

SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL

Internal Quality Assurance Cell (IQAC)

NOTICE

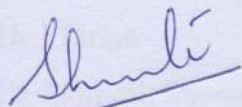
Date: 02/08/2018

All the IQAC members and their respective Faculty Members are requested to attend the meeting of IQAC Scheduled on 9/8/2018 at 11am in the Smart room in front of Library

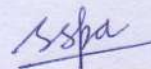
The agenda of the meeting is as follows:

1. Confirmation of minutes of the previous meeting
2. Discussion on Action Taken Report
3. Discussion on Working policy/ Module of IQAC.
4. Publishing IQAC Bulletin
5. Publishing Event Calendar
6. Any other matter with permission of chairperson

Kindly attend the meeting on date and time as specified above.



**Coordinator
IQAC**



Dean and Chairman

**IQAC
DEAN**

**Swargiya Dadasaheb Kalmegh Smruti
Dental College & Hospital
Hingna, Dist. Nagpur.**

SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 9/8/2018

The meeting of the IQAC members was held on 9/8/2018 at 11 am in the Smart room in front of Library. The meeting was chaired by Dr Sanjay Patil, Dean and Chairman, IQAC.

The following IQAC members were present

1. Dr Sanjay Patil - Dean and Chairman, IQAC
2. Dr Shweta Chandak - Coordinator, IQAC
3. Dr Deepti Gattani- Coordinator, NAAC
4. Dr MK Gupta
5. Dr PV Hazarey
6. Dr D Palve
7. Dr J Gade
8. Dr. Rasul
9. Dr. Ashish Lanjekar
10. Dr A Khade
11. Dr J Limje
12. Dr Akhilesh Shewale

The Chairman, IQAC, Dr Sanjay Patil welcomed the members of IQAC.

The following agenda were discussed.

1. Confirmation of minutes of the previous meeting

Minutes of the previous meeting held on 07/02/2018 were read by Dr Shweta Chandak, IQAC Coordinator and were confirmed by the house.

2. Discussion on Action Taken Report

Action taken report on agenda of the previous meeting held on 07/02/2018 was discussed by Dr Shweta Chandak, IQAC Coordinator and supported by the members.

3. Discussion on Working policy/ Module of IQAC.

Dr. Shweta Chandak stated that it is important and mandatory for every faculty member to familiarize themselves on functioning of IQAC. Every faculty actively or passively contributes to the academic progress of the students and in turn contributes to the development of the Institution and IQAC is the focal point for the same. It is the nodal centre to ensure effective academic administration. For each and every activity related to academic and holistic development of students, the concerned faculty should seek permission and later report the same to IQAC. Feedback after the activity must be taken to analyse the impact of the activity/ program on student development.

4. Publishing IQAC Bulletin

Dr. Shweta Chandak mentioned that the IQAC News Bulletin will be published by end of Aug 2018 for the year 2017-18. All the HODs are requested to maintain a record of the department activities with photographs. The sub-committee members of the soft skill based activities should keep a meticulous record. All the activities for the year 2017-2018 have to be submitted to IQAC by Aug 27, 2018.

5. Publishing Event Calendar

Dr. Shweta Chandak mentioned that activities of IQAC and the departments for the academic year 2018-19 are to be published/ displayed as Event Calendar of 2018-19. She requested all the HODs and sub-committee members to submit a tentative list of activities to be conducted by the departments and the respective committees for the next academic year at the earliest.

6. **Any other matter with permission of chairperson**

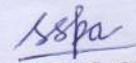
Dr MK Gupta mentioned that the NAAC files have to be updated at the earliest. The department presentation and sub-committee presentations need to be updated and kept ready

Meeting ended with vote of thanks by IQAC Chairman and Coordinator



Coordinator

IQAC



Dean and Chairman

**IQAC
DEAN**

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Dental College & Hospital
Hingna, Dist. Nagpur.**

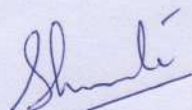
SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL

Internal Quality Assurance Cell (IQAC)

Action Taken Report of IQAC Meeting held on 7/02/2018

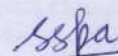
S NO	AGENDA	ACTION TAKEN
1	<p>Discussion on Avishakar and Research Conference hosted by MUHS.</p> <p>The IQAC team congratulated the winners of the Avishkar and Research Conference. Dr Hazarey suggested encouraging and sending more such projects of the same altitude at various conferences to promote initiatives and ideas. This helps to inculcate and germinate the concept of research from the very beginning.</p>	<p>All the HODs were requested to ensure maximum entries for future such events.</p>
2	<p>Discussion on Internal Assessment Examination</p> <p>Dr Sanjay Patil mentioned not to encourage the practice of additional PCT. Only students with genuine reasons or medical reasons with relevant documents should be allowed. Permission of the teacher incharge, HOD, UG Director and Dean should be taken for the same.</p>	<p>Additional PCTs of only students with valid reasons and with due permission by UG Director and Dean were conducted.</p>

3	<p>Discussion on Clinical Material</p> <p>Dr Sanjay Patil stated that rigorous measures have to be taken to provide adequate clinical material to the students. The HODs to initiate activities at the department level for the same. He also emphasized that a balance between UG and PG has to be maintained. Cases of interest or special cases have to be shown to UG student and Interns whereas the treatment can be carried out by the PG Students</p>	<p>OPD has shown marginal increase. Special cases are being shown to UG students.</p>
4	<p>Any other matter with permission of chairperson</p> <p>Dean, Dr Sanjay Patil informed that UDAAN- 18 will be organised for the outgoing students of batch 2012. Student Council Secretary, Ms Sunidhi Pathak will coordinate the program. A team to be formed for the same to ensure the smooth conduction of the program</p>	<p>UDAAN- 18 was organised successfully on 27Feb. 2018.</p>



Coordinator

IQAC



Dean and Chairman

IQAC

DEAN

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Hingna, Dist. Nagpur.**

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Internal Quality Assurance Cell (IQAC)

NOTICE

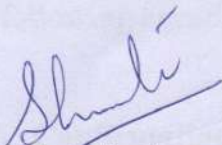
Date: 11/10/2018

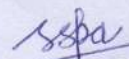
All the IQAC members and their respective Faculty Members are requested to attend the meeting of IQAC Scheduled on 16/10/2018 at 11am in the Smart room in front of Library

The agenda of the meeting is as follows:

1. Confirmation of minutes of the previous meeting
2. Discussion on Action Taken Report
3. Internal Academic and Administrative Audit
4. STRG and LTRG; Projects with Funding agencies
5. Event Calendar & IQAC News Bulletin
6. AQAR
7. Activities of BC and LLM Club
8. Research Award
9. Institutional Journal
10. Conferences (State/ National/ International)- Participation and conduction
11. Any other matter with permission of chairperson

Kindly attend the meeting on date and time as specified above.


**Coordinator
IQAC**


**Dean and Chairman
IQAC
DEAN
Swargiya Dadasaheb Kalmegh Smruti
Dental College & Hospital
Hingna, Dist. Nagpur.**

SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting held on 16/10/2018

The meeting of the IQAC members was held on 16/10/2018 at 11.30 am in the Smart room in front of Library. The meeting was chaired by Dr Sanjay Patil, Dean and Chairman, IQAC.

The following IQAC members were present

1. Dr Sanjay Patil - Dean and Chairman, IQAC
2. Dr Shweta Chandak - Coordinator, IQAC
3. Dr Deepti Gattani
4. Dr M.K Gupta
5. Dr P.V Hazarey
6. Dr Devendra Palve
7. Dr R.S. Sathawane
8. Dr Jaykumar Gade
9. Dr Juzer Rasul
10. Dr Akhilesh Shewale
11. Dr. Ajay Khade
12. Dr. Jagan Limaje

The Chairman, IQAC, Dr Sanjay Patil welcome the members of IQAC.

The following agenda were discussed.

1. Confirmation of minutes of the previous meeting

Minutes of the previous meeting held on 9/8/2018 were read by Dr Shweta Chandak, IQAC Coordinator and were confirmed by the house.

2. Discussion on Action Taken Report

Action taken report on agenda of the previous meeting held on 9/8/2018 was discussed by Dr Shweta Chandak, IQAC Coordinator and supported by the members.

3. Internal Academic and Administrative Audit

Dr Shweta Chandak proposed that Internal Academic and Administrative audit which is relatively newer concept introduced in our college is to be conducted every year to check for the progress. A team comprising of three persons has to be constituted for conducting Internal Academic and Administrative Audit.

4. STRG and LTRG Projects with Funding agencies

Dr PV Hazarey briefed on approaching various sponsoring agencies regarding the projects being conducted in the institute. Dr Akhilesh Shewale suggested to send all the projects to the companies as per their areas of research interest. Projects for STRG and LTRG will be evaluated in the Research Conference held by MUHS for the very first time. The Circular from MUHS will be sent soon.

5. Event Calendar & IQAC News Bulletin

As discussed in the previous meeting, the Event Calendar and the IQAC News Bulletin have been published. The event calendar will be displayed on the website for the forth coming year soon. The Event calendar was passed around to check for any amendments and was verified by respective departments.

6. AQAR

Dr Shweta Chandak mentioned that AQAR is Annual Quality Assurance Report that has to be submitted by the Institute which is accredited. This report depicts the overall picture of the institutional growth in all the seven criteria. It needs to be submitted annually only in soft copy via email. The format of the same will be circulated to all the departments so they can begin the process of preparing AQAR of their respective criteria.

7. Activities of British Club and LLM Club

Dr Gupta stated that the activities of British Club and LLM Club have to be conducted regularly and a report to be submitted to IQAC

8. Research Award

Dr PV Hazarey mentioned that the Research Award celebration for the Faculty/ Alumni Group may be tentatively on 24/11/2018. Therefore, maximum entries from the faculty are requested. HODs to ensure that their faculty members upload the research work

9. Institutional Journal

Dr. Gade informed that the institutional journal is bi-annual and the next issue will be published by Dec 2018. Articles for the same have been collected.

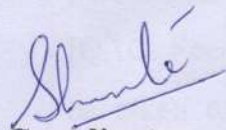
10. Conferences (State/ National/ International)- Participation and conduction

Dr MK Gupta and Dr PV Hazarey stated that the faculty and students should participate and conduct state level, National Level workshop, CDE Programs and conferences. Participation should be in maximum numbers with presentation of quality research work. Dr Shweta Chandak stated that the Dept of Pedodontics is in the Organizing team of the 40th ISPPD National Conference in Nagpur from 24th to 26th Oct, 2018. Also our institute is hosting two pre-conference courses for the same namely Myobraces and Hybrid Restorations.

11. Any other matter with permission of chairperson

No separate matter was brought forward by any member.

Meeting ended with vote of thanks by IQAC Chairman and Coordinator



Coordinator

IQAC



Dean and Chairman

IQAC

DEAN

**Swargiya Dadasaheb Kalmegh Smrut
Dental College & Hospital
Binnur Dist Nagpur**

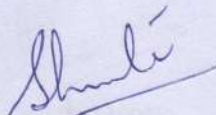
SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL

Internal Quality Assurance Cell (IQAC)

Action Taken Report of IQAC Meeting held on 9/08/2018

S NO	AGENDA	ACTION TAKEN
1	<p>Discussion on Working policy/ Module of IQAC.</p> <p>Dr. Shweta Chandak stated that it is important and mandatory for every faculty member to familiarize themselves on functioning of IQAC. Every faculty actively or passively contributes to the academic progress of the students and in turn contributes to the development of the Institution and IQAC is the focal point for the same. It is the nodal centre to ensure effective academic administration. For each and every activity related to academic and holistic development of students, the concerned faculty should seek permission and later report the same to IQAC. Feedback after the activity must be taken to analyse the impact of the activity/ program on student development.</p>	<p>Faculty has read the IQAC guidelines. Activities conducted by various departments are being reported to IQAC on almost regular basis.</p>

2	<p>Publishing IQAC Bulletin</p> <p>Dr Shweta Chandak mentioned that the IQAC News Bulletin will be published by end of Aug 2018 for the year 2017-18. All the HODs are requested to maintain a record of the department activities with photographs. The sub-committee members of the soft skill based activities should keep a meticulous record. All the activities for the year 2017-2018 have to be submitted to IQAC by Aug 27, 2018.</p>	<p>IQAC News Bulletin was published in September 2018 and was circulated among all departments.</p>
3	<p>Publishing Event Calendar</p> <p>Dr. Shweta Chandak mentioned that activities of IQAC and the departments for the academic year 2018-19 are to be published/ displayed as Event Calendar of 2018-19. She requested all the HODs and sub-committee members to submit a tentative list of activities to be conducted by the department and the respective committees for the next academic year at the earliest.</p>	<p>All departments and sub committees submitted their tentative list of activities and Event calendar for year 2018- 19 was displayed in September 2018.</p>


Coordinator
IQAC


Dean and Chairman
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Dental College & Hospital
Nagpur.

SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL

Internal Quality Assurance Cell (IQAC)

NOTICE

Date: 18/04/2019

All the IQAC members and their respective Faculty Members are requested to attend the meeting of IQAC Scheduled on 25/04/2019 at 2 PM in the IQAC Room adjacent to the Department of Pedodontics.

The agenda of the meeting is as follows:

1. Confirmation of minutes of the previous meeting
2. Discussion on Action Taken Report
3. Regarding Reporting to IQAC of all activities
4. AQAR Submission
5. Publishing IQAC News Bulletin
6. Publication of Institutional Journal
7. Publishing Research Publications
8. Conduction of PG preliminary Examination
9. Remedial teaching for slow learners
10. Any other matter with permission of chairperson

Kindly attend the meeting on date and time as specified above.


**Coordinator
IQAC**


**Dean and Chairman
IQAC
DEAN
Swargiya Dadasaheb Kalmegh Smruti
Dental College & Hospital
Hingna, Dist. Nagpur.**

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL,
NAGPUR**

**Internal Quality Assurance Cell
(IQAC) Minutes of Meeting held
on 25/04/2019**

The meeting of the IQAC members was held on 25/04/2019 at 2 pm in the IQAC Room adjacent to the Department of Pedodontics.. The meeting was chaired by Dr BK Motwani, Dean and Chairman, IQAC.

The following IQAC members were present

1. Dr B.K Motwani - Dean and Chairman, IQAC
2. Dr Shweta Chandak - Coordinator, IQAC
3. Dr M.K Gupta
4. Dr Deepti Gattani
5. Dr Devendra Palve
6. Dr Jaykumar Gade
7. Dr R.S. Sathawane
8. Dr Juzer Rasul
9. Dr Sanjay Patil
10. Dr. Jagan Limaje
11. Dr. Ajay Khade
12. Dr Akhilesh Shewale

The Chairman, IQAC, Dr B K Motwani welcomed the members of IQAC.

The following agenda were discussed:

1. Confirmation of minutes of the previous meeting

Minutes of the previous meeting held on 16/10/2018 were read by Dr Shweta Chandak, IQAC Coordinator and were confirmed by the house

2. Discussion on Action Taken Report

Action taken report on agenda of the previous meeting held on 16/10/2018 was discussed by Dr Shweta Chandak, IQAC Coordinator and supported by the members.

3. Reporting to IQAC

A report of the activity conducted with neatly labeled photographs should be submitted to IQAC within one week of completion of the program. Feedback after the activity must be taken to analyse the impact of the activity/ program on student and faculty development. The report may include the a short note on benefits and beneficiaries, feedback analysis of the program.

4. AQAR

Dr Shweta Chandak mentioned that AQAR (Annual Quality Assurance Report) to be submitted by the Institute which is accredited. This report illustrates on the whole the institutional augmentation in all the seven criteria. The data to be entered is from August 2018 to July 2019 in soft copy. The format of the same has been circulated to all the departments so they can begin the process of writing AQAR of their respective criteria.

5. IQAC News Bulletin

As discussed in the previous meeting, the IQAC News Bulletin for the current year has to be published. Hence, the data has to be sent in appropriate format so as not to miss out any event of the department. The IQAC Coordinator mentioned that the IQAC Bulletin would tentatively be ready by July first week for further approval from authorities.

6. Research publication

Dr MK Gupta and Dr Shweta Chandak reminded the resolution of the HODs in the meeting with Research Committee of the institute to ensure as a

minimum one publication by every faculty of the department as first author in a reputed journal without fail.

7. PG Preliminary Examination

The IQAC Chairman inquired regarding the conduction of PG preliminary Examination. The PG Committee ensured that the theory examination was conducted smoothly without any glitch. Practical examinations have been conducted in 5 departments already and will be conducted before April 27, 2019 in the two departments and the results of the same to be sent to the PG Committee by April 30, 2019

8. Remedial teaching for slow learners

Dr Jay Gade, Interaction in charge, mentioned that all the departments must have identified the slow and potential learners for the respective years by now. Plan a module as to how to guide and aid the slow learners in better learning and understanding, effectiveness of the module and the feedback regarding the same to be taken from respective faculty and student. All the HODs must be ready with an action plan regarding the same.

9. Any other matter with permission of chairperson

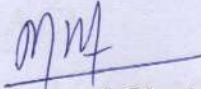
Dr MK Gupta mentioned that the NAAC related write-up has to be updated at the earliest. One has to be proactive in retrieving the data required for the respective criterion.

Dr Shweta Chandak stated that it is essential and mandatory for every faculty to familiarize themselves on working of IQAC. Every faculty actively or passively contributes to the academic progress of the student in turn appends to the development of the Institution and IQAC is the focal point for the same. It is the nodal centre to ensure effective academic administration.

Meeting ended with vote of thanks by IQAC Chairman and Coordinator



Coordinator
IQAC



Dean and Chairman
IQAC

DEAN

Swargiya Dadasaheb Kalmegh Smrut
Dental College & Hospital
Hingna, Dist. Nagpur.

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND
HOSPITAL**

Internal Quality Assurance Cell (IQAC)

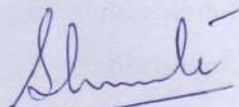
Action Taken Report of IQAC Meeting held on 16 /10/2018

S NO	AGENDA	ACTION TAKEN
1	<p>Internal Academic and Administrative Audit</p> <p>Dr Shweta Chandak proposed that Internal Academic and Administrative audit which is relatively newer concept introduced in our college is to be conducted every year to check for the progress. A team comprising of three persons has to be constituted for conducting Internal Academic and Administrative Audit.</p>	<p>Internal Academic and Administrative audit was conducted from 17/02/2019 to 26/02/2019.</p>
2	<p>STRG and LTRG Projects with Funding agencies</p> <p>Dr P V Hazarey briefed on approaching various sponsoring agencies regarding the projects being conducted in the institute. Dr Akhilesh Shewale suggested to send all the projects to the companies as per their areas of research interest. Projects for STRG and LTRG will</p>	<p>18 Research projects were submitted for review in Research conference out of which 8 were selected and sanctioned Rs.39000/-</p>

	<p>be evaluated in the Research Conference held by MUHS for the very first time. The Circular from MUHS will be sent soon</p>	
3	<p>Event Calendar & IQAC News Bulletin</p> <p>As discussed in the previous meeting, the Event Calendar and the IQAC News Bulletin have been published. The event calendar will be displayed on the website for the forth coming year soon. The Event calendar was passed around to check for any amendments and was verified by respective departments.</p>	<p>The event calendar has been displayed on the college notice board and the process for display on the website is underway.</p>
4	<p>AQAR</p> <p>Dr Shweta Chandak mentioned that AQAR is Annual Quality Assurance Report that has to be submitted by the Institute which is accredited. This report depicts the overall picture of the institutional growth in all the seven criteria. It needs to be submitted annually only in soft copy via email. The format of the same will be circulated to all the departments so they can begin the process of preparing AQAR of their respective criteria</p>	<p>Data was sent by all criteria, which after review was sent back with remarks. Final data is yet to be received.</p>

5	<p>Activities of British Club and LLM Club</p> <p>Dr Gupta stated that the activities of British Club and LLM Club have to be conducted regularly and a report to be submitted to IQAC</p>	<p>British Club is has conducted 12 activities by now and reports of the same were sent to IQAC.</p>
6	<p>Research Award</p> <p>Dr P V Hazarey mentioned that the Research Award celebration for the Faculty/ Alumni Group may be tentatively on 24/11/2018. Therefore, maximum entries from the faculty are requested. HODs to ensure that their faculty members upload the research work</p>	<p>Research award functions were held in 22 February and 16 March 2019. Dr. C R Bande was selected in Teachers category and Sumit Shende in Students category for Research awards.</p>
7	<p>Institutional Journal</p> <p>Dr. Gade informed that the institutional journal is bi-annual and the next issue will be published by Dec 2018. Articles for the same have been collected</p>	<p>Second issue of the Journal was published in December 2018.</p>
8	<p>Conferences (State/ National/ International)- Participation and conduction</p> <p>Dr MK Gupta and Dr PV Hazarey stated that the faculty and students should participate and conduct state</p>	<p>Department of Pedodontics organized National Conference PEDOCON in collaboration with SPDC Wardha in Nagpur on 24 to 26 October 2018. Our institute also hosted two pre-conference courses on 24 Oct. 2018</p>

<p>level, National Level workshop, CDE Programs and conferences. Participation should be in maximum numbers with presentation of quality research work. Dr Shweta Chandak stated that the Dept of Pedodontics is in the Organizing team of the 40th ISPPD National Conference in Nagpur from 24th to 26th Oct, 2018. Also our institute is hosting two pre-conference courses for the same namely Myobrases and Hybrid Restorations</p>	<p>namely Myobrases and Hybrid Restorations</p>
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