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# RAJAS DENTAL COLLEGE & HOSPITAL

Thirurajapuram, Kavalkinaru Junction – 627 105, Tirunelveli District

DCI Recognition No: DE-3(44)-93/2246,  
Dated 09/11/1993

Affiliated to :  
The Tamilnadu Dr. MGR Medical University, Chennai

Ref :RDC/IQAC/2018 – 2019/MoM-1

Date : 15/01/2018

Venue : NAAC / IQAC Cell

## MINUTES OF THE MEETING

### Agenda


Brainstorming discussion regarding the criteria's & allocation of criteria to respective groups.

### Meeting was attended by the following members

- Dr.Anisha Cynthia Sathiasekar, MDS
- Dr.A.Shyam Mohan , MDS, DNB
- Rev.Fr.Dominic Savio ( Local Society Nominee)
- Dr.Angeline Deepthi, MDS(coordinator)
- Dr.Rekha,MSc, PhD(Member 1)
- Dr.Angelin Megha, MDS (Member 2)
- Dr.Benin, MDS,
- Dr.Jaish Lal, MDS,
- Dr.Mohan, MDS.

### Decisions

- Discussion with all staff members regarding NAAC.
- A power point presentation to be made for detailed staff profile.
- Every staff member was given a soft copy of the NAAC presentation.
- Description about Mentor/ Mentee Meetings given mentor mentee list of 2018 is disclosed.
- Alumini Meeting announced for the year of 2018
- Note on Web Upgradation given.
- Importance of library visit was emphasized. List of study models used for academics from each department were requested to submit to the NAAC cell.

  
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Affiliated to :  
The Tamilnadu Dr. MGR Medical University, Chennai

Ref: RDC/IQAC/2018- 2019/MoM-2

Date : 09/02/2018

Venue : NAAC / IQAC Cell

## MINUTES OF THE MEETING

### Agenda

- NAAC committee discussion among various heads of committees .

### Meeting was attended by the following members

Dr.Anisha Cynthia Sathiasekar ,MDS

Dr.A.Shyam Mohan , MDS, DNB

Dr.Angeline Deepthi,MDS (coordinator)

Dr.K.Aruna ,MSc, PhD

Dr. G.Rekha, MSc, PhD(Member 1 )


Dr.D.Angelin Megha, MDS (Member 2)

Dr.Jaish Lal, MDS,

Dr.Joephin,MDS.

### Decisions

- Regarding the need for a two way system of understanding between the NAAC cell and various committee heads.
- Each committee head put with one NAAC committee incharge to facilitate smooth communication to get work done from the committees.
- Updated regular work done events.
- The staff profile and the log book in each department has to be maintained.
- Members are asked to be intimated by the respective conveners.
- Team work from all the departments is emphasized .

  
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Ref : RDC/IQAC/2018 – 2019/MoM-4

Date : 20/04/2018

## MINUTES OF THE MEETING

### Agenda


- Formation of various sub – Committes for smooth functioning of our institution .

### Meeting was attended by the following members

Dr.Anisha Cynthia Sathiasekar ,MDS  
Dr.A.Shyam Mohan , MDS, DNB  
Dr.Angeline Deepthi,MDS (coordinator)  
Dr.K.Aruna , MSc, PhD  
Dr. G.Rekha, MSc, PhD(Member 1 )  
Dr.D.Angelin Megha, MDS (Member 2)  
Dr.Joephin , MDS.

### Decisions

- The committee were formulated through IQAC .
- World Health Dentistry Day was celebrated at kavalkinaru.
- Every committee was reported to start functioning within the month of April and submit a copy of their Agenda / minutes of the meeting suggestions and remedial measures should be mentioned after each meeting.
- It will be mentioned by members of IQAC board and Director, Principal, Vice principals (Academic and Administration)

  
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Ref : RDC/IQAC/2018 – 2019/MoM-5

Date : 09/05/2018

Venue: NAAC / IQAC Cell

## MINUTES OF THE MEETING

### Agenda

- Pre existing clinical society meeting revamp.

### Meeting was attended by the following members

Dr.A.Shyam Mohan , MDS, DNB

Rev.Fr.Dominic Savio ( Local Society Nominee)

Dr.Angeline Deepthi, MDS(coordinator)

Dr.K.Aruna , MSc, PhD

Dr. G.Rekha, MSc, PhD(Member 1 )

Dr.D.Angelin Megha, MDS (Member 2)

Dr.Jaish Lal, MDS,

Dr.Joephin, MDS.

### Decisions

- Planned to update the students regarding reason clinical advancements and ongoing research activity.
- By utilizing it students may improve their clinical case presentation .
- The IQAC committee nominated Dr. Mohan Raj (Reader –Periodontics) as a convener for the clinical society meeting .
- The clinical society meeting which will be conducted every month third Tuesday regularly.
- The venue of every clinical society meeting will be at the Silver Jubilee Auditorium at 2PM.
- A rally on 31<sup>st</sup> May 2018 " No tobacco day" planned from admin block of Rajas Dental College to Kavalkinaru junction to create awareness among the public.

  
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Ref: RDC/IQAC/2018 – 2019/MoM-6

Date : 06/06/2018

Venue: NAAC / IQAC Cell

## MINUTES OF THE MEETING

### Agenda

- Formation of various sub –Committees for smooth functioning of our institution .

### Meeting was attended by the following members

Dr.A.Shyam Mohan , MDS, DNB

Dr.Angeline Deepthi, MDS(coordinator)

Dr.K.Aruna ,MSc, PhD

Dr. G.Rekha, MSc, PhD(Member 1 )


Dr.D.Angelin Megha, MDS (Member 2)

Dr.Jaish Lal, MDS,

Dr.Joepin, MDS.

### Decisions

- The clinical society meeting was planned to enlighten the students in their knowledge and skills regarding the recent scientific advancements.
- This meeting was headed by the principal and the responsibility under Dr. Mohan Raj Reader (Periodontics) in the Silver Jubilee auditorium.
- A "zero hour" programme was planned for the interns to create awareness among the society based on the topic "waste management" was guided by Dr.Gomu Kumar Senior Lecturer (Oral Pathology).
- Monthly curriculum and co-curriculum are scheduled as per the annual calendar.

  
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Ref: RDC/IQAC/2018 – 2019/MoM-7

Date :11/07/2018

Venue: NAAC / IQAC Cell

## MINUTES OF THE MEETING

### Agenda

- Formation of various sub-committees for to reinforce the functioning of our institution with the special emphasis on research.

### Meeting was attended by the following members

Dr.A.Shyam Mohan , MDS, DNB

Dr.Angeline Deepthi,MDS (coordinator)

Dr. G.Rekha, MSc, PhD(Member 1 )

Dr.D.Angelin Megha, MDS (Member 2)

Dr.G.Krishnamoorthy, MSc, PhD,

Dr.Jaish Lal, MDS,

Dr.Joephin, MDS.

### Decisions

- To enhance the usage of existing central research lab by the UGs, PGs and the Faculty to enhance the quality in research.
- A meeting with IRB members headed by the principal was conducted in the conference hall.
- To increase the number of ongoing study project in the college.
- To conduct clinical trials in the animal models to promote the research activities among the UGs and PGs were framed.
- Different types of studies which can be exhibited in the present faculty setup were recommended by the members of IRB.
- Appreciation in the form of prizes for the best projects and published articles were given.

  
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Ref: RDC/IQAC/2018 – 2019/MoM-8

Date : 07/08/2018

Venue: NAAC / IQAC Cell

## MINUTES OF THE MEETING

### Agenda

- IQAC committee discussion among various heads of committees.

### Meeting was attended by the following members

Dr.A.Shyam Mohan , MDS, DNB

Dr.Angeline Deepthi, MDS(coordinator)

Dr. G.Rekha, MSc, PhD(Member 1 )

Dr.D.Angelin Megha, MDS (Member 2)

Dr.Deepu George Mathew, MDS

Dr.G.Krishnamoorthy, MSc, PhD,


Dr.Vinej Somaraj , MDS

Dr.Jaish Lal, MDS,

Dr.Joephin, MDS.

### Decisions

- A lecture by Dr.Deepu George Mathew and Dr.Vinej Somaraj was proposed by the research committee members and the principal.
- Training of the undergraduate and the post graduate students of dentistry to broaden their academic excellence.
- To provide new facilities for the use of students were suggested.
- The principal reinforced that any study involving invivo or invitro subject can be started only after getting approval from institutional ethical committee.
- The Department of Orthodontics planned to organize a programme titled "Dental Snap 2018" with Head of the Department as Organizing Secretary.

  
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Affiliated to :  
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Ref : RDC/IQAC/2018 – 2019/MoM-9

Date : 04/09/2018

Venue: NAAC / IQAC Cell

## MINUTES OF THE MEETING

### Agenda

- Two CDE programme were decided to be organized by the clinical department

### Meeting was attended by the following members

Dr.Anisha Cynthia Sathiasekar, MDS

Dr.A.Shyam Mohan , MDS, DNB


Dr.Angeline Deepthi,MDS (coordinator)

Dr.Rekha,MSc, PhD(Member 1)

Dr.Angelin Megha, MDS (Member 2)

### Decisions

- Two CDE programmes were decided to be organized by the clinical departments.
- Dental Snap 2018-A one day CDE programme with workshop was planned and the meeting was made with the Head of the Department of Orthodontics and feedbacks were collected.
- Onco Quest- A lecture programme proposed by Dr.Jayanthi as the organizing secretary and Chairperson Dr. Shyam Mohan.A .The committee members were the faculty of all four clinical departments which include Oral Medicine & Radiology, Oral & Maxillofacial Surgery, Prosthodontics and Oral Pathology.
- Different quotations for the additional books for the library were discussed with liaison of each department.

  
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Ref: RDC/IQAC/2018 – 2019/MoM-10

Date : 03/10/2018

Venue: NAAC/IQAC Cell

## MINUTES OF THE MEETING

### Agenda

- NAAC committee discussion among various heads of committees .

### Meeting was attended by the following members

Dr.Anisha Cynthia Sathiasekar ,MDS

Dr.A.Shyam Mohan , MDS,DNB


Dr.Angeline Deepthi,MDS (coordinator)

Dr.Rekha, MSc, PhD(Member 1)

Dr.Angelin Megha, MDS (Member 2)

### Decisions

- Discussion done with the liaisons of every department for the refinement of the existing curricular and academic procedures.
- Monthly curricular and co-curricular activities were scheduled as per the annual calendar.
- Discussion regarding internal audit was done.
- NAAC interaction session planned for the work proceedings.
- Institutional ethical committee meeting is planned on 11.10.2018 .
- Proposal regarding renovation of Canteen and Orthodontics Post Graduate clinic was discussed.
- Proposal for the addition of toilets and ramp for the disabled patients.

  
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Affiliated to :  
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Ref: RDC/IQAC/2018 – 2019/MoM-11

Date : 14/11/2018

Venue: NAAC / IQAC Cell

## MINUTES OF THE MEETING

### Agenda

- Clinical skill development programme.

### Meeting was attended by the following members

Dr.Anisha Cynthia Sathiasekar ,MDS

Dr.A.Shyam Mohan , MDS, DNB

Dr.Angeline Deepthi,MDS(coordinator)

Dr. Rekha,MSc, PhD(Member 1)

Dr. Angelin Megha, MDS (Member 2)

### Decisions

- A lecture on the utilization of central research facility for research on 28.11.2018 to promote the ideas and necessity of knowledge in the field of research and animal studies.
- Monthly curricular and co-curricular activities are planned and fixed as per the annual calendar.
- Clinical skill development programme for the interns organized by the Department of Preventive and Community dentistry in the topic Atraumatic restoration procedures.
- Proper functioning of Yoga, Career guidance, NEET classes were evaluated and reports rechecked.
- Proposal regarding rain water harvesting submitted to the management.

  
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Ref: RDC/IQAC/2018 – 2019/MoM-12

Date : 05/12/2018

VENUE: NAAC/IQAC cell

## MINUTES OF THE MEETING

### Agenda

- NAAC committee discussion among various heads of committees .

### Meeting was attended by the following members

Dr.Anisha Cynthia Sathiasekar ,MDS

Dr.A.Shyam Mohan , MDS,DNB

Dr.Angeline Deepthi,MDS (coordinator)

Dr. Rekha,MSc , PhD(Member 1)

Dr. Angelin Megha, MDS (Member 2)

### Decisions

- Christmas day celebrations were planned on 22.12.2018 to enhance creativity and widespread ideas in their mind.
- Students were motivated to participate in extracurricular activities to enhance the power of unity on Christmas day celebration.
- A special workshop to improve the clinical skills of the interns "Implantrain -18" was planned on 17.12.2018 organized by the Head of the Department of Prosthodontics,Periodontics and Oral Surgery.
- Anti- ragging awareness programme tentatively scheduled on 19.12.2018 headed by Dr.Sainath (Principal of Madha Dental College) and Inspector of Police incharge as a special guest.
- A screening camp was organized by the NSS unit of Rajas college with the collaboration of Nellai Cancer Centre for the awareness of breast and cervix cancer mainly among female staffs of Rajas Dental College.
- Women Empowerment programme was proposed by the Women Empowerment Cell for the Undergraduate students to make them strong and brave to face all the challenging activities against female harassment.

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Ref :RDC/IQAC/2018 – 2019/MoM-12A

Date : 14/12/2018

## MINUTES OF THE MEETING

### Agenda

- Clinical advancements and ongoing research activity..

### Meeting was attended by the following members

Dr.Anisha Cynthia Sathiasekar ,MDS

Dr.A.Shyam Mohan , MDS,DNB

Rev.Fr.Dominic Savio ( Local Society Nominee)

Dr.Angeline Deepthi,MDS (coordinator)

Dr. Rekha,MSc, PhD(Member 1)

Dr. Angelin Megha, MDS (Member 2)

### Decisions

- Planned to update the students regarding recent clinical advancements and ongoing research activity.
- By utilizing it students may improve their clinical case presentation and management.
- The IQAC committee nominated Dr. Mohan Raj (Reader – Periodontics) as a convenor for the clinical society meeting .
- The clinical society meeting will be conducted every month third Tuesday regularly.
- The venue of every clinical society meeting will be the Silver Jubilee Auditorium at 2PM.
- A rally on 31<sup>st</sup> May 2018 " No tobacco day" planned from admin block of Rajas Dental College to Kavalkinaru junction to create awareness among the public.

  
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