

## MINUTES OF THE IQAC MEETING HELD ON 09.04.2018

### AGENDA:

- Sterilization program
- Faculty enrolment program – certificate verification
- Attendance – Non exam going subject to be submitted
- Internal assessment dates


The meeting commenced at 2.00 pm. The meeting was presided by Principal Dr. Radhakrishnan Nair K. All members were present. The minutes of the meeting is as follows:

1. Sterilization orientation program will be taken for the non-teaching faculty of the clinical department by Dr. Joseph Edward, HOD, department of OMFS.
2. As part of certificate verification by KUHS for Faculty Enrollment Program, original certificates and self attested photocopies to be submitted to the Principal's Office.
3. The usage of mobile phone by students is prohibited in the college. The teaching faculty should take the responsibility to see students adhere to the dress code.
4. There is essentiality of Sr. Lecture in department of Community Dentistry.
5. Interns Anju S Hussain & Ambadi Jayakumar have secured Best Paper Award conducted as a part of IDA State Conference held on 27-01-2018 at Bolgatti Palace, Kochi.
6. The Board meeting for BDS part I was held on 12<sup>th</sup> March 2018.
7. The sessional examination hence forth will be conducted by the exam wing in the Principal's office. The question paper of the exam should be submitted to Vice Principal one week prior to the exam date.

8. The attendance of non-exam going subjects also should be submitted to the Principal's Office.
9. Convocation of 2012 batch student was held during first week of April 2018
10. All the activities of the department should be through the head of the department.
11. The internal assessment exam dates for BDS was communicated. The II BDS exam commences from 14/05/18; III year sessional exam commences on 21.05.18 and final year part I commences on 19.05.2018; final year part II commences on 28.05.2018.
12. Department of Periodontics were appreciated for the successful conduct of rapid review on 7<sup>th</sup> April 2018.

The meeting concluded at 3.00pm

PRINCIPAL  
ADDITIONAL DEPT OF DENT  
SCIENCE AND RESEARCH  
MEEYANGOR KOLLAM-01



**Principal**