



MANSAROVAR DENTAL COLLEGE

Mansarovar Campus, Rani Avanti Bai Marg, Village- Hinotia Aalam,
Ward No. 84, Kolar Road, Bhopal (M.P) 462042

Tel: +91-9111777225, 761158888. Website: www.mansarovardentalcollege.com

6.1.2 Any other relevant information



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DETAIL OF VARIOUS COMMITTEES


ACADEMIC YEAR 2022-2023

1. INSTITUTIONAL ACADEMIC AND EXAMINATION COMMITTEE

S.NO	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairperson	Welcoming the members and hosting the meeting
2	Dr. Himanshu khasu	Committee coordinator (Controller of Exams) UG and PG	Read the minutes of the last meeting
3	Dr. Richa agrawal	Member (UG)Dept	Give input on the agenda
4	Dr. Madhuri Gupta	Member (UG)Dept	Give input on the agenda
5	Dr. Eshani Saxena	Member (UG)Dept	Give input on the agenda
6	Dr. Saumil Dwivedi	Member (PG) Dept	Give input on the agenda
7	Dr. Sandeep Thakur	Member (PG) Dept	Give input on the agenda

2. INSTITUTIONAL CURRICULUM COMMITTEE

S.NO	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairperson	Welcoming the members and hosting the meeting
2	Dr. Tripty Rahangdale	Committee coordinator	Read the minutes of the last meeting
3	Dr. Mayank Sharma	Member (UG)Dept	Give input on the agenda
4	Dr. Ajay chouksey	Member (UG)Dept	Give input on the agenda
5	Dr. Utkarsh Tiwari	Member (UG)Dept	Give input on the agenda
6	Dr. Shubham Jain	Member (PG) Dept	Give input on the agenda
7	Dr. Sourabh agrawal	Member (PG) Dept	Give input on the agenda


Dr. B. Gurudutt Nayak
Principal
Mansarovar Dental College
BHOPAL



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3. INSTITUTIONAL STUDENT GRIEVANCE & REDRESSAL COMMITTEE

S.NO	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairperson	Welcoming the members and hosting the meeting
2	Dr. Himanshu Khashu	Committee coordinator	Read the minutes of the last meeting
3	Dr. Pratibha sharma	Faculty Member -1	Give input on the agenda
4	Dr. Nishi Mishra	Faculty Member -2	Give input on the agenda
5	Mr. Satyadev pandey	Hostel Warden- (Boys)	Give input on the agenda
6	Mrs. Rekha minocha	Hostel Warden – (Girls)	Give input on the agenda
7	Mr. Danish Ali	Student Member -1(UG)	Give input on the agenda
8	Ms. Amisha singh	Student Member -2 (UG)	Give input on the agenda
9	Dr. Ranjana	Student Member -3 (PG)	Give input on the agenda
10	Dr.Eizaz	Student Member -4 (PG)	Give input on the agenda

4. INSTITUTIONAL STAFF GRIEVANCE AND REDRESSAL COMMITTEE

S.NO	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairperson	Welcoming the members and hosting the meeting
2	Dr. S. Prabhu	Committee coordinator	Read the minutes of the last meeting
3	Mr. Sachin Jain	Member	Give input on the agenda
4	Dr. Sagar s khanna	Member	Give input on the agenda
5	Dr. Neha bedwal	Member	Give input on the agenda
6	Dr. Sameer saxena	Member	Give input on the agenda
7	Dr. Shweta Prabhu	Member	Give input on the agenda


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5. INSTITUTIONAL ANTI-RAGGING COMMITTEE

S.No	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairman	Welcoming the members and hosting the meeting
2	Dr. Himanshu Khashu	Coordinator	Read the minutes of the last meeting
3	Dr. Ramesh Shandilya	Member	Give input on the agenda
4	Dr. Amita Gupta	Member	Give input on the agenda
5	Dr. Nishi Mishra	Member	Give input on the agenda
6	Dr. Aniket chauhan	Member	Give input on the agenda
7	Dr. Utkarsh Tiwari	Member	Give input on the agenda
8	Mr. Rajneesh kumar	Member	Give input on the agenda
9	Miss Shefali moriya	Member	Give input on the agenda
10	Mr. Dipjyoti deori	Member	Give input on the agenda
11	Mr. Bijo K. Mathew	Member	Give input on the agenda
12	Miss. Anjali roy	Member	Give input on the agenda
13	Mr. Kishan sinha	Member	Give input on the agenda
14	Miss. Lean leo bhandu	Member	Give input on the agenda
15	Mr. Aakash sinha	Member	Give input on the agenda
16	Mr. Kunal Kumar	Member	Give input on the agenda

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6. INSTITUTIONAL CAREER GUIDANCE AND PLACEMENT COMMITTEE

S.No	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairperson	Welcoming the members and hosting the meeting
2	Dr. Prakash singh	Placement Officer	Read the minutes of the last meeting
3	Dr. Richa agrawal	Member (UG)Dept	Give input on the agenda
4	Dr. Abhishek Jain	Member (PG) Dept	Give input on the agenda
5	Dr. Vijay Chaturvedi	Member – alumni	Give input on the agenda
6	Miss Sonali kanere	Member – Final year Student	Give input on the agenda

7. INSTITUTIONAL OBC COMMITTEE

S.No	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairman	Welcoming the members and hosting the meeting
2	Mr. Sachin Jain	Coordinator	Read the minutes of the last meeting
3	Dr. Tripty Rahangdale	Member	Give input on the agenda
4	Dr. Himanshu Khashu	Member	Give input on the agenda
5	Miss. Chitra Verma	Member	Give input on the agenda


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8. INSTITUTIONAL SC-ST COMMITTEE

S.No	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairman	Welcoming the members and hosting the meeting
2	Mr. Sachin Jain	Coordinator	Read the minutes of the last meeting
3	Dr. Amita Gupta	Member	Give input on the agenda
4	Dr. Himanshu Khashu	Member	Give input on the agenda
5	Miss. Chitra Verma	Member	Give input on the agenda

9. INSTITUTIONAL STUDENT COUNCIL COMMITTEE

S.NO	Name of the faculty	Designation	Duties & Responsibilities
1	Mr. Varun soni	President	Welcoming the members and hosting the meeting
2	Dr. Deepak singh kirar	Vice President	Read the minutes of the last meeting
3	Miss. Arya patel	Treasure	Give input on the agenda
4	Dr. Sincy Kurian	General Secretary – Student	Give input on the agenda
5	Miss. Swati kumari	Cultural Secretary – Student	Give input on the agenda
6	Mr. Gautam	Sports Secretary – Student	Give input on the agenda
7	Dr. Saurabh shrivastava	Student Welfare Officer – SWO	Give input on the agenda
8	Dr. Rahul kumar	Special Invitees	Give input on the agenda


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10. RESEARCH COMMITTEE

S.No	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairman	Welcoming the members and hosting the meeting
2	Dr. Tripty rahangdale	Coordinator	Read the minutes of the last meeting
3	Dr. Nishi mishra	Member	Give input on the agenda
4	Dr. Himanshu Khashu	Member	Give input on the agenda
5	Dr. Siddharth sonwane	Member	Give input on the agenda
6	Dr. S. prabhu	Member	Give inputs on the agenda

11. PATIENT GRIEVANCE AND REDRESSAL COMMITTEE

S.No	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairman	Welcoming the members and hosting the meeting
2	Dr. Nishi Mishra	Coordinator	Read the minutes of the last meeting
3	Dr. Saurabh Shrivastava	Member	Give input on the agenda
4	Dr. Amita Gupta	Member	Give input on the agenda
5	Dr. Aniket Chahan	Member	Give input on the agenda
6	Dr. Shefali Moriya	Member	Give input on the agenda


Dr. B. Gurudutt Nayak
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12. FEEDBACK AND ENHANCEMENT COMMITTEE

S.No	Name of the faculty	Designation	Duties & Responsibilities
1	Dr. B. Gurudutt Nayak	Chairman	Welcoming the members and hosting the meeting
2	Dr. Mayank sharma	Coordinator	Read the minutes of the last meeting
3	Dr. Madhuri gupta	Member	Give input on the agenda
4	Dr. Manoj tiwari	Member	Give input on the agenda
5	Dr. Rashmi singh	Member	Give input on the agenda
6	Dr. Garima tripathi	Member	Give inputs on the agenda


Dr. B. Gurudutt Nayak
Principal
Mansarovar Dental College
BHOPAL

MANSAROVAR DENTAL COLLEGE, BHOPAL

Ref. No. IQAC/NAAC/MDC/2022-2023/ 168

Date: 01/06/2022

NOTICE

The first quarterly meeting of Institutional Quality Assurance Committee of Mansarovar Dental College for the academic year 2022-2023 will be held on 06/06/2022 at 01:30 pm in conference room.

Sr. No.	Position	Name of the person
1.	Chairperson	Dr. B. Gurudutt Nayak
2.	Member of Management	Mr. Sachin Jain
3.	Coordinator of IQAC	Dr. TriptyRahangdale
4.	Steering committee Coordinator of NAAC	Dr. Nishi Mishra
5.	Senior administrative officer 1	Ms. Chitra Verma
6.	Senior administrative officer 2	Mr. Basant Verma
7.	Senior administrative officer 3	Mrs. Shraddha Nigam
8.	Faculty member 1	Dr. Himanshu Khashu
9.	Faculty member 2	Dr. Preeti Bhardwaj
10.	Faculty member 3	Dr. S Prabhu
11.	Faculty member 4	Dr. Amita Gupta
12.	Faculty member 5	Dr. Sagar S Khanna
13.	Nominee from local society	Dr. Madan Mohan Singh Kushwah
14.	Nominee from students	Mr. Shishir raj Singh
15.	Nominee from alumni	Dr. Sanjula Chaturvedi
16.	Nominee from employer	Mrs. Manjula Tiwari
17.	Nominee from stake holder	Mr. Gaurav Tiwari
18.	Nominee from industrialist	Mr. Abhishek Nigam

The agenda for the meeting is as follows:

1. To review the minutes of the previous meeting held on 23/04/2022
2. Review of progress made under action plan 2022-2023.
3. Review on submission of SSR for NAAC visit.
4. To review the action plan made for teaching -learning, and evaluation.
5. To review the activities conducted by Institutions OBC committee and SC/ST committee, Institutional Academic and Examination Committee, Institutional Maintenance Committee, Students and staff grievance and redressal committee and Career guidance and placement committees.
6. To conduct first PTM meeting.
7. Any other matter to discuss.


Dr. Tripty Rahangdale
IQAC Coordinator

CC to:

- a. Chairman/ Principal
- b. IQAC members



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(Recognized by Dental Council of India, New Delhi & Affiliated to Madhya Pradesh Medical Science University, Jabalpur)

Institutional Quality Assurance Committee

ACADEMIC YEAR 2021-2022

Date: 06/06/2022

The first quarterly meeting of Institutional Quality Assurance Committee of Mansarovar Dental College for the academic year 2022-2023 was held on 06/06/2022 at 01:30 pm in conference room maintaining all the standard covid protocols.

Institutional Quality Assurance Committee Members:

Sr. No.	Position	Name of the person	Signature
1.	Chairperson	Dr. B. Gurudutt Nayak	
2.	Member of Management	Mr. Sachin Jain	
3.	Coordinator of IQAC	Dr. Tripty Rahangdale	
4.	Steering committee Coordinator of NAAC	Dr. Nishi Mishra	
5.	Senior administrative officer 1	Ms. Chitra Verma	
6.	Senior administrative officer 2	Mr. Basant Verma	
7.	Senior administrative officer 3	Mrs. Shraddha Nigam	
8.	Faculty member 1	Dr. Himanshu Khashu	
9.	Faculty member 2	Dr. Sapna Singh	
10.	Faculty member 3	Dr. S Prabhu	
11.	Faculty member 4	Dr. Amita Gupta	
12.	Faculty member 5	Dr. Sagar S Khanna	
13.	Nominee from local society	Dr. Madan Mohan Singh Kushwah	
14.	Nominee from students	Mr. Shishir raj Singh	
15.	Nominee from alumni	Dr. Sanjula Chaturvedi	
16.	Nominee from employer	Mrs. Manjula Tiwari	
17.	Nominee from stake holder	Mr. Gaurav Tiwari	
18.	Nominee from industrialist	Mr. Abhishek Nigam	

Contd...2

Agenda:

1. To review the minutes of the previous meeting held on 23/04/2022.
- 2. Review of progress made under action plan 2022-2023.
3. Review on submission of SSR for NAAC.
4. To review the action plan made for teaching -learning and evaluation.
5. To review the activities conducted by Institutions OBC committee and SC/ST committee, Intutional Academic and Examination Committee, Institutional Maintenance Committee, Students and staff grievance and redressal committee and Career guidance and placementcommittees.
6. To conduct first PTM meeting.
7. Any other matter to discuss.

Minutes of the Meeting:

At the onset of meeting IQAC coordinator welcomed the Hon'ble Chairman and members of IQAC.

Agenda 1:

Confirmation of the minutes of the previous meeting held on 23/04/2022 and action taken report.

S. No.	Agenda Points	Detailed action	Owner
1	Agenda 2: Review of Progress made under Action Plan 2022-23	<ul style="list-style-type: none"> - Value added courses, interdisciplinary courses and cross cutting programs on blood donation, plantation program on world environment day were conducted . - Students centric method , group discussion and effective use of the internet by ICT tools are initiated by all departments. 	Principal office/HODs
2	Agenda 3: Review of the document preparation for NAAC	<ul style="list-style-type: none"> - IQAC resolved the supporting documents for all matrices are printed and filled properly at college and department level. 	Principal office / HODs
3	Agenda 4: Other preparation for NAAC	<ul style="list-style-type: none"> - All teaching staff, Nonteaching staff, students and alumni are sensitized for forthcoming NAAC inspection . 	Principal office/HODs

Agenda 2:

IQAC coordinator brought to notice of the committees that the action plan to be made for quality enhancement as to conduct program on gender equality, environmental, value-added course and add-on courses. The faculty development programs to be conducted on recent topics. To fill the feedback form by stake holder and alumni. To organize various collaborative activities and conduct extension and out reach activity for the students. IIC conducted various programs as per quarter 4.0.

Agenda 3:

IQAC (Internal Quality Assurance Cell) Committee checked and reviewed all the documents prepared for all matrices at the department level. All HOD's are instructed to complete the assigned NAAC work.

Agenda 4:

All the teaching, non - teaching faculties, students and alumni has to be informed about forthcoming NAAC inspection.

Agenda 5:

To review the action plan made for teaching -learning and evaluation IQAC chairman suggested that , all the Department Heads should focus on student-centric methods.

Agenda 6:

IQAC committee instructed to OBC committee and SC/ST committee to counsel and guide the OBC and SC/ST students. Both committee were instructed to collect reports and information of state govt. and UGC,s order on various aspect of education, employment of SC/ST and OBC students.

Discussion was done with Institutional Academic and Examination Committee to fix up schedule for UG and PG examination, finalize the topics for interdisciplinary course for both UG and PG students .

To discuss about the repairs work and servicing in various department Institutional Maintenance Committee was asked to co-ordinate with department HOD's.

Career guidance and placement committee were advised to conduct NEET preparation program for UG students.

Students and staff grievance and redressal committee was advised to conduct the program to make them aware about various related issues.

Agenda 6:

IQAC chairman suggested that PTM committee should conduct the first PTM meeting.

Agenda 7:

As there was no other matter to discuss, the meeting was ended with vote of thanks by IQAC coordinator.



Dr. Tripty Rahangdale
IQAC Coordinator



Dr. B. Gurudutt Nayak
IQAC Chairman

MANSAROVAR DENTAL COLLEGE, BHOPAL

Ref. No. IQAC/NAAC/MDC/2022-2023/260

Date: 22/09/2022

NOTICE

The second quarterly IQAC meeting of Mansarovar Dental College for session 2022-2023 will be held on 26/09/2022 at 1:30 pm in conference room. All committee members are requested to attend the meeting.

Sr. No.	Position	Name of the person
1.	Chairperson	Dr. B. Gurudutt Nayak
2.	Member of management	Mr. Sachin Jain
3.	Coordinator of IQAC	Dr. TriptyRahangdale
4.	Steering committee Coordinator of NAAC	Dr. Nishi Mishra
5.	Senior administrative officer 1	Ms. Chitra Verma
6.	Senior administrative officer 2	Mr. Basant Verma
7.	Senior administrative officer 3	Mrs. Shraddha Nigam
8.	Faculty member 1	Dr. Himanshu Khashu
9.	Faculty member 2	Dr. Sapna Singh
10.	Faculty member 3	Dr. S Prabhu
11.	Faculty member 4	Dr. Amita Gupta
12.	Faculty member 5	Dr. Sagar S Khanna
13.	Nominee from local society	Dr. Madan Mohan Singh Kushwah
14.	Nominee from students	Mr. Shishir raj Singh
15.	Nominee from alumni	Dr. Sanjula Chaturvedi
16.	Nominee from employer	Mrs. Manjula Tiwari
17.	Nominee from stake holder	Mr. Gaurav Tiwari
18.	Nominee from industrialist	Mr. Abhishek Nigam

Contd...2

(2)

The agenda for the meeting is as follows:

1. To review the minutes of previous meeting held on 06/06/2022.
2. To conduct CDE and value -added program by Dental and Medical Department.
3. To review the preparation of SSR for NAAC inspection
4. Review of infrastructure and learning resources.
5. To conduct program for carrier guidance for students.
6. Any other matter.


Dr. Tripty Rahangdale
IQAC Coordinator

CC to:

- a. Chairman/Principal
- b. IQAC members



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Institutional Quality Assurance Committee Academic Year 2022-2023

Date: 26/09/2022

The second quarterly meeting of Institutional Quality Assurance Committee of Mansarovar Dental College for the academic year 2022-23 was held on 26/09/2022 at 01:30 pm in conference room.

Institutional Quality Assurance Committee Members:

Sr. No.	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Member of management	Mr. Sachin Jain	
3	Coordinator of IQAC	Dr. Tripty Rahangdale	
4	Steering committee Coordinator of NAAC	Dr. Nishi Mishra	
5	Senior administrative officer 1	Ms. Chitra Verma	
6	Senior administrative officer 2	Mr. Basant Verma	
7	Senior administrative officer 3	Mrs. Shraddha Nigam	
8	Faculty member 1	Dr. Himanshu Khashu	
9	Faculty member 2	Dr. Sapna Singh	
10	Faculty member 3	Dr. S Prabhu	
11	Faculty member 4	Dr. Amita Gupta	
12	Faculty member 5	Dr. Sagar S Khanna	
13	Nominee from local society	Dr. Madan Mohan Singh Kushwah	
14	Nominee from students	Mr. Shishir Raj Singh	
15	Nominee from alumni	Dr. Sanjula Chaturvedi	
16	Nominee from employer	Mrs. Manjula Tiwari	
17	Nominee from stake holder	Mr. Gaurav Tiwari	
18	Nominee from industrialist	Mr. Abhishek Nigam	

Contd...2

(2)

Agenda:

1. To review the minutes of previous meeting held on 06/06/2022.
- 2. To review the CDE program and value-added program to be conducted by Dental and Medical Department
3. To review the program of SSR for NAAC inspection
4. Review of infrastructure and learning resources.
5. To conduct program for carrier guidance for students.
6. Any other matter.

Contd...3

Minutes of the Meeting:

At the outset IQAC coordinator welcomed the Hon'ble Chairman and members of IQAC.

Agenda 1:

Confirmation of the minutes of the previous meeting held on 06/06/2022 and action taken report.

S. No	Agenda Points	Detailed action	Owner
1	Agenda 2: Review of Curricular Aspects	<ul style="list-style-type: none"> - CDE program by the Department of Prosthodontics and Crown & Bridge was conducted on 10/09/2022, the topic was "Maxillofacial Prosthesis an overview" by Dr Alka Gupta. - Workshop on smile design was conducted by Dr Nimit Jain on 28/06/22. - Seminar by S.K. DENTAL on Dental Materials on 5/7 /22 by Mr. Vivek Nigam - Various interdisciplinary courses were conducted for UG and PG students. - First internal examination was conducted for BDS I to IV year according to academic calendar. feedback forms were filled with stakeholder. Remedial classes conducted for slow learners. 	Principal Office/ Exam controller
2	Agenda 3: Review on submission of SSR	<ul style="list-style-type: none"> - For forthcoming NAAC inspection SSR was prepared and reviewed and submitted on 03/09/2022 on NAAC portal. 	Principal Office
3	Agenda 4: Other preparation of NAAC	<ul style="list-style-type: none"> - The preparation for DVV was verified. 	Principal Office
4	Agenda 5: To review the action plan made for teaching - learning and evaluation	<ul style="list-style-type: none"> - All the Departments focused on experimental learning, integrated learning, participatory learning, patient centric and evidence-based learning. 	principal office/HODs
5	Agenda 6: Activities Conducted by different committees	<ul style="list-style-type: none"> - OBC and SC/ST committees were conducted various programs for the students - Institutional academic and examination committee fixed the examination schedule for undergraduates and postgraduates - All repair work was completed by maintenance committee. 	Concerned committees
6	Agenda 7: To conduct first PTM meeting	<ul style="list-style-type: none"> - PTM committee conducted first PTM meeting through online and offline mode. 	Principal Office

Agenda 2:

IQAC coordinator brought to notice to all HOD's to conduct more CDE programs, seminars and webinars. It was suggested that special focus to be given on the preparedness of preconference courses for the national conference 37th IACDE on 17/11/22 by Department of Conservative Dentistry and Endodontics.

Agenda 3:

IQAC coordinator advised to all criteria heads to review SSR of NAAC, if any DVV comes for verification.

Agenda 4:

IQAC Committee decided to improve the infrastructure and learning resources for library, proposal was put to purchase online and offline subscription of national and international journals and repair of old books and journals.

Agenda 5:

Carrier Guidance and placement Committee was instructed to arrange the carrier-oriented program for the UG students. NEET online test series was planned to conduct for those preparing for NEET-PG entrance exam.

Agenda 6:

No other matter discussion, so meeting was ended with vote of thanks.



Dr. Tripty Rahangdale
IQAC Coordinator



Dr. B. Gurudutt Nayak
IQAC Chairman

MANSAROVAR DENTAL COLLEGE, BHOPAL

Ref. No. IQAC/NAAC/MDC/2022-2023/ 313

Date: 25/11/2022

NOTICE

The thirdquarterly IQAC meeting of Mansarovar Dental College for session 2022-2023 will be held on 30/11/2022 at 1:30 pm in conference room. All committee members are requested to attend the meeting.

Sr. No.	Position	Name of the person
1	Chairperson	Dr. B. Gurudutt Nayak
2	Member of management	Mr. Sachin Jain
3	Coordinator of IQAC	Dr. Tripty Rahangdale
4	Steering committee Coordinator of NAAC	Dr. Nishi Mishra
5	Senior administrative officer 1	Ms. Chitra Verma
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8	Faculty member 1	Dr. Himanshu Khashu
9	Faculty member 2	Dr. Sapna Singh
10	Faculty member 3	Dr. S Prabhu
11	Faculty member 4	Dr. Amita Gupta
12	Faculty member 5	Dr. Sagar S Khanna
13	Nominee from local society	Dr. Madan Mohan Singh Kuhswah
14	Nominee from students	Mr. Shishir raj Singh
15	Nominee from alumni	Dr. Sanjula Chaturvedi
16	Nominee from employer	Mrs. Manjula Tiwari
17	Nominee from stake holder	Mr. Gaurav Tiwari
18	Nominee from industrialist	Mr. Abhishek Nigam

Contd...2

The agenda for the meeting is as follows:

1. To review the minutes of the previous meeting held on 26/09/2022.
2. To review research, innovation and extension activities.
3. To conduct orientation program for BDS and MDS first year students.
4. To discuss about Comprehensive Academic Enrichment Program as a best practice.
5. Evaluation of NAAC preparation of various departments for upcoming inspection.
6. To discuss about annual function planning for the students in the month of January 2023.
7. To conduct clinical audit for the financial year 2022-23.
8. Hepatitis B vaccination program for BDS and MDS first year students and health care provider.
9. To conduct second PTM meeting.
10. To review the feedback from stakeholders.
11. Reformation of IQAC Committee on 02.01.2023
12. Any other matter.


Dr. Tripty Rahangdale
IQAC Coordinator

CC to:

- a) Chairman/Principal
- b) IQAC members



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(Recognized by Dental Council of India, New Delhi & Affiliated to Madhya Pradesh Medical Science University, Jabalpur)

Institutional Quality Assurance Committee Academic Year 2022-2023

Date: 30/11/2022

The third quarterly meeting of Institutional Quality Assurance Committee of Mansarovar Dental College for the academic year 2022-23 was held on 30/11/2022 at 01:30 pm in conference room.

Institutional Quality Assurance Committee Members:

Sr. No.	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Member of management	Mr. Sachin Jain	
3	Coordinator of IQAC	Dr. Tripty Rahangdale	
4	Steering committee Coordinator of NAAC	Dr. Nishi Mishra	
5	Senior administrative officer 1	Ms. Chitra Verma	
6	Senior administrative officer 2	Mr. Basant Verma	
7	Senior administrative officer 3	Mrs. Shraddha Nigam	
8	Faculty member 1	Dr. Himanshu Khashu	
9	Faculty member 2	Dr. Sapna Singh	
10	Faculty member 3	Dr. S Prabhu	
11	Faculty member 4	Dr. Amita Gupta	
12	Faculty member 5	Dr. Sagar S Khanna	
13	Nominee from local society	Dr. Madan Mohan Singh Kushwah	
14	Nominee from students	Mr. Shishir Raj Singh	
15	Nominee from alumni	Dr. Sanjula Chaturvedi	
16	Nominee from employer	Mrs. Manjula Tiwari	
17	Nominee from stake holder	Mr. Gaurav Tiwari	
18	Nominee from industrialist	Mr. Abhishek Nigam	

Contd...2

Agenda:

1. To review the minutes of the previous meeting held on 26/09/2022.
2. To review research, innovation and extension activities.
3. To conduct orientation program for BDS and MDS first year students.
4. Adopt the Comprehensive Academic Enrichment Program as a best practice.
5. Evaluation of NAAC preparation of various departments for upcoming inspection.
6. To discuss about annual function planning for the students in the month of January 2023.
7. To conduct clinical audit for the financial year 2022-23.
8. Hepatitis B vaccination program for BDS and MDS first year students and health care provider.
9. To conduct second PTM meeting.
10. To review the feedback from stakeholders.
11. Reformation of IQAC Committee on 02.01.2023
12. Any other matter.

Minutes of the Meeting:

At the outset IQAC coordinator welcomed the Hon'ble Chairman and members of IQAC.

Agenda 1:

Confirmation of the minutes of the previous meeting held on 26/09/2022 and action taken report.

S. No.	Agenda Points	Detailed action	Owner
1	Agenda 1: To conduct CDE, Value- added programs and cross cutting issues.	<ul style="list-style-type: none"> - The Department of Endodontics Conducted CDE Program on simplified esthetic in anterior composite restoration by Dr. Tasneem Sheikh on 03/10/2022. - Preconference courses were organized for 37th IACDE national conference by Dr. Vivek Hegde on the "art and science of instrument retrieval" and by Dr. Vinay Shivgange on "Magic of MTA" on 17/11/2022. - Various cross cutting issue and gender equality program were conducted. 	Principal office
2	Agenda 2: To review the progress of SSR for NAAC	<ul style="list-style-type: none"> - DVV of SSR is submitted on NAAC portal. 	Principal office
4	Agenda 3: Review of infrastructure and learning resources	<ul style="list-style-type: none"> - Library was subscribed with more online international and national journals and purchased more no. of text books. 	Principal office
5	Agenda 4: To conduct the program for carrier guidance	<ul style="list-style-type: none"> - NEET UG online test series was conducted and carrier guidance program was organized. 	Principal office

Agenda 2:

- I. Chairman IQAC suggested that we have to make approach for getting sponsored research projects by NGO, industries, corporate houses, international bodies, endowments etc.
- II. It is decided to hold 3 to 4 workshops/ seminars on Intellectual Property Rights.
- III. Chairman IQAC suggested that to provide the names of faculties who receive State/International awards, so as to enable the institution to provide incentives to these faculties.
- IV. It was suggested by the IQAC Chairman to conduct Extension Activities that sensitizes students to social issues and holistic development, and report in the next meeting. Dr Prakash Singh, Reader Department of Public Health Dentistry was given the responsibility for the same.
- V. It was also decided to conduct Outreach program during next two quarters in collaboration with NSS/NCC/Red cross society.

Agenda 3:

It was suggested that PG incharge Dr. Pratibha Sharma and first year incharge Dr. Amita Gupta take initiative to conduct orientation program for BDS and MDS first year students for 2022-2023 session.

Agenda 4:

IQAC decided to adopt and implement "Comprehensive Academic Enrichment Program" as best practices for the session. All the HOD are instructed to work upon the same.

Agenda 5:

All the Department HOD's are instructed to keep all necessary documents ready for upcoming NAAC preparation.

Agenda 6:

IQAC committee discussed about the planning of annual function with Institutional extracurricular committee and advised to finalize the program.

Agenda 7:

IQAC chairman suggested that clinical audit should be conducted at the Department level and overall, at the college level for financial year 2022-23.

Agenda 8:

It was decided that the Hepatitis B vaccination program for BDS and MDS first year students, teaching and non teaching faculty will be scheduled in the month of January 2023.

(5)

Agenda 9:

All the members of PTM committee, department heads and year In-charges were asked to conduct the second PTM through online and offline mode.

Agenda 10:

Chairman IQAC suggested that all the questionnaire to collect feedback from stakeholders should be reformed. The feedback should be collected by the month of March, and after that all data should be analyzed and action taken report should be prepared.

Agenda 11:

Chairman IQAC suggest to reform IQAC Committee with SOP of IQAC and the consent of all members of this IQAC Committee is taken. Dr. Nishi Mishra's name is suggested for IQAC Coordinator and Dr. Tripty Rahangdale will be appointed as new Steering committee coordinator of NAAC. Dr. Saurabh Shrivastava and Dr. Mrinal Satpathy will be appointed as new faculty members. Dr. Manisha Rathi is nominated nominee from local society. From the students Dr. Aakash Sinha will be appointed as nominee from the students. The new IQAC Committee will be effective from 02.01.2023.

Agenda 12: no other matter to discuss.

Meeting concluded with vote of thanks by IQAC coordinator.



Dr. Tripty Rahangdale
IQAC Coordinator



Dr. B. Gurudutt Nayak
IQAC Chairman

MANSAROVAR DENTAL COLLEGE, BHOPAL

Ref. No. IQAC/NAAC/MDC/2022-2023/ 149

Date: 13/04/2023

NOTICE

The fourth quarterly IQAC meeting of Mansarovar Dental College for session 2022-2023 will be held on 20/04/2023 at 1:30 pm in conference room. All committee members are requested to attend the meeting.

Sr. No.	Position	Name of the person
1	Chairperson	Dr. B. Gurudutt Nayak
2	Member of management	Mr. Sachin Jain
3	Coordinator of IQAC	Dr. Nishi Mishra
4	Steering committee Coordinator of NAAC	Dr. Tripty Rahangdale
5	Senior administrative officer 1	Mr. Basant Verma
6	Senior administrative officer 2	Ms. Chitra Verma
7	Senior administrative officer 3	Mrs. Shraddha Nigam
8	Faculty member 1	Dr. Himanshu Khashu
9	Faculty member 2	Dr. Sapna Singh
10	Faculty member 3	Dr. Saurabh Shrivastava
11	Faculty member 4	Dr. Amita Gupta
12	Faculty member 5	Dr. Mrinal Satpathy
13	Nominee from local society	Dr. Manisha Rathi
14	Nominee from students	Mr. Akash Singha
15	Nominee from alumni	Dr. Sanjula Chaturvedi
16	Nominee from employer	Mrs. Manjula Tiwari
17	Nominee from stake holder	Mr. Gaurav Tiwari
18	Nominee from industrialist	Mr. Abhishek Nigam

Contd...2

The agenda for the meeting is as follows:

1. To review the minutes of the previous meeting held on 30/11/2022.
2. To review research, innovation and extension activities of the students and faculties.
3. To conduct FDP programmes .
4. To conduct the internal audit and formulation of internal audit proforma..
5. Budget planning for financial year 2023-24.
6. To review the progress of AQAR preparation for the session 2022-2023.
7. Planning to conduct the Academic and Administrative Audit for the session of 2022-2023.
8. Guidelines for MDS examination.
9. Observation of world tobacco month as prescribed by DCI.
10. OPD planning during summer vacation.
11. Preparation of upcoming NAAC re-visit.
12. Any other matter.


Dr. Nishi Mishra
IQAC Coordinator

Cc to:

- a) Chairman/Principal
- b) IQAC members



MANSAROVAR DENTAL COLLEGE

(Run by Sri Sai Gramothan Samiti)

(Recognized by Dental Council of India, New Delhi & Affiliated to Madhya Pradesh Medical Science University, Jabalpur)

Institutional Quality Assurance Committee Academic Year 2022-2023

Date: 20/04/2023

The fourth quarterly meeting of Institutional Quality Assurance Committee of Mansarovar Dental College for the academic year 2022-23 was held on 20/04/2023 at 01:30 pm in conference room.

Institutional Quality Assurance Committee Members:

Sr. No.	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Member of management	Mr. Sachin Jain	
3	Coordinator of IQAC	Dr. Nishi Mishra	
4	Steering committee Coordinator of NAAC	Dr. Tripty Rahangdale	
5	Senior administrative officer 1	Mr. Basant Verma	
6	Senior administrative officer 2	Ms. Chitra Verma	
7	Senior administrative officer 3	Mrs. Shraddha Nigam	
8	Faculty member 1	Dr. Himanshu Khashu	
9	Faculty member 2	Dr. Sapna Singh	
10	Faculty member 3	Dr. Saurabh Shrivastava	
11	Faculty member 4	Dr. Amita Gupta	
12	Faculty member 5	Dr. Mrinal Satpathy	
13	Nominee from local society	Dr. Manisha Rathi	
14	Nominee from students	Mr. Akash Sinha	
15	Nominee from alumni	Dr. Sanjula Chaturvedi	
16	Nominee from employer	Mrs. Manjula Tiwari	
17	Nominee from stake holder	Mr. Gaurav Tiwari	
18	Nominee from industrialist	Mr. Abhishek Nigam	

Contd...2

Agenda:

1. To review the minutes of the previous meeting held on 30/11/2022.
2. To review research, innovation and extension activities of the students and faculties.
3. To conduct FDP programmes.
4. To conduct the internal audit and formulation of internal audit proforma.
5. Budget planning for financial year 2023-24.
6. To review the progress of AQAR preparation for the session 2022-2023.
7. Planning to conduct the Academic and Administrative Audit for the session of 2022-2023.
8. Guidelines for MDS examination.
9. Observation of world tobacco month as prescribed by DCI.
10. OPD planning during summer vacation.
11. Preparation of upcoming NAAC re-visit
12. Any other matter.

Minutes of the Meeting:

At the outset IQAC coordinator welcomed the Hon'ble Chairman and members of IQAC.

Agenda 1:

Confirmation of the minutes of the previous meeting held on 30/11/2022 and action taken report.

S. No.	Agenda Points	Detailed action	Owner
1	Agenda 2: To review research, innovation and extension activities	<ul style="list-style-type: none"> - More new MOUs were signed with villages . - CDE programme conducted on clinical application of laser in Dentistry by Dr. Mallika Sethi on 5/1/23. - Conducted programmes on IPR by Dr. Sidharth Sonwane. - More than 100 outreach and extension activities conducted. - Orientation programme of NSS was conducted for BDS & MDS 1st Year students - Plantation program was conducted in collaboration with NSS. 	Principal office
2	Agenda 3: To conduct orientation program for BDS and MDS first year students	<ul style="list-style-type: none"> - Orientation programme was conducted for BDS and MDS first year students on 25/12/2023. 	
3	Agenda 4: Adaptive comprehensive academic enrichment program as a best practice.	<ul style="list-style-type: none"> - All the HODs worked efficiently to make Comprehensive Academic Enrichment Program as a best practice. 	HODs & Principal
4	Agenda 5: Evaluation of NAAC preparation of various departments for upcoming inspection	<ul style="list-style-type: none"> - First cycle peer team visit was on 27/2/23 and 28/2/23. 	Principal office
5	Agenda 6: To discuss about annual function planning for the students in the month of January 2023	<ul style="list-style-type: none"> - Annual function "Tatva 2023" was conducted along with cultural and sports events. 	Principal office
6	Agenda 7: To conduct clinical audit for the financial year 2022-23.	<ul style="list-style-type: none"> - Report was prepared comprising of total number of patient treated department wise and overall as in the college. 	Principal office
7	Agenda 8: Effective immunization and vaccination of all students.	<ul style="list-style-type: none"> - The vaccination program of Hepatitis B for the students and healthcare provider was planned. first dose was administered on 24/1/23, second dose on 24/2/23 and third is planned on 24/8/23 	Principal office/ first year In - charge./HO Ds

(4)

8	Agenda 9: To conduct second PTM	- Second PTM was conducted by the PTM committee along with subject year In-charge through online and offline mode.	Principal office.
9	Agenda 10: To collect feedback from stakeholder.	- Feedback were collected through online mode from all stakeholders. All the data were analyzed and action taken report was prepared.	Principal office/ IQAC committee.
10	Agenda 11: Reformation of IQAC Committee.	- Reformation of IQAC Committee was done on 02.01.2023 with suggested members.	Principal office/ IQAC committee.

Contd...5

Agenda 2:

-Chairman IQAC suggested getting sponsored research projects by NGO, industries, corporate houses, international bodies, endowments etc.

-.It is decided to hold 3 to 4 workshops/ seminars on Intellectual Property Rights.

-.It was suggested by the IQAC Chairman to conduct Extension Activities that sensitizes students to social issues and holistic development, and report in the next meeting.

-.It was also decided to conduct Outreach program during next two quarters in collaboration with NSS/NCC/Red cross society.

Agenda 3:

IQAC chairman suggested more Faculty Development Programme should be organized for teaching and non-teaching faculties.

Agenda 4:

It was suggested that internal audit proforma should be modified and it was decided to conduct internal audit by team of department faculties by the first week of May 2023.

All the HODs were asked to submit the report of internal audit by the 25/5/23.

Agenda 5:

Budget for academic and infrastructure development for the session 2023-24 was discussed and all the Departments Heads and library in charge were asked to prepare and submit the tentative expenses for the consumable materials, instruments and equipment's, books and journals. The administrative Department, Maintenance Department and IT Department were also asked to prepare the tentative expenses for the respective departments.

Agenda 6:

IQAC chairman advised to all criteria Heads to prepare the SSR report for the session of 2022-23 to review the progress of AQAR preparation for the session 2022-2023.

Agenda 7:

IQAC chairman suggested that to conduct the Academic and Administrative Audit for the session of 2022-2023. All the Department Heads and criteria Heads were asked to do preparations to do analysis for AAA.

Agenda 8:

HODs of all postgraduate departments were asked to prepare 2 sets of question papers on university pattern and send a sealed copy of the same to Exam Controller one week in advance for the mock examination.

The preparedness of post graduate Departments in term of clinical materials, functioning of equipment and availability of consumables for the forth post graduate university practical examination in the month of July-August 2023.

Agenda 9:

PHD department was advised to plan the various awareness activities in the lieu of upcoming "World Tobacco Day" 2023.

Agenda 10:

IQAC chairman advised that in lieu of increased OPD during summer vacations the Department of Orthodontics and Pedodontics to plan the materials requirements and staff availabilities accordingly.

Agenda 11:

IQAC chairman suggested that all teaching staff, Non teaching staff, students and alumni are sensitized for forthcoming NAAC Re -visit.

Agenda 12:

As there was no other matter to discuss the meeting concluded with vote of thanks by IQAC coordinator.


Dr. Nishi Mishra
IQAC Coordinator


Dr. B. Gurudutt Nayak
IQAC Chairman

MANSAROVAR DENTAL COLLEGE, BHOPAL

Ref.No.-MDC/IA & EC/ 2022/243

Date: 25/08/2022

CIRCULAR

The Institutional Academic and Examination Committee Meeting will be held on 30/08/2022 at 01:30 pm in the Conference room of Mansarovar Dental College. Request the concerned committee members to attend the meeting.

S.NO	Position	Name of the person
1	Chairperson	Dr. B. Gurudutt Nayak
2	Committee coordinator (Controller of Exams) UG and PG	Dr. Richa Agarwal
3	Member (UG)Dept	Dr. Sapna Singh
4	Member (UG)Dept	Dr. Diwakar Mishra
5	Member (UG)Dept	Dr. Eshani Saxena
6	Member (PG) Dept	Dr. Saumil Dwivedi
7	Member (PG) Dept	Dr. Rashmi Singh

Agenda:

1. To read and confirm the minutes of the last meeting held on 04/03/2022
2. To discuss the submission of the dissertation to the research committee for plagiarism
3. To discuss the timetable, duty roster, and submission of question paper of the first internal examination.
4. Follow up on the proper functioning of the PTM committee.
5. To discuss the about of slow learners and conduction of remedial classes for them.
6. To discuss the schedule of seminars, presentations, interdisciplinary program and group discussions for both UG and PG students.
7. To discuss the progress report of postgraduate students.
8. Any other relevant matter to discuss with the permission of the chair.


Principal
Dr. B. Gurudutt Nayak
Principal
Mansarovar Dental College
BHOPAL

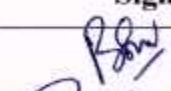
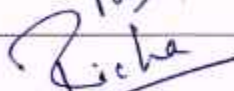

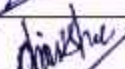



Institutional Academic and Examination Committee

ACADEMIC YEAR 2022-2023

Date: 30/08/2022

The first meeting of Institutional Academic and Examination Committee; Mansarovar Dental College for the academic year 2022-23 was held in the Conference room, on 30/08/2022 at 01:30 pm.

MEMBERS:

S.NO.	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator (Controller of Exams) UG and PG	Dr. Richa Agarwal	
3	Member (UG)Dept	Dr. Sapna Singh	
4	Member (UG)Dept	Dr. Diwakar Mishra	
5	Member (UG)Dept	Dr. Eshani Saxena	
6	Member (PG) Dept	Dr. Saumil Dwivedi	
7	Member (PG) Dept	Dr. Rashmi Singh	

Agenda:

1. To read and confirm the minutes of the last meeting held on 04/03/2022
2. To discuss the submission of the dissertation to the research committee for plagiarism
3. To discuss the timetable, duty roster, and submission of question paper of the first internal examination.
4. Follow up on the proper functioning of the PTM committee.
5. To discuss the about of slow learners and conduction of remedial classes for them.
6. To discuss the schedule of seminars, presentations, interdisciplinary program and group discussions for both UG and PG students.
7. To discuss the progress report of postgraduate students.
8. Any other relevant matter to discuss with the permission of the chair.

Contd....2

Minutes of the Meeting are as follows:

Dr. B. Gurudutt Nayak, Principal of **Mansarovar Dental College** welcomed the members.

1. Dr. Richa Agarwal Committee coordinator (Controller of Exams) UG and PG of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held on 04/03/2022.
2. The Principal instructed all the PG guides to get assurance from postgraduate students for submission of their dissertation for checking before 25th October 2022.
3. The examination committee scheduled the first internal examination from 06/09/2022. Committee members and HODs/ incharges of respective departments shall prepare the relevant timetable. The principal instructed that the question papers should be submitted to the Exam controller one week before the date of the examination.
4. Follow-up of the parent's teacher committee was taken.
5. Slow learners will be identified based on their performance in the first and second internal examination. HODs / in charges are instructed to conduct remedial classes for the improvements of these students.
6. Topics have been decided and distributed to students for presentation, seminar and group discussion.
7. HODs discussed the progress report of PG students.
8. Since there was no other matter the meeting ended with a vote of thanks by Dr. Richa Agrawal committee coordinator.

Resolutions

1. Dissertations of all the PG students should be submitted for plagiarism.
2. Time table, duty roster and question papers will be submitted to exam controller
3. Proper functioning of PTM will be followed up.
4. Remedial classes for slow learners will be scheduled.
5. Seminar and group discussion topics and scheduled will be finalized.
6. Progress report of PG students will be discussed.



Coordinator

DR RICH AGRAWAL



Chairperson

Action taken report for Previous meeting

Sr. No.	RESOLUTION	ACTION TAKEN REPORT
1.	Syllabus of BDS students should be completed.	Syllabus of BDS students has been completed one month before the examination
2.	Dates of internal examinations should be finalized.	Dates of internal examination have been finalized as per the academic calendar.



Coordinator
DR RICH A AGRAWAL



Chairperson

MANSAROVAR DENTAL COLLEGE, BHOPAL

Ref.No.-MDC/IA & EC/ 2023/ 118

Date: 04/03/2023


CIRCULAR

The Institutional Academic and Examination Committee Meeting will be held on 06/03/2023 at 02:00 pm in the Conference room of Mansarovar Dental College. Request the concerned committee members to attend the meeting.

S.NO	Position	Name of the person
1	Chairperson	Dr. B. Gurudutt Nayak
2	Committee coordinator (Controller of Exams) UG and PG	Dr. Richa Agarwal
3	Member (UG)Dept	Dr. Sapna Singh
4	Member (UG)Dept	Dr. Diwakar Mishra
5	Member (UG)Dept	Dr. Eshani Saxena
6	Member (PG) Dept	Dr. Saumil Dwivedi
7	Member (PG) Dept	Dr. Rashmi Singh

Agenda:

1. To read and confirm the minutes of the last meeting held on 30/08/2022
2. To discuss the completion of the syllabus for UG and PG students.
3. To discuss the timetable, duty roster, and submission of question paper of the Pre-University examination.
4. Follow up the remedial classes of slow learners and seminar, Presentation by advance learners.
5. To discuss about dates and panel of final practical examination for BDS IV year students.
6. Discussion to conduct Mock examinations for Post Graduate students.
7. Any other relevant matter to discuss with the permission of the chair.


Principal
Dr. B. Gurudutt Nayak
Principal
Mansarovar Dental College
BHOPAL


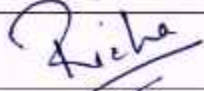

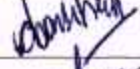
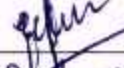


Institutional Academic and Examination Committee

THE ACADEMIC YEAR 2022-2023

Date: 06/03/2023

The second meeting of the Institutional Academic and Examination Committee; Mansarovar Dental College for the academic year 2022-23 was held in the Conference room, on 06/03/2023 at 02:00 pm.

MEMBERS:

S.NO	Position	Name of the person	Signature
1	Chairperson	Dr. B. Gurudutt Nayak	
2	Committee coordinator (Controller of Exams) UG and PG	Dr. Richa Agarwal	
3	Member (UG)Dept	Dr. Sapna Singh	
4	Member (UG)Dept	Dr. Diwakar Mishra	
5	Member (UG)Dept	Dr. Eshani Saxena	
6	Member (PG) Dept	Dr. Saumil Dwivedi	
7	Member (PG) Dept	Dr. Rashmi Singh	

Agenda :

1. To read and confirm the minutes of the last meeting held on 30/08/2022
2. To discuss the completion of the syllabus for UG students.
3. To discuss the timetable, duty roster, and submission of question paper of the Pre-University examination.
4. Follow up the remedial classes of slow learners and seminar, Presentation by advance learners.
5. To discuss about dates and panel of final practical examination for BDS IV year students.
6. Discussion to conduct Mock examinations for Post Graduate students.
7. Any other relevant matter to discuss with the permission of the chair

Contd...2

Minutes of the Meeting are as follows:

Dr. B. Gurudutt Nayak, Principal of **Mansarovar Dental College** welcomed the members.

1. Dr. Richa Agarwal, Committee coordinator(Controller of Exams) UG and PG of MDC read the minutes of the last meeting and committee members unanimously accepted the minutes of the last meeting held on 30/08/2022.
2. Dr. B. Gurudutt Nayak discussed with the staff about the syllabus completion. All the teachers teaching for BDS were instructed to complete their syllabus atleast one month before the end of session.
3. Committee members and HODs/ incharges of respective departments shall prepare the relevant timetable. The principal instructed that the question papers should be submitted to the Exam controller one week before the date of the Pre-University examination.
4. Follow-up was taken from the respective faculty for the remedial classes, presentations, and seminars.
5. HODs are instructed to finalize the timetable and send the examiner panel to MPMSU 15 days before the conduct of practical examinations of BDS IV year students.
6. It was decided to conduct Mock examination from 05/06/2023
7. Since there was no other matter the meeting ended with a vote of thanks by Dr. Richa Agrawal committee coordinator.

Resolutions

1. Syllabus of the BDS II and III year students should be completed before pre university
2. Time table, duty roster and question papers of pre university will be submitted to exam controller
3. Dates and panel will be finalized
4. Mock examination of PG students as per the guidelines of MPMSU

Richa
Coordinator

DR RICH A AGRAWAL

B. Gurudutt

Chairperson

Action taken report for Previous meeting

Sr.No.	RESOLUTION	ACTION TAKEN REPORT
1	Dissertations of all the PG students should be submitted for plagiarism	All the post graduate students have submitted their dissertations
2	Time table, duty roster and question papers will be submitted to exam controller	Time tables, duty roster and question papers have submitted one week before first and second internal examinations to exam controller.
3	Proper functioning of PTM will be followed up.	PTM was conducted after first internal examination. All the grievances have been submitted to PTM committee.
4	Remedial classes for slow learners will be scheduled	Remedial classes were scheduled for slow learners and classes are going on smoothly.
5	Seminar and group discussion topics and scheduled will be finalized.	Seminars and group discussions are running according to schedule.
6	Progress report of PG students will be discussed.	Progress report of PG students were discussed.



Coordinator

DR RICHA AGRAWAL



Chairperson