



CDCRI/IQAC/2022/001

Date: 02.09.2022

MINUTES OF 1st IQAC MEETING 2022-2023

MEMBERS	NAMES	SIGNATURE
CHAIR PERSON	Dr.Rajesh.P	
MEMBERS	Dr.Jagnannatha.G.V	
	Dr.Daya Srinivasan	
	Dr.Eazhil.R	
	Dr.Anupama Ramachandran	
	Dr. Sreeja.C	
	Dr.Senthil Egappan	
	Dr. Semmia	
	Dr.Jagadish	
	Dr.Lakshmi Priya	
	Dr.Agila.S	
	Dr.Sai Archana	
	Dr.Liji	
Dr.Cyril Benedict		
Member from management	Mr. V. Palaniappan	
Senior Administrative Officer	Mrs.Visalatchi	
Local Society	Mr.Swaminathan	
Students	Ms.Saranya Balaji Nadar	
Alumni	Dr.Bhuvanewari	
Employers	Dr.Padmasree	
Stakeholders	Mrs. Senthil kumari	
Industrialist	Dr.Ananthkrishnan	
Senior teacher as Co-ordinator	Dr.R.Sridharan	

Chettinad Dental College & Research Institute

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10:00 AM
FRIDAY, 02 SEPT

India
LONGITUDE 80.217094 80°13'1.538"E
LATITUDE 12.795261 12°47'42.93"N



10:10 AM

FRIDAY, 02 SEPT

India

LONGITUDE 80.217094 80°13'1.538"E

LATITUDE 12.795261 12°47'42.93"N

CDCRI/IQAC/2022/001

Date: 02.09.2022

MINUTES OF 1st IQAC MEETING 2022-2023

The IQAC Chairperson proceeded by extending a warm welcome to all the IQAC members.

Following this the Meeting proceeded with said agenda.

Agenda 1: Acceptance of the IQAC meeting and the decisions were made accordingly. Brief the roles & responsibilities of IQAC members in quality assurance of the institution were listed.

The following are the IQAC Members of the Institution for the year 2022-2023.

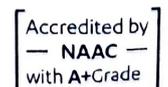
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Agenda 2: To discuss annual plan for the academic year 2022-2023

In the forthcoming IQAC meetings, all members were instructed to develop an annual plan for the academic year 2022-2023.

AGENDA	ACTION PLAN
Formulation of IQAC committee	Formulation of IQAC committee was done according to the NAAC guidelines.
Academic calendar and annual plan for the year 2022 - 2023	Information to produce annual plan for academic year 2022-2023 in the next IQAC meeting was sent to all the members.
IT Documentation	It was informed for faculties that faculty review will be implemented for documentation of faculties performance in areas of teaching learning process, research & publications, conduction of CDE Programs and attendance to various conferences. Postgraduate orientation programs were given by the Principal and respective heads of the department over a period of one month.
Mentoring system	For holistic development of the students, mentoring system was formulated for the year 2022-2023.
Observation of health days	Department of Public Health dentistry and allied departments instructed to commemorate all the national health days to create awareness of oral health.
Effective immunization and vaccination of all students and health care providers	All students and health care providers were advised to get immunized and vaccinated with Hepatitis B vaccine
Approval of the 1 st IQAC Meeting and the action taken there off to put forth annual plan for the academic year 2022-2023	The 1 st IQAC Meeting was approved by the members leading to following decisions taken based on earlier IQAC meeting
Curriculum Effective curriculum delivery by term plan and schedule	Dental education unit All dental departments
To conduct value added & add on courses Interdisciplinary courses	All departments

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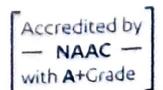
<p>To improve industry and field visit</p> <p>To collect stakeholder feedback on syllabi, curriculum, necessary analysis & action taken report</p> <p>Teaching learning evaluation</p> <p>Innovative teaching methods for effective teaching and learning</p> <p>ICT enabled tools for effective teaching & learning</p> <p>To improve student progression & higher studies</p> <p>Research & Innovation</p> <p>Research projects improvement</p> <p>1 major project per department</p> <p>ICMR Research proposals</p> <p>To promote funded research projection</p> <p>Faculty: publication ratio in indexed database (1:1)</p> <p>To sign MOUs with other institutions</p> <p>Outreach & Extension Activities</p> <p>Improvement of outreach and extension activities</p> <p>IT Infrastructure</p> <p>Upgradation of new speciality books with latest edition</p> <p>Faculty Empowerment programs</p> <p>To conduct seminars/workshops/conference for professional development</p> <p>Various stakeholder's feedback</p> <p>Report analysis & action taken there off</p>	<p>Dental education unit</p> <p>Dental education unit</p> <p>All dental departments Training to all faculties on e-learning.</p> <p>Career guidance & placement cell</p> <p>Internal seminar on research grants writing/patency/IPR</p> <ul style="list-style-type: none"> • To conduct Research Innovation corner competition • To conduct quality initiative workshop <p>To observe all health and national days Outreach committee All departments</p> <p>Library committee</p> <p>Dental education unit & all departments</p> <p>IQAC</p>
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Quality improvement To conduct seminars/workshops specific to quality work	IQAC
Faculty review Audit Report analysis & action taken there off	To conduct faculty Review audit for all dept.
Review of internal audit	

Agenda 3: To discuss seminars/ workshops specific to quality improvement.

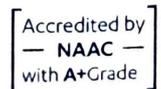
S.No	Topic	Category
1.	Innovation - my success story	Outreach & Extension Activity
2.	How to access proquest health research	Teaching & Learning Process
3.	HOW TO WRITE A RESEARCH PROPOSAL	Research Methodology
4.	How to Convert an Idea into a Start-up	Outreach & Extension Activity
5.	Nitrous Oxide Sedation	Teaching & Learning Process
6.	Management of medical emergencies in dental office	Teaching & Learning Process
7.	Intellectual property rights awareness program	Governance & Leadership
8.	Latest Innovations in Dental Stem Cell Therapy	Outreach & Extension Activity
9.	Behavior Management	Teaching & Learning Process
10.	Technology Readiness Level and Tech Transfer	Outreach & Extension Activity
11.	Critical appraisal of scientific paper	Research Methodology
12.	Prototype Process and Design Development	Outreach & Extension Activity
13.	Recent Innovations in Pulp therapy for Primary teeth	Teaching & Learning Process
14.	Basic implantology course	Teaching & Learning Process
15.	Chair side dental cad cam designing	Teaching & Learning Process
16.	Health laws	Governance & Leadership

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The IQAC chairperson and IQAC co-ordinator thanked everyone for their enthusiastic involvement as they brought the meeting to a close.



Dr.P.Rajesh

Principal, IQAC, Chairperson



Dr.R.Sridharan

Professor & Head, IQAC, Co-ordinator

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CDCRI/IQAC/2022/002

Date: 01.12.2022

CIRCULAR

This is to inform everyone that all departments at Chettinad Dental College & Research Institute need to fill review each month by visiting www.review.care.edu.in on or before 7th of each month. Also it is hereby informed to all the members of the IQAC that the 2nd meeting of the IQAC will be held at Board Room, Dental Office on 05.12.2022 with following agenda.

Agenda 1: Approval of the 1st IQAC Meeting

Agenda 2: To Review research work, innovation & extension activities

Dr.R.Sridharan

Professor & Head, IQAC, Co –Ordinator

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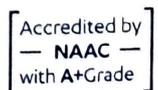
All departments

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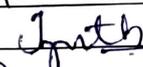
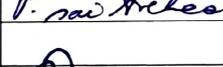
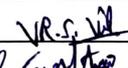
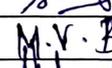
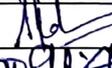
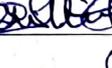
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CDCRI/IQAC/2022/003

Date: 05.12.2022

MINUTES OF 2nd IQAC MEETING 2022-2023

MEMBERS	NAMES	SIGNATURE
CHAIR PERSON	Dr.Rajesh.P	
MEMBERS	Dr.Jagnannatha.G.V	
	Dr.Daya Srinivasan	
	Dr.Eazhil.R	
	Dr.Anupama Ramachandran	
	Dr. Sreeja.C	
	Dr.Senthil Egappan	
	Dr. Semmia	
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Alumni	Dr.Bhuvanewari	
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CDCRI/IQAC/2022/003

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MINUTES OF 2nd IQAC MEETING 2022-2023

The IQAC Chairperson proceeded by extending a warm welcome to all the IQAC members.

Following this the Meeting proceeded with said agenda.

Agenda 1: Approval of the 1st IQAC Meeting and the action taken there off. Members approved the 1st

IQAC Meeting. Action taken based on the earlier IQAC Meeting let to the following decision.

Agenda 2: To Review research work, innovation & extension activities:

It was decided to motivate faculty and student research projects by conducting seminars/workshop on intellectual property rights/good clinical practice, scientific writing/art of research grant writing

The following are and will be conducted for research improvement.

Topics
Innovation - my success story
How to access proquest health research
How to Write a Research Proposal
How to Convert an Idea into a Start-up
Nitrous Oxide Sedation
Management of medical emergencies in dental office
Intellectual property rights awareness program
Latest Innovations in Dental Stem Cell Therapy
Behaviour Management
Technology Readiness Level and Tech Transfer
Critical appraisal of scientific paper
Prototype Process and Design Development
Recent Innovations in Pulp therapy for Primary teeth

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Basic implantology course
Chair side dental cad cam designing
Health laws

It was decided to conduct innovation corner and to award best Innovations.

- The IQAC Co-ordinator presented the quality of publication and status of institution affiliation in scopus, web of science data base. In order to improve Research, Research Methodology workshop will be conducted.
- Out Reach and extension activities were organized & conducted. To improve extension activities, it was decided to observe all health & National days where in community will be given awareness of health on all these days and treatment would be provided at subsidized cost.

The IQAC chairperson and IQAC co-ordinator thanked everyone for their enthusiastic involvement as they brought the meeting to a close.



Dr.P.Rajesh

Principal, IQAC, Chairperson



Dr.R.Sridharan

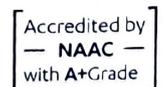
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CDCRI/IQAC/2023/001

Date: 08.03.2023

CIRCULAR

It is hereby informed to all the members of the IQAC that the 3rd meeting of the IQAC will be held at Board Room, Dental Office on 10.03.2023 with the following as agenda.

Agenda 1: Approval of the 2nd IQAC Meeting and the action taken there off. Action taken based on the earlier IQAC Meeting let to the following decision.

Agenda 2: Review of infrastructure & learning resources. Student support & progression. Faculty improvement strategies.


Dr.R.Sridharan

Professor & Head, IQAC, Co –Ordinator

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CDCRI/IQAC/2023/002

Date: 10.03.2023

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MEMBERS	Dr.Jagnannatha.G.V	
	Dr.Daya Srinivasan	
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	Dr.Senthil Egappan	
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CDCRI/IQAC/2023/002

Date:10.03.2023

MINUTES OF 3rd IQAC MEETING 2022-2023

The IQAC Chairperson proceeded by extending a warm welcome to all the IQAC members.

Following this the Meeting proceeded with said agenda.

Agenda 1: Approval of the 2nd IQAC Meeting and the action taken there off. Members approved the 2nd IQAC Meeting. Action taken based on the earlier IQAC Meeting let to the following decision.

Agenda 2:

Review of infrastructure & learning resources. Student support & progression. Faculty improvement strategies.

- New speciality books with latest edition e-books and e-journals were subscribed and purchased. The students were better allowed to use library by incorporating 2 hours of library per week for all the years.
- Student progression documented and to improve it, career guidance and counselling programmes were decided to be implemented.
- Conducted faculty and non-teaching staff development programs. Documented faculty participation in conferences, seminars, workshops, guest lectures and chairing sessions.

The meeting was concluded by IQAC Chairperson and the IQAC Co-ordinator thanked all the members for their active participation.



Dr.P.Rajesh

Principal, IQAC, Chairperson



Dr.R.Sridharan

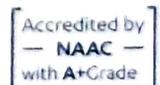
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CDCRI/IQAC/2023/003

Date: 15.06.2023

CIRCULAR

It is hereby informed to all the members of the IQAC that the 4th meeting of the IQAC will be held at Board Room, Dental Office on 20.06.2023 with the following as agenda.

1. Approval of the 3rd IQAC Meeting
2. Appraisal of the academic year 2022-23 results achieved and annual action plan

Please make it convenient to attend the meeting.

Dr. R. Sridharan

Professor & Head, IQAC, Co-Ordinator

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CDCRI/IQAC/2023/004

Date: 20.06.2023

MINUTES OF 4TH IQAC MEETING

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MEMBERS	Dr.Jagnannatha.G.V	
	Dr.Daya Srinivasan	
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CDCRI/IQAC/2023/004

Date: 20.06.2023

MINUTES OF 4TH IQAC MEETING

At the outset the IQAC Chairperson, welcomed all the Members of IQAC.

Following this the Meeting proceeded with said agenda:

Agenda 1: Approval of the 3rd IQAC Meeting and the action taken there off.

Members approved the 3rd IQAC Meeting. Action taken based on the earlier IQAC Meeting led to the following decision

Appraisal of the academic year 2022-23 results achieved and annual action plan

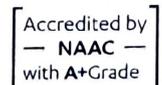
Aspect	Topic	Outcome & achievements
Curriculum	A timely and effective term plan for delivering the programme. To conduct cross-disciplinary programmes for value-added and add-on courses.	Successfully delivered the curriculum. Conducted 18 add-on courses and 18 value-added courses.
	To enhance industrial visits and field trips	Interns experienced two field trips and were exposed to community postings and industry visits.
	To gather input from interested parties regarding the curriculum and syllabi, necessary analyses, and action taken report.	Collected, analysed, reported, and any appropriate actions made in accordance with
Teaching, learning & evaluation	Innovative teaching techniques promote efficient instruction and learning. Tools made possible by ICT for efficient teaching and learning. To enhance higher education and student advancement	All departments adopted cutting-edge teaching strategies, improving PO-CO analyses. The usage of ICT-enabled technologies was taught to every faculty member. iPad was given to 2022 - 23 batch students. After reviewing feedback, it was determined that using an iPad improved the teaching and learning process. Additionally, it was determined to update the Wi-Fi capabilities in each classroom.

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Research innovation &	Enhancing research projects. 1 major undertaking/department proposals for ICMR research. To encourage mural research proposals. Faculty: published works per indexed database (1:1). Establishing MOUs with other organisations	209 funded projects and 105 publications.
Outreach extension activities &	Improving outreach and extension activities	180 camps conducted
IT Infrastructure	New specialty books are upgraded with the most recent editions	Speciality books and journals were purchased. Upgrade of Wifi facilities in all classrooms were done as iPad was given to students from 2022 - 2023 batch.
Faculty Empowerment strategies	To hold conferences, seminars, and workshops for professional development	Conducted 58 faculty and non-teaching staff development programme
To collect feedback from various stakeholders	Report analysis and subsequent action was taken	Stakeholder feedback was collected, analysed, and the appropriate steps were done.
Faculty review	Report analysis and subsequent action was taken	All departments were told of the faculty review summary and suggested to enhance the output in all academic and research areas.
Quality Improvement	To host quality-focused seminars and workshops	Conducted 16 quality programs categorized into outreach & extension activities, teaching & learning process, & Research Methodology.

The meeting was concluded by IQAC Chairperson and the IQAC Co-Ordinator thanked all the members for their active participation.

Dr. P. Rajesh

Principal, IQAC, Chairperson

Dr. R. Sridharan

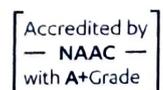
Professor & Head, IQAC, Co-ordinator

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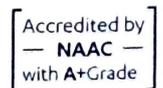
DATE	AGENDA	ACTION PLAN
02.09.2022	<p>Formulation of IQAC committee</p> <p>Academic calendar and annual plan for the year 2022 - 2023</p> <p>IT Documentation</p> <p>Mentoring system</p> <p>Observation of health days</p> <p>Effective immunization and vaccination of all students</p>	<p>Formulation of IQAC committee was done according to the NAAC guidelines.</p> <p>Information to produce annual plan for academic year 2022-2023 in the next IQAC meeting was sent to all the members.</p> <p>It was informed for faculties that faculty review will be implemented for documentation of faculties performance in areas of teaching learning process, research & publications, conduction of CDE Programs and attendance to various conferences.</p> <p>Postgraduate orientation programs were given by the Principal and respective heads of the department over a period of one month.</p> <p>For holistic development of the students, mentoring system was formulated for the year 2022-2023.</p> <p>Department of Public Health dentistry and allied departments commemorate all the national health days to create awareness of oral health.</p> <p>All students and health care providers were effectively immunized and vaccinated with Hepatitis B vaccine and Covishield Vaccine (Booster dose).</p>
	Approval of the 1 st IQAC Meeting and the	The 1 st IQAC Meeting was approved by

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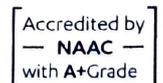
<p>action taken there off to put forth annual plan for the academic year 2022-2023</p> <p>Curriculum</p> <p>Effective curriculum delivery by term plan and schedule</p> <p>To conduct value added & add on courses</p> <p>Interdisciplinary courses</p> <p>To improve industry and field visit</p> <p>To collect stakeholder feedback on syllabi, curriculum, necessary analysis & action taken report</p> <p>Teaching learning evaluation</p> <p>Innovative teaching methods for effective teaching and learning</p> <p>ICT enabled tools for effective teaching & learning</p> <p>To improve student progression & higher studies</p> <p>Research & Innovation</p> <p>Research projects improvement</p>	<p>the members leading to following decisions taken based on earlier IQAC meeting</p> <p>Dental education unit</p> <p>All dental departments</p> <p>All departments</p> <p>Dental education unit</p> <p>Dental education unit</p> <p>All dental departments</p> <p>Training to all faculties on e-learning.</p> <p>Career guidance & placement cell</p> <p>• Internal seminar on research</p>
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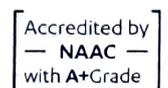
	<p>1 major project per department</p> <p>ICMR Research proposals</p> <p>To promote funded research projection</p> <p>Faculty: publication ratio in indexed database (1:1)</p> <p>To sign MOUs with other institutions</p> <p>Outreach & Extension Activities</p> <p>Improvement of outreach and extension activities</p> <p>IT Infrastructure</p> <p>Upgradation of new speciality books with latest edition</p> <p>Faculty Empowerment strategies</p> <p>To conduct seminars/workshops/conference for professional development</p> <p>Various stakeholders feedback</p> <p>Report analysis & action taken there off</p>	<p>grants writing/patency/IPR</p> <ul style="list-style-type: none">• To conduct Research Innovation corner competition• To conduct quality initiative workshop <p>To observe all health and national days</p> <p>Outreach committee</p> <p>All departments</p> <p>Library committee</p> <p>Dental education unit & all departments</p> <p>IQAC</p>
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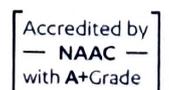
	<p>Academic and Administrative audit review</p> <p>Report analysis & action taken there off</p> <p>Quality improvement</p> <p>To conduct seminars/workshops specific to quality work</p> <p>Faculty review of audit</p>	<p>IQAC</p> <p>IQAC</p> <p>Faculty review was conducted by principal where summary of academic and works of faculties were discussed. It was advised to improve the research, publication and mural projects.</p>
05.12.2022	<p>Approval of 2nd IQAC meeting and action taken there off</p> <p>Review of research work, innovation & extension activities</p>	<p>The 2nd IQAC Meeting was approved by the members. Action taken based on earlier IQAC meeting to following decisions</p> <p>Conducting seminar/workshop on intellectual property rights/good clinical practice, scientific writing/art of research grant writing was decided to encourage faculty and student research projects</p> <p>To conduct innovation corner and to award best innovations</p> <p>The IQAC Co-ordinator presented the quality of publication and status of institution affiliation in scopus, web of science database. It was further brought to the attention of the members that institute affiliation was not uniform in the publication. As this would impact the</p>

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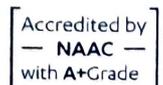
	<p>Report of follow up of previous meeting</p>	<p>H index, it was informed to all HODs about the affiliation to be given for all publications.</p> <p>Outreach and extension activities were organized & conducted. To improve extension activities, it was decided to observe all health & national days where in community will be given awareness of health.</p> <p>Review for the progression of agenda of annual plan 2022-2022 was done by IQAC members and all HODs of all departments.</p>
10.03.2023	<p>Approval of 3rd IQAC meeting and action taken there off</p> <p>Review of infrastructure & learning resources. Student support & progression. Faculty improvement strategies.</p>	<p>The 3rd IQAC Meeting was approved by the members. Action taken based on earlier IQAC meeting to following decisions.</p> <p>New speciality books with latest edition e-books and e-journals were subscribed and purchased. The students were better allowed to use library by incorporating 2 hours of library per week for all the years.</p> <p>Student progression documented and to improve it, career guidance and counselling programmes were decided to be implemented.</p> <p>Conducted faculty and non-teaching staff development programs. Documented faculty participation in conferences, seminars, workshops, guest lectures and chairing sessions.</p>

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20.06.2023	Appraisal of the academic year 2022-23 results achieved and annual action plan	Reviewed the academic year 2022-23 outcomes and achievements
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