11.09.23
11.00am

1. Dr. Nithi Varghese
2. Dr. Dhanya Sidhesh
3. Ms. Renu Mathews.

Minutes of HOD Meeting with the Principal

Presided by Dr. Sanu Tom Abraham, Principal, Indira Gandhi Institute of Dental Sciences, Kothamangalam

Attendees: Principal , Vice Principal , HODs of all Frist BDS subjects

Agenda : Discussion an d analysis of attendance percentage and academic performance of First BDS Regular 2022 Batch students after evaluating 2nd internal examination answer sheets.

Minutes

1. The meeting was called by the principal at his chamber.
2. Principal emphasized the importance of maintaining a minimum of 80% attendance to be eligible for university examinations.
3. Academic performance in the 2nd internal exam was discussed.
4. Poor performance in the exam were called to the chamber and re informed about the eligibility criteria. A minimum of 40% marks in each subjects is mandatory, for internal as well as model exam, to take university examination the were also reminded that meeting eligibility alone doesn't guarantee success in the university exam as the minimum marks to pass each subject is 50%
5. Average performers were encouraged to study harder to improve their subject scores.
6. Principal suggested implementing weekly tests , one subject per week, to help students preparing for upcoming exams.
7. The marks scored and attendance percentage of the students were displayed to them and got it signed acknowledging their current status and possibility of ineligibility for appearing university exams.
8. The principal stressed the importance of legible handwriting and adherence to the university examinations rules for attaining good score.
9. It was decided to schedule a parents meeting to inform them about their ward's current status.

The meeting was concluded at 11.30 am and was deemed productive

Dr. SANU TOM ABRAHAM, MDS
PRINCIPAL
Indira Gandhi Institute of Dental Sciences
Nellikuzhi P.O., Kothamangalam