



# PMS COLLEGE OF DENTAL SCIENCE & RESEARCH

## Minutes of IQAC Meeting held on 19/July/2022 in Conference Hall at 11:00am

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. Sunila Thomas, Professor (Faculty Representative)
11. Dr. Arunima P. R, Professor (Faculty Representative)
12. Dr. Vinod Mony, Additional Professor (Faculty Representative)
13. Mrs. Beena Ajith (Member Block Panchayath)
14. Mr. Parameshwaran Nair (Finance Manager)
15. Dr. Abe Antony (Alumni Association)

### Absentees:

1. Mr. K. Gireesan (Dentech Dental Lab)

### Meeting Agenda:

- Preparedness for Peer Team Visit (PTV) and allied matters.

Principal welcomed the IQAC members for the meeting. Dr. Rajesh Pillai informed the members that the PTV would be expected during the 1<sup>st</sup> week of October. Hence the documentation committee to be informed of revisiting and arranging all the necessary documents for the inspection and entrusted IQAC Coordinator to ensure the same.

Dr. Rajesh Pillai being the head of the Curriculum Planning and Delivery criteria, informed the members that the academic calendar is being meticulously followed up and informed that 2<sup>nd</sup> batch of Yoga (Value added Course) classes concluded and suggested that





# PMS COLLEGE OF DENTAL SCIENCE & RESEARCH

yoga may be made mandatory for all the students. All the members unanimously supported the idea.

Dr. Arunima P. R, suggested the installation of solar panel as a self-sustenance initiative. Dr. Sudeep. S supported the proposal and conveyed that it will be a remarkable step towards green campus initiative at PMS College of Dental Science and Research.

Dr. Ambili. R, put forward the proposal for establishing a Central Research Laboratory (CRL) in the campus, so as to cater the research needs of our PG students and also the faculty members.

All the members supported the proposal and Administrator Dr. Biju Balachandran commented that, an area of 2000sq.ft.may be allotted in the 2<sup>nd</sup> floor of the college building.

Dr. Vinod Mony , Additional Professor informed the committee that the proposal for renovation of the examination hall was approved by the management, and informed members that all the necessary formalities for the shifting of office of digital evaluation near to the new examination hall is in progress. Dr. Afsal. A requested the Management Representative Dr. Faisal Fabin Thaha that a locker room attached to the examination hall and facility for frisking is also required. All the members unanimously supported the same and Dr. Faisal Fabin Thaha entrusted Dr. Biju Balachandran and Mr. Parameshwaran B to do the needful.

Dr. Sunila Thomas presented the student feedback report on various infrastructural and other facilities and informed the committee regarding the requirement of special designated rooms for club activities and renovation of amenity hall.

Administrative Officer, Dr. Biju Balachandran assured that the required arrangements will be completed within 3 weeks' time and informed the committee that the completion status of turf is in its last phase.

Principal also suggested the inclusion of a creative hour in the regular timetable, so as to enhance the active participation of students in various extracurricular activities and sports related competitions.

Dr. Smitha. C, IQAC Co-ordinator, suggested that a glimpse of all club activities may be exhibited during the PTV, so as to showcase the extracurricular talents of all students. The committee members supported the plan and assigned Dr. Arunima P. R, Dr. Vinod and Dr. Sudeep S to co-ordinate the same.

The committee entrusted Dr. Deepu Leander for overall planning and management of the PTV. Dr. Deepu Leander also informed the committee members regarding the website updation and requested the members of IQAC to visit the website and give their remarks and suggestions.





# PMS COLLEGE OF DENTAL SCIENCE & RESEARCH

Dr. Sudeep. S, head of Criteria 7, presented and submitted the environment quality certificate, energy audit certificate and bio-diversity-green audit certificate and declared that PMS College of Dental Science and Research is the first college of its type in Kerala to conduct green audit and achieve this honour. All members congratulated and appreciated the Nature Club initiative of green audit.

Dr. Faisal Fibin Thaha, Management representative suggested that in the future PMS College of Dental Science and Research can aim for a paperless office and thus contribute towards green initiative and environmental sustenance.

The members supported and the committee entrusted Dr. Biju Balachandran, Dr. Sudeep. S and Dr. Deepu Leander, to look into the matter and do the needful.

Dr. Smitha C suggested that an IQAC calendar may be proposed and prepared from next year onwards. All the members unanimously agreed to the same and also pointed out that additional manpower is required for the IQAC office. The members also suggested for the renovation of the board room and IQAC Office. The committee entrusted Dr. Biju Balachandran to prepare a layout for the same.

Principal entrusted Dr. Abe Antony to do the necessary arrangements from informing the Alumni regarding the fore coming PTV, and invite them for interaction with the Peer Team.

The committee dispersed at 12:00 pm with the advice from Principal to thoroughly do all the required preparedness for the PTV.

**Dr. Smitha C**

**IQAC Co-ordinator**

**Dr. Rajesh Pillai**

**Principal**



**PRINCIPAL**  
PMS COLLEGE OF DENTAL  
SCIENCE & RESEARCH  
THIRUVANANTHAPURAM-28