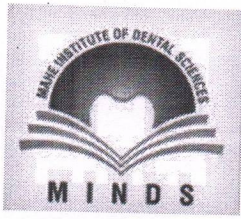


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U.T. of Puducherry. Ph : 0490 2337765

**MINUTES OF THE MEETING OF
THE ACADEMIC COMMITTEE**



MAHE INSTITUTE OF DENTAL SCIENCES & HOSPITAL
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 Chalakkara, P.O. Pallor, Mahe-673 310
 U.T. of Puducherry. Ph : 0490 2337765

Minutes of The Meeting

Department: Committe for UG academic programme Date :19-05-23

Venue of Meeting: Conference Hall

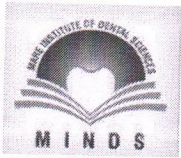
Time: 11.00 am

Members Present			Members Absent		
Sl. No.	Designation	Name	Sl. No.	Designation	Name
1	Chairperson	Dr M.Selvamani	1.	Member	Dr Bastian T S
2	Convenor	Dr Nanditha Chandran	2.	Member	Dr Deviprasad
3	Member	Dr Manoj Kumar	3.	Member	Dr Muralidhara
4	Member	Dr Rajani Mary George			

Sl. No.	Agenda with Points Discussed	Decision Taken	Person Responsible for Implementation	Target Date
1	MINDS Academic calendar for IR batch discussed	Clinical and theory classes to commence on 22-05-23	Dr M Selvamani	-
2	Internal practical examination for final year regular batch	The first internal practicals are to be conducted in the first week of June and the second internal practicals are to be conducted in July	HODs	June and July
3	Ug research publications	Regular batch students are instructed to complete publications before September	All departments	September
4	Proposal to conduct one practical examination for III BDS	Discussed and clinical departments to conduct exams after second round postings	All departments	After second round posting
5	Midcourse improvement exam	To be conducted for slow learners after the second internal examination	All departments	June
6	Leave application for interns	Prior permission to be taken from departments. Extension by 2 days to be given in case of uninformed leave	Dr Rajani	
7	Additional Academic Courses	Motivate the students to participate in the courses actively	All departments	

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Minutes of Meeting

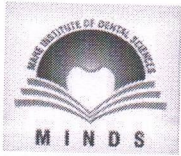
Department: COMMITTEE FOR P.G. ACADEMIC PROGRAMS
Venue of Meeting: CONFERENCE HALL

Date:30.5.2023
Time: 11.00 AM

Members Present			Members Absent		
Sl. No.	Designation	Name	Sl. No.	Designation	Name
1.	Chairperson	Dr Anil Melath			
2.	Convenor	Dr George			
3.	Member	Dr. Jithesh			
4.	Member	Dr.Rena			
5.	Member	Dr. Bastian			
6.	Member	Dr Prasad			

Sl. No.	Agenda with Points Discussed	Decision Taken	Person Responsible for Implementation	Target Date
1.	Discussion regarding thesis submission	Third year PG's has to complete final thesis presentation before 1 st week of december.	HODs	
2.	Orientation week for 1 st MDS students 2023-24 Batch		Dr. M Selvamani	
3.	Enrolling in SWAYAM courses on academic writing and research fundamentals	Mandatory for first-MDS students		
4.	Apply for Grants and Publications	All postgradutes should apply for ICMR or other grants for their Thesis Mandatory Publication of thesis - 3 rd MDS	HODs	

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Minutes of Meeting

Department: Curriculum Enrichment Committee

Date: 29.5.2023

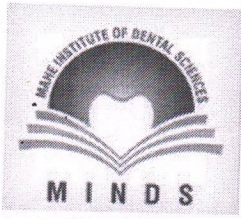
Venue of Meeting: CONFERENCE HALL

Time: 10.00 AM

Members Present			Members Absent		
Sl. No.	Designation	Name	Sl. No.	Designation	Name
1.	CHAIRPERSON	DR ANIL MELATH			
2.	MEMBER	DR M SELVAMANI	9.	MEMBER	DR ARJUN.M.R
3.	MEMBER	DR. SUBAIR	10.	MEMBER	DR SONA JOSEPH
4.	MEMBER	DR RAJ AC	11.	MEMBER	MRRAHMATHULLA
5.	MEMBER	DR ROSHIN CN	12.	MEMBER	MR. MADHUVISWANATH
6.	MEMBER	DR BASTIAN	13.	MEMBER	DR. ANJALI K
7.	MEMBER	DR RENA EPHRAM	14.	MEMBER	DR. SAICHARAN.G
8.	MEMBER	DR GEORGE THOMAS			

Sl. No.	Agenda with Points Discussed	Decision Taken	Person Responsible for Implementation	Target Date
1.	Evaluation of additional academic courses and value-added courses 2022-23	Feedback should be collected and evaluated	<ul style="list-style-type: none">All the departmentsCommittees	
2.	Proposal-list of curriculum enrichment program -2023-24	Approved. increase the number of students participating	<ul style="list-style-type: none">CommitteesAll the departments	
3.	Based on feedback from various stakeholders, value-added courses and add-on courses should be verified and conducted	To be discussed with IQAC		

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Minutes Of The Meeting

Department: Committee for UG academic program

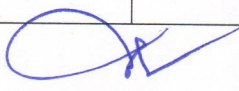
Date:22-12-22

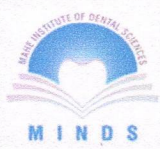
Venue of Meeting: Conference Hall

Time: 11.00 am

Members Present			Members Absent		
Sl. No.	Designation	Name	Sl. No.	Designation	Name
1	Chairperson	Dr M.Selvamani	1.	Member	Dr Deviprasad
2	Convenor	Dr Nanditha Chandran	2.	Member	Dr Muralidhara
3	Member	Dr Manoj Kumar			
4	Member	Dr Rajani Mary George			
5	Member	Dr Bastian T S			

Sl. No.	Agenda with Points Discussed	Decision Taken	Person Responsible for Implementation	Target Date
1.	Preparation of timetable for clinical postings for IR batch	The clinical and theory class times table discussed and the commencement date decided	Dr M Selvamani	31-1-23
2.	Student participation in CDE programs outside the institution.	Discussed and forwarded to HODs, and CDE committee for approval	Dr M Selvamani	-
3.	Evaluation of lesson plan	Lesson plan prepared in advance	Department wise	
4.	Internal exam timetable preparation	Discussion on the preparation of the timetable for first internal exam for IR batch. Exam dates approved and accepted by members.	Dr Nanditha Chandran	July
5.	Identification of slow and advanced learners after internals	Guidelines for their identification given to all departments. Discussion on giving special attention and additional classes for slow learners	All departments	After each internals
6.	Evaluation of mentoring activity	Mentor list prepared and circulated	All departments	-
7.	Feedback collection	To be discussed with IQAC for the preparation of feedback questions .	IQAC and Convenor	


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Minutes of Meeting

Department: Committee For P.G. Academic Programs

Date: 26.12.2022

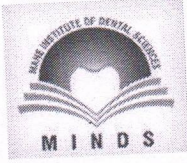
Venue of Meeting: CONFERENCE HALL

Time: 11 AM

Members Present			Members Absent		
Sl. No.	Designation	Name	Sl. No.	Designation	Name
1.	Chairperson	Dr Anil Melath			
2.	Convenor	Dr. George			
3.	Member	Dr. Jithesh			
4.	Member	Dr.Rena			
5.	Member	Dr. Bastian			
6.	Member	Dr Prasad			

Sl. No.	Agenda with Points Discussed	Decision Taken	Person Responsible for Implementation	Target Date
1.	Review of ongoing research projects	Apply for Grants	Research guide or supervisor	
2.	Updates on publications, presentations, or conferences	Increase the publication, and submit the manuscript to high-indexed journals	HODs	
3.	- Review of interdepartmental and interdisciplinary courses - Lesson plan for interdepartmental and interdisciplinary courses	Preparation of lesson plans for interdepartmental and interdisciplinary courses	HODs	
4.	Review of international collaboration agreements or exchange programs		HODs	
5.	CPC – interdepartmental/interdisciplinary	Incorporation of interdepartmental/interdisciplinary CPCs – to be discussed with the CDE committee	CDE committee	

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Department: CURRICULUM ENRICHMENT COMMITTEE

Date: 26.12.2022

Venue of Meeting: CONFERENCE HALL

Time: 10 AM

Members Present			Members Absent		
Sl. No.	Designation	Name	Sl. No.	Designation	Name
1.	Chairperson	DR ANIL MELATH			
2.	Convenor	DR.ROSHIN		Convenor	DR. SUBAIR. K
3.	Member	DR ARJUN.M.R		Member	DR. SHARATH CHANDRASEKAR
4.	Member	DR. SONA JOSEPH			
5.	Member	MR RAHMATHULLA			
6.	Member	MR. MADHUVISWANATH			
7.	Member	DR. ANJALI K			
8.	Member	DR. SAICHARAN. G			

Sl. No.	Agenda with Points Discussed	Decision Taken	Person Responsible for Implementation	Target Date
1.	Evaluation of additional academic courses and value-added courses	Departments and committees should monitor additional academic courses and value-added courses		
2.		Feedback form has to be collected for each additional academic course and value-added courses		
3.	Submission of documents	To Convenor of Curriculum Enrichment Committee		30.1.2023


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