



Minutes of IQAC Meeting held on 17th November 2017 in the Conference hall at 10.00AM

Meeting No :2

The meeting was attended by the following members:

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| 1. Dr.N.O.Varghese | - | Chairman |
| 2. Dr.Biju Balachandran | - | Administration Representative |
| 3. Dr.Presanthila Janam | - | Faculty Representative |
| 4. Dr.Vivek V | - | Faculty Representative |
| 5. Dr.Sudeep S | - | Faculty Representative |
| 6. Dr.Ambili | - | Faculty Representative |
| 7. Dr.Abey Antony | - | Student Representative |
| 8. Mrs.Roshini | - | Employees Representative |
| 9. Dr.Smitha C | - | NAAC Coordinator |

Absentees

- | | | |
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| 1. Mr.Nizar M | - | Management Representative |
| 2. Dr.Shinu Salim | - | Alumni Representative |

Agenda

1. Welcoming the IQAC members by Chairman
2. Review and action taken of the last IQAC meeting
3. Action plan
4. Any other matter with permission of the chair.

Minutes

The IQAC Chairman Dr.N.O.Varghese welcomed the IQAC members and the Dr.Smitha, NAAC Coordinator read the minutes and the action taken of last IQAC meeting held on 7th September 2017.

- For implementing the Canadian Dental education system, M/s.Black Cart is assigned the renovation works of class rooms and as per our work order, they have started the works and progressing very fast. As per their work schedule, we can implement the system during July 2018.
- Established the Priority Dental Clinic near the OMR Department for prioritized treatment for patients. Department specialists are also posted there. It is found that the patients are demanding prioritized treatments.
- Department periodical meetings are conducting as per the schedule. Department activities, maintenance and department requirements are being discussed and remedial measures are also taking.



- For improving the quality of treatment, collecting and analysing patient feedbacks regularly.
- For appointing a Director exclusively for Research to enhance the research activities, the biodata of Dr.Babu Mathew is shortlisted.

The Committee discussed the agenda issued to the members.

1. Agreement with Pallium India

Dr.Biju Balachandran presented a request from M/s.Pallium India, a national registered charitable trust, approaching to allow them to occupy and use the ground floor of proposed hospital building for carrying on its palliative care and related activities of Pallium India. The Committee discussed the matter in detail and unanimously decided to sign an MOU with Pallium India for providing a total area of 12500 sq.feet.

2. End phase construction of swimming pool and modernization of gym

Principal informed that the construction of swimming pool is in its final stage. Modern gym equipment to be procured and swimming and Gym trainers are to be appointed. Membership fees and schedule to be decided and fixed. Dr.Ambili presented the quotations of the gym equipment and the committee finalized the least quotation of M/s. Body Plus Sports & Fitness Centre for the procurement of the equipment. The Committee decided to give newspaper advertisement for selecting the trainers. Schedule for girls and boys and membership fee also decided in the meeting.

3. Social extension activities

Principal told that to involve our students in more social activities, the NSS unit functioning in our College under the guidance of Dr.Vivek to conduct more dental camps. The Committee resolved to collect donation from students and staff to donate Chief Minister's Disaster Fund.

NAAC Coordinator presented the list of applications for the educational financial assistants for selecting the eligible students. The committee scrutinized the applications and selected 16 eligible students on the basis of annual income and family status.

The meeting came to an end by 12.00PM.

Dr.Smitha C (Coordinator – NAAC) Prof. Dr.N.O.Varghese (Chairman – NAAC)