



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: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 CO-ORDINATOR
IQAC

To

The member of IQAC - List overleaf

Copy To

Chairman mail

COO

Vice Principals

All HOD's

AO

Principal
8/12/23
PRINCIPAL

PRINCIPAL
SRI VENKATESHWARAA DENTAL COLLEGE
ARIYUR, PUDUCHERRY - 605 102

College of Business Administration

College of Business Administration
University of North Carolina at Charlotte
Charlotte, NC 28223-4400
Phone: (704) 388-7000
Fax: (704) 388-7000

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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

PRINCIPAL

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



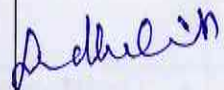


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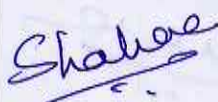

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S.NO	AGENDA	ACTION PLAN	STAFF INCHARGE	STATUS
1.	Academic Enrichment	<ul style="list-style-type: none">Commemorative Days in the academic calendar to be released with Department and faculty in-charge for the year 2024. Commemorative Days such as, World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

		<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. Kul Singh</p> <p>Principal</p> <p>Dr. Shaf Fathima</p>
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 IQAC COORDINATOR
 CO-ORDINATOR
 IQAC

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