



03.10.2023

CIRCULAR

The IQAC Meeting is scheduled to be held on 06.10.2023 at 2.00 p.m in the Conference Room. All Committee members are requested to attend the meeting.

AGENDA OF THE MEETING

1. . E -content
2. CDE /Workshop/Brochure - IQAC logo /NAAC Accreditation logo.
3. Student Feedback report 2022-23 to be submitted by all departments.
4. AQAR 2022-23.
5. NAAC departments coordinators – revised list to be finalized.
6. Patient Education video
7. Any other matter .


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6. 10. 2023.


The following members attended the meeting:


Chairman: Dr. K. Radhakrishnan Nair


IQAC Co-ordinator: Dr. R. Rathy 


Management Member: Dr. Midhulay Azeez 

Members


Dr. K. Nandakumar 

Dr. Jayanthi. P. 

Dr. Deepa M.S. 

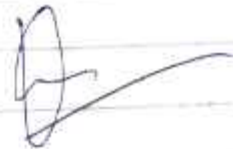
Dr. Devisree R.V. 


Dr. Vinuth. V.T. 


Dr. Anathi Vijayan 

Administrative Officer - Mr. Shaji S. Kumar

Comittee members

Dr. Harikrishnan Pillai 

Dr. Noufal M.V. 

Mr. Jawahar Janardh 

MINUTES OF THE IQAC MEETING HELD ON 6.10.2023

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 23.6.2023

1. MOCK Peer Team visit conducted. Suggestions by the team incorporated.
2. Tobacco Cessation Clinic shifted
3. Alumni activities organized.
4. UG participation in all CDE activities necessary.
5. Research Policy formulated.

The minutes of the meeting held on 6.10.2023

1. NAAC Peer Team Visit conducted on 3rd & 4th July 2023. Institution accredited with NAAC Grade B+ on 27th July 2023.
2. Patient Education video to be uploaded in Facebook.
3. Departments to conduct one Add on course a year.
4. Department registers in every departments updated ..
6. E-content to be submitted for uploading in Youtube to Dr.Aarathi Vijayan.
7. Speciality camps – a) Oral Cancer camp conducted by Dept. of Oral Medicine & Radiology, Oral Pathology & Public Health dentistry in commemoration with World Cancer day.
b) Speciality camp conducted by Dept. of Pedodontics.
8. PMS – Grapes software usage in clinical department commenced.
9. E- Patient feedback implemented – patient to provide feedback by scanning the QR code provided in the department.
10. Academic co-ordinators been directed to submit the Academic report on/before 25th every month. All departments directed to extend their support to academic batch co-ordinators.
11. The clinical students to adhere to dress code when in college campus. Violation of the above shall attract strict disciplinary action.
12. The brochure should carry NAAC accredited & IQAC logo in addition to College & department logo.

13. Student Feedback report 2022-23 to be submitted by all departments.
14. The programme details to be submitted to IQAC in the prescribed format by all departments.
15. AQAR 2022-23 report to be prepared . AQAR format mailed to all criterion members .
- 16 . NAAC departments coordinators – revised list to be finalized.
17. IQAC minutes & ATR to be uploaded – Four meetings/year.
18. Intra oral scanner purchased which shall benefit Department of Conservative dentistry & Oral Medicine & Radiology.
19. Upcoming events : Orthodontic Conscientia III on 16th October 2023 by Department of Orthodontics.

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11.12.2023

CIRCULAR

The IQAC Meeting is scheduled to be held on 13.12.2023 at 2.00 p.m in the Conference Room. All Committee members are requested to attend the meeting.

AGENDA OF THE MEETING

1. Research projects.
2. MoU & collaborations.
3. Placement cell
4. UG participation
5. Add on courses
6. AQAR submission
7. Any other matter

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13.12.2023.

The following members attended the meeting

Chairman : Dr. K. Radhakrishnan Nair

IQAC Coordinator : Dr. R. Rathy

Management member : Dr. Midhulaj Azeez

Members

Dr. K. Nandakumar

Dr. Jayanthi P

Dr. Deepa M.S.

Dr. Devisree R.V.

Dr. Vinuth V.T.

Dr. Anurathi Vijayan

Admin. Officer - Mr. Shaji S. Kumar

Nominee Members

Dr. Harikrishnan Pillai

Dr. Noufal M.V.

Mr. Jawahar Janardh.

MINUTES OF THE IQAC MEETING HELD ON 13.12.2023

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

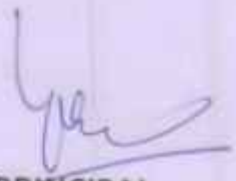
ACTION TAKEN REPORT OF THE MEETING HELD ON 06.10.2023

1. E-contents submitted.
2. E-patient feedback system implemented in all departments.
3. AQAR 2022-23 ready to be uploaded.
4. NAAC accreditation logo & IQAC logo compulsory in all brochures.

MINUTES OF THE MEETING HELD ON 13.12.2023

1. AQAR Report should be checked by the head and then submitted for uploading. The uploading will begin from 15th December 2023.
2. The add on course to be enhanced .All the departments directed to conduct one course/year.
3. Soft skills by Dr. R.Rathy & Dr. M.S. Deepa. Schedule will be issued soon.
4. Clinical skill enhancement course by Dept. of Prosthodontics, Conservative , Orthodontics & Oral Medicine & Radiology.
5. BLS course by Oral &Maxillofacial Surgery.
6. Collaboration with high centres of college with Academic for student exchange to be executed by the Departments & the proposed collaborative initiative to be submitted .
7. The academic software by IT Head Mr.Sajith to be followed up.
8. Clinical Club – suggestion for 2 presentation/month putforth.
9. Alumni Secretary Dr.Nripan .T entrusted to organize activities for Alumni and collect details of outgoing students required for Criterion 5 .
10. Career Guidance program to be organized by Placement cell & Azeezia Alumni Association(AAA).
11. Special Health care need clinic in Medical College – Dept. of Pedodontics is entrusted with.
12. Criterion 2 Head Dr. Jayanthi.P entrusted to - a) to refine website content as outcome and education based.

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07-03-2024

CIRCULAR

The IQAC Meeting is scheduled to be held on 11.03.2024 at 2.00 p.m in the Conference Room. All Committee members are requested to attend the meeting.

AGENDA OF THE MEETING

1. Interdisciplinary Dentistry
2. CDE/ year Planned.
3. MoU
4. Student Satisfaction Survey
5. Curriculum Feedback
6. Any other matter

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11.3.2024.

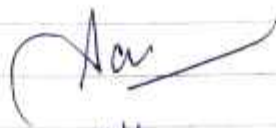
The following members attended the meeting.


Chairman: Dr. K. Radhakrishnan Nair


IQAC Coordinator: Dr. R. Rathy 


Management member: Dr. Midhulaj Azeg 


Members


Dr. K. Nandakumar 


Dr. Jayanthi. P 

Dr. Deepa M. S. 


Dr. Devisree R.V. 


Dr. Vineeth V.T. 

Dr. Ananthi Vijayan 

Admin. Officer - Mr. Shaji S. Kumar 

Nominee Member

Dr. Hari Krishnan Pillai 

Dr. Noufal M.V. 

Mr. Jawahar Janardh.

MINUTES OF THE IQAC MEETING HELD ON 11.03.2024

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 13.12.2023

1. AQAR 2022-23 submitted.
2. Add on course conducted by Department of Oral Medicine & Radiology, Periodontics & Pedodontics.
3. BLS conducted by Department of Oral Medicine & Radiology.
4. Special Health care need clinic in Medical College entrusted to Dept. of Pedodontics.

MINUTES OF THE MEETING HELD ON 11.03.2024

1. Special cases of Interdisciplinary approach to be presented in the forum for Interdisciplinary Dentistry.
2. The Forum was assigned department co-ordinators as mentioned below :

Prosthodontics	-	Dr.Smita Sara Manoj
Periodontics	-	Dr.Freeda Ampotti
Pedodontics	-	Dr.Ashmi .A
Orthodontics	-	Dr.Priya Raj
Oral Medicine & Radiology	-	Dr.Preeja Premachandran
Oral & Maxillofacial Surgery	-	Dr.Anjali Unnithan
Conservative Dentistry	-	Dr.Nisha B. Kurup
Oral Pathology	-	Dr.Nripan .T
Public Health Dentistry	-	Dr.Saira Siraj .E

3. One CDE per Year to be conducted by the department. **The proposed event** to be submitted to IQAC co-ordinator while planning the event which is to be signed by Director & Principal.
4. Department to conduct Speciality camp in co-ordination with dept. of Public Health Dentistry.
5. The department faculties to create e-content & upload in youtube for academic purpose of Teaching-Learning.
6. All Teaching Faculties to attend training in educational technology every year.
7. Three Student/ Faculty Research Project per department every academic year in addition to PG dissertation.
8. MoU with TIMed , SCTIMST to be signed. Department of Oral & Maxillofacial Surgery to present their innovative technique in the forum.
9. Report to Governing Council shall be submitted bi-monthly.

10. Student Satisfaction Survey was conducted & the Feedback suggestion discussed and action plan discussed:

- a) Student suggested for more extra-curricular activities.
- b) Classes for General Surgery needs improvement.
- c) Teaching using videos requested.
- d) Flipped Classroom Teaching – Learning suggested.
- e) Emphasis on more weekly Multiple Choice Questions Quiz.
- f) Monthly Test in all subjects.
- g) Revision series & Notes requested.

11. NAAC co-ordinator entrusted to collect Curriculum feedback from Students, Teachers, Alumnis, Professionals & Employers.


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10-06-2024

CIRCULAR

The IQAC Meeting is scheduled to be held on 14.06.2024 at 2.00 p.m in the Conference Room. All Committee members are requested to attend the meeting.

AGENDA OF THE MEETING

1. Award for Best Outgoing Intern.
2. E-content creation
3. Speciality camps
4. UG clinical club
5. Any other matter



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14.6.2024.


The following members attended the meeting.


Chairman: Dr. K. Radhakrishnan Nair


IQAC Coordinator: Dr. R. Rathy 


Management member: Dr. Midhulaj Azeez 


Members.


Dr. K. Nandakumar 


Dr. Jayanthi . P 

Dr. Deepa M. S. 


Dr. Devisree R. V. 


Dr. Vinuth V. T. 


Dr. Anathi Vijayan 

Admin. Officer: Mr. Shaji S. Kumar 

Nominee Members

Dr. Hanikrishnan Pillai 

Dr. Noufal M. V. 

Mr. Jawahar Sonardh. 

MINUTES OF THE IQAC MEETING HELD ON 14.06.2024

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 11.03.2024

1. One CDE per Year conducted by the department.
2. Report to Governing Body submitted .
3. Student suggestions in Student Satisfaction survey discussed with the Director and necessary actions initiated.
4. Curriculum Feedback analysed and report submitted to IQAC.

MINUTES OF THE MEETING HELD ON 14.06.2024

1. Award for Best Outgoing Intern shall be provided. The decision for the award will be based on the Clinical work, academic work, projects , paper publications , participation in conferences/CDE/workshop/other Outreach activities of the Intern. Each department shall provide list of interns qualified in the above criteria & the selection committee shall decide the award winners.
2. Interns attendance is compulsory for the add-on courses. The attendance of Interns in Add-on course found to be not satisfactory. The HODs responded that the interns are unable to attend due to the timing & frequency of Add-on course.
3. Principal conveyed that Add-on course to be conducted once in a week, the time allotted to be from 2:30 p.m onwards.
4. Workshop on E-content creation to be organized by DEU Convenor, Dr.Deepa M.S.
5. The educational content to be uploaded in department Youtube.
6. Planning to sign collaboration with Amritha School of Dentistry.
7. All Kerala Intercollege Sports meet held on 18th, 19th, 20th April 2024.
8. Speciality camps to be enhanced.
9. The activities of adopted Village under NSS to be updated.Surveys to be undertaken in adopted village.
10. Research project to be enhanced.
11. UG Clinical club details to be submitted to Dr.Padmakumar , Clinical Club Secretary.
12. Updation required in Tobacco Cessation Clinic in Department of Oral Medicine & Radiology.
13. Curriculum Feedback report 2023-24 uploaded in the website .

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