



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		Dolphin (PG) Institute of Biomedical & Natural Sciences
• Name of the Head of the institution	Dr. Shailja Pant	
• Designation	Principal	
• Does the institution function from its own campus?	Yes	
• Phone no./Alternate phone no.	01352760104	
• Mobile no	9568004565	
• Registered e-mail	mail@dolphininstitute.in	
• Alternate e-mail	principal@dolphininstitute.in	
• Address	VPO Manduwala, Chakrata Road	
• City/Town	Dehradun	
• State/UT	Uttarakhand	
• Pin Code	248007	
2.Institutional status		
• Affiliated /Constituent	Affiliated	
• Type of Institution	Co-education	
• Location	Rural	

• Financial Status	Self-financing																						
• Name of the Affiliating University	Hemwati Nandan Bahuguna Garhwal University, A Central University																						
• Name of the IQAC Coordinator	Dr. Shruti Sharma																						
• Phone No.	01352760104																						
• Alternate phone No.	01352760104																						
• Mobile	9568004557																						
• IQAC e-mail address	coordinatoriqac@dolphininstitute.in																						
• Alternate Email address	mail@dolphininstitute.in																						
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.dolphininstitute.in																						
4.Whether Academic Calendar prepared during the year?	Yes																						
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.dolphininstitute.in/wp-content/uploads/2021/12/Academic-Calendar2021-22.pdf																						
5.Accreditation Details																							
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.81</td> <td>2011</td> <td>16/09/2011</td> <td>15/09/2016</td> </tr> <tr> <td>Cycle 2</td> <td>B++</td> <td>2.77</td> <td>2022</td> <td>25/01/2022</td> <td>24/01/2027</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.81	2011	16/09/2011	15/09/2016	Cycle 2	B++	2.77	2022	25/01/2022	24/01/2027
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to																		
Cycle 1	B	2.81	2011	16/09/2011	15/09/2016																		
Cycle 2	B++	2.77	2022	25/01/2022	24/01/2027																		
6.Date of Establishment of IQAC	09/05/2011																						
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,																							

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Versa Parcha	Research & Development	Uttarakhand Science Education & Research Centre (USERC)	2022, 1 year	1.64 Lakh
Dr. Gyanendra Awasthi	IMMUNOLOGY AWARENESS PROGRAM	Indian Immunology Society	2022, 1 week	10,000
Dr. Gyanendra Awasthi	Certificate course on IMMUNOLOGICAL TECHNIQUES	Uttarakhand Science Education & Research Centre (USERC)	2022, 1 week	50,000
Dr. Versa Parcha	Workshop on Intellectual Property Right (IPR)	Uttarakhand State Council for Science and Technology (UCOST)	2022, 2 days	75,000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes		
<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File		
9.No. of IQAC meetings held during the year	7		
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes		
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded		

10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
1. Went for second cycle of assessment and accreditation process 2. Language Lab set up 3. Green waste to be collected and sent to NADEP pit. 4. Notices, circulars, date sheet of university exams, results to be uploaded on Institute's website. 5. Students from neighbouring schools to get an opportunity to conduct practicals in the labs of the Institute.	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
1. Assessment and accreditation process for the second cycle to begin	1. Accredited with B++ grade
2. Regular Personality Development Classes	2. Classes organized for students, staff and faculty members
3. Practical exposure in science subjects to students from neighbourhood schools	3. 61 students conducted practicals in Science the Institute's laboratories
4. Concept of OBE to be made clear to the faculty members	4. FDP conducted
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Management Committee	06/02/2023
14. Whether institutional data submitted to AISHE	

Year	Date of Submission
2021-22	14/02/2023

15. Multidisciplinary / interdisciplinary

Making education interdisciplinary/ multidisciplinary is a key step that shall benefit the students. The flexibility to choose subjects from humanities and sciences with an option to learn sports and life skills will give students a wide range of subjects to choose from for their development and growth. The formulation and implementation of the NEP 2020 shall play a significant role in the shaping of the future of higher education in the country.

Dolphin (PG) Institute of Biomedical & Natural Sciences, Dehradun is affiliated to HNB Garhwal Central University, Srinagar Uttarakhand. The University is in the process of adopting NEP 2020 and we shall work accordingly as per the guidelines that we shall receive from them from time to time.

As per the affiliating university guidelines Interdisciplinary courses will offer the student an opportunity to pursue the same subject as additional course from first to fourth semester. It means student selecting Interdisciplinary subject in first semester will have to pursue the same subject till 4th semester of U.G. Program where as multidisciplinary courses will offer the student an option to study multidisciplinary course of one subject in one year (1st and 2nd semester) and that of other subject in another year (3rd and 4th semester). The Institute is fully committed to bring about changes as per the need and guidelines received from the affiliating university to implement NEP 2020.

To quote an example, Environment Education is being taught in all UG programmes to make the students aware of the environmental issues and challenges being faced today and also to make them contribute in the conservation of environment. The students of BPT, Medical Lab Technology and Medical Microbiology regularly participate in the physiotherapy and medical camps being organized by the respective departments to inculcate the habit of serving the community.

16.Academic bank of credits (ABC):

Since the Institute is an affiliating HEI, it is governed by the affiliating university, HNB Garhwal Central University.

As per the notification received from the affiliating university, students who were admitted in the First Year of different programmes in 2021-22 have been instructed to create the ABC id. The faculty and the students have been given orientation on how to proceed to create ABC Id. The concerned class coordinators have been given the responsibility to ensure that the students create ABC Id before the deadline.

The first year students admitted in the session 2022-23 are creating ABC Id while filling up examination form of the affiliating university.

The affiliating university has accordingly modified the online examination form for all the students to record his/ her ABC Id.

17.Skill development:

The Institute, as per its vision and mission is committed for all round development of the students. Hence sessions are organized for their skill development, as per their need and requirements. The language lab has been established to improve their command over English language. For physical & mental wellness, Yoga camps are held for the students. Soft skills and personality development classes are held for the students to sharpen their skills and prepare them for their career in future. Capacity building cell holds Entrepreneurship Development add on programmes on various fields to prepare students for entrepreneurship. Add on/ certificate courses have been started to enhance the skills of the students in the field of their study. Hands on trainings are organized by the departments to sharpen the skills of the students as per their field of study.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Indian Knowledge System has been introduced with an objective to inculcate a sense of pride in our student community in our unique

<p>legacies that is sustainable and strives for the welfare of all. As per the guidelines of NEP 2020, the affiliating university has introduced IKS in 3rd and 4th semester with an option for the students to take it in either semester. As we are an affiliated college, we shall abide by the guidelines received from the affiliating university and do the needful accordingly.</p>	
<p>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</p>	
<p>Graduate attributes, PO of all the UG and PG Programmes that are running have been defined. The COs of all the courses that are being taught have also been identified. The teaching learning process is carried out in accordance with these outcomes. So besides the regular class room teaching in the ICT enabled classrooms, industrial visits, seminars and presentations by the students, assignments, class tests/ quizzes are held on a regular basis. Attainment of Programme outcome is arrived at by Continuous internal examinations along with the semester end theory and practical examination.</p>	
<p>20.Distance education/online education:</p>	
<p>The Institute has 61 ICT enabled classrooms for carrying out teaching learning process effectively. The teaching learning process was shifted to online mode during lockdown due to Covid 19 pandemic. Initially classes were held on Moodle but with passage of time the whole teaching learning process was shifted to ERP. Accordingly ERP system was strengthened by adding servers etc. The faculties were trained by the IT Cell to use the various features offered by the ERP. Eventually, tests, assignments, quizzes, competitions were held for the students. The practicals through virtual Labs were also demonstrated to the students by the faculties. The remedial classes are being taken online to clear the doubts of the students. Institute is fully capable of conducting online education. Since the college is an affiliated college, the affiliating university recommends classroom studies with 75% attendance as eligibility to appear the University examinations. Webinars are being regularly organised in association with reputed organizations. Online talks of eminent scientists are also conducted which is a feature to upgrade knowledge of students through online education.</p>	
<p style="text-align: center;">Extended Profile</p>	
<p>1.Programme</p>	
1.1	643

Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	2273
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	610
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	818
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	81
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	100
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	63
4.2 Total expenditure excluding salary during the year (INR in lakhs)	451.63
4.3 Total number of computers on campus for academic purposes	127

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

College has academic calendar in accordance with the affiliating University's calendar. Teaching learning process is conducted accordingly.

Distribution of the Syllabus and academic timetable of each Department are finalized as per the credits assigned by the affiliating University. It is communicated to the students in advance through ERP.

Faculties maintain Teacher's Diary, maintaining teaching plans and delivery schedule. The break-up of the syllabus is also mentioned in the ERP. After every class the faculty enters Daily Progress Report in the ERP after updating the attendance of the students. Regular workshops/ seminars are also conducted to update the students about the latest happenings in their field of study. Monitoring of the curriculum is carried out manually and also through ERP. The HOD and the Principal monitor the Teacher's Diary on a regular basis.

Class representatives meetings are held to find out the problems faced by the students. The feedback taken from the students also helps in ensuring effective curriculum delivery. Accordingly corrective action is taken. Remedial classes are also conducted.

College has adequate infrastructure for effective curriculum delivery. Besides the well-stocked central library, each department also has a departmental library. College subscribes to NLIST & NDL.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar is designed in line with the affiliating University's Academic calendar to ensure the optimum number of working days. It includes information about reporting of new students, starting of classes, and tentative schedule of internal, pre university exams. The teaching learning process is planned accordingly and a close watch is kept to ensure that the various aspects of teaching learning including CIE is carried on as per the academic calendar.

College adopts CIE System to assess all aspects of a student's development which continues throughout the year.

Evaluation of course work i.e., internal sessionals examination, assignment, presentations, fieldwork/ clinical orientation, discipline, and attendance is followed uniformly. In lab courses practical and lab records are considered important for evaluation. However, as per their teaching plans, each department may take little grace to schedule their own internal subjects' evaluation.

Conduct of examination:

Two University Sessionals both for theory and practical, Pre-University examination, Assignments: comprising seminar, home assignments, and discussions.

End of term examination: is an external system of evaluation in case of core and elective courses, and an internal system for AEC and Skill Enhancement courses. The evaluation of the practical examination is completed by an external examiner and course instructor.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

B. Any 3 of the above

Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

17

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement

for year: (As per Data Template)**1**

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**237**

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

To integrate the cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics, teaching the moral and professional values and ethics is an integral part of the teaching learning process thereby leading to the holistic development of students. College sensitizes the students regarding the above socially important issues through various courses spread over UG & PG programmes.

Environment studies is included in UG programmes as Ability Enhancement Compulsory Courses like Agriculture, Biotechnology, Forestry, Horticulture, and B.Com and PG programme like Botany and Zoology making students aware of the environmental changes and the challenges faced. English is being taught in programmes like B.Sc. Agriculture, Biotechnology, Forestry, Horticulture, and B.Com for familiarizing the students with professional ethics and linguistic skills required in the professional domain. Human values and professional ethics are dealt with in Paramedical programmes. There

are many platforms for hands-on experiences related to gender sensitivity that enable students to interface with real-life situations such as fieldwork, community outreach, gender sensitization activities under NSS, NCC. To sensitize students about the environment and sustainability issues and also to inculcate social, moral and ethical values in the students guest lectures, industry visits and field excursions are organized for students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

28

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

764

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://www.dolphininstitute.in/wp-content/uploads/2023/02/Feedback-Report-on-Syllabus-and-its-Transaction.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

C. Feedback collected and analyzed

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.dolphininstitute.in/wp-content/uploads/2022/12/Feedback-report.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

626

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

299

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students are graded in three categories, namely advance, average, and slow learners based on their academic performance in preceding examinations. Class coordinator/ subject teacher takes up the responsibility of bridging knowledge gap of weak students to cope up with the enrolled program by organizing a special plan of action, viz. assignments, remedial classes, counseling, and class tests. Extra classes are organized to clarify doubts for improving performance. Appropriate counseling with additional teaching eventually helps the students to reach their academic goals. Average and advance learners are identified through their performance in examinations, interaction in classroom and laboratory, their fundamental knowledge, concept understanding, and articulation abilities, etc. Independent learning that contributes to their academic and personal growth is promoted. Study material is also provided through ERP. Guest lectures are conducted by eminent scientists/ academicians/ industry experts to acquaint students with the latest technologies.

Advance learners are encouraged to enrol in different online courses from NPTEL, MOOCs, and IIRS. Postgraduate students are encouraged to

present and publish research papers in their areas of study under the guidance of the teaching faculty. 9 students so far have been University toppers. Provision has also been made to conduct coaching classes for NET, entrance exams.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2273	81

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The teaching-learning process revolves around the need, interests, and capabilities of students through the following activities:

1) Project work/Dissertation is a course involving the application of knowledge in solving/analyzing/exploring a real-life situation. Students work in cooperation, divide responsibilities and develop self confidence as the project provides opportunities to the student for freedom of thought and the free exchange of ideas. It also orientates them towards research.

2) Internships for six months with Hospitals / Pathology/ Clinical labs are mandatory on completion of the UG paramedical Programmes.

3) Classroom discussions are a regular feature. Students are also encouraged to use the ICT facilities during the seminars and presentations.

4) Experimental/Laboratory method is used to acquaint the students

with the facts through direct individual experience.

5) Activity centered method like Industrial training and farming; propagation in poly houses, medicinal and timber plant nurseries, plant tissue culture lab, vermicomposting, are more effective and durable in providing learning experiences

6) Field trips and study tours are organized for the students both at UG and PG level for onsite exposure.

7) Human Values and Community Outreach activities not only provide the opportunity for participatory learning but also provide experiences.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college has well-implemented The National Mission on Education through Information and Communication Technology. As per the guidelines of the Mission, the college has provided Internet connectivity to individual faculty and students.

The institute has adopted ICT-based teachings in classrooms and laboratories namely the use of overhead multimedia LCD projectors, internet connectivity with PAS in the classrooms and labs. Faculty have the option to take online classes through ERP, incase they cannot take it offline. Remedial classes are taken online.

Demonstration of practicals in different courses is done through virtual labs wherever possible. The college has an operative ERP system in place which can be accessed both by students and faculties for adopting to e-teaching through virtual classes and repository of e-learning resources, like lecture notes uploaded by subject faculty, e-library and access to NPTEL resources, OPAC etc.

College is an Institutional member of NLIST-INFLIBNET which can be accessed both by faculty and students.

College is also the Local chapter of NPTEL with a SPOC and has a

setup database of on-line lectures provided by IIT Madras and IISc, Bangalore. It is being updated periodically.. Several faculty and students have completed these courses.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

70

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

81

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

50

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

784

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Academic calendar includes tentative schedule of the internal examinations. The departments strictly adhere to it. The internal evaluation system is explained to all the newly admitted students' every year. Weightage is given to assignments, presentations, discipline, attendance and field report/ clinical orientation, lab records and communication skills while considering the internal assessment in theory courses. The date of the declaration of result is also intimated to the students. This plays an important role in maintaining the transparency of the evaluation system. Answer sheets are shown to the students and queries of the students are satisfied.

Pre-university examinations in the annual programme are conducted strictly on University examination pattern and guidelines.

In case the student is not satisfied by the internal marks obtained, the concerned subject faculty explains the reasons for the same. The student is free to get in touch with the Class Coordinator/ HOD in case he is still not satisfied. In most of the cases the issues are sorted at the department level only. In rare cases the Principal intervenes. All efforts are taken up by the departments to keep the mechanism of internal assessment transparent.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The grievances or doubts of the students concerning assessment are cleared by showing his/her performance in the answer sheet.

The answer sheet of such students 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, if found to be correct, are immediately undertaken by the faculty.

Any student who is not satisfied with the assessment and award of marks may approach the concerned HOD who can intervene and sort out the issue. Very rarely, the Principal is approached for mediation.

The Institute follows an open evaluation system where the student performance is discussed with the student and if need be informed to the parents too.

Maximum one week's time is taken by the concerned department to sort out the examination related grievance.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme objectives of various programmes enable students to have holistic and all-round grooming to be a thorough professional in their field of study. Objectives for programmes are designed, considering that our students will be able to:

- Continue the process of life-long learning through professional activities; adapt themselves with ease to new technologies, while exhibiting ethical and professional standards, and be able to work collaboratively as a member or leader in multidisciplinary teams.
- Possess leadership and managerial skills with the best professional ethical practices and social concerns and be able to communicate technical information effectively, both orally and in writing.
- Contribute to research in their chosen field.

Program specific outcomes and course outcomes are displayed on the college website and also in the respective departments. The broad objectives of various programs are explained during the Orientation Program for the first-year undergraduate and postgraduate students.

The faculty articulates the learning objectives and expected outcomes for each course at the beginning of the session as part of the effective academic strategy. At the end of the session they calculate the attainment of COs. This serves as a guideline to the faculty to bring about changes in the teaching methodology.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.dolphininstitute.in/wp-content/uploads/2021/08/All-Courses-UGPG.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The course outcomes are measured through continuous internal evaluation and result.

At the Departmental level the Head and teachers who are engaged in class strive to complete the syllabus in time and sometimes extra classes are conducted. The continuous evaluation is done through tests, quizzes, written assignments, seminars, oral presentations,

field work, attendance and so on. The end semester written/ practical examination of every course is based on written examination/ viva and is conducted by the affiliating university.

The programme specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

The attainment of programme outcomes is measured through students' progress to higher studies. Another, measurement of attainment is students' placement in companies and institutions.

The feedback from stakeholders helps to measure and reckon the attainment of the programme outcomes. Student feedback provides information pertaining to the relevance of the course, availability of the course material, and course's importance in terms of employability and so on which helps the Institute measure learning outcomes.

Student satisfaction survey also assists in measuring the attainment level of course and programme outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

752

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.dolphininstitute.in/wp-content/uploads/2023/01/student-satisfactory-survey-2021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

2.99

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

8

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	https://www.userc.in

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The students at the Institute are not only provided theoretical and practical knowledge of a defined course curriculum but also are encouraged to gather and harvest knowledge from different sources both theoretically and practically, to make the concept clear about the subject and also to help the students to gain insight in recent trends and advances in the concerned field. Therefore, the institute endeavors to emphasize conducting multiple workshops, CMEs, hands-on-trainings, seminars, symposiums, guest lectures, etc in collaboration with reputed organizations or trainers in the field of subject for up-gradation of teaching and learning. The basic ideology is to provide students with contemporary knowledge on current developments in various fields of science with better practical utility, which students may also find interesting. They can practically see and try themselves the applicability of the knowledge in their professional life. It gives our students exposure to the State of the Art technology and theoretical advances made in various related fields since the resource persons are always chosen

among the eminent scientists and academicians. This exposure helps them tremendously in achieving their goal.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.dolphininstitute.in/wp-content/uploads/2023/02/Initiatives-for-creation-and-transfer-of-knowledge.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://www.dolphininstitute.in/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during

the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

31

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

16

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Vision and mission of the college aims 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.

To promote Institution-neighbourhood-community network and student engagement, the college has Dolphin Students Welfare Committee to instil civic responsibility in the young minds through extension programs and value-based activities to develop students into sensitive, socially responsible citizens.

The DSWC regularly organizes Human Values and Community Outreach Activities to sensitize the students to develop social values by

making them involved with the people in the community. For achieving the objective DSWC establishes contact with Panchayats in the neighborhood, NGOs, News Papers, and Police Department. Students demonstrate profound interest to attain social values and responsibility.

Visit the orphanages, schools, etc in the nearby villages is being performed by students under the wings of DSWC. Organizing such events creates awareness about society and their social responsibility.

NCC and NSS units organize programs such as Swachh Bharat Abhiyan, Cleanliness drive, YRC unit assists in organizing blood donation camp. Departments also carry out extension activities to sensitise students to social issues.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

38

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1752

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

10

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

There is optimal utilization of available infrastructure. Institute has 61 well-ventilated classrooms, 31 well equipped labs with adequate seating capacity. Classrooms and labs are provided with biometric attendance facility for monitoring attendance. Labs are well equipped to give good practical exposure to the students. Institute has one research lab with state of art equipments to promote research activities. There is one Computer lab and an IT server room. Institute has one each Medical and Physiotherapy OPD and 04 Physiotherapy centers in the city, a diagnostic lab, two conference halls. Campus is Wi-Fi enabled

ICT teaching aids are installed in classrooms, labs, and seminar halls. One to one Desktop PCs have been provided to the faculty.

ERP has been installed.

Central, departmental, and hostel libraries are present. More than 30000 books and 65 journals are available in the College library. The Central library has a well-stocked repository. The college girl's hostel also has a referral library for meeting the emergent needs of the students.

The College has four agriculture farms, three poly houses in adjoining areas to demonstrate agriculture practices and for in-situ crop cultivation practices to the students. The college has its own nurseries to cultivate timber and medicinal plants.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has an adequate Playfield measuring 6123.8 sq m (dimension 91.4X 67 m.) for outdoor games like Badminton, Volley Ball, Basketball, Kabaddi, Kho-Kho, etc. Regular sports activities and competitions are held for the students. A separate indoor hall has been provided for TT, Carom, Chess, etc.

The arrangement on a payment basis has been made with neighboring Tibetan Monastery for using their playfield to organize Football & Cricket matches. Affiliating University's intercollegiate competitions are also held in the Institute. A fully equipped Gymnasium is being maintained at Manduwala Girls Hostel and Agrasen Boys Hostel. Being co-ed College cultural activities are encouraged prominently for the overall development of the students through a Cultural committee. Students not only organize cultural activities on various occasions like the Annual cultural fest 'Srijan', Independence and Republic days but also participate in cultural fests of affiliating university and other educational institutions. College is also closely associated with Spic MacKay and organizes events annually.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

140.76

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library spreads in an area of 3500 sq ft. consisting of stack room, issue and return section, reference section, and repository and had wide collection of books, journals, magazines.

It is automated with integrated library management software. It is integrated into the college ERP system. It is a multi-user, multi-tasking online software for automating library searching, acquisition, cataloguing, and circulation activities of books. All books are accessible and bar-coded. The books are classified according to Dewey's decimal classification. Various activities of library like data entry, issue, return, reissue, member logins, etc are done through the software. OPAC service is also provided. Apart from the printed books, library is having access to e-resources of N-list which is a part of the e-shodhsindhu consortium of INFLIBNET.

Library also has access to the National Digital Library Program of GOI. The library provides reprographic service and internet service. For enhancing security closed-circuit cameras have been installed.

Fire safety units are also available.

04 PCs are installed in the library stack room for accessing e-resources. NPTEL resources are also made available in these Desktops. Students are also provided open access to NLIST Portal, besides the e-books loaded in the library database.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **B. Any 3 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

307290

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

68

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

ICT technologies are updated regularly. College has dedicated Internet bandwidth of 30 Mbps. IT cell is responsible for maintenance of servers, desktops , surveillance systems, besides solving ICT-related issues. They ensure that college has updated facilities and uses the latest version of software. Every faculty has internet connected computer. In case of need online teaching can be done through the ERP. Faculty has access to ICT resources like the SWAYAM-NPTEL database, NLIST, and NDL. EBooks are accessible via their ERP login. Desktop systems are installed with LINUX OS. Faculty have individual user ID and password for accessing the internet. Faculties have prepared lecture notes, practical manuals, and question banks which are uploaded in ERP, and are accessible to students. Students have been provided with Internet browsing nodes in the e-library. They can utilize the Internet facility during the labs for any academic updating. All classrooms have overhead LCDs projector and Internet connectivity. Bigger classrooms have a P.A. system for effective delivery of lectures from YouTube, NPTEL. Classrooms and laboratories have biometric system that is integrated into ERP to monitor attendance. Library has internet facility and access to NLIST, NDL, and OPAC.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

246

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

159.18

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Basic infrastructure required to run institution is maintained on regular basis and upgraded as per academic and administrative requirements in the form of expansion of classrooms, labs, computers, agriculture farms, poly houses, library, auditoriums, lift, UPS, Solar panels, LCD projectors, ICT facilities, and transport facilities, etc. College ensures optimal allocation and utilization of available financial recourses for maintenance

and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the budget allocated by college as per requirements in interest of students.

Adequate in-house staff is employed to meticulously maintain hygiene, cleanliness, and infrastructure on campus to provide congenial learning environment. Classrooms, faculty cubicles, laboratories, seminar halls, library, offices, etc are cleaned and maintained regularly by housekeeping staff assigned for each floor. Washrooms and restrooms are well maintained. Dustbins are placed on every floor. Green Cover of the campus is well maintained by full-time gardeners. Preview includes maintenance of Generators, Air Conditioners, UPS, LCD projectors, Biometric machines, CCTV cameras, Water Purifiers. Besides contract workers, the college has in-house electricians, carpenters, and plumbers to do the needful. Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to Administrative office for needful.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

264

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

44

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://www.dolphininstitute.in/wp-content/uploads/2023/07/Capacity-building-and-skills-enhancement-initiatives.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

436

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

436

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

65

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

75

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

14

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students play an effective role in many Committees involved in academic administration, curricular, co-curricular, and community outreach activities.

CRs play an effective role as the link between the class students and the department by managing overall discipline in the class, and its activities.. The issues concerning students are conveyed to the Class coordinator/ HOD through CRs. Each CR reports the day's teaching activities to the IQAC office.

The college has an active "Dolphin Students Welfare Committee". It is chaired by the Dean Student's Welfare and has student members, who play an active role in HVCO activities being conducted.

Students engaged with NSS, NCC, Scouts & Guides, YRC, etc. are involved in many social activities on a regular basis.

The editorial board of the Institute and various clubs too have students' participation. The Hostel Mess Committee too has students' members.

Students are given ample opportunities to represent and get engaged in various bodies of the institute. These opportunities help in developing leadership qualities, team work spirit thus resulting in all round development of the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

9

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association contributes significantly to the development of the College in various ways. Alumni Association is registered with the registration number 26478D, dated 22/04/2013, which is renewed timely.

Membership is free. Expenditure for the activities of association is met by College Management. Association serves to strengthen ties between the College and alumni. It forms network that has spread through many educational and industrial organizations. Association has several office bearers both from within and outside institute. Association provides interactive platforms for alumni and students through organizing reunion meets. Association maintains database of alumnae. Alumni support by organizing recruitment sessions for vacancies in their organizations. They coordinate Industrial visits of the students to provide with 'on-site' training and exposure. College has received nominal financial support from the alumni. Alumni, both from academics and industry, regularly invited to the institute for updating students with the latest trends during the interactions organized. Suggestions as advised by alumni in modifications of laboratory curriculum are carried out by the concerned Department. Association recognizes the contribution of alumni and confers the award of Excellence and Young Achiever every year. Awardees hold conclave with students and share experiences.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) **E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Objective of governance and leadership is implemented as per Mission, Vision, and Goals of Institute. Principle of decentralization and participative management is amply implemented. Effective governance of college involves Governing body, College Management Committee, Principal, Directors, IQAC, Faculty, Admin staff, Alumnus, Stakeholders, and employers. Governing Body delegates authority to CMC who share it with the different levels of functionaries in the college by engaging itself with the day to day academic and administrative matters of the institute and meets periodically to plan policies relating to admissions, academic programs, recruitment of staff and infrastructure development. The Principal implements the decisions taken by CMC.

Teachers are the key players in implementing the vision and mission of the college and play a proactive part in the decision-making process.

HODs enjoy considerable administrative and academic autonomy in executing the academics and extracurricular activities of their respective departments. They are conveners of various committees and cells along with the staff representatives in higher decision-making bodies and play an important role in determining the institutional policies and implementing the same. College has constituted various committees with faculty as members for the smooth functioning.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralized administrative system to provide the best to the students is widely practiced. Participative management is practiced by involving faculty, staff, students through various committees constituted for academic and non-academic activities.

Important developmental plans are discussed by the Principal with committee members. Meetings of the management committee with the Principal and staff enable them to participate and contribute to personal as well as institutional growth.

Principal assigns duties to academic and administrative bodies of college. Faculty are given responsibilities to minimize centralization of authority, to make decisions, and implement them faster which helps to streamline academic process and progress of students.

HODs are given freedom and authority to decide on activities about academic and administrative work of departments like procurement of instruments, books, and journals, holding of workshops/ guest lectures. Students play active role in academics, extra and co-curricular activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has long-term planning for growth and development as reflected in its Perspective Plan. IQAC takes initiative in the

preparation of the perspective plan. The framework of the plan is inclined towards the development of the institution that refers to quality sustenance and enrichment. It intends to cover social, economic, and spatial development. Strategic plan for various activities are as per the norms by Affiliating University, namely, introduction of additional programs as per need and demand, upgrading the teaching learning process, focus on academic, co-curricular, extracurricular, and outreach activities for the holistic development of the students.

Students are supported to develop employability skills by hosting activities like career guidance and placement initiatives, coaching for competitive exams, counseling students for higher studies, developing soft skills etc, regular conduct of Add on programmes and also introducing new add on programmes, enhancing learning resources in the form of ICT enabled teaching-learning, web based programs, ERP system etc., holding of regular guest lectures, conferences, seminars, HoTs, industrial visits to enhance the knowledge of the students.

Also promoting sustainable research culture, freedom to publish results of research and paper presentations; providing incentives to faculty for outstanding research publications

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.dolphininstitute.in/wp-content/uploads/2023/03/Strategic-Planning-Deployment.pdf
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Governing body lays down the principles for the management of the college. The College Management Committee is headed by the Chairman and comprises of eminent academicians, professionals, and stakeholders. The Principal functions as a member secretary for the CMC. The committee provides the overall guidelines for achieving various goals and the direction in which the college should move in. It makes major decisions like the recruitment of teaching, technical and admin staff, addition of an academic program, infrastructure,

overall academics, curricular and extracurricular activities, allocation of the budget under different heads, students support and welfare schemes, etc. However, decisions are participatory and get initiated at the Department level. The Principal is responsible for the effective functioning of the college on a day-to-day basis. The HODs/ Programme Coordinators are responsible for the day-to-day administration of their respective departments. IQAC, DSW, Controller of Exams work in tandem with the Principal.

IQAC is responsible for evolving quality systems for well-thought programs and strategies to improve the academic and administrative performance of the College.

There are a number of both statutory and other committees for academics, research, EDP, and

administrative matters pertaining both to the college and the hostels.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.dolphininstitute.in/wp-content/uploads/2023/01/organizational-structure-2021-22.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Management recognizes the commitment and dedication of teaching and non-teaching staff. It strives to satisfy needs of employees proactively and helps faculty and staff with monetary benefits and perks through different schemes.

Medical facility:

All staff are provided free medical OPD consultation, medicines and Physiotherapy facility, 50% discount for diagnostic tests undertaken in college diagnostic lab. In case of medical emergency financial support to employees. full salary during serious illness.

ESIC scheme under NPS.

Maternity leave:

03 months maternity leave with full salary up to two children.

Loans and Advances:

Interest-free loan in case of emergent needs.

Advance salary.

Educational Facilities:

Complete waiver of tuition fee for staff children studying in any program in College.

Tuition fee of staff children up to class XII studying in any school

is reimbursed.

Miscellaneous facilities:

Financial support for solemnizing the marriage of the girl child of its

employees.

Free of cost CUG phone faculty for faculty members and staff.

Free transportation to all faculty and staff.

Cafeteria offers meals/snacks at subsidized rates.

Free tea is served to all twice a day.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

32

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes

organized by the institution for teaching and non teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

40

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal System for teaching and non- teaching staff is

being carried out by the Institute for teaching and non teaching staff annually.

Two different appraisal formats have been designed for teaching and non teaching staff. The format for the teaching and non teaching staff consists of questions related to their working during the year and also their achievements and expectations.

The appraisal forms for the teaching staff are assessed by the Chairman and Principal, suggestions are given for improvements, wherever necessary.

The faculty is assessed on the basis of:

- (i) Teaching, Learning, and Evaluation related activities
- (ii) Research Publications and Academic Contributions
- (iii) Co-Curricular, Extension, and Professional Development related activities

Non teaching staff like the librarians, office staff, support staff, etc are also given appraisal

forms. Their performance appraisal is done by the Joint Director and Additional Director in consultation with Administrative Officer based on various parameters under different categories i.e., character and habits, departmental abilities, the capacity to do hard work, discipline, reliability, relations/cooperation with superiors, subordinates, colleagues, students, and the public. The increments and promotions of faculty and staff are based on their appraisals.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

College is self-financed institution and doesn't receive grants/donations from external sources. It generates its financial resources. Major source of receipt is fee received from students like Tuition fee, Admission fee, Examination fee, Transportation fee, Hostel, fee. Financial resources are effectively managed under guidance of College Management Committee which is ably assisted by Joint Director. There is a full-fledged Accounts section manned by two full-time accountants who are supervised by Joint Director, who in turn is ably supported by CA. Regular internal audit is done by Joint Director. Majority of financial transactions both incoming and outgoing are done on-line through banking channels. All expenditure, recurring and non-recurring are incurred through cheques or NEFT. For an effective check on receipts and payments, two-tier system is followed. Every transaction is supported by vouchers.

Separate accounts are maintained for all grants received for projects/workshops etc to use the financial resources efficiently and effectively. UC is duly audited by a CA and submitted to funding agency.

Mechanism to monitor financial resources:

(a) Receipts and payment account.

(b) Income and expenditure account.

(c) Balance Sheet account.

Last audit report of FY 2021-2022, balance sheet along with NO ADVERSE audit report has been received.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institute is a private unaided self-financed college. Fee collection is the only major source of revenue. The other sources of funds are grants received for conducting research projects, workshops, seminars etc. An audited income and expenditure statement is available. Short-term deficit is managed by taking advance from the bank within the sanctioned OD limit and is repaid subsequently.

The Institution has a well-set mechanism to monitor efficiently the available resources. Purchases are made with the recommendations of the duly constituted purchase committee. The amounts withdrawn from the banks follow a systematic mechanism of obtaining approval at various levels.

The overheads are:

Salary and Staff welfare

Administrative, Academics Expenses

ICT development and maintenance.

The institutional budget is prepared by the Management Committee. The administrative and academic heads submit the budget required to the Principal.

Major financial decisions are taken by the Managing Committee headed by Chairman.

Financial transactions are analyzed and verified by the Joint Director

The entire process of the procurement of the material is monitored by the Purchase Committee. Payments are released as per norms after the delivery of the goods.

Every transaction has transparency through bills and vouchers..

Audited balance sheet is maintained by the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC plays crucial role in developing quality assurance mechanisms in teaching and learning process by implementing innovative ideas. It encourages departments to carry out add on courses to give a competitive edge to its students. Suggestions are also given to the departments for improving their working. While FDPs were also organized for the teaching staff, Personality Development Classes were held for the nonteaching staff.

Main objective of IQAC is not only to propose and put into practice the quality initiatives but to also review their progress by holding meetings with structured agenda.

It prepares and submits the Annual Quality Assurance Report.

IQAC holds timely meetings, analyses the feedback from stakeholders, and submits the proposals suggesting a quality enhancement process. It is also responsible for preparation of maintenance of data base, dissemination of information on quality etc.

For all round development of the students, Personality Development Classes were organized for the students. Yoga classes were held in Girls Hostel.

Inputs were also provided to the departments for the best practices.

IQAC has crucial role in improving the quality in teaching, Research and Extension

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC plays crucial role in overall quality enhancement in academics and continuously coordinates between students, faculty and Management Committee for betterment.

Close watch is kept on teaching learning process through Teacher's Diary, ERP and the feedback from the students. The attainment of learning objectives is seen through the progress of students in classroom, internal and external examinations. Any shortcomings, if any, are discussed in the meeting with the Departments, which are held periodically and corrective actions are suggested to the concerned faculty.

Regular monitoring helps in maintaining the quality in the teaching learning process and also in the attainment of the learning objectives. The University results, the progression of the students etc indicate the improvements that have been brought about in the teaching learning process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

D. Any 1 of the above

**improvements Collaborative quality initiatives
with other institution(s) Participation in NIRF
any other quality audit recognized by state,
national or international agencies (ISO
Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is a co-education institution and is sensitive towards women issues and focuses on gender sensitivity among students, faculty, and staff. College shows gender sensitivity in providing a safe and sound campus for female students, women faculty, and staff members. The campus and hostels are under CCTV surveillance and guards are available round the clock. The College has Internal Compliance Committee, headed by the lady Principal, and comprises senior lady faculty and staff as members. Its main aim is prevention, prohibition, and redressal of sexual harassment of women employees and students in the institution.

Further College has a Women Empowerment Cell to assist and counsel the girl students and lady staff regarding their day-to-day activities. Senior lady faculties in the college act as a counselor for girl students. It can be stated with due pride that no incidents of sexual harassment of women students/ staff was reported in the College campus/ hostels. The Cell regularly conducts seminars / workshops for gender sensitivity, where both boy and girl students actively participate. As per the need and requirement, the students are counselled by their mentor/ class coordinator/ Head and also by Principal, if needed. Common room is available for girl students.

File Description	Documents
Annual gender sensitization action plan	sensitization workshops, health camps, quiz
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	1. Round the clock security guards at college and hostels, college and hostels under CCTV surveillance, common room for girl studentss

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Hazardous waste management:

Biomedical waste:

Quantity of such waste is around 10-15% of total waste generated. College has adopted recent 'Guidelines for management of Healthcare waste as per Biomedical Waste Management Rules, 2016. As per directives, waste is collected in Yellow, Red, White, Blue containers.

Each lab displays chart explaining uses of different coloured containers.

No radioactive material is being used in the College.

All infectious samples, media, and swabs are first autoclaved and then kept in different containers for disposal.

Non-Hazardous waste management: 85% of waste generated is non-toxic and non-hazardous.

General waste management:

General waste consists of all waste other than bio-medical waste.

Solid waste collected in separate dustbins and handed over to authorized persons. Old articles are sold to vendors dealing in such items. Garden waste-leaves, flowers, etc and green waste from hostels is collected for NADEP composting.

Liquid waste is collected in the pits and disposed of on payment basis.

e-waste management: College doesn't have any e-waste since we dispose of and replace the electronic goods whenever needed. Discarded scrap, batteries, computers, printers, broken laboratory equipment is either sold under buyback scheme/ disposed through condemnation. College has disposal committee.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:**A. Any 4 or All of the above**

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit**
- 2. Energy audit**
- 3.Environment audit**
- 4.Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and

C. Any 2 of the above

facilities for persons with disabilities
(Divyangjan) accessible website, screen-
reading software, mechanized equipment 5.
Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of
reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Students' population on campus in terms of gender, religion, and other factors show remarkable diversity. This diversity enriches experience in various ways. For many students, non-homogenous composition population becomes their introduction to world, for others who are already familiar with diverse communities, multi-ethnic multicultural campus environment is an affirmation of their experience..

Navigating cross-cultural fabric of campus life is part of overall learning experience. Students arrive here with their personalities and perspectives already fully formed but still malleable. This sense of self-knowledge is sharpened with exposure and close contact with others whose life experiences are on the opposite spectrum. Engaging with others whose opinions, customs, and personal lifestyles differ sharply from theirs increases their self-insight. In turn, this type of exposure builds up their self confidence.

College has a wide representation of vast demographic diversity of our country and by and large students from almost 90% States and UT of the country are studying here, besides students from one SAARC country, Nepal.

College regularly conducts seminars and debates on the importance of

maintaining the social fabric in the society irrespective of caste, creed, and religion. Eminent socialists are invited to deliver talks on National Integration and Unity in Diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

College is committed not only to prepare sound academic foundation of students; but also constantly works to develop them as better citizens. College inculcates feeling of oneness among students through various practices and programs and has strived forward with sincere efforts to increase level of awareness and appropriate practices amongst students and staff.

1. National Identities and Symbols: The Indian Tri-colour stands tall on the front lawn of the College spreading the message of 'nation first'. To commemorate sacrifices of war heroes entrance wall has been dedicated as 'Shaurya -ki-Deewar' for displaying photographs of all Param Veer Chakra awardees.

Independence Day, Republic Day, Gandhi Jayanti, National Youth Day, Ambedkar Jayanti, are celebrated with great enthusiasm and national fervour every year to motivate the students to adopt and promote "National values". National anthem is broadcast throughout the campus daily in the morning and is preceded by national integration songs.

2. Fundamental Duties and Rights of Indian Citizens: Guest speakers from different religions and life streams are invited to share their views on the unity of cultures with the students. NCC, NSS, Scouts & Guides organize camps in the neighbourhood to spread awareness about cleanliness, women's hygiene, geriatric disease preventions etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Participation of students and employees in the Republic Day, Independence Day celebrations
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff **A. All of the above**

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our students are committed to break boundaries of religion and caste and work towards strengthening the foundations of the society. Institute celebrates Days of national importance like Independence Day, Republic Day, and Gandhi Jayanti with fervor and festivity. Anniversaries of great personalities like Mahatama Gandhi, Neta Ji Subash Chander Bose, Swami Vivekanand, Swarpali Radha Krishnan, etc. are celebrated every year to recall contribution of our leaders in building the nation. Thoughts of great Indian personalities are sowed into the young minds through exhibitions and programmers conducted on these days. Their 'quotes' are also displayed

prominently in the college and hostels. It promotes unity in diversity and a feeling of oneness amongst the students who are the pillars of future India. This helps the students to contribute to a prosperous and peaceful India.

Important Days of National and International events like Environment Day, Wetlands day, Earth Day, National Science Day, International's Women Day, National Farmers' Day etc are also celebrated meaningfully by organizing seminars, guest lectures, field visits for students. College is a multidisciplinary HEI and therefore different departments commemorate various days related to their fields like World Physiotherapy Day, National Agro Forestry Day, Wildlife Week, World Mosquito Day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1:

Title of the practice: Connecting Learners to Laboratory: VIGYAN SETU workshops

Objectives of practice:

Context: VIGYAN SETU

Practice: 61 students of 12th standard from 2 schools performed practicals in physics, chemistry, zoology, and Botany as per their syllabus

Evidence of success:..Feedback from the students, teachers and Principals of the concerned schools

Problems encountered and Resources Required: None, as all the resources were already available in the Institute.

Best Practice 2

Title of practice: Empowerment of Financially Weaker Meritorious Section through Free ship.

Objectives of practice: To provide equal opportunity to higher education, train youths to be gainfully employed, create ethical & prosperous society **Context:** Weak financial status of meritorious students should not discourage them to discontinue higher education.

Free ship is provided for whole duration of study.

Fee of 2 wards of the staff amounting to Rs. 1,65,000, 10 students amounting to Rs. 7,65,000 and 7 students from Dor Foundation amounting to 4,45,000 was waived off.

Total 19 students have benefitted from the free ship programme and the total expenses amounted to Rs. 13,75,000/- .

Evidence of success:

This empowerment has given them self confidence.

Problems encountered and Resources Required:

Selection of students is challenging.

File Description	Documents
Best practices in the Institutional website	https://www.dolphininstitute.in/best-practice/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Focused to achieve the objectives of the vision and mission, the Institute is committed to promote National Integration among the

students. Education plays a critical role in achieving unity in diversity, institute has a wide representation of vast demographic diversity and students from almost all the states States and UT are studying here. A nation from all its perspectives can develop and flourish only when people despite the fact that they belong to a different caste, religion and region apprehend that they are one and share a joint identity.

To develop the feeling of oneness among the students ,Dolphin Institute has made a tradition to begin the day with , religious prayers of different religions in the morning for almost 20 minutes, which reach to every corner of the campus through PAS. This way student develops respect for all the religions and appreciates each other's religious sentiments.

This is followed by National Anthem at 9.30 am. This daily ritual of Dolphinites is being appreciated by the stakeholders. This has developed a sense of compassion for each other and for the Nation.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

College has academic calendar in accordance with the affiliating University's calendar. Teaching learning process is conducted accordingly.

Distribution of the Syllabus and academic timetable of each Department are finalized as per the credits assigned by the affiliating University. It is communicated to the students in advance through ERP.

Faculties maintain Teacher's Diary, maintaining teaching plans and delivery schedule. The break-up of the syllabus is also mentioned in the ERP. After every class the faculty enters Daily Progress Report in the ERP after updating the attendance of the students. Regular workshops/ seminars are also conducted to update the students about the latest happenings in their field of study. Monitoring of the curriculum is carried out manually and also through ERP. The HOD and the Principal monitor the Teacher's Diary on a regular basis.

Class representatives meetings are held to find out the problems faced by the students. The feedback taken from the students also helps in ensuring effective curriculum delivery. Accordingly corrective action is taken. Remedial classes are also conducted.

College has adequate infrastructure for effective curriculum delivery. Besides the well-stocked central library, each department also has a departmental library. College subscribes to NLIST & NDL.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar is designed in line with the affiliating University's Academic calendar to ensure the optimum number of working days. It includes information about reporting of new students, starting of classes, and tentative schedule of internal, pre university exams. The teaching learning process is planned accordingly and a close watch is kept to ensure that the various aspects of teaching learning including CIE is carried on as per the academic calendar.

College adopts CIE System to assess all aspects of a student's development which continues throughout the year.

Evaluation of course work i.e., internal sessionals examination, assignment, presentations, fieldwork/ clinical orientation, discipline, and attendance is followed uniformly. In lab courses practical and lab records are considered important for evaluation. However, as per their teaching plans, each department may take little grace to schedule their own internal subjects' evaluation.

Conduct of examination:

Two University Sessionals both for theory and practical, Pre-University examination, Assignments: comprising seminar, home assignments, and discussions.

End of term examination: is an external system of evaluation in case of core and elective courses, and an internal system for AEC and Skill Enhancement courses. The evaluation of the practical examination is completed by an external examiner and course instructor.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the

B. Any 3 of the above

following academic bodies during the year.
Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

17

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

237

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

To integrate the cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics, teaching the moral and professional values and ethics is an integral part of the teaching learning process thereby leading to the holistic development of students. College sensitizes the students regarding the above socially important issues through various courses spread over UG & PG programmes.

Environment studies is included in UG programmes as Ability Enhancement Compulsory Courses like Agriculture, Biotechnology, Forestry, Horticulture, and B.Com and PG programme like Botany and Zoology making students aware of the environmental changes and the challenges faced. English is being taught in programmes like B.Sc. Agriculture, Biotechnology, Forestry, Horticulture, and B.Com for familiarizing the students with professional ethics and linguistic skills required in the professional domain. Human values and professional ethics are dealt with in Paramedical programmes. There are many platforms for hands-on experiences related to gender sensitivity that enable students to interface with real-life situations such as fieldwork, community outreach, gender sensitization activities under NSS, NCC. To sensitize

students about the environment and sustainability issues and also to inculcate social, moral and ethical values in the students. Guest lectures, industry visits and field excursions are organized for students.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

28

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

764

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	https://www.dolphininstitute.in/wp-content/uploads/2023/02/Feedback-Report-on-Syllabus-and-its-Transaction.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	C. Feedback collected and analyzed
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.dolphininstitute.in/wp-content/uploads/2022/12/Feedback-report.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
626	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

299

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Students are graded in three categories, namely advance, average, and slow learners based on their academic performance in preceding examinations. Class coordinator/ subject teacher takes up the responsibility of bridging knowledge gap of weak students to cope up with the enrolled program by organizing a special plan of action, viz. assignments, remedial classes, counseling, and class tests. Extra classes are organized to clarify doubts for improving performance. Appropriate counseling with additional teaching eventually helps the students to reach their academic goals. Average and advance learners are identified through their performance in examinations, interaction in classroom and laboratory, their fundamental knowledge, concept understanding, and articulation abilities, etc. Independent learning that contributes to their academic and personal growth is promoted. Study material is also provided through ERP. Guest lectures are conducted by eminent scientists/ academicians/ industry experts to acquaint students with the latest technologies.

Advance learners are encouraged to enrol in different online courses from NPTEL, MOOCs, and IIRS. Postgraduate students are encouraged to present and publish research papers in their areas of study under the guidance of the teaching faculty. 9 students so far have been University toppers. Provision has also been made to conduct coaching classes for NET, entrance exams.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2273	81

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The teaching-learning process revolves around the need, interests, and capabilities of students through the following activities:

- 1) Project work/Dissertation is a course involving the application of knowledge in solving/analyzing/exploring a real-life situation. Students work in cooperation, divide responsibilities and develop self confidence as the project provides opportunities to the student for freedom of thought and the free exchange of ideas. It also orientates them towards research.
- 2) Internships for six months with Hospitals / Pathology/ Clinical labs are mandatory on completion of the UG paramedical Programmes.
- 3) Classroom discussions are a regular feature. Students are also encouraged to use the ICT facilities during the seminars and presentations.
- 4) Experimental/Laboratory method is used to acquaint the students with the facts through direct individual experience.
- 5) Activity centered method like Industrial training and farming; propagation in poly houses, medicinal and timber plant nurseries,

plant tissue culture lab, vermicomposting, are more effective and durable in providing learning experiences

6) Field trips and study tours are organized for the students both at UG and PG level for onsite exposure.

7) Human Values and Community Outreach activities not only provide the opportunity for participatory learning but also provide experiences.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The college has well-implemented The National Mission on Education through Information and Communication Technology. As per the guidelines of the Mission, the college has provided Internet connectivity to individual faculty and students.

The institute has adopted ICT-based teachings in classrooms and laboratories namely the use of overhead multimedia LCD projectors, internet connectivity with PAS in the classrooms and labs. Faculty have the option to take online classes through ERP, incase they cannot take it offline. Remedial classes are taken online.

Demonstration of practicals in different courses is done through virtual labs wherever possible. The college has an operative ERP system in place which can be accessed both by students and faculties for adopting to e-teaching through virtual classes and repository of e-learning resources, like lecture notes uploaded by subject faculty, e-library and access to NPTEL resources, OPAC etc.

College is an Institutional member of NLIST-INFLIBNET which can be accessed both by faculty and students.

College is also the Local chapter of NPTEL with a SPOC and has a setup database of on-line lectures provided by IIT Madras and IISc, Bangalore. It is being updated periodically.. Several

faculty and students have completed these courses.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

70

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

81

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

50

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

784

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Academic calendar includes tentative schedule of the internal examinations. The departments strictly adhere to it. The internal evaluation system is explained to all the newly admitted students' every year. Weightage is given to assignments, presentations, discipline, attendance and field report/ clinical orientation, lab records and communication skills while considering the internal assessment in theory courses. The date of the declaration of result is also intimated to the students. This plays an important role in maintaining the transparency of the evaluation system. Answer sheets are shown to the students and queries of the students are satisfied.

Pre-university examinations in the annual programme are conducted

strictly on University examination pattern and guidelines.

In case the student is not satisfied by the internal marks obtained, the concerned subject faculty explains the reasons for the same. The student is free to get in touch with the Class Coordinator/ HOD in case he is still not satisfied. In most of the cases the issues are sorted at the department level only. In rare cases the Principal intervenes. All efforts are taken up by the departments to keep the mechanism of internal assessment transparent.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The grievances or doubts of the students concerning assessment are cleared by showing his/her performance in the answer sheet.

The answer sheet of such students 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, if found to be correct, are immediately undertaken by the faculty.

Any student who is not satisfied with the assessment and award of marks may approach the concerned HOD who can intervene and sort out the issue. Very rarely, the Principal is approached for mediation.

The Institute follows an open evaluation system where the student performance is discussed with the student and if need be informed to the parents too.

Maximum one week's time is taken by the concerned department to sort out the examination related grievance.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme objectives of various programmes enable students to have holistic and all-round grooming to be a thorough professional in their field of study. Objectives for programmes are designed, considering that our students will be able to:

- Continue the process of life-long learning through professional activities; adapt themselves with ease to new technologies, while exhibiting ethical and professional standards, and be able to work collaboratively as a member or leader in multidisciplinary teams.
- Possess leadership and managerial skills with the best professional ethical practices and social concerns and be able to communicate technical information effectively, both orally and in writing.
- Contribute to research in their chosen field.

Program specific outcomes and course outcomes are displayed on the college website and also in the respective departments. The broad objectives of various programs are explained during the Orientation Program for the first-year undergraduate and postgraduate students.

The faculty articulates the learning objectives and expected outcomes for each course at the beginning of the session as part of the effective academic strategy. At the end of the session they calculate the attainment of COs. This serves as a guideline to the faculty to bring about changes in the teaching methodology.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.dolphininstitute.in/wp-content/uploads/2021/08/All-Courses-UGPG.pdf
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The course outcomes are measured through continuous internal evaluation and result.

At the Departmental level the Head and teachers who are engaged in class strive to complete the syllabus in time and sometimes extra classes are conducted. The continuous evaluation is done through tests, quizzes, written assignments, seminars, oral presentations, field work, attendance and so on. The end semester written/ practical examination of every course is based on written examination/ viva and is conducted by the affiliating university.

The programme specific outcomes are measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

The attainment of programme outcomes is measured through students' progress to higher studies. Another, measurement of attainment is students' placement in companies and institutions.

The feedback from stakeholders helps to measure and reckon the attainment of the programme outcomes. Student feedback provides information pertaining to the relevance of the course, availability of the course material, and course's importance in terms of employability and so on which helps the Institute measure learning outcomes.

Student satisfaction survey also assists in measuring the attainment level of course and programme outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

752

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.dolphinstitute.in/wp-content/uploads/2023/01/student-satisfactory-survey-2021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

2.99

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

8

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	https://www.userc.in

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The students at the Institute are not only provided theoretical and practical knowledge of a defined course curriculum but also are encouraged to gather and harvest knowledge from different sources both theoretically and practically, to make the concept clear about the subject and also to help the students to gain insight in recent trends and advances in the concerned field. Therefore, the institute endeavors to emphasize conducting multiple workshops, CMEs, hands-on-trainings, seminars, symposiums, guest lectures, etc in collaboration with reputed organizations or trainers in the field of subject for up-gradation of teaching and learning. The basic ideology is to provide students with contemporary knowledge on current developments in various fields of science with better practical utility, which students may also find interesting. They can practically see and try themselves the applicability of the knowledge in their professional life. It gives our students exposure to the State of the Art technology and theoretical

advances made in various related fields since the resource persons are always chosen among the eminent scientists and academicians. This exposure helps them tremendously in achieving their goal.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.dolphininstitute.in/wp-content/uploads/2023/02/Initiatives-for-creation-and-transfer-of-knowledge.pdf

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	https://www.dolphininstitute.in/research/
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year**3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year**

31

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year**

16

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Vision and mission of the college aims 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.

To promote Institution-neighbourhood-community network and student engagement, the college has Dolphin Students Welfare Committee to instil civic responsibility in the young minds through extension programs and value-based activities to develop students into sensitive, socially responsible citizens.

The DSWC regularly organizes Human Values and Community Outreach Activities to sensitize the students to develop social values by making them involved with the people in the community. For achieving the objective DSWC establishes contact with Panchayats in the neighborhood, NGOs, News Papers, and Police Department. Students demonstrate profound interest to attain social values and responsibility.

Visit the orphanages, schools, etc in the nearby villages is being performed by students under the wings of DSWC. Organizing such events creates awareness about society and their social responsibility.

NCC and NSS units organize programs such as Swachh Bharat Abhiyan, Cleanliness drive, YRC unit assists in organizing blood donation camp. Departments also carry out extension activities to sensitise students to social issues.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

10

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with

industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

38

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1752

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

10

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

There is optimal utilization of available infrastructure. Institute has 61 well-ventilated classrooms, 31 well equipped labs with adequate seating capacity. Classrooms and labs are provided with biometric attendance facility for monitoring attendance. Labs are well equipped to give good practical exposure to the students. Institute has one research lab with state of art equipments to promote research activities. There is one Computer lab and an IT server room. Institute has one each Medical and Physiotherapy OPD and 04 Physiotherapy centers in the city, a diagnostic lab, two conference halls. Campus is Wi-Fi enabled

ICT teaching aids are installed in classrooms, labs, and seminar halls. One to one Desktop PCs have been provided to the faculty.

ERP has been installed.

Central, departmental, and hostel libraries are present. More than 30000 books and 65 journals are available in the College library. The Central library has a well-stocked repository. The college girl's hostel also has a referral library for meeting the emergent needs of the students.

The College has four agriculture farms, three poly houses in adjoining areas to demonstrate agriculture practices and for in-situ crop cultivation practices to the students. The college has its own nurseries to cultivate timber and medicinal plants.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has an adequate Playfield measuring 6123.8 sq m (dimension 91.4X 67 m.) for outdoor games like Badminton, Volley Ball, Basketball, Kabaddi, Kho-Kho, etc. Regular sports activities and competitions are held for the students. A separate indoor hall has been provided for TT, Carom, Chess, etc.

The arrangement on a payment basis has been made with neighboring Tibetan Monastery for using their playfield to organize Football & Cricket matches. Affiliating University's intercollegiate competitions are also held in the Institute. A fully equipped Gymnasium is being maintained at Manduwala Girls Hostel and Agrasen Boys Hostel. Being co-ed College cultural activities are encouraged prominently for the overall development of the students through a Cultural committee. Students not only organize cultural activities on various occasions like the Annual cultural fest 'Srijan', Independence and Republic days but also participate in cultural fests of affiliating university and other educational institutions. College is also closely associated with Spic MacKay and organizes events annually.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

63

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

140.76

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library spreads in an area of 3500 sq ft. consisting of stack room, issue and return section, reference section, and repository

and had wide collection of books, journals, magazines.

It is automated with integrated library management software. It is integrated into the college ERP system. It is a multi-user, multi-tasking online software for automating library searching, acquisition, cataloguing, and circulation activities of books. All books are accessible and bar-coded. The books are classified according to Dewey's decimal classification. Various activities of library like data entry, issue, return, reissue, member logins, etc are done through the software. OPAC service is also provided. Apart from the printed books, library is having access to e-resources of N-list which is a part of the e-shodhsindhu consortium of INFLIBNET. Library also has access to the National Digital Library Program of GOI. The library provides reprographic service and internet service. For enhancing security closed-circuit cameras have been installed.

Fire safety units are also available.

04 PCs are installed in the library stack room for accessing e-resources. NPTEL resources are also made available in these Desktops. Students are also provided open access to NLIST Portal, besides the e-books loaded in the library database.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)****307290**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****68**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

ICT technologies are updated regularly. College has dedicated Internet bandwidth of 30 Mbps. IT cell is responsible for maintenance of servers, desktops , surveillance systems, besides solving ICT-related issues. They ensure that college has updated facilities and uses the latest version of software. Every faculty has internet connected computer. In case of need online teaching can be done through the ERP. Faculty has access to ICT resources like the SWAYAM-NPTEL database, NLIST, and NDL. EBooks are accessible via their ERP login. Desktop systems are installed with LINUX OS. Faculty have individual user ID and password for accessing the internet. Faculties have prepared lecture notes, practical manuals, and question banks which are uploaded in ERP, and are accessible to students. Students have been provided with Internet browsing nodes in the e-library. They can utilize the

Internet facility during the labs for any academic updating. All classrooms have overhead LCDs projector and Internet connectivity. Bigger classrooms have a P.A. system for effective delivery of lectures from YouTube, NPTEL. Classrooms and laboratories have biometric system that is integrated into ERP to monitor attendance. Library has internet facility and access to NLIST, NDL, and OPAC.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

246

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

159.18

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Basic infrastructure required to run institution is maintained on regular basis and upgraded as per academic and administrative requirements in the form of expansion of classrooms, labs, computers, agriculture farms, poly houses, library, auditoriums, lift, UPS, Solar panels, LCD projectors, ICT facilities, and transport facilities, etc. College ensures optimal allocation and utilization of available financial recourses for maintenance

and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the budget allocated by college as per requirements in interest of students.

Adequate in-house staff is employed to meticulously maintain hygiene, cleanliness, and infrastructure on campus to provide congenial learning environment. Classrooms, faculty cubicles, laboratories, seminar halls, library, offices, etc are cleaned and maintained regularly by housekeeping staff assigned for each floor. Washrooms and restrooms are well maintained. Dustbins are placed on every floor. Green Cover of the campus is well maintained by full-time gardeners. Preview includes maintenance of Generators, Air Conditioners, UPS, LCD projectors, Biometric machines, CCTV cameras, Water Purifiers. Besides contract workers, the college has in-house electricians, carpenters, and plumbers to do the needful. Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to Administrative office for needful.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
264	

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
44	

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	https://www.dolphininstitute.in/wp-content/uploads/2023/07/Capacity-building-and-skills-enhancement-initiatives.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
436	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
436	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

65

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

75

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

14

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities
5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year
5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students play an effective role in many Committees involved in academic administration, curricular, co-curricular, and community outreach activities.

CRs play an effective role as the link between the class students and the department by managing overall discipline in the class, and its activities.. The issues concerning students are conveyed to the Class coordinator/ HOD through CRs. Each CR reports the day's teaching activities to the IQAC office.

The college has an active "Dolphin Students Welfare Committee". It is chaired by the Dean Student's Welfare and has student members, who play an active role in HVCO activities being conducted.

Students engaged with NSS, NCC, Scouts & Guides, YRC, etc. are involved in many social activities on a regular basis.

The editorial board of the Institute and various clubs too have students' participation. The Hostel Mess Committee too has students' members.

Students are given ample opportunities to represent and get engaged in various bodies of the institute. These opportunities help in developing leadership qualities, team work spirit thus resulting in all round development of the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

9

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association contributes significantly to the development of the College in various ways. Alumni Association is registered with the registration number 26478D, dated 22/04/2013, which is renewed timely.

Membership is free. Expenditure for the activities of association is met by College Management. Association serves to strengthen ties between the College and alumni. It forms network that has spread through many educational and industrial organizations. Association has several office bearers both from within and outside institute. Association provides interactive platforms for alumni and students through organizing reunion meets. Association maintains database of alumnae. Alumni support by organizing recruitment sessions for vacancies in their organizations. They coordinate Industrial visits of the students to provide with 'on-site' training and exposure. College has received nominal financial support from the alumni. Alumni, both from academics and industry, regularly invited to the institute for updating students with the latest trends during the interactions organized. Suggestions as advised by alumni in modifications of laboratory curriculum are carried out by the concerned Department. Association recognizes the contribution of alumni and confers the award of Excellence and Young Achiever every year. Awardees hold conclave with students and share experiences.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Objective of governance and leadership is implemented as per Mission, Vision, and Goals of Institute. Principle of decentralization and participative management is amply implemented. Effective governance of college involves Governing body, College Management Committee, Principal, Directors, IQAC, Faculty, Admin staff, Alumnus, Stakeholders, and employers. Governing Body delegates authority to CMC who share it with the different levels of functionaries in the college by engaging itself with the day to day academic and administrative matters of the institute and meets periodically to plan policies relating to admissions, academic programs, recruitment of staff and infrastructure development. The Principal implements the decisions taken by CMC.

Teachers are the key players in implementing the vision and mission of the college and play a proactive part in the decision-making process.

HODs enjoy considerable administrative and academic autonomy in executing the academics and extracurricular activities of their respective departments. They are conveners of various committees and cells along with the staff representatives in higher decision-making bodies and play an important role in determining the institutional policies and implementing the same. College has

constituted various committees with faculty as members for the smooth functioning.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralized administrative system to provide the best to the students is widely practiced. Participative management is practiced by involving faculty, staff, students through various committees constituted for academic and non-academic activities.

Important developmental plans are discussed by the Principal with committee members. Meetings of the management committee with the Principal and staff enable them to participate and contribute to personal as well as institutional growth.

Principal assigns duties to academic and administrative bodies of college. Faculty are given responsibilities to minimize centralization of authority, to make decisions, and implement them faster which helps to streamline academic process and progress of students.

HODs are given freedom and authority to decide on activities about academic and administrative work of departments like procurement of instruments, books, and journals, holding of workshops/ guest lectures. Students play active role in academics, extra and co-curricular activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has long-term planning for growth and development as reflected in its Perspective Plan. IQAC takes initiative in the preparation of the perspective plan. The framework of the plan is inclined towards the development of the institution that refers to quality sustenance and enrichment. It intends to cover social, economic, and spatial development. Strategic plan for various activities are as per the norms by Affiliating University, namely, introduction of additional programs as per need and demand, upgrading the teaching learning process, focus on academic, co-curricular, extracurricular, and outreach activities for the holistic development of the students.

Students are supported to develop employability skills by hosting activities like career guidance and placement initiatives, coaching for competitive exams, counseling students for higher studies, developing soft skills etc, regular conduct of Add on programmes and also introducing new add on programmes, enhancing learning resources in the form of ICT enabled teaching-learning, web based programs, ERP system etc., holding of regular guest lectures, conferences, seminars, HoTs, industrial visits to enhance the knowledge of the students.

Also promoting sustainable research culture, freedom to publish results of research and paper presentations; providing incentives to faculty for outstanding research publications

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.dolphininstitute.in/wp-content/uploads/2023/03/Strategic-Planning-Deployment.pdf
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Governing body lays down the principles for the management of the college. The College Management Committee is headed by the Chairman and comprises of eminent academicians, professionals, and stakeholders. The Principal functions as a member secretary for the CMC. The committee provides the overall guidelines for achieving various goals and the direction in which the college

should move in. It makes major decisions like the recruitment of teaching, technical and admin staff, addition of an academic program, infrastructure, overall academics, curricular and extracurricular activities, allocation of the budget under different heads, students support and welfare schemes, etc. However, decisions are participatory and get initiated at the Department level. The Principal is responsible for the effective functioning of the college on a day-to-day basis. The HODs/ Programme Coordinators are responsible for the day-to-day administration of their respective departments. IQAC, DSW, Controller of Exams work in tandem with the Principal.

IQAC is responsible for evolving quality systems for well-thought programs and strategies to improve the academic and administrative performance of the College.

There are a number of both statutory and other committees for academics, research, EDP, and

administrative matters pertaining both to the college and the hostels.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://www.dolphininstitute.in/wp-content/uploads/2023/01/organizational-structure-2021-22.pdf
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Management recognizes the commitment and dedication of teaching and non-teaching staff. It strives to satisfy needs of employees proactively and helps faculty and staff with monetary benefits and perks through different schemes.

Medical facility:

All staff are provided free medical OPD consultation, medicines and Physiotherapy facility, 50% discount for diagnostic tests undertaken in college diagnostic lab. In case of medical emergency financial support to employees. full salary during serious illness.

ESIC scheme under NPS.

Maternity leave:

03 months maternity leave with full salary up to two children.

Loans and Advances:

Interest-free loan in case of emergent needs.

Advance salary.

Educational Facilities:

Complete waiver of tuition fee for staff children studying in any program in College.

Tuition fee of staff children up to class XII studying in any school is reimbursed.

Miscellaneous facilities:

Financial support for solemnizing the marriage of the girl child of its

employees.

Free of cost CUG phone faculty for faculty members and staff.

Free transportation to all faculty and staff.

Cafeteria offers meals/snacks at subsidized rates.

Free tea is served to all twice a day.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

32

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**1**

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year****40**

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal System for teaching and non- teaching staff is being carried out by the Institute for teaching and non teaching staff annually.

Two different appraisal formats have been designed for teaching and non teaching staff. The format for the teaching and non teaching staff consists of questions related to their working during the year and also their achievements and expectations.

The appraisal forms for the teaching staff are assessed by the Chairman and Principal, suggestions are given for improvements, wherever necessary.

The faculty is assessed on the basis of:

- (i) Teaching, Learning, and Evaluation related activities
- (ii) Research Publications and Academic Contributions
- (iii) Co-Curricular, Extension, and Professional Development related activities

Non teaching staff like the librarians, office staff, support staff, etc are also given appraisal

forms. Their performance appraisal is done by the Joint Director and Additional Director in consultation with Administrative Officer based on various parameters under different categories i.e., character and habits, departmental abilities, the capacity to do hard work, discipline, reliability, relations/cooperation with superiors, subordinates, colleagues, students, and the public. The increments and promotions of faculty and staff are based on their appraisals.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

College is self-financed institution and doesn't receive grants/donations from external sources. It generates its financial resources. Major source of receipt is fee received from students like Tuition fee, Admission fee, Examination fee, Transportation fee, Hostel, fee. Financial resources are effectively managed under guidance of College Management Committee which is ably assisted by Joint Director. There is a full-fledged Accounts section manned by two full-time accountants who are supervised by Joint Director, who in turn is ably supported by CA. Regular internal audit is done by Joint Director. Majority of financial transactions both incoming and outgoing are done on-line through banking channels. All expenditure, recurring and non-recurring are incurred through cheques or NEFT. For an effective check on receipts and payments, two-tier system is followed. Every transaction is supported by vouchers.

Separate accounts are maintained for all grants received for projects/workshops etc to use the financial resources efficiently and effectively. UC is duly audited by a CA and submitted to funding agency.

Mechanism to monitor financial resources:

(a) Receipts and payment account.

(b) Income and expenditure account.

(c) Balance Sheet account.

Last audit report of FY 2021-2022, balance sheet along with NO ADVERSE audit report has been received.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Institute is a private unaided self-financed college. Fee collection is the only major source of revenue. The other sources of funds are grants received for conducting research projects, workshops, seminars etc. An audited income and expenditure statement is available. Short-term deficit is managed by taking advance from the bank within the sanctioned OD limit and is repaid subsequently.

The Institution has a well-set mechanism to monitor efficiently the available resources. Purchases are made with the recommendations of the duly constituted purchase committee. The amounts withdrawn from the banks follow a systematic mechanism of obtaining approval at various levels.

The overheads are:

Salary and Staff welfare

Administrative, Academics Expenses

ICT development and maintenance.

The institutional budget is prepared by the Management Committee. The administrative and academic heads submit the budget required to the Principal.

Major financial decisions are taken by the Managing Committee headed by Chairman.

Financial transactions are analyzed and verified by the Joint Director

The entire process of the procurement of the material is monitored by the Purchase Committee. Payments are released as per norms after the delivery of the goods.

Every transaction has transparency through bills and vouchers..

Audited balance sheet is maintained by the college.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC plays crucial role in developing quality assurance mechanisms in teaching and learning process by implementing innovative ideas. It encourages departments to carry out add on courses to give a competitive edge to its students. Suggestions are also given to the departments for improving their working. While FDPs were also organized for the teaching staff, Personality Development Classes were held for the nonteaching staff.

Main objective of IQAC is not only to propose and put into practice the quality initiatives but to also review their progress by holding meetings with structured agenda.

It prepares and submits the Annual Quality Assurance Report.

IQAC holds timely meetings, analyses the feedback from stakeholders, and submits the proposals suggesting a quality enhancement process. It is also responsible for preparation of maintenance of data base, dissemination of information on quality etc.

For all round development of the students, Personality Development Classes were organized for the students. Yoga classes

were held in Girls Hostel.

Inputs were also provided to the departments for the best practices.

IQAC has crucial role in improving the quality in teaching, Research and Extension

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC plays crucial role in overall quality enhancement in academics and continuously coordinates between students, faculty and Management Committee for betterment.

Close watch is kept on teaching learning process through Teacher's Diary, ERP and the feedback from the students. The attainment of learning objectives is seen through the progress of students in classroom, internal and external examinations. Any shortcomings, if any, are discussed in the meeting with the Departments, which are held periodically and corrective actions are suggested to the concerned faculty.

Regular monitoring helps in maintaining the quality in the teaching learning process and also in the attainment of the learning objectives. The University results, the progression of the students etc indicate the improvements that have been brought about in the teaching learning process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college is a co-education institution and is sensitive towards women issues and focuses on gender sensitivity among students, faculty, and staff. College shows gender sensitivity in providing a safe and sound campus for female students, women faculty, and staff members. The campus and hostels are under CCTV surveillance and guards are available round the clock. The College has Internal Compliance Committee, headed by the lady Principal, and comprises senior lady faculty and staff as members. Its main aim is prevention, prohibition, and redressal of sexual harassment of women employees and students in the

institution.

Further College has a Women Empowerment Cell to assist and counsel the girl students and lady staff regarding their day-to-day activities. Senior lady faculties in the college act as a counselor for girl students. It can be stated with due pride that no incidents of sexual harassment of women students/ staff was reported in the College campus/ hostels. The Cell regularly conducts seminars / workshops for gender sensitivity, where both boy and girl students actively participate. As per the need and requirement, the students are counselled by their mentor/ class coordinator/ Head and also by Principal, if needed. Common room is available for girl students.

File Description	Documents
Annual gender sensitization action plan	sensitization workshops, health camps, quiz
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	1. Round the clock security guards at college and hostels, college and hostels under CCTV surveillance, common room for girl studentss

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Hazardous waste management:

Biomedical waste:

Quantity of such waste is around 10-15% of total waste generated. College has adopted recent 'Guidelines for management of Healthcare waste as per Biomedical Waste Management Rules, 2016. As per directives, waste is collected in Yellow, Red, White, Blue containers.

Each lab displays chart explaining uses of different coloured containers.

No radioactive material is being used in the College.

All infectious samples, media, and swabs are first autoclaved and then kept in different containers for disposal.

Non-Hazardous waste management: 85% of waste generated is non-toxic and non-hazardous.

General waste management:

General waste consists of all waste other than bio-medical waste.

Solid waste collected in separate dustbins and handed over to authorized persons. Old articles are sold to vendors dealing in such items. Garden waste-leaves, flowers, etc and green waste from hostels is collected for NADEP composting.

Liquid waste is collected in the pits and disposed of on payment basis.

e-waste management: College doesn't have any e-waste since we dispose of and replace the electronic goods whenever needed. Discarded scrap, batteries, computers, printers, broken laboratory equipment is either sold under buyback scheme/ disposed through condemnation. College has disposal committee.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	A. Any 4 or All of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Students' population on campus in terms of gender, religion, and other factors show remarkable diversity. This diversity enriches experience in various ways. For many students, non-homogenous composition population becomes their introduction to world, for others who are already familiar with diverse communities, multi-

ethnic multicultural campus environment is an affirmation of their experience..

Navigating cross-cultural fabric of campus life is part of overall learning experience. Students arrive here with their personalities and perspectives already fully formed but still malleable. This sense of self-knowledge is sharpened with exposure and close contact with others whose life experiences are on the opposite spectrum. Engaging with others whose opinions, customs, and personal lifestyles differ sharply from theirs increases their self-insight. In turn, this type of exposure builds up their self confidence.

College has a wide representation of vast demographic diversity of our country and by and large students from almost 90% States and UT of the country are studying here, besides students from one SAARC country, Nepal.

College regularly conducts seminars and debates on the importance of maintaining the social fabric in the society irrespective of caste, creed, and religion. Eminent socialists are invited to deliver talks on National Integration and Unity in Diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

College is committed not only to prepare sound academic foundation of students; but also constantly works to develop them as better citizens. College inculcates feeling of oneness among students through various practices and programs and has strived forward with sincere efforts to increase level of awareness and appropriate practices amongst students and staff.

1. National Identities and Symbols: The Indian Tri-colour stands tall on the front lawn of the College spreading the message of 'nation first'. To commemorate sacrifices of war heroes entrance wall has been dedicated as 'Shaurya -ki-Deewar' for displaying photographs of all Param Veer Chakra awardees.

Independence Day, Republic Day, Gandhi Jayanti, National Youth Day, Ambedkar Jayanti, are celebrated with great enthusiasm and national fervour every year to motivate the students to adopt and promote "National values". National anthem is broadcast throughout the campus daily in the morning and is preceded by national integration songs.

2. Fundamental Duties and Rights of Indian Citizens: Guest speakers from different religions and life streams are invited to share their views on the unity of cultures with the students. NCC, NSS, Scouts & Guides organize camps in the neighbourhood to spread awareness about cleanliness, women's hygiene, geriatric disease preventions etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<u>Participation of students and employees in the Republic Day, Independence Day celebrations</u>
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our students are committed to break boundaries of religion and caste and work towards strengthening the foundations of the society. Institute celebrates Days of national importance like Independence Day, Republic Day, and Gandhi Jayanti with fervor and festivity. Anniversaries of great personalities like Mahatama Gandhi, Neta Ji Subash Chander Bose, Swami Vivekanand, Swarpali Radha Krishnan, etc. are celebrated every year to recall contribution of our leaders in building the nation. Thoughts of great Indian personalities are sowed into the young minds through exhibitions and programmes conducted on these days. Their 'quotes' are also displayed prominently in the college and hostels. It promotes unity in diversity and a feeling of oneness amongst the students who are the pillars of future India. This helps the students to contribute to a prosperous and peaceful India.

Important Days of National and International events like Environment Day, Wetlands day, Earth Day, National Science Day, International's Women Day, National Farmers' Day etc are also celebrated meaningfully by organizing seminars, guest lectures, field visits for students. College is a multidisciplinary HEI and therefore different departments commemorate various days related to their fields like World Physiotherapy Day, National Agro Forestry Day, Wildlife Week, World Mosquito Day etc.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice 1:

Title of the practice: Connecting Learners to Laboratory: VIGYAN SETU workshops

Objectives of practice:

Context: VIGYAN SETU

Practice: 61 students of 12th standard from 2 schools performed practicals in physics, chemistry, zoology, and Botany as per their syllabus

Evidence of success:..Feedback from the students, teachers and Principals of the concerned schools

Problems encountered and Resources Required: None, as all the resources were already available in the Institute.

Best Practice 2

Title of practice: Empowerment of Financially Weaker Meritorious Section through Free ship.

Objectives of practice: To provide equal opportunity to higher education, train youths to be gainfully employed, create ethical & prosperous society
Context: Weak financial status of meritorious students should not discourage them to discontinue higher education.

Free ship is provided for whole duration of study.

Fee of 2 wards of the staff amounting to Rs. 1,65,000, 10 students amounting to Rs. 7,65,000 and 7 students from Dor Foundation amounting to 4,45,000 was waived off.

Total 19 students have benefitted from the free ship programme and the total expenses amounted to Rs. 13,75,000/- .

Evidence of success:

This empowerment has given them self confidence.

Problems encountered and Resources Required:

Selection of students is challenging.

File Description	Documents
Best practices in the Institutional website	https://www.dolphininstitute.in/best-practice/
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Focused to achieve the objectives of the vision and mission, the Institute is committed to promote National Integration among the students. Education plays a critical role in achieving unity in diversity, institute has a wide representation of vast demographic diversity and students from almost all the states States and UT are studying here. A nation from all its perspectives can develop and flourish only when people despite the fact that they belong to a different caste, religion and region apprehend that they are one and share a joint identity.

To develop the feeling of oneness among the students ,Dolphin Institute has made a tradition to begin the day with , religious prayers of different religions in the morning for almost 20 minutes, which reach to every corner of the campus through PAS.

This way student develops respect for all the religions and appreciates each other's religious sentiments.

This is followed by National Anthem at 9.30 am. This daily ritual of Dolphinites is being appreciated by the stakeholders. This has developed a sense of compassion for each other and for the Nation.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Getting funds from government bodies for research purposes.
2. Extension activities to be expanded.
3. List of National and International Commemorative Days to be prepared and assigned to the respective departments.
4. Teacher's Diary to be updated.
5. Mentee's diary to be updated.
6. The study material being provided by the faculty to the students to be further updated. Also, lab manual to be updated, wherever necessary.
7. Programme outcomes and course outcomes to be redefined.
8. Regular Personality Development programme for students, faculty and staff.
9. Improving student's participation in co- curricular, extra curricular activities within the campus and outside.