

# BHOJIA DENTAL COLLEGE AND HOSPITAL

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

MINUTES OF MEETING OF ACADEMIC COUNCIL COMMITTEE HELD ON 10<sup>th</sup> Aug. 2021

Location: Conference Room

Date: 10<sup>th</sup> 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 1<sup>st</sup> 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 1<sup>st</sup> and 2<sup>nd</sup> 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 <sup>st</sup> 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 <sup>st</sup> and 2 <sup>nd</sup> 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

*Malini*  
Dr. Tarun Kalra  
Principal

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MINUTES OF MEETING OF ACADEMIC COUNCIL COMMITTEE HELD ON 07<sup>th</sup> Dec. 2021

**Location:** Conference Room

**Date:** 07<sup>th</sup> Dec. 2021

**Time:** 02:00 pm

**Attendees:**

1. Chairperson: Mr. Vikram Bhojia
2. Members:
  - a. Dr. Tarun Kalra
  - b. Dr. Baljeet Singh
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**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 1<sup>st</sup> year preclinical work status
5. Synopsis submission by 1<sup>st</sup> 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 <sup>st</sup> year preclinical work status to be checked and updated	Principal office
5	Synopsis submission by 1 <sup>st</sup> 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

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