



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

Minutes of Meeting

Committee: IQAC

Date: 19.12.2023

Venue of Meeting: Conference Hall

Time: 10:00-11.00a.m.

Members Present			Members Absent		
Sl. No.	Designation	Name	Sl. No.	Designation	Name
1.	Chairperson	Dr.AnilMelath	1.	Member	Dr Varun
2.	Coordinator	Dr. Raj A.C	.2.	Member	Mr.AntonyFernandes
3.	Member	Dr.M.Selvamani.	3.	Member	Dr Praveen Francis
4.	Member	Mr.MadhuViswanath	-	-	-
5.	Member	Dr Hemalatha	-	-	-
6.	Member	Dr.Jeena Sebastian	-	-	-
7.	Member	Dr Jithesh	-	-	-
8.	Member	Dr Roshin	-	-	-
9.	Member	Mrs.PrashanthiM	-	-	-
10.	Member	Dr Dhanya KB	-	-	-
11.	Member	Mr.Binoy.T	-	-	-
12.	Member	Mr K Jayaraj (Rep for CEO)			
13.	Invitee	Dr Jilu Abraham			
14.	Invitee	Dr Anjana Sacheendran			
15.	Invitee	Dr Rugma Kannan			
16.	Invitee	Dr Vyshnavi Ramachandran			
17.	Invitee	Dr Lino Paul			
18.	Invitee	Dr Teenu Thomas			
19.	Invitee	Dr Anjali K			
20.	Invitee	Dr Nirosha			
21.	Invitee	Dr SelvaKumar			
22.	Invitee	Mrs Sasikala			



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Sl. No.	Agenda with Points Discussed	Decision Taken	Action taken report	Target Date
1.	Discussion regarding 22-23 AQAR uploading: Committee wise challenges and measures for future plan	-To have a separate meeting and internal audit with individual committees which should be executed by end of January 2024	IQAC is assigned to follow it up.	30/01/2024
2.	To upload AQAR in a systematic plan for forthcoming academic session	To carry out criterion wise inspection after the end of academic year 2023-24 and upload the report to NAAC on a systematic plan	IQAC is assigned to follow it up.	30/10/2024
3.	Discussion regarding website updating	Website committee need to get data from individual departments and committees regarding all the activities and programs	All HODs and committee conveners	
4.	Proposal for reconstitution of IQAC member list for the year 2024-2025.	Decided to replace passive members and include efficient hands from the faculty list.	Dr Hemalatha to prepare and present the draft	15/01/2024
5.	Discussion regarding best practice proposal for the upcoming year	To discuss in HOD meeting and include new ideas for discussion in next meeting. Adaptation of tribal village is suggested by Dr Anil Melath	Dr Teenu is assigned to make a draft on tribal village adaptation and present it on upcoming IQAC meeting	Next IQAC meeting
6.	Obtaining permanent recognition from Pondicherry University	University inspection is scheduled on 26/12/2023. We can showcase the best of MINDS with A+ recognition of NAAC to claim for permanent recognition	All faculty members	
7.	Discussed on feedback obtained from students,	All in house quality enhancement measures	Assigned to Bos Member Dr Anil	



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	faculties, stake holders and academic peers by Dr Roshin as a part of quality enhancement	are discussed. (separate date is attached) Decided to present university related suggestions in forthcoming board meeting of university	Melath	
8.	Measures to enhance PG seats in eligible departments by year 2025	Preparation for university inspection to be completed at the earliest before applying to DCI.	Dr Anil Melath and Dr Selvamani is assigned to follow it up	By next meeting date.

Chairperson,
IQAC