

14.03.2023

11.00 am

- Dr. Sanu Tom Abraham
1. Dr. NADAH NAJEEB
 2. Dr. Miriam Mathew
 3. Dr. Subramaniam R
 4. Dr. PRASANTH P
 5. Mr. R Rajesh
 6. Dr. Fiaz
 7. Dr. Ajay P. Joseph
 8. Dr. Athira C.P
 9. Dr. Eldho T. Paul

[Handwritten signatures corresponding to the list above]

MINUTES OF ACADEMIC COUNCIL MEETING HELD ON 14.03.2023

The Academic Council meeting was held for the Heads of the dental departments on 14th of March 2023 at 11:00 am in the Principal's chamber. The following faculty were present for the meeting:

1. Dr. Sanu Tom Abraham (Principal)
2. Dr. Eldho T. Paul (Vice Principal)
3. Dr. Bijoy John (Dean, Student Affairs and HoD, Periodontics) ✓
4. Dr. R Rajesh (HoD, Pedodontics)
5. Dr. Prasanth P S (HoD, Orthodontics)
6. Dr. Miriam Mathew (HoD, Prosthodontics)
7. Dr. Subramaniam R (HoD, Public Health Dentistry)
8. Dr. Fiaz Shemshudeen (HoD, Oral and Maxillofacial Surgery)
9. Dr. Nadah Najeeb Rawther (HoD, Oral Medicine and Radiology)*
10. Dr. Ajay P Joseph (Reader, Conservative Dentistry and Endodontics)
11. Dr. Athira C P (Reader, Oral Pathology)

Agenda

1. NAAC update and preparations for Peer Team Visit
2. Proposed change in BDS curriculum
3. Conducting regular staff meetings in department
4. Journal Club presentation by interns
5. KUHS inspection
6. Support for Doctor's strike called on 17th March
7. Handling of Medical emergencies in dental clinics
8. HoD representation for Academic Council Meetings
9. Comprehensive clinic updates

Minutes of meeting

Dr. Sanu Tom Abraham, Principal, welcomed the gathering and briefed about the minutes of meeting.

1. NAAC update and preparations for Peer Team Visit

- Dr. Sanu Tom Abraham informed that our Self Study Report has been accepted by NAAC after the Data Verification and Validation. This takes the status of our institution as 'Pre Qualified'
- Further updates on the further proceedings and formalities ahead of Peer Team Visit were discussed and it was decided to suggest Peer Team Visit dates in the month of May 2023.
- In preparation for the NAAC Peer Team Visit, all HoD's have been instructed to prepare a department presentation. A format for preparation of the same was circulated and discussed.
- It was decided to have a draft presentation by the HoD's on 21st March 2023
- The format for the presentation is as follows:

1. Vision of the Department

2. Short term goals
3. Long term goals
4. Logo with explanation
5. Staffing pattern in department
6. Teaching methods employed
7. Results (last 5 years – 2017-18 academic year onwards)
8. Action for advanced learners
9. Remedial measures for slow learners
10. Incubation centre
11. Training in use of advanced equipment's
12. Special clinics
13. Patient statistics for the last 5 years (2017-18 academic year onwards)
14. Research data
15. Scientific publications
16. CDE programs organised
17. Extension and other outreach activities
17. Achievements and recognitions (Faculty and students)
18. Future plans

- The departments are also instructed to maintain the required files ahead of NAAC inspection. The details regarding the same will be shared to the HoD's

2. Proposed change in BDS curriculum

- Dr. Sanu Tom Abraham detailed about the proposed change in dental curriculum by the Dental Council of India and briefed about the outcome of Principal's Meeting held at the KUHS level regarding the same.
- All HoD's will be receiving a draft of the new curriculum and HoD's are advised to go through the document and make a list of queries/clarifications if any to be discussed with the University representatives during their institutional visit for an orientation program on the new curriculum in the month of April 2023.

3. Conducting regular staff meetings in department

- All HoD's were directed to conduct periodic department level meetings and maintain minutes of the same for effective communication of Academic Council meeting decisions to the junior staff.

4. Journal Club presentation by interns

- All HoD's are informed to encourage the journal club presentations by interns.

- Such presentations will encourage journal based learning and literature search with enhancing the usage of journal subscriptions by the institution like EBSCO

5. KUHS inspection

- All the HoD's shall, be prepared with necessary documentations for the periodic inspection by the KUHS.

6. Support for Doctor's strike called on 17th March

- It is decided to support the Doctor's strike called on 17th of March by the IMA against the attack on Doctors. The institution will express the solidarity to the strike (supported by the IDA), by providing only emergency services on the day.

7. Handling of Medical emergencies in dental clinics

- With the availability of a full time medical practitioner at the Comprehensive clinic, all medical emergencies related to patients/students may be referred to the medical clinic.

8. HoD representation for Academic Council Meetings

- All HoDs have been directed to attend the academic council meeting in person and in case of inability to attend, the HoD shall report to the Principal the next available day for a briefing regarding the meeting. This is to ensure effective communication of the matters to the other faculty members in the department.

9. Comprehensive clinic updates

- Dr. Bijoy John, Faculty in charge of the Comprehensive clinic, updated regarding the functioning of the clinics and practical concerns following the functioning of the clinic. A few amendments were made in the functioning guidelines and it was decided to circulate the updated guidelines.



Dr. SANU TOM ABRAHAM MOS
PRINCIPAL
Indira Gandhi Institute of Dental Sciences
Nellikuzhi P.O., Kottayam
Kerala

Handwritten notes and signatures on page 11, including a list of names and dates, and a signature of Dr. Sanu Tom Abraham Mos.

25.04.23
09.15am

Dr. Samy Jay Abraham	Principal	
Dr. Edwin T. Paul	Vice Principal	
Dr. BISOY JOHN	Dean	
1. DR PRASANTH M	ORAL MEDICINE	
2. Dr. SUBRAMANIAM R	Public Health Dentistry	
3. Dr. Miriam Mathew	PROSTHODONTICS	
4. Dr. DWESH KANAKA	CONSERVATIVE DENTISTRY	
5. Dr. Rajesh	Pedodontics	
6. Dr. JACOB JOSEPH	ORTHODONTICS	
7. Dr. VIGNESH VARMA	ORTHODONTICS	
8. Dr. ANJITHA DEVARAJ	ORTHODONTICS	
9. Dr. Enrica John	Orthodontics	
10. Dr. Darsana Krishnan	Pedodontics	
11. Dr. Ambili Ravindran P	Prosthodontics	
12. Dr. Manjini Babu	Pedodontics	
13. Dr. Blessy K. Varghese	Conservative Dentistry	
14. Dr. Maria Thomas	Conservative Dentistry	
15. Dr. Athina K.S	Prosthodontics	
16. Dr. Ann George	Prosthodontics	
17. Dr. Pinky Varghese	Prosthodontics	
18. Dr. Gii George	Conservative Dentistry	
19. Joppy George	Pharmacology	
20. Dr. Harish chandran	periodontics	
21. Dr. Rizas Karim	Periodontics	
22. Dr. AGAT P. JOSEPH	Cons & ENDO.	
23. Dr. Anahita Mariam Basil	Periodontics	
24. Dr. PRIYA BABU	PUBLIC HEALTH DENTISTRY	
25. Dr. Jeshna Mary James	Public Health Dentistry	
26. Dr. Divya Kavi	Oral Medicine and radiology	
27. Dr. Skuthi T.S	OMFS	
28. Dr. Lissy George	OMFS	
29. Dr. Anirudh Babu	Peds	

31. Dr. Binz Shehsheredeen	OMFS	
32. Dona P Varghese	Physiology	
33. Dr. Nithi Varghese	Physiology	
34. JISMIYA HASSAN	MICROBIOLOGY	
35. Rene Mathews.	Anatomy	
36. Fathimanol m.m	Anatomy	
37. Kanyakrishna G	"	
38. Dr. Miveditha	Oral Pathology	
39. Dr. Athina C.P	Oral Pathology	
40. Dr. Lita Mary Thampy	Oral Pathology	
41. Dr. Shini Koshy	Oral Pathology	
42. Dr. Dhany Sudhesh	Biochemistry	
43. Annie Mathew	Biochemistry	
44. Dr. JUSTIN JOBE	Pedodontics	
45. Dr. Selma S	Prosthodontics	
46. Dr. Jitin James	Prosthodontics	
47. Dr. JOSE GEORGE	OMFS	
48. Dr. Grigi Roy	OMR	
49. Dr. Elana Paul	OMR	
50. Dr. NADAH	OMR	

All Staff meeting was conducted on 25.04.23 at 9.15am at CDE Hall

Following matters were discussed

1. NAAC Peer team visit is scheduled on 17.05.23 and 18.05.23
2. All department clinic and Basic Sciences should prepare for the team visit
3. All staff should follow covid protocol during the team visit



Dr. SANU TOM ABRAHAM, MDS
PRINCIPAL
Indira Gandhi Institute of Dental Sciences
Nellikuzhi P.O., Kottamangalam
Kerala - 686 631

MINUTES OF ACADEMIC COUNCIL MEETING HELD ON 01.06.2023

The Academic Council meeting was held for the Heads of the dental departments on 1st of June 2023 at 11.00 am in the Seminar Room. The following faculty were present for the meeting:

1. Dr. Sanu Tom Abraham (Principal)
2. Dr. P. S. (HoD, Oral Pathology)
3. Dr. P. S. (HoD, Oral Radiology)
4. Dr. P. S. (HoD, Oral Medicine and Radiology)
5. Dr. P. S. (HoD, Oral and Maxillofacial Surgery)
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