

# MANSAROVAR DENTAL COLLEGE, BHOPAL

Ref. No. IQAC/NAAC/MDC/2018-2019/01

Date: 11/06/2018

## NOTICE

The first quarterly IQAC meeting of Mansarovar Dental College for session 2018-2019 will be held on 14/06/2018 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
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. Sunil Kumar
10.	Faculty member 3	Dr. Brijesh Ruparelia
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	Miss. Neetu Kumari
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 of the minutes of the last meeting
2. Activities to be conducted by IQAC during the year 2018-19
3. Review of Curricular Aspects
4. To review the status on Eco-friendly measures include steps to reduce consumption of electrical energy
5. To initiate E-Governance in administration for Administrative reforms
6. Best Practices to be adopted during the year 2018-19
7. Budget planning for the financial year 2018-2019.

  
Dr. Tripty Rahangdale  
**IQAC Coordinator**

**Cc to:**

1. Chairman
2. Principal
3. IQAC members



# 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

## Institutional Quality Assurance Committee Academic Year 2018-2019

Date: 14/06/2018

The first quarterly meeting of Institutional Quality Assurance Committee of Mansarovar Dental College for the academic year 2018-2019 was held in the Conference room on 14/06/2018

### Institutional Quality Assurance Committee Members:

Sr. No.	Position	Name of the person
1.	Chairperson	Dr. B. Gurudutt Nayak <i>BGN</i>
2.	Member of management	Mr. Sachin Jain <i>SJain</i>
3.	Coordinator of IQAC	Dr. Tripty Rahangdale <i>Rahangdale</i>
4.	Steering committee Coordinator of NAAC	Dr. Nishi Mishra <i>Nishi</i>
5.	Senior administrative officer 1	Ms. Chitra Verma <i>Chitra</i>
6.	Senior administrative officer 2	Mr. Basant Verma <i>Basant</i>
7.	Senior administrative officer 3	Mrs. Shraddha Nigam <i>Shraddha</i>
8.	Faculty member 1	Dr. Himanshu Khashu <i>Himanshu</i>
9.	Faculty member 2	Dr. Sunil Kumar <i>Sunil</i>
10.	Faculty member 3	Dr. Brijesh Ruparelia <i>B.L. Ruparelia</i>
11.	Faculty member 4	Dr. Amita Gupta <i>Amita</i>
12.	Faculty member 5	Dr. Sagar S Khanna <i>SKhanna</i>
13.	Nominee from local society	Dr. Madan Mohan Singh Kushwah <i>MMS</i>
14.	Nominee from students	Miss. Neetu Kumari <i>Neeta</i>
15.	Nominee from alumni	Dr. Sanjula Chaturvedi <i>Sanjula</i>
16.	Nominee from employer	Mrs. Manjula Tiwari <i>Manjula</i>
17.	Nominee from stake holder	Mr. Gaurav Tiwari <i>Gaurav</i>
18.	Nominee from industrialist	Mr. Abhishek Nigam <i>Abhishek Nigam</i>

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**Agenda of the meeting will be as follows:**

1. To review of the minutes of the last meeting held on 26/04/2018
2. Activities to be conducted by IQAC during the year2018-19
3. Review of Curricular Aspects
4. To review the status on Eco-friendly measures include steps to reduce consumption of electrical energy
5. To initiate E-Governance in administration for Administrative reforms
6. Best Practices to be adopted during the year2018-19
7. Budget planning for the financial year 2018-2019.

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**Minutes:**

**Agenda 1:** Confirmation of the minutes of the previous meeting held on 26/04/2018 and action taken report.

S. No.	Agenda Points	Detailed action	Owner
1	<b>Agenda 2:</b> Review Infrastructure and Learning Resource	<ul style="list-style-type: none"><li>- Review conducted regarding availability of reference books, journals for the use of students and staffs in the library department wise, chief librarian is informed to take indent from all HOD's regarding requirements of text books, reference books and journals.</li><li>- It is decided to allocate sufficient budget for infrastructure augmentation.</li></ul>	Principal office
2	<b>Agenda 3:</b> Review of Outcome achieved on Plan of action towards quality enhancement	Plan of action reviewed and accepted by all	Principal office
3	<b>Agenda 4:</b> Best Practices adopted.	Library utilization by staff and students evaluated and further encouraged for the same.	All HOD's

**Agenda 2:**

It was decided to carryout following activities towards quality enhancement of the institution during 2018-19.

- To conduct value adding activities and inter-disciplinary courses in all the departments for both UG and PG.
- To collect feedback, analyze and place the report before governing council and take action as per directions Governing Council
- To integrate environment, ethics gender and values in to curriculum.
- To intensify slow and advance learners and mentorship mechanisms.
- Monitor and improve especially abled facilities in the campus.
- Initiate student centric teaching and learning methods.
- Initiate innovative teaching and learning process.
- Intensify extension and environmental activities.
- Monitor student support services IT and library.

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**Agenda3:-**

- Under Curricular Aspects decided to start at least 2 to 3 new courses/programs and 10 interdisciplinary programs
- Chairman informed the members present to conduct Value Added Courses in all the departments.
- Decided to Collect Feedback from all stakeholders before the end of 2<sup>nd</sup> quarter
- Initiate to start choice based credit system at all department.

**Agenda 4:**

To review the status on Eco-friendly measures include steps to reduce consumption of electrical energy Committee suggested to take review and audits on status of eco-friendly measure already taken in campus in order to reduce consumption of electrical energy, where Incandescent light bulbs and fluorescent tube-lights are to be replaced by cost effective, high efficient LEDs.

**Agenda 5:**

Committee suggested exploring the possibilities of MoUs with various organizations.

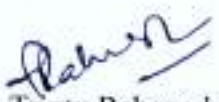
**Agenda 6:**


- Committee decided to implement the following Best Practices in the institution for the Current Academic Year.
- Participation of students and faculty in National Conference
- Encourage students to do poster/paper presentations at various conventions/conferences.

**Agenda 7:**

Fund requirements for financial year 2018-2019 to be shared with the corporate office.

As there was no other matter to discuss the meeting was 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/2018-2019/02

Date: 17/09/2018

## NOTICE

The second quarterly IQAC meeting of Mansarovar Dental College for session 2018-2019 will be held on 20/09/2018 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
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. Sunil Kumar
10.	Faculty member 3	Dr. Brijesh Ruparelia
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	Miss. Nectu Kumari
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 last meeting held on 14/06/2018.
2. Review of Infrastructure and Learning Resources
3. Review of the governance, leadership and management.
4. Any other matter.

  
Dr. Tripty Rahangdale  
**IQAC Coordinator**

Cc to:

- a. Chairman
- b. Principal
- c. IQAC members





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## Institutional Quality Assurance Committee Academic Year 2018-2019

Date: 20/09/2018

The second quarterly meeting of Institutional Quality Assurance Committee of Mansarovar Dental College for the academic year 2018-2019 was held in the Conference room on 20/09/2018 at 01:30 pm.

### 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	
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10.	Faculty member 3	Dr. Brijesh Ruparelia	
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	Miss. Neetu Kumari	
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 last meeting held on 14/06/2018.
2. Review of Infrastructure and Learning Resources
3. Review of the governance, leadership and management.
4. Any other matter.

*Contd...3*

**Minutes:****Agenda 1:**

Confirmation of the minutes of the previous meeting held on 14/06/2018 and action taken report.

S. No.	Agenda Points	Detailed action	Owner
1	<b>Agenda 2:</b> Activities to be conducted by IQAC during the year 2018-19	<ul style="list-style-type: none"> <li>- Value added courses and interdisciplinary courses were conducted for better understanding of the subject.</li> <li>- Stakeholder feedback were collected and analyzed.</li> <li>- Experts from speciality fields were invited for guest lectures and hands on workshops were done.</li> <li>- Slow learners and advanced learners were identified; mentoring and counseling session were done for slow learners and advance learners.</li> <li>- Enhancing teaching and learning skills by conducting Faculty development programs.</li> </ul>	All HOD's
2	<b>Agenda 3:</b> Review of Curricular Aspects	<ul style="list-style-type: none"> <li>- More number of value added courses to be conducted.</li> <li>- Stakeholder feedback were collected and analyzed.</li> <li>- Gender sensitization program to be conducted in the month of September.</li> </ul>	All HOD's
3	<b>Agenda 4:</b> To review the status on Eco-friendly measures include steps to reduce consumption of electrical energy	<ul style="list-style-type: none"> <li>- Awareness created among the staff about Ecofriendly measures.</li> <li>- Incandescent light bulbs and fluorescent tube-lights are to be replaced by cost effective, high efficient LEDs</li> </ul>	Maintenance department



4	<b>Agenda 5:</b> To initiate E-Governance in administration for Administrative reforms	- Need of digitalization of staff and student database emphasized.	Principal office
5	<b>Agenda 6:</b> Best Practices to be adopted during the year 2018-19	- Students and faculties encouraged for participation in national and state level conferences.	All HOD's
6	<b>Agenda 7:</b> Budget planning for the financial year 2018-2019.	- Fund requirements for financial year 2018-2019 shared with the corporate office	Principal office and corporate office

**Agenda 2:-**

- Members agreed upon purchase of new equipment for the year 2018-19.
- Decided to purchase additional text Books, Reference Books, CD and Videos as per the requirement of HOD's, will be finalize in the next meeting
- After detail discussion it was agreed to incur expenses on following items during the current year
  - a. ICT
  - b. Campus Infrastructure and facilities
  - c. Equipment
  - d. Any others
  - e. Committee suggested conduct regular training programs for teachers and non-teaching staff on networking, LMS, ICT etc.
  - f. Review of computerization of administration and library is done thoroughly and IT department is informed to send proposal for any additional work to be conducted in computerization and automation.

**Agenda 3:-**

- Discussed regarding implementation of e-governance in areas of planning and development, administration, finance and accounts, students admission & support and Examination.
- IT department of the institution manages e- governances implementation – if any support /updating is required advised to bring it notice of the IQAC for needful.
- Decided to organize professional /administrative training programs for teaching and non-teaching staff during current year.
- Decided to depute more number of faculties to conference/workshops with financial support from the institution and to encourage teachers to attend orientation programs, short-terms courses and refresher course.

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**Agenda 4:**

As there was no other matter to discuss the meeting was 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/2018-2019/03

Date: 20/11/2018

## NOTICE

The third quarterly IQAC meeting of Mansarovar Dental College for session 2018-2019 will be held on 23/11/2018 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
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10.	Faculty member 3	Dr. Brijesh Ruparelia
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	Miss. Neetu Kumari
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

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**The agenda for the meeting is as follows:**

1. To review the minutes of last meeting held on 20/09/2018.
2. Review of Student Support and Progression.
3. Review of the institutional values and best practices for this academic year.
4. Any other matter.



Dr. Tripty Rahangdale  
**IQAC Coordinator**

Cc to:

- a. Chairman
- b. Principal
- c. IQAC members



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## Institutional Quality Assurance Committee ACADEMIC YEAR 2018-2019

Date: 23/11/2018

The third quarterly meeting of Institutional Quality Assurance Committee of Mansarovar Dental College for the academic year 2018-2019 was held in the Conference room on 23/11/2018 at 01:30 pm.

### 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. Sunil Kumar	
10.	Faculty member 3	Dr. Brijesh Ruparelia	
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	Miss. Neetu Kumari	
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 last meeting held on 20/9/2018.
2. Review of Student Support and Progression.
3. Review of the institutional values and best practices for this academic year.
4. Any other matter.



(3)

**Minutes:**

**Agenda 1:**

Confirmation of the minutes of the previous meeting held on 20/9/2018 and action taken report.

S. No.	Agenda Points	Detailed action	Owner
1	<b>Agenda 2:</b> Review of Infrastructure and Learning Resources	- New speciality books with latest edition e-books and e-journals were subscribed and purchased.	

**Agenda2:-**

- Number of students admitted under different categories was reviewed.
- Coaching students for competitive examinations is reviewed – for the current year.
- Decided to motivate students to participate in sports and cultural activities.
- Decided to facilitate students to avail scholarships from different Government departments

**Agenda3:-**

- Decided to for green audit.
- Contribution to environmental awareness and protection by the institution is reviewed following are contribution made
  - a. Energy conservation
  - b. Water conservation
  - c. Use of renewable energy
- Decided to make campus plastic free and office paperless and plant more numbers of trees.

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(4)

- Review was done regarding about providing safety and security, counseling and common room available in the institution.
- Decided to celebrate birth and death anniversaries of great Indian personalities and to organize national festival in the institution without fail.

As there was no other matter to discuss the meeting was 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/2018-2019/04

Date: 16/04/2019

## NOTICE

The fourth quarterly IQAC meeting of Mansarovar Dental College for session 2018-2019 will be held on 19/4/2019 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
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10.	Faculty member 3	Dr. Brijesh Ruparelia
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	Miss. Neetu Kumari
15.	Nominee from alumni	Dr. Sanjula Chaturvedi
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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 last meeting held on 23/11/2018.
2. Review of Outcome achieved on plan of action towards quality enhancement.
3. Review Student support and progression.

  
Dr. Tripty Rahangdale  
**IQAC Coordinator**

Cc to:

- a. Chairman
- b. Principal
- c. IQAC members





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## Institutional Quality Assurance Committee Academic Year 2018-2019

Date: 19/04/2019

The fourth quarterly meeting of Institutional Quality Assurance Committee of Mansarovar Dental College for the academic year 2018-19 was held in the Conference room on 19/04/2019 at 01:30 pm.

### 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	
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11.	Faculty member 4	Dr. Amita Gupta	
12.	Faculty member 5	Dr. Sagar S Khanna	
13.	Nominee from local society	Dr. Madan Mohan Singh Khuswah	
14.	Nominee from students	Miss. Neetu Kumari	
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 last meeting held on 23/11/2018.
2. Review of Outcome achieved on plan of action towards quality enhancement.
3. Review Student support and progression.

*Contd...3*

(3)

**Minutes of the meeting:**

IQAC Coordinator Dr. Tripty Rahangdale welcome all the members present in the meeting.

**Agenda 1:** Confirmation of the minutes of the previous meeting held on 20/9/2018 and action taken report.

S. No.	Agenda Points	Detailed action	Owner
1	<b>Agenda 2:</b> Review of Student Support and Progression.	-Tabulated university results. - Number of students placed in higher education, qualifying in state, national and international exams, awards and medals for outstanding performance in sports and cultural activities.	Office
2	<b>Agenda3:</b> Review of the institutional values and best practices for this academic year.	- Plantation done for green campus. - Initiative taken on water conservation.	

**Agenda2:-**

IQAC coordinator brought to the notice of the committee about the important activities conducted in the Institution during current year

**Activities conducted**

- A workshop and live demo was organized by the Department of Conservative Dentistry & Endodontic on 'Tactile controlled activation technique with control memory file' at our institution on 10/10/2018.
- Interns, PGs and Staff actively participated in the programme.
- A CDE programme on 'Power Your Practice' was organized on 27/3/2018- for the benefit of the PGs and faculty.
- The Department of Periodontics and Implantology organized a CDE on 'Topic name: Laser in Dentistry -for the interns on 10/10/2018.

*Contd...4*



**Celebrate important days in the calendar year.**

- Doctor's day was observed on July 1<sup>st</sup>, 2018. Dr. R. SHANDILYA, HOD, Dept. of General Medicine gave a lecture on 'Medically Compromised Dental Patients.'
- World AIDS day was observed on December 1<sup>st</sup>, 2018. Dr. Umesh Setha , Dr. were the speakers.
- On the occasion of World Health Day (April 17<sup>th</sup>, 2019), a Lecture was delivered by Dr. Himanshu Khashu .This was followed by a performance on the importance of oral health by the postgraduates.

**Revision of treatment charges**

- Patient treatment charges were revised keeping in mind the escalating costs and to ensure better treatment to the patients.
- However, this was done after taking inputs from all the stakeholders so that patients would not be unduly burdened.

**Agenda-3**

Scholarship to students provided by government was reviewed, during the year.

Decided to motivate more number of students to participate in sports, and cultural activities.

Coaching students for competitive examination, activity of placement cell and career counseling was reviewed.

Decided to conduct gender sensitization programs in villages and urban slums.

Decided to hold Alumni meet and to involve more number of Alumni's as resource persons for placement and counseling activities and to collect contribution from Alumni's. Data base maintained was reviewed and advised to update the data base regularly and to have contact with all Alumni's.

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



Dr. Tripty Rahangdale  
IQAC Coordinator



Dr. B. Gurudutt Nayak  
IQAC Chairman