



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/2023-24/026

Date: 24.04.2024

CIRCULAR

This is to inform that 2024 Quarterly Internal Quality Assurance Cell (IQAC) meeting is scheduled on 26th April' 24, 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. Prospective plan discussion criteria wise
4. Discussion of analysis on feedback
5. Discussion on NIRF& ISO status.
6. Quality initiative programs for the year 2024
7. Any other matter permission with chair person.

Shabee
IQAC Coordinator
CO-ORDINATOR
IQAC

[Signature]
PRINCIPAL
PRINCIPAL
SRI VENKATESHWARA DENTAL COLLEGE
ARIYUR, PUDUCHERRY - 605 102.

To
The member of IQAC - List overleaf

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



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Internal Quality Assurance Cell (IQAC) as on 01.09.2023

Chairperson	Dr.Senthilnathan.S	Professor & Principal
Management Representative	Dr.B.Vidhya	Coo, SVGI
Teachers	Dr.Sudhakar.R	Vice Principal – Academics
	Dr.Yuvaraj	Vice Principal – Clinical
	Dr.Varsha Murthy.J	Vice Principal – PG Studies & Research
	Dr.Bindu Meera John	Professor – Dept. of Conservative Endodontics
	Dr. Rajab Ali	Reader – Dept. of Orthodontics.
	Dr.Kuldeep Singh	Reader & HOD Incharge – Dept. of Public Health Dentistry
	Dr.Ahila	Reader – Dept. of Periodontics
Senior Administrative officers	Mr.Soundhararajan	General Manager, SVGI
	Mrs.Magasvari.S	Administrative Officer, SVDC
IQAC Coordinator	Dr.Shabana Fathima.S	Professor – Dept. of Oral Pathology & Microbiology
HR Member	Mrs.Keerthana	Coordinator for Non-teaching, FDP, SVDC
Local Society	Mrs.Chithra	Vice Principal/Accreditation Coordinator – Aditya Vidyashram Residential School, Poraiyur campus, Puducherry.
Stake Holders	Mrs.Chitra shah	Director – Sathya Special School, Puducherry.
Alumni	Dr.Sudhagar	Tutor – SVDC
External Member	Mr.Prabeesh	ISO - Coordinator
Student Member	Ms.Molisha	Batch (2020-2021)


IQAC Coordinator

CO-ORDINATOR
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Date: 26.04.2024

Attendance Sheet

S.no	Name	Designation	Signature
1	Dr.Senthilnathan.S	Professor & Principal	
2	Dr.B.Vidhya	Coo, 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. Rajab Ali	Reader – Dept. of Orthodontics.	
7	Dr.Kuldeep Singh	Reader & HOD Incharge – Dept. of Public Health Dentistry	
8	Dr.Ahila	Reader – Dept. of Periodontics	
9	Mr.Soundhararajan	General Manager, SVGI	ABSENT
10	Mrs.Magasvari.S	Administrative Officer, SVDC	
11	Dr.Shabana Fathima.S	Professor – Dept. of Oral Pathology & Microbiology	
12	Mrs.Keerthana	Coordinator for Non-teaching, FDP, SVDC	
13	Mrs.Chithra	Vice Principal/Accreditation Coordinator – Aditya Vidyashram Residential School, Poraiyur campus, Puducherry.	
14	Mrs.Chitra Shah	Director - Satya special school, Puducherry	
15	Dr.Sudhagar	Tutor – SVDC	
16	Mr.Prabeesh	ISO - Coordinator	ABSENT
17	Ms.Molisha	Batch (2020-2021)	Molisha.R.

IQAC Coordinator

CO-ORDINATOR
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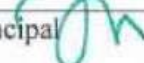
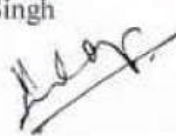

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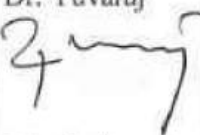




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S.NO	AGENDA	ACTION PLAN	STAFF INCHARGE	STATUS
1.	Academic Enrichment	<ul style="list-style-type: none">• Commemorative Days in the academic calendar to be released with Department and faculty in-charge for the year 2024. Commemorative• Days such as, 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 & updation 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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