

BHOJIA DENTAL COLLEGE AND HOSPITAL

Chandigarh - Nalagarh Road, Vil. – Bhud, Teh. – Baddi, Distt. – Solan (HP).

MINUTES OF MEETING OF ACADEMIC COUNCIL COMMITTEE HELD ON 4th August 2020

Location: Online Zoom Meeting

Date: 04th Aug, 2020

Time: 2:00 PM

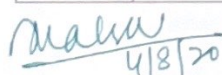
Attendees:

1. Chairperson: Mr. Vikram Bhojia
2. Members:
 - Dr. Tarun Kalra
 - Dr. Baljeet Singh
 - Dr. Sanjay Mittal
 - Dr. Avninder Kaur
 - Dr. Nisha Garg
 - Dr. Geeta Kalra

Agenda Items:

1. To review academic activity schedules for BDS and MDS batches and to check if they are being followed in departments.
2. List of teachers for teachers training workshop to be prepared.
3. Regular conduct of Mentor ward meetings and sharing of reports with respective year coordinator.
4. Tracking monthly attendance of undergraduate and postgraduate students.
5. Interdepartmental course and trainings to be conducted.
6. Students' feedback to be taken and analyzed.

Sr. No.	Action Point	Action taken by
1	Ensuring that academic activity schedules for BDS and MDS are being followed in departments.	PG in charges of all departments
2	List of teachers for teachers training workshop to be prepared	Principal's office
3	Regular conduct of Mentor ward meetings and sharing of report with respective year coordinators.	Mentors and Coordinators
4	Tracking monthly attendance of undergraduate and postgraduate	UG and PG Coordinators
5	Interdepartmental courses and training to be conducted	Head of the departments
6	Student feedback to be taken and analyzed	IQAC Committee
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4/8/20
Dr. Tarun Kalra
Principal

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MINUTES OF MEETING OF ACADEMIC COUNCIL COMMITTEE HELD ON 25th Nov. 2020

Location: Conference Room

Date: 25th Nov. 2020

Time: 2:00 pm

Attendees:

1. Chairperson: Mr. Vikram Bhojia
2. Members:
 - a. Dr. Tarun Kalra
 - b. Dr. Baljeet Singh
 - c. Dr. Sanjay Mittal
 - d. Dr. Avninder Kaur
 - e. Dr. Sameer Makkar
 - f. Dr. Geeta Kalra

Agenda Items:


1. To conduct institutional screening committee meeting to screen synopsis of MDS 2015-18 batch.
2. To prepare academic calendar, time table, teaching schedule of BDS 2015 batch (10th batch)
3. Plan for increasing student usage of library services and availability of more reference books for PG students.
4. Analysis of internal assessment result of BDS batches
5. Improvement awards for BDS students
6. Plagiarism check before thesis submission
7. PG 1st year preclinical work status.
8. To call parents of students with <75% attendance and <50% marks in internal exams
9. Basic life support course to be organized by Det. Of Oral Surgery.

Sr. No.	Action Point	Action taken by
1	To conduct institutional screening committee meeting to screen synopsis of MDS batch.	Principal office
2	To prepare academic calendar, time table teaching schedule of BDS batch (10 th batch)	APO and subject in charges
3	Students to be motivated for increasing student usage of library services and availability of more reference books for PG students. Requirement to be raised from departments.	HODs
4	Analysis of internal assessment result of BDS batches	UG Coordinators

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5	Improvement awards for BDS students to be finalized	APO
6	Plagiarism check to be done before thesis submission	Director Principal office
7	PG 1 st year preclinical work, status to be checked and updated	PG in charge of all departments
8	Synopsis submission by 1 st year PGs	HODs
9	To call parents of students with <75% attendance and <50% marks in internal exams	UG Coordinator
10	Basic Life Support Course to be organized	HOD Oral Surgery


25/11/20
Dr. Tarun Kalra
Principal

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MINUTES OF MEETING OF ACADEMIC COUNCIL COMMITTEE HELD ON 17th Feb. 2021

Location: Conference Room

Date: 17th Feb. 2021

Time: 2:00 pm

Attendees:

1. Chairperson: Mr. Vikram Bhojia
2. Members:
 - a. Dr. Tarun Kalra
 - b. Dr. Baljeet Singh
 - c. Dr. Sanjay Mittal
 - d. Dr. Avninder Kaur
 - e. Dr. Sameer Makkar
 - f. Dr. Geeta Kalra

Agenda Items:

1. Attendance of BDS and MDS students to be tracked.
2. To send mail to students about their attendance shortage on quarterly basis.
3. Review of quota completion status of BDS students
4. Clinical module schedule for BDS 1st year.
5. BLS course to be organized

Sr. No.	Action Point	Action taken by
1	Attendance of BDS and MDS students to be tracked	Coordinators
2	To send mail to students about their attendance shortage on quarterly basis	UG Coordinators
3	Regular conduct of Mentor ward meetings and sharing of report with respective year coordinators.	Mentors and Coordinators
4	Tracking monthly attendance of undergraduate and postgraduate	UG and PG Coordinators
5	Interdepartmental courses and training to be conducted	Head of the departments
6	To organize BLS course	HOD Oral Surgery


17/2/21

Dr. Tarun Kalra
Principal

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MINUTES OF MEETING OF ACADEMIC COUNCIL COMMITTEE HELD ON 25th May 2021

Location: Conference Room

Date: 25th May 2021

Time: 2:00 pm


Attendees:

1. Chairperson: Mr. Vikram Bhojia
2. Members:
 - a. Dr. Tarun Kalra
 - b. Dr. Baljeet Singh
 - c. Dr. Sanjay Mittal
 - d. Dr. Avninder Kaur
 - e. Dr. Sameer Makkar
 - f. Dr. Geeta Kalra

Agenda Items:

1. To review quota completion of undergraduates and postgraduates.
2. Ensuring preparation for university exams of final year postgraduates.
3. Tracking attendance of all the undergraduates and postgraduates.
4. Value added programs to be conducted by departments. Plans to be shared.

Sr. No.	Action Point	Action taken by
1	To review quota completion of undergraduates and postgraduates.	UG and PG in charges
2	Ensuring preparation for university exams of final year postgraduates.	PG in charges
3	Tracking attendance of all the undergraduates and to send mails to the students with less attendance on quarterly basis.	UG coordinators
4	Value added programs to be conducted by departments. Plans to be shared.	Head of the departments

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Dr. Tarun Kalra
Principal

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MINUTES OF MEETING OF ACADEMIC COUNCIL COMMITTEE HELD ON 10th Aug. 2021

Location: Conference Room

Date: 10th Aug. 2021

Time: 02:00 pm

Attendees:

1. Chairperson: Mr. Vikram Bhojia
2. Members:
 - a. Dr. Tarun Kalra
 - b. Dr. Baljeet Singh
 - c. Dr. Sanjay Mittal
 - d. Dr. Avninder Kaur
 - e. Dr. Sameer Makkar
 - f. Dr. Geeta Kalra

Agenda Items:

1. Ensuring that academic activity schedules for MDS batch are being followed in departments.
2. Record books, time table, academic calendar, teaching schedules of upcoming batch of 1st year undergraduates to be checked.
3. Regular conduct of mentor ward meetings and sharing of reports with respective year co-ordinator.
4. Promoting research activities in the new research lab by faculty and students
5. Review of preparations for upcoming internal assessment examinations for 1st and 2nd year postgraduates
6. Tracking monthly attendance of undergraduate and postgraduate students.
7. Interdepartmental course and trainings to be conducted.

Sr. No.	Action Point	Action taken by
1	Ensuring that academic activity schedules for MDS batch are being followed in departments.	PG in charges
2	Record books, time table, academic calendar, teaching schedules of upcoming batch of 1 st year undergraduates to be checked.	Principal office
3	Regular conduct of mentor ward meetings and sharing of reports with respective year co-ordinator.	Mentors and coordinators
4	Promoting research activities in the new research lab by faculty and students	Research coordinator

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5	Review of preparations for upcoming internal assessment examinations for 1 st and 2 nd year postgraduates. Questions papers to be prepared.	PG in charge
6	Practice management sessions to be organized	Principal office
7	Tracking monthly attendance of undergraduate and postgraduate students	UG and PG coordinator
8	Interdepartmental course and trainings to be conducted.	Head of the departments

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Dr. Tarun Kalra
Principal

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MINUTES OF MEETING OF ACADEMIC COUNCIL COMMITTEE HELD ON 07th Dec. 2021

Location: Conference Room

Date: 07th Dec. 2021

Time: 02:00 pm

Attendees:

1. Chairperson: Mr. Vikram Bhojia
2. Members:
 - a. Dr. Tarun Kalra
 - b. Dr. Baljeet Singh
 - c. Dr. Sanjay Mittal
 - d. Dr. Avninder Kaur
 - e. Dr. Sameer Makkar
 - f. Dr. Geeta Kalra

Agenda Items:

1. Analysis of internal assessment result of BDS batches
2. Improvement awards for BDS students
3. Plagiarism check before thesis submission
4. PG 1st year preclinical work status
5. Synopsis submission by 1st year PGs
6. To call parents of students with <75% attendance and <50% marks in internal exams
7. Basic life support course to be organized by Dept. Of Oral Surgery.

Sr. No.	Action Point	Action taken by
1	Analysis of internal assessment result of BDS batches	UG Coordinators
2	Improvement awards for BDS students to be finalized	APO
3	Plagiarism check to be done before thesis submission	Director Principal office
4	PG 1 st year preclinical work status to be checked and updated	Principal office
5	Synopsis submission by 1 st year PGs	Head of the departments
6	To call parents of students with <75% attendance and <50% marks in internal exams	UG Coordinator

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7	Basic life support course to be organized by Dept. Of Oral Surgery.	HOD Oral Surgery


17/12/21

Dr. Tarun Kalra
Principal