7	5	9
Wed	7 IV BDS Part I Model	4 1 BDS (suply-kuhs) IV BDS Part I Sup- Kuks	4 III BDS I Internal	8 Acad Meeting PG Clinical Club Meeting	6	10 PG Clinical Club Meeting
Thu	8 IV BDS Part II Model Maintenance Meeting	5 Maintenance Mtng	5 Maintenance Meeting Attukal Ponkala	9 Maintenance Meeting	7 Maintenance Meeting	11 Maintenance Meeting
Fri	9 Acad Meeting IV BDS Part I Model I BDS (Addnl) Model	6 1 BDS (suply-kuhs) IV BDS Part I Sup- Kuks	6 National Dentist's Day Celebration	10	8 Acad Meeting	12 CDE on Interdisciplinary approach to Cleft Lip and Palate
Sat	10 IV BDS Part II Model	7	7	11	9	13
Sun	11	8	8 International Womens Day	12	10	14
Mon	12 IV BDS Part II Model IV BDS Part I Model(P) I BDS (Addnl) Model	9 Acad Meeting IV BDS Part I Sup- Kuks	9 II BDS(Supply) KUHS Women's Day celebration	13 Vishu Open Holiday	11	15 I BDS Model (theory)
Tue	13 IV BDS Part I Model(P)	10	10	14 Ambedkar Jayanathi	12	16
Wed	14 IV BDS Part II Model IV BDS Part I Model(P) II BDS (Addnl)Model I BDS (Addnl) Model PG Clinical Club Mtng	11 IV BDSpart II (reg) KHS PG Clinical Club Mtng	11 Acad Meeting PG Clinical Club Mtng	15 Vishu	13 PG Clinical Club Meeting	17 I BDS Model (theory)
Thu	15 IV BDS Part I Model(P) Maintenance Meeting	12 Maintenance Mtng	12 Maintenance Meeting	16 Maintenance Meeting	14 Maintenance Meeting	18 Maintenance Meeting
Fri	16 II BDS (Addnl)Model II BDS (Addnl)Model	13 OMFS Day	13	17 CDE on Basic Life Support	15	19 I BDS Model (theory)
Sat	17	14 Cert.Prgm in Laser Dentistry	14 Workshop in Functional Occlusion	18	16	20 I BDS Model(P)
Sun	18	15 Cert.Prgm in Laser Dentistry	15 Workshop in Functional Occlusion	19	17	21
Mon	19 II BDS (Addnl)Model	16 Cert.Prgm in Laser Dentistry	16	20	18	22 Batch Co-Ordinators Mtng (1st Yr)
Tue	20	17 Sivarathri	17	21	19	23 Batch Co-Ordinators Mtng(2nd Yr)
Wed	21 Library Cmty Mtng	18	18 Library Cmty Meeting	22	20 Library Committee Mtng	24 I BDS Model(P) Batch Co-Ordinators Mtng (3 rd Yr)

						Mess Meeting
Thu	22 Maintenance Meeting	19 Maintenance Mtng	19 Maintenance Meeting	23 Maintenance Meeting	21 Maintenance Meeting	25 Batch Co-Ordinators Mtng (4 th Yr) Maintenance meeting
Fri	23 Mess Meeting	20	20	24	22	26
Sat	24	21	21	25	23	27
Sun	25	22	22	26	24	28
Mon	26 Republic Day	23 II BDS (suply) Kuhs Batch Co-Ordinators Mtng (1 st Yr)	23 I BDS II Term (theory) Batch Co-Ordinators Meeting (1 st Yr)	27 Batch Co-Ordinators Mtng (1 st Yr)	25 Batch Co-Ordinators Meeting (1 st Yr)	29
Tue	27 Bach Co- Ordinators Mtng(1 st Yr)	24 Batch Co-Ordinators Mtng (2 nd Yr)	24 Batch Co-Ordinators Meeting (2 nd Yr)	28 Batch Co-Ordinators Meeting (2 nd Yr)	26 Batch Co-Ordinators Meeting (2 nd Yr)	30
Wed	28 Mess Meeting Batch co-ordinators Mtng (2 nd Yr)	25 Batch Co-Ordinators Mtng (3 rd Yr) Mess Meeting	25 I BDS II Term (theory) Mess Meeting Batch Co-Ordinators Meeting (3 rd Yr)	29 Mess Meeting Batch co-ordinators Meeting (3 rd Yr)	27 Mess Meeting Batch Co-Ordinators Meeting (3 rd Yr)	
Thu	29 Batch Co-Ordinators Mtng (3 rd Yr) Maintenance Meeting	26 Batch Co-Ordinators Mtng (4 th Yr) Maintenance Mtng	26 II BDS II internal Maintenance Meeting Batch Co-Ordinators Meeting (4 th Yr)	30 Maintenance Meeting Batch co-ordinators Meeting (4 th Yr)	28 Maintenance Meeting Batch Co-Ordinators Meeting (4 th Yr)	
Fri	30 Batch Co-Ordinators Mtng (4 th Yr)	27	27 I BDS II Term (theory)		29	
Sat	31 College Day	28	28 I BDS II Term (Prctical) II BDS II internal		30	
Sun			29		31 World No Tobacco Day	
Mon			30 I BDS II Term (Prctical) II BDS II internal			
Tue			31			

Closed Holiday  Open Holidays (RH)  Open Holidays (Students) 

PMS COLLEGE OF DENTAL SCIENCE AND RESEARCH
ANNUAL PLANNER – 2015

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Mon						
Tue			1			1
Wed	1		2			2
Thu	2 Maintenance Mtng		3 Maintenance Meeting	1 Maintenance Meeting		3 Maintenance Mtng
Fri	3		4	2 Gandhi Jayanthi		4
Sat	4	1 Workshop in Research Methodology	5 Sreekrishna Jayanthi Teachers' Day celebration	3		5
Sun	5	2	6 Annual Alumni Meet	4	1	6
Mon	6 IIBDS Model	3 IV BDS Part II (supl) KUHS	7	5	2	7
Tue	7	4	8 Acad Meeting	6	3	8 Acad Meeting
Wed	8 Acad Meeting II BDS Model PG Clinical Club Mtng	5	9 PG Clinical Club Mtng	7	4	9 PG Clinical Club Mtng
Thu	9 Maintenance Meeting	6 Maintenance Meeting	10 Maintenance Meeting	8 Acad Meeting Maintenance Meeting	5 Maintenance Mtng	10 Maintenance Meeting
Fri	10 II BDS Model	7	11	9	6	11
Sat	11	8 Acad Meeting	12	10	7	12
Sun	12	9	13	11	8	13
Mon	13	10	14 CDE on Management of Restorative & Endodontic failures	12	9 Acad Meeting	14
Tue	14	11	15	13	10	15
Wed	15 Library Committee Mtng	12 PG Clinical Club Meeting	16 Library Comty Mtng	14 PG Clinical Club Mtng	11 PG Clinical Club Mtng	16
Thu	16 Maintenance Meeting	13 Maintenance Meeting	17 Maintenance Meeting	15 Maintenance Meeting	12 Maintenance Meeting	17 Maintenance Meeting
Fri	17	14 Karkkidaka Vavu	18	16	13	18
Sat	18 Id-UI-Fither	15 Independence Day	19	17	14	19
Sun	19	16	20	18	15	20
Mon	20	17 III BDS Model Batch Co-Ordinators Meeting (1 st Yr)	21 SN Guru Samadhi	19	16	21
Tue	21	18 Batch Co-Ordinators Meeting (2 nd Yr)	22	20	17	22
Wed	22	19 III BDS Model Batch Co-Ordinators Meeting (3 rd Yr) Mess Meeting	23	21	18 Library Comty Meeting	23
Thu	23 Maintenance Meeting	20 Batch Co-Ordinators Meeting (4 th Yr) Maintenance Meeting	24 Bakrid	22 Maintenance Meeting Mahanavami	19 Maintenance Meeting	24 Maintenance Meeting Nabi Dinam / Xmas eve

Fri	24 Training in Trends in laser dentistry	21 III BDS Model	25 Maintenance Meeting	23 Vijayadasami	20	25 Christmas
Sat	25	22	26	24 Muharam	21	26 X'mas holiday
Sun	26	23	27	25	22	27
Mon	27 Batch Co-Ordinators Meeting (1st Yr)	24	28 Batch Co-Ordinators Meeting (1st Yr)	26 Batch Co-Ordinators Meeting (1st Yr)	23 Batch Co-Ordinators Meeting (1st Yr)	28 Batch Co-Ordinators Meeting (1st Yr)
Tue	28 Batch Co-Ordinators Meeting (2nd Yr)	25 Lecture on Latest Updates of Lasers in Dentistry	29 Batch Co-Ordinators Meeting (2nd Yr)	27 Batch Co-Ordinators Meeting (2nd Yr)	24 Batch Co-Ordinators Meeting (2nd Yr) Lecture on Erbium Lasers on Hard Tissues	29 Batch Co-Ordinators Meeting (2nd Yr)
Wed	29 Batch Co-Ordinators Meeting (3rd Yr) Mess Meeting	26	30 Batch Co-Ordinators Meeting (3rd Yr)	28 Batch Co-Ordinators Meeting (3rd Yr) Mess Meeting	25 Batch Co-ordinators Meeting (3rd Yr) Mess Meeting CDE on Face Aesthetics Lecture on Lasers in Periimplantitis & Implantology	30 Batch Co-Ordinators Meeting (3rd Yr) Mess Meeting
Thu	30 Batch Co-Ordinators Meeting (4th Yr) Maintenance Meeting	27 Maintenance Meeting Uthradam		29 Batch Co-Ordinators Meeting (4th Yr) Maintenance	26 Batch Co-Ordinators Meeting (4th Yr) Maintenance Meeting	31 Batch Co-Ordinators Meeting (4th Yr) Maintenance Meeting
Fri	31 Workshop in Research Methodology	28 Thiruvonam		30	27	
Sat		29 Avittom		31	28	
Sun		30			29	
Mon		31			30	
Tue						

Closed Holiday



Open Holidays (RH)



Open Holidays (Students)

