



PMS COLLEGE OF DENTAL SCIENCE & RESEARCH

Minutes of IQAC Meeting held on 10th January 2023 in Conference Hall at 11:00 am

The meeting was called to order and chaired by Principal. The meeting was attended by the following members:

Attendees:

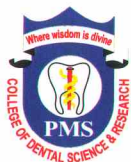
1. Dr. Rajesh Pillai (Principal)
2. Dr. Faisal Fabin Thaha (Management Representative)
3. Dr. Biju Balachandran (Administrator)
4. Dr. Smitha C (IQAC Coordinator)
5. Dr. S. S. Ananthalekshmi (Assistant IQAC Coordinator)
6. Dr. Ambili R, Professor (Faculty Representative)
7. Dr. Sudeep S, Professor (Faculty Representative)
8. Dr. Deepu Leander, Professor (Faculty Representative)
9. Dr. Afsal A, Professor (Faculty Representative)
10. Dr. Anna P Joseph, Professor (Faculty Representative)
11. Dr. Sunila Thomas, Professor (Faculty Representative)
12. Dr. Arunima P. R, Professor (Faculty Representative)
13. Mrs. Beena Ajith (Member Block Panchayath)
14. Mr. Chacko K Varkey (Finance Manager)
15. Dr. Bassim Burhan (Student Representative)
16. Dr. Abe Antony (Alumni Representative)

Meeting Agenda:

- AQAR 2021-22 report submission.
- Publishing the Annual Planner and Academic Planner for 2022-23.
- Reconstitution of IQAC and various committees

Principal welcomed all the IQAC members to the meeting. A proposal for annual planner and IQAC calendar was placed in front of the committee by the IQAC Co-ordinator. All the members unanimously agreed to the proposed calendar and agreed to publish the same during the last week of January 2023.





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IQAC Co-ordinator submitted the AQAR 2021-22 report before the committee and the committee approved the same. The Management Representative, Dr. Faisal Fabin Thaha advised to place the report in Apex Body Committee before submitting to NAAC.

Dr. Rajesh Pillai suggested that all the faculties should actively take part in various conferences and take the opportunities of key note speaker. This will improve the visibility of the college as well. The committee suggested conducting more number of CDEs and conferences in the college.

Dr. Biju Balachandran, Administrative Officer informed that we obtained No Objection Certificate from Health & Family welfare, Kerala Government for the conduction of Diploma course in Dental Hygienist(DCDH), Diploma course in Dental Mechanic(DCDM) and Dental Operating Room Assistant (DORA) with an intake of 10 students in each course. The members congratulated the team of faculty lead by Dr. Afsal A who were working for this.

Principal suggested to prepare a proposal list of CDEs to be conducted by various departments. The committee entrusted Dr. Deepu Leander to collect the proposal from all the departments regarding the same.

Dr. Arunima P R informed the committee that the Clinical Management System (CMS) will be fully functional by 19th January 2023. The committee entrusted Dr. Biju Balachandran, Administrative Officer, to ensure that the orientation sessions are given to all the stake holders.

The Managing Representative, Dr. Faisal Fabin Thaha suggested to appoint an Advisor for Academics and Career and enhance the activity of Career Guidance Cell. The committee entrusted Dr. Sunila Thomas to do the follow up for the same. Dr. Sunila Thomas also informed the committee regarding the reconstitution of the Anti-Ragging Committee, Anti-Discriminant Cell and Student Council. The committee entrusted Dr. Biju Balachandran for arranging the same and publish the notification.

Dr. Ambili R suggested that Central Research Laboratory (CRL) will be conducting research methodology workshop during February 2023. The committee entrusted Dr. Ambili R to submit the proposal for the workshop. Dr. Ambili R informed the committee that an online presentation was conducted on 16th November 2022 with Department of Scientific and Industrial Research (DSIR), under Ministry of Science and Technology, Government of India, for Scientific and Industrial Research Organization (SIRO) Certification.





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Dr. Sudeep S submitted the proposal for conducting gender equity programs during the calendar year 2023. The committee suggested incorporating the same in the annual planner. The committee also suggested Dr. Sudeep S to make necessary arrangements for conducting a Value Added Course on Gender Equity and Sensitization, which can be incorporated from next academic year onwards.

Dr. Arunima P. R suggested that more emphasize should be given to strengthen the Infection Control System of the college. The committee suggested to reconstitute the Infection Control Committee with one member from each department and also entrusted Dr. Afsal A, to ensure that all the students and staff are immunized against Hepatitis B.

Dr. Deepu Leander suggested reconstituting various committees such as ICC, Women's Cell, Anti-Sexual harassment etc.

The meeting dispersed at 12:30 pm.

Dr. Smitha C

IQAC Co-ordinator

Dr. Rajesh Pillai

Principal



PRINCIPAL
PMS COLLEGE OF DENTAL
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THIRUVANANTHAPURAM-28