

## MINUTES OF THE IQAC MEETING HELD ON 15.12.2019

### AGENDA:

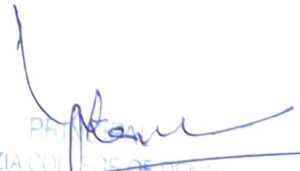
- University MDS Examination rank
- Departmental meeting to be conducted
- Practical Exam instructions
- Student's Preclinical Performance
- NAAC meeting
- Mental Health Day
- Online submission
- Progress report – MDS
- Weekly test
- Feedback from students
- Email creation
- KUHS Notification - PhD centre

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. Dr. Deepa M S was assigned as MDS Part I coordinator
2. Principal informed that Dr. Rakhi P V and Dr. Merin Joseph secured 2<sup>nd</sup> and 3<sup>rd</sup> rank in Conservative Dentistry and Dr. Nripan T secured 3rd rank in Oral Pathology in University MDS Part II examination held during June 2019.
3. Department meeting to be conducted regularly before HOD meeting and the minutes book to be maintained. The academic issues to be discussed and measures taken to be formulated during the departmental meeting.
4. The Practical exam chairman should follow the instructions of the University.

5. The number of students failing in Preclinicals were found to have increased and hence measures to impart adequate training to improve the students to be implemented.
6. NAAC meeting to be held on 3<sup>rd</sup> October 2019. NAAC assessor Dr. Ipe Varghese will be giving an orientation regarding all the NAAC criteria. HODs of all the department and NAAC coordinators should attend the meeting without fail.
7. Mental Health Day will be observed on 10<sup>th</sup> October 2019. Mental health awareness program will be conducted for BDS students on 9<sup>th</sup> October 2019 from 10.00am to 12.00pm at Hall No.1.
8. The online submission of Title of Dissertation for Final year MDS students commences from 16<sup>th</sup> November 2019.
9. Abstract of the dissertation to be submitted to Azeezia Ethics Committee by the MDS part II students.
10. The Progress report of MDS students to be submitted to Dean Dr. Nandakumar.
11. Weekly test to be conducted for BDS students as part of continuous evaluation process.
12. Feedback from students to be taken by the subject teachers in the feedback form provided and the HODs are entrusted to analyze the feedback and steps to be taken accordingly.
13. Email have been created for each department. The official communication to department from Principal to be mailed in the email ID provided.
14. KUHS has issued notification to apply for PhD Centre. The last date for application to be submitted on 23<sup>rd</sup> December 2019. Th PG departments were directed to submit the application to KUHS for PhD Centre.

The meeting concluded at 3.00 pm.

  
Principal  
AZEEZIA COLLEGE OF DENTISTRY  
RESEARCH  
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