

Annual Quality Assurance Report (AQAR) 2015-16

NAAC TRACK ID : KLCOGN 17685/2014



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NAAC Accredited **B Grade**

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:

Prof. Dr. N.O Varghese, Principal

Tel. No. with STD Code:

0472-2587878, 2587979

Mobile:

9447123418

Name of the IQAC Co-ordinator:

Dr.Smitha C

Mobile:

9895424094

IQAC e-mail address:

iqac@pmscollege.ac.in

1.3 NAAC Track ID (For ex. MHCOGN 18879)

KLCOGN 17685/2014

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 (SC) 04/AXA/21 Dec. 10.2014

1.5 Website address:

www.pmscollege.ac.in

Web-link of the AQAR:

www.pmscollege.ac.in/pms/iqac.php

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	2.65	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

02/08/2008

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

2015-16

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 - 23/10/2017 (DD/MM/YYYY)

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) 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

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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 - NIL

Total Nos. International National State Institution Level

(ii) Themes

-

2.14 Significant Activities and contributions made by IQAC

1. Improving academics by adopting innovative teaching methodologies and ITC.
2. Ensuring student participation and conduction of various co-curricular activities.
3. IQAC took initiative in Hepatitis B awareness and vaccination of students and faculty.
4. IQAC is continuously working to enhance Oral Health Care Services to different strata of society.
5. IQAC is endlessly working to encourage student and faculty participation in research activities.
6. Improving campus infrastructure and facilities.

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
<ol style="list-style-type: none"> 1. Strengthening and improving the quality of academics by adopting innovative teaching methodologies and ITC. 2. Measures to be taken to conduct frequent faculty development programs & Refresher courses 3. Measures taken to promote Research, Consultancy & collaborations <ul style="list-style-type: none"> - Measures taken to inculcate Research culture among Under Graduate students. <ul style="list-style-type: none"> • Consultancy & Collaborations 	<ol style="list-style-type: none"> 1. Excellent academic results in MDS and BDS levels in University exams with two 1st Ranks, one 2nd Rank and one 3rd Rank in MDS. 2. Various faculty development and training programs conducted. <ul style="list-style-type: none"> - Teacher training program conducted by Medical Education Unit, Pathology Department, Govt. Medical College, Trivandrum on 30th & 31st March 2016 - Institutional Ethical Committee Member Secretary Training Program at KUHS, Thrissur. - University initiative Students Support Guidance Cell, - University Inspectors training at KUHS, Thrissur. - Accredited Bioethics training for Medical and Dental teachers at KUHS 3. Interns and UG students actively participates in scientific presentation, publication and research works. <ul style="list-style-type: none"> - UG students attended IAOMR National UG conference Kozhikode and presented papers on Oral Cancer. - Resource provided for “Snehathalam” – 75 days long State wide cancer detection

<p>4. Measures taken to collaborate with International Universities for Student Exchange Program.</p> <p>5. Strengthening Students Support and Guidance through various value added programs and clubs and more focus given on student friendly campus.</p> <ul style="list-style-type: none"> - Measures to improve infrastructure in learning resources - Construction of Ladies Hostel Annex 3, construction of swimming pool & renovation of auditorium, Installation of High mast light in the Campus, enhance emergency services and transportation facilities for hospital purpose. 	<p>and awareness program organised by NGO, Swasthi Foundation</p> <ul style="list-style-type: none"> - Resource and expertise provided for Cancer Awareness program among serving and retired Police personnel organised by NGO, Swasthi Foundation and Kerala Police. - The health awareness program conducted by the Taluk Head Quarters Hospital, Kerala Health Services. - Faculty as Resource person for World Elderly Day at Santhigiri Ashramam, Pothencode, Trivandrum. <p>4. MoU Signed with Rutgers School of Dental Medicine, USA</p> <ul style="list-style-type: none"> - Strengthening interactions and collaboration through guest lectures, workshops and CDEs. <p>5. Started and Anti-Narcotic Club under the guidance of State Excise Department.</p> <p>Strengthened student – faculty relationship</p> <ul style="list-style-type: none"> - Procured latest state of the art equipment in 4 Departments to impart the best clinical training to students. - Completion of Ladies Hostel Annex 3 Renovated the auditorium and fitted with modern audio-visual aids. - High Mast lighting systems installed in the campus. - Procured ambulance for hospital purpose.
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<p>- Energy conservation policy by introducing Green Campus Concept</p> <p>6. Fund to be allotted for procuring special equipments for each department.</p> <p>7. Initiatives taken to implement online admission process.</p> <p>8. Initiatives taken to establish a 100 bedded multispecialty hospital fulfilling all requirements at par with DCI norms.</p> <p>9. Rainwater harvesting system</p>	<p>- Beautified the Campus with splashy greenery and new garden chairs. Replaced all incandescent lights and CFL with LED lights.</p> <p>- Emphasis on well ventilated and aerated rooms in newly constructed buildings.</p> <p>6. Procured Dolphin Scanner with transparency adapter, Major & Minor Oral Surgery Instrument kit, Root Zx mini with Tri Automini, Dental Lab Bench.</p> <p>7. Successful Implementation of online admission process.</p> <p>8. Feasibility studies completed for procuring 100 bedded hospital, land acquisition in pipeline.</p> <p>9. Site identification and completion of rainwater harvesting facility.</p>
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** 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

- Faculty and student appraisal for overall performance.
- Informing various activities of the college via various social networking sites.

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				
Certificate	1			
Others				
Total				
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)

**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. NIL

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

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
123	44	27	25	27

2.2 No. of permanent faculty with Ph.D.

3

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
17	-	-	-	4	-	-	-	21	-

As per (DCI)

2.4 No. of Guest and Visiting faculty and Temporary faculty

1

1

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	
Attended	6	28	35	
Presented papers		1		
Resource Persons				

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

- Staff Training Programs by External Trainers
- Internal Training Program on every second Wednesday of the month for students and staffs

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

292

2.8 Examination/ Evaluation Reforms initiated by the Institution

- University model answer booklets with barcoding facility provided for internal examinations.
- Centralised evaluation
- Coding and decoding system in internal examinations
- Result declarations within one week.

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:

- IQAC organizes Batch Coordinators' meeting in the beginning of every academic year for the implementation of quality enhancement measures.
- Constituted a Committee to evaluate the theory classes and teacher assessment by students and HODs, collected by formal and informal feedbacks.
- Meritorious students are awarded based on their academic performances.
- Student Counsellor and Mentors addresses the grievances which are discussed in Academic Committee and IQAC.

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	1	7
UGC – Faculty Improvement Programme	Nil	0
HRD programmes	8	55
Orientation programmes	Nil	0
Faculty exchange programme	Nil	0
Staff training conducted by the university	3	4
Staff training conducted by other institutions	2	55
Summer / Winter schools, Workshops, etc.	Nil	0
Others (CDE)	1	55
(Seminar)	1	6

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	81	Nil	1	12
Technical Staff	52	Nil	Nil	4

Criterion – III

3. Research, Consultancy and Extension

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

- Measures taken to encourage faculty members and PG students for paper presentations in various Conferences and Seminars.
- In order to encourage research activities among the faculty members, IQAC proposed a minimum two publications in a year.
- Fund of Rs. 30 Lakhs allotted as seed money for procuring more research facilities in the departments.
- Conduction of Research Methodology and Biostatistics Workshop for faculties, PGs and Interns.
- Invited talks frequently conducted by various national and international research speakers.

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	13	1	7
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 (Faculty Research Projects (minor) - 7 Nos.)	1 year / 2 years	Management	7 Lakhs	-
Students research projects (other than compulsory by the University)	6 months – 1 year	Management	2.8 Lakhs	-
Any other(Specify)				-
Total	-	-	9.8 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 : Rs.30 Lakhs (3 lakhs per department)

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
		2	2			

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: NIL

University level State level
National level International level

3.22 No. of students participated in NCC events: NIL

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: NIL

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="-"/>

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

- As a part of extension activities and institutional social responsibilities, more number of camps and collaborations initiated with the help of fully functional satellite dental clinics and mobile dental clinics.
- Actively functional Oral Cancer detection and awareness program by Department of Oral Pathology and Oral Medicine & Radiology in association with Health Department, Government of Kerala.
- Oral Health Awareness programs by street plays, skits, flash mobs, processions on various World Health Day programs.
- Financial contributions towards various community outreach programs and distribution of study materials (155 beneficiaries), subsidised medical and dental treatments.
- Observed Vigilance Awareness Week and programs conducted in association with State Bank of Travancore as a part of Institutional Social Responsibility towards anticorruption.

Oral Cancer detection and awareness program by Department of Oral Pathology and Oral Medicine & Radiology in association with Health Department, Government of Kerala.



World No Tobacco Day on May 31st



Observed Vigilance Awareness Week and programs conducted in association with State Bank of Travancore



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	-		11.5 acres
Class rooms	9	-		9
Laboratories	12	-		12
Seminar Halls	8	-		8
No. of important equipments purchased (≥ 1 -0 lakh) during the current year.		Details given in the below table *		
Value of the equipment purchased during the year (Rs. in Lakhs)		11.28 Lakhs	Internal	
Others				
*	Year	Equipment	Rate	
	2014-15	Dental Chairs – 15 Nos.	14.40 lakhs	
		Portable X-ray machine	1.25 lakhs	
		RVG machine	1.40 Lakhs	
	2015-16	Dolphin Scanner with transparency adapter	4 Lakhs	
		Major & Minor Oral Surgery Instrument kit	5 Lakhs	
		Root Zx mini with Tri Automini	1.38 Lakhs	
		Dental Lab Bench	90,000	

4.2 Computerization of administration and library

- Upgraded Logistics Management Software

4.3 Library services:

	Existing		Newly added (2016)		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4741	88,92,137	63	69,340	4804	89,61,477
Reference Books	1273	18,78,220	22	23,215	1295	19,01,435
e-Books						
Journals	89	27,11,505	1	66,888	90	27,78,393
e-Journals	89	13,27,398	6	5,68,000	95	18,95,398
Digital Database	EBSCO	13,27,398		5,68,000	EBSCO	18,95,398
CD & Video	333		12		345	
Others (specify)	Created General Library	49,110		66,400		1,15,510

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	63	Nil	8	7	Nil	33	23	4 (CCTV)
Added	2	Nil	Nil	Nil	Nil	2	Nil	3 (CCTV)
Total	65	Nil	8	7	Nil	35	23	7 (CCTV)

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

- Training on e-library, EBSCO given to 1st year UG & PG students by Resource Person, EBSCO.

4.6 Amount spent on maintenance in lakhs :

i) ICT	6, 07,762
ii) Campus Infrastructure and facilities	11, 29,755
iii) Equipments	25, 17,160
iv) Others	17, 23,000
Total :	42, 54,677

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. IQAC took initiative for establishment of Anti Narcotic cell.
2. IQAC regularly conducts Anti Ragging Awareness classes to the students at the beginning of the Academic Year by officials from Kerala Police and State Members from Dental Council of India.
3. IQAC proposed measures for establishing a student friendly and nurturing campus under the guidance of Administrative Officer (Academics), active student mentors and batch co-ordinators.
4. IQAC was instrumental in establishing Student Support Guidance and Progression Committee.
5. Various motivational classes and counselling sessions were arranged for the students by IQAC.
6. As a part of awareness for the student regarding various conferences at UG level, IQAC took initiative to procure free registrations for students in the State and National Conferences.
7. Display of various students support and progression facilities in the institutional Website.

5.2 Efforts made by the institution for tracking the progression

- Academic Committee assess the student feedbacks on teaching learning and student support and progression system.
- Annual result analysis is conducted by the IQAC for the improvement of teaching and infrastructure.
- Parents are updated quarterly with their wards' academic improvements for tracking the progressing.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
536	74	-	-

(b) No. of students outside the state

1

(c) No. of international students

Nil

Men	No	%	Women	No	%
	117	19		493	81

No	%
493	81

Last Year (2015)						This Year (2016)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
233	16	nil	320	nil	569	240	21	-	349	-	610

Demand ratio : 1:3.64 Dropout % : 0.01%

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

NIL

No. of students beneficiaries

0

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

I BDS- 14 Students
 I BDS Additional – 8 Student
 II BDS (Regular) - 11 student
 II BDS (Additional) – 7 Students
 III BDS – 5 students
 Part I – 4 Students
 I MDS – 5 students

Major Problems identified in student counselling: Academic issues like memory retention, poor motivation, test anxiety, time management, procrastination and perfectionism.

Interpersonal and relationship issues, Difficulty in coping skills, Lack of self-confidence, Health concerns, Parental Pressure etc.

No. of students benefitted

23

5.7 Details of campus placement Nil

<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 programs are being conducted on regular basis by Student Counsellor, as a part of which various programs are conducted on Women's day celebrations.
- Observed black day in order to mark the solidarity for the death of a woman assault case victim and provided financial support to the family.

As part of Women's Day celebration a Debate was conducted



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:

State/ University level National level International level

- 1ST Prize in Volley Ball, 2nd prize in Caroms & Foot Ball (Inter Dental College Sports Fest hosted by PMS Dental College – CHAKRAVYUH'16)
- Runner Up in Cricket in South Indian Inter Dental Fest (KURUKSHETHRA'16)

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	5	Rs.34,15,000
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 :

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

- An amount of Rs.25,150/- , food and clothing's generated by students for natural calamities of Nepal Earthquake Relief Fund 2015.
- An amount of Rs. 9500/- for the victims of anti-social incident in Ernakulam District, Kerala

5.13 Major grievances of students (if any) redressed:

Grievances	Solutions
Accommodation of Prayerful space	Increased the accommodation of prayer room facilities for students on request.
Improvement of facilities for students' refreshment and relaxation	<ul style="list-style-type: none"> • Installed High Mast Light inside the campus. • Additional Security Guards posted in the Campus and more CCTVs installed in various locations. • Facilities extended for practicing outdoor & indoor sports under the supervision of a specialized coach.
Drinking Water facility	Installed additional drinking water filter units in the campus.
Neediness of quality audio visual system in the auditorium	Renovate the Central Auditorium and acoustics works done.

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

- The curriculum development by the University (KUHS).
- Need based curriculum developed by Board of Study members of the College for Certificate Programs in Laser Dentistry & Implantology.

6.3.2 Teaching and Learning

- Resident Lecture monitor off campus teaching and learning.
- Faculty Development Programs initiated to ensure the adoption of effective teaching, learning methodology.
- Maintenance of regular log registers by the students of all the batches for the completion of each topics ensures the timely completion of the portions.
- Transcripts and objective questions are given to the students prior to the theory classes for their quick references and study materials.

6.3.3 Examination and Evaluation

- Ensures fair and transparent mode of conduction of exams.
- Internal Examination schedules given at the beginning of the Academic Year.
- Feedbacks are collected by the External Examiners by the Office of Examination which are used for addressing the grievances.
- Centralised evaluation and University model answer booklets provides the students a practice for facing University examinations.

6.3.4 Research and Development

- More faculty members are encouraged and facilities provided to pursue higher studies and involve in research activities.
- PG's dissertation, UG's are also presenting papers. Interns got best paper award in to IDA state level conferences.
- Provided training for dissertation preparation and effective usage of library.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Separate clinic and lab facilities started for Epidemic diseases.
- Facilities extended in Medical OP
- High Speed WiFi solution in Library, PG hostels, Examination Office & Administrative Office.
- Internet facility provided for accessing journals along with relevant literature through EBSCO using 2 MBPS broadband line.

6.3.6 Human Resource Management

Recruited staffs are given proper training in the 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.Seba, HOD, Department of Periodontics, 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.
- Anti-Ragging Awareness program for Anti Ragging squads and Committee Members by Mr.Shaffi, DYSP, Kerala Police.
- Motivational talk by Dr.Sunil Raj, Clinical Phycologist, member of ORC (Our Responsibility to Children) - Govt.of Kerala and the Faculty of Adolescence management in Higher Education, Govt. of Kerala (Adolescence management for students).
- Food Safety classed conducted for canteen, mess & housekeeping staffs by Food & Heal Department, Govt. of Kerala.

Personality Development Program

- “Non Verbal Communication or Body language” by Mr.Vijayakrishnan, a corporate HR Trainer and formerly GM of FACT and guest speaker to various Management Institutions.
- Training on Organizational Behaviour and Work Culture by the Central Board for Workers Education.

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

6.3.9 Admission of Students

- UG Admission (85% Management seat and 15% NRI Seat) by qualifying National Eligibility cum Entrance Test (NEET).
- NEET qualification for PG Admission. 50% seats allotted by the State Government and 50% by management.

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 • Uniform allowance provided.
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

6.5 Total corpus fund generated

Rs. 10,98,10,488 as on 31st March 2017

6.6 Whether annual financial audit has been done Yes No

External audit by M/s.Kaimal & Co. and internal audit done by a member representative of NRI Services & Educational Trust.

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

The College declares results of internal examinations within 10 days.

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

- In order to provide a fair evaluation process, modification in double valuation system was implemented.
- Centralized evaluation system
- University revised the MDS Curriculum by removing 1st year theory exams and incorporated it in the final year exams.
- University implemented a revision in theory marks of 70 instead of 100 from BDS 2016 batch onwards.
- University appoints an Examination Chairperson from the College for each year for the smooth coordination and conduct of examinations.

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

- Alumni act as mentors / judges for various student activities.
- Regular Annual Alumni meet conducted.

6.12 Activities and support from the Parent – Teacher Association

- Active involvement of the parents of the students on the occasion of important events like Induction & Orientation Program, Convocation Program, Festival celebrations & College Day celebrations.

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 program

- Oral systemic health by Dr.Seba, HOD, Department of Periodontics, 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.
- Anti-Ragging Awareness program for Anti Ragging squads and Committee Members by Mr.Shaffi, DYSP, Kerala Police.
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- Food Safety classed conducted for canteen, mess & housekeeping staffs by Food & Heal Department, Govt. of Kerala.

Personality Development Program

- “Non Verbal Communication or Body language” by Mr.Vijayakrishnan, a corporate HR Trainer and formerly GM of FACT and guest speaker to various Management Institutions.
- Training on Organizational Behaviour and Work Culture by the Central Board for Workers Education.

Training in Goal values & relations by Dr.Sunil Raj



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

- Installed additional Biogas Plant.
- Introduced organic farming of vegetable crops.
- Recycling of sewage water and reuse for plantation.
- Practicing biomedical waste segregation and disposal.
- Maximum utilization of natural light by eco-friendly infrastructure.
- Save electricity campaign by using signboards and installation of maximum sensor lights.

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.

- Student friendly and supportive campus.
- Persistent Teacher Training programs for the improvement of teaching, learning process.
- Actively functioning Holiday Clinic under the supervision of Specialized Doctors.
- Initiated and practice of Inter Disciplinary Case discussions which imparts broad based leaning for the students.
- Collaboration with International Institutions and student exchange programme.
- Sustained progress in teaching and academics reflected the procurement of 100% pass in MDS and 1st and 2nd University ranks.

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

- Motivational and orientation classes for students.
- Orientation classes for library usage for both Under Graduate and Post Graduate students.
- Encourages paper publications and presentations.
- Formation of Student Support Guidance Unit in the College under the Supervision of the University Nodal Officers.
- Fully functional Anti Narcotic Club.
- Appointment of a Director for CDE Programs for the regular conduction and coordination of CDEs, Seminars and workshops.

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

- IQAC conducts regular Academic audits which facilitates timely completion of portions, conduct of examinations and result declaration for internal examinations.
- Monthly academic schedule regularly securitized and implemented under the supervision of the Principal.
- Regular distribution of keynotes with objectives and assessment questions before the respective theory classes.
- Regularly conducts Anti Ragging Awareness programs for students and Anti Ragging committee members and squads.

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

7.4 Contribution to environmental awareness / protection

- Emphasis on rain water harvesting and recycled water used for irrigation.
- Proper practice and disposal of waste management system as a part of environment protection.
- Disposal of biomedical wastes through IMAGE.

7.5 Whether environmental audit was conducted?

Yes

No

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

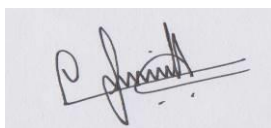
- PMS College of Dental Science & Research and Rutgers School of Dental Science signed MOU to facilitate academic, student and faculty exchange and research related activities between the two institutions.
- CCTV surveillance for safety and disciplinary purposes.
- Institution is constantly working to achieve dental education at par with international standards and fulfil all the mission of the College.

8. Plans of institution for next year

- To enhance the National and International MOUs and Collaborations.
- To establish Comprehensive Dental Clinic at par with international standard.
- Augment more number of CDE & Certificate Programs.
- Improve research facilities and encourage more inter departmental research and strengthen infrastructure facilities.
- Formation of College Council with staff and student representatives to advice the questions related to internal affairs of the College.
- To encourage Under Graduate student awareness and participations in various conferences, seminars and workshops to update with the international scenario in dentistry.
- Educational financial assistants for eligible students.
- To procure smart class rooms and tele conference.
- To implement the concept of Sustainable Development as a part of energy conservation program.

Name : **Dr.Smitha C**

Sr. Lecturer, Dept. of Microbiology



Signature of the Coordinator, IQAC

Name: **Prof. 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 2016

Feedback collection is an integral process in a 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 a teacher's evaluation system thereby contributing in the overall development. This Survey is conducted during 2016-2017 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 facilities of 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

This year we have a hike in the feedback rating in all criterion than the last year.

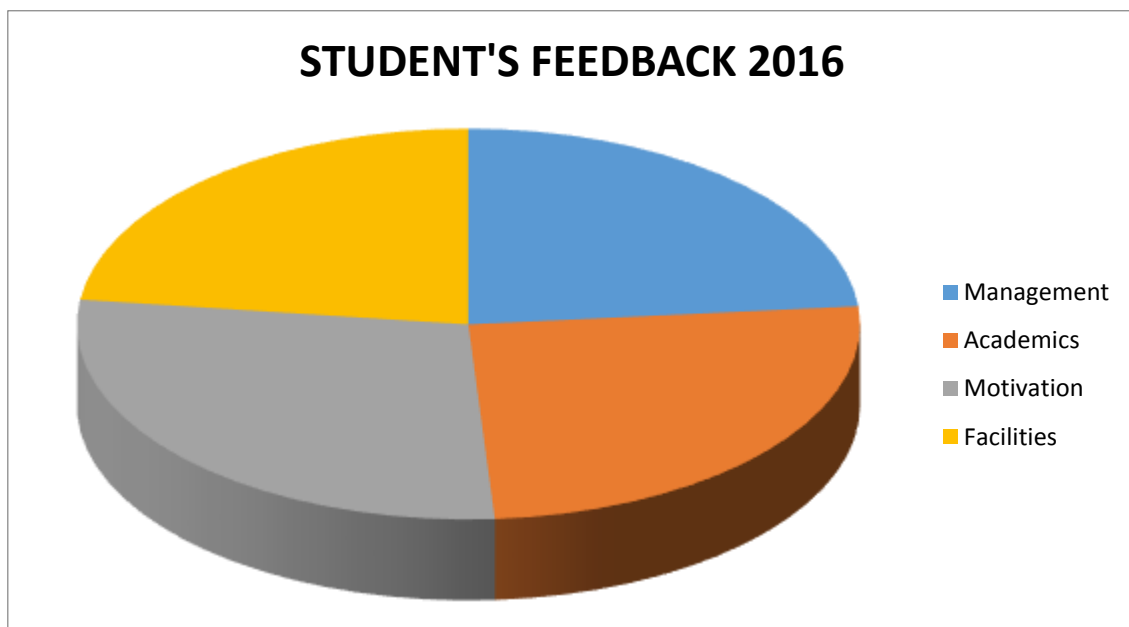
According to students rating on class Management , 90% of responses agree that the teachers arrives on time and well prepared for each classes . 89.7% of participants agree that each class is effective and productive, maintaining an environment for conductive learning. 83% of responses rated their infrastructure (class room, clinics & lab) are well equipped and majority participants suggested for air conditioned class rooms.

In academics rating, 90% of participants are happy about the teaching methodology. 95.5% of participants rated high on the teacher's subject knowledge, co-operative and informative practical sessions and provisions of additional study materials apart from text books. 98 % of Participants agree that subject

knowledge acquired during the theory sessions integrate with the practical applications. 96% of participants are satisfied with the well maintained library and computer facilities.

Apart from this, the Management has provided conveyance to and from the nearest public transport hubs on student's request.

In motivation rating, 95% of participants strongly agree that the teachers are courteous with students and encourage class participation and offers positive reinforcement as well as constructive criticism. 94% of participants, agree that the teachers are approachable, even after class hours, for tutoring review work. 96% of participants strongly agree that, teacher's encouragement helps them in their self-development and life skill improvement. 91% are happy with the career guidance and orientation provided to them by the institution.



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 2016

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.

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 from the parents, to understand their outlook towards the facilities, in terms of Academics and other amenities provided to the students. This survey was conducted during the Academic year 2016 -2017. The respondents are the parents of BDS and MDS students of 2013, 2014, 2015, 2016 Batches. 40 responses were collected through direct conversation and telecons, and were analysed and out of these 40 responses 30 were from the parents of BDS students and 10 were from parents of MDS students.

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

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

This year, there is an elevational change from last year (2015) feedback rating. Academics are given a high rating and facilities are in satisfactory level.

There is a high rise in the rating of Academics from last year (2015). 96% 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 . 88% are strongly satisfied with examination system and discipline maintained. 93% 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. 94% of parents are happy with student –teacher relationship and 78% are satisfied with the administration and management of the Institution.

According to the rating given to Facilities provided , 88% 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. 78% are satisfied about computer facility in the library and acknowledged the addition of more computers as per their last year (2015) suggestion. Also there is an elevation in the rating of Counselling facility by 84% because of the individual counselling provided and the motivational talks by inspiring speakers. Also 84% 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 87%.

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 2016

Alumni feedback form is a special stakeholder for an institution and create the college's reputation through their 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.

The alumni feedback survey described in this report was conducted during 2016-17 academic year. Survey responses were collected from the former students of 2010 to 2014 batches of BDS and MDS courses .The feedback forms were collected in April 2016 i.e., 2 years after graduation. Out of 40 responses collected 30 were from BDS graduates and 10 were from 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

There is a hike in the feedback rating from last year.

In Academics rating, 95.6% of participants rated the College, Department, Faculties and facilities are high . 87% responses of alumni are happy with the overall development activities organized by the college. Few suggested for more motivational class and career orientation programmes. 94% of participants strongly agree that the grievances are properly handled at the college as student and as alumni. 96.5% of participants appreciated the technical know-how obtained from the course. 98.3% of participants strongly agree that they utilizing the knowledge obtained from the course to present job. 96% are very much satisfied and happy with the student –teacher relationship.

In Facilities rating – 90.6% are satisfied with clinical work, laboratories and equipment. 92% gave a high rating for library facilities and a few suggested to increase the number of books issued to students at a time. 93.4% are satisfied with student counselling & career guidance and 87.6% are satisfied with sports & extracurricular activities. 84% rated as satisfied with the computer facilities and internet & Wi-Fi in the college and 89% are happy with canteen and hostel facilities

As per the last year suggestions, an Alumni meeting was conducted and collected feedback form. Few of the former students were appointed as guest lecturers.

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		
2.	How do you rate the development activities organized by the college for your overall development?	1	2	3	4
3.	Are you willing to contribute the development of the college?	Yes	No		

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	1	2	3	4

	IDA				
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 – 2016

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
Mon		1 IV BDS Part I KUHS Supple Exam				
Tue		2 II BDS KUHS Supple Exam	1III BDS 2 nd Internal (theory) Seminar on Newer trends of treatment management in Orthodontics & Dentofacial Orthopaedics			
Wed		3 Academic Cmty Mtng Batch Co-ordinators' Mtng IV BDS Part I KUHS Supple Exam	2 Academic Cmty Mtng Batch Co-ordinators' Mtng III BDS 2 nd Internal (theory)			1 Academic Cmty Mtng Batch Co-ordinators' Mtng
Thu		4 Maintenance Meeting II BDS KUHS Supple Exam	3 Maintenance Meeting III BDS 2 nd Internal (pract)			2 Maintenance Meeting III BDS Model Theory IV BDS Part I Model Theory Exam
Fri	1 I BDS 1 st Internal Theory Exam	5 IV BDS Part I KUHS Supple Exam	4 III BDS 2 nd Internal (pract)	1		3
Sat	2 Mannam Jayanthi	6	5 III BDS 2 nd Internal (pract)	2 II BDS 2 nd Internal Theory		4 III BDS Model Theory IV BDS Part I Model Theory Exam
Sun	3	7	6 National Dentist's Day	3	1	5
Mon	4 I BDS 1 st Internal Theory Exam	8 II BDS KUHS Supple Exam IV BDS Part I KUHS Supple Exam IV BDS Part II KUHS Supple Exam	7 Sivarathri National Dentist's Day Celebration	4 II BDS 2 nd Internal Practical I BDS 2 nd Term Exam	2	6 III BDS Model Theory IV BDS Part I Model Theory Exam II BDS 3 rd Term Model Theory exam I BDS 3 rd Term Model Exam MDS Part II KUHS Exam
Tue	5	9 I BDS KUHS Supple Exam	8 International Women's Day Celebration	5 II BDS 2 nd Internal Practical	3	7 III BDS Model Practical
Wed	6 Academic Cmty Mtng Batch Co-ordinators' Mtng II BDS 1 st Internal I BDS 1 st Internal Theory Exam	10 Library Comty Mtng PG Clinical Club IV BDS Part II KUHS Supple Exam	9 PG Clinical Club IV BDS Part I 2 nd Internal Theory	6 Academic Cmty Mtng Batch Co-ordinators' Mtng II BDS 2 nd Internal Practical I BDS 2 nd Term Exam	4 Academic Cmty Mtng Batch Co-ordinators' Mtng	8 Library Comty Mtng PG Clinical Club III BDS Model Practical IV BDS Part I Model Theory Exam II BDS 3 rd Term Model Theory exam I BDS 3 rd Term Model Exam MDS Part II KUHS Exam
Thu	7 Maintenance Meeting I BDS 1 st Internal Practical Exam	11 Maintenance Meeting I BDS KUHS Supple Exam	10 Maintenance Meeting IV BDS Part I 2 nd Internal Theory	7 Maintenance Meeting II BDS 2 nd Internal Practical	5 Maintenance Meeting	9 Maintenance Meeting III BDS Model Practical IV BDS Part I Model Practical Exam
Fri	8 II BDS 1 st Internal I BDS 1 st Internal Practical Exam	12 IV BDS Part II KUHS Supple Exam	11 IV BDS Part I 2 nd Internal Theory CDE Program on Digital Intra Oral Radiology	8 II BDS 2 nd Internal preclinical I BDS 2 nd Term Exam	6	10 III BDS Model Practical IV BDS Part I Model Practical Exam II BDS 3 rd Term Model Theory exam I BDS 3 rd Term Model Exam MDS Part II KUHS Exam
Sat	9	13	12 IV BDS Part I 2 nd Internal Theory	9 II BDS 2 nd Internal preclinical	7	11 IV BDS Part I Model Practical Exam
Sun	10	14	13	10	8	12
Mon	11 I BDS 1 st Internal Practical Exam	15 II BDS 2 nd Monthly Test I BDS KUHS Supple Exam III BDS KUHS Supple Exam	14	11 II BDS 2 nd Internal preclinical	9	13 IV BDS Part I Model Practical Exam II BDS 3 rd Term Model Practical exam I BDS 3 rd Term Model Practical Exam MDS Part II KUHS Exam
Tue	12	16 II BDS 2 nd Monthly Test	15	12	10	14 II BDS 3 rd Term Model Practical exam I BDS 3 rd Term Model Practical Exam
Wed	13 PG Clinical Club	17 II BDS 2 nd Monthly Test III BDS KUHS Supple Exam	16	13 Library Comty Mtng PG Clinical Club	11 PG Clinical Club	15 II BDS 3 rd Term Model Practical exam I BDS 3 rd Term Model Practical Exam
Thu	14 Maintenance Meeting	18 Maintenance Meeting II BDS 2 nd Monthly Test IV BDS Part II KUHS Supple Exam	17 Maintenance Meeting	14 Vishu	12 Maintenance Meeting	16 Maintenance Meeting II BDS 3 rd Term Model Practical exam I BDS 3 rd Term Model Practical Exam
Fri	15	19 II BDS 2 nd Monthly Test III BDS KUHS Supple Exam	18	15 Maintenance Meeting	13	17 II BDS 3 rd Term Model Preclinical exam



Sat	16 Accounts, Purchase & Stores Meeting	20	19	16	14	18 II BDS 3 rd Term Model Preclinical exam
Sun	17	21	20	17	15	19
Mon	18	22	21	18	16	20 II BDS 3 rd Term Model Preclinical exa MDS Part I KUHS Exam
Tue	19	23 Attukal Ponkala	22	19	17	21
Wed	20	24	23	20	18	22 MDS Part I KUHS Exam
Thu	21 Maintenance Meeting	25 Maintenance Meeting	24 Maundy Thursday Maintenance Meeting	21 Maintenance Meeting	19 Maintenance Meeting	23 Maintenance Meeting
Fri	22	26	25 Good Friday	22	20	24 MDS Part I KUHS Exam
Sat	23	27	26 Easter Open Day	23	21	25
Sun	24	28	27 Easter	24	22	26
Mon	25	29 III BDS 2 nd Internal (theory) Seminar on Newer trends of treatment management in Orthodontics & Dentofacial Orthopaedics	28	25	23	27 MDS Part I KUHS Exam
Tue	26 Republic Day		29 II BDS 2 nd Internal Theory	26	24	28
Wed	27 Mess Meeting		30 Mess Meeting	27	25 Mess Meeting	29
Thu	28 Maintenance Meeting		31 Maintenance Meeting II BDS 2 nd Internal Theory	28 Maintenance Meeting	26 Maintenance Meeting	30 Maintenance Meeting
Fri	29			29	27	
Sat	30			30	28	
Sun	31				29	
Mon					30	
Tue					31 World No Tobacco Day	

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

PMS COLLEGE OF DENTAL SCIENCE AND RESEARCH
ANNUAL PLANNER – 2016

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
Mon		1				
Tue		2 Karkkidaka Vavu			1	
Wed		3 Academic Cmty Mtng Batch Co-ordinators' Mtng			2 Academic Cmty Mtng Batch Co-ordinators' Mtng	
Thu		4 Maintenance Meeting	1 Maintenance Meeting		3 Maintenance Meeting	1 Maintenance Meeting
Fri	1	5	2		4	2
Sat	2	6	3	1	5	3
Sun	3	7	4	2	6	4
Mon	4	8	5 Workshop on Research Methodology	3	7	5
Tue	5 Academic Cmty Mtng Batch Co-ordinators' Mtng	9	6 Workshop on Research Methodology	4	8	6
Wed	6 ID-UL Fithr	10 Library Comty Mtng PG Clinical Club	7 Academic Cmty Mtng Batch Co-ordinators' Mtng	5 Academic Cmty Mtng Batch Co-ordinators' Mtng PG Clinical Club	9 PG Clinical Club	7 Academic Cmty Mtng Batch Co-ordinators' Mtng
Thu	7 Maintenance Meeting	11 Maintenance Meeting	8 Maintenance Meeting	6 Maintenance Meeting	10 Maintenance Meeting	8 Maintenance Meeting
Fri	8	12	9	7	11	9
Sat	9	13	10	8	12	10
Sun	10	14	11	9	13	11
Mon	11	15 Independence Day	12 Bakrid	10 Mahanavami	14	12 Nabi Dinam
Tue	12	16	13 First Onam	11 Vijayadasami	15	13
Wed	13 PG Clinical Club Training on Newer Trends in Access Cavity Preparation	17	14 Thiruvonam	12 Muharam	16	14 Library Comty Mtng PG Clinical Club
Thu	14 Maintenance Meeting	18 Maintenance Meeting	15 Third Onam	13 Maintenance Meeting	17 Maintenance Meeting	15 Maintenance Meeting
Fri	15 Training on Dentist Professional Development by Dr.Sebi Varghese	19	16 Fourth Onam	14	18	16
Sat	16	20	17 Onam Open Holiday	15	19	17
Sun	17	21	18	16	20	18
Mon	18	22	19	17	21	19
Tue	19	23	20	18	22	20
Wed	20	24 Sreekrishna Jayanthi	21 Sreenarayana Guru Samadhi Day	19 Library Comty Mtng	23	21
Thu	21 Maintenance Meeting	25 Maintenance Meeting	22 Maintenance Meeting PG Clinical Club	20 Maintenance Meeting	24 Maintenance Meeting	22 Maintenance Meeting
Fri	22	26	23	21	25	23
Sat	23	27	24	22	26	24 Christmas Eve

Sun	24	28	25	23	27	25 Christmas
Mon	25	29	26	24	28	26
Tue	26	30	27	25	29	27
Wed	27 Mess Meeting	31	28 Mess Meeting	26	30 Mess Meeting	28
Thu	28 Maintenance Meeting		29 Maintenance Meeting	27 Maintenance Meeting		29 Maintenance Meeting
Fri	29		30 CDE Program on Periodontal Microsurgery	28		30
Sat	30			29 Deepavali		31
Sun	31			30		
Mon				31		
Tue						

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