



sri venkateshwarraa

Dental College

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(Recognized by Dental Council of India - Affiliated to Pondicherry University)

COLLEGE COMMITTEES

S.NO	NAME OF THE COMMITTEE	INCHARGES
1	Internal Quality Assurance Cell (IQAC)	Dr.Shabana Fathima.S
2	Curricular & Academic Committee	Dr.Sudhakar.R
3	Dental Educational Unit (DEU)	Dr.Marie Asha Ambroise
4	Dental Communication Unit (DCU)	Dr.J.Varsha Murthy
5	Hospital Administration	Dr.Yuvaraj.V
6	Research / IIC / IPR /Committee	Dr.Bindu Meera John
7	Library Committee	Dr.Satheesh.G
8	Placement & Career Guidance Committee	Dr.Jeelani Dr.Arunkulandaivelu
9	Anti Ragging Committee	Dr.Ahila.E
10	Internal Complaints Committee	Dr.Megalaa.N
11	Grievance Redressal Committee	Dr.Gayathri.H
12	Maintenance Committee	Dr.Dinesh.D.S Ms.Magasvari - AO
13	Alumni Committee	Dr.Rajab Ali
14	SC & ST Cell	Dr.Karunajothi
15	Students Council	Dr.Rajab Ali Dr.Gayathri.H
16	Minority Cell	Dr. Yuvaraj.V
17	International Student Cell Committee	Dr.Sudhakar R
18	Examination Grievance Committee	Dr.Sudhakar R

Shahere

CO-ORDINATOR
IQAC



[Signature]

PRINCIPAL
SRI VENKATESHWARAA DENTAL COLLEGE
ARIYUR, PUDUCHERRY - 605 102.

No: 13-A, Pondy-Villupuram Main Road, Ariyur, Puducherry-605102.

Tel: 0413-2644405 | Telefax: 0413-2644406 | E-Mail: principal@sfdcpondy.ac.in | Website: www.sfdcpondy.ac.in



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Ref No: SVDC/IQAC/2022/01

Date : 20.05.2022

A meeting of all the members of Internal Quality Assurance Cell (IQAC) is scheduled to be held on 21.5. 2022(Saturday) at 10.00 am in SVDC meeting hall.

Agenda:

NAAC criteria wise updates with in charges

Curriculum enrichment , Affiliation

Orientation programmes with UG and PG

Post graduate research works

Attending and conducting conference

State conference of prosthodontic departments

Value added courses, Workshops

Out reach programmes, Field visits of interns and PGs, MOU'S

Thanking you

Yours faithfully

Principal

TO

IQAC co-ordinators

Members

Copy to: Chairman, General manager, COO, All Department HOD'S, AO, student representative

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IQAC Minutes of the meeting

Date 21.05.2022

Agenda: To discuss regarding the respective criteria work, IQA, SSR submission and website updation

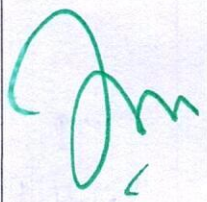
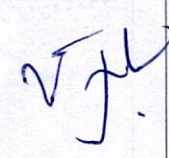

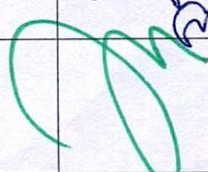
Member attended:

Chairperson	Mr.B.Ramachandiran Mrs.Radha Ramachandiran	Chairman(SVGI) Founder Chairman(SVGI)
principal	Dr.senthilnathan	Prinicipal,SVDC
Teachers Criteria heads and members of NAAC	Dr. Shabana Fathima Dr. Sudhakar Dr. Yuvaraj Dr. Jeelani Dr. Kuldeep Singh Dr. Abdul Khader Dr. Hema	Reader department of oral pathology Professor and head of Oral Pathology Professor and head of Oral surgery Reader oral medicine and radiology Reader of community dentistry Reader in oral medicine and radiology Senior lecturer dept of periodontics
Management	Dr. B.Vidhya	COO(Management Representative) SVGI
Senior Administrative Officer	Mrs. Magasvari. S	
Local society	Mrs. Shanthi	
Student	Peter	CRRI
Alumni	Dr. Bavatharini	
Stake holders	Mrs. Chitra Shah	
Coordinators	Dr.yuvaraj Dr. shabana fathima	Naac Coordinator Iqac Coordinator

(Handwritten signature)
21/5/22

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s.no	AGENDA	ACTION PLAN	STAFF INCHARGE	STATUS
1	ACADEMIC ENRICHMENT	<ul style="list-style-type: none"> Field visits to be increased and regarding which to be discussed with Engineering College Principal Dr.Pradeep. To increase Value added courses for 1st year, 2nd year BDS and discuss regarding with Er.Balaji, CSI HOD SVET. Following courses such as Bio-Medical Equipments, Hardware and Software to be used in Dentistry, Pharmacological Inter disciplinary courses, Physiotherapy for trismus, for paramedical to contact Dr.Anandavairave l. <p>To collect feedback after the courses</p>	Dr.sudagar Principal	<p>Initiated.</p> <p><i>[Signature]</i></p> <p>Initiated</p> <p><i>[Signature]</i></p>
2	Faculty developement	<ul style="list-style-type: none"> Teaching and Non teaching faculty to attend more number of FDP program and Administrative training program, within the college and outside. 	COO	<p>Initiated</p> <p><i>[Signature]</i></p>
3	Infrastructure	<ul style="list-style-type: none"> Discussed on IT – lan diagram request from IT department. Discussed on 	principal	<p>Initiated</p> <p><i>[Signature]</i></p>

		<ul style="list-style-type: none"> • Implantation of Placards in herbal garden with the uses of plants. • To take photos and post in website. • Regarding sharing of sports and gym facilities with SVMC. • Ground floor in reception area TV for patient education needed. • Lift rail and bathroom rail to speak with Srinivasan Project manager 		
4	Research	<ul style="list-style-type: none"> • Discussed on DSIR and ICMR adhoc Research grants. AYUSH grant application in process for PG studies. • To create the web links for all the program events. • Collaborative research to be initiated suggestion was made by COO madam that Ramachandra college is interested to do faculty exchange and students exchange collaborative. • Research policy documents to be vetted by Dean Research. 	Principal Vice principal(pg studies)	Initiated 
5	Value added courses	To increase number of value added courses first years and interns	Dr.Sudhagar	
6	EXTENSION PROGRAMMES	<ul style="list-style-type: none"> • E-Governance, annual budget allocation from head office. 	Principal	

		<ul style="list-style-type: none"> To install patient management software same as in medical college. 		<i>Amritha</i>
7	Students cultural and welfare	<ul style="list-style-type: none"> To get details of common sports and cultural meet within SVGI. Collection of score card and admit card from alumni. Principal personally to call all the alumni to get the details. Fees concession and fee waivers given to the students, list be formed. 	Dr.Rajab Ali	<i>[Signature]</i>

The following points were discussed

1. Introduction of the members to Chairman.
2. Discussion on previous IQAC meeting minutes.
3. Criterion wise preparedness of NAAC documents.
4. Discussion on institutional information for Quality Assessment (IIQA), self study report(SSR) for submission.
5. Discussion on work done for the year 2022 for NAAC Accreditation
6. Any other points to be discussed with the permission of Chairperson.

[Signature]
IQAC COORDINATOR
CO-ORDINATOR
IQAC

[Signature]
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Ref No: SVDC/IQAC/2022/02

Date: 09.11.2022

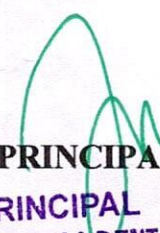
CIRCULAR

A meeting is scheduled to be held on 11.11.2022 (Friday) at 10.00 am in SVDC meeting hall for all the members of Internal Quality Assurance Cell (IQAC).

Agenda:

NAAC criteria wise updates with in charges
Reconstitution of IQAC
Curriculum enrichment, Affiliation
Orientation programmes for UG and PG
Post graduate research work
Attending and conducting CDE programs
State conference by the departments
Value added courses, Workshops
Outreach programmes, Field visits of interns and PGS, MOUs

TO
IQAC co-ordinators
Members
Copy to:
Chairman
General manager
COO
All Department HODs, AO, student representative


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IQAC

Minutes of the meeting

Date 11.11.2022

Agenda: To discuss regarding the respective criteria work, IQA, SSR submission and website updation

Chairperson	Mr.B.Ramachandiran Mrs.RadhaRamachandiran	Chairman(SVGI) Founder Chairman(SVGI)
Principal	Dr. Senthilnathan	Prinicipal, SVDC
Teachers Criteria heads and members of NAAC	Dr. ShabanaFathima Dr. Sudhakar Dr. Yuvaraj Dr. Jeelani Dr. Kuldeep Singh Dr. Abdul Khader Dr. Hema	Reader department of oral pathology Professor and head of Oral Pathology Professor and head of Oral surgery Reader oral medicine and radiology Reader of community dentistry Reader in oral medicine and radiology Senior lecturer, dept of periodontics
Management	Dr. B.Vidhya	COO(Management Representative) SVGI
Senior Administrative Officer	Mrs. Magasvari. S	
Local society	Mrs. Shanthi	
Student	Sam Baniel	CRRI
Alumni	Dr. Bavatharini	
Stake holders	Mrs. Chitra Shah	
Coordinators	Dr. Yuvaraj Dr. ShabanaFathima	NAAC Coordinator IQAC Cordinator


11/11/22
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S.NO	AGENDA	ACTION PLAN	STAFF INCHARGE	STATUS
1	Academic Enrichment	<ul style="list-style-type: none">To increase value added courses for 1st year, 2nd year BDS and discuss regarding with Er. Balaji, CSI HOD SVET.To conduct communication skills programme for II yrs and interns.To conduct CDE on communication skills for faculties and students at State level (to discuss with head of DCU unit)To collect feedback after the courses.	Dr. Sudhakar <i>[Signature]</i> Dr. Varsha <i>[Signature]</i>	The value added courses are increase along with conduction of communication skill
2	Faculty development	<ul style="list-style-type: none">Teaching and Non teaching faculty to attend more number of FDP program and Administrative training program, within the college and outside.	COO <i>[Signature]</i>	The teaching and Non-Teaching faculty have attended more number of FDP and Administrative training programme
3	Infrastructure	<ul style="list-style-type: none">Implantation of Placards in herbal garden with the uses of plants.To take photos and post in website.Regarding sharing of sports and gym facilities with SVMC.Yoga centre at SVDC campusGround floor in reception area TV for patient education needed.Completion of railings for Lift rail and restroom.	Principal <i>[Signature]</i>	All successfully completed
4	Research	<ul style="list-style-type: none">Discussed on DSIR and ICMR adhoc Research grants. AYUSH grant application in process for PG	Principal Vice principal (PG studies)	ICMR grants received other grants are in process.



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		<ul style="list-style-type: none">studies.To create the web links for all the program events.Collaborative research to be initiated suggestion was made by COO madam that Ramachandra college is interested to do faculty exchange and students exchange collaborative.Research policy documents to be vetted by Dean Research		Collabrative Research work successfully completed and others collaborative research work in process. Research documents vetted by Dean Research.
5	EXTENSION PROGRAMMES	<ul style="list-style-type: none">Field visits to be increased and regarding which to be discussed with Engineering College Principal Dr.Pradeep and Dentart dental lab puducherry, Vijay dental lab Chennai.	Principal 	All field visits completed for the year 2022-23 and others are in Process.
6	Students cultural and welfare	<ul style="list-style-type: none">To get details of common sports and cultural meet within SVGI.Collection of score card and admit card from alumni.Principal personally to call all the alumni to get the details.Fees concession and fee waivers given to the students, list be formed.	Dr.Rajab Ali 	All details received from SVGI. Sucessfully completed collection of documents from Alumni. Fee concession and fee waiver list formed.
7	Quality enrichment	<ul style="list-style-type: none">ISO audit with inclusion of PG statusSubmission of data for NIRF 2023 rankingSubmission of data to Affiliated University(PU) for World ranking 2023.E-Governance, annual budget allocation from head office.To install patient management software same as in medical college.	Dr.Shabana 	All accreditation submitted. E-Governance budget allocated. HMS software installed in SVDC.

IQAC COORDINATOR



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Ref.No.SVDC/IQAC/CIR/2023

Date:20.07.2023

CIRCULAR

This is to inform that Internal Quality Assurance Cell (IQAC) meeting is scheduled on 24th July 2023 between 2.30PM – 4.00PM in SVDC Meeting Room. All members of IQAC are requested to attend the meeting without fail.

Agenda:

1. Short review and action taken of the previous MOM
2. NAAC accreditation status.
3. Sensitization and submission of AQAR.
4. Discussion on sensitizing criteria wise awareness program and academic and administrative audit.
5. Discussion of analysis of feedback
6. Discussion of ISO recertification process.
7. Discussion on NIRF status.
8. Reconstitution of IQAC cell.
9. Any other matter permission with chair person.

Shahera
20/7/23
IQAC Coordinator
CO-ORDINATOR
IQAC

To
The member of IQAC - List overleaf

Copy To
Chairman mail
COO
Vice Principals
All HOD's
AO

20/7/23
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Internal Quality Assurance Cell (IQAC)

Date: 24.07.2023

List of Attendees

S.No	Name	IQAC Cell Members
1	Dr.Senthilnathan.S	Principal
2	Dr.Vidhya.R	Chief Operating Officer, SVGI.
3	Dr.Sudhakar.R	Vice Principal – Academics
4	Dr.Yuvaraj	Vice Principal – Clinical
5	Dr.Balatandayoudham	Professor of Oral Maxillofacial Surgery
6	Dr.Jeelani	Professor of Oral Medicine & Radiology
7	Dr.Venugopal	Senior Lecturer of Oral Maxillofacial Surgery
8	Dr.Abdul Khader	Reader of Oral Medicine & Radiology
9	Dr.Srilekha	Reader of Conservative Endodontics
10	Dr.Hema	Senior Lecturer of Periodontology & Implantology
11	Mr.Soundhararajan	General Manager
12	Mr.Magasvari.S	Administrative Officer
13	M. Shanthi	Principal – Govt. High School, Pangur
14	Ms.Sangeetha	III BDS
15	Dr.Bhavatharini	Tutor of Public Health Dentistry Batch 2014
16	Mrs. Chitra Shah	Director - Sathya Special School, Puducherry
17	Dr.Shabana Fathima.S	Reader of Oral Pathology & Microbiology
18	Mr. Prabeesh	ISO – Coordinator

Shahar
IQAC Coordinator
24/7/23



24/7/23
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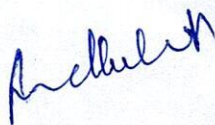
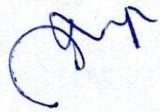

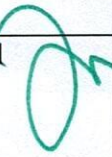

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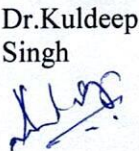
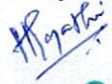
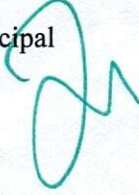
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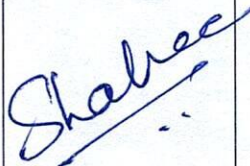
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S.NO	AGENDA	ACTION PLAN	STAFF INCHARGE	STATUS
1	Academic Enrichment	<ul style="list-style-type: none">Add on courses and Value Added courses such as Yoga, English, Personality development skills, Library visit to be incorporated and followed as per academic calendar	Dr.Sudhakar 	<ul style="list-style-type: none">Add on and value added courses planned and executed as per academic calendar.Departments were informed to include student library visit during regular class hours and its being implemented.
2	Faculty development	<ul style="list-style-type: none">Orientation program and training programs on various teaching and learning methods such as micro teaching and other methods to be sensitized by DEU.	COO 	<ul style="list-style-type: none">New DEU has been Constituted. Henceforth to conduct regular program under DEU – training of trainers/teachers.
3	Infrastructure and Development	<ul style="list-style-type: none">Newly purchased instrument invoice, books invoice and journal invoice to be submitted to the IQAC.List to be prepared for procurement of Books/ID cards/Record Notebooks etc. by AO for forthcoming academic yearPurchase manager to submit list of books etc. in stock	Principal 	<ul style="list-style-type: none">Collection of Invoice in process.Invoice being submitted.
4	Research	<ul style="list-style-type: none">Research policy is been revised and checked.To increase the publication faculty wise, department wise and students wise.	Principal  Dr.Bindhu 	<ul style="list-style-type: none">New Research Policy has been approved and implemented.Informed all the departments, teaching faculties and students through staff in charge about the benefits of research policy.

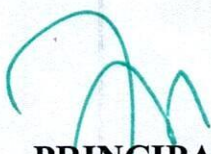
5	EXTENSION PROGRAMMES	<ul style="list-style-type: none"> • HR from Sathya Special School, Puducherry appreciated the 2 camps organized by SVDC and requested more such camps for the differently abled children of their school and their parents. • Once in 4 months dental camp to be provided • 70 non ambulatory special children need to be provided dental treatment at their home. • Parents under camp card can be registered and treatment can be fast tracked. • Counseling for the special children and their mothers can be arranged. 	Principal  Dr. Kuldeep Singh	<ul style="list-style-type: none"> • Parents have been invited to get treated at college under camp card.
6	Students cultural and welfare	<ul style="list-style-type: none"> • DEU has to check the incorporation of CO in internal question papers. • E-content to be developed for the year 2023. • Commemorative days celebrated for the year 2023 to be submitted to IQAC. • Awareness programs to be conducted on Drug abuse, Cybercrime, gender harassment, professional ethics. • To organize programs on NEET preparation, study overseas and Dental Practice management. • To list out Steps taken for students progression. • Have conducted minimal invasive technique and to conduct Rubberdamology to the students. 	Dr. Gayathri  Principal 	<ul style="list-style-type: none"> • DEU has framed an annual plan for the year 2023. • All departments informed to revise the e-content and the departments have revised it accordingly. • List of Commemorative days to be celebrated has been scheduled and allotted to each department with staff in charge and its being implemented. • Principal organizes periodic programs. • List of actions taken for students progression has been submitted and updated periodically. • Resource person for Rubberdamology have been identified and the program has been conducted.

		<ul style="list-style-type: none"> To conduct basic implantology workshop to the students. To submit intern quota department wise. Scrub uniform to be incorporated. 		<ul style="list-style-type: none"> Students have been trained with in-house faculties. Intern quota department wise submitted. Discussed with Principal and has been incorporated.
7	Quality enrichment	<ul style="list-style-type: none"> The present term of IQAC committee ends on August 2023. IQAC to be reconstituted in September. Request Pondicherry University to publish final year results within a month after examination so that it can help with graduate outcome in NIRF ranking. To collect data from A++ accredited institution and keep them as benchmark. Strategic plan for the year 2023 was discussed, budget allocation updates to be included, quality initiatives programs to be incorporated. NABH team to train the students, on biomedical waste management, sterilization and hand washing techniques. All criteria heads, committee heads, and metric heads to update all activities to IQAC for the year 2023 till date. College News letter to be released every six month. FDP for Non teaching is under process. 	<p>Dr.Shabana <i>Shabana</i></p> <p>Principal <i>[Signature]</i></p> <p>Dr.Sudhakar <i>Sudhakar</i></p>	<ul style="list-style-type: none"> Reconstituted in the month of August 2023. The same represented to the Controller of Examination of Pondicherry University through Principal via phone call and mail. Given to all criteria Heads/Incharges. It is in progressive stage according to the yearly strategic plan. Dates discussed with NABH team for training the students. Informed and submission done to IQAC. Dr.Sangamithra has been informed and the newsletter has been published. FDP program on HMS is completed. Other programs are

		<ul style="list-style-type: none"> One combined meeting with SVGI IQAC Coordinators in last week of August. 	Dr. Shabana Fathima 	in process. <ul style="list-style-type: none"> SVGI IQAC meeting was conducted with the Coordinators and was decided to sensitized on the benchmarks required for A++ accredited institution.
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IQAC COORDINATOR

**CO-ORDINATOR
IQAC**


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MINUTES OF THE 9th GOVERNING BODY MEETING

Venue: Meeting Hall, Sri Venkateshwaraa Dental College

Date: 06.06.2022

Time: 9.30-11.30 AM

Members attended:

1. Mr. B. Ramachandiran, Chairman, SVGI/RET
2. Dr. S. Senthilnathan, Principal, SVDC
3. Prof. M. Thirumal, Professor, Department of Chemistry, University of Delhi.
4. Dr. Vidhya B., MDS, Chief Operating Officer, SVGI.
5. Dr. R. Sudhakar, MDS, HOD - Department of Oral Pathology
6. Dr. Yuvaraj, V., MDS, HOD - Department of Oral Surgery
7. Prof. P. Muraliswaran, HOD - Department of Biochemistry, SVMCH & RC

Member on leave.

Dr. Prabhu, M.S., HOD Department of ENT, SVMCH & RC.

Dr. S. Senthilnathan, Principal-SVDC welcomed all the members and introduced the members of the Committee.

The members expressed their heartfelt condolence for Dr. Jyotsna Meshram, Governing Body Member who passed away last year. The members observed a minute silence.

Dr. Sudhakar presented the agenda for the meeting and the following points were discussed.

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1. Dr.S.Senthilnathan presented the university exam results of UG & PG students to the members.
2. Dr.Thirumal enquired about the seat matrix (Govt & Mgt) for BDS admissions and details of admission process through CENTAC was explained.
3. Dr.Sudhakar presented a copy of the college newsletter to Dr.Thirumal.
4. Dr.Abdul, Faculty incharge of college website updations projected the college's Web page and sought suggestions for improvement from the members.
5. Dr.Senthilnathan highlighted the various MoU's signed by the college over the past few months and the activities done through them were listed to the members.
6. Activities of the NSS and students council's Eco-Club like Tree plantation Drive on World Earth Day were mentioned.
7. Dr.Vidhya informed the external members about the Prosthodontics department of the college hosting state Prosthodontics conference on May 7,8,2022.
8. Public awareness initiatives taken by a college's various Departments and NSS Unit like Helmet Rally which was inaugurated by Lt.Governor, Walkathon on World Oral Health Day, Walkathon and Flash Mob on World No Tobacco Day were highlighted to the members.
9. Dr.Sudhakar informed the external member Dr.Thirumal about the ICMR-STs approval for a study by our III year BDS student Mr.Dorai Raghav, guided by our Faculty Dr.Shobana.
10. Dr.Thirumal reiterated about the importance of displaying the statutory committees of the college in prominent locations within the campus.

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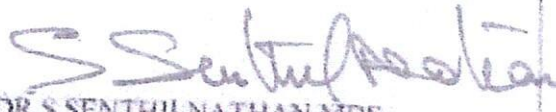
11. Dr.Yuvraj discussed the possibility of our faculty with required credentials guiding PhD students. Dr.Thirumal suggested to take up this option to the University.
12. Dr.Senthilnathan briefed the members about the steps taken by the college towards e-Governance by adopting tools such as Camu, Medisys, Tally, Moodles.
13. Dr.Thirumal highlighted the need to train the administrative staffs in file maintenance and also suggested conducting fire safety drills for the students and faculties.
14. Dr.Sudhakar enquired the steps taken by Delhi University to provide new courses and if the same could be followed to add new Certificate/Diploma courses as part of the college's offering to the students and practitioners. Dr.Thirumal suggested to take up the matter with the Board of Studies.
15. Dr.Muraliswaran recommended that the newly promoted and recruited faculty can work on ICMR proposals in small research projects.
16. Based on experience and eligibility criteria, faculty members can be promoted when applied so as to not lose their seniority. Salary paid will be subject to clearance from the management.
17. Dr.Thirumal suggested having psychological counsellors for students and faculties who can approach them when needed. Dr.Vidhya mentioned the availability of counsellors for the group of institutions.
18. Dr.Vidhya informed Dr.Thirumal about the college readiness for NAAC accreditation and informed that IQA had already been submitted on June 1, 2022.
19. Dr.Thirumal suggested setting up of Biogas and Vermicompost plant within the campus, extension of WiFi facility to the hostel and providing tactile pathways for visually challenged people


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20. The Principal, Dr Senthilnathan expressed his gratitude to Dr.Thirumal for making the time to attending the meeting in person and also thanked other members for their active participation.


MR. B. RAMACHANDIRAN,
CHAIRMAN



DR.S.SENTHILNATHAN,MDS.,
PRINCIPAL, SVDC



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