








### MINUTES OF ACADEMIC COUNCIL MEETING

Date : 14/03/2024

Venue : Principal Chamber

Time : 9.30 am onwards

The following faculties 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; HoD, Periodontics) 
4. Dr. Prasanth P S (HoD, Orthodontics) 
5. Dr. Nivedita (HoD, Oral Pathology)
6. Dr. Dinesh Kamath (HoD, Conservative Dentistry and Endodontics) 
7. Dr. R Rajesh (HoD, Pedodontics and Preventive Dentistry) 
8. Dr. Miriam Mathew (HoD, Prosthodontics)
9. Dr. Subramaniam R (HoD, Public Health Dentistry) 
10. Dr. Fiaz Shemshudeen (HoD, Oral and Maxillofacial Surgery) 
11. Dr. Shabil Mohamed Mustafa (HoD, Oral Medicine and Radiology) 

### Agenda

1. Awarding CDE credit points to interns
2. Faculty development program
3. Final BDS Part I Supplementary batch academic performance
4. Institution Innovation Cell lecture series – Inaugural lecture
5. Identification of advanced learners and providing support
6. Upcoming University examinations
7. Graduation ceremony
8. Any other matters

### Minutes of meeting

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

#### 1. Awarding CDE credit points to interns

The Principal informed that a credit point based system shall be implemented for interns for encouraging their participation in the regular monthly CDE's conducted by the Academic forum and other academic programs. It was decided to award 2 credit points each for one program attended. A total of 20 credit points shall be made mandatory for interns for successful completion of their internship.

e-certificates shall be provided by the academic forum to all participants. The HoD's must ensure the attendance of interns without affecting the functioning of clinics.

#### 2. Faculty development program

The Principal informed all HoD's to ensure complete participation of all faculty for the on-going faculty development program lecture series that commenced today and, scheduled on every Thursday. The reference material and power point slides shall be uploaded in the institution's MOODLE home page for access by all faculty.



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### 3. *Final BDS Part I Supplementary batch academic performance*

It was brought to notice of the Principal that the academic performance of exam going students of final year BDS Part I (Supplementary batch) was not up to the mark following the analysis of first and second internal assessment marks. The Principal asked the concerned HoD's and batch in-charge to take necessary steps to inform the parents of students who have scored less than 50% aggregate marks considering both the internals. These parents will be requested to meet the concerned HoD's in the Parent-Teachers meeting scheduled on 25<sup>th</sup> and 26<sup>th</sup> of March 2024.

### 4. *Institution Innovation Cell lecture series – Inaugural lecture*

The Principal informed that the institutional innovation cell will be conducting a inaugural lecture by an invited speaker Dr. Baby Chakrapani on 21<sup>st</sup> of March 2024. The HoD's were instructed to ensure intern's participation and identify students with research aptitude from other batches and encourage their participation for the event.

### 5. *Identification of advanced learners and providing support*

Following a good performance of the first year BDS students in their University examinations, the Principal informed all the HoD's to take necessary steps in identifying advanced learners and provide necessary support and encouragement for academic and research activities.

### 6. *Upcoming University examinations*

With the Second year University examinations scheduled next month, the Principal informed all the faculty to ensure that the exams are strictly conducted as per University norms and the concerned faculty shall ensure no lapses and malpractices during the conduct of the exams.

### 7. *Graduation ceremony*

It is proposed to conduct the graduation ceremony of the current batch of interns in the month of May. The date shall be finalized based on the availability and convenience of the Chief Guest and the Guest of Honour.

The meeting concluded at 10.00am.

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ACADEMIC COUNCIL MEETING HELD ON 16.3.2024

Meeting was held for the Heads of the dental department at 10:00 am in the Principal's chamber. The following faculty members were present:

Dr. Abraham (Principal)  
Dr. (Mrs) S. S. S. (Vice Principal)  
Dr. (Mrs) S. S. S. (Head, BDS Part I)  
Dr. (Mrs) S. S. S. (Head, BDS Part II)  
Dr. (Mrs) S. S. S. (Head, BDS Part III)  
Dr. (Mrs) S. S. S. (Head, BDS Part IV)  
Dr. (Mrs) S. S. S. (Head, BDS Part V)  
Dr. (Mrs) S. S. S. (Head, BDS Part VI)  
Dr. (Mrs) S. S. S. (Head, BDS Part VII)  
Dr. (Mrs) S. S. S. (Head, BDS Part VIII)  
Dr. (Mrs) S. S. S. (Head, BDS Part IX)  
Dr. (Mrs) S. S. S. (Head, BDS Part X)