



AZEEZIA
COLLEGE OF DENTAL SCIENCES & RESEARCH

25.07.2022

CIRCULAR

The IQAC Meeting is scheduled to be held on 27.07.2022 at 2.00 p.m in the Conference Room. All Committee members are requested to attend the meeting.

AGENDA OF THE MEETING

- 1 . Freshers Day
- 2 . Activities
- 3 . T-L method
- 4 . Celebration-Doctor's Day
- 5 . Orientation class

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MEEYYANOOR, KOLLAM-691 537

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27/07/2022.

The following members attended the IQAC meeting.

IQAC Chairperson - Dr. K. Radhakrishnan Nair

IQAC Co-ordinator - Dr. R. Rathy.

Members

Dr. Nandakumar. K.

Dr. Jayanthi. P

Dr. Deepa M.S.

Dr. Jayanth Jayarajan

Dr. Ananthi Vijayan

Dr. Devisree. R.V.

Dr. Hari Krishnan Pillai

Dr. Swathy. L. Vijay

Mr. Jawahar Janardh.

Management member: Dr. Mithulaj Azeez

Director

Administrative Officer: Mr. Shaji. S. Kumar

MINUTES OF THE IQAC MEETING HELD ON 27.07.2022

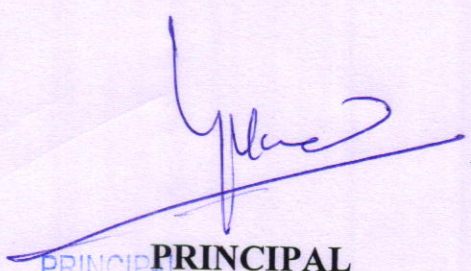
The meeting was presided by IQAC Chairperson Dr. K. Radhakrishnan Nair & IQAC coordinator Dr. R.Rathy. All committee members were present in the meeting.

ACTION TAKEN REPORT OF THE MEETING HELD ON 09.03.2022

1. E-content video prepared.
2. NSS activity- Adopted village in Vellichikala.

The minutes of the meeting is as follows:

1. Fresher's Day to be conducted.
2. Arts and Sports Activities during the month of May.
3. Activities – 'WORLD NO TOBACCO DAY' by Departments of Oral Medicine & Radiology, Oral Pathology and Public Health Dentistry.
4. The teaching learning method report to be submitted by the respective departments to Principal's office at the earliest.
5. The Doctor's day celebration on conducted by Department of Public Health Dentistry on 1st July by organising. Health education talk to special school Children, Pazhayatumkuzhi, Kollam and Selfie with doctor at the school and Azeezia Dental hospital.
6. The orientation regarding IMAGE to be imparted to non teaching staff by the respective department HOD.
7. Orientation classes on how to setup dental clinic by experts
8. Orientation classes in advanced dental treatment modalities and digital 3D printing laboratory application.


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AZEEZIA
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09.11.2022

CIRCULAR

The IQAC Meeting is scheduled to be held on 11.11.2022 at 2.00 p.m in the Conference Room. All Committee members are requested to attend the meeting.

AGENDA OF THE MEETING

- 1 . Scientific Committee
- 2 . Website
- 3 . Annual Report
- 4 . Graduation Day
- 5 . OFSAMS


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11/11/2022
The following members attended the meeting.

Chairperson Dr. K. Radhakrishnan Nair. K.

IQAC Co-ordinator : Dr. P. Rathy

Member.
Dean - Dr. K. Nandakumar.

Dr. Deepa. M. S

Dr. Jayanthi. P.

Dr. Vineeth. V. T

Dr. Ananthi Vijayan.

Dr. Denisree. R. V

Management member. - Dr. Nickulaj Azer
Director.

Nominees: Dr. Noufel. M. V

Dr. Henikrishnan

Mr. Jawahar Jeyarath

Administrative Officer : Mr. Shaji S Kumar

MINUTES OF THE IQAC MEETING HELD ON 11.11.2022

The meeting was presided by IQAC Chairperson Dr. K. Radhakrishnan Nair & IQAC coordinator Dr. R.Rathy. All committee members were present in the meeting.

Action Taken Report of the meeting held on 27.07.2022

1. Fresher's Day conducted.
2. Orientation classes conducted.
3. The Teaching Learning report submitted.

The minutes of the meeting is as follows:

1. The proposal of short study / student project to be submitted to the Scientific committee .The ethic committee meeting is scheduled on 14th September 2022.
2. Department Photos for website to be mailed to principalazeeziadentalcollege@gmail.com
3. Graduation day & College day will be conducted in the coming week.
4. Enrolment of the faculties & P G students in the OFSAMS Project being undertaken by DCI is from 10/10/2022 to 12/10/2022.
5. Add on course, on Biomechanics proposed to be held on 21st & 22nd November by department of Orthodontics.
6. CDE on Implant Dentistry by Department of Prosthodontics is on 26th November 2022
7. Annual report to be submitted on or before 15th September.
8. Website details to be mailed to azeeziawebsite@gmail.com.

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24.03.2023

CIRCULAR

The IQAC Meeting is scheduled to be held on 28.03.2023 at 1.30 p.m in the Conference Room. All Committee members are requested to attend the meeting.

AGENDA OF THE MEETING

- 1 . NAAC Peer Team Visit
- 2 . Department requirements
- 3 . Documentation
- 4 . Facebook
- 5 . Proposed event
- 6 . MOODLE
- 7 . Research and publication

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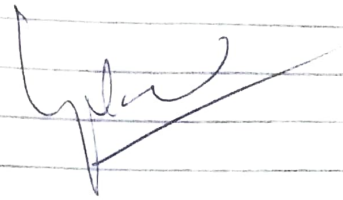
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28/3/2023.

The following members attended the Zgac meeting :

Chairmen: Dr. Radhakrishnan. Nair. K



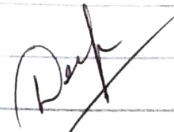
Zgac Co-ordinators - Dr. R. Rethy



Guest members:

Dr. K. Nandakumar.

Dr. Deepa. M. S



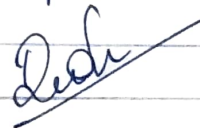
Dr. Jayanthi. P



Dr. Vineeth. VT.



Dr. Devisree. R. V



Dr. Arathy vijayan

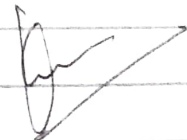


Management member : Dr. Mithulaj Azeez. Director



Nominees: Dr. Noufal. M. V

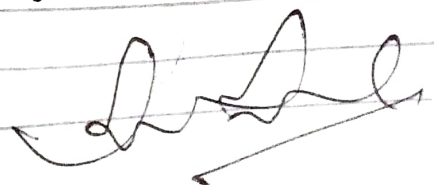
Dr. Hanikrishnan. P. Pillai



Mr. Jawhar. Jenerdh



Administrative officer: Mr. Shaji. S. Kumar



MINUTES OF THE MEETING HELD ON 28/3/2023

The meeting was presided by IQAC Chairperson Dr. K. Radhakrishnan Nair & IQAC coordinator Dr. R.Rathy. All committee members were present in the meeting.

ACTION TAKEN REPORT OF THE MEETING HELD ON 11.11.2022

1. Graduation Day & College Day conducted.
2. Annual Reports submitted.
3. IQAC proposed events & reports submitted.

Minutes of the Meeting

1. Briefing of Peer Team Visit and the preparation to face the visit
2. Indexing of documents
3. Naac prequalification passed and 3 dates to be proposed. The suggested dates to be during the 3rd week of June 2023. The HOD will be informed the finalized dates.
4. MOODLE Co-ordinators to be contacted in case of any difficulty in moodle usage.
5. During the NAAC Peer Team visit. HOD will be having presentation of department.
6. The revised SSR uploaded in college website (www.azeeziadentalcollege.com). All stake holders can access the SSR.
7. Dr. Aarathy Vijayan incharge of college Facebook. All achievements & activities to be uploaded in Facebook.
8. All departments to submit proposed event report, photos, certificates, brochure, feedback (sample) to IQAC.
9. The events to be uploaded as scroll news in website for which the organizer should contact IT person Mr. Arun.
10. Naac Coordinator entrusted to collect Curriculum Feedbacks from all the stakeholders and to begin the analysis.
11. IQAC proposed event form & report to be emailed to principalazeeziadentalcollege@gmail.com.
12. Report of patient & student feedback to be submitted to IQAC chairman within a week of the meeting.
13. Department requirements to be submitted to principal.
14. NAAC review meeting will be held during next week i.e. on 9th May 2023.

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20.06.2023

CIRCULAR

The IQAC Meeting is scheduled to be held on 23.06.2023 at 2.00 p.m in the Conference Room. All Committee members are requested to attend the meeting.

AGENDA OF THE MEETING

- 1 . Mock Inspection
- 2 . IQAC proposed event & report form
- 3 . Research policy
- 4 . CDE activities
- 5 . E-content

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23/6/2023.

The following members attended

the meeting:

Chairman - Dr. Radhakrishnan. Neer.

ISAC Co-ordinator - Dr. R. Rathy

Member -

Dr. K. Nandakumar.

Dr. Jayanthi. P

Dr. Deep. M. S

Dr. Denisree. R. V

Dr. Vineeth. V. T

Dr. Arathy Vijayan.

Management member: Dr. Mithulaj Azeez, Director

Nominer: Dr. Noufal. M. V

Dr. Helen Krishnan B. Pillai.

Mr. Jawahar Jeyarath

Administrative officer: Mr. Shaji S. Kumar

IQAC MEETING HELD ON 23-6-2023

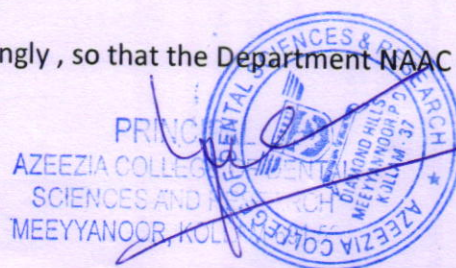
The meeting was presided by IQAC Chairperson Dr. K. Radhakrishnan Nair & IQAC coordinator Dr. R.Rathy. All committee members were present in the meeting.

Action taken report of the meeting held on 28-3-2023

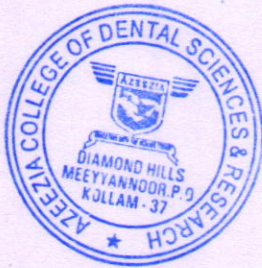
1. Indexing of documents planned
2. All Stakeholders Feedback collected and analysed.
3. Action planned on departments requirements submitted by HOD to principal.
4. Revised SSR uploaded in website
5. MOODLE activities checked
6. Research and publication submitted by all department in format provided .

The minutes of the meeting are –

- 1 . Mock Inspection conducted on 15th & 16th June 2023.
- 2 . Dr. Jayanthi .P entrusted to formulate Research policy.
- 3 . Dr.Nripan .T entrusted to organize activities for Alumni & also General Body meeting of Alumni.
- 4 . Dr. Arjun entrusted to give the documents pertaining to Sports & cultural activities of students.
- 5 . The Post Graduate Department of Oral & Maxillofacial Surgery will be shifted to new PG clinic at ground floor.
- 6 . Tobacco Cessation Clinic shifted near the Reception area, close to the Department of Oral Medicine . The furnishing of Tobacco Cessation clinic is required.
- 7 . All department directed to conduct one Add on course/year. Maximum two Add on course can be conducted simultaneously without an overlap.
- 8 . Copy of Patient Safety Manual to be maintained by departments.
- 9 . E-content creation by faculties for student by all department (1 video per department / year). The best videos to be uploaded in website. All e-content will be uploaded in MOODLE.
10. Speciality camps to be conducted by department in collaboration with Public Health Dentistry.
11. Stakeholders Feedback collected , analysed and Action Taken report submitted to the Trust by IQAC.
12. The department to update the department registers – departmental meetings,sterilization & disinfection register,work register.
13. HOD to assign work distribution to faculties accordingly , so that the Department NAAC co-ordinators can complete the assigned NAAC work.



14. Proposed event to be submitted to IQAC before the event.
15. Scroll news & the brochure of event to be forwarded to whatsapp no. 9544620955 (Arun- IT staff) before the event.
16. After the event the report/photos to be uploaded in website to be mailed to azeeziawebsite@gmail.com.
17. New committtees formed for for the two day Peer Team visit . All staffs should be present during the visit.
18. Dr. Kurien Varghese , Dr. Jayanth Jayaraj & Dr.Drisya Soman have been entrusted to receive the Peer Team members from the Airport.



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