

Chettinad Dental College & RI

(NAAC Track ID: TNCOGN21398)

Annual Quality Assurance Report (AQAR) of the Academic year 2016 - 17

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year (*for example 2013-14*)

2016-17

1. Details of the Institution

1.1 Name of the Institution

Chettinad Dental College & Research Institute

1.2 Address Line 1

Chettinad Health City,

Address Line 2

Rajiv Gandhi Salai, (IT Highway), Kelambakkam,

City/Town

Kanchipuram / Chennai

State

Tamil Nadu

Pin Code

603103

Institution e-mail address

dentalprincipal@chettinadhealthcity.com

chettinadnaac@gmail.com

Contact Nos.

044-47411000

Extn: 3350, 3351, 3352

Name of the Head of the Institution:

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID** (*For ex. MHCOGN 18879*)

1.4 **NAAC Executive Committee No. & Date:**
(*For Example EC/32/A&A/143 dated 3-5-2004.*
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	A	3.16	2015	30.04.2020
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

16.03.2015

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

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2015-16 submitted on 12.01.2017
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☒ No ☐

Regulatory Agency approved Institution Yes ☒ No ☐

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☐ UGC 12B ☐

Grant-in-aid + Self Financing ☐ Totally Self-financing ☒

1.11 Type of Faculty/Programme

Arts ☐ Science ☐ Commerce ☐ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☒ Management ☐

Others (Specify)

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

Tamil Nadu Dr.M.G.R. Medical University,
Chennai

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Anyother (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="9"/>								
2.2 No. of Administrative/Technical staff	<input type="text" value="3"/>								
2.3 No. of students	<input type="text" value="2"/>								
2.4 No. of Management representatives	<input type="text" value="1"/>								
2.5 No. of Alumni	<input type="text" value="2"/>								
2. 6 No.of any other stakeholder and community representatives	<input type="text" value="2"/>								
2.7 No. of Employers/ Industrialists	<input type="text" value="1"/>								
2.8 No. of other External Experts	<input type="text" value="2"/>								
2.9 Total No. of members	<input type="text" value="22"/>								
2.10 No. of IQAC meetings held	<input type="text" value="4"/>								
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="4"/>	Faculty	<input type="text" value="4"/>					
	Non-Teaching Staff /Students	<input type="text" value="2"/>	Alumni	<input type="text" value="1"/>	Others	<input type="text" value="-"/>			
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="text"/>	No	<input checked="" type="text" value="√"/>					
If yes, mention the amount	<input type="text" value="-"/>								
2.13 Seminars and Conferences (only quality related)									
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC									
Total Nos.	<input type="text" value="-"/>	International	<input type="text" value="-"/>	National	<input type="text" value="-"/>	State	<input type="text" value="-"/>	Institution Level	<input type="text" value="-"/>
(ii) Themes	<input type="text" value="-"/>								

2.14 Significant Activities and contributions made by IQAC

The IQAC of Chettinad Dental College was framed on 16.03.2015 as per the guidelines of NAAC.

All the activities of IQAC are directed towards the vision and mission of the institution. The primary aim of IQAC is to improve the academic and administrative performance of the institution and to promote the best practices. The IQAC oversees the activities of the various committees and cells that operate under it. The IQAC enhances the quality of the institution with the help of the 15 subcommittees

1. Postgraduate course in dental subjects was inceptioned. The first academic year of the postgraduate program is currently under progress.
2. The focus has been put on student-centred learning, putting students' interests first and foremost, and acknowledging students' voice as fundamental to the learning experience. Welfare programs and students counselling sessions have been instituted.
3. The IQAC monitors the remedial measures through the Dental Education Unit initiated for the benefit of slow learners. The needy students are facilitated to come out of the stress through specially appointed mentors and the student counselling center.
4. Anti-ragging measures have been firmly reinforced in the Institute with the help of all faculty and students alike. An orientation on anti-ragging among the senior students and fresher's was conducted with the statutory body (Dental Council of India) member, Institute authorities and students. Both phone numbers and communication links have been established for students and parents to file and solve complaints.
5. Research activities of the Institute have taken center-stage and have been encouraged by giving the necessary support to both staff and students of the Institute alike, in terms of supplying both laboratory as well as infrastructure requirements. Various research activities and continuing medical education programs were planned in collusion with the Research Cell and the Institute of Allied Health Sciences.
6. The library committee has ensured upgraded and enhanced learning resource materials, as well as allowing for all the study material to be accessed online.
7. Advancement and Upgrade of Infrastructure has been systematically undertaken, with up gradation of both the laboratory and clinical facilities. The introduction of latest equipments has been done to enhance the learning process for the Institute synchronised with the introduction of post graduate course.
8. Feedback Systems have been put into place, from students for the teaching and learning programs. Regular feedbacks are received to analyse patient satisfaction. Constructive changes are then made based on the stakeholder's recommendations.
9. The IQAC ensures the safety, security and well-being of students, patients, health care professionals as well as the environment via the Institutional Bio safety Committee. To reach this goal the Committee establishes and reinforces requirements for secure laboratory and Biological safety practices; reviews and approves policies, procedures, training, programs and facilities along with the safe use of biological agents, other biological materials, and toxins.
10. Periodical extracurricular events like sports events, cultural meets, yoga and zumba classes are organized and conducted for both the physical and mental well being of the students. The sports courts and stadiums have been revamped through the sports and cultural committee.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Time Frame	Achievements
<p>To augment patient inflow:</p> <p>To achieve this, the two patient committees, the patient out-reach and patient co-ordination committee convened periodically reviewed and achieved patient satisfaction through regular feedback. A comprehensive holistic approach was formulated to treat patient's dental and medical problems through inter specialty referrals.</p> <p>To improve patient inflow and acceptance with help of more audio-visual education aid.</p>	One year	<p>There is a considerable improvement and increase in the patient inflow. Data shows significant improvement.</p> <p>Dental treatment is delivered to more rural population than earlier to fulfil the social responsibility through the outreach program. Referral from the peripheral centers (Pooncheri, Karapakkam and General hospital), referrals from self help groups as well as from rotary international and national organizations have been instituted.</p>

<p>To enhance research activities: Both faculty and students, alike are guided towards new avenues and thrust areas through involvement in research oriented seminars and conferences.</p>	<p>Six Months</p>	<ol style="list-style-type: none"> 1. Regular interdisciplinary discussions and specialty presentation are show cased through the weekly clinical society meeting. 2. Multidisciplinary cases and treatment outcomes are discussed during the triple 'o' meeting. 3. The institution review board has been instituted. 4. Post graduates are encouraged to do short term studies apart from the statutory research project and to publish. 5. Tie-ups have been made with other institutions such as Allied Health Sciences. To ensure high quality research activity with aid of extramural funding.
<p>To establish into a PG institution: Infrastructural improvement and up-gradation of laboratory and clinical facilities has been done by procurement of most recent equipment. Specifically for postgraduates, improved learning resources, better</p>	<p>One Year</p>	<p>Enhancement in the overall infrastructure and prerequisite to transform into a PG institution has been fulfilled.</p> <p>Post graduate program was inceptioned in May 2017 following the inspection by</p>

patient inflow and improved hostel accommodation have been ensured.		the statutory bodies.
Collaboration with NGO and local community.	Six months	NGO Collaborations have been achieved. The institution is in the process of adopting few local villages.
To improve Dental health tourism: To make tie with international companies, software and pharmaceutical companies	Six Months	Improvement achieved in the foot falls of foreign patients. A dedicated department for the same has been developed.
Student faculty exchange program: Student and faculty exchange program are being developed and promoted in order to strengthen the academic efficiency, clinical and technological expertise and promote research culture.	One Year	In the process of collaboration
Organisation of conference and seminars: To conduct more value added and training program for both the faculty and students alike.	One Year	16 intra institutional faculty enrichment programs were conducted. A Nanotechnology workshop had been organized in collaboration with the Faculty of Allied Health Sciences

To improve library infrastructure and facilities: Enhancement of annual budget for the learning resource materials was allocated and executed on advice of the library committee.	One year	1. The budget allocation for library has been increased. 2 There has been a noteworthy enhancement in the number of books, journals and e-library data.
To improve student progression and outcome: Students were encouraged to attend soft skill programs and assisted with counselling programs. All the stakeholders shall strive hard in sustaining the vision of the institution. To enhance the student's performance with confidence to face the changing trends in dental science.	One year	1. Various student-targeted welfare programs were initiated like soft skills. 2. Student counselling centre and revision classes have been instituted for slow learners. 3. University ranks in final year. 4. Percentage results in the final year.
Effective three way communication between student, parent and faculty to achieve best student outcome.		1. Regular PTA meetings have been convened and conducted to update parents about their ward's performance, progress, attendance and attitudes.
To direct students on career guidance: To conduct programs to enable students to get placement, compete in the national entrance and eligibility test and other competency tests.		1. About 40 programs have been organized to help the students to achieve their goals.

** Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☐ Syndicate ☐ Anyother body ☒

Provide the details of the action taken:

The IQAC of Chettinad Dental College was framed 16.03.2015 as per the guidelines of NAAC. All the activities of IQAC in direction towards the vision and mission of the institution. The primary aim of IQAC is to improve the academic and administrative performance of the institution and to promote the best practices. The IQAC oversees the activities of the various committees and cells that operates under it.

1. Recommendation to transform into a PG institution was placed.
2. Enrichment of learner centric environment was accomplished by the following modalities. Various student targeted welfare programs were initiated like soft skills and student counselling centre has been instituted through dental education unit.
3. Anti-ragging measures were enhanced by conducting sensitization program from fresher's to the senior most batch of the institution. Anti-ragging programs were conducted in association with statutory body. Web links and special contact numbers are provided for registering complaints.
4. Research activities of the institution were enhanced by providing sufficient support to the staff and students of the institution by rendering infrastructure and laboratory facilities by the recommendation of research cell.
5. A drastic enhancement of annual budget for the learning resource materials was allocated and executed on advice of the library committee.
6. Infrastructural enhancement was achieved by up-gradation of laboratory and clinical facilities with the introduction of latest equipments. More infrastructural facilities provided to conduct academic programs of any volume.
7. Feedback response is obtained from all the stake holders analyzed and rectifications was advised.
8. The IQAC ensures the safety of students , patients , health care professionals and the environment through the institutional bio safety committee.To meet this goal the IBC imposes requirements for safe laboratory and biological safety practices.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	1	1	1	-
UG	1	-	1	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	2
Others	-	-	-	1
Total	2	1	2	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	√

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

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

**Please provide an analysis of the feedback in the Annexure*

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

NA

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

TOBACCO CESSATION CLINIC

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Lecturer	Reader	Professors	Others
60	30	12	18	-

2.2 No. of permanent faculty with Ph.D.

-

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Lecturer		Reader		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	5	-	5	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

NA	NA	NA
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	5	16
Presented papers	2	4	-
Resource Persons	2	9	-

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

The slow learners were picked out after the internal examination marks were released. The students who scored less than 40% were categorized as slow learners and each student were individually assessed by reviewing their exam papers and by one to one talk.

The students were given freedom to express their problems and issues personally which includes language issues, emotionally and academically. Once the students problems were understood, they were handled with empathy. Students who require professional counselling were send to a well trained clinical counsellor for which the institution foot the bill.

The students who were doing their internship were engaged in tutoring on one to one basis after the institution hours in the hostel and in library and the same was monitored by the faculties.

Outcome: the above innovative practise was positively reflected in the university results where the slow learners excelled.

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

307 DAYS

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Not applicable

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

1

2.10 Average percentage of attendance of students

85%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I class	II class	III class	Pass %
First year B.D.S	85	21 (24.7%)	55 (64.7%)	7 (8.2%)	2 (2.3%)	96.5%
Second year B.D.S	67	28 (42%)	31 (46%)	3 (4.5%)	5 (7.5%)	93%
Third year B.D.S	56	4 (7%)	37 (66%)	13 (23%)	3 (5.3%)	94.6%
Final year B.D.S	70	3 (4.3%)	64 (91.5%)	2 (2.8%)	1 (1.4%)	98.6%

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

Feedback is collected at departmental and institutional level in which the views on the curriculum, teaching schedules, teaching tools, student assessment outcomes are discussed for taking improvement measures. The students are evaluated through a regular class test, periodical assessment test, model examination and by conducting seminars and extempore lecture. All internal examinations are conducted similar to the university pattern of questioning and environment which enhances the students' adaptation and the model examination at the end of the year is a rehearsal for the final examination.

All the internal examination mark are analysed by the subject and course incharge and the students are graded according to the marks obtained. Students who are unsuccessful in the internal examination are considered as slow learners. The slow learners are monitored by specially appointed mentors in the subject teaching department and are further monitored in a meticulous manner by the course incharge. The unsuccessful students in the final university examinations are received with empathy and a meeting of all concerned subject teaching staff, course incharge, and the principal of the institution is convened by the convener of the dental education unit. The student difficulty are received, discussed and structured remedial measure is framed inorder to help the student to progress. All the students are counselled through students counselling center and needy students are counselled by clinical counsellors with the consent of the parents.

Students who achieved less than a first class are the borderline students and

liable to come down in their academic pursue due to complacency, distractions and many other reasons. These students are specially attended by the mentors to improve their standards and thereby reach a safe zone.

Faculty teaching ability and standards are monitored at regular interval by receiving feedbacks from the students which includes randomised daily feedback at the end of the lecture, end of the chapter feedback, feedback on the overall department at the end of the year. Analysis of the teaching skills are also done by the department observers during lectures. Feedbacks are obtained from specialty peers and examiners appointed by the university on the performance of the students during the examination, their attitude, understanding capacity, subject knowledge and confidence.

Feedbacks on the team effort, coordination and rapport among the department staff are received from the students, parents and from specialty peers and examiners appointed by the university. Special attention by the internal analysis among the staff members is conducted and ways to improve quality of teaching are discussed and adopted. Online feedback and appraisal of the faculty are received through the Campus Management System (CMS)

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	61 faculty
UGC – Faculty Improvement Programme	-
HRD programmes	9 faculty
Orientation programmes	61 faculty
Faculty exchange programme	-
Staff training conducted by the university	4 faculty- Bio statistics course by TN Dr MGR Medical University
Staff training conducted by other institutions	Teacher training program- Dr MGR University
Summer / Winter schools, Workshops, etc.	20 faculties- Nano technology workshop 43 faculties – biostatistics workshop
Others	Women empowerment workshop -13 sessions – 16 faculties non compliant student management- 3 sessions- 14 male faculties

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	21	-	none	none
Technical Staff	86	-	none	none

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC conducts guest lecture delivered by eminent researchers in the field of medicine and dentistry to promoting research climate in the institution. Lectures by renowned authors, researchers and specialty peers are conducted.

Weekly clinical society and monthly triple 'O' discussions are conducted to showcase the special cases, update the recent trends and guest lectures on newer medical and surgical modality are conducted. Programs like two day workshop on Nano technology, research methodology, biostatistics, research proposal and article writing were organised.

All the specialty departments are encouraged to organise lectures, seminars, workshops and conference to enrich the specialty knowledge and to attend such events conducted by other institutions and organisations.

The post graduate curriculum is structure in such a way to incorporate recent advances, research methodology and biostatistics.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		18		
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	18	16		
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	12	
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects		Nil		
Minor Projects		Institutional	Infrastructure	-
Interdisciplinary Projects		Institutional	Infrastructure	Infrastructure
Industry sponsored		-	-	-
Projects sponsored by the University/ College		Institutional	Infrastructure	Infrastructure
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number					3
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
1	1					

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

The institution has conducted the following programs

1.National Tooth Brushing day – Awareness program for patients, para medical and nursing staff, nursing and fresher's dental student are conducted by way of skit play.

2. World Health day

3.World anti tobacco day rally & skit

4.World Diabetic day

5.Oral Hygiene day (Awareness program on oral health and student competition).

6.World Environment day

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	9.13 acre	-	Institution	9.13 acre
Class rooms	4 Nos	-		4
Laboratories	Student laboratory- Dental materials, Preclinical Conservative , Prosthetics, Oral histology, Oral pathology, Orthodontic and Pedodontics Clinical Laboratory: Oral pathology, Ceramic lab, Acrylic lab, Casting lab	Laboratory: 3 NO - 1650 sq ft (In the department of Conservative dentistry , Prosthetics, and Oral medicine		20
Seminar Halls	8 Nos 5420 sq ft	-		8
Post graduate common room	8 Nos 1672 sq ft	-		8
Department Library	8 Nos 1668 sq ft	-		8
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		25		25
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs. 109.99 lakhs	Rs. 31.48 lakhs		141.47 lakhs
Others(built-in)	197137 sq ft	1650 sq ft		198787 sq ft

4.2 Computerization of administration and library

1. The administrative activities like biometric attendance registration of staff members and students are done online. The HRIS system which is an employee management system available online can be accessed by individual employees using their ID and password anywhere, anytime. This helps in submitting leave applications and knowing the leave details apart from receiving employee feedback.
2. The PRIMPACK software can be accessed by the employee and finance department through which communications from both ends are possible. All salary details and payslip can be downloaded and all income tax related information can be submitted by the employee.
3. File maintenance storage capacity is improved internal network system (V and W drives). Designated drive for all departments has been improved (U drive).
4. The library is equipped with 10 computers with OPAC software which reflects the details of books and journals available in the library. Dental books are bar-coded and issued.
5. Faculty feedbacks and appraisals are made online. Faculty are free to voice their opinion which automatically posted in the login of the head of the department and institution.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2145	Rs. 27,60,313.13	81	Rs. 1,34,701	2226	Rs. 28,95,014.13
Reference Books	145		81		145	
CD & Video	254				254	
e-Books	5361	Rs. 3,30,000	571		5932	Rs. 3,82,500
Journals	72	Rs. 25,39,939.01	60	Rs. 19,99,659.55	132	Rs. 35,39,598.56
e-Journals	109	Rs. 7,50,000	93	Rs. 7,50,000	202	Rs. 15,00,000
Digital Database	OPAC					
Others (specify)						
				TOTAL		Rs.83,17,112.69

4.4 Technology up gradation (overall):

	Total Computers	Internet	Virtual library	Office	Departments	Biometric machine	Others
Existing	29	48mbps	10 computers	4	15	15	Wifi enabled campus
Added	7	0	0	0	7	0	-
Total	36	48mbps	1	4	22	15	-

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

Yes.

1. Orientation to the usage learning management system is conducted to all students at the entry level. Separate orientation sessions are conducted for the newly recruited teaching staff by the learning management system department on the functioning of the system.
2. The HRA department appraises the HRIS system and PRIMPACK software.
3. Orientation and training program for the staff on the e-consortium is conducted.
4. Application for course enrolment and examination application
5. Orientation on the new up gradation to IOS on Learning Management System (LMS) and Campus Management System (CMS)

4.6 Amount spent on maintenance in lakhs

i) ICT	7
ii) Campus Infrastructure and facilities	30
iii) Equipments	31.48
iv) Others	
Total:	68.5

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Orientation program for fresher at the entry level is conducted through all the facilitating department and student welfare committees. Forty-one such programs have been conducted in the current year apart from ten student supports and motivation lectures have been conducted through the student's counselling centre. Numerous counselling sessions were conducted for the needy students by clinical psychologist.

5.2 Efforts made by the institution for tracking the progression

A Separate unit (Dental Education Unit) to monitor the teaching learning and outcome of the student is present in the institution. The unit periodically evaluates the students' performance in the formative examinations and attendance.

The designated course in-charges are appointed to monitor the regular and the supplementary batches of the academic year. The course in-charges coordinate with the respective departments and analyze the deficiencies pertaining to the statutory norms and helping the rectification of the same. Mentors and group in charges are designated at the beginning of the academic year at the departmental. Special in-charges are designated to coach the slow learners at the departmental level.

The unit coordinates with the Parent-Teachers committee to communicate with the parents. The outcome of the university result is analyzed following the results and remedial measures are implemented for the unsuccessful students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
95	18	-	-

(b) No. of students outside the state

UG	PG
-	1

(c) No. of international students

1

Men

No	%
-	-

Women

No	%
1	1

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
13	14	1	72	-	100	14	15	1	65	-	95

Demand ratio: 100%

Dropout %: 18 % (2015-16)/Nil (2016-17)

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

All the advertisements regarding post graduate entrance coaching and examination are published on the notice board. Coaching for the competitive examinations is linked with the regular curriculum. Orientation and awareness programs are conducted through external agency. Students are encouraged to participate in scholarship examination for admission to reputed coaching institution.

No. of students beneficiaries

105

5.5 No. of students qualified in these examinations

NET	76	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	-

5.6 Details of student counselling and career guidance

Students are counselled regarding the scope in the field. Career guidance lectures are organized through guest lectures by eminent personalities in the field of dentistry. Students aspire to start practice and entrepreneurship is guided through the faculty, experts and the alumni.

No. of students benefitted

400

5.7 Details of campus placement:

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
3 (Clove, Manam, Jaw and Tooth)	93	7	53

5.8 Details of gender sensitization programmes

- ☐ A special women's empowerment committee with all female faculties as members was instituted.
- ☐ This group underwent a
- ☐ cell named compliance cell for sexual harassment is in function.
- ☐ Web-links and contact call numbers are operational for confidential lodging of complaints.
- ☐ Gender sensitization programmes and workshops are organised.
- ☐ Presentations by the institution's faculty (6) and external faculty (4) are conducted.

5.9 Students Activities:

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	60	34.35 L
Financial support from government		
Financial support from other sources		
Number of students who received International/ National recognitions	2	0.06 L

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. Of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION:

A global centre for excellence in learning, teaching, research, health care and service to the community.

MISSION:

Create a nurturing and supportive environment to ensure students a fulfilling, demanding and intellectually stimulating experience.

Enable students to imbibe values, cultivate a desire for lifelong learning and maximize their potential.

Prepare students for employment in the global arena.

To establish a team of well-qualified faculty that will enable the institution to grow holistically

Provide the best state of the art infrastructure.

6.2 Does the Institution has a management Information System

CHETTINAD HRIS : The HRIS system which is a an employee management system available online can be accessed by individual employees using their ID and password anywhere, anytime. All official communications are posted online. Important events in the institution are communicated. It helps in receiving prior information on holidays, complete leave, and financial details of a staff (PRIMPACK – Pay Roll Information Management). Facility for posting queries, polling, feedback and staff appraisal are available.

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

6.3.1 Curriculum Development

The curriculum has been developed according to the Dental Council of India recommendations while keeping in mind the Institutional Goals and objectives. Since it's an affiliated college of Tamilnadu Dr.M.G.R. University, the curriculum followed is in accordance with them.

But the university when designing the curriculum takes into account the feedbacks of the constituent colleges, which forms the final outcome of the curriculum designing process. Hence the reforms are based on those feedbacks which reflect the National needs.

6.3.2 Teaching and Learning

The teaching methodology is more student-centric (learner centred) and self-directed learning. To problem-based(or task-based) educational strategies that promote interactive learning in small groups. The interdisciplinary curriculum (aimed at maximizing horizontal and vertical integration of the Dental course),Computer assisted learning, Virtual library, Virtual classroom, Micro teaching, Skill lab, Student seminars, symposia, quiz, Dental ethics, evidence based dentistry, webinars, communication skills.

6.3.3 Examination and Evaluation

All examinations are conducted as per the norms of the Dental Council of India and Tamilnadu Dr. M.G.R. Medical University. The internal examinations are scheduled in a regular periodicity synchronized with the term plan of the respective subject teaching department. The schedule of the internal and model examination is published at the beginning of the academic year. The institution insists on speedy valuation of the answer script and implements remedial measures for the slow learners. Feedback from faculty, students, alumni, and academic peers are received periodically.

6.3.4 Research and Development

Regular teacher training workshop for in-house faculty is conducted biannually by the Dental Education Unit. Research Methodology workshop and Research Proposal writing workshops are conducted for faculty interested in research. Monthly Continuing Dental Education programs help the faculty to update their knowledge. The college plays host to various national, regional conferences and guest lectures.

Interdisciplinary Clinical Society Meets are organized on a weekly basis in which the postgraduates from the different departments present interesting cases, medical topics related to all departments as well as latest advances in the field of dental medicine.

6.3.5 Library, ICT and physical infrastructure / instrumentation

The statutory norms are analyzed periodically and a need based up gradation is done. The specialty department are forwarded to the designated committee like the library committee, learning management system, building management system, instrument and equipment maintenance department, and bio-safety committee.

Upgradation of the learning management system to enable inclusion of video and 3 dimensional teaching and from Microsoft to iOS technology are in the pipeline. Plans to introduce a student friendly and convenient educational tool in place of the conventional laptop are initiated and in the process.

Any purchases are made through the purchase department and delivered through the central stores. At the departmental level the department stores helps in the delivery of materials. Infrastructural modifications and up gradation are assessed with help of the infrastructure department and implemented. The entire security of the campus is monitored by the security department and the building management system.

6.3.6 Human Resource Management

The staff matrix is in accordance with the norms of the Dental Council of India.

6.3.7 Faculty and Staff recruitment

The recruitment is done through the recruitment committee as per the norms of the Dental Council of India.

6.3.8 Industry Interaction / Collaboration

Tie up with the industry, corporate, pharmaceutical and NGOs are made through the Out- reach committee.

6.3.9 Admission of Students

Transparency is ensured by adopting a selection procedure recommended by Dental Council of India for BDS.

Entire candidates are selected through the government counselling conducted by the Tamilnadu Selection Committee. The selection is done on the basis of the statutory quota system.

6.4 Welfare schemes

Teaching	Provident fund if applicable, funding for conference presentation
Non teaching	Provident fund, ESI, Labour welfare fund
Students	First graduate scholarship, community scholarship, Group insurance

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

☒
☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CARE	YES	IQAC
Administrative	No	-	YES	IQAC

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Affiliated institution

For PG Programmes

Affiliated institution

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

Not applicable

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

Not applicable

6.11 Activities and support from the Alumni Association

Various programs like campus interview, career guidance, practice setup and management are organized. Communication of advertisement of competitive examination and placements are informed to the alumni.

6.12 Activities and support from the Parent – Teacher Association

The dental education unit periodically assesses the individual student's performance and commitment towards the curriculum which in turn is updated to the parent teacher's committee. The parent teacher's committee bridges the parent and the subject teaching department by organizing the meeting twice in the academic year for both the regular and supplementary batch. Feedbacks are received from the parent through the PTM and at the department for implementation of the necessary action.

Apart from the regular PTM, the parents of the slow learners are called for special meets to discuss the remedial measures and advise them in order to facilitate the student's progress.

6.13 Development programmes for support staff

Programmes are conducted to sensitize the support staffs periodically which are targeted towards the safety measures in the hospital environment. The support staffs are trained in the precautions to be taken in epidemics.

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

Eco-friendly campus is one of the hallmarks of the Chettinad Healthcity. Providing a state of art infrastructure facility along with unpolluted, green environment has been the primary objective of the institution. Utmost care is exercised to maintain a congenial environment a healthy life. The initiatives undertaken by the institution speaks volume on the social responsibility of the institution in maintaining a healthy ecosystem.

1. The institution spends proportionately a high amount in maintaining the ecosystem and greenery of the campus.
2. About 75% of the campus is under a green cover with plants ranging from flowering small plants to shady medium to large trees. The plants include herbs and vegetable plantations.
3. Regular events as part of the national agenda like environmental day, Swaach Bharath, world earth day are conducted and so awareness regarding the pollution and its health hazards are created among all stake holders and importance of cleanliness is emphasized.
4. New plantations are done as a tradition of the institution during important events and by the visiting guest
5. The water disposed following utility are recycled and used for watering the vegetations.
6. All hostels are installed with solar water heaters and production of recyclable current through wind mills are in place.
7. All building are designed in such a way that they have a good light and air ventilation that helps in reduced energy consumption. Emphasize is given to save energy and stickers containing "switch off the lights and fans are stuck above all switch boards.
8. Movement all motorised vehicles are restricted at the entry point beyond which non polluting battery operated electrical vehicles are been provided for the movement of the patients, parents and guest visiting the hospital and institution.
9. Students and staff are provided with free cycles to commute within the campus. This provision can also be availed by the patient accompany from the campus entry to the hospital zone.
10. The students are encouraged to play skit, create awareness posters, to teach the public on energy conservation and healthy life habits.
11. Biodegradable waste are segregated hygienically and decomposed in pits which are later used as manure.
12. Hospital wastes are disposed securely following the mandatory treatment and this service is out source through reputed company best in the field.
13. The entire campus is connected by campus management network so that utility of papers and energy are reduced.
14. Computer accessories use like pen drives; CD's and DVD's are restricted.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details. **Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

i. Innovation in teaching slow learners

The slow learners were picked out after the internal examination marks were released. The students who scored less than 40% were categorized as slow learners and each student were individually assessed by reviewing their exam papers and by one to one talk.

The students were given freedom to express their problems and issues personally which includes language issues, emotionally and academically. Once the students problems were understood, they were handled with empathy. Students who require professional counselling were send to a well trained clinical counsellor for which the institution foot the bill.

The students who were doing their internship were engaged in tutoring on one to one basis after the institution hours in the hostel and in library and the same was monitored by the faculties.

Outcome: the above innovative practise was positively reflected in the university results where the slow learners excelled.

ii. institutins innitative to train

A. Chettinad Dental College and Research Institute are the forerunners in introducing innovative practices in teaching and learning methodology. Its learning management system which is on par with the global standards of education is an effective tool in students' learning. We monitor student's attendance using biometric system. The learning management system bridges the communication gap between students, faculty and parents.

1. Title of the practice

Chettinad's Learning Management System.

2. Objective of the practice

The objective of this Learning Management System is to deliver content to all students from a centralized location which would be available online 24/7. It would be a centralized location for the faculty, student and parents to monitor the progress of attendance, marks and educational content downloads. It would help the institution to maintain records of the students which would be easily track able. Archives of the lectures are available since the inception of the system.

3. The context that required initiation of the practice

The learning management system is an important learning resource that contain collection of lecture content. The idea was also to provide them with these materials anywhere as long as they are connected to the internet. The

enhancements would make course wise distribution, maintenance of records and management of students' records effective. Apart from the above the necessity to measure the student's progress, schedules were also uploaded before hand which is one of the main requirements that initiated this system.

4. The Practice

Upgradation in the technological functioning of the institution enables the staff to have conducive environment for efficient and effective practice of teaching and learning .

5. Evidence of Success

An LMS allows users to easily design and deploy customized course- ware. This feature is especially important when hard topics are in for exams, previous years' materials to be made available, or keeping track of students' progress is significant. This feature also applies to updates to circulars and new rules. Students can no longer say, —no one told me that... or —no one ever gave it to me... and make education very transparent.

Tracking and Reporting for Enhanced Performance

The LMS allows students to view all required learning paths, track progress against the learning path, review records of examinations and attendance, and ask doubts online. Teachers can offer this material through various media including instructor-led videos, slide shows, or video conferencing. Institution can access the same records of success and can also analyze the records data to determine areas of success and areas for needed improvement.

Immediate Capabilities Evaluation

The LMS allows users to be evaluated prior to taking an assignment, while participating in the course, and upon topic completion. Teachers can evaluate retention by periodically administering scheduled assessments via the LMS. They can review the records of the results to determine success levels and the actual time taken to complete each course and its components. Apart from the above, the student usage of this facility is also measured for its effectiveness .

Continuous Product and Service Proficiency for Employees who Interact with Customers and Clients

The LMS provides a central point for the institution to change information, specifications, requirements, forms, and to allow easy uploading of new content or assignments. Students will access the same training courses and the same evaluation materials. Teachers set predetermined course completion dates and monitor the number of students downloading the course at any given point in time. The LMS also allows teachers to administer updates and evaluations online and assess knowledge levels and abilities.

6. Obstacles faced if any, and Resources required

The learning management system had limited features as common to those distributed around the world. The regular learning management system does not have modules like Attendance, Shopping Cart and Searches. To overcome these obstacles, we custom developed our own Learning Management System which could integrate any kind of module on

demand.

Resources Required : A computer with any operating system which has a browser Internet connectivity with a minimum speed of 128 mbps

One server with basic features

Software-Visual basic run time

Manpower - 4 (for power point preparation)

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

Plan of Action	Time Frame	Achievements
<p>To augment patient inflow:</p> <p>To achieve this, the two patient committees, the patient out-reach and patient co-ordination committee convened periodically, reviewed and achieved patient satisfaction through regular feedback. A comprehensive holistic approach was formulated to treat patient's dental and medical problems through inter specialty referrals.</p> <p>To improve patient inflow and acceptance with help of more audio-visual education aid.</p>	One year	<p>There is a considerable improvement and increase in the patient inflow. Data shows significant improvement. Dental treatment is delivered to more rural population than earlier to fulfill the social responsibility through the outreach program. Referral from the peripheral centers (Pooncheri, Karapakkam and General hospital), referrals from self help groups as well as from rotary international and national organizations have been instituted.</p>
<p>To enhance research activities: Both faculty and students, alike are guided</p>	Six Months	<p>1. Regular interdisciplinary discussions and specialty presentation are show cased</p>

<p>towards new avenues and thrust areas through involvement in research oriented seminars and conferences.</p>		<p>through the weekly clinical society meeting.</p> <p>2. Multidisciplinary cases and treatment outcomes are discussed during the triple 'o' meeting.</p> <p>3. The institution review board has been instituted.</p> <p>4. Post graduates are encouraged to do short term studies apart from the statutory research project and to publish.</p> <p>5. Tie-ups have been made with other institutions such as Allied Health Sciences. To ensure high quality research activity with aid of extramural funding.</p>
<p>To establish into a PG institution: Infrastructural improvement and Up gradation of laboratory and clinical facilities has been done by procurement of most recent equipment. Specifically for postgraduates, improved learning resources, better patient inflow and improved hostel accommodation have</p>	<p>One Year</p>	<p>Enhancement in the overall infrastructure and prerequisite to transform into a PG institution has been fulfilled.</p> <p>Post graduate program was incepted in May 2017 following the inspection by the statutory bodies.</p>

been ensured.		
Collaboration with NGO and local community.	Six months	NGO Collaborations have been achieved. The institution is in the process of adopting few local villages.
To improve Dental health tourism: to make tie with international companies, software and pharmaceutical companies	Six Months	Improvement achieved in the foot falls of foreign patients. A dedicated department for the same has been developed.
Student faculty exchange program Student and faculty exchange program are being developed and promoted in order to be strengthening the academic efficiency, clinical and technological expertise and promote research culture.	One Year	In the process of collaboration
Organisation of conference and seminars To conduct more value added and training program for both the faculty and students alike.	One Year	16 intra institutional faculty enrichment programs were conducted. A Nanotechnology workshop had been organized in collaboration with the Faculty of Allied Health Sciences
To improve library infrastructure and facilities: Enhancement of annual budget	One year	1. The budget allocation for library has been increased. 2 There has been a

for the learning resource materials was allocated and executed on advice of the library committee.		noteworthy enhancement in the number of books ,journals and e-library data.
To improve student progression and outcome: Students were encouraged to attend soft skill programs and assisted with counselling programs. All the stakeholders shall strive hard in sustaining the vision of the institution. To enhance the student's performance with confidence to face the changing trends in dental science.	One year	1. Various student-targeted welfare programs were initiated like soft skills. 2. Student counselling centre and revision classes have been instituted for slow learners. 3. University gold medal in final year. 4. Consistently good results from first to fourth BDS.
Effective three way communication between student, parent and faculty to achieve best student outcome.		2. Regular PTA meetings have been convened and conducted to update parents about their ward's performance, progress, attendance and attitudes.
To direct students on career guidance: To conduct programs to enable students to get placement, compete in the national entrance and eligibility test and other competency tests.		1. About 40 programs have been organized to help the students to achieve their goals.

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

The Chettinad Dental College and Research institute stands out in terms of its outreach programs. These programs as their name suggests, reach out on an everyday basis to all strata of the population and are conducted as awareness, screening and treatment camps.

Chettinad Dental College and Research Institute takes pride in heralding innovative practices in teaching as well as learning methodologies. Its learning management system is a system par excellence keeping pace with global standards of education. It is an extremely effective tool in students' learning. In Chettinad, we keep a track of student's attendance using biometric system as well. The learning management system links the communication gap between students, faculty and parents.

1. Title of the practice

Chettinad's Learning Management System.

2. Objective of the practice

The objective of this Learning Management System is to distribute content to all students from a central location which would be obtainable and accessible online 24/7. It would be a centralized location for the faculty, student and parents to monitor the progress of attendance, marks and educational content downloads. It would help the institution to maintain records of the students which would be easily track able. Archives of the lectures are available since the inception of the system.

3. The context that required initiation of the practice

The learning management system is an important learning resource that contains collections of lecture content. The idea was also to provide them with these materials anywhere as long as they are connected to the internet. The enhancements would make course wise distribution, maintenance of records and management of students' records effective. Apart from the above the necessity to measure the student's progress, schedules were also uploaded before-hand which is one of the main requirements that initiated this system.

4. The Practice

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6. Obstacles faced if any, and Resources required

The learning management system had limited features as common to those distributed around the world. The regular learning management system does not have modules like Attendance, Shopping Cart and Searches. To overcome these obstacles, we custom developed our own Learning Management System which could integrate any kind of module on demand.

Resources Required:

A computer with any operating system which has a browser Internet connectivity with a minimum speed of 128 mbps.

One server with basic features

Software-Visual basic run time

Manpower - 4 (for power point preparation)

B. Outreach Program:

1. Title of the Practice :

Chettinad Dental College and Research Institute, Outreach Program

2. Objectives of the Practice:

- To provide health care service to the under privileged rural population with cutting edge health technology in preventive, palliative, curative and promotive services.
- To make Dental care accessible to the rural population.
- To enable students to gain experience of dental health care set up at the primary health care / grassroots level.
- To enable students to have a first-hand glimpse into the way of life of rural masses, and thus develop a holistic outlook on dental and medical practice.
- To create the foundation of an efficient health management information system using data collected in outreach services.
- To enable the logistical infrastructure for community based research projects.

3. The context that required initiation of the practice

▪ **Patient needs - Service gap:** The Chettinad Health City is located in a rural area. The villages here are mainly served by Primary Health Centres, which are not equipped to offer dental health care. The outreach programs thus fill this service gap which is created and allows the rural population to avail a cutting edge dental health technology at affordable cost without having to travel long distances.

▪ **Research/Teaching/Academic needs:**

- Chettinad Dental College and Research Institute students are exposed to the rural health set up. They get a glimpse of life of the rural India, and have developed a more holistic outlook towards the practice of dental medicine. They are thus able to empathize with patients and build confidence in their patients.
- The information collected in various outreach programs helps to build up a data base of dental health statistics for the area. This is the need of the hour as far as operations and maintenance of rural health information and management systems are concerned.
- The outreach programs will also aid in conducting community based research studies.

4. The Practice:

Since 2007, the institute has conducted more than 1000 camps focusing on various problems pertaining to dental health care. Lots of resource and manpower are utilized in the improvisation of the outreach programs.

5. Evidence of success :

Development of self reliance in the community by involving the self help groups village counselors.

- Preventive Dental Health and general health awareness
- Awareness creation on Dental Hygiene

- School Health Program: Creating awareness of oral health and ill effects of tobacco.
- Care of underprivileged/Marginalized groups like the Irulas, Gypsies, Fishermen and construction workers.

- Progress in corporate social responsibility by involving various companies in our outreach programs.

6. Problems encountered and Resources required

- **Poor awareness levels in the community:** Tackled by active participation in all Dental health camps, tie up with NGOs in spreading and creating awareness regarding oral hygiene
- **Resource restrains:** Various MOUs signed with corporate bodies, enabling the industries to discharge their Corporate Social Responsibility (CSR) duties and provides additional resources to the institute.
- CDCRI, Kelembakkam is a central area, with patients coming from Chengalpet, Kalpakkam, Thirukazalikundram and Mahabalipuram.

They face the hurdles of long distance travel.

- **Strategy:** The institute has developed two urban Health Centers (Karapakkam) catering to the needs of the population in these areas.
- Rural Health Center is also maintained at Poonjeri which caters to a population of more than 50,000.

- Affordability constraints for patients strategy
- 1) Free treatment packages.
- 2) Free treatment for senior citizens and physically challenged

Resources required:

- 1) Finance
- 2) Transportation
- 3) Manpower
- 4) Equipment
- 5) Training for doctors
- 6) Allocation of Doctors/ Faculty for going to camp without affecting Out Patient / In Patient services
- 7) Miscellaneous-for the camp beneficiaries mementoes and certificates for participants

7.4 Contribution to environmental awareness / protection:

1. The institution spends proportionately a high amount in maintaining the ecosystem and greenery of the campus.
2. About 75% of the campus is under a green cover with plants ranging from flowering small plants to shady medium to large trees. The plants include herbs and vegetable plantations.
3. Regular events as part of the national agenda like environmental day, Swachh Bharath, world earth day are conducted and so awareness regarding the pollution and its health hazards are created among all stake holders and importance of cleanliness is emphasized.
4. New plantations are done as a tradition of the institution during important events and by the visiting guest
5. The water disposed following utility are recycled and used for watering the vegetations.
6. All hostels are installed with solar water heaters and production of recyclable current through wind mills are in place.
7. All building are designed in such a way that they have a good light and air ventilation that helps in reduced energy consumption. Emphasize is given to save energy and stickers containing "switch off the lights and fans are stuck above all switch boards.
8. Movement all motorised vehicles are restricted at the entry point beyond which non polluting battery operated electrical vehicles are been provided for the movement of the patients, parents and guest visiting the hospital and institution.
9. Students and staff are provided with free cycles to commute within the campus. This provision can also be availed by the patient accompany from the campus entry to the hospital zone.
10. The students are encouraged to play skit, create awareness posters, to teach the public on energy conservation and healthy life habits.
11. Biodegradable waste are segregated hygienically and decomposed in pits which are later used as manure.
12. Hospital wastes are disposed securely following the mandatory treatment and this service is out source through reputed company best in the field.
13. The entire campus is connected by campus management network so that utility of papers and energy are reduced.
14. Computer accessories use like pen drives; CD's and DVD's are restricted.

7.5 Whether environmental audit was conducted? Yes ☒ No ☐

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

STRENGTH:

Institution's infrastructure
Post graduate institution
Good academic results from beginning
Well trained and qualified faculty

WEAKNESS:

Need more support staff
Lack of inter institutional collaborative projects.
Extra mural funding.

OPPORTUNITIES:

Students are trained in the maximum number of cases which forms the bulk of clinical practice.
Students are exposed to advanced procedures like Rotary endodontic.
Students assist in surgical cases.

CHALLENGES:

Updating the fast developments in dental science
Dealing with the mental challenges of the current generation
Up gradation of the infrastructure in synchrony with the rapidly changing trends

8. Plans of institution for next year

1. All the stakeholders shall strive hard in sustaining the vision of the institution.
2. To conduct more value added programs on career guidance enabling student to get placement, to train in competitive examination. To enhance the student's performance with confidence to face the changing trends in dental science.
3. Up gradation of the learning management system to enable inclusion of video and 3 dimensional teaching and from Microsoft to iOS technology.
4. Introduce a student friendly and convenient educational tool in place of the conventional laptop
5. To ensure high quality research activity with aid of extramural funding.
6. Effective three way communication between student, parent and faculty to achieve best student outcome.
7. To conduct more value added and training program for both the faculty and student incorporated in the curriculum.
8. Student and faculty exchange program in order to be strengthen the academic efficiency, clinical and technological expertise and promote research culture.
9. To improve patient inflow and acceptance with help of more audio-visual education aid.
10. To cover more rural population to fulfil the social responsibility through the outreach program.

Dr. R Sathish Muthukumar

Signature of the Coordinator, IQAC

Dr. P. Rajesh

Signature of the Chairperson, IQAC

Annexure i: Academic calendar (<http://182.73.176.174/chc/dci/7/2016-17hb.pdf>)

Annexure ii: Feedback analysis

FEEDBACK FORMS REPORT

Faculty: *Dr. Merlin Jayaraj(Senior Lecturer Oral pathology)*

Topic taken: *Alveolar bone*

This report is as taken from 77% of the class.

Score:

HIGHEST SCORE: 50

LOWEST SCORE: 26

AVERAGE: 40.2

MEDIAN: 40

MODE: 41(9)

Positive comments:

1. The class was interesting and understood the terminology and concept
2. Adequate revision made the students understand better.
3. Well paced class

Negative comments:

1. The class was a bit slow paced
2. Last slide of the chapter can be included with all possible essay and short note questions
3. Increase the tone of voice during the lecture
4. Walk slowly in class.

Inference:

Overall the class was rated from excellent to very good.

FEEDBACK FORMS REPORT

Faculty: *Dr.Sathish Muthukumar (Prof. and HOD Oral pathology)*

Topic taken: *Dentin*

This report is as taken from 92% of the class.

Score:

HIGHEST SCORE: 49

LOWEST SCORE: 24

AVERAGE: 41.4

MEDIAN: 42

MODE: 40, 47 (8)

Inference: Overall the class was rated from excellent to very good

FEEDBACK FORMS REPORT

Faculty: *Dr. Nachiammai (Senior Lecturer)*

Topic taken: *Bone pathology, Infections- Bacterial, Fungal, Viral*

This report is as taken from 75% of the class.

Score:

HIGHEST SCORE: 50
LOWEST SCORE: 22
AVERAGE: 40.5
MEDIAN: 41
MODE: 37(6)

Overall the class was rated from excellent to very good with appreciation remarks as interesting, very detailed, nice explanation and real life examples.

The classes could be faster paced- 2 students

Can be more sequential-1 student

FEEDBACK FORMS REPORT

Faculty: *Dr.Sreeja C*

Topic taken: *Forensic Odontology*

This report is as taken from 79% of the class.

Score:

HIGHEST SCORE: 50
LOWEST SCORE: 29
AVERAGE: 44
MEDIAN: 45
MODE: 50(8)

Overall the class was rated from excellent to very good with appreciation remarks as interesting, very detailed, nice explanation and good video.

FEEDBACK FORMS REPORT

Faculty: *Dr. Bhavna Pandey*

Topic taken: *Non neoplastic disorders of salivary gland*

This report is as taken from 85% of the class.

Score:

HIGHEST SCORE: 50
LOWEST SCORE: 32
AVERAGE: 46.7
MEDIAN: 49
MODE: 50 (20)

Overall the class was rated from excellent to very good with appreciation remarks as interesting, very detailed, nice explanation and for being their good guide.

FEEDBACK FORMS REPORT

FACULTY: *Dr. R. Sathish Muthukumar (Prof. and HOD Oral Pathology)*

TOPIC TAKEN: *Odontogenic Cyst and Tumors*

DATE: 4.3.17

No of participants: 30 students (53.6% of the class).

SCORE:

HIGHEST SCORE: 50

LOWEST SCORE: 33

AVERAGE: 46.1

MEDIAN: 47

MODE: 50 (8)

Positive comments:

1. Class was good, taken in a sequential manner and was very well understood.
2. The lecturer has been asked to take as much as classes as possible because of good running notes and requests notes for all chapters
3. The chapter taken was clear and there were no areas of confusion or doubts.

Negative comments:

1. The class can be fast paced and positive interactive session in the morning can be implemented
2. The lecturer has been asked for more histopathology pictures in slides
3. Case discussion along with clinical pictures can be included in order to correlate while reading.
4. Students prefer to keep slip test after finishing each topic
5. The lecturer has been requested to give some break after each heading

Faculty explanation and resolution for negative comments:

1. The class is evenly paced as and more time is taken during important topics as this is a supplementary batch.
2. All histopathology pictures are drawn on the black board with colored chalk pieces with application of the concepts. All required histopathology pictures are available in the presentation with schematic pictures.
3. The 5 minutes break was already in place and the students were occupied by talk on moral values, ethics and sharing the experience of the lecturer.

FEEDBACK FORMS REPORT

FACULTY: *Dr. Nachiammai (Senior lecturer Oral Pathology)*

TOPIC TAKEN: *Dental Caries*

DATE: 2.2.17 **No of participants:** 58 students (% of the class).

SCORE:

HIGHEST SCORE: 50

LOWEST SCORE: 27

AVERAGE: 40.8

MEDIAN: 41

MODE: 47 (15)

Positive comments:

1. Excellent, comprehensive and well articulated class. Very useful for the students.
2. Wanted all the chapters to be taken by the present lecturer.
3. To allow into the lecture till 8.45 am so that lecturer's class is not missed.

Negative comments:

1. The class is so continuous so quite difficult to concentrate on all topic. A break of 2 - 5 minutes will be helpful.
2. It will be better if some important points are added to the slide.
3. To include histopathology diagrams drawn in the presentation.
4. To show clinical cases dealt in daily practice to understand the current situations and complications while dealing with patients

Faculty explanation and resolution for negative comments:

1. The 5 minutes break was already in place and the students were occupied by talk on moral values, ethics and sharing the experience of the lecturer.
2. Enough points are given in the power point presentation and as well as in the lecture notes.
3. Diagrams are drawn adequately on the black board apart from the ones in the power point presentation along with schematic pictures.
4. Shall incorporate clinical scenario.

INFERENCE:

Overall the class was rated excellent

FEEDBACK FORMS REPORT

FACULTY: *Dr. Nachiammai (Senior lecturer Oral Pathology)*

TOPIC TAKEN: *Dental Caries*

DATE: 2.2.17 **No of participants:** 58 students (% of the class).

SCORE:

HIGHEST SCORE: 50

LOWEST SCORE: 31

AVERAGE: 41.2

MEDIAN: 41

MODE: 38,46 (7)

Positive comments:

1. Lecture was good, not feeling sleepy. Listening very well.
2. The students were clear in the topic and had no doubts

Negative comments:

1. Few students have requested to increase the speed of the class.
2. More information to be added onto the slide.

Faculty explanation and resolution for negative comments:

INFERENCE:

Overall the class was rated excellent

FEEDBACK FORMS REPORT

FACULTY: *Dr.Sreeja C (Senior lecturer Oral Pathology)*

TOPIC TAKEN: *Dental Caries*

DATE: 2.2.17 **No of participants:** 58 students (% of the class).

SCORE:

HIGHEST SCORE: 50

LOWEST SCORE: 27

AVERAGE: 40.8

MEDIAN: 41

MODE: 47 (15)

Positive comments:

1. Excellent, comprehensive and well articulated class. Very useful for the students.
2. Wanted all the chapters to be taken by the present lecturer.
3. To allow into the lecture till 8.45 am so that lecturer' class is not missed.

Negative comments:

1. The class is so continuous so quite difficult to concentrate on all topic. A break of 2 - 5 minutes will be helpful.
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2. Enough points are given in the power point presentation and as well as in the lecture notes.
3. Diagrams are drawn adequately on the black board apart from the ones in the power point presentation along with schematic pictures.
4. Shall incorporate clinical scenario.

INFERENCE:

Overall the class was rated excellent

FEEDBACK FORMS REPORT

FACULTY: *Dr. R. Sathish Muthukumar (Prof. and HOD Oral Pathology)*

TOPIC TAKEN: *Odontogenic Cysts and Tumors*

DATE: 2.12.17 **No of participants:** 63 students (97% of the class).

SCORE:

HIGHEST SCORE: 50

LOWEST SCORE: 27

AVERAGE: 40.8

MEDIAN: 41

MODE: 47 (15)

Positive comments:

1. Excellent, comprehensive and well articulated class. Very useful for the students.
2. Wanted all the chapters to be taken by the present lecturer.
3. To allow into the lecture till 8.45 am so that lecturer's class is not missed.

Negative comments:

1. The class is so continuous so quite difficult to concentrate on all topic. A break of 2 - 5 minutes will be helpful.
2. It will be better if some important points are added to the slide.
3. To include histopathology diagrams drawn in the presentation.
4. To show clinical cases dealt in daily practice to understand the current situations and complications while dealing with patients

Faculty explanation and resolution for negative comments:

1. The 5 minutes break was already in place and the students were occupied by talk on moral values, ethics and sharing the experience of the lecturer.
2. Enough points are given in the power point presentation and as well as in the lecture notes.
3. Diagrams are drawn adequately on the black board apart from the ones in the power point presentation along with schematic pictures.
4. Shall incorporate clinical scenario.

INFERENCE:

Overall the class was rated excellent