

**Minutes and ATR IQAC  
(2014-15)**

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

**IQAC/DIBNS/10.01//2014-15/01**

**Dated: 3<sup>rd</sup> July, 2014**

**Minutes of the IQAC Meeting**

**Date** : 02<sup>nd</sup> July, 2014  
**Time** : 11.30 A.M.  
**Location** : DIBNS Old Conference Hall  
**Members Present** :

**S. No. Name**

1. Dr. Shailja Pant
2. Dr. Arun Kumar
3. Smt. Arti Gupta
4. Mr. Chanchal Goel
5. Mr. Ganesh Tiwari
6. Dr. Sanjay Kumar Agrawal
7. Dr. Sandhya Goswami
8. Dr. Deepak Kumar
9. Ms. Manisha Nanda
10. Dr. Sandeep Ahuja
11. Mr. Sanjay Sikharia
12. Dr. Neeraj Kumar
13. Dr. Shruti Sharma

A meeting of IQAC was convened. on July, 2<sup>nd</sup> 2014 to discuss about the beginning of the new academic session 2014-15. The following is the brief summary that highlights the major issues discussed and agreed upon for action during the meeting.

**Summary:**

1. Welcome speech by Chairperson.
2. Academic calendar for the forthcoming session was discussed and approved.
3. The time tables of all the classes for the new academic session were approved.
4. Committee recommended the implementation of Accidental Insurance Policy for the students.
5. It was proposed to introduce the mentoring system for individualized attention to the students.
6. Committee recommended that an EDP Workshop may be conducted during the current academic session.
7. Committee also approved the list of the faculty for financial incentive during 2013-14 for writing books, research papers etc.



**(Coordinator IQAC)**

**Cc:** For circulation to all concerned.

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**IQAC/DIBNS/10.01//2014-15/02**

**Dated: 12<sup>th</sup> Nov., 2014**

**Minutes of the IQAC Meeting**

**Date** : 11<sup>th</sup> Nov., 2014  
**Time** : 03:00P.M.  
**Location** : DIBNS Old Conference Hall  
**Members Present** :

**S No Name**

1. Dr. Shailja Pant
2. Dr. Arun Kumar
3. Mrs. Arti Gupta
4. Mr. Chanchal Goel
5. Mr. Vipul Garg
6. Mr. Ganesh Tiwari
7. Dr. Sovan Bagchi
8. Dr. Sanjay Kumar Agrawal
9. Dr. K P Tripathi
10. Dr. Deptee Warikoo
11. Dr. C S Pandey
12. Mr. Deepak Kumar
13. Ms. Manisha Nanda
14. Dr. Sandeep Ahuja
15. Dr. Neeraj Kumar
16. Dr. Shruti Sharma

A meeting of members of IQAC was convened at 03:00p.m. on Nov., 11<sup>th</sup> 2014 to review the running of the current odd semester. The following is the brief summary that highlights the major issues discussed and agreed upon for action during the meeting.

**Summary:**

1. Welcome speech by Chairperson.
2. The feedback from students was reviewed and corrective action based upon it was communicated to the concerned faculty by the Principal.
3. The members were satisfied by the progress of academics.
4. The members were of unanimous opinion that Computer Lab needed to be relocated and renovated with the state of the art technology.
5. It was decided to start a NCC unit in the Institute for the all-round development of the students.
6. The Committee deliberated on the feasibility of conducting a NAAC National Seminar in collaboration with the IQAC of the college at an early date. It was agreed that the seminar would be open for the faculty from different states of N India.



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**IQAC/DIBNS/10.01//2014-15/03**

**Dated: 17<sup>th</sup> Jan., 2015**

**Minutes of the IQAC Meeting**

**Date** : 16<sup>th</sup> Jan., 2015  
**Time** : 12 noon  
**Location** : DIBNS Old Conference Hall  
**Members Present** :

**S No Name**

1. Dr. Shailja Pant
2. Dr. Arun Kumar
3. Mrs. Arti Gupta
4. Mr. Chanchal Goel
5. Mr. Vipul Garg
6. Mr. Ganesh Tiwari
7. Dr. Sovan Bagchi
8. Dr. Sanjay Kumar Agrawal
9. Dr. K P Tripathi
10. Dr. Deptee Warikoo
11. Dr. Sandhya Goswami
12. Dr. C S Pandey
13. Dr. Sandeep Ahuja
14. Dr. Neeraj Kumar
15. Dr. Shruti Sharma

A meeting of IQAC was convened at 12 noon on 16<sup>th</sup> Jan. 2015 to discuss about the beginning of the even semester of the current academic session. The following is the brief summary that highlights the major issues discussed and agreed upon for action during the meeting.

**Summary:**

1. Welcome speech by Chairperson.
2. Timetables for the even semester were approved.
3. It was again emphasized by the committee that on line NPTEL Courses should be initiated in the college in order to enrich the faculty and the students.
4. It was suggested to establish a subsidized Advanced Diagnostic Lab to cater to the needs of not only students, staff and faculty of the Institute but also the residents of local rural areas.
5. For the overall development of the students, it was proposed to get affiliation from the Red Cross Society of India – Uttarakhand Chapter.



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**IQAC/DIBNS/10.01//2014-15/04**

**Dated: 08<sup>th</sup> April, 2015**

**Minutes of the IQAC Meeting**

**Date** : 07<sup>th</sup> April, 2015  
**Time** : 11.00 A.M.  
**Location** : DIBNS Old Conference Hall  
**Members Present** :

**S No Name**

1. Dr. Shailja Pant
2. Dr. Arun Kumar
3. Mrs. Arti Gupta
4. Mr. Vipul Garg
5. Dr. Sovan Bagchi
6. Dr. Sanjay Kumar Agrawal
7. Dr. K P Tripathi
8. Dr. Depte Warikoo
9. Dr. Sandhya Goswami
10. Dr. C S Pandey
11. Mr. Deepak Kumar
12. Ms. Manisha Nanda
13. Dr. Sandeep Ahuja
14. Mr. Sanjay Sikharia
15. Dr. Neeraj Kumar
16. Dr. Shruti Sharma

A meeting of members of IQAC was convened to discuss about the progress of the even academic session 2014-15. Following is the brief summary that highlights the major issues discussed and agreed upon for action during the meeting.

**Summary:**

1. Welcome speech by Chairperson.
2. The members suggested that a Star Faculty and Best Admin staff should be nominated every year and felicitated for the services provided for the betterment of the college and students.
3. The feedback taken was reviewed and corrective action based upon it was communicated to the concerned faculty by the Principal.
4. The members were satisfied by the progress of academics.
5. In view of growing demand of admissions in B.Sc. Agriculture, M.Sc. Botany, M.Sc. Zoology and M.Sc. Chemistry, it was proposed to increase the seats in these programmes to the extent possible.



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**IQAC/DIBNS/10.01//2014-15/01**

**Dated: 15<sup>th</sup> July, 2014**

**ATR of the decisions taken in the IQAC meeting held on 02/07/2014**

<b>S.No.</b>	<b>Point Raised</b>	<b>Action Taken</b>
1	Academic calendar	The members approved the academic calendar.
2	Approval of Time tables	The faculty load and timetables of the classes were discussed and approved.
3	Accidental Insurance Policy	Unanimous decision was taken to start an accidental insurance policy for the students, the members were of the opinion to give suggestion to the management committee to bear the expenditure which will be incurred on the same.
4.	Introduction of mentoring system	HODs were assigned the responsibility to ensure that the mentoring system is introduced and implemented in each class through class coordinators.
5.	EDP Workshop	The EDP Cell was conveyed the decision.
6.	Incentive to the Faculty for publication	Management Committee was conveyed the decision.



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**IQAC/DIBNS/10.01//2014-15/02**

**Dated: 22<sup>nd</sup> Nov., 2014**

**ATR of the decisions taken in the IQAC meeting held on 11/11/2014**

<b>S.No.</b>	<b>Point Raised</b>	<b>Action Taken</b>
1	Review of feedback	The feedback was satisfactory.
2	Computer Lab to be relocated and renovated with the state of the art technology.	IT Cell was given the responsibility to do the needful. Admin Team was asked to allocate sufficient space for the same.
3	The members felt that for all round development of the students, the Institute should have NCC unit.	Dean, Students Welfare and PRO were given the responsibility to do the paper work and apply for the same.
4	National Seminar in collaboration with NAAC	Chairperson was asked to initiate the matter and pursue the same.



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**IQAC/DIBNS/10.01//2014-15/03**

**Dated: 22<sup>nd</sup> Jan., 2015**

**ATR of the decisions taken in the IQAC meeting held on 16/01/2015**

<b>S.No.</b>	<b>Point Raised</b>	<b>Action Taken</b>
1	Approval of Timetables	The same were approved
2	NPTEL Courses to be started to enrich faculty and students.	Nodal Officer to be appointed amongst the faculty who will be responsible to carry out the formalities.
3	The Institute is located in rural area where medical facilities are hardly available. Hence it was suggested to establish Advanced Diagnostic Lab to cater to the needs of local people at large and also the students & staff at nominal rate.	HOD Biochemistry and faculty from Dept. of MLT were assigned the responsibility to establish the same.
4	To inculcate the spirit of serving the society, it was suggested to get affiliation from the Red Cross Society of India – Uttarakhand Chapter.	Dean & PRO were assigned the task of completing the formalities.



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**IQAC/DIBNS/10.01//2014-15/04**

**Dated: 18<sup>th</sup> April, 2015**

**ATR of the decisions taken in the IQAC meeting held on 07/04/2015**

<b>S.No.</b>	<b>Point Raised</b>	<b>Action Taken</b>
1	To appreciate the services being provided by the faculty and admin staff, it was suggested to nominate and felicitate the Star Faculty and Best Admin of Year.	Suggestion was conveyed to the Management Committee.
2	Review of feedback	The feedback was reviewed and corrective action was to be conveyed by the Principal to the concerned faculty.
3	Keeping in view the trend of admissions, it was suggested to get the seats increased in B.Sc. Agriculture, M.Sc. Botany, M.Sc. Zoology and M.Sc. Chemistry.	HODs of all the concerned departments in association with Principal Office were directed to carry out the paper work and apply to the affiliating university.



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