



PMS COLLEGE
OF
DENTAL SCIENCE & RESEARCH

Minutes of the meeting held on 27.03.2016 at 10.00am

Dr. N O Varghese - Principal
Dr. Rajesh Pillai - Vice Principal
Dr. Sudeep S - Professor
Dr. Vinod Mony - Admn Officer(Academics)
Dr. Biju Balachandran - Administrator

An Academic Committee meeting was held on 27/03/2016 at 10.00am to discuss regarding the Orientation program ,SEED program and Refresher Course for Interns

It was decided to conduct Orientation program for interns at 9.00 – 10.00 am at Dr.R.A.Ahmed Auditorium .This will be followed by the 2 day SKILL— DENTISTS(SEED), a program designed to train the interns focussing on clinical dentistry on 1st and 2nd April 2016 .It should be conducted by faculties from various departments.

The teaching schedule for the same was prepared.

Dr.Rajesh Pillai suggested conducting Refresher course for the interns.

It helps to learn all basic to advanced procedures .Committee entrusted Dr.Afzal to do the necessary arrangements and allocation of staffs from each department

It is proposed to conduct from 20/04/2016 to 23/09/2016

The meeting came to an end by 11.30 am


Principal





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THIRUVANANTHAPURAM-28





PMS COLLEGE
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ACTION TAKEN REPORT BASED ON MEETING ON 27.03.2016

Agenda

To discuss the Orientation program ,SEED program and Refresher Course for interns

Orientation program ,SEED program and Refresher Course for interns conducted as per the schedule

Principal



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Minutes of the Academic Committee meeting held on 22/08/2016 at 11.00 am

Dr. N O Varghese

-Principal

Dr. Rajesh Pillai

- Vice Principal

Dr. Sudeep S

- Professor

Dr. Vivek V

-Professor

Dr. Roopesh R

-Professor

Dr. Biju Balachandran

- Administrator

An academic committee meeting had been held on 22/08/2016 at 11.00 am to review the activities for the month of July 2016. The following points were discussed:

1. Decisions of the batch coordinators meeting and the current status of the academic activities was briefed
2. The matter regarding students taking leave from the original posted department and working in other department had been noticed .In this regard it was explained that in the case of Prosthodontics department completion of work is not possible during the posted period. So it was decided that as when the patient reports, the concerned department HOD will send a note to HOD of the department where the student is originally posted and in such case the student may be given one hour permission to work with that patient.

The Meeting was adjourned at 12.30pm.


Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 22.08.2016

Agenda

1. To review the activities for the month of July 2016.

Students are not permitted to take leave from the parent posting department and to work in other departments. They may be granted 1 hour permission for completion of work in other departments


Principal



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Minutes of the meeting held on 06.09.2016 at 10.00am

Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator


An Academic Committee meeting was held on 06.09.2016 at 10.00am to discuss regarding the peripheral posting of post graduates of Department of Oral and Maxillofacial surgery

Peripheral postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2016-2017 at KIMS HOSPITAL, ANAYARA P.O, TRIVANDRUM, is scheduled as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Prabhat Raj	01/10/16-30/10/16 31/10/16-14/11/16 15/11/16-29/11/16 30/11/16-14/12/16 15/12/16-29/12/16 30/12/16-13/01/17 14/01/17-28/01/17	GENERAL SURGERY OTO-RHINO-LARYNGOLOGY INTERNAL MEDICINE PLASTIC SURGERY NEURO SURGERY EMERGENCY MEDICINE ANESTHESIA

The meeting was adjourned at 11.00am.




Principal


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ACTION TAKEN REPORT BASED ON MEETING ON 06.09.2016

Agenda

To discuss the peripheral posting of post graduates of Department of Oral and Maxillofacial surgery

Peripheral posting of post graduates of Department of Oral and Maxillofacial surgery were conducted as per the schedule


Principal



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Minutes of the meeting held on 16/09/2016 at 10.00am

Dr. P S Thaha	-Chairman
Dr. N O Varghese	- Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Sudeep Chandran	- Professor
Dr. Roopesh R	- Professor
Dr. Vinod Mony	- Assoc. Dean (Academics)
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 16/09/2016 at 10.00am to discuss regarding the class commencing and examination dates of the BDS Regular Batches.

I BDS -OCTOBER 6th 2016

Internal exams to be conducted

1. I Internal – 01 -02-2017 to 06-02-2017
2. II Internal –17-04-2017 to 21-04-2017
3. Model - 23-5-2017 to 26-05-2017

II BDS – 26th October 2016

Internal exams to be conducted

- I Internal – 03 -01-2017 to 07-01-2017
- II Internal –02-03-2017 to 07-03-2017
- Model - 08-05-2017 to 12-05-2017

III BDS – 19th September 2016

1. I Internal – 17 -12-2016 to 22-12-2016
2. II Internal –01-03-2017 to 06-03-2017
3. Model - 01-06-2017 to 05-06-2017

IV BDS Part I – 19th September 2016

1. I Internal – 27 -12-2016 to 30-12-2016
2. II Internal –09-03-2017 to 13-03-2017
3. Model - 01-06-2017 to 07-06-2017



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IV BDS Part II – 16th August 2016
I Internal – 27 -09-2016 to 30-09-2016
II Internal -14-11-2016 to 17-11-2016
Model - 19-12-2016 to 26-12-2016

The meeting was adjourned at 12.15pm.



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ACTION TAKEN REPORT BASED ON MEETING ON 16.09.2016

Agenda

To discuss the internal examination dates of the BDS Regular Batches

Internal examination dates for all the regular BDS batches have been scheduled




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Minutes of the Academic meeting held on 17/10/2016

Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Sudeep S	-Professor
Dr. Vinod Mony	- Admn Officer
(Academics)	
Dr. Biju Balachandran	- Administrator

An academic meeting was convened on 17th October 2016 at 10.00am to discuss regarding the forthcoming classes of I BDS. The following points were discussed:

1. The Principal adviced the staff to take classes based on one text prescribed to the students and other reference books can be mentioned.
2. Also it was adviced that the related topics should be taken so that the students do not get confused . He said that coloured charts should be exhibited in the class.
3. The class rooms should have coloured chalks and dusters ready for the classes.
4. Also Dr. Rajesh Pillai has suggested that Colour atlas could be prepared by the concerned faculties by downloading from the site, eg; slideshare.net etc.
5. Notes have to be provided to the students.
6. The working timetable to be maintained with the regular timetable and attendance maintained by the concerned faculties.
7. The students attendance have to be exhibited in the notice board monthly by the batch coordinators in coordination with the mentors.

The meeting was adjourned by 11.30am.



Principal

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ACTION TAKEN REPORT BASED ON MEETING ON 17.10.2016

Agenda

1. To discuss regarding the forthcoming classes of I BDS.

1. Staffs are advised to take classes based on one text prescribed to the students and other reference books are mentioned.
2. Related topics should also be taken so that the students do not get confused.
3. Coloured charts are exhibited in the class.
4. Concerned faculties are advised to prepare Colour atlas prepared by the by downloading from the site, eg; slideshare.net etc.
5. Faculties should provide notes to the students.
6. The working timetable maintained with the regular timetable and attendance maintained by the concerned faculties.

The students attendance are exhibited in the notice board monthly by the batch coordinators in coordination with the mentors




Principal



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Minutes of the Academic Committee meeting held on 30.11.2016 at 11.00am

Dr. P S Thaha
Dr. N O Varghese

- Chairman
-Principal

Dr. Rajesh Pillai
Dr. Vivek V
Dr. Roopesh R
Dr. T T Sivakumar
Dr. Biju Balachandran

- Vice Principal
-Professor
-Professor
- Professor
- Administrator

A meeting was held on 30.11.2016 at 11.00am to discuss on the conduction of Internal examination and KUHS examination:

It was decided that the Chief Superintendent and Asst. Chief Superintendent for the upcoming KUHS exams will be Dr. Rajesh Pillai , Dr. Sunila Thomas for UG & PG Examinations

The exam committee would meet before all the internal examinations and after the result publication of all internal examinations. Also it was suggested that inorder to make the valuation procedure transparent the staff should send an answer key with the question papers.

The meeting was adjourned at 11.30am.


Principal



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ACTION TAKEN REPORT BASED ON MEETING OF 30.11.2016

Agenda

To discuss on the conduction of KUHS and intenal examination

Chief Superintendent and Asst. Chief Superintendent were Dr. Rajesh Pillai and Dr. Sunila Thomas for the KUHS Examinations.

The exam committee met before all the internal examinations and after the result publication of internal examinations. Inorder to make the valuation procedure uniform the staff send an answer key with the question papers



Principal 



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Minutes of the meeting held on 07/12/2016 at 11.30am

Dr. N O Varghese - Principal
Dr. Rajesh Pillai - Vice Principal
Dr. Sudeep S - Professor
Dr. Vinod Mony - Admn Officer(Academics)
Dr. Biju Balachandran - Administrator

An Academic Committee meeting was held on 7/12/2016 at 11.30 am to discuss regarding the IV BDS Part I (Addnl) Batch exam and Peripheral Postings for the post graduate students from Department of Pediatrics and Preventive Dentistry and oral and maxillofacial surgery

It was put forth that the students attending the internal exams are not properly filling the attendance format and also the absentees are not marked and also the invigilators are not looking in to the same and hence when the papers are coded final decoding causes confusion and thus it was decided that the invigilators be given strict instruction regarding the same.

Also the academic committee decided that those students who had low marks to be given extra classes .

Posting order for the post graduate students from Department of Pediatrics and Preventive Dentistry is as follows

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Anju S Raj	02/01/17-10/01/17 11/10/17-15/01/17 16/01/17-23/01/17	Pediatric Medicine Pediatric Surgery Anesthesiology
Dr. Teena Haneef	02/01/17-10/01/17 11/01/17-15/01/17 16/01/17-23/01/17	Pediatric Medicine Pediatric Surgery Anesthesiology

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Dr. Arjun Sreenivas	02/01/17-10/01/17 11/01/17-15/01/17 16/01/17-23/01/17	Pediatric Medicine Pediatric Surgery Anesthesiology

The peripheral postings for the following post graduate student from Department of Oral and Maxillofacial Surgery for the academic year 2017-2018 at KIMS HOSPITAL, ANAYARA P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Adersh G A	01/02/17-02/03/17 03/03/17-17/03/17 18/03/17-01/04/17 02/04/17-16/04/17 17/04/17-01/05/17 02/05/17-16/05/17 17/05/17-31/05/17	GENERAL SURGERY OTO-RHINO-LARYNGOLOGY INTERNAL MEDICINE PLASTIC SURGERY NEURO SURGERY EMERGENCY MEDICINE ANESTHESIA

The meeting was adjourned at 12.15pm





Principal



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S.D.A.P.E.D. ACTION TAKEN REPORT BASED ON MEETING ON 07.12.2016

Agenda

To discuss regarding the IV BDS Part I (Addnl) Batch exam and peripheral postings for the post graduate students from Department of Pediatrics and Preventive Dentistry and Oral and Maxillofacial Surgery

Peripheral posting of post graduates of Department of Oral and Maxillofacial surgery and Department of Pediatrics and Preventive Dentistry were conducted as per the schedule




Principal



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PMS COLLEGE OF DENTAL SCIENCE & RESEARCH

Minutes of the Academic Committee meeting held on 30.1.2017 at 11.00am

Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 30.1.2017 at 11.00 am to discuss regarding the academic status of various batches. The details of the academic status of various batches discussed in the batch coordinators meeting was briefed.

The Academic committee members were asked to monitor the classes of various faculties of I & II year now and if the other years are to be monitored it would be informed after discussion with the Chairman.

Regarding the discussion of the induction analysis questionnaire – the questionnaire was given to the students and answered and collected before obtaining permission from the academic committee and chairman.

The Meeting was adjourned at 12.30pm.




Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 30.1.2017

Agenda of the meeting

1. To analyse the academic status of various batches

The Academic committee members monitored the classes of various faculties of I & II year and suggestions given to improve the classes.



Principal 



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Minutes of the meeting held on 06.02.2017 at 10.00am

	Dr. N O Varghese	-Principal
	Dr. Rajesh Pillai	- Vice Principal
	Dr. Vinod Mony	- Admn Officer
(Academics)	Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 06/02/2017 at 10.00am to discuss regarding the commencement of classes for the students in BDS Additional batches of various years:

II BDS – 20th March 2017

Internal exams to be conducted

I Internal – 02 -05-2017 to 06-05-2017

II Internal –20-09-2017 to 25-09-2017

Model - 21-11-2017 to 25-11-2017

III BDS – 1 March 2017

I Internal – 02 -05-2017 to 28-05-2017

II Internal –20-09-2017 to 25-09-2017

Model - 16-12-2017 to 20-12-2017

IV BDS Part I – 20th March 2017

I Internal – 02 -05-2017 to 08-05-2017

II Internal –20-09-2017 to 27-09-2017

Model - 16-12-2017 to 22-12-2017

IV BDS Part II – March 6 2017

I Internal – 26-04-2017 to 29-04-2017

Model – 19-06-2017 to 26-06-2017

The meeting was adjourned at 11.00am.



Principal



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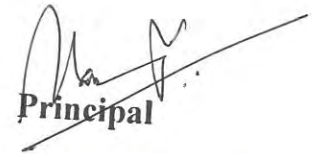
ACTION TAKEN REPORT BASED ON MEETING ON 06.02.2017

Agenda

**To discuss regarding the commencement of classes for the students in BDS
Additional batches of various years**

Classes for additional batches commenced as per the schedule




Principal



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Minutes of the Academic meeting held on 17/03/2017 at 11.30 am

Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An academic meeting was held on 17/03/2017 at 11.30 am to to discuss regarding the Orientation program ,SEED program and Refresher Course for Interns

It was decided to conduct Orientation program for interns at 9.00 – 10.00 am at Dr.R.A.Ahmed Auditorium .This will be followed by the 2 day SKILL— DENTISTS(SEED), a program designed to train the interns focussing on clinical dentistry .It should be conducted by faculties from various departments.

The teaching schedule for the same was prepared.

It was decide to conduct the program on 01/04/2017, 02/04/2017

_Dr.Rajesh Pillai suggested to conduct refresher course and finishing school program for the interns. Committee entrusted Dr. Afzal to do the necessary arrangements and allocation of staffs from each department

It is proposed to conduct refresher course from 12/04/2017 to 22/09/2017.

The meeting was adjourned at 12.00 pm


Principal



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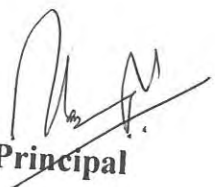
ACTION TAKEN REPORT BASED ON MEETING ON 17.03.2017

Agenda

To discuss the Orientation program ,SEED program and Refresher Course for interns

Orientation program ,SEED program and Refresher Course for interns conducted as per the schedule




Principal



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Minutes of the meeting held on 04/04/2017 at 10.30am

Dr. N .O.Varghese -Principal
Dr. Sudeep S - HOD
Dr. Rajesh Pillai - HOD
Dr. Biju Balachandran - Administrator
Dr .Roopesh S -Professor

An Academic Committee meeting held on 04/04/2017 at 10.30 am to discuss regarding the peripheral postings for the post graduate student from Department of Oral and Maxillofacial Surgery

The peripheral postings for the following post graduate student from Department of Oral and Maxillofacial Surgery for the academic year 2017-2018 at KIMS HOSPITAL, ANAYARA P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Dilna S	01/05/17-30/05/17	GENERAL SURGERY
	31/05/17-14/06/17	OTO-RHINO-LARYNGOLOGY
	15/06/17-29/06/17	INTERNAL MEDICINE
	30/06/17-14/07/17	PLASTIC SURGERY
	15/07/17-29/07/17	NEURO SURGERY
	30/07/17-13/08/17	EMERGENCY MEDICINE
	14/08/17-28/08/17	ANESTHESIA

The meeting was adjourned at 11.30am



Principal
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ACTION TAKEN REPORT BASED ON MEETING ON 04.04.2017

Agenda

To discuss regarding the peripheral posting for the post graduate students from Department of Oral and Maxillofacial Surgery.

Post graduate student from Department of Oral and Maxillofacial Surgery has been completed peripheral posting successfully




Principal



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Minutes of the Academic Committee meeting held on 17/05/2017 at 12 pm


Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An academic committee meeting had been held on 17/05/2017 at 12 pm to discuss regarding the Induction Ceremony of I MDS and their Orientation Posting. The following points were discussed:

1. It was decided to conduct Induction Ceremony of I MDS on June 02,2017.
2. Orientation posting decided to be conducted from 08-17 June 2017
3. Unauthorized absence of UG students of various years has been discussed .It was decided that students are not permitted to attend the university examination and condonation to be done only on the basis of Academic Policy.

The Meeting was adjourned at 1.30pm.




Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 17.05.2017

Agenda

- 1. To decide on the induction date of I MDS and to decide other academic activities.**

Induction Ceremony of I MDS batch conducted successfully




Principal



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Minutes of the Academic meeting held on 07/06/2017 at 10.00 am

Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Sudeep S	-Professor
Dr. Vinod Mony	- Admn Officer (Academics)
Dr. Biju Balachandran	- Administrator

An academic committee meeting had been held on 7th June 2017 at 10.00 am to discuss about the marks & attendance of II BDS & IV BDS Part I. The following points were discussed:

1. First the status of the total 97 students of II BDS were explained -
 - a. It was explained that there were 81 students of the regular batch (2015-16 admns) from which all had enough attendance percentage and only two students had average less than 40%. In this case it was suggested that these 2 students may be given re-exams.
 - b. It was also suggested that 10 students have scored above 70% in all the subjects and so they may be given extra attention to gain a better score.
 - c. The rest 16 students belong to the additional batches of (2014, 2013, 2012 & 2011 admns) among these 7 students – Achuth Mohan (2012 admns), Kiran Georgey, Sivaram B, Devika Unnithan, Jikku George and Athira Anilkumar (2013 admns), Anil Mohan (2014 admns) have attendance shortage and extra classe to be given to them. But these students it is their last chance according to KUHS rules.
2. Then the status of total of 55 students of Part I has been considered all the 55 students can be permitted to write the examination.

The Meeting was adjourned at 11.00am.



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Principal



**PMS COLLEGE
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ACTION TAKEN REPORT BASED ON MEETING OF 07.06.2017

Agenda

To discuss about the marks & attendance of II BDS & IV BDS Part I

Remedial exams conducted for those students who got low marks in internals

Students who have scored above 70% in all the subjects are giving extra attention to gain a better score.




Principal



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Minutes of the Academic meeting held on 01/07/2017 at 1.00 pm

Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Sudeep S	- Director (PG)
Dr. Vinod Mony	- Admn Officer (Academics)
Dr. Biju Balachandran	- Administrator

An academic committee meeting had been held on 1st July 2017 at 1.00 pm to discuss about the marks & attendance of Final BDS Part II (Addnl) Batch. The following points were discussed:

1. First the status of the total 27 students of Final BDS Part II were explained -
 - a. It was explained that 5 students – Akhila Azeez, Femina Yousaf, Naseeha, Shalet M S and Sameera E P have attendance shortage in two subjects Prostho and Pedo. The two department heads are instructed to make an extra time table for the students and conduct the classes as per the schedule to recover their attendance shortage.
 - b. On discussion regarding the Internal marks - All students except 3 students have acquired internal marks above 50% for all the subjects and hence it was suggested that the three students may be given re-exam.

The Meeting was adjourned at 1.20pm.



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ACTION TAKEN REPORT BASED ON MEETING ON 01.07.2017

Agenda

To discuss regarding the marks and Final BDS Part II (Additional Batch)

Remedial exams conducted for those who failed in exam and they failed the exam

The department heads made an extra time table for the students with attendance shortage and advised the faculties to conduct the classes as per the schedule to recover their attendance shortage




Principal


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NAAC Accredited Dental College

Minutes of the meeting held on 28/08/2017 at 10.00am

Dr. P S Thaha	-Chairman
Dr. N O Varghese	- Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Sudeep Chandran	- Professor
Dr. Roopesh R	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 28/08/2017 at 10.00am to discuss regarding the class commencing and internal examination dates of the Regular Batches. In this regard it was decided that the classes shall commence on the following dates:

I BDS -- OCTOBER 3rd 2017,

ORIENTATION CLASS - 22nd TO 28th SEPTEMBER 2017

Internal exams to be conducted

I Internal – 15 -01-2018 to 19-01-2018

II Internal –16-04-2018 to 20-04-2018

Model - 02-06-2018 to 06-06-2018

II BDS – 13th SEPTEMBER 2017

Internal exams to be conducted

I Internal – 03 -01-2018 to 08-01-2018

II Internal –02-03-2018 to 07-03-2018

Model - 09-05-2018 to 14-05-2018

III BDS – 21st AUGUST 2017

I Internal – 18 -11-2017 to 22-11-2017

II Internal –19-2-2018 to 23-2-2018

Model - 21-5-2018 to 25-05-2018

IV BDS Part I – 21st AUGUST 2017

I Internal – 27-11-2017 to 30-11-2017



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II Internal –19-2-2018 to 22-2-2018
Model - 28-5-2018 to 04-06-2018

IV BDS Part II – 23rd August 2017
I Internal – 23 -10-2017 to 26-10-2017
Model - 19-12-2017 to 22-12-2017

The meeting was adjourned at 12.15pm




Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 28.08.2017


Agenda

1. To discuss regarding commencement of classes and internal examination dates for the students in Regular Batches of various years.

Class commencement and Internal examination dates for the students in Regular Batches of various years has been scheduled




Principal


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Minutes of the meeting held on 06.09.2017 at 10.00am

Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 06.09.2017 at 10.00am to discuss regarding the the Peripheral Postings for the post graduate students from Department of Oral Medicine and Radiology and Department of Oral and Maxillofacial Surgery

The Peripheral Postings for the following post graduate students from Department of Oral Medicine and Radiology for the academic year 2017-2018 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION, is as follows

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Anjali Subramony	02/10/17-12/10/17 13/10/17-22/10/17 23/10/17-02/11/17	General Medicine General Surgery Dermatology
Dr. Sruthy C S	02/10/17-12/10/17 13/10/17-22/10/17 23/10/17-02/11/17	General Medicine General Surgery Dermatology




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The peripheral postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2017-2018 at KIMS HOSPITAL, ANAYARA P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Deepa D.S	16/01/18-16/02/18 17/02/18-03/03/18 04/03/18-18/03/18 19/03/18-02/04/18 03/04/18-17/04/18 18/04/18-02/05/18 03/05/18-17/05/18	GENERAL SURGERY OTO-RHINO-LARYNGOLOGY INTERNAL MEDICINE PLASTIC SURGERY NEURO SURGERY EMERGENCY MEDICINE ANESTHESIA
Dr. Jyothilekshmi V	01/04/18-30/04/18 01/05/18-15/05/18 16/05/18-30/05/18 31/05/18-14/06/18 15/06/18-29/06/18 30/06/18-14/07/18 15/07/18-29/07/18	GENERAL SURGERY OTO-RHINO-LARYNGOLOGY INTERNAL MEDICINE PLASTIC SURGERY NEURO SURGERY EMERGENCY MEDICINE ANESTHESIA

The meeting was adjourned at 11.00am.

Principal




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ACTION TAKEN REPORT BASED ON MEETING ON 06.09.2017

Agenda

To discuss regarding the peripheral posting of post graduates of Department of Oral and Maxillofacial Surgery and from Department of Oral Medicine and Radiology

Peripheral Postings were conducted as per the schedule



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Minutes of the meeting held on 17/10/2017 at 11.30am

Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek S	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 17/10/2017 at 11.30 am to discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology for the academic year 2017-2018 at BIOGENIX RESEARCH CENTR and post graduate students from Department of Pediatrics and Preventive Dentistry for the academic year 2018-2019 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION,

Posting schedule for the post graduate students from Department of Oral Pathology and Microbiology is as follows

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Amitha Mohan	1/11/17-15/11/17	Advanced Molecular Techniques
Dr. Nisha Sam	1/11/17-15/11/17	Advanced Molecular Techniques
Dr. Shali S Nair	1/11/17-15/11/17	Advanced Molecular Techniques

Posting schedule of post graduate students from Department of Pediatrics and Preventive Dentistry is as follows

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
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Dr. Greeshma	02/01/18-10/01/18	Pediatric Medicine
	11/10/18-15/01/18	Pediatric Surgery
	16/01/18-23/01/18	Anesthesiology
Dr. Veronica	02/01/18-10/01/18	Pediatric Medicine
	11/10/18-15/01/18	Pediatric Surgery
	16/01/18-23/01/18	Anesthesiology
Dr. Gadha	02/01/18-10/01/18	Pediatric Medicine
	11/10/18-15/01/18	Pediatric Surgery
	16/01/18-23/01/18	Anesthesiology
Dr. Aswathi	02/01/18-10/01/18	Pediatric Medicine
	11/10/18-15/01/18	Pediatric Surgery
	16/01/18-23/01/18	Anesthesiology
Dr. Noufila	02/01/18-10/01/18	Pediatric Medicine
	11/10/18-15/01/18	Pediatric Surgery
	16/01/18-23/01/18	Anesthesiology

The meeting was adjourned by 12.00 pm


Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 17.10.2017

Agenda

To discuss regarding the peripheral posting of post graduates of oral pathology department

Peripheral postings for the following post graduate students from Department of Oral Pathology and Microbiology and Pediatrics and Preventive dentistry conducted as per the schedule




Principal



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Minutes of the meeting held on 30/11/2017 at 12.00pm

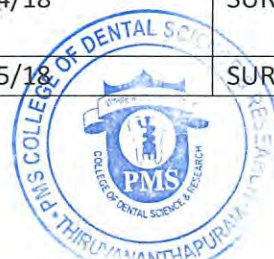
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 30/11/2017 at 12.00pm to discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology and Department of Oral and Maxillofacial Surgery Posting schedule (Oral Pathology and Microbiology) for the academic year 2017-2018 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION is as follows

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Amitha Mohan	1/12/17-15/12/17	Dermatology
Dr. Nisha Sam	1/12/17-15/12/17	Dermatology
Dr. Shali S Nair	1/12/17-15/12/17	Dermatology

The Peripheral Postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2018-2019 at REGIONAL CANCER CENTRE, MEDICAL COLLEGE P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Prabhat Raj	01/03/18-30/04/18	SURGICAL ONCOLOGY
Dr. Adersh G A	01/04/18-31/05/18	SURGICAL ONCOLOGY



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Dr. Dilna S	01/05/18-30/06/18	SURGICAL ONCOLOGY
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The meeting came to an end by 1.30 pm




Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 30.11.2017

Agenda

To discuss regarding the peripheral posting of post graduates of oral pathology and oral and maxillofacial surgery department

Peripheral postings for the post graduate students from Department of Oral Pathology and Microbiology and department of Oral and Maxillofacial Surgery were conducted as per the schedule




Principal



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Minutes of the meeting held on 07/12/2017 at 11.30am

Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 7/12/2017 at 11.30 am to discuss regarding the IV BDS Part I (Addnl) Batch exams.

It was put forth that the students attending the internal exams are not properly filling the attendance sheet and also the absentees are not marked and also the invigilators are not looking in to the same and hence when the papers are coded final decoding causes confusion and thus it was decided that the invigilators be given strict instruction regarding the same.

Dr. T T Sivakumar explained regarding the monthly report and has asked Dr. Vinod Mony to address the absentees regarding the attendance shortage in theory classes.

The meeting was adjourned at 12.15pm



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ACTION TAKEN REPORT BASED ON MEETING ON 07.12.2017

Agenda

To discuss regarding the IV BDS Part I (Addnl) Batch exams.

Invigilators were given instructions to monitor the answer paper and ensure that they are filling the front page properly .

Students who had low marks were given extra classes .


Principal



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Minutes of the meeting held on 03/01/2018 at 11.30am

Dr. N O Varghese	- Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. T T Sivakumar	- Professor
Dr. Roopesh R	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 03/01/2018 at 11.30 am to discuss regarding the Final BDS Part II Internal Marks and conduction of training on CBCT for interns and PGs.

The Final BDS Part II Internal marks were discussed and decided to give special attention to the students who have got low marks in Pedodontics.

The Mentors duties and responsibilities were distributed among the members to get their suggestions :

1. Dr. T T Sivakumar has suggested that the mentors should be given stipulated time schedule to meet the students weekly.
2. Dr. Rajesh Pillai has suggested – the mentors should periodically appraise the students regarding minimum internal assesment marks. And the mentors should advice the students about the dress code, duties and responsibilities towards the patients and also help them in preparation of exams.

All the members have accepted the list of privileged holidays to students.

It was also decided to conduct CBCT training for interns from 12/01/2018 – 13/02/2018 and for PGs from 12/01/2018 to 01/03/2018

The meeting was adjourned at 12.15pm


Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 3.1.2018

Agenda

1. To discuss regarding the Final BDS Part II Internal Mark, mentors duties and CBCT training for interns and PGs

1. Mentors are given stipulated time schedule to meet the students like weekly once or so.
2. The mentors should periodically appraise the students regarding minimum internal Assessment marks. And the mentors are advising the students about the dress code, duties and responsibilities towards the patients and also help them in preparation of exams.
3. CBCT training for interns was completed successfully.




Principal



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Minutes of the Academic Committee meeting held on 30.1.2018 at 12.00pm

Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 30.01.2018 at 12.00 pm to discuss regarding the academic status of various batches and Peripheral Postings for the post graduate students from Department of Oral Medicine and Radiology

The Academic committee members were asked to monitor the classes of various faculties of I & II year now and if the other years are to be monitored it would be informed after discussion with the Chairman.

The peripheral postings for the following post graduate students from Department of Oral Medicine and Radiology for the academic year 2018-2019 at REGIONAL CANCER CENTRE is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Anjali Subramony	01/02/18-15/02/18	Imageology
	16/02/18-02/03/18	Radiation Oncology
Dr. Sruthy C S	01/02/18-15/02/18	Imageology
	16/02/18-02/03/18	Radiation Oncology
Dr. Soumya Potti	01/02/18-15/02/18	Imageology
	16/02/18-02/03/18	Radiation Oncology
Dr. Greeshma	01/12/18-15/12/18	Imageology



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	16/12/18-30/01/19	Radiation Oncology
Dr. Saranya	01/12/18-15/12/18	Imageology
	16/12/18-30/01/19	Radiation Oncology

The meeting was adjourned at 1.30 pm.


Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 30.01.2018

Agenda

To discuss regarding the peripheral posting of post graduates of oral medicine and Radiology department

Post graduate students from Department of Oral Medicine and Radiology has been completed the peripheral postings at REGIONAL CANCER CENTRE as per the schedule


Principal



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Minutes of the meeting held on 07.02.2018 at 12.00pm

Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vinod Moñy	- Admn Officer (Academics)
Dr. Vivek V	- Professor
Dr. Roopesh R	- Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 07/02/2018 at 12.00pm to discuss regarding the commencement of classes for the additional batches and peripheral posting of post graduate students from Department of Oral Pathology and Microbiology and Oral and Maxillofacial Surgery

II BDS – March 1 2018

Internal exams to be conducted

I Internal – 21 -05-2018 to 25-05-2018

II Internal –29-8-2018 to 03-9-2018

Model - 23-11-2018 to 26-11-2018

III BDS – 10th Feb 2018

I Internal – 23 -04-2018 to 27-04-2018

II Internal –01-09-2018 to 05-09-2018

Model - 22-11-2018 to 26-11-2018

IV BDS Part I – 12th March 2018

I Internal – 28-05-2018 to 31-05-2018

II Internal –13-08-2018 to 17-08-2018



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Model - 22-11-2018 to 26-11-2018

IV BDS Part II – 14th Feb 2018

I Internal – 03 -05-2018 to 07-05-2018

Model - 18-06-2018 to 22-06-2018

The Peripheral Postings for the following post graduate students from Department of Oral Pathology and Microbiology and for the academic year 2017-2018 at REGIONAL CANCER CENTRE, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Amitha Mohan	1/03/18-31/03/18	Oncopathology
Dr. Nisha Sam	1/03/18-31/03/18	Oncopathology
Dr. Shali S Nair	1/03/18-31/03/18	Oncopathology

The Peripheral Postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2018-2019 at REGIONAL CANCER CENTRE is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Johna P S	01/06/18-31/07/18	SURGICAL ONCOLOGY
Dr. Deepa D S	02/07/18-31/08/18	SURGICAL ONCOLOGY
Dr. Jyothilekshmi	01/08/18-30/09/18	SURGICAL ONCOLOGY
Dr. Thulasi S	01/04/19-31/05/19	SURGICAL ONCOLOGY
Dr. Anagha S Nath	01/12/18-31/01/19	SURGICAL ONCOLOGY
Dr. Sona B Meenakshi	01/02/19-31/05/19	SURGICAL ONCOLOGY
Dr. Nidhi Jayan K	01/10/18-31/01/19	SURGICAL ONCOLOGY

The meeting was adjourned at 12.30pm



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Principal





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ACTION TAKEN REPORT BASED ON MEETING ON 07.02.2018

Agenda

- 1. To discuss regarding the commencement of classes for the students in additional batches of various years**
- 2. Peripheral posting of post graduate students from Department of Oral Pathology and Microbiology and Oral and Maxillofacial Surgery**

Classes for the students in additional batches of various years commenced as per the schedule

The Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology and Oral and Maxillofacial Surgery conducted as per the schedule


Principal



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Minutes of the Academic meeting held on 17/03/2018 at 11.30 am

Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An academic meeting was held on 17/03/2018 at 11.30 am to discuss regarding the Orientation program, Refresher course , SEED program and Finishing school program of interns.

It was decided to conduct Orientation program for interns at 9.00 – 10.00 am at Dr.R.A.Ahmed Auditorium .This will be followed by the 2 day SKILL— DENTISTS(SEED), a program designed to train the interns focussing on clinical dentistry .It should be conducted by faculties from various departments.

The teaching schedule for the same was prepared.

It was decide to conduct the program on 19/03/2018, 20/03/2018

Dr.Rajesh Pillai suggested to conduct refresher course and finishing school program for the interns. Committee entrusted Dr. Afzal to do the necessary arrangements and allocation of staffs from each department

It is proposed to conduct Refresher Course for interns from 17/04/2018 to 25/09/2018 and Finishing School from 12-12-2018 to 04-03-2019

The meeting was adjourned at 12.00 pm


Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 17.03.2018

Agenda

To discuss the Orientation program ,SEED program, Refresher Course and Finishing School program for interns

Orientation program ,SEED program, Refresher Course and Finishing School program for interns conducted as per the schedule


Principal



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Minutes of the Academic Committee meeting held on 17/04/2018 at 12 pm

Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Vinod Mony	-Associate Dean
Dr. Biju Balachandran	- Administrator

(Academics)

An academic committee meeting had been held on 17th April 2018 at 12.00 pm to discuss regarding the conduction of CBCT Training for interns and BLS program. The following points were discussed:

1. It was decided to conduct CBCT Training for interns so that they will be more aware about the CBCT.
2. Following are the training dates
07/06/18,14/06/18,21/06/18,28/06/18

The committee members entrusted Dr Vivek to do the necessary arrangements

Dr. Rajesh Pillai suggested conducting 2 day course on 'Basic Life Support' (BLS) on August 30th, 31st 2018 .It trains participants to promptly recognise several life threatening emergencies and equip them to manage them.

The Meeting was adjourned at 1.30pm.



Principal

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ACTION TAKEN REPORT BASED ON MEETING ON 17.04.2018

Agenda

- 1. To discuss regarding the conduction of CBCT Training for interns and BLS .**

CBCT training for interns and BLS program conducted successfully


Principal



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Minutes of the Academic Committee meeting held on 23/05/2018 at 12. pm

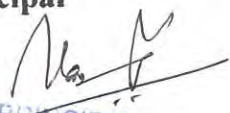
Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Vinod Mony	-Associate Dean
(Academics)	
Dr. Biju Balachandran	- Administrator

An academic committee meeting had been held on 23rd May 2018 to discuss regarding the Induction of I MDS and their Orientation Posting. The following points were discussed:

1. It was decided to conduct Induction Ceremony of I MDS on June 20.
2. Orientation posting decided to be conducted from 20 – 29 June 2018
3. Unauthorized absence of UG students of various years has been discussed .It was decided that students are not permitted to attend the university examination and condonation to be done only on the basis of Academic Policy.

The Meeting was adjourned at 1.30pm.




Principal

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RESOLUTION TAKEN REPORT BASED ON MEETING ON 23.05.2018

Agenda

- 1. To decide on the induction date of I MDS and to decide other academic activities.**

Induction Ceremony of I year MDS batch students was conducted successfully

Post graduate Student can avail leave only 5 times during a year by calling and informing through the phone to subject in charge.


Principal



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Minutes of the meeting held on 22/06/2018 at 12.00 pm

Dr. P S Thaha	- Chairman
Dr. N.O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting held on 22/06/2018 at 12.00 pm to analyse and discuss regarding the UG report for the month of May 2018 and Certificate Course in Forensic Odontology.

The UG Report was analysed and discussed in the meeting. It was found that there are some slow learners in various batches and hence it was proposed that the concerned department UG In charges/HOD's are to be called for a meeting to discuss regarding them.

It is proposed that some general instructions about sending question papers to the particular email ID should be circulated again for the perusal of Question paper makers.

It is also decided that henceforth, a student will be permitted to attend a repeat exam only once in the entire course duration.

Dr.Vivek suggested for conducting a training in Forensic Odontology for post graduates and staff members on 14/08/2018 , 21/08/2018, 05/09/2018, 12/09/2018. The program would very competently and with an apt practical sessions provide the students the understanding and acquaint them with the basics of Forensic science.The meeting was adjourned at 1.30 pm.




Principal




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ACTION TAKEN REPORT BASED ON MEETING ON 22.06.2018

Agenda

**To discuss regarding the UG report for the month of May and
conduction of Certificate Course in Forensic Odontology**

UG report for the month of May analysed and remedial examinations were conducted for those having low internal marks.

Students are permitted to attend a repeat exam only once in the entire course duration

Certificate Course in Forensic Odontology was conducted successfully.


Principal



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Minutes of the Academic Committee meeting held on 23/07/2018

Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Sudeep S	- Professor
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. Vinod Mony	-Associate Dean
(Academics)	
Dr. Biju Balachandran	- Administrator

An academic committee meeting had been held to review the activities for the month of June 2018. The following points were discussed:

1. At first the decisions of the batch coordinators meeting and the present status of the academic activities were briefed
2. It has been noted that some students are taking leave from the original posted department and working in other department .In this regard it was explained that in the case of Prosthodontics department completion of work is not possible during the posted period. So it was decided that as when the patient reports, the concerned department HOD will send a note to HOD of the department where the student is originally posted and in such case the student may be given one hour permission to work with that patient.

The Meeting was adjourned at 12.30pm.



Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 23.07.2018

Agenda

1.To review the activities for the month of June 2018.

Students are not permitted to take leave from the parent posting department and to work in other departments. They may be granted 1 hour permission for completion of work in other departments


Principal



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**P.M.S. COLLEGE OF DENTAL
SCIENCE AND RESEARCH**

(A unit of NRI Service and Educational Trust)



NAAC Accredited Dental College

Minutes of the meeting held on 02/08/2018 at 12.00 pm

Dr. P S Thaha	-Chairman
Dr. N O Varghese	- Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Sudeep Chandran	- Professor
Dr. Roopesh R	- Professor
Dr. Vinod Mony	- Assoc. Dean (Academics)
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held to discuss regarding the class commencing dates of the BDS Regular Batches. In this regard it was decided that the classes shall commence on the following dates:

I BDS – 8th OCT 2018

INDUCTION- 26th September 2018

ORIENTATION CLASSES – 27 September to 5 October

Internal exams to be conducted

I Internal – 29 -11-2018 to 4-12-2018

II Internal –20-2-2019 to 26-2-2019

Model - 13-5-2019 to 17-05-2019

II BDS – 24th September 2018

Internal exams to be conducted

I Internal – 30 -11-2018 to 5-12-2018

II Internal –13-2-2019 to 27-2-2019

Model - 20-5-2019 to 3-6-2019

III BDS – 6th September 2018

I Internal – 14 -11-2018 to 19-11-2018

II Internal –13-2-2019 to 22-2-2019

Model - 20-5-2019 to 29-5-2019





**PRINCIPAL
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THIRUVANANTHAPURAM**

IV BDS Part I – 3rd September 2018

I Internal – 15 -11-2018 to 22-11-2018

II Internal –14-2-2019 to 26-2-2019

Model - 21-5-2019 to 01-06-2019

IV BDS Part II – 3rd September 2018

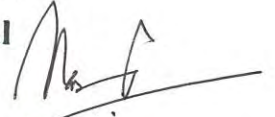
I Internal – 31 -10-2018 to 03-11-2018

Model - 26-11-2018 to 04-12-2018

The meeting was adjourned at 12.15pm.



Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 02.08.2018

Agenda

To discuss regarding the class commencement dates of the BDS Regular Batches.

Class commencing and internal examination dates of the BDS Regular Batches scheduled


Principal





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PMS COLLEGE
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Minutes of the meeting held on 30/08/2018 at 12.00 pm

Dr. N O Varghese	- Principal
Dr. Rajesh Pillai	- Professor
Dr. Sudeep Chandran	- Vice Principal
Dr. TT Sivakumar	- Professor
Dr. Vinod Mony	- Assoc. Dean (Academics)
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 30/08/2018 at 12.00 pm to discuss regarding the overall discipline of the college. It was said that the students are not maintaining the proper uniform and hence the vice principal suggested that the Principal should convene a staff meeting in which all the staff members should be made aware of the fact and the staff members should ensure that the students are following the college rules and wearing proper uniform. Also it was suggested that the department incharge will be answerable if any student is found without proper uniform inside the department.

It was also informed that many interns are not reporting to the concerned departments after punching and marking attendance in the Academic Office. So it was suggested that the department staffs should regularly monitor the interns activities and maintain proper register and when the final attendance is calculated the register at the department also should be taken into consideration.

Regarding the distribution of answer papers of the internal examinations it was said that the teachers are to be informed that they distribute the papers in the classroom so that the students can see their papers and they can inform of any correction also.

Then discussion was done about the Scientific Committee and Ethical Committee to be held for the I MDS students. In this regard it was decided that the Scientific Committee can be held on Oct. 29th and 30th and the Ethical Committee be held on 29th and 30th November 2018. This was based on the convenience of all the department based on the upcoming national conference of various department.

The meeting was adjourned by 12.00 pm



Principal



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ACTION TAKEN REPORT BASED ON MEETING ON 30.08.2018

Department staffs regularly monitored the interns activities and maintained proper register and when the final attendance is calculated the register at the department also taken into consideration.

Regarding the distribution of answer papers of the internal examinations , the teachers distribute the papers in the classroom so that the students can see their papers and they can inform of any correction also


Principal



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PMS COLLEGE
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Minutes of the meeting held on 06.09.2018 at 12.00pm

Dr. P S Thaha	- Chairman
Dr. N O Varghese	-Principal
Dr. Rajesh Pillai	- Vice Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 06.09.2018 at 12.00pm to discuss regarding the peripheral postings for the following post graduate student from Department of Oral and Maxillofacial Surgery

The peripheral postings for the following post graduate student from Department of Oral and Maxillofacial Surgery for the academic year 2018-2019 at KIMS HOSPITAL, ANAYARA P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Nidhi Jayan K	01/10/18-30/10/18 31/10/18-14/11/18 15/11/18-29/11/18 30/11/18-14/12/18 15/12/18-29/12/18 30/12/18-13/01/19 14/01/19-28/01/19	GENERAL SURGERY OTO-RHINO-LARYNGOLOGY INTERNAL MEDICINE PLASTIC SURGERY NEURO SURGERY EMERGENCY MEDICINE ANESTHESIA

The meeting was adjourned at 01.00pm.



Principal



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ACTION TAKEN REPORT BASED ON MEETING OF 06.09.2018

Agenda

To discuss regarding the Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery

Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery is ongoing as per the schedule


Principal



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Minutes of the Academic meeting held on 18/10/2018 at 11.30 am

Dr. N O Varghese	- Principal
Dr. Sudeep S	- Vice Principal
Dr. Rajesh Pillai	- Professor
Dr. T T Sivakumar	- Professor
Dr. Roopesh R	- Professor
Dr. Vivek V	- Professor
Dr. Vinod Mony	- Associate Dean
(Academics)	
Dr. Biju Balachandran	- Administrator

An academic meeting was convened on 18th October 2018 at 11.30am to discuss regarding the Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery

The Peripheral Postings for the following post graduate student from Department of Oral and Maxillofacial Surgery for the academic year 2019-2020 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION, VENJARAMOODU P.O,TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Rakhy Suresh	02/12/18-30/03/19	Dept of General Surgery, Anaesthesiology, ENT, Plastic Surgery, Neuro Surgery, General Medicine, Emergency Medicine

Dr.Sudeep suggested for conducting training in Implantology for post graduates and staff members on 07/11/2018. The program comprises of didactic lectures , live demonstrations of basic and advanced procedures in Implantology. The meeting came to an end by 12.00pm



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Principal

The Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery conducted as per the schedule Conducted training in Implantology for post graduates and staff members on 07/11/2018

1. To discuss regarding the Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery and conduction of certificate course on dental implantology

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 18.10.2018

PMS COLLEGE
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NAME OF THE POST	DATE OF POSTING	DEPARTMENT/SPECIALITY
GRADUATE STUDENT	15/12/18-30/12/18	Advanced Molecular
Dr. Lekshmy M S		

The peripheral postings for the post graduate students from Department of Oral Pathology and Microbiology for the academic year 2018-2019 at BIOGENIX RESEARCH CENTRE, is scheduled as follows:

It was informed that request had been received for reexamination to be conducted for the model exam for two students of 3rd BDS (Addn) Batch. But on consideration of the facts it was found that the reason provided by one of the students was not considerable and in the case of the second student it was found that she had not attended the 2nd internal examination also. Thus the academic committee decided not to conduct a reexamination for both the students. Also a suggestion was put forward that a slight modification be induced in to the Academic policy regarding the calculation of sending average in accordance with the University regulations.

An Academic Committee meeting was held on 27/11/2018 at 11.30 am to discuss regarding the request received for re examination for two students of 3rd BDS (Addn) Batch and Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology and Department of Pediatrics and Preventive Dentistry.

- Principal
- Vice Principal
- Professor
- Professor
- Professor
- Professor
- Professor
- Assoc Dean (Academics)
- Administrator
- Dr. N O Varghese
- Dr. Sudeep S
- Dr. Rajesh Pillai
- Dr. T T Sivakumar
- Dr. Roopesh R
- Dr. Vivek V
- Dr. Vinod Mony
- Dr. Biju Balachandran

Minutes of the meeting held on 27/11/2018 at 11.30am

Dr. SanthiSadasivan	15/12/18-30/12/18	Advanced Techniques	Molecular
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The peripheral postings for the following post graduate students from Department of Pediatrics and Preventive Dentistry for the academic year 2019-2020 at SRBE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Amanda	09/01/19-16/01/19 17/01/19-21/01/19 22/01/19-29/01/19	Pediatric Medicine Pediatric Surgery Anesthesiology
Dr. Dency	09/01/19-16/01/19 17/01/19-21/01/19 22/01/19-29/01/19	Pediatric Medicine Pediatric Surgery Anesthesiology
Dr. Lavanya	09/01/19-16/01/19 17/01/19-21/01/19 22/01/19-29/01/19	Pediatric Medicine Pediatric Surgery Anesthesiology
Dr. Shibi	09/01/19-16/01/19 17/01/19-21/01/19 22/01/19-29/01/19	Pediatric Medicine Pediatric Surgery Anesthesiology
Dr. Sujith	09/01/19-16/01/19 17/01/19-21/01/19 22/01/19-29/01/19	Pediatric Medicine Pediatric Surgery Anesthesiology

The meeting was adjourned at 12.15pm



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Principal
SCIENCE & RESEARCH
THIRUVARUR
PRINCIPAL

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Principal

Peripheral postings for the post graduate students from Department of Oral Pathology and Microbiology and from Department of Pediatrics and Preventive Dentistry were conducted per the schedule

Academic committee decided not to conduct re examination for both the students as the reason mentioned was not considerable. Also a slight modification introduced in the Academic policy regarding the calculation of sending average in accordance with University Regulations

To discuss regarding the request received for reexamination for two students of 3rd BDS (Additional) Batch and peripheral postings for the post graduate students from Department of Oral Pathology and Microbiology and from Department of Pediatrics and Preventive Dentistry

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 27.11.2018

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NAME OF THE POST	DATE OF POSTING	Department/Speciality
GRADUATE STUDENT	01/01/19-31/01/19	Oncopathology
Dr. Lekshmy M S		

Peripheral postings for the post graduate students from Department of Oral Pathology and Microbiology for the academic year 2018-2019 at REGIONAL CANCER CENTRE, TRIVANDRUM is as follows

And Dr. T T Sivakumar explained regarding the monthly report and has asked Dr. Vinod Mony to address the absentees regarding the attendance shortage in theory classes.

It was also put forth that the students attending the internal exams are not properly filling the attendance format and also the absentees are not marked. The invigilators are not looking into the same and hence when the papers are coded final decoding causes confusion and thus it was decided that the invigilators be given strict instruction regarding the same.

A total of 28 students have to attend the IV BDS Part I (Addnl) Exam. On consideration of the attendance it was found that 2 students had attendance shortage of 75% or less in one or two subjects. And thus the academic committee decided that these students be given extra classes since they had eligible internal marks.

An Academic Committee meeting was held on 7/12/2018 at 11.30 am to discuss regarding the IV BDS Part I (Addnl) Batch marks and Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology , Department of Oral Medicine and Radiology and Oral and maxillofacial surgery

- | | |
|-------------------------|-----------------------|
| - Principal | Dr. N O Varghese |
| - Vice Principal | Dr. Sudeep S |
| - Professor | Dr. Rajesh Pillai |
| - Professor | Dr. T T Sivakumar |
| - Assoc Dean(Academics) | Dr. Vinod Mony |
| - Administrator | Dr. Biju Balachandran |

Minutes of the meeting held on 07/12/2018 at 11.30am



NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Sona B Meenakshi Devi	01/02/19-02/03/19	GENERAL SURGERY

The peripheral postings for the following post graduate student from Department of Oral and Maxillofacial Surgery for the academic year 2019-2020 at KIMS HOSPITAL, ANAYARA P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Saranya	09/02/19-22/09/19	General Medicine
	23/02/19-28/02/19	Dermatology
	10/03/19-15/03/19	Dermatology
	16/03/19-20/03/19	General Surgery
Dr. Greeshma	09/02/19-22/09/19	General Medicine
	23/02/19-28/02/19	Dermatology
	10/03/19-15/03/19	Dermatology
	16/03/19-20/03/19	General Surgery
Dr. Soumya Potti	09/02/19-22/09/19	General Medicine
	23/02/19-28/02/19	Dermatology
	10/03/19-15/03/19	Dermatology
	16/03/19-20/03/19	General Surgery

The peripheral postings for the post graduate students from Department of Oral Medicine and Radiology for the academic year 2019-2020 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION is as follows

Dr. SanthusaSadasivan	01/01/19-31/01/19	Oncopathology
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Dr. SanthusaSadasivan	01/01/19-31/01/19	Oncopathology
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The peripheral postings for the post graduate students from Department of Oral Medicine and Radiology for the academic year 2019-2020 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION is as follows

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Soumya Potti	09/02/19-22/09/19 23/02/19-28/02/19 10/03/19-15/03/19 16/03/19-20/03/19	General Medicine Dermatology Dermatology General Surgery
Dr. Greeshma	09/02/19-22/09/19 23/02/19-28/02/19 10/03/19-15/03/19 16/03/19-20/03/19	General Medicine Dermatology Dermatology General Surgery
Dr. Saranya	09/02/19-22/09/19 23/02/19-28/02/19 10/03/19-15/03/19 16/03/19-20/03/19	General Medicine Dermatology Dermatology General Surgery

The peripheral postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2019-2020 at KIMS HOSPITAL, ANAYARA P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Sona B Meenakshi Devi	01/02/19-02/03/19 03/03/19-17/03/19 18/03/19-01/04/19 02/04/19-16/04/19 17/04/19-01/05/19 02/05/19-16/05/19 17/05/19-31/05/19	GENERAL SURGERY OTO-RHINO-LARYNGOLOGY INTERNAL MEDICINE PLASTIC SURGERY NEURO SURGERY EMERGENCY MEDICINE ANESTHESIA

The meeting was adjourned at 12.15pm



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PRINCIPAL
SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION
TRIVANDRUM

Principal
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Principal

Invigilators were given instructions to monitor the answer paper and ensure that students are filling the front page properly .
Students who had low marks are given extra classes .
Peripheral Postings for the post graduate students is ongoing as per the schedule

To discuss regarding the IV BDS Part I (Additional) Batch marks and Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology , Oral Medicine and radiology and Oral and maxillofacial surgery

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 07.12.2018

PMS COLLEGE
OF
DENTAL SCIENCE & RESEARCH





Minutes of the Academic Committee meeting held on 30.1.2019 at 11.30am

- Dr. P S Thaha
Dr. N O Varghese
Dr. Rajesh Pillai
Dr. Vivek V
Dr. Roopesh R
Dr. T T Sivakumar
Dr. Vinod Mony
Dr. Biju Balachandran
- Chairman
-Principal
- Vice Principal
-Professor
-Professor
-Assoc Dean(Academics)
- Administrator

An Academic Committee meeting was held on 30/01/2019 at 11.30 am to discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology and Oral and Maxillofacial surgery and conduction of CDE on CBCT

Posting schedule-- Department of Oral Pathology and Microbiology for the academic year 2018-2019 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION is as follows

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Lekshmy M S	1/02/19-16/02/19	Dermatology
Dr. Santhusadasivan	1/02/19-16/02/19	Dermatology

The Peripheral Postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2019-2020 at REGIONAL CANCER CENTRE, MEDICAL COLLEGE P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Thulasi S	01/04/19-30/04/19	SURGICAL ONCOLOGY
Dr. Sona B Meenakshi	01/10/19-30/11/19	SURGICAL ONCOLOGY
Dr. Nidhi Jayan K	01/08/19-30/09/19	SURGICAL ONCOLOGY

It was decided to conduct CDE on CBCT on 28/03/2019. The committee members entrusted Dr Vivek to do the necessary arrangements. The meeting was adjourned at 12.30 pm

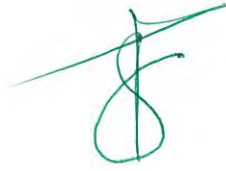

Principal

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THIRUVANANTHAPURAM-28









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Principal

CDE on CBCT conducted successfully on 28/03/2019

The peripheral postings for the post graduate students from Department of Oral Pathology and Microbiology and Oral and Maxillofacial surgery conducted successfully

Conduction of CDE on CBCT

To discuss regarding the peripheral posting of post graduates of oral pathology and oral and maxillofacial surgery department

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 30.01.2019

PMS COLLEGE
OF
DENTAL SCIENCE & RESEARCH



Minutes of the meeting held on 06/02/2019 at 10.00am

- | | |
|---------------------------|-----------------------|
| -Chairman | Dr. P S Thaha |
| -Principal | Dr. N O Varghese |
| -Vice Principal | Dr. Rajesh Pillai |
| -Professor | Dr. Sudeep Chandran |
| -Professor | Dr. Roopesh R |
| - Assoc. Dean (Academics) | Dr. Vinod Mony |
| - Administrator | Dr. Biju Balachandran |

An Academic Committee meeting was held on 06/02/2019 at 10.00am to discuss regarding the commencement of classes for the additional batches

III BDS -- 22 Feb 2019

I Internal - 02-04-2019 to 06-04-2019
 II Internal - 05-08-2019 to 10-08-2019
 Model - 23-11-2019 to 27-11-2019

IV BDS Part I - 18 Feb 2019

I Internal - 22-04-2019 to 27-04-2019
 II Internal - 03-08-2019 to 09-08-2019
 Model - 23-11-2019 to 29-11-2019

IV BDS Part II - 18th Feb 2019

I Internal - 29-04-2019 to 03-05-2019
 Model - 10-06-2019 to 13-06-2019

The meeting was adjourned at 12.15pm



Mony

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 THIRUVANANTHAPURAM

Principal

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SCIENCE & RESEARCH
THIRUVANANTHAPURAM-28



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Principal

commenced as per the schedule

Classes for the students in additional batches of various years

in additional batches of various years.

To discuss regarding the commencement of classes for the students

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 06.02.2019

PMS COLLEGE
OF
DENTAL SCIENCE & RESEARCH





Minutes of the Academic meeting held on 11/03/2019 at 11.30 am

- | | |
|-------------------------|-----------------------|
| - Chairman | Dr. P S Thaha |
| -Principal | Dr. N O Varghese |
| - Vice Principal | Dr. Rajesh Pillai |
| -Professor | Dr. Vivek V |
| -Professor | Dr. Roopesh R |
| -Professor | Dr. T T Sivakumar |
| - Assoc Dean(Academics) | Dr. Vinod Mony |
| - Administrator | Dr. Biju Balachandran |

An academic meeting was held on 11/03/2019 at 11.30 am to discuss regarding the Orientation program, Refresher Course, SEED program and Finishing School program of interns.

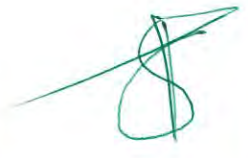
It was decide to conduct Orientation program for interns on 03/04/2019, 04/04/2019. Dr Sudeep S suggested conducting a SEED program (SKILL ENHANCEMENT FOR EMERGING DENTISTS) to train the interns focusing on clinical dentistry. It should be conducted by faculties from various departments. It was decided to conduct the program on 03/04/2019, 04/04/2019

Dr.Rajesh Pillai suggested conducting Refresher Course for the interns on 17/04/2019 – 25/09/2019 . It helps to learn all basic to advanced procedures .Committee entrusted Dr.Afzal to do the necessary arrangements and allocation of staffs from each department

Dr Sudeep suggested conducting a Finishing School program for the interns. It is proposed to conduct from 25/11/2019 to 14/02/2020.

The meeting was adjourned at 12.00 pm

Principal
Principal
PMS COLLEGE OF DENTAL SCIENCE & RESEARCH
THIRUVANANTHAPURAM



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SCIENCE & RESEARCH
THIRUVANANTHAPURAM-28



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Principal

Orientation Program, SEED program and Refresher Course for Interns conducted successfully as per the schedule

To discuss the Orientation Program, SEED program and Refresher Course for Interns

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 11.03.2019

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Principal
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An Academic Committee meeting held on 22/04/2019 at 10.30 am to analyse and discuss regarding the UG report for the month of March 2019.

The UG Report was analysed and discussed in the meeting. It was found that there are some slow learners in various batches and hence it was proposed that the concerned department UG Incharges/HOD's are to be called for a meeting to discuss regarding them.

Feedback was collected from the students of I & II BDS regarding the micro teaching. The I BDS students have come up with some genuine feedback which needs further evaluation and remedial measures. The II BDS feedback seems to be unrealistic and appears to be a collective decision of a batch which has mainly mentioned about fees etc.

It is proposed that some general instructions about sending question papers to the particular email ID should be circulated again for the perusal of Question paper makers.

Dr. N O Varghese reminded to inform students that a student will be permitted attend a repeat exam only once in the entire course duration.

The meeting was adjourned at 11.30am

Minutes of the meeting held on 22/04/2019 at 10.30am

Dr. P S Thaha
- Chairman

Dr. N O Varghese

- Vice Principal

Dr. Rajesh Pillai

- Professor

Dr. Vivek V

- Professor

Dr. Roopesh R

- Professor

Dr. T T Sivakumar

- Administrator

Dr. Biju Balachandran



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THIRUVANANTHAPURAM-28



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Principal

Slow learners in various batches are analysed and remedial examinations were conducted for them .
Through mentors it was conveyed to students that they will be permitted to attend a repeat exam only once in the entire course duration.

To analyse and discuss regarding the UG report for the month of March 2019.

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 22.04.2019

PMS COLLEGE
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The Peripheral Postings for the following post graduate student from Department of Oral and Maxillofacial Surgery for the academic year 2019-2020 at KIMS HOSPITAL, ANAYARA P.O, TRIVANDRUM is as follows:

Dr N O Varghese suggested about a Coordinated Treatment Management System which can be implemented. A common treatment area where all the treatment except specialized treatments can be carried out which would make a student capable of handling a patient on his/her own. This department would be headed by a General Practice Administrator. He said that this procedure is being followed at Saveetha Dental College. And also a Team from our college could visit and study about the same at Saveetha Dental College.

Regarding the unauthorized absence of students of various years it was decided that the students may not be permitted to attend the university examination and condonation be done only on the basis of Academic Policy. It is suggested that five students also have attendance shortage, should compulsorily given extra classes before going to University Examination. Assignments also can be given them to bring into the rails.

An academic committee meeting had been held on 13th May 2019 at 12.00pm to review the academic activities and Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery. The following points were discussed:

- | | |
|-----------------------|------------------------|
| Dr. P S Thaha | - Chairman |
| Dr. N O Varghese | -Principal |
| Dr. Rajesh Pillai | - Vice Principal |
| Dr. Vivek V | -Professor |
| Dr. Roopesh R | -Professor |
| Dr. T T Sivakumar | -Professor |
| Dr. Vinod Mony | - Assoc Dean(Acaemics) |
| Dr. Biju Balachandran | - Administrator |

Minutes of the Academic Committee meeting held on 13/05/2019 at 12.00pm



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THIRUVANANTHAPURAM-28



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Principal

Dr. Vivek suggested conducting 2 day course on 'Basic Life Support'. It trains participants to promptly recognise several life threatening emergencies and learn to handle such situations. Proposed dates are 08-07-2019, 09-07-2019. The Meeting was adjourned at 1.30pm.

DEPARTMENT/SPECIALITY	DATE OF POSTING	NAME OF THE POST GRADUATE STUDENT
GENERAL SURGERY	02/06/19-01/07/19	Dr. Anagha S Nath
OTO-RHINO-LARYNGOLOGY	02/07/19-16/07/19	
INTERNAL MEDICINE	17/07/19-31/07/19	
PLASTIC SURGERY	01/08/19-15/08/19	
NEURO SURGERY	16/08/19-30/08/19	
EMERGENCY MEDICINE	31/08/19-14/09/19	
ANESTHESIA	15/09/19-29/09/19	

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Principal

Peripheral posting for the postgraduates students from Department of Oral and Maxillofacial Surgery and BLS program conducted as per the schedule
Coordinated Treatment Management System implemented as Comprehensive Clinic System.

Regarding the unauthorized absence of students, letter and progress card were sent to the parents so that the parents are informed that their ward will not be able to attend the university examinations if they have less than 80% attendance and Less than 40% internal marks.

To review the academic activities of UG students and Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery and certificate course on BLS

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 13.05.2019

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Principal
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1. It was decide to conduct I MDS Induction Ceremony on 07 June 2019
2. Orientation Posting is scheduled from 07- 17 June 2019
3. It was decided that a PG student can avail leave only 5 times during a year by calling and informing through the phone to subject in charge.
4. Regarding the unauthorized absence of students of various years it was decided that the students may not be permitted to attend the University examination and condonation to be done only on the basis of Academic Policy.

An academic committee meeting had been held on 17th May 2019 at 11.00 am to decide the induction date of I MDS and to decide other academic activities.

- | | |
|--------------------------|-----------------------|
| -Principal | Dr. N O Varghese |
| - Vice Principal | Dr. Rajesh Pillai |
| -Professor | Dr. Sudeep S |
| - Assoc Dean (Academics) | Dr. Vinod Mony |
| - Administrator | Dr. Biju Balachandran |

Minutes of the Academic Committee meeting held on 17/05/2019 at 11.00 am

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THIRUVANANTHAPURAM-28



Principal
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Post graduate student can avail leave only 5 times during a year by calling and informing through the phone to subject in charge.

Induction Ceremony of MDS batch conducted successfully

academic activities.

1. To decide on the induction date of I MDS and to decide other

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 17.05.2019

PMS COLLEGE
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Principal



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The meeting was adjourned at 02.30pm

miss the Part II classes.
posting during the time of the part I theory and practical exams so that they will not Part I. In this regard the committee decided that these students be given additional with extra posting so that they could compensate the attendance shortage of IV BDS Part I students who were not permitted to write the exam this time to provide them Apart from this Dr. T T Sivakumar mentioned that he had received a request from the write the University examinations as they have shortage in attendance.
Antony who were lacking in both attendance and internal marks may not be permitted to attend the examination. 5 students have to pay condonation in order to be eligible to For II BDS it was found that Nabel Shajudeen, Muhammed Mubeen and Renju attend the examination.

not attended the III BDS classes due to medical reasons may not be permitted to Ahmed who was lacking in both attendance and internal marks and Akhil KK who has On analysis of the III BDS internal marks and attendance it was found that Ashik regarding the II BDS and III BDS Internal Marks
An Academic Committee meeting was held on 12/06/2019 at 2.00pm to discuss

- Principal
- Vice Principal
- Director (UG Studies)
- Director (PG Studies)
- Associate Dean (Academics)
- Administrator
- Dr. N O Varghese
- Dr. Sudeep S
- Dr. T T Sivakumar
- Dr. Rajesh Pillai
- Dr. Vinod Mony
- Dr. Biju Balachandran

Minutes of the meeting held on 12/06/2019 at 02.00pm



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Principal
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Those students who had attendance shortage were given additional posting during the time of the part I theory and practical exams so that they will not miss the Part II classes.

ACTION

To discuss regarding the II,III BDS Internal Marks

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 12.06.2019

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Principal
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1. It was decided that a letter and progress card be send to parents so that they are informed that their ward will not be able to attend the university examinations if they have less than 80% attendance and Less than 40% internal marks.
2. The matter regarding students taking leave from the original posted department and working in other department had been noticed and in this regard it was explained that in the case of Prosthodontics department completion of work is not possible during the posted period. So it was decided that as when the patient reports to the department the concerned department HOD will send a note to the HOD of the students originally posted department and in such case the students may be given one hour permission.

The Meeting was adjourned at 12.30pm.

An academic committee meeting had been held to review the activities for the month of July 2019. The following points were discussed:

- | | |
|------------------|-----------------------|
| -Principal | Dr. N O Varghese |
| - Vice Principal | Dr. Rajesh Pillai |
| - Professor | Dr. Sudeep S |
| - Professor | Dr. Vivek V |
| - Professor | Dr. Koopesh R |
| - Administrator | Dr. Biju Balachandran |

Minutes of the Academic Committee meeting held on 23/07/2019

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MADHAPURAM-28



Principal
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Letter and progress card sent to the parents so that the parents are informed that their ward will not be able to attend the university examinations if they have less than 80% attendance and Less than 40% internal marks

To review the activities for the month of June 2019

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 23.07.2019

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IV BDS Part I – 21st AUGUST 2019
I Internal – 18-11-2019 to 25-11-2019
II Internal – 17-2-2020 to 24-02-2020

III BDS -- 26th AUGUST 2019
I Internal – 12-11-2019 to 16-11-2019
II Internal – 11-02-2020 to 15-02-2020
Model - 26-5-2020 to 30-05-2020

II BDS – 13th AUGUST 2019
Internal exams to be conducted
I Internal – 11-11-2019 to 15-11-2019
II Internal – 10-02-2020 to 14-02-2020
Model - 25-05-2020 to 29-05-2020

Internal exams to be conducted
I Internal – 05-12-2019 to 09-12-2019
II Internal – 25-02-2020 to 29-02-2020
Model - 28-05-2020 to 01-06-2020

ORIENTATION CLASSES - 27 SEPTEMBER TO 5TH OCTOBER 2019

INDUCTION CEREMONY – 26TH SEPTEMBER 2019

I BDS -- COMMENCEMENT OF CLASS – 9TH OCTOBER 2019

An Academic Committee meeting was held on 30/08/2019 at 11.30am to discuss regarding the class commencing dates of the regular Batches. In this regard it was decided that the classes shall commence on the following dates:

- Chairman
- Principal
- Vice Principal
- Professor
- Professor
- Assoc. Dean (Academics)
- Administrator

- Dr. P S Thaha
- Dr. N O Varghese
- Dr. Rajesh Pillai
- Dr. Sudeep Chandran
- Dr. Roopesh R
- Dr. Vinod Mony
- Dr. Biju Balachandran

Minutes of the meeting held on 30/08/2019 at 11.30am

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Principal

The meeting was adjourned at 12.15pm

IV BDS Part II - 5th AUGUST 2019
II Internal - 14-10-2019 to 17-10-2019
Model - 13-12-2019 to 17-12-2019

Model - 21-05-2020 to 27-05-2020

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Principal
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ACTION TAKEN REPORT BASED ON MEETING ON 30.08.2019
Agenda
To discuss regarding the commencement of classes for all the regular BDS
Batches:
Classes for all BDS regular batches commenced as per the schedule

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The peripheral postings for the following post graduate student from Department of Oral and Maxillofacial Surgery for the academic year 2019-2020 at KIMS HOSPITAL, ANAYARA P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Manoj Chandran	01/10/19-31/10/19	Imageology Radiation Oncology
Dr. Archana Menon	01/10/19-31/10/19	Imageology Radiation Oncology
Dr. Kumar M R	01/10/19-31/10/19	Imageology Radiation Oncology

An academic meeting was convened on 18th September 2019 at 11.30am to discuss regarding the peripheral postings for the post graduate students from Department of Oral Medicine and Radiology. The following points were discussed:
The peripheral postings for the following post graduate students from Department of Oral Medicine and Radiology for the academic year 2019-2020 at REGIONAL CANCER CENTRE is as follows

- | | |
|-----------------------|------------------|
| Dr. P S Thaha | - Chairman |
| Dr. N O Varghese | -Principal |
| Dr. Rajesh Pillai | - Vice Principal |
| Dr. Vivek V | -Professor |
| Dr. Roopesh R | -Professor |
| Dr. T T Sivakumar | -Professor |
| Dr. Biju Balachandran | - Administrator |

Minutes of the Academic meeting held on 18/09/2019 at 11.30 am



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 THIRUVANANTHAPURAM-28



The meeting came to an end by 1.00pm

DEPARTMENT/SPECIALITY	DATE OF POSTING	NAME OF THE POST GRADUATE STUDENT
GENERAL SURGERY	01/10/19-30/10/19	Dr. Thulasi S
OTO-RHINO-LARYNGOLOGY	01/11/19-15/11/19	
INTERNAL MEDICINE	16/11/19-30/11/19	
PLASTIC SURGERY	01/12/19-15/12/19	
NEURO SURGERY	16/12/19-30/12/19	
EMERGENCY MEDICINE	31/12/19-14/01/20	
ANESTHESIA	15/01/20-29/01/20	

The Peripheral Postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2019-2020 at KIMS HOSPITAL, ANAYARA P.O, TRIVANDRUM, is as follows:

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Principal

Peripheral postings for the post graduate students conducted per the schedule

To discuss regarding the peripheral postings for the post graduate students from Department of Oral Medicine and Radiology and Oral and maxillofacial surgery

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 18.09.2019

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NAME OF THE POST	DATE OF POSTING	DEPARTMENT/SPECIALITY
STUDENT GRADUATE		
Dr. Anjana Menion R	06/12/19-02/01/20	Advanced Molecular Techniques
Dr. Freeda Mary S	06/12/19-02/01/20	Advanced Molecular Techniques
Dr. Greshma L R	06/12/19-02/01/20	Advanced Molecular Techniques

An Academic Committee meeting was held on 18.10.2019 at 11.30 am to discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology, Department of Pediatrics and Preventive Dentistry and Oral and Maxillofacial Surgery

Posting schedule for the post graduate students from Department of Oral Pathology and Microbiology is as follows

- | | |
|-----------------------|------------------------|
| Dr. P S Thaha | - Chairman |
| Dr. N O Varghese | -Principal |
| Dr. Rajesh Pillai | - Vice Principal |
| Dr. Vivek V | -Professor |
| Dr. Roopesh R | -Professor |
| Dr. T T Sivakumar | -Professor |
| Dr. Vinod Mony | -Assoc Dean(Academics) |
| Dr. Biju Balachandran | - Administrator |

Minutes of the Academic Committee meeting held on 18.10.2019 at 11.30am



The Peripheral Postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2019-2020 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION, VENJARAMOODU P.O, TRIVANDRUM, is as follows:

DEPARTMENT/SPECIALITY	DATE OF POSTING	NAME OF THE POST GRADUATE STUDENT
GENERAL SURGERY	01/11/19-30/11/19	Dr. Georgie P Zachariah
OTO-RHINO-LARYNGOLOG	01/12/19-15/12/19	
INTERNAL MEDICINE	16/12/19-30/12/19	
PLASTIC SURGERY	31/12/19-14/01/20	
NEURO SURGERY	15/01/20-29/01/20	
EMERGENCY MEDICINE	30/01/20-13/01/20	
ANESTHESIA	14/01/20-28/01/20	

DEPARTMENT/SPECIALITY	DATE OF POSTING	NAME OF THE POST GRADUATE STUDENT
Dept of General Surgery, Anaesthesiology, ENT, Plastic Surgery, Neuro Surgery, Surgery, General Medicine, Emergency	02/12/19-30/03/19	Dr. Rakhy Suresh
Dept of General Surgery, Anaesthesiology, ENT, Plastic Surgery, Neuro Surgery, Surgery, General Medicine, Emergency	03/03/20-16/08/20	Dr. Ahammed Haris
Dept of General Surgery, Anaesthesiology, ENT, Plastic Surgery, Neuro Surgery, Surgery, General Medicine, Emergency	26/05/20-22/09/20	Dr. Beegum Sumayah Abdul

THIRUVANANTHAPURAM-28



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Principal

The meeting was adjourned at 12.00 pm

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Arinru	01/01/20-14/01/20 15/01/20-21/01/20	Pediatrics and Pediatric Surgery Anesthesiology
Dr. Devika	01/01/20-14/01/20 15/01/20-21/01/20	Pediatrics and Pediatric Surgery Anesthesiology
Dr. Hanan	01/01/20-14/01/20 15/01/20-21/01/20	Pediatrics and Pediatric Surgery Anesthesiology
Dr. Jency	01/01/20-14/01/20 15/01/20-21/01/20	Pediatrics and Pediatric Surgery Anesthesiology
Dr. Karthika	01/01/20-14/01/20 15/01/20-21/01/20	Pediatrics and Pediatric Surgery Anesthesiology

Peripheral Postings for the following post graduate students from Department of Pediatrics and Preventive Dentistry for the academic year 2020-2021 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION, is as follows:

General Medicine, Emergency	Medicine
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THIRUVANANTHAPURAM-28



Principal ..
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Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology and oral and maxillofacial surgery is ongoing as per the schedule

To discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology and Oral and Maxillofacial Surgery

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 18.10.2019

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Principal

The meeting was adjourned at 12.30pm.

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Ahammed Haris H	01/01/20-29/02/20	SURGICAL ONCOLOGY
Dr. Beegum Sumayah	01/02/20-31/03/20	SURGICAL ONCOLOGY
Dr. George P Zachariah	01/07/20-31/07/20	SURGICAL ONCOLOGY
Dr. Meghna Chandrachood	01/07/20-31/07/20	SURGICAL ONCOLOGY
Dr. Rakhy Suresh	01/08/20-31/08/20	SURGICAL ONCOLOGY

The Peripheral Postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2020-2021 at REGIONAL CANCER CENTRE, TRIVANDRUM, is as follows:

A meeting was held on 29.11.2019 at 12.00pm to discuss on the conduction of KUHS examination and peripheral postings for the post graduate students from Department of Oral and Maxillofacial Surgery. It was decided that the Chief Superintendent and Asst. Chief Superintendent for the upcoming exams will be Dr. Rajesh Pillai and Dr. Sunila Thomas for UG & PG Examinations.

- Dr. P S Thaha - Chairman
- Dr. N O Varghese - Principal
- Dr. Rajesh Pillai - Vice Principal
- Dr. Vivek V - Professor
- Dr. Roopesh R - Professor
- Dr. T T Sivakumar - Professor
- Dr. Biju Balachandran - Administrator

Minutes of the Academic Committee meeting held on 29.11.2019 at 12.00pm



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THIRUVANANTHAPURAM-28



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Principal

The peripheral postings for the post graduate students from Department of Oral and Maxillofacial Surgery were conducted as per the schedule decided Chief Superintendent and Asst. Chief Superintendent for the KUHS exams were

To discuss regarding the conduction of KUHS examination and peripheral postings for the post graduate students from Department of Oral and Maxillofacial Surgery

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 29.11.2019

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Minutes of the meeting held on 07/12/2019 at 11.30am

- | | |
|------------------|-----------------------|
| - Chairman | Dr. P S Thaha |
| -Principal | Dr. N O Varghese |
| - Vice Principal | Dr. Rajesh Pillai |
| -Professor | Dr. Vivek V |
| -Professor | Dr. Roopesh R |
| - Professor | Dr. T T Sivakumar |
| - Administrator | Dr. Biju Balachandran |

An Academic Committee meeting was held on 7/12/2019 at 11.30 am to discuss regarding the IV BDS Part I (Addnl) Batch exams.

It was put forth that the students attending the internal exams are not properly filling the attendance sheet and also the absentees are not marked and also the invigilators are not looking in to the same and hence when the papers are coded final decoding causes confusion and thus it was decided that the invigilators be given strict instruction regarding the same.

And Dr. T T Sivakumar explained regarding the monthly report and has asked Dr. Vinod Mony to address the absentees regarding the attendance shortage in theory classes.

The meeting was adjourned at 12.15pm

[Signature]
Principal

Principal
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THIRUPUR



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THIRUVANANTHAPURAM-28



Principal
[Signature]

1. To discuss regarding the IV BDS Part I (Addnl) Internal Marks and other academic related matters .
- Invigilators were given instructions to monitor the answer paper and ensure that they are filling the front page properly .
- HOD instructed staffs to give extra classes for Students who had low marks for the

ACTION TAKEN REPORT BASED ON MEETING ON 07.12.2019

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THIRUVANANTHAPURAM-28



Principal
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The meeting was adjourned at 11.30am

makers.
It is proposed that some general instructions about sending question papers to the particular email ID should be circulated again for the perusal of Question paper meeting to discuss regarding them.
proposed that the concerned department UG Incharges/HOD's are to be called for a members noticed that there are some slow learners in many batches and hence it was The UG Report was examined and conversed in the meeting. Academic committee discuss regarding the UG report for the month of December 2019.
An Academic Committee meeting held on 02/01/2020 at 10.30 am to analyse and

- Dr. N O Varghese
- Dr. Rajesh Pillai
- Dr. Vivek V
- Dr. Koopesh R
- Dr. Biju Balachandran
- Principal
- Vice Principal
- Professor
- Professor
- Administrator

Minutes of the meeting held on 02/01/2020 at 10.30am

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Principal

Slow learners in each batch were identified and concerned department UG Incharges/HODs were called for a meeting to discuss regarding them.

2019

To discuss regarding the UG report for the month of December

Agenda

ACTION TAKEN REPORT BASED ON THE MEETING ON 02.01.2020

PMS COLLEGE OF DENTAL SCIENCE & RESEARCH



Minutes of the meeting held on 03.02.2020 at 12.00pm

Dr. P S Thaha
- Chairman
Dr. N O Varghese
- Principal
Dr. Rajesh Pillai
- Vice Principal
Dr. Vivek V
- Professor
Dr. Roopesh R
- Professor
Dr. T T Sivakumar
- Professor
Dr. Biju Balachandran
- Administrator

An Academic Committee meeting was held on 03.02.2020 at 12.00pm to discuss regarding the commencement of classes for the additional batches and peripheral postings for the post graduate students from Department of Oral Pathology and Microbiology and Department of Oral and Maxillofacial Surgery

1. It was said that according to the instructions given the Micro-lecture system for the I BDS (Regular) Students had to be started from 3rd Feb 2020 onwards. But the training session need to be completed, the commencement may be postponed to one week more.

2. But as the II Internal exams for I BDS is commencing from 24th Feb 2020 and the practical portions for the same has not been completed, it was suggested that from 6th Feb 2020 onwards and students can be divided into three batches and the practical classes be carried out in order to complete the portions.

3. Progress Report has to be send to parents of I, II and III BDS students by mail. It should also contain a remark regarding the performance of students and Mark status etc.

4. In DM-Prosthodontics Batch C & Batch A was being handled by Dr. Abha Nair and it was discussed and suggested that Batch A may be assigned to Dr. Sreelakshmi Kamath.

5. Study leave for the students before the 2nd Internal exam was suggested as:

a. II BDS (Regular) - Exam from 10/02/2020 - study leave form 08/02/2020





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The meeting was adjourned at 1.30pm

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Beegum Sumayah Abdul	26/05/20-22/09/20	Dept of General Surgery, Anaesthesiology, ENT, Plastic Surgery, Neuro Surgery, General Medicine, Emergency Medicine
Dr. Ahammed Haris	03/03/20-16/08/20	Dept of General Surgery, Anaesthesiology, ENT, Plastic Surgery, Neuro Surgery, General Medicine, Emergency Medicine

The Peripheral Postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2020-2021 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION, VENJARAMOODU P.O, TRIVANANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Anjana Menion R	01/03/20-31/03/20	Oncopathology
Dr. Freeda Mary S	01/03/20-31/03/20	Oncopathology
Dr. Greshma L R	01/03/20-31/03/20	Oncopathology

Posting schedule of post graduate students from Department of Oral Pathology and Microbiology is as follows

6. Classes Commencing dates of Addnl Batches:
 - a. II BDS (Addnl) – 10th Feb 2020
 - b. III BDS (Addnl) – 17th Feb 2020
 - c. IV BDS Part I (Addnl) – 17th Feb 2020

- b. III BDS (Regular) – Exam from 11/02/2020 – study leave from 10/02/2020

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PMS COLLEGE OF DENTAL SCIENCE & RESEARCH
THIRUVANANTHAPURAM-28



Principal
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To discuss regarding the peripheral postings for the post graduate students from Department of Oral Pathology and Microbiology and Department of Oral and Maxillofacial Surgery
Peripheral postings for the post graduate students from Department of Oral Pathology and Microbiology and Department of Oral and Maxillofacial Surgery conducted as per the schedule

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 03.02.2020

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Minutes of the meeting held on 04.03.2020 at 10.30am

- | | |
|------------------------------|-----------------------|
| -Principal | Dr. N. O. Varghese |
| - Vice Principal | Dr. Sudeep S |
| - HOD | Dr. Rajesh Pillai |
| - Associate Dean (Academics) | Dr. Vinod Mony |
| - Administrator | Dr. Biju Balachandran |
| - Professor | Dr. Roopesh S |

A meeting was held on 04.03.2020 at 10.30am to re constitute the Examination Committee to monitor the conduct of the Internal and University examinations. It was discussed that in view of the fact that we had received a query from KUHRS regarding the conduct of examination. It was suggested that the internal examinations are to be conducted in the same manner as the University exams are conducted and in this regard the students and invigilators should be given clear guidance regarding the dos and don'ts.

As the University exams are conducted, the cameras, jammer etc. of the exam hall is being turn on for the internal exams. And any member of the Examination Committee can take action if any type of malpractice is reported. And it was said that if students become aware that they are being strictly monitored for the internal exams then they will be much more cautious in the case of University Exams. The students should be given a copy of the instruction and as a part of awareness they should be informed that negative mark of 5 should be introduced for not following the correct instructions. Also the students should be seated Roll No. wise.

Also all the evaluators should be given clear guidelines regarding maximum marks to be provided to a question etc. So that maximum disparity of valuation among evaluators can be overcome. Any senior faculty can distribute the answer books in the class and discuss and make corrections if necessary.

The meeting was dispersed at 11.00am.



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Principal

Examination committee reconstituted to monitor and regularize the method of
conduction of Examinations

ACTION

To discuss regarding the reconstitution of examination committee

Agenda

ACTION TAKEN REPORT BASED ON THE MEETING OF 04.03.2020

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Minutes of the meeting held on 11.04.2020 at 10.00am(Online Meeting)

Dr. N O Varghese - Principal
 Dr. Rajesh Pillai - Vice Principal
 Dr. Sudeep S - Professor
 Dr. Vinod Mony - Associate Dean (Academics)
 Dr. Biju Balachandran - Administrator

An Academic Committee meeting was held on 11/04/2020 at 10.00am to discuss the Orientation program, SEED program and Refresher Course for Interns

It was decided to conduct Orientation program for interns at 9.00 – 10.00 am at Dr.R.A.Ahmed Auditorium. This will be followed by the 2 day SKILL— DENTISTS(SEED), a program designed to train the interns focussing on clinical dentistry on 15th and 16th of April 2020. The classes are to be handled by senior faculties.

The teaching schedule for the same was prepared.

Dr.Rajesh Pillai suggested conducting Refresher Course for the Interns(RCI). It helps to learn all basic to advanced procedures. Committee entrusted Dr.Arfzal to do the necessary arrangements and allocation of staffs from each department Refresher course is proposed to conduct from 17/04/2020 to 25/09/2020

The meeting came to an end by 11.30 am

Principal

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Principal

Orientation program, SEED program and Refresher Course for Interns conducted as per the schedule

To discuss the Orientation program, SEED program and Refresher Course for Interns

Agenda

ACTION TAKEN REPORT BASED ON MEETING OF 11.04.2020

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Minutes of the meeting held on 25.05.2020 at 10.00am (Online Meeting)

- | | |
|------------------------|-----------------------|
| - Chairman | Dr. P S Thaha |
| -Principal | Dr. N O Varghese |
| - Vice Principal | Dr. Rajesh Pillai |
| -Professor | Dr. Vivek V |
| -Professor | Dr. Roopesh R |
| -Professor | Dr. T T Sivakumar |
| -Assoc Dean(Academics) | Dr. Vinod Mony |
| - Administrator | Dr. Biju Balachandran |

An academic meeting was held on 25.05.2020 at 10.00 am to discuss regarding the academic activities of the online classes . Academic activities of the online classes were monitored and were found satisfactory. Weekly report was sort from the staffs and the students. Staffs were advised to strictly monitor to the attendance of the students.

The meeting was adjourned at 11.30 am

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Principal

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Principal

Staffs are advised to strictly monitor the attendance of students and also ensure that they should not be allowed to switch off the video during the classes.

ACTION TAKEN REPORT BASED ON MEETING ON 25.05.2020

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Minutes of the meeting held on 28.07.2020 at 10.00am (Online Meeting)

- | | |
|-----------------------|------------------------|
| Dr. P S Thaha | - Chairman |
| Dr. N O Varghese | -Principal |
| Dr. Rajesh Pillai | - Vice Principal |
| Dr. Vivek V | -Professor |
| Dr. Roopesh R | -Professor |
| Dr. T T Sivakumar | -Professor |
| Dr. Vinod Mony | -Assoc Dean(Academics) |
| Dr. Biju Balachandran | - Administrator |

An academic meeting was held on 28.07.2020 at 10.00 am to discuss regarding the academic activities of the online classes . Academic activities of the online classes were monitored and Dr Rajesh Pillai suggested conducting quiz in between to make the students more interactive in the classes. Also the mentors should regularly contact their mentees and analyse their feedback on online classes.

The meeting was adjourned at 11.30 am




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THIRUVANANTHAPURAM-28
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OF DENTAL



Principal
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ACTION TAKEN REPORT BASED ON MEETING OF 28.07.2020
Quizzes are being conducted in between the classes to make them more
interactive
Mentors are regularly contacting their mentees and feedback was taken

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Minutes of the Academic Committee meeting held on 03/08/2020 at 12 pm

- | | |
|-----------------------------|-----------------------|
| - Chairman | Dr. P S Thaha |
| -Principal | Dr. N O Varghese |
| - Vice Principal | Dr. Rajesh Pillai |
| -Professor | Dr. Vivek V |
| -Professor | Dr. Roopesh R |
| -Professor | Dr. T T Sivakumar |
| - Associate Dean(Academics) | Dr. Vinod Mony |
| - Administrator | Dr. Biju Balachandran |

An academic committee meeting had been held on 03/08/2020 at 12 pm to discuss regarding the Induction Ceremony of I MDS and Orientation Posting. The following points were discussed:

It was decided to conduct Induction Ceremony of I MDS on 12/08/2020. Orientation posting decided to be conducted from 13/08/2020 to 28-08-2020. It was decided to give orientation to the students regarding current COVID protocols followed in the college. Also their schedule for posting in various departments has been decided. The Meeting was adjourned at 1.30pm.

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Principal



Principal

Principal

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Principal
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Induction Ceremony of I MDS conducted successfully on 12/08/2020. All post graduate students have participated. Covid Protocol was explained to students by Principal

ACTION TAKEN REPORT BASED ON MEETING ON 03.08.2020

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Minutes of the meeting held on 22.10.2020 at 12.00pm

- | | |
|------------------------|-----------------------|
| - Chairman | Dr. P S Thaha |
| -Principal | Dr. N O Varghese |
| - Vice Principal | Dr. Rajesh Pillai |
| -Professor | Dr. Vivek V |
| -Professor | Dr. Roopesh R |
| -Professor | Dr. T T Sivakumar |
| -Assoc Dean(Academics) | Dr. Vinod Mony |
| - Administrator | Dr. Biju Balachandran |

An Academic Committee meeting was held on 22.10.2020 at 12.00pm to discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology for the academic year 2019-2020 at Biogenix Research Centre, Poopappura, Trivandrum, field visit of interns to Botanical Garden , Palode and BLS program conduction

Posting schedule is as follows

NAME OF THE POST	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Bonis Benny	01/11/20-15/11/20	Advanced Techniques Molecular
Dr. Gayathri V Nair	01/11/20-15/11/20	Advanced Techniques Molecular

Dr.Vivek suggested conducting 2 day course on 'Basic Life Support'. It trains participants to promptly recognise several life threatening emergencies and equip them to manage such a situation. Proposed dates are on 01-12-2020, 02-02-2020

It was also decided to conduct a field visit for interns to Botanical Garden , Palode on 25.10.2020.Dr. Sunitha Daniel is entrusted to accompany the students. The meeting was adjourned at 1.30pm

Principal
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Principal

Post graduate students from Department of Oral Pathology and Microbiology has completed their peripheral postings as per the schedule
Interns visited Botanical Garden, Palode on 25-10-2020
BLS program was conducted on 01-12-2020, 02-02-2020

To discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology for the academic year 2019-2020 at Biogenix Research Centre, Poojappura, Trivandrum, field visit of interns to Botanical Garden, Palode and conduction of BLS program

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 22.10.2020

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Principal

The meeting was adjourned at 11.30 am

The staff members should strictly monitor the attendance of the students and should tell them to compulsorily switch on the video during the classes.

An academic meeting was held on 30.10.2020 at 10.00 am to discuss regarding the academic activities of the online classes. Academic activities of the online classes was monitored and Dr Vivek advised to include online videos during the classes for the active participation of the students.

- Dr. P S Thaha
- Dr. N O Varghese
- Dr. Rajesh Pillai
- Dr. Vivek V
- Dr. Roopesh R
- Dr. T T Sivakumar
- Dr. Vinod Mony
- Dr. Biju Balachandran
- Chairman
- Principal
- Vice Principal
- Professor
- Professor
- Assoc Dean(Academics)
- Administrator

Minutes of the meeting held on 30.10.2020 at 10.00am (Online Meeting)

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Principal

They are advised to put videos in the online class to make the students more attentive
Staffs are advised to strictly monitor the classes.

ACTION

To discuss regarding the academic activities of online classes

Agenda

ACTION TAKEN REPORT BASED ON MEETING ON 30.10.2020

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Minutes of the meeting held on 02/01/2021 at 11.30am

Dr. P S Thaha	-Chairman
Dr. Sudeep Chandran	- Principal
Dr. Rajesh Pillai	- HOD
Dr. Roopesh R	- Professor
Dr. Vinod Mony	- Assoc. Dean (Academics)
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 02/01/2021 at 11.30am to discuss regarding the class commencing dates and exams of the Regular Batches. In this regard it was decided that the classes shall commence on the following dates:

II BDS – 17th Feb 2021

Internal exams to be conducted

I Internal – 18 -05-2021 to 22-05-2021

II Internal –13-07-2021 to 17-07-2021

Model - 23-09-2021 to 27-09-2021

III BDS – 22nd Feb 2021

I Internal – 24 -05-2021 to 28-05-2021

II Internal –19-07-2021 to 23-07-2021

IV BDS Part I – 28th January 2021

I Internal – 25 -05-2021 to 31-05-2021

II Internal –22-07-2021 to 28-07-2021

Model - 29-09-2021 to 06-10-2021

IV BDS Part II –

I Internal – 15 -03-2021 to 22-03-2021

Model -17-04-2021 to 23-04-2021



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THIRUVANANTHAPURAM-28**

The meeting was adjourned at 12.15pm.

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Principal



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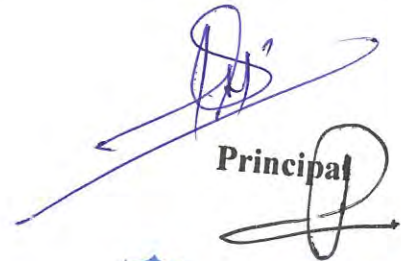
ACTION TAKEN BASED ON MEETING OF 02/01/2021


Agenda

1. To discuss regarding the internal examination dates of the Regular Batches.

Internal examination dates of the Regular Batches are scheduled




Principal


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Minutes of the meeting held on 09/01/2021 at 11.30am

Dr. Sudeep S - Principal
Dr. Rajesh Pillai - HOD
Dr. Vinod Mony - Associate Dean (Academics)
Dr. Biju Balachandran - Administrator
Dr. Roopesh S - Professor

An Academic Committee meeting was held on 09/01/2021 at 11.30 am to discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Medicine and Radiology and Oral and Maxillofacial Surgery ; Interns training for CBCT

The Peripheral Postings for the following post graduate students from Department of Oral Medicine and Radiology for the academic year 2021-2022 at SREE GOKULAM MEDICAL COLLEGE AND RESEARCH FOUNDATION, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Archana Menon R	11/03/21-20/03/21 21/03/21-30/03/21 31/03/21-09/04/21	General Medicine General Surgery Dermatology
Dr. Kumar M R	11/03/21-20/03/21 21/03/21-30/03/21 31/03/21-09/04/21	General Medicine General Surgery Dermatology



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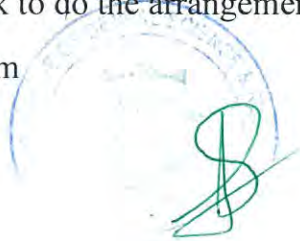
The Peripheral Postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2021-2022 at REGIONAL CANCER CENTRE, MEDICAL COLLEGE P.O, TRIVANDRUM, is as follows:

NAMF OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Meghna Chandrachood	01/02/21-28/02/21	SURGICAL SERVICES
Dr. Rakhy Suresh	01/03/21-31/03/21	SURGICAL SERVICES
Dr. Suri Rajan	01/07/21-30/07/21	SURGICAL SERVICES
Dr. Sumayya Mohammed	01/08/21-30/08/21	SURGICAL SERVICES
Dr. Aarathy P T	01/09/21-30/09/21	SURGICAL SERVICES
Dr. Joseena James Abraham	01/10/21-30/10/21	SURGICAL SERVICES
Dr. Mathew Jose Thuruthel	01/11/21-30/11/21	SURGICAL SERVICES
Dr. Faizal	01/11/21-30/11/21	SURGICAL SERVICES
Dr. Ahana Mol U K	01/12/21-30/12/21	SURGICAL SERVICES

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Mathew Joseph Thuruthel	02/02/21-01/06/21	Dept of General Surgery, Anaesthesiology, ENT, Plastic Surgery, Neuro Surgery, General Medicine, Emergency Medicine
Dr. Joseena James Abraham	02/02/21-01/06/21	Dept of General Surgery, Anaesthesiology, ENT, Plastic Surgery, Neuro Surgery, General Medicine, Emergency Medicine
Dr. Ahana Mol U K	02/08/21-30/11/21	Dept of General Surgery, Anaesthesiology, ENT, Plastic Surgery, Neuro Surgery, General Medicine, Emergency Medicine
Dr. Anjali S	02/08/21-30/11/21	Dept of General Surgery, Anaesthesiology, ENT, Plastic Surgery, Neuro Surgery, General Medicine, Emergency Medicine

It is also decided to conduct interns training on CBCT on 17/02/2021 and the committee members entrusted Dr.Vivek to do the arrangements.

The meeting was adjourned by 12.00 pm





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ACTION TAKEN REPORT BASED ON MEETING ON 09/01/2021



Agenda

1. To discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Medicine and Radiology and Oral and maxillofacial surgery
2. Interns training for CBCT

Conducted interns training on CBCT on 17/02/2021.

Peripheral postings for the post graduate students from Department of Oral Medicine and Radiology and Oral and Maxillofacial surgery were conducted as per schedule




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Minutes of the Academic Committee meeting held on 2.2.2021 at 11.00am

Dr. Sudeep S	- Principal
Dr. Rajesh Pillai	- HOD
Dr. Vinod Mony	- Associate Dean (Academics)
Dr. Biju Balachandran	- Administrator
Dr. Roopesh S	- Professor

An Academic Committee meeting was held on 02/02/2021 at 11.00am to discuss regarding the internal examination dates for the students in Additional batches of various years.

II BDS –

Internal exams to be conducted

I Internal – 20 -03-2021 to 24-03-2021

Model –26-04-2021 to 30-04-2021

III BDS –

I Internal – 20 -03-2021 to 24-03-2021

Model –26-04-2021 to 30-04-2021

IV BDS Part I –

I Internal – 20 -03-2021 to 26-03-2021

Model –26-04-2021 to 03-05-2021

IV BDS Part II –

I Internal – 15 -03-2021 to 22-03-2021

Model -17-04-2021 to 23-04-2021

The meeting was adjourned at 12.15pm.



Principal



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ACTION TAKEN REPORT BASED ON THE MEETING ON 02/02/2021

Agenda

- 1. To discuss regarding the internal examination dates for the students in Additional batches of various years.**


Internal examination dates for the students in additional batches of various years has been scheduled.




Principal

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Minutes of the meeting held on 11/03/2021 at 12.00pm

Dr. P S Thaha	- Chairman
Dr. Sudeep S	- Principal
Dr. Rajesh Pillai	- HOD
Dr. Vinod Mony	- Associate Dean (Academics)
Dr. Biju Balachandran	- Administrator
Dr .Roopesh S	-Professor

A meeting was held on 11.03.2021 at 12.00 pm to discuss regarding the Monthly report and Meetings of the mentors.

At first it was discussed if any clarifications were required in the Duties and Responsibilities which was assigned to the mentors. A discussion was held as to who would approve the leave of the student whose guide is on leave. The committee members opined that since the duties and responsibilities are distributed to the mentors as hard copy, there is no further clarifications need to be given to mentors. It is resolved that on the absence of a mentor, the leave application of the mentee will be carried out by Associate Dean (Academics). It was also suggested that In order to ensure that a mentor is absent on a particular day the daily Faculties on Leave report copy may also be forwarded to Dr. Vinod Mony. And also when Out pass is to be provided for a group of students who come under different mentors, it would be better that any one of the mentor approves the letter.

The Monthly report has to be send through email and the format for the same will be forwarded to every mentors' mail-id. A small modification was suggested with regard to the Monthly meeting to be held by the guides with their students:

I BDS – First Saturday of Every Month – 1.00 - 2.00pm

II BDS – Second Thursday of Every Month – 3.00 - 4.00 pm

The monthly reports have to be submitted on the very next day of the conduct of meeting. Register regarding attendance and academic performance have to be maintained by the mentors.

The meeting was adjourned at 12.35pm



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ACTION TAKEN REPORT BASED ON MEETING OF 11.03.2021


Clarifications in the Duties and Responsibilities which was assigned to the mentors. On the absence of a mentor, the leave application of the mentee carried out by Associate Dean (Academics). In order to ensure that a mentor is absent on a particular day the daily Faculties on Leave report copy are forwarded to Dr. Vinod Mony. And also when Out pass is to be provided for a group of students who come under different mentors, any one of the mentor approves the letter.

The Monthly report send through email and the format for the same forwarded to every mentors' mail-id.

The monthly reports submitted on the very next day of the conduct of meeting. Register regarding attendance and academic performance maintained by the mentors.




Principal


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Minutes of the Academic Committee meeting held on 14/04/2021 at 12 pm

Dr. Sudeep S	- Principal
Dr. Vinod Mony	- Associate Dean (Academics)
Dr. Shinu Salim	- Senior Lecture
Dr. Biju Balachandran	- Administrator

An academic committee meeting had been held on 14th April 2021 to review the academic activities. The following points were discussed:

1. At first the decisions of the batch coordinators meeting and the present status of the academic activities was briefed
2. It was decided that a student can avail leave only 5 times during an year by calling and informing through the phone.
3. Regarding the unauthorized absence of students of various years it was decided that the students may not be permitted to attend the university examination and condonation be done only on the basis of Academic Policy.
4. It is suggested that those students who have attendance shortage, should compulsorily given extra classes before going to University Examination. Assignments also can be given them to bring into the rails.

The Meeting was adjourned at 1.30pm.



Principal



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ACTION TAKEN REPORT BASED ON MEETING OF 14.04.2021



Agenda

1. To review the academic activities of UG students.

It is decided to give extra classes for those students having attendance shortage

Also assignments are given to bring them into the rails




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Minutes of the meeting held on 11/06/2021 at 12.00 p m

Dr. Sudeep S - Principal
Dr. Rajesh Pillai - HOD
Dr. Vinod Mony - Associate Dean (Academics)
Dr. Biju Balachandran - Administrator
Dr .Roopesh S -Professor

An Academic Committee meeting was held on 11/06/2021 at 12.00 pm to discuss regarding the Peripheral Postings for the post graduate students from Department of Oral and maxillofacial surgery

The Peripheral Postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2020-2021 at REGIONAL CANCER CENTRE, MEDICAL COLLEGE P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr.Faizal S	01/09/21-31/10/21	SURGICAL ONCOLOGY
Dr.Ahana Mol U K	01/09/21-31/10/21	SURGICAL ONCOLOGY
Dr.Anjali S	01/09/21-31/10/21	SURGICAL ONCOLOGY

The meeting was adjourned at 1.00pm



Principal



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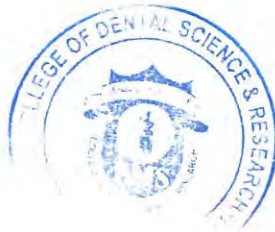
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ACTION TAKEN REPORT BASED ON MEETING ON 11/06/2021

Agenda

1. To discuss regarding the Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery

Post graduate students from Department of Oral and Maxillofacial Surgery has been successfully completed their peripheral posting as per the schedule




Principal

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PMS COLLEGE OF DENTAL SCIENCE & RESEARCH

Minutes of the meeting held on 30/07/2021 at 10.30am

Dr. P S Thaha	- Chairman
Dr. Sudeep S	- Principal
Dr. Rajesh Pillai	- HOD
Dr. Vinod Mony	- Associate Dean (Academics)
Dr. Biju Balachandran	- Administrator
Dr .Roopesh S	-Professor

An Academic Committee meeting held on 30/07/2021 at 10.30 am to analyse and discuss regarding the UG report for the month of May and June 2021 and Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery and teachers training for e content delivery .

The UG Report was analysed and discussed in the meeting. It was found that there are some slow learners in various batches and hence it was proposed that the concerned department UG Incharges/HOD's are to be called for a meeting to discuss regarding them.

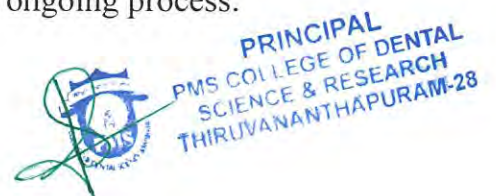
Feedback was collected from the students of I BDS regarding the Micro teaching System of teaching. The I BDS students have come up with some genuine feedback which needs further evaluation and remedial measures.

It is resolved that some general instructions about sending question papers to the particular email ID should be circulated again for the perusal of Question paper makers.

It is also resolved that henceforth, a student will be permitted attend a repeat exam only once in the entire course duration.

The chairperson emphasized on the extensive implementation of ABLE (Activity Based Learning) in both clinical as well as non-clinical subjects. Chairperson also explained the need of MILA to be executed in both online as well as offline classes. And suggested the compulsory incorporation of concept mapping, critical pedagogy, multiple choice questions and feedback systems (via google forms / Moodle) and detailed on how to do a concept mapping and critical pedagogy.

Dr.Smitha informed the Committee members regarding the initiation of training regarding e-content preparation which will be a continuous ongoing process.



The Committee entrusted Mr.Sujith, System Administrator to provide all the support and needful for training the faculty in ICT tools.

Dr.Biju suggested Mr.Sujith, Dr.Kiran, Dr.Mathew to impart training in feedback collection via google forms / Moodle platform.

Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery have been scheduled

The Peripheral Postings for the following post graduate students from Department of Oral and Maxillofacial Surgery for the academic year 2020-2021 at REGIONAL CANCER CENTRE, MEDICAL COLLEGE P.O, TRIVANDRUM, is as follows:

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr.Gopika I Manoj	01/08/21-30/10/21	SURGICAL ONCOLOGY
Dr.Sneha Susan Zachariah	01/08/21-30/10/21	SURGICAL ONCOLOGY

The meeting was adjourned at 11.30am



Principal



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PMS COLLEGE OF DENTAL SCIENCE & RESEARCH

ACTION TAKEN REPORT BASED ON MEETING OF 30.07.2021

Agenda

2. To discuss regarding the UG Report of month of May ,June and Peripheral Postings for the post graduate students from Department of Oral and Maxillofacial Surgery and teachers training for e content delivery


Feedback was collected from the students of I BDS regarding the Micro teaching System . Feedback was analysed and remedial measures taken

Peripheral posting of post graduates of department of Oral and Maxillofacial Surgery has been completed as per the schedule

Training regarding e-content preparation conducted for faculties.




Principal

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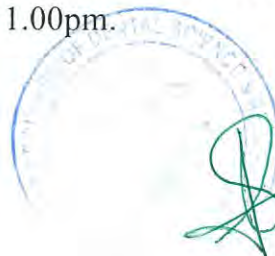
PMS COLLEGE OF DENTAL SCIENCE & RESEARCH

Minutes of the meeting held on 16.08.2021 at 12.00pm

Dr. P S Thaha	- Chairman
Dr. Sudeep S	- Principal
Dr. Vinod Mony	- Associate Dean (Academics)
Dr. Rajesh Pillai	- PG Director
Dr. Roopesh R	- HOD
Dr. Vivek V	- HOD
Dr. Shinu Salim	- Senior Lecture
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 16/08/2021 at 12.00pm to discuss regarding the UG classes:

1. I BDS – Biochemistry, Dental Anatomy and General Anatomy classes will be completed by 31st August 2021. The Physiology classes will be completed by 15th September 2021. Until 30th September 2021 Revision classes will be held. They will have their Model exam by 4th October 2021. Also a Portion based revision timetable is to be prepared. It was also suggested that as the students become serious only at the time of examination revision is to be carried out many times. The conventional teaching style may not be that effective.
2. The Model exam should be held in advance so that students get time to attend a repeat exam if needed.
3. The I BDS additional batch student's parents to be informed about their academic performance.
4. II BDS – Preclinical focused timetable being prepared from 24th August 2021 to 30th September 2021.
5. It was decided that minimum 15 days study holiday to be provided for 3 subjects.
6. Also Subject incharges are to be fixed and assigned duties to deal with the exam related issues. Also a subject expert to be fixed for all subjects for regular monitoring of classes and also exam question papers.
7. It was also suggested that for I BDS the whole portion should be completed within 4 months of commencement of class and then continuous revision to be done. The meeting was adjourned at 1.00pm.



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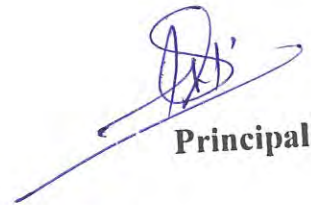
ACTION TAKEN REPORT BASED ON MEETING OF 16.08.2021

Agenda

1. To discuss regarding the UG classes –first and second BDS

Subject in charges are fixed and assigned duties to deal with the exam related issues. Also a subject expert is fixed for all subjects for regular monitoring of classes and also exam question papers




Principal

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Minutes of the meeting held on 11/09/2021 at 12.00pm

Dr. P S Thaha	- Chairman
Dr. Sudeep S	- Principal
Dr. Rajesh Pillai	- HOD
Dr. Vinod Mony	- Associate Dean (Academics)
Dr. Biju Balachandran	- Administrator
Dr .Roopesh S	-Professor

A meeting was held on 11.09.2021 at 12.00 pm to discuss regarding the field visit of PG students of department of Periodontics and interns.

It was decided to conduct a field visit for interns to Botanical Garden , Palode on 30.10.2021.Dr. Sunitha Daniel and Dr Sandeep Chandran are entrusted to accompany the students

It was decided to conduct a field visit for PG students of department of Periodontics to Biomedical Wing of Sreechithira Tirunal Institute of Medical Science and Technology , Poojappura on 1.11.2021.The committee members entrusted Dr. Arunima to accompany the students ,

The meeting was adjourned at 1.00pm.



Principal



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ACTION TAKEN REPORT BASED ON THE MEETING ON 11.09.2021


Agenda

To discuss regarding the field visit of PG students of department of Periodontics and interns

Interns visited Botanical Garden , Palode conducted on 30.10.2021. Dr. Sunitha Daniel and Dr Sandeep Chandran accompanied the students

PG students of department of Periodontics visited Biomedical Wing of Sreechithira Tirunal Institute of Medical Science and Technology , Poojappura conducted on 1.11.2021. Dr. Arunima accompanied the students


Principal


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**P.M.S. COLLEGE OF DENTAL
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(A unit of NRI Service and Educational Trust)



NAAC Accredited Dental College

Minutes of the meeting held on 19/09/2021 at 11.30am

Dr. P S Thaha	-Chairman
Dr. Sudeep Chandran	- Principal
Dr. Rajesh Pillai	- HOD
Dr. Roopesh R	- Professor
Dr. Vinod Mony	- Assoc. Dean (Academics)
Dr. Biju Balachandran	- Administrator

An academic meeting was conducted on 19.09.2021 to discuss regarding the Orientation program, SFED program and refresher course for interns

It was decided to conduct Orientation program for interns at 9.00 – 10.00 am at Dr.R.A.Ahmed Auditorium. This will be followed by the 2 day SKILL—DENTISTS(SEED), a program designed to train the interns focussing on clinical dentistry on 22/09/2021, 23/09/2021. It should be conducted by faculties from various departments.

The teaching schedule for the same was prepared.


Dr.RajeshPillai suggested conducting Refresher course for the interns.

It helps to learn all basic to advanced procedures. Committee entrusted Dr.Afzal to do the necessary arrangements and allocation of staffs from each department

It is proposed to conduct from 07/10/2021 to 17/03/2022.

The meeting came to an end by 11.30 am




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ACTION TAKEN REPORT BASED ON MEETING ON 19.09.2021

Agenda

To discuss the Orientation program ,SEED program and Refresher Course for interns

Orientation program ,SEED program and Refresher Course for interns conducted as per the schedule




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Minutes of the meeting held on 13.10.2021 at 11.30am

Dr. Sudeep S	- Principal
Dr. Rajesh Pillai	- Director(PG Studies)
Dr. Vinod Mony	- Associate Dean (Academics)
Dr. Vivek V	- HOD
Dr. Roopesh R	- HOD
Dr. Nikhil Mathew Kurien	- Professor
Dr. Ambili R	- HOD
Dr. Reshma Raveendran	- Reader
Dr. Smitha C	- Additional Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 13/10/2021 at 11.30am to discuss regarding the various academic activities for the UG students:

At the beginning Principal said that first of all it is necessary to identify which aspect relating to teaching is lacking in each batch and what the corrections are to be implemented. He also said that before implementing any new procedures the students have to be oriented or trained regarding its benefits .

The students have to be divided into three levels as Advanced Learners, Moderate learners and Minimal Learners. The Advanced Learners to be trained in such a way that they achieve ranks. The minimal learners have to identified of their drawbacks and measures to be taken to improve them.

Dr. Rajesh Pillai gave a small briefing regarding the 2nd Internals and the forthcoming KUHS examinations.

The second Internals for all the batches have been scheduled in this month and the KUHS examination are scheduled in the month of January- February 2022.

It was suggested that if any student is not attending the classes they should inform their mentor

He also suggested that for a uniformity in Paper Valuation in the Internal examinations it should be decided as to how many marks to be given for each question



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For eg:

For a 10 mark question If a student has answer:

Above Average – 5 to 7 Marks

Average – 4 to 5 Marks

Poor – 2 marks etc should only be given if this is followed the disparity in valuation by different teachers can be overcome.

In the revision classes students should be trained for exam oriented answering methodology.

On analysis of the marks of the First Internal exam for various batches it was found that:

I BDS (Regular) consisting of 101 students there were more than 50% failures. In the practical class on conducting a viva on the basic portions it was found that from 10 students only 4 passed. It was also informed by Dr. Vinod Mony that the I BDS staffs are providing Remedial Classes in all subjects from 2pm-3pm for the slow learners but 6 to 7 students have themselves requested that they do not require remedial class. In this regard it was suggested that the mentors of these students to be responsible for their studies.

II BDS (Regular) consisting of 58 students it was reported by the teachers that 18 students are very poor in studies. The committee suggested that these students be addressed by the staffs and the mentors to be asked to take special care of these students.

III BDS (Regular) consisting of 81 students it was found that 23 students have performed very poorly. And hence these students too have to be addressed and the mentors to be asked to take special care of these students.

IV BDS Part I (Regular) consist of 67 students. In the first internal exam 11/67 failed in Perio, 8/67 failed in OMR, 25/67 failed in Ortho & PHD. The staffs were asked to address these students and see that the mentors are informed of the same and remedial measures taken.

IV BDS Part II (Addnl) consisting of 28 students it was found that only 3 to 4 students have passed in all the subjects. The performance of the batch was very poor. Hence it was decided that these students be addressed and the mentors to take up immediate remedial actions in this regard.

Dr. Ambili R said that in the Part I theory class Mass bunking is found. The Academic committee stated that these students are to be contacted and also their attendance has to be strictly monitored. No condonation of attendance or moderation of marks should be given to such students.



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Regarding the work quota completion it was instructed that it must be taken care that even though minimal work is done it should be analysed qualitatively. Also it was informed that though the theory classes of the final year subjects for 3rd and Part I has been temporarily stopped due to time constraints for the regular batch and will be resumed in the additional batches.

The meeting was adjourned at 12.30pm.



Principal



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ACTION TAKEN REPORT BASED ON MEETING OF 13.10.2021

The students are divided into three levels as Advanced Learners, Moderate learners and Minimal Learners. Advanced Learners are trained in such a way that they achieve ranks. The minimal learners are identified of their drawbacks and measures to be taken to improve them.




Principal


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Minutes of the meeting held on 28/10/2021 at 12.00pm

Dr. P S Thaha	- Chairman
Dr. Rajesh Pillai	- Principal
Dr. Vivek V	-Professor
Dr. Roopesh R	-Professor
Dr. T T Sivakumar	- Professor
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 28/10/2021 at 12.00pm to discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology for the academic year 2019-2020 at Biogenix Research Centre, Poojappura, Trivandrum

Posting schedule is as follows

NAME OF THE POST GRADUATE STUDENT	DATE OF POSTING	DEPARTMENT/SPECIALITY
Dr. Arya I	01/11/21-15/11/21	Advanced Techniques Molecular
Dr. Sneha John	01/11/21-15/11/21	Advanced Techniques Molecular

The meeting was adjourned at 1.30pm




Principal



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ACTION TAKEN REPORT BASED ON MEETING OF 28.10.2021

Agenda

- 1. To discuss regarding the Peripheral Postings for the post graduate students from Department of Oral Pathology and Microbiology for the academic year 2019-2020 at Biogenix Research Centre, Poojappura, Trivandrum**

Post graduate students from Department of Oral Pathology and Microbiology has been completed their peripheral posting as per schedule



Principal



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Minutes of the meeting held on 11/11/2021 at 12.30pm

Dr. P S Thaha	- Chairman
Dr. Rajesh Pillai	- Principal
Dr. Sudeep S	- HOD
Dr. Vinod Mony	- Associate Dean (Academics)
Dr. Biju Balachandran	- Administrator
Dr .Roopesh S	-Professor

A meeting was held on 11.11.2021 at 12.00 pm to discuss regarding the Final BDS Part I & Part II Batch performance, orientation posting of I MDS and conduction of value added course on life skills training

At the outset Principal Explained the present status of the Part I and Part II exam going Batch. It was found that after the second internal exam many of the students had not attended the second internal exam due to which it was decided that they may be permitted to write the model exam only after attending a Remedial Second Internal Examination which was decided to be held on 24th, 25th, 26th and 27th November 2021.

It was also decided that the Orientation posting for I MDS (2021-24) Batch shall commence from 29th November 2021 onwards.

It was also decided to conduct a value added course on Life Skills Training . Proposed dates are

Communication Skill Training – 23.11.2021, 30.11.2021 , 07.12.2021

Professional Skill Training -14.12.2021, 21.12.2021.

The meeting was adjourned at 12.35pm



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ACTION TAKEN REPORT BASED ON THE MEETING OF 11.11.2021

Agenda

- 1. To discuss regarding the conduction of value added course on life skills training ,Final BDS Part I & Part II Batch performance and orientation posting of I MDS**

Remedial Second Internal Examination was held on 24th, 25th, 26th and 27th November 2021.

Orientation posting for I MDS (2021-24) Batch commenced from 29th November 2021 onwards

Value added course on Life Skills Training is ongoing




Principal



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THAPURAM-28





PMS COLLEGE OF DENTAL SCIENCE & RESEARCH

Minutes of the academic meeting held on 13.12.2021 at 11.00am

Dr. P S Thaha	- Chairman
Dr. Rajesh Pillai	- Principal
Dr. Sudeep S	- HOD
Dr. Anandaraj	- HOD
Dr. Surejkumar L K	- HOD
Dr. Sunila Thomas	- HOD
Dr. Madhav Manoj	- HOD
Dr. Reshma Raveendran	- Asst. Director (Academics)
Dr. Swathy Anand	Associate Dean(Clinics)
Dr. Smitha C	- Professor
Dr. Vinod Mony	- Associate Dean (Academics)
Dr. Biju Balachandran	- Administrator

An Academic Committee meeting was held on 13.12.2021 at 11.00am to evaluate the performance of Final BDS Part I Regular Batch and other academic activities:

At the outset Principal explained that on evaluating the performance of the Final BDS Part I students it was found that 3 students _ Amina J F, Amina Beevi U and Amritha Ajay have scored 4/10 in the subjects hence are eligible for the exam.

One Student Aparna Raj has got 3 for 2 subjects that is OMR and PHD. She may be moderated with one mark to make her eligible for the subjects.

Aswathy SS has got 2 for PHD hence she will not be eligible to write the same and is eligible for all the other subjects.

Two students Rahul L H and Sini Sajeiv are not eligible to attend the exam this time because they have attendance shortage as well as low marks.

Then it was informed that a NAAC review meeting will be held every Monday from 10-10.20am to review various activities.

The principal said that the forthcoming KUHS examinations are as follows:

I BDS – 21 Jan 2022 onwards

II BDS – 2nd Feb 2022 onwards

III BDS – 22 Jan 2022 onwards

Part I – 3 Jan 2022 onwards

Part II – 12 Jan 2022 onwards

And it was also decided that for all other exams except II BDS the invigilators can be appointed from I & II BDS Staffs.



It was suggested that the Christmas vacation of II BDS Addnl Batch from 24th to 27th December 2021.

The Associate Dean (Academics) said that on evaluation of the 1st and 2nd Internals of I BDS(Reg) Batch it was found that there were 40 failures in all the subjects and hence suggested that it would be better to ask the students to come to college and not to go home for study leave.

Dr. Ambili explained that the Research Methodology class for I MDS and PHD students is to be held on 29th and 30th December 2021. The Speakers for the same are:

Dr. Remadevi – Govt. Medical College

Dr. Binu – NIMHANS

Dr. Ambili R

Dr. Anna P Joseph

Principal asked to submit a budget for the same.

The Associate Dean (Clinics) explained that due to the continuous monitoring unauthorised absence of students has reduced but late comers are more. Students could be assigned a topic to present during the clinical hours.

The I MDS Supplementary exam internal is on 27th December. Their university exam is scheduled on 17th Jan 2022.

The Final Year MDS students of all the departments have completed their dissertation work and will be able to submit to the university by 31st Dec 2021.

It was again explained regarding defining of Course Outcomes, Programme Outcomes and Programme Specific Outcomes. These have to be displayed in the departments. The completion after the First Mock NAAC Inspection is as follows: status of documents

Pedodontics – 38%

Orthodontics – 29%

Conservative Dentistry – 63%

Periodontics - 52%

Oral Medicine and Radiology – 28%

Public Health Dentistry – 18%

The Second Mock NAAC Inspection from 27th Dec 2021 to 6th Jan 2022.

The department HOD's were asked to maintain Teaching Schedule, Teachers Logbook and Infection control Documents in all the Departments. IIQA would be submitted by 27th Dec 2021.

The meeting came to an end by 12.30 pm.



Principal
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ACTION TAKEN REPORT BASED ON MEETING OF 13.12.2021

Agenda

To evaluate the performance of Final BDS Part I Regular Batch and other academic activities

The department HOD's asked to maintain Teaching Schedule, Teachers Logbook and Infection control Documents in all the Departments. IIQA submitted by 27th Dec 2021.



Principal



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