

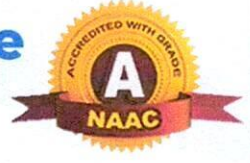


Sri Venkateshwaraa Dental College

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

(A Unit of Ramachandra Educational Trust)

Ariyur, Puducherry - 605 102



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.

Shahero
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

[Signature]
20/7/23
PRINCIPAL
PRINCIPAL
SRI VENKATESHWARAA DENTAL COLLEGE
ARIYUR, PUDUCHERRY - 605 102.



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

Shabeeh
IQAC Coordinator
24/7/23

**COORDINATOR
MEMBER SECRETARY**

24/7/23
PRINCIPAL

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

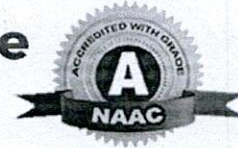


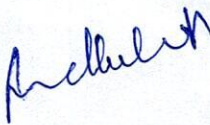


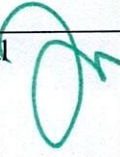

Sri Venkateshwaraa Dental College

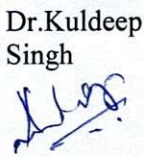

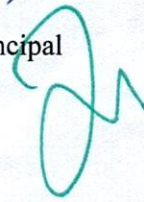
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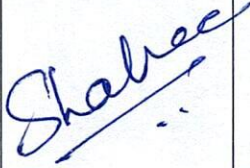
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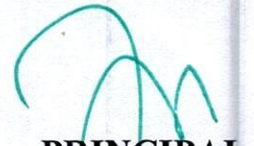
S.NO	AGENDA	ACTION PLAN	STAFF INCHARGE	STATUS
1	Academic Enrichment	<ul style="list-style-type: none">Add on courses and Value Added courses such as Yoga, English, Personality development skills, Library visit to be incorporated and followed as per academic calendar	Dr.Sudhakar 	<ul style="list-style-type: 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/trainers.
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. 	<p>Principal</p>  <p>Dr. Kuldeep Singh</p>	<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. 	<p>Dr. Gayathri</p>  <p>Principal</p> 	<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"> • 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**


PRINCIPAL

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Ref.No.SVDC/IQAC/CIR/2023

Date:08.12.2023

CIRCULAR

This is to inform that 2nd Internal Quality Assurance Cell (IQAC) meeting is scheduled on 22nd December 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. Submission of AQAR.
3. Discussion on criteria wise Documentation and Academic & Administrative audit.
4. Discussion of analysis of feedback
5. Discussion on NIRF& ISO status.
6. Quality initiative programs for the year 2024
7. Any other matter permission with chair person.

Shahera
8/12/23
IQAC COORDINATOR
CO-ORDINATOR
IQAC

[Signature]
8/12/23
PRINCIPAL

To
The member of IQAC - List overleaf

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

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SRI VENKATESHWARAA DENTAL COLLEGE
ARIYUR, PUDUCHERRY - 605 102



Internal Quality Assurance Cell (IQAC)

Date: 22.12.2023

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.Varsha Murthy. J	Vice Principal - PG Studies & Research
6	Dr.Shailaja	Professor & HOD - Dept. of Orthodontics
7	Dr.Bindu Meera John	Professor - Dept. of Conservative Endodontics
8	Dr.Kuldeep Singh	Reader & HOD Incharge - Dept. of Public Health Dentistry
9	Dr.Ahila	Reader - Dept. of Periodontics
10	Mr.Soundhararajan	General Manager, SVGI
11	Mrs.Magasvari.S	Administrative Officer, SVDC
12	M. Shabana Fathima. S	Professor - Dept. of Oral Pathology & Microbiology.
13	Mrs. Keerthana	Coordinator for Non-Teaching, FDP, SVDC.
14	Mrs. Chithra	Vice Principal/ Accreditation Coordinator - Aditya Vidyashram Residential School, Poraiyur Campus, Puducherry.
15	Mrs. Chitra Shah	Director - Sathya Special School, Puducherry
16	Dr.Sudhagar	Tutor - SVDC.
17	Mr. Prabeesh	ISO - Coordinator
18	Ms. Molisha	Batch (2020 - 2021)

Shahed
22/12/23
IQAC Coordinator

**CO-ORDINATOR
IQAC**

Shahed
22/12/23
PRINCIPAL

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

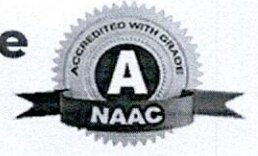


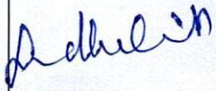
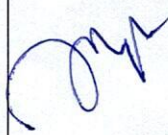
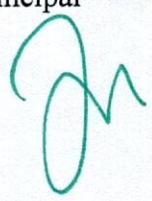
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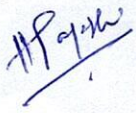
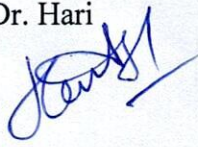
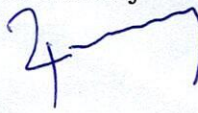




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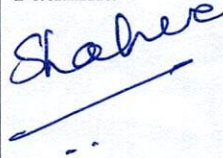
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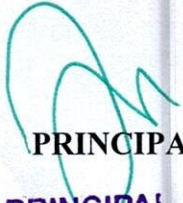
S.NO	AGENDA	ACTION PLAN	STAFF INCHARGE	STATUS
1.	Academic Enrichment	<ul style="list-style-type: none">• Commemorative Days in the academic calendar to be released with Department and faculty in-charge for the year 2024. Commemorative Days such as, World Blood Donor Day, World Mental Health Day & National Nutrition Day to be incorporated.• To fix internal examination dates in the academic Calendar.• Physical educational director to be appointed for our institution.	Dr.Sudhakar 	<ul style="list-style-type: none">• Commemorative Days and Examination days included in the academic calendar and submitted to the IQAC.• Examination dates have been incorporated in the Academic Calendar.• HR department was requested to appoint Physical Director for SVDC.
2.	Faculty development	<ul style="list-style-type: none">• To recommend faculties to enroll in higher education like PhD & Fellowship programmes• Car parking for Teaching Faculties.	COO 	<ul style="list-style-type: none">• Dr. Shobana, Dr.Piradhiba, Dr.Poorani, and Dr. Lakshman have enrolled for PhD Program.• It will be allotted very soon, as suggested by COO
3.	Infrastructure and Development	<ul style="list-style-type: none">• Periodicity of Audit	Principal 	<ul style="list-style-type: none">• ISO Internal Audit completed for Jan 2024 and Clinical Audit done in Department of Oral Maxillo Facial Surgery, Orthodontics and Prosthodontics, other departments in process.

4.	Research	<ul style="list-style-type: none"> Utilization of Seed Money. Dr.Venkatesh ICMR Scientist from Hyderabad to be invited to our Institution 	Principal Dr.Bindu Meera John 	<ul style="list-style-type: none"> The Expenditure on Conduction of Seminar/Conference /CDE program is been included in Seed Money. Dr.Ahila, Dept.of Periodontics invited Dr. Venkatesh and will be part of our institution program very soon based on his availability.
5.	Extension Programmes	<ul style="list-style-type: none"> Dental camps to be conducted for Autism kids and their parents in their 3 Centres, once in 3 months. Fee waiver to be considered for Autism kids' parents and the they to be called for treatment on working days. Treatment for the Autism kids will be provided at their school premises. 	Dr. Kuldeep Singh 	<ul style="list-style-type: none"> Screening and Treatment Camp done for the Students of Sathya Special School and Fee waiver for the parents is been informed.
6.	Students cultural and welfare	<ul style="list-style-type: none"> Students of our Institution to be given priority in faculty dental clinics as dental assistant. Program on career guidance Lectures to be arranged on the scope of Dentistry in National and Foreign Universities and on the importance of Mental Health for students. 	Dr.Lakshman 	<ul style="list-style-type: none"> Data of students appointed in faculty dental clinic is collected. Career guidance Lectures are in process. Mr. Anandharaj, Placement Cell Officer, SVGI to be contacted for students' placement in corporate sector.

		<ul style="list-style-type: none"> • Finishing school to be incorporated into the Curriculum as a Co-Curricular activity, for which Time Line and Time table to be allotted and to start the activity at the beginning of the Calendar year. • To add more number of e-content classes on to the website and as library e-content • UG students are vaccinated in the First year and Third year, whereas for PG students Titer values to be checked before vaccination. • To implement the importance of Financial Management to students, faculties & female staff, a program to be organized • All Scholarship to be sensitized to all year students • To implement CV writing, Personality Development & Mock Interview to INTERNS & PGs. • Dr.Rajab Ali to take charge of sending seasonal greetings & updatation of Career Counselling programs of our Institution to the Alumni by mail 	<p>Dr. Gayathri </p> <p>Dr. Hari </p> <p>Dr. Yuvaraj </p> <p>Principal </p> <p>Dr.Rajab </p>	<ul style="list-style-type: none"> • COO, Principal, All HOD's discussed on Finishing school framework is been developed and initiated • Faculties have incorporated videos in the newer e-content. • Will be implemented for PG students. • Resource Person has been identified for financial management & Personality Development and programs to be conducted. • Initiated and in Process
7.	Quality enrichment	<ul style="list-style-type: none"> • FDP for Non teaching • Documentation and Submission of AQAR • In NIRF Ranking to refer NIRF 20th ranked Jamia Milia Islamia dental college as benchmark and work toward achieving comparable scores 	<p>Dr.Shabana </p> <p>Dr.Kuldeep </p>	<ul style="list-style-type: none"> • In process and documents Submitted to IQAC • Documents submitted to IQAC • Dr. Kuldeep Singh, NIRF-SVDC Coordinator, collected the data and areas to

		<ul style="list-style-type: none"> • To increase the Peer perception of our Institution. • To request Pondicherry University to release the Final Year results at the earliest for it will be useful for NIRF Ranking, which has to be submitted by 5th Jan. 2024 • To increase Quality initiative Programs by the Institution • Inputs from the Local Society member was incorporated 	<p> Dr. Kuldeep Singh</p> <p>Principal </p> <p>Dr. Shabana Fathima </p>	<p>improve in rankings has been worked out for better ranking for the year 2024.</p> <ul style="list-style-type: none"> • In process to increase the peer perception. • Requisition made to university Via Phone call and E-mail for Earlier declaration of results • Quality initiative Programs by the Institution has comparatively increased from last Academic Year. • Oral health Sensitization program conducted in Aditya School and Screening camp to be conducted very soon.
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IQAC COORDINATOR
**CO-ORDINATOR
IQAC**


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