Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	DOLPHIN (P. G.) INSTITUTE OF BIO-MEDICAL AND NATURAL SCIENCES
Name of the head of the Institution	Dr. Shailja Pant
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01352760104
Mobile no.	9568004565
Registered Email	mail@dolphininstitute.in
Alternate Email	principal@dolphininstitute.in
Address	Near Suddhowala, VPO Manduwala Chakrata Road
City/Town	Dehradun
State/UT	Uttarakhand
Pincode	248007

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Dr. Shruti Sharma**
Phone no/Alternate Phone no.	**01352760104**
Mobile no.	**9568004557**
Registered Email	**mail@dolphininstitute.in**
Alternate Email	**coordinatoriqac@dolphininstitute.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.dolphininstitute.in/wp-content/uploads/2020/05/AQAR-Reports-2018-19.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.dolphininstitute.in/wp-content/uploads/2021/12/Academic-Calendar2020-21.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**B**	**2.81**	**2011**	**16-Sep-2011**	**15-Sep-2016**

6. Date of Establishment of IQAC

09-May-2011

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Feedback taken from students	11-Jun-2020 1	2143
Feedback taken from faculty	15-Jun-2020 1	71
Feedback taken from Parents	07-Jul-2020 1	53
Feedback taken from employees	07-Jun-2021 1	11
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Chemistry &Pharmaceutical Chemistry	Research and Development	Uttarakhand Science Education and Research Centre	2019 730	500000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

12. Significant contributions made by IQAC during the current year(maximum five bullets)

Mentor Mentee System Redefined

New add on courses started

Webinars successfully organized during pandemic lock down

Work began on green campus concept and campus beautification

Extension activities enhanced

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
SSR to be submitted for second round of accreditation	SSR was submitted
New Certificate Courses to be started	Started by dept. of Biochemistry & Agriculture
Mentor mentee system to be redefined	All faculty were made mentors
Washrooms to be renovated	All washrooms were renovated
Sanitary Napkin Vending Machine to be installed	Machines installed
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Management Committee	20-Aug-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2020

Date of Submission	17-Jun-2020

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Yes, the Management Information system is functional in the Institute. The main source of MIS is in the form of an ERP system, The system has been custom developed. It provides immediate information to the Principal and the

management, which ensures timely action plans. Along with faculty both students and parents too have access to it. They can also monitor their progress through ERP. Following are the list of modules currently operational: 1. Online teaching is being undertaken with the help of ERP. 2. Quality of teaching can be monitored. 3. Attendance of teachers, Staff and students monitored through the system. 4. Leave applications are applied and processed through online portal. 5. Teaching plan of each faculty is maintained in the ERP. 6. Teaching progression can be monitored through class wise/faculty wise. 7. Study material and assignments are made available to the students via their ERP portal. 8. Circular and notices are communicated. 9. Library details are available. 10. Online student feedback facility is available in the ERP. 11. Class tests, internal exams are being held through ERP. 11. Work on uploading the university exam is being currently carried out. Once done, the student will be able to view his/ her result. 12. Student's fee status is also visible here. Besides this, monthly departmental meetings are held, where by the activities of the department is monitored and reviewed for improvement. Feedback is taken regularly from students on teaching learning aspect. All important information related to the activities of the institute and upcoming events are published through institute's website.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Academic Calendar: The College has an academic calendar in accordance with the affiliating University's academic calendar, and accordingly the teaching learning process including the sessional are planned.It is circulated to faculty, staff, and students and also uploaded in the ERP and the College website. Infrastructure: The college has adequate infrastructure for effective curriculum delivery in the form of 61 classrooms equipped with overhead LCD, 02 auditoriums, 33 laboratories, 04 agricultural farms, 03 poly houses and 05 physiotherapy centers, medical OPD, and diagnostic lab. Besides the well-stocked central library, each department has a departmental library to facilitate quick access to frequently referred books. The library also

subscribes to reputed subject-wise research journals and general knowledge periodicals. College subscribes to NLIST-INFLIBNET & NDL besides the OPAC facility. College is the local chapter for SWAYAM/ NPTEL and some departments are also conductiong 30 hr online courses for its students. Academic Time table and distribution of Syllabus: The distribution of the syllabus and academic timetable of each Department and individual faculty are discussed and finalized in a individual meeting with HOD's by the Principal before the commencement of each academic session as per the credits assigned by the affiliating University. It is communicated to the students in advance through ERP. Curriculum delivery and monitoring: The individual subject teacher maintains a Teacher's Diary at the beginning of the session recording teaching plans and delivery schedule. Besides this, the break-up of the syllabus is also mentioned in the ERP and at the end of each class, the faculty enters Daily Progress Report in the ERP after updating the attendance of the students. The monitoring of the academic curriculum is carried out through the ERP of the respective subject teacher and discussed in meetings with the Head and the faculty. Class representatives meetings are held at regular intervals to find out the problems faced by the students. The feedback taken from the students is also helpful in ensuring effective curriculum delivery. Accordingly corrective action, if needed, is taken immediately. Remedial classes/ tutorial classes are also conducted regularly for the students. Class Tests: Regular class tests are conducted to evaluate the academic progress of the students. Bimonthly report of student's academic performance, attendance, conduct and behavior is sent to the parents through ERP login. CME/ seminars/ workshops/ hands- on- training are conducted regularly to expose the students to the latest developments/ research in their fields. Altogether 70 such events were organised during preceding five years. Monthly review meetings are held on 1st Saturday, where in Management Committee takes the overview of the academic progress in the preceding month. The IQAC also takes feedback from the students. Corrective measures are taken for any short comings.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Certificate Course on Vermicomposting	Nil	29/09/2019	30	entrepreneurship	Technical knowhow for production of vermicompost
Certificate Course on IPR	Nil	02/02/2020	30	employability/ entrepreneurship	Patent filing procedure
Certificate Course on Nutrition	Nil	12/02/2020	30	employability	Consultant dietician/ nutritionist

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	29/12/2021
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.		
Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	NIL	29/12/2021

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	90	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Communication Skill Enhancement Course	19/10/2020	365
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Agriculture	203
BSc	MedicalLab Technology	47
BSc	Forestry	180
BSc	Medical Microbiology	41
BPT	Physiotherapy	44
BSc	Horticulture	83
MSc	MedicalLab Technology	19
MSc	Biotechnology	10
MSc	Physics	5
MSc	Biochemistry	11
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback serves as guiding force to improve the overall teaching learning process of the Institute. A close interaction is maintained with the various stakeholders. The feedback taken from them is minutely scrutinized by the IQAC

Cell. Strengths, weaknesses and suggestions are discussed by the members. Based on the same appropriate decisions are taken and intimated to the concerned person for implementation. The corrective actions are supervised by the Cell and feedback regarding the same is also given from time to time. Feedback received from students is initially discussed with the respective HODs. The remarks of the HOD are duly taken into consideration, and are conveyed to the concerned faculty. The corrective actions are also suggested to the faculty. Feedback about the concerned faculty is also taken from the students. In most of the cases, there is improvement in the over all performance of the faculty and the students are satisfied. In few instances, when after repeated advice, no improvement is seen, the faculty is replaced. Feedback regarding other aspects like hostel facilities etc are taken regularly in the feed back register, and conveyed to the concerned authorities. Close watch is kept to monitor the progress. Feedback received from faculty helps in improving the interpersonal relations and creates a healthy environment for working. Feedback from the employers helps us to prepare our students better to face the onsite job requirements, and also helps College authorities to bridge the gap between theory and practical aspects. Feedback from Alumni helps us to develop our students to face the competitive job market and prepare them for future challenges. Feedback from the parents guide us to cater to students' needs to make their teaching learning exposure comfortable and productive. This ensures the all round development of the students

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MSc	Biochemistry	30	13	13
MSc	Agronomy	30	36	28
BSc	Agriculture	220	255	220
BSc	Biotechnology (with CBZ)	60	22	20
BSc	Forestry	100	105	99
BSc	Horticulture	100	50	50
BSc	Medical Lab. Technology	50	55	48
BSc	Medical Microbiology	50	32	28
BPT	Physiotherapy	50	59	50
BEd	Education	50	42	42
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2019	2196	559	11	16	64

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
91	91	4	61	Nill	3

View File of ICT Tools and resources
View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring system is available in the institution. The faculty is made aware of the need of a mentor, which is to help the mentee excel in his/her career and become the best version of him/ her. This may involve helping the mentee achieve his/her goals, introducing the mentee to new ways of thinking, challenging his/her limiting assumptions, teaching you life lessons, and much more. Each faculty is a mentor to around 35- 40 students. Record of each student is maintained by the mentor in a diary, which is updated from time to time. The diary contains personal details of the mentee along with the academic performance, result, strengths, weaknesses, and mentoring details of the mentee. The mentee is with the same mentor though out his/ her academic years in the Institute. This creates a bonding between the two. The mentor encourages the mentee to share his problems whether related to academics or otherwise so that solution of the same can be found out. As the mentor is in regular touch with the mentee, he is in a position to guide him/ her for improvement. In rare cases, if the mentor is unable to sort out the issues of the mentee, the whole matter is brought to the notice of Principal. The Principal then mentors the concerned student.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2755	91	1:30

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
100	91	9	5	56

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr Kanika Issar	Assistant Professor	Young Scientist Award, Plantica. Association of Plant Science Researchers, Government of Uttrakhand
2020	Dr. Deepali Rana	Assistant Professor	Certificate of Appreciation awarded by Wildlife Institute of India,

Year	Name	Designation	Award
			Dehradun and Namami Gange for enthusiastic support towards our environment.
2020	Dr. Deepali Rana	Assistant Professor	Best paper Award in National Conference on Sustainable Management of Environment Natural Resource Through Innovation in Science and technology (SMTST 2020) on August 7-8, 2020, at UPES, Dehradun
2020	Mr. Upendra Dwivedi	Assistant Professor	Best PG Thesis award, received from Academy for Environment and Life Sciences and Department of Botany, St.John's College, Agra
2020	Mr. Anuj Gupta	Assistant Professor	Best PG Thesis award, received from Academy for Environment and Life Sciences and Department of Botany, St.John's College, Agra
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	103	Semester	26/09/2020	20/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

At the college level, an Examination Cell, comprising of two senior staff as controller, deputy controller and other teaching and non-teaching staff as members, has been constituted to handle the issues regarding conducting of exams and evaluation process. Examination Cell always circulates the examination schedule for sessionals as well end of semester examination/ annual examinations as notified by the affiliating university. The registration of the students in University is done online and the respective class coordinators guide the students for the same. Schedule of the university examination is also

displayed in the Institute's website as well as circulated to all through departmental Whatsapp groups and notice boards. For any query, the students are free to contact the Examination Cell. Pre university examinations in annual programme are conducted by the examination cell strictly on University examination pattern and guidelines. This readies the students to face the university exams confidently. Answer sheets are shown to the students and queries of the students are satisfied. In emergent cases when a student is unable to appear for sessionals due to medical emergencies or other genuine reason re-examination is conducted for that student as per university norms, provided that he/she submits application with proper documents to the Principal duly verified by HOD. In turn, if the Principal is satisfied the HOD is advised to conduct a fresh sessionals exam for the concerned student. The grievances or doubts of the students with reference to assessment are cleared by showing his/her performance in the answer sheet. The answer sheet of such student is assessed by the faculty once again in the presence of the student concerned. Any corrections in the total of marks or assessment of answer books as identified by students are immediately undertaken by the faculty. Any student who is not satisfied with the assessment and award of marks may approach the concern HOD who can intervene and seek opinion of another course Teacher. The Institute follows open evaluation system where the student performance is displayed on the notice board / ERP system and the same is informed to the parents via bimonthly reports. Class coordinator compiles the details of marks obtained in different subjects. These are displayed in the ERP system which plays an important role in maintaining transparency of evaluation system. The subject faculty uploads the award list of all internals in the ERP which can be accessed by the students and the parents as well. Bi-monthly report of the academic performance of each student is sent to the parents. Weightage is given to assignments, presentations, discipline, attendance and field report/ clinical orientation while considering the internal assessment in theory courses. Lab records and communication skills do get weightage in lab courses and presentation /seminar of dissertation work. Question banks and referral material are made available to the students in the departmental library to make them aware of the University examination pattern.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Prior to the commencement of an academic session, an academic calendar is prepared in tune with the academic calendar of the affiliating university along with consultation with the Department Heads, Controller of Exam and Dean student welfare. The academic calendar includes dates for commencement of the classes in new semester / year, University sessional exams, pre university exams. List of holidays is also prepared separately which includes term break and closed holidays. It is ensured while preparing the academic calendar that the number of teaching days corresponds to that of the mandatory requirements of the affiliating University. Copy of academic calendar is provided to each department and displayed in website. Principal office and IQAC ensures time to time that all departments adhere to it for conduction of internal examinations and other activities.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.dolphininstitute.in/wp-content/uploads/2021/08/All-Courses-UGPG.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students	Number of students passed	Pass Percentage

| 103 | BSc | Forestry | 90 | 90 | 100 |

[View File](#)

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.dolphininstitute.in/wp-content/uploads/2021/08/Summary-of-Student-Satisfactory-Survey-2019-20.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	Uttarakhand Science Education and Research Centre	5	0.5

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop cum Symposium on Traditional and Modern Animal Taxonomy and IPR Issues for Biodiversity Protection and Conservation	Zoology	25/11/2019
National Conference on Advancement in Food Microbiology	Microbiolpgy	18/10/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	29/12/2021	NIL

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	29/12/2021

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
	2	

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NIL	Nill

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	2	4	Nill
International	6	24	Nill

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Agriculture	1
Forestry	1
Microbiology	2
Biochemistry	3

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Influence of integrated nutrient management on growth and yield of French bean (Phaseolus vulgaris L.) Cv. Pant Anupama under valley conditions of Dehradun	Jitendra Kumar Meena, Anuj Gupta, Chandan Kumar, CS Pandey, NC Pant and Shivsharan Singh	Journal of Pharmacognosy and Phytochemistry	2019	Nill	Dophin PG Institute	Nill
Effect of Follicular	Heba, F. Hozyen, S. I. A.	Universal Review	2019	Nill	Dophin PG Institute	Nill

Size, Season of the Year and Phase of Estrous Cycle on total Proteins, Albumin and Glonulins concentrations in Follicular Fluid and Serum of Buffaloes.	Shalaby, Hodallah, H. Ahmed, G. E. S. Essawy, W. A. Ahmed D .K.Awasthi and Gyanendra Awasthi					
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Screening, Isolation and Identification of Thermophilic Esterase enzyme isolated from Phodococcus SP:LKE-021	Lekha Singh, Gaurav Sharma, Gyanendra Awasthi, Lokendra Kumar, Mohammad Irfan Ali and Sarmad Moin	Journal of Pure and Applied Microbiology	2019	16	Nill	Dophin PG Institute
Purification and Characterization of Thermophilic esterase from Rhodococcus sp. LKE-021	Lekha Singh, Gaurav Sharma, Gyanendra Awasthi, Lokendra Kumar, Mohammad Irfan Ali and Sarmad Moin	Journal of Pure and Applied Microbiology	2019	16	Nill	Dophin PG Institute
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	16	16	1	1

Presented papers	11	2	1	Nill
Resource persons	5	8	3	Nill

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	DSWC, IMA Blood Bank, Doon Hospital, Red Cross Society	4	170
Safai Abhiyan	NSS	5	28

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Sports Activity	Recognition	Veer Saheed Anusuya Prasas Mahaveer Chakra Mahila Samiti (Reg.)	100
Hindu Nav Varsh Programme	Recognition	Sajag Sanskritik Samiti Uttrakhand	30
Stationary Distribution Programme Fuhar	Recognition	Hindustaan News Paper	40

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swatch Bharat	DSWC/YRC	Cleanliness Drive Swatchata Pakhwada	4	60
Water Conservation	DSWC/Bharat Scout Guide	Nukkad Natak (Awareness and promotion of efficiency in Utilization of water	4	40

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Collaboration	Workshop cum symposium	Zoological Survey of India (ZSI) ICAR-IISWC	25/11/2019	29/11/2019	150

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Bagwan Grammodhyog Samiti (BGS), Dehradun	26/05/2019	Practice based education (RAWE)	29

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
300	303

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing

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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
e - Campus	Fully	Nill	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	27364	9704580	2383	1116626	29747	10821206
Reference Books	1159	1966656	17	57314	1176	2023970
Journals	72	660253	2	146215	74	806468
e-Journals	9	5000	10	Nill	19	5000
CD & Video	415	9682	Nill	Nill	415	9682
Weeding (hard & soft)	50	Nill	Nill	Nill	50	Nill
Others(specify)	2519	Nill	594	Nill	3113	Nill
Digital Database	1	105150	Nill	35400	1	140550
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Sandhya Goswami	LMS	ERP	02/09/2020
Dr. Deptee Warikoo	LMS	ERP	02/09/2020
Dr. Deepti Gulati	LMS	ERP	02/09/2020
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	160	1	160	1	1	8	14	30	0
Added	27	0	27	0	0	0	0	0	0

Total	187	1	187	1	1	8	14	30	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Desktop with Internet facility provided Lecture recording equipments(DSLR Camera with Tripod) and video editing software.	http://www.dolphininstitute.in/AVTools.pdf

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
135	126.67	125	122

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Fixed Assets like Plant Machinery are being maintained periodically. All the machines such as Generators, Transformers, and Lift etc are covered under AMC/Preventive/Corrective /Periodic Maintenance with respective authorized Dealers/Service Centers. Log Books are being maintained for running of Generators for periodic monitoring. Inventories of all lab equipments are being maintained by respective departments. A monthly certificate is being given by all the Departments about the working conditions of the equipments. Any malfunctioning is brought to the notice of the Principal. The complaint, after verification, is then forwarded to the concerned official for getting it rectified/repaired timely. Any repairs/ renovation which comprises of White Washing/ colouring/ distempering of college campus including class rooms, Labs, offices, Painting of windows, replacement of glass panes etc. are carried out on annual basis. Routine maintenance of Electric items, Tube lights, Fans, AC, Refrigerators, Issues relating to water supply, etc are being looked by in house full time team of Electricians Plumbers. All wooden / steel furniture of the College are being maintained regularly by full time plumber/fabricator. A system has been evolved whereby attendant of each department lodge complaint pertaining to routine maintenance of his department which is than placed before the Joint/Additional Director who issue instruction for repairs/replacement within next 24 hours.All vehicles are being serviced periodically with the respective dealers/authorised service stations. Log books are being maintained for each vehicle. The vehicle is got serviced after running the specified KM. All Water filters/RO are covered under AMC with respective companies. All overhead/ underground water tanks are being cleaned at regular intervals on quarterly basis. Proper record of cleaning is being maintained. A full-fledged IT Department is working in the College to support IT enabled services. All LCD available in the class rooms are being maintained/serviced at regular intervals. Regular maintenance of Biometric system for student/staff attendance is being done monitored by the IT Department. All library books are properly indexed, All journals are stored properly. Binding of Books,Journals is being done as and when required.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Dolphin Staff Welfare Scheme	24	1150000
Financial Support from Other Sources			
a) National	Post Matric Scholarship Scheme	39	1714800
b)International	Nill	Nill	Nill
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling	03/09/2019	650	institutional
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Personality Development Communication Skill Enhancement	Nill	184	Nill	Nill
2020	Dolphin Guidance Scheme	6	Nill	6	Nill
2019	Industrial Training	Nill	5	Nill	Nill
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
9	9	5

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
3	161	21	12	44	14

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	2	BSc Forestry	Forestry	FRI,Dehradun	MSc Forestry

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	2
NET	10

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
HNB Garhwal Inter collegiate men/women Kabbaddi Tournament	State	100
Annual sports meet	Institution	1500
Srijan 2020 (Annual Interdepartmental cultural Meet)	Institution	1500
Spic Macay Kathak Dance	Institution	200
Shri Ram Niwas Gupta Memorial Volleyball Tournament	State	150
Red FM 93.5	Institution	300
Kavya Gosthi	Institution	160
SPIC MACAY Chhau Dance of Purulia enthral Students	Institution	320
Spic Macay Sufi Music	Institution	320

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	Nill	Nill	NIL	NIL

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students are actively involved in academic and administrative committees of the Institute.The Institute have a Student Welfare Council headed by the Dean. The Council has members from each class. The member students actively participate in planning,organizing and executing the various academic, cultural and co curricularactivities within the Institute and outside the campus under the guidance of Dean. Each class has 2 Class Representatives, who are the bridge between the HOD/ Course Coordinator and the students of the class. They responsibly carry out their duties to ensure the smooth functioning of their respective class. They also provide personal feedback on daily basis regarding the scheduled classes conducted at the end of the day in IQAC. The Hostel Mess Committee members give reviews of the food prepared in the mess of the hostels. They are in direct contact with the Hostel Incharge and Joint Director to assure hygienic and good quality food is provided to the residents of the hostels. Meetings with the officials are held on a regular basis for the same.2 students are also members of IQAC and their opinion is also considered while taking decisions by the Cell.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Dolphin Alumni Association was registered in the year 2013 under Directorate of Treasuries, Pensions and Rights, Government of Uttarakhand and its registration number is 26478D. The Association has reapplied on 3rd October 2019 for renewal of registration.

5.4.2 – No. of enrolled Alumni:

2048

5.4.3 – Alumni contribution during the year (in Rupees) :

14000

5.4.4 – Meetings/activities organized by Alumni Association :

Meetings : 10 Activities : 03 Alumni meet : 01

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Principal is the academic Head to look after the academics and other related activities. For smooth functioning of day to day activities of the college, various committees have been formed which are headed by a senior faculty or senior administrative officer. Examination related works are executed by controller/ Deputy controller of exam. Departmental activities are taken care of by department Heads supported by faculty and technical staff. Various committees related to student welfare is under Dean student welfare which

includes Scouts and Guide, Youth Red cross , NSS, NCC, extension activities, social commitments etc. Director/ Additional Director/ Joint Director of the Institute take care of the overall administration and share the administrative responsibilities and look after the Training placement cell , housekeeping, hostel, transport, Staff welfare, staff grievances redressal , purchase store, staff selection, News letter editorial board and library purchase committee, Infrastructure maintenance etc. The above organizational structure clearly indicates the decentralization and participative management for smooth functioning.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	Spacious and well stocked digitized central library along with departmental and hostel libraries. The central library is spread in two floors with ground floor being used as reading room while the upper floor has the stack room, e library and reprographic facilities. More than 27000 books and 71 journals are available in the College library. There is a separate 'Reference Section'. The Central library has a well stocked repository comprising of more than 2000 dissertations and project reports by college students. The college girl's hostel also has a referral library for meeting the emergent needs of the students. The library has internet facility and access to INFLIBNET NLIST, NDL, OPAC under NMEICT. The e resources of NPTEL database can be accessed both by students and faculty through ERP log in. The SPOC NPTEL agMOOCs publicizes the online certification courses amongst the students and inform them about the courses being offered currently. Every faculty and student can access the NLIST. To ensure mobile connectivity the college has Wi-Fi services. Institute has developed adequate infrastructure to facilitate effective teaching learning process in the form of spacious classrooms (every department has at least two well equipped Labs), College has 61 well ventilated class rooms and 31 well equipped labs with adequate seating capacity in different floors of the college building. The classrooms can accommodate 40 to100 students. Classrooms and labs are fitted with

	sufficient number of lights and fans. College has OPD and Physiotherapy centers, diagnostic lab.., two seminar halls, Campus is WiFi. Two Auditoriums are used for conducting workshops, seminars and for delivering guest lectures. College also has 2 Air conditioned seminar halls. The College has four agriculture farms in adjoining areas to demonstrate agriculture practices and crop cultivation practices to the students of the Agriculture Department. The college has its own nurseries to cultivate timber and medicinal plants. These are maintained by students. Poly house with dimensions of 1000 square meter. The college playground and indoor games facilities are in use on day to day basis. The college has taken alternate energy initiative and has installed 100 KV Solar Power system to ensure 24x7 electricity ICT: Every classroom is equipped with over head LCD projectors to facilitate the ICT based teaching and is provided with biometric attendance facility for students. Computer lab with 60 no. of nodes. College is a local chapter of NPTEL, the video lectures from NPTEL are made available to the students. The college also offers the facility and guidance for online courses conducted by NPTEL. Instrumentation: Institute has state of art 31well equipped laboratories . A centralized research laboratory facility is also functional to promote research work.
Examination and Evaluation	For internal assessment Institute has introduced continuous Internal Evaluation system wherein during the academic session class assignments , power point presentations, field reports , Clinical orientation for paramedical courses are taken into consideration and students are assessed through the overall performance . Students discipline ,response in classroom ,practical performance in labs and attendance criteria is also taken in account for continuous Internal Evaluation. The final exams are conducted by the affiliating university.
Curriculum Development	Institute is affiliated to HNB Garhwal Central University and as limited role in curriculum development.

	However in house add on certificate courses have been started in various departments in consultation with external experts. cademicians, Scientists and Experts from Industries are regularly invited to up date the students with latest in technology. Webinars/ Conferences/ Workshop /Symposium/CME are regularly organized.
Teaching and Learning	All faculty use ICT to make teaching more effective. Remedial classes are held for slow learners. Their progress is closely monitored. The advance learners are given all the opportunities to further enhance their command over the subjects.
Research and Development	Institute has a Research Advisory Committee which regularly motivates faculty to apply for Govt. funded research projects and publication of research paper in peer reviewed journal with good impact factor. Incentives are given to faculty members for publication in peer reviewed scientific Journal or Book/ Book chapter. Faculty are encouraged to present papers in National and International Conferences/ Seminars/Workshops. Provision of leave and refund of registration fee is there if faculty presents his/her research paper. Faculty are encouraged to enrol student for Ph.D. Large number of journals are subscribed in the library along with eJournals. Institute is also recognized as NPTEL local chapter.
Human Resource Management	Faculty and Staff grievances redressal committee to resolve their problems Facilitating and encouraging faculty members to attend refresher programmes. Annual increment based on self appraisal , Teacher's diary, feedback and overall performance. Medical / accidental insurance for staff members. Staff training for computer applications and safety issues. Celebration of the National Festivals and some prominent festivals like Diwali , Holi together with staff and faculty. Star faculty and staff awarded annually to keep them motivated for good job.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Administration	ERP system to monitor day to day attendance , teaching schedule , leave

	record etc. Biometric attendance for Faculty, staff and students. ERP and SMS based system for dissemination of information and regular notices thus minimizing the use of paper . Record of Inventory is verified on a regular basis. . The team headed by the Director and assisted by Additional and Joint Directors, Admin Officer etc manage the administration related activities on day to day basis.
Examination	University has online portal for filling the University forms. Internal assessment record is available in ERP system. Both student Parents can access.There is a system of internal and pre university exams for the students.
Planning and Development	The activities are planned as per the Academic Calendar. Institute website to keep the stakeholders well informed about institute activities. Use of e learning facilities for student centric teaching and learning. ICT equipped Classrooms for effective content delivery. The planning done by the faculty for effective teaching and learning is managed through ERP. The same is monitored by the authorities. The whole campus and hostels in under CCTV surveillance which is being monitored by authorities.
Finance and Accounts	Fully computerized. Institute's accounts maintained through Tally Online transaction facility Fee status linked to ERP system. A close monitoring is being done by the Finance Committee. The accounts are audited yearly.
Student Admission and Support	Online admission facility is available.. Institute website updates for upcoming events and important notices. ERP system to keep student and parents well informed ERP linked SMS generated for daily attendance of the student. Important notices through ERP . CCTV camera in all class rooms and corridors. There are various committees to provide support to the students.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial	Name of the professional body for which membership	Amount of support

2019	Dr. Kanika Issar	Emerging Trends in Science and Technology for Sustainable Development	Punjab Science Congress, Sant Longowal Institute of Engineering and Technology, Sangrur, Punjab	1900
2019	Dr. Kanika Issar	Agro Horticulture Supply Chain Conference (ASCC)	University of Petroleum and Energy Studies, UPES, Dehradun	2200
2019	Dr. Kanika Issar	Plant Researchers Meet, Association of Plant Science Researchers	Plantica	1500
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Rediscovering Positive Attitude for effective Teaching and Learning	Nill	17/01/2020	17/01/2020	49	Nill
2020	NORMALIZATION OF ONLINE TEACHING AND LEARNING SYSTEMFOR NEW NORMAL	Nill	22/05/2020	04/06/2020	51	Nill
2020	FDP-Teaching Learning,serving students Activity based	Nill	15/02/2020	15/02/2020	50	Nill

		learning as bonding					
2020	FDP on Entrepreneurship	Nill		13/01/2020	27/01/2020	20	Nill
2019	Nill	Enhancing computer skills	16/12/2019	23/12/2019		Nill	12
Nill	Nill	Instruments / Tools maintenance training	26/12/2019	26/12/2019		Nill	14

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programme on Entrepreneurship	2	13/01/2020	27/08/2021	14

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	Nill	8	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Free Medical OPD / Physiotherapy ,Subsidized Diagnostic Services , Free Transport, Subsidized Canteen facility, FreeAmbulance , Free /Concessional Education to Ward for UG/PG Programmes, Loans and advances	Free Medical OPD Physiotherapy ,Subsidized Diagnostic Services , ESIC,PF, Free Transport, Subsidized Canteen facility, Free Ambulance , Free /Concessional Education to Staff Ward for UG/PGCourses of College	Free Medical OPD Physiotherapy, Subsidized Canteen facility Free Ambulance Service, Accidental Insurance Sports and Gym Facility to Hostellers.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institution has employed financial expertise to control expenditure and conduct internal audit of books of accounts on a regular basis. The financial management committee reviews the cash flow of the institute every six months and prepares projected Profit Loss and balance sheet statement which is discussed in the committee meeting.The accounts are also audited once a year by

duly qualified auditor and have balance sheet prepared by him. The auditor submits the report showing the exact date of financial affairs of the society. The Statutory audit of the books of account of the Dolphin Education Society is done annually by a Charted Accounts who submits its Audit Report. Though the Society is exempted from paying income Tax, but still the Audited balance sheet is submitted for assessment of tax to the income Tax Department every year

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL

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6.4.3 – Total corpus fund generated

233100000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nill	Nill	Yes	Principal
Administrative	Nill	Nill	Yes	Additional and Joint Director

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Creating more job opportunities for the students 2. Personality development programmes for the students 3. More communication with parents

6.5.3 – Development programmes for support staff (at least three)

1. Training programme for upkeep of the lab equipments. 2. Basic Computer Literacy Programme 3. Training on Crisis Management

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Introduction of new programmes 2. Effective use of ICT in teaching 3. Incentives for publication in good quality journals.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Orientation programme for 1st year	23/08/2019	30/08/2019	30/08/2019	950

	students of all streams				

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
National Workshop on Gender Equality, Sensitization and Human Rights: An Approach towards making Empowered Nation	03/03/2020	03/03/2020	125	70

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
55

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Provision for lift	Yes	Nill
Rest Rooms	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	5	2	23/12/2019	3	Krishi Samvad	Interaction with the farmers to deal with their issues	450
2019	Nill	1	05/11/2019	1	Human Chain for Polythene Free	Spreading awareness about ill	500

					Dehradun	effects of using polythene	
2019	Nill	1	01/08/2019	200	Maa Bala Sundari Mahila Prashikshan Kendra, Suddhowal	Women empowerment	75
2019	Nill	1	01/08/2019	200	Shri Ram Ayurvedic Aushadhalaya, Suddhowala	Providing health services	11
Nill	Nill	1	05/10/2019	1	Daan Utsav: Dil ki Suno Kuchh Karo	upliftment of underprivileged section of society	180
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Conduct For Staff, DIBNS	09/07/2019	On the day of the joining, the new staff is handed over the booklet of Code of Conduct for them. They are briefed up by the Additional Director/ Joint Director. The Admin Officer also makes the staff aware of the Code of Conduct. Times to time meetings are convened by the designated authorities to keep a watch on the same. Any misconduct, if any, brought to the notice of authorities is dealt with strictly
Handbook of Rules Regulations for Students	09/07/2019	The newly admitted students are handed over Rules and Regulations Booklet which includes Code of Conduct for them on the day of the reporting. They are briefed up by the faculty of their department on that very day. The

		students are instructed to go though it well. Orientation Programme is carried out for them in the first week, where they are once again made aware of the Code of Conduct. During the semester too, the faculty and HOD interact with the students both old and new to ensure that it is being followed.The Proctorial Board also keeps a close watch on the discipline of the students.
Code of Conduct For Faculty, DIBNS	09/07/2019	On the day of the joining, the new faculty is handed over the booklet of Code of Conduct for them. They are briefed up by the Principal. The concerned HOD also makes the faculty aware of the Code of Conduct. Any misconduct, if any, brought to the notice of Principal is dealt with strictly.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Earth Day Celebrations	22/04/2020	22/04/2020	100
International Day for Biological Diversit	22/05/2020	22/05/2020	67
World Environment Day	05/06/2020	05/06/2021	450
National Youth Day	12/01/2020	12/01/2020	91
Neta Ji Subhash Chandra Bose Jayant	23/01/2020	23/01/2020	170
Wildlife Week Celebrations	02/10/2019	07/10/2019	350
World Soil Day	05/12/2019	05/12/2019	180
Blood Donation Camp	27/11/2019	27/11/2019	170
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

| 1. Green campus 2. Single use plastic free campus 3. Installation of solar panels 4. Use of LED bulbs in classrooms, labs, hostels 5. Stress on use of ERP and computerized system to minimize the use of paper and reuse of one sided printed paper. 6. Saplings presented to guests instead of bouquets |

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice No. 1 Title of the Practice: Promoting the concept of cleanliness and green surrounding Objectives of the practice: A clean and green environment is a basic ideology in sustainable development. The importance of cleanliness is known to all yet people try to keep their homes clean while they are not serious to keep their surroundings clean, which is highly unfortunate. The unclean environment can be hazardous to our health. We at Dolphin Institute are committed to create a society more worthy of human beings. Hence, besides providing good academic environment, we are also devoted to inculcate the sense of responsibility among the students towards the society. The Context: Dolphin Institute is surrounded by a thick forest and captivating fauna and flora. But the growing population and increase in the human activities in the region has introduced a lot of waste which need to be managed properly and disposed of. Pollution due to this waste is causing adverse impact on local residents as well as the wild life. The challenge to keep the surrounding neat and clean, Swachta Drive was initiated under the aegis of DSWC involving students, faculty and staff. The practice: Several steps have been taken in the Institute to achieve the goal of swachta within the campus and surrounding. . Dedicated staff from housekeeping maintains the cleanliness of the campus. Each evening all the classrooms are cleaned thoroughly and are then sanitized at the present time of pandemic. Dustbins are placed in almost all the prominent places and the classrooms. Washrooms are maintained neat and clean and are sanitized regularly. Waste generated in the labs are collected separately as per biomedical waste management where ever applicable. Time to time cleanliness drives are organized within the campus and also in the neighbourhood villages by the students. Awareness drives in the form of nukkad natak, poems, slogans are organized in the government schools as well as in the Panchayat bhawans of the nearby villages. Every year students from the dept. of Forestry develop in house trees seedling nursery, which are later on distributed free of cost to NGOs, local public. The institute also maintains a botanical garden with plants of medicinal importance. Minimal use of plastic is encouraged and single use plastic is totally banned. Small steps like replacing plastic mineral water bottles with reusable glass/ stainless steel water bottles, gifting saplings or bouquet wrapped with biodegradable paper instead of routine cellophane wrapped bouquets. Folders made up of jute are distributed in the conferences and workshops held in the institute. To beautify the campus, plants are arranged through out the campus, which creates peaceful atmosphere and salubrious climate and provides a perfect setting for young minds to absorb knowledge. The institute presents a picture that is full of life and cheerful energy. Evidence of success: Success has been achieved in terms of appreciation by the visitors, local bodies of the nearby villages. It has also created a goodwill among the local residents. • Improvement in the cleanliness of the nearby areas. • Awareness regarding personal hygiene, safe drinking water, hand washing has improved among the residents of the neighbouring residents. • These efforts made by the students, staff and faculty of the Institute has been acknowledged by Mahatma Gandhi National Council of Rural Education, Department of Higher Education, Ministry of Education, Government of India and a Certificate has been awarded for improving facilities in the campus and the community/ adopted villages in the areas of sanitation hygiene, water management, energy conservation and greenery post COVID- 19, along with the observation of three environment, entrepreneurship and committee engagement related days to

inculcate in faculty, students and community, the practices of Mentoring, Social Responsibility , Swachhta and Care for Environment and Resources. Best Practice No. 2 Title of the Practice: Maintaining Teaching learning quality during pandemic time Objectives of the practice: The education system was drastically affected due to Covid 19 pandemic lock down as the age old conventional method of teaching was not at all possible. The Institute had no other option but to totally shift to online mode of teaching. Prior to pandemic, though faculty were using ICT tools but blackboard teaching was generally preferred. Some faculty were hesitant initially to adapt to the new method of teaching. The IT Cell of the college played an important role at that time of crisis and started working on a suitable teaching learning platform both for teachers and students. An open source platform 'Moodle LMS' was finalized to be used for teaching learning process. Hence students and faculty were trained to adapt to this new technology. The Context: Once Moodle LMS was approved, IT Cell was engaged to upgrade the software infrastructure and train the teachers and students. The practice: IT Cell provided the ready platform for online teaching within a span of nearly two weeks. The nationwide lockdown was ordered from 25th March 2020 and by 4th April 2020 the faculty and students were fully prepared to begin online teaching. Thereafter college conducted online classes as per scheduled timetable. Besides this, assignments, quiz, class tests were conducted to engage the students in the academic activities at their places. To further update the students in their field of specialization, webinars and invites talks were conducted by distinguished speakers. 22 webinars were conducted between April to June 2020. To make the faculty more expertise in online teaching and to make them explore the new possibilities in virtual teaching methods, two weeks FDP on "Normalization of online teaching and learning system for new-normal with hands on – online class management and co-creating MOOCS" was organized by the Dept. of Physics in collaboration with Research Development and Services Cell, Ramanujan College, Delhi University. 50 faculty participated in the FDP with full enthusiasm. The FDP covered several aspects related to development of deeper understanding of the dynamics of e content creation and the underlying technology and proficiency, use of open source tools for creation of e content including generic video creation software for recording and minor editing, screen capturing, assistance in online course instructional design and best practices, awareness on Open Educational Resources and MOOCs, design and develop a MOOC course based on the four quadrant model, preparation of online assignment and quizzes, grading and evaluation and build a platform for transacting the online course and managing it etc. Evidence of success: To assess the response and satisfaction level of online teaching, IQAC designed a questionnaire which included questions like ' how effective was online teaching via notes/ assignments/ quizzes?' "how effective was virtual teaching via virtual classes", " how has been the understanding of the topics taught online", "how effectively the doubts could be cleared" "how will you rate your overall online teaching experience"., "how will you rate online teaching in comparison to classroom teaching'. Similarly feedback was also collected from the faculty on online teaching learning process. But for constraint of poor connectivity at times, the faculty had taken online teaching positively and with in short span of time all got acquainted with the new technology and were able to come out with best outcome through online teaching. Majority of the faculty were satisfied by this alternate method of teaching. The feedback analysis of the students indicated a positive response and more than 65 students gave the rating of good, very good and excellent . The same was reflected later on in their evaluation.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.dolphininstitute.in/wp-content/uploads/2022/01/Best-Practices-19-20.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

One of the objectives of the vision and mission of the college is to inculcate social consciousness in the students making them capable of fostering good relationships with others and become tools of social change to serve the civil society at large. The objective is being achieved by organizing various Human Values Community Outreach (HVCO)activities like health camps, blood donation camps, awareness program on various social issues like drug abuse, AID Awareness, traffic rules,Swatchtha Abhiyan, Van Mahotsav, national integration, patriotism, etc. in and outside the college campus. Gender sensitivity is another important issue on which the College is fully conscious and organizes various activities. College also commemorates the national festivals and International days including Yoga Day, Earth day, Environment day. College regularly conducts Physiotherapy and health camps for the neighborhood rural population. The college is located in a rural area and neighboring villages face shortage of many basic facilities primarily in the field of health management. The college conducts free Medical and Physiotherapy OPD in the campus, besides undertaking free Physiotherapy/ health check-up camps in the above-mentioned villages and suggests remedial measures to overcome the health problems faced by the villagers. The students join these camps to assist the faculty and MO which also inculcates in them a sense of social responsibility. Gratis Physiotherapy activities are also provided in various sport meets organized in Dehradun by Govt./ NGOs. College is managing Physiotherapy OPDs on a charitable basis in the city in association with Lion's Club, Gurudwara Committee, Agrasen Charitable Hospital and Jankalyan Hospital. Dolphin Students Welfare Committee comprising student members, several volunteers, and faculty, including the Dean, is very actively engaged in undertaking a large number of social activities such as workshops, awareness programs, and counseling lectures under the de-addiction drive. Students also display enthusiasm for cleanliness and conduct regular activities under Swachhata Abhiyan We endeavor to fulfill the college's social responsibility by organizing different HVCO activities in College as well as in the neighboring Panchayats and villages involving students, faculty, and staff. These activities are an essential aspect of a complete education, which emphasizes community services and inculcates social values and commitment towards the civil society at large among the students, faculty, and staff.The above activities are invariably conducted under the overall umbrella of DSW, NSS, YRC, Scouts Guides, and NCC. Physiotherapy, Pathology Departments, and medical OPDs play a pivotal role in conducting health camps..Dolphin Students Welfare Committee is very actively engaged in undertaking a large number of social activities such as workshops, awareness programs, and counseling lectures under the de-addiction drive. Students also displayed enthusiasm for cleanliness and conducted fortnightly activities under Swachhata Abhiyan. During the time of COVID 19 pandemic, Dolphin Institute continued its social commitment of serving the society. The hostel was made available to the state Govt. to make it a quarantine centre. Dolphin institute distributed medicines, food items, and groceries to economically weaker section of people, who were returning back to their native places due to lock down. https://www.dolphininstitute.in/wp-content/uploads/2022/01/Institutions-distinctiveness-19-20.pdf

Provide the weblink of the institution
http://www.dolphininstitute.in

8.Future Plans of Actions for Next Academic Year

The pandemic has created many uncertainties but we at Dolphin Institute are not

only prepared to accept challenges but also to give our best to the stakeholders and the society at large: 1. Further strengthening online teaching learning process. Making more videos for theory as well as practicals to make the content more understandable to the students. 2. Further enhance Green campus concept and campus beautification. 3. Introduction of new add on courses for skill enhancement not only for the students but also for the residents of the nearby rural areas. 4. Further enhance social activities through NSS, NCC , Scouts and guides, YRC to imbibe the concept of 'duty before self' among the students in order to uplift the under privileged section of the society. 5. More training programmes for admin staff to make them more efficient in their day to day activity and also to build their self confidence. 6. Regular Academic and administrative audit on a large scale. 7. Increasing activities of Training Placement Cell. Holding more of mock interviews, industry-academia sessions, personality development classes, improving their communication skills and also bringing more companies to the campus for placement,