



1.4.1: Mechanism is in place to obtain structured feedback on curricula/syllabi from various stakeholders. Structured feedback received from:

- Students
- Teachers
- Employers
- Alumni
- Professionals

## INDEX SHEET

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# **ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL**

Recognised by Dental Council of India

Affiliated to The Tamilnadu Dr.M.G.R Medical University

A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

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## **ACADEMIC CELL - MINUTES OF MEETING**



# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

Recognised by Dental Council of India

Affiliated to The Tamilnadu Dr.M.G.R Medical University

A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

**ACADEMIC YEAR 2020-21**

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## Meeting/Event Information

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Task Owner :  
Request ID : 86  
Request Date : 29 Oct 2020 10:01 am  
Category : Event  
Assigned Process Owner :



*S. Karthiga Kannan*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
**DENTAL COLLEGE & HOSPITAL**  
Hospital Road, Melmaruvathur  
Chengalpattu District  
Tamil Nadu - 605 019

## Minutes of Meeting

### Agenda

| # | Title   |
|---|---|
| 1 | To discuss about the upcoming University examinations for I and III year MDS students.                    |
| 2 | To discuss about the upcoming University examinations (Theory and Practical) for Final year BDS students. |
| 3 | To discuss about the upcoming University examinations for II and III year BDS students.                   |
| 4 | To discuss about the upcoming University Practical examinations for UG and PG students.                   |
| 5 | To discuss about the lecture timetable to be followed for I, II and III BDS students from 16-11-2020.     |

1. preparations for I and III MDS exams university exam as per recommended protocol of the TN MGR Medical university and COVID 19 screening are arranged.
2. Final year BDS students- as already approved by principal madam, instructions regarding the examination guidelines from each departments is being conducted from 16.11.2020 to 19.11.2020 in batches.
3. Tentative examination schedule between 14.12.2020 to 18.12.2020 received from the TN MGR Medical university for II and III BDS students.
4. The PG departments are instructed to be prepared for the upcoming practical examination for the exam going IIIrd year MDS students which is scheduled on 2.12.2020 and 3.12.2020
5. Awaiting the reopening dates from the government.



*S. Kalaga Kannan*  
**PRINCIPAL**  
Prof. Dr. S. Kalaga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruthur  
Chennai - 603 319, Chengalpattu District  
Tamil Nadu - 603 319

## Attendance

| Academic Cell & Examination Committee |  |                                     |  |                                     |   |
|---------------------------------------|--|-------------------------------------|--|-------------------------------------|---|
| <input checked="" type="checkbox"/>   | 10074 - Dr Suresh Kumar G<br>Chairperson                     | <input checked="" type="checkbox"/> | 10087 - Dr Karthik V C<br>Member                         | <input type="checkbox"/>            | 10125 - Dr Priyanka<br>Pampani<br>Member                |
| <input checked="" type="checkbox"/>   | 10120 - Dr Nathiya B<br>Member                               | <input checked="" type="checkbox"/> | 30180 - Mrs Revathi K<br>Administrative/Technical Staffs | <input type="checkbox"/>            | 30013 - Mrs Susila S<br>Administrative/Technical Staffs |
| <input type="checkbox"/>              | 30155 - Ms Hemavathy V.S.<br>Administrative/Technical Staffs | <input checked="" type="checkbox"/> | 10113 - Dr Shamala S<br>Chairperson                      | <input checked="" type="checkbox"/> | 10145 - Dr Sivasankari T<br>Member Secretary            |
| <input type="checkbox"/>              | 10037 - Dr Karthikeyan S<br>Member                           | <input checked="" type="checkbox"/> | 10099 - Dr Lakshman V L<br>Member                        | <input type="checkbox"/>            | 10089 - Dr Saranya V<br>Member                          |
| <input checked="" type="checkbox"/>   | 20043 - Dr Vaishnava Devi<br>C<br>Member                     | <input checked="" type="checkbox"/> | 10126 - Dr Sakhidaran S<br>Member                        | <input type="checkbox"/>            | 20259 - Dr Rama alagappan<br>S<br>Member                |



*S. Karthiga Kannan*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHILARASARTHI**  
 DENTAL COLLEGE & HOSPITAL  
 Melmaruvathur, Melkote Taluk,  
 Chittoor District, Chittoor District  
 Tamil Nadu - 603 019

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## Web Content

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As per the calendar schedule the Academic and the Examination committee meeting was conducted on 17.11.2020 at 2pm in Lecture Hall 3. The session was headed by the chairperson Dr.Shamala Ravikumar.

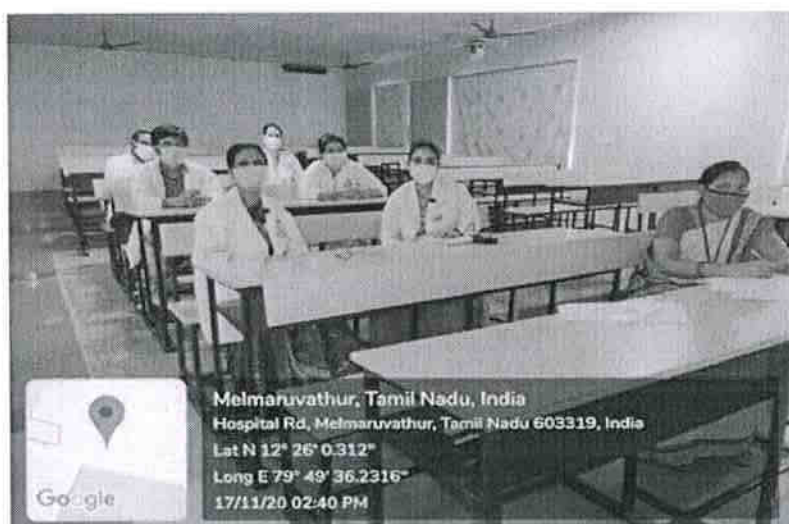
The agenda was discussed with the Member Secretary and all the members and the same was finalised



*S. Jothi Kannan*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
Mangal Road, Mannargudi  
Chennai, Tamil, Chengalpattu District  
Tamil Nadu-603 519

# Photos

## Academic Cell & Examination Committee Meeting



*S. Karthiga Kannan*  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADWIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruvathur,  
Chennai, Tamil Nadu, 603 319



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## Meeting/Event Information

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Task Owner :  
Request ID : 130  
Request Date : 20 Nov 2020 03:00 pm  
Category : Event  
Assigned Process Owner :



*S. Karthiga Kannan*  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
DHI PARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruvathur  
Chengalpattu Taluk, Chengalpattu District  
Tamil Nadu - 603 319

# Minutes of Meeting

## Agenda

| # | Title   |
|---|---|
| 1 | To discuss about the reopening of college after the COVID pandemic lockdown   |
| 2 | To discuss about the preparation of UG practical examinations   |
| 3 | To discuss about the posting schedule for II year to final year for the academic year 2020 - 2021                               |
| 4 | To discuss about the MAPIMS postings (Basic Medical Science, General Medicine, General Surgery) for I, II and III year students |
| 5 | To discuss about the rescheduling dates for Additional batch III terminal examination and Regular batch I terminal examination  |
| 6 | To discuss about the postponement of MDS University examinations (Theory & Practical)   |

1. I, II and III BDS students reported to college on 7.12.2020 and they have been given schedule for revision of University Exams in APDCH and MAPIMS.

Students were screened for COVID 19 after they reported and II and III BDS students were subjected to nasal swab and RT PCR.

2. I to IV BDS students are given schedule in all departments (APDCH & MAPIMS) for revision of university practical examination.

3. The II, III and IV yr additional batch students have been given schedule for lecture, practical and clinical postings for the academic year 2020-21.

4. The basic medical sciences department and General Medicine and Surgery of MAPIMS have been officially informed regarding their practical and clinical postings of I, II and III year students.

5. The additional batch third terminal examination and regular batch first terminal examination have been planned to reschedule during the last week of January due to university examination during December.

6. The III MDS and IV year BDS theory and practical examination have been rescheduled due to rain and cyclone by university for which preparations have been made.

7. II, III & IV BDS practical examination have been scheduled between 21.12.2020 to 31.12.2020 for which preparations have been made.

8. The interns joined college from 1.12.2020 with the scheduled postings. They were initially screened on the date of joining for COVID 19 and have been and their nasal swabs have been submitted for RT PCR.

## Review Meeting (17-11-2020)

1. Preparations for I and III MDS exams university exam as per recommended protocol of the TN MGR Medical university and COVID 19 screening are arranged.

2. Final year BDS students- as already approved by principal madam, instructions regarding the examination guidelines from each department is being conducted from 16.11.2020 to 19.11.2020 in batches.

3. Tentative examination schedule between 14.12.2020 to 18.12.2020 received from the TN MGR Medical university for II and III BDS students.



*Sikha K...*  
**PRINCIPAL**  
 Prof. Dr. S. Karthiga Kannan, MDS.  
 ADHIPARASAKTHI  
 HOSPITAL COLLEGE & HOSPITAL  
 1000 Jeevanik, Melmaruvathur  
 Chengalpattu District  
 Tamil Nadu - 603 317

4. The PG departments are instructed to be prepared for the upcoming practical examination for the exam going IIIrd year MDS students which is scheduled on 2.12.2020 and 3.12.2020
5. Awaiting the reopening dates from the government.



*S. Karthiga*

**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS,**  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
Hosur Road, Madhavapuram  
Chennai Taluk, Chengalpattu District  
Tamil Nadu - 603 319

## Attendance

| Academic Cell & Examination Committee |  |                                     |  |
|---------------------------------------|--|-------------------------------------|--|
| <input type="checkbox"/>              | 10074 - Dr Suresh Kumar G<br>Chairperson                     | <input checked="" type="checkbox"/> | 10087 - Dr Karthik V C<br>Member                         |
| <input checked="" type="checkbox"/>   | 10120 - Dr Nathiya B<br>Member                               | <input checked="" type="checkbox"/> | 30180 - Mrs Revathi K<br>Administrative/Technical Staffs |
| <input type="checkbox"/>              | 30155 - Ms Hemavathy V.S.<br>Administrative/Technical Staffs | <input checked="" type="checkbox"/> | 10113 - Dr Shamala S<br>Chairperson                      |
| <input type="checkbox"/>              | 10037 - Dr Karthikeyan S<br>Member                           | <input type="checkbox"/>            | 10099 - Dr Lakshman V L<br>Member                        |
| <input type="checkbox"/>              | 20043 - Dr Vaishnava Devi<br>C<br>Member                     | <input type="checkbox"/>            | 10126 - Dr Sakhidaran S<br>Member                        |
| <input checked="" type="checkbox"/>   | 10075 - Dr Priyanka<br>Pampani<br>Member                     | <input checked="" type="checkbox"/> | 10125 - Dr Priyanka<br>Pampani<br>Member                 |
|                                       |  | <input type="checkbox"/>            | 30013 - Mrs Susila S<br>Administrative/Technical Staffs  |
|                                       |  | <input type="checkbox"/>            | 10145 - Dr Sivasankari T<br>Member Secretary             |
|                                       |  | <input checked="" type="checkbox"/> | 10089 - Dr Saranya V<br>Member                           |
|                                       |  | <input type="checkbox"/>            | 20259 - Dr Rama alagappan<br>S<br>Member                 |
| Staff                                 |  |                                     |  |
| <input checked="" type="checkbox"/>   | 10086 - Dr Sumanth Kumar<br>R                                | <input checked="" type="checkbox"/> | 10132 - Dr Sudhakar V                                    |
|                                       |  | <input checked="" type="checkbox"/> | 10149 - Dr Rajeswary K                                   |



*S. Karthiga Kannan*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
 DENTACE, CLINIC & HOSPITAL  
 Madhavavallur, Chennai  
 Chevvur Taluk, Chengalpattu District  
 Tamil Nadu - 603 319

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## Web Content

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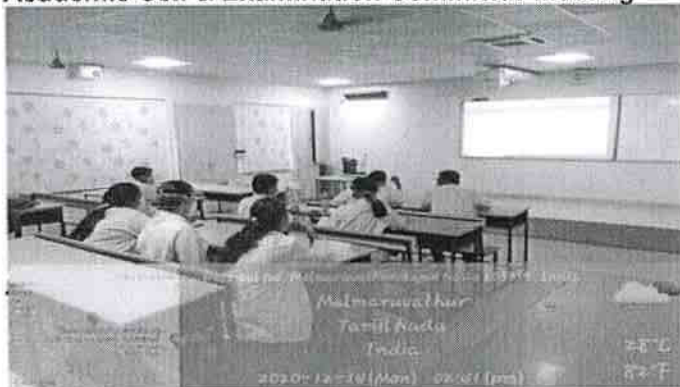
Academic cell and Examination committee meeting was held on 14.12.2020 at 2 pm in APDCH. The previously posted agenda in the circular were discussed and included in the minutes of meeting.



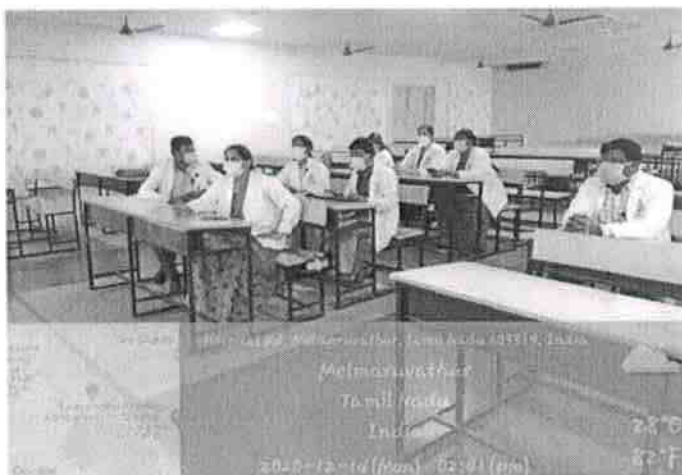
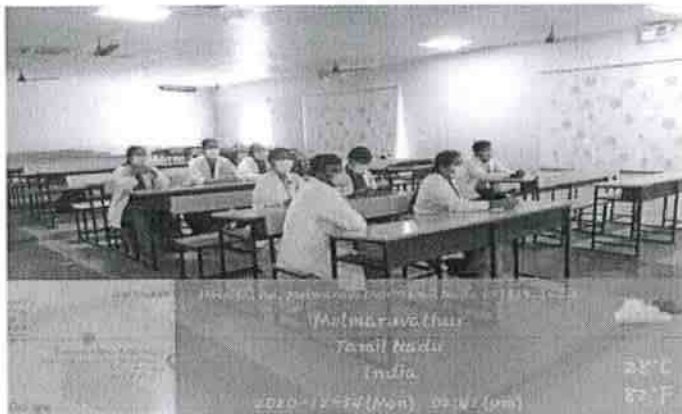
*S. Karthiga Kamma*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kamma, MDS.,**  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Palanur, Palani  
Chennai Taluk, Chingleput District  
Tamil Nadu - 605 519

# Photos

Academic Cell & Examination Committee Meeting



*S. Karthiga Kannan*  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruvathur  
Chennai-600 124, Tamil Nadu-600 319



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## Meeting/Event Information

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Task Owner :  
Request ID : 202  
Request Date : 29 Jan 2021 10:02 am  
Category : Event  
Assigned Process Owner :

*S. Kelly Kona*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
DEPT. OF COLLEGE & HOSPITAL  
INTEGRATED MEDICAL EDUCATION  
Chennai - 600 034, Chengalpattu District  
Tamil Nadu - 605 019



## Minutes of Meeting

### Agenda

| # | Title   |
|---|---|
| 1 | To confirm date for IBS meeting 2020-2021.  |
| 2 | To discuss regarding I BDS – Regular batch 2019-20 TN Dr.MGR University theory examination scheduled on 1-03-2021. Discussion on submission of internal assessments |
| 3 | To discuss regarding conducting 1st terminal examination for II, III and IV BDS – regular batch 2020-2021.  |
| 4 | To discuss regarding arrangement of classroom and transport facilities for basic science classes –MAPIMS for I, II yr.  |
| 5 | To discuss regarding revised master time table for I,II and III yr.   |
| 6 | To discuss regarding splitting of terms as per terminal exam schedule, internal exam assessment marks, and attendance percentage.                                   |
| 7 | To discuss regarding II, III, and IV BDS add batch students-progress in academics.  |
| 8 | To discuss regarding obtaining teaching schedule from basic science dept-MAPIMS for I,II and III BDS for academic year 2020-21, every month ? or 3 months?          |
| 9 | To make clinical posting after Feb 2021 for interns (2019-20 batch) for March and April   |

1. IBS Meeting will be planned to be conducted during the last week of February.
2. As per TN,Dr.MGR Medical University circular, the I BDS University Exam will commence from 1st March.
3. Terminal exams for III & IV BDS students will be conducted from 15th March. II BDS students have University exam I BDS on 1st March. Terminal exam dates will be planned later.
4. I & II BDS Basic Science lectures have been planned to conduct in MAPIMS as per instruction - Principal (MAPIMS), General Medicine & General Surgery III BDS lecture from the beginning is been conducted in MAPIMS hospital Auditorium.
5. Term wise split up done for the academic year 2020-21 from I BDS to IV BDS.
6. I BDS University exam going students IA Mark & Attendance percentage obtained.
7. Revised Master TimeTable for BDS enclosed in CIS Portal.
8. Terminal Exam conducted for III & IV BDS & paper evaluation done. Yet to analyse overall mark & Attendance percentage for preparing university exam.
9. Planned to get monthwise teaching schedule from Medical & Dental subject for I BDS to IV BDS.
10. Clinical posting schedule for interns (2019-20 Batchh) for March & April has been prepared & circulated.

### Review Meeting (14-12-2020)

1. I, II and III BDS students reported to college on 7.12.2020 and they have been given schedule for revision of University Exams in APDCH and MAPIMS.

Students were screened for COVID 19 after they reported and II and III BDS students were subjected to nasal swab and RT PCR.

2. I to IV BDS students are given schedule in all departments (APDCH & MAPIMS) for revision of university practical examination.
3. The II, III and IV yr additional batch students have been given schedule for lecture, practical and clinical postings for the academic year 2020-21.
4. The basic medical sciences department and General Medicine and Surgery of MAPIMS have been officially informed regarding their practical and clinical postings of I, II and III year students.
5. The additional batch third terminal examination and regular batch first terminal examination have been planned to reschedule during the last week of January due to university examination during December.
6. The III MDS and IV year BDS theory and practical examination have been rescheduled due to rain and cyclone by university for which preparations have been made.
7. II, III & IV BDS practical examination have been scheduled between 21.12.2020 to 31.12.2020 for which preparations have been made.
8. The Interns joined college from 1.12.2020 with the scheduled postings they were initially screened on the date of joining for covid 19 and have been and their nasal swabs have been submitted for RT PCR.



*S. Kalyan*  
**PRINCIPAL**  
 Prof. Dr. S. Karthiga Kannan, MDS.  
 ADHIPARASAKTHI  
 DENTAL COLLEGE & HOSPITAL  
 44, Anna Salai, Melmaruthur  
 Chennai - 600 092, Tamil Nadu - 603 519



## Attendance

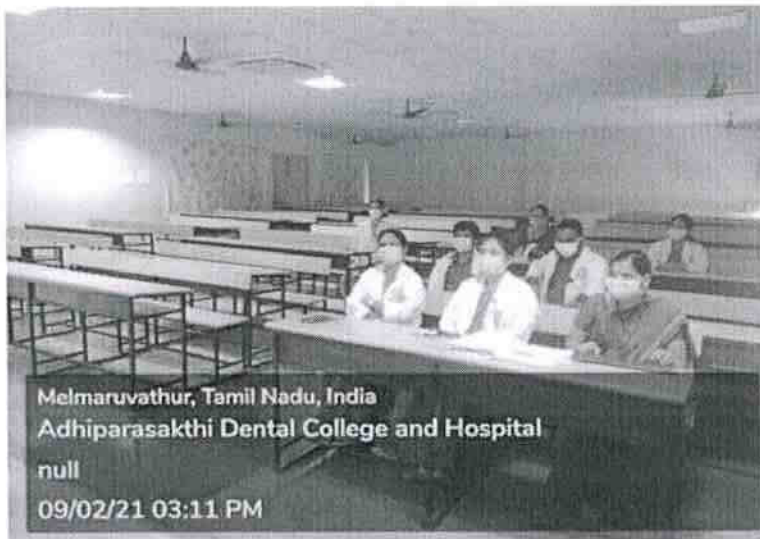
| Academic Cell & Examination Committee |  |                                     |  |                                     |   |
|---------------------------------------|--|-------------------------------------|--|-------------------------------------|---|
| <input checked="" type="checkbox"/>   | 10074 - Dr Suresh Kumar G<br>Chairperson                     | <input checked="" type="checkbox"/> | 10087 - Dr Karthik V C<br>Member                         | <input checked="" type="checkbox"/> | 10125 - Dr Priyanka<br>Pampani<br>Member                |
| <input checked="" type="checkbox"/>   | 10120 - Dr Nathiya B<br>Member                               | <input checked="" type="checkbox"/> | 30180 - Mrs Revathi K<br>Administrative/Technical Staffs | <input checked="" type="checkbox"/> | 30013 - Mrs Susila S<br>Administrative/Technical Staffs |
| <input type="checkbox"/>              | 30155 - Ms Hemavathy V.S.<br>Administrative/Technical Staffs | <input checked="" type="checkbox"/> | 10113 - Dr Shamala S<br>Chairperson                      | <input checked="" type="checkbox"/> | 10145 - Dr Sivasankari T<br>Member Secretary            |
| <input type="checkbox"/>              | 10037 - Dr Karthikeyan S<br>Member                           | <input type="checkbox"/>            | 10099 - Dr Lakshman V L<br>Member                        | <input type="checkbox"/>            | 10089 - Dr Saranya V<br>Member                          |
| <input type="checkbox"/>              | 20043 - Dr Vaishnava Devi<br>C<br>Member                     | <input type="checkbox"/>            | 10126 - Dr Sakthidaran S<br>Member                       | <input type="checkbox"/>            | 20259 - Dr Rama alagappan<br>S<br>Member                |



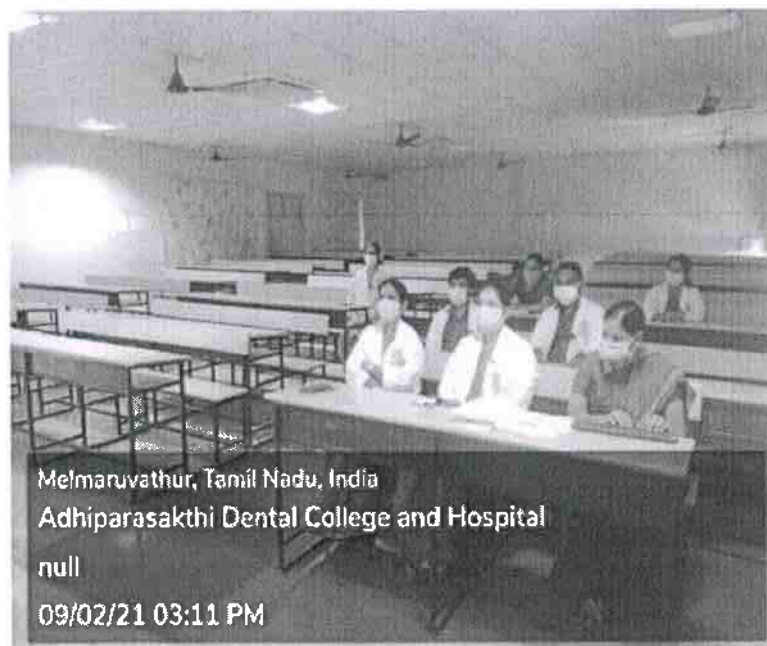
*S. Karthiga Kannan*  
**PRINCIPAL**  
 Prof. Dr. S. Karthiga Kannan, MDS.,  
 ADHIPARASAKTHI  
 DENTAL COLLEGE & HOSPITAL  
 Hospital Road, Melattur, Chennai  
 Cheryur Taluk, Chengalpattu District  
 Tamil Nadu - 603 319

# Photos

## Academic Cell and Examination Committee Meeting



*S. Karthiga Kannan*  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruvathur,  
Chengayur Taluk, Chengalpattu District,  
Tamil Nadu - 603 319



## Meeting/Event Information

Task Owner :  
Request ID : 623  
Request Date : 29 Mar 2021 09:37 am  
Category : Event  
Assigned Process Owner :

*S. K. Kannan*  
**PRINCIPAL**  
**Prof. Dr. S. K. Kannan, MDS.,**  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
HOSPITAL ROAD, MELMARASATHUR  
CHENNAI TALUK, CHENGALPATTU DISTRICT  
TAMIL NADU - 605 319



## Minutes of Meeting

### Agenda

| # | Title  |
|---|--|
| 1 | To Discuss Regarding Resuming Online Classes                             |
| 2 | Discuss about Declare Students holiday for I, II & III BDS.              |
| 3 | To discuss and Planned for conduct classes through virtual/ online mode. |
| 4 | Plan to conduct terminal examination through virtual mode.               |
| 5 | Final year, Interns, PG's Regular classes will be functioning.           |
| 6 |  |

The Academic Cell & Examination Committee meeting was conducted on 24.03.2021 in IQAC Room at 9.30 am and discussed the following:-

Agenda was proposed regarding resuming online classes with reference to G.O.(MS) No.328 by chairperson.

It was proposed to declare holiday for I, II & III BDS students from 24/3/21 as a precautionary measure for COVID pandemic.

Circular regarding this will be intimated to Parents and Students through SMS/CIS portal.

Internal communication will be given to Basic Medical Sciences (MAPIMS) & Adhiparasakthi hospitals.

Regular dental classes were planned to conduct through virtual/ online mode from 25/3/21.

Venue of the lecture class – seminar room of respective departments following the regular timetable without any deviation.

Decided to discuss with Basic Medical Sciences (MAPIMS) & Adhiparasakthi hospitals regarding mode of conducting theory and practical classes.

Plan to conduct terminal examination without any deviation through virtual mode.

Final year, Interns, PG's will be regularly attending their theory and clinical posting pertaining to COVID protocol.



Prof. Dr. S. K. Kannan, MDS,  
PRINCIPAL  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
MADRAS ROAD, MELMARATHUR  
CHENNAI TAMIL NADU - 605 319

## Attendance

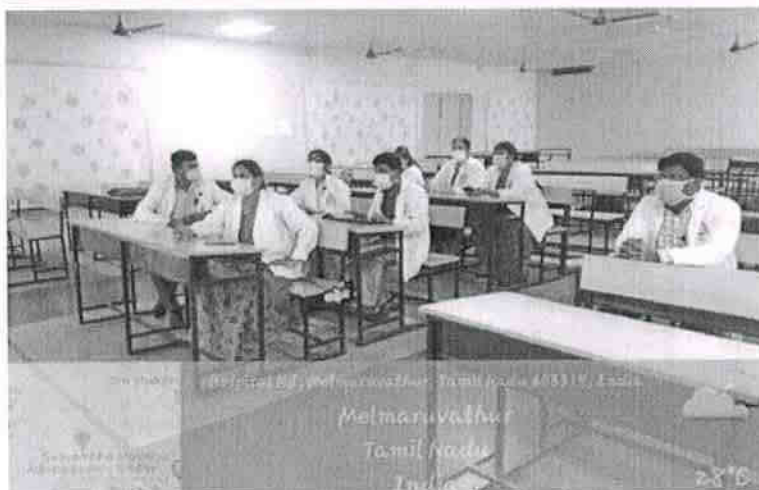
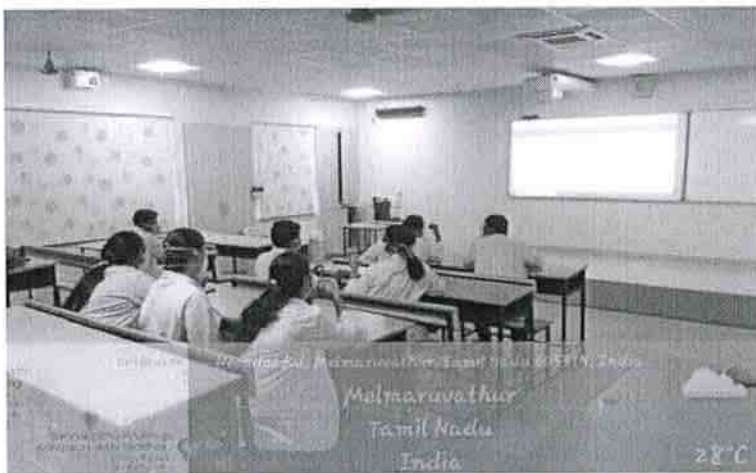
| Academic Cell & Examination Committee |  |                                     |  |                                     |   |
|---------------------------------------|--|-------------------------------------|--|-------------------------------------|---|
| <input checked="" type="checkbox"/>   | 10074 - Dr Suresh Kumar G<br>Chairperson                         | <input checked="" type="checkbox"/> | 10072 - Dr Ramya R<br>Member Secretary                   | <input checked="" type="checkbox"/> | 10056 - Dr Vasupradha G<br>Member Secretary             |
| <input checked="" type="checkbox"/>   | 10149 - Dr Rajeswary K<br>Member Secretary                       | <input checked="" type="checkbox"/> | 10079 - Dr Kirubakaran A<br>Member Secretary             | <input checked="" type="checkbox"/> | 10087 - Dr Karthik V C<br>Member                        |
| <input checked="" type="checkbox"/>   | 10147 - Dr Sujith R<br>Member                                    | <input checked="" type="checkbox"/> | 10125 - Dr Priyanka<br>Pampani<br>Member                 | <input checked="" type="checkbox"/> | 10153 - Dr Indhu K<br>Member                            |
| <input checked="" type="checkbox"/>   | 10080 - Dr Ananda Devi C<br>Member                               | <input checked="" type="checkbox"/> | 10120 - Dr Nathiya B<br>Member                           | <input checked="" type="checkbox"/> | 10136 - Dr Kalaivani S<br>Member                        |
| <input checked="" type="checkbox"/>   | 30093 - Mrs Banumathi G<br>Administrative/Technical Staffs       | <input checked="" type="checkbox"/> | 30180 - Mrs Revathi K<br>Administrative/Technical Staffs | <input checked="" type="checkbox"/> | 30013 - Mrs Susila S<br>Administrative/Technical Staffs |
| <input checked="" type="checkbox"/>   | 30123 - Ms Geethalakshmi<br>R<br>Administrative/Technical Staffs |                                     |  |                                     |   |



  
**PRINCIPAL**  
**Prof. Dr. Karthik Kannan, MDS.,**  
**ATM PARASAKTHI**  
**HOSPITAL COLLEGE & HOSPITAL**  
 Hosur Road, Melmarthur  
 Chevuru Taluk, Chengalpattu District  
 Tamil Nadu - 603 319

# Photos

## Academic Cell & Examination Committee Meeting



*J. Kirthiga Kannan*  
**PRINCIPAL**  
**Prof. Dr. J. Kirthiga Kannan, M.D.S.,**  
**ADHIPARASAKTHI**  
**DENTAL COLLEGE & HOSPITAL**  
Malaravathur, Melmaruvathur  
Chengalpattu, Chengalpattu District  
Tamil Nadu - 605 319



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## Meeting/Event Information

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Task Owner :  
Request ID : 645  
Request Date : 27 Apr 2021 12:50 pm  
Category : Event  
Assigned Process Owner :

*S.K.M.*  
**PRINCIPAL**  
**Prof. Dr. S. K. Kalinga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruthur  
Chennai - 600 089, Chengalpattu District  
Tamil Nadu - 603 319



## Minutes of Meeting

### Agenda

| # | Title   |
|---|---|
| 1 | To discuss regarding conducting pending third terminal exam for final BDS additional batch through online mode              |
| 2 | To review the status of online class for I BDS to IV BDS in Dental and Medical subjects                                     |
| 3 | To discuss regarding forth coming second terminal exam for I BDS - IV BDS Students ( REGULAR BATCH)                         |
| 4 | To discuss regarding conducting internal exam for break batch students from I -IV BDS Students (2020-21 batch)              |
| 5 | To discuss regarding submission of attendance and internal mark for additional batch students appearing for university exam |

The Academic cell & Examination Committee meeting was conducted on 18.05.2021 in online mode. All the members were present. The minutes of the meeting are as following:

1. Pending third terminal exam for IV BDS add batch will be planned through online mode once the college resume functioning.
2. On-line classes for I - IV BDS is proceeding as per time table. Any deviation in classes due to network issues and other issues will be handled after the completion of syllabus.
3. Intimation will be given to all dental and medical department last week of the may month to submit the teaching schedule for the June month.
4. Feed back will be obtained from students during first week of June 2021 regarding online classes.
5. Second terminal examination will be planned after discussing with all head of department from dental and medical subjects for regular batch, break batch students 2020-21.
6. Attendance and internal marks for additional batch students appearing for university examination will be planned to collect provisionally during 1 week of June 2021.



*S. Karthiga Kannan*  
PRINCIPAL  
Prof. Dr. S. Karthiga Kannan, MDS.,  
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110, Anna Road, Pichayyarpalayam  
Chennai - 600 016, Chengalpattu District  
Tamil Nadu - 605 319



## Attendance

| Academic Cell & Examination Committee |  |                                     |  |
|---------------------------------------|--|-------------------------------------|--|
| <input checked="" type="checkbox"/>   | 10074 - Dr Suresh Kumar G<br>Chairperson                         | <input checked="" type="checkbox"/> | 10072 - Dr Ramya R<br>Member Secretary                   |
| <input checked="" type="checkbox"/>   | 10149 - Dr Rajeswary K<br>Member Secretary                       | <input checked="" type="checkbox"/> | 10079 - Dr Kirubakaran A<br>Member Secretary             |
| <input checked="" type="checkbox"/>   | 10147 - Dr Sujith R<br>Member                                    | <input checked="" type="checkbox"/> | 10125 - Dr Priyanka<br>Pampani<br>Member                 |
| <input checked="" type="checkbox"/>   | 10080 - Dr Ananda Devi C<br>Member                               | <input checked="" type="checkbox"/> | 10120 - Dr Nathiya B<br>Member                           |
| <input checked="" type="checkbox"/>   | 30093 - Mrs Banumathi G<br>Administrative/Technical Staffs       | <input type="checkbox"/>            | 30180 - Mrs Revathi K<br>Administrative/Technical Staffs |
| <input type="checkbox"/>              | 30123 - Ms Geethalakshmi<br>R<br>Administrative/Technical Staffs |                                     |  |
| <input checked="" type="checkbox"/>   |  | <input checked="" type="checkbox"/> | 10056 - Dr Vasupradha G<br>Member Secretary              |
|                                       |  | <input checked="" type="checkbox"/> | 10087 - Dr Karthik V C<br>Member                         |
|                                       |  | <input checked="" type="checkbox"/> | 10153 - Dr Indhu K<br>Member                             |
|                                       |  | <input checked="" type="checkbox"/> | 10136 - Dr Kalaivani S<br>Member                         |
|                                       |  | <input checked="" type="checkbox"/> | 30013 - Mrs Susila S<br>Administrative/Technical Staffs  |



*S. Kalpana*  
**PROF. S. KALPANA**  
**ADHIPARASAKTHI**  
 DENTAL COLLEGE & HOSPITAL  
 Hospital Road, Mettur Road  
 Chennai-600 030, Chennai District  
 Tamil Nadu - 600 030

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## Web Content

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The Academic cell and Examination committee meeting held on 18.05.2021 was attended by the members through google meet. Third terminal exam for IV BDS, II terminal for regular batch & add batch students were discussed. Feedback on online classes will be obtained from students. Teaching schedule for the month of June will to be collected from all departments in the last week of May. Attendance and internal assessment marks for exam going additional batch students will be obtained in the first week of June.



# Photos

## Academic cell Meeting through google meet



*S. K. K. K.*  
**PRINCIPAL**  
**Dr. S. Karchiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
MADURAI, TAMIL NADU  
www.adhiparasakthi.ac.in



## Meeting/Event Information

|                        |                        |
|------------------------|------------------------|
| Task Owner             | :                      |
| Request ID             | : 676                  |
| Request Date           | : 05 Jun 2021 11:36 am |
| Category               | : Event                |
| Assigned Process Owner | :                      |



*S. K. Kanthiga Kannan*  
**PRINCIPAL**  
**Prof. Dr. S. Kanthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
17, 18th Cross, Madhavaram  
Chennai - 600 031, Chennai District  
Tamil Nadu - 603 319

## Minutes of Meeting

### Agenda

| # | Title   |
|---|---|
| 1 | To conduct and monitor online classes for undergraduates.   |
| 2 | To monitor effectiveness of the online class among the students   |
| 3 | To plan for conducting online theory and practical exams for the undergraduates for second terminal.                            |
| 4 | To coordinate with mentor committee and collect feedback of the online classes.   |
| 5 | To finalize the schedule for the next month. To collect question paper pattern and practical exam pattern from each department. |

### Minutes of the Meeting:

1. Online classes are proceeding as per teaching schedule and academic calendar without any deviation through on line.
2. Students feedback obtained through CIS Portal and analyzed feedback satisfactory
3. Question paper pattern finalized for under graduates and planned to conduct in first week of July
4. Planned to intimation to all departments to submit question paper for second terminal exam - BDS
5. Member secretary is given instruction to collect teaching schedule collected from all department for the month of July and to update in CIS portal

### **Review Meeting (18-05-2021)**

The Academic cell & Examination Committee meeting was conducted on 18.05.2021 in online mode. All the members were present. The minutes of the meeting are as following:

1. Pending third terminal exam for IV BDS add batch will be planned through online mode once the college resume functioning.
2. On-line classes for I - IV BDS is proceeding as per time table. Any deviation in classes due to network issues and other issues will be handled after the completion of syllabus.
3. Intimation will be given to all dental and medical department last week of the may month to submit the teaching schedule for the June month.
4. Feed back will be obtained from students during first week of June 2021 regarding online classes.
5. Second terminal examination will be planned after discussing with all head of department from dental and medical subjects for regular batch, break batch students 2020-21.
6. Attendance and internal marks for additional batch students appearing for university examination will be planned to collect provisionally during 1 week of June 2021.



*S. Kartika*  
**PRINCIPAL**  
**Prof. Dr. S. Kartika Kannan, MDS.,**  
**ADHIKARASAKTHI**  
DENTAL COLLEGE AND HOSPITAL  
Hospital Road, Malabimbathur  
Channarayana, Changanahalli  
Tamil Nadu - 603 319

## Attendance

| Academic Cell & Examination Committee |  |                          |  |                          |   |
|---------------------------------------|--|--------------------------|--|--------------------------|---|
| <input type="checkbox"/>              | 10074 - Dr Suresh Kumar G<br>Chairperson                         | <input type="checkbox"/> | 10072 - Dr Ramya R<br>Member Secretary                   | <input type="checkbox"/> | 10056 - Dr Vasupradha G<br>Member Secretary             |
| <input type="checkbox"/>              | 10149 - Dr Rajeswary K<br>Member Secretary                       | <input type="checkbox"/> | 10079 - Dr Kirubakaran A<br>Member Secretary             | <input type="checkbox"/> | 10087 - Dr Karthik V C<br>Member                        |
| <input type="checkbox"/>              | 10147 - Dr Sujith R<br>Member                                    | <input type="checkbox"/> | 10125 - Dr Priyanka<br>Pampani<br>Member                 | <input type="checkbox"/> | 10153 - Dr Indhu K<br>Member                            |
| <input type="checkbox"/>              | 10080 - Dr Ananda Devi C<br>Member                               | <input type="checkbox"/> | 10120 - Dr Nathiya B<br>Member                           | <input type="checkbox"/> | 10136 - Dr Kalaivani S<br>Member                        |
| <input type="checkbox"/>              | 30093 - Mrs Banumathi G<br>Administrative/Technical Staffs       | <input type="checkbox"/> | 30180 - Mrs Revathi K<br>Administrative/Technical Staffs | <input type="checkbox"/> | 30013 - Mrs Susila S<br>Administrative/Technical Staffs |
| <input type="checkbox"/>              | 30123 - Ms Geethalakshmi<br>R<br>Administrative/Technical Staffs |                          |  |                          |   |



*S. Kiran Kumar*  
**PRINCIPAL**  
**Prof. Dr. S. Kiran Kumar, MDS.,**  
**ADHIPARASAKTHI**  
**DENTAL COLLEGE & HOSPITAL**  
 100th Street, Madhavaram  
 Chennai - 600 030, Tamil Nadu - 600 030

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## Web Content

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### Web Content:

Academic and examination committee meeting conducted and agendas were proposed by chairperson.

Discussion regarding online class and conducting terminal exams for the undergraduates were discussed and finalized. Member secretary instructed to collect the schedule for the next month and update the class schedule in the CIS portal for the month of July. feedback from students collected through CIS portal and analyzed.



*S. Karthiga Kannan*  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruthur  
Chengalpattu, Chengalpattu District  
Tamil Nadu - 603 319

# Photos

## Academic Cell & Examination Committee Meeting

15:14

← About this call

People

Information

← Share joining information

IN CALL

- Dr Vasupradha G - Oral Path Re...
- Dr Ananda Devi C - ...
- Dr Indhu K APDCH
- Dr Kalavani S - PHD ...
- Dr Karthik V C - PRO...
- Dr Nathlya B - OMFS...
- Dr Priyanka Pampani...
- Dr Sujith - ODS Lect...
- Dr Suresh Kumar G - ...
- Kribs Krfb
- Rajeswary kumar
- Ramya IVimalathithan

  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hennur Road, Melmaruvathur,  
Cheyyur Taluk, Chengalpattu District  
Tamil Nadu - 603 319





## Meeting/Event Information

Task Owner :  
Request ID : 736  
Request Date : 28 Jul 2021 11:52 am  
Category : Event  
Assigned Process Owner :



*S. Karthiga Kannan*  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hosur Road, Melmaruvathur  
Chengalpattu, Chengalpattu District  
Tamil Nadu - 603 319

## Minutes of Meeting

### Agenda

| # | Title  |
|---|--|
| 1 | To discuss regarding conducting BDS University examination for additional batch and break batch in September |
| 2 | To discuss to conduct third terminal examination for I-IV BDS Regular batch in Sept 2021                     |
| 3 | To discuss the academic activities for undergraduate students from I - IV BDS (Regular batch)                |
| 4 | To discuss the practical and clinical activities for I-IV BDS students ( Regular batch)                      |
| 5 | To review the lecture Hall allotment for all academic year with social distancing                            |
| 6 | To discuss the academic events and schedule to be given for next academic year 2021-22                       |

### Minutes of the meeting:

1. Internal Assessment Marks for University exam going additional batch students collected . Chief superintendent for University exam to be finalised.
2. Circular regarding payment of exam fees to be prepared. NOC to be submitted by Sep 2nd and Hall ticket to be issued by Sep 3rd.
3. III Terminal exam for I- IV BDS regular batch to be conducted in the 3rd week of september.
4. Respective department incharges to monitor the completion of academic work by the students. Regular Basic sciences class for I BDS students will commence from 23.08.2021, for II BDS from 31.08.2021 for the regular batch students. Circular will be sent regarding the same shortly.
5. III & IV BDS regular batch students are attending their postings as per their timetable schedule.
6. Lecture Hall allotted for I-IVBDS as per COVID protocol and classes commenced from 16.08.2021 in their respective hall.
7. Academic event dates finalised for the next academic year 2021-22 and submitted.
8. Academic calender preparation work is allotted to Ms.Geetha & Mrs.Revathy under the supervision Academic cell.

### Review Meeting (14-06-2021)

### Minutes of the Meeting:

1. Online classes are proceeding as per teaching schedule and academic calendar without any deviation through on line.
2. Students feedback obtained through CIS Portal and analyzed feedback satisfactory
3. Question paper pattern finalized for under graduates and planned to conduct in first week of July
4. Planned to intimation to all departments to submit question paper for second terminal exam - BDS
5. Member secretary is given instruction to collect teaching schedule collected from all department for the month of July and to update in CIS portal



*S. Lakshmi Kannan*  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Haretnal Road, Melmaruthur  
Chennai-600 120, Chengamur District  
Tamil Nadu - 603 319

## Attendance

| Academic Cell & Examination Committee |  |                                     |  |
|---------------------------------------|--|-------------------------------------|--|
| <input checked="" type="checkbox"/>   | 10074 - Dr Suresh Kumar G<br>Chairperson                         | <input checked="" type="checkbox"/> | 10072 - Dr Ramya R<br>Member Secretary                   |
| <input checked="" type="checkbox"/>   | 10149 - Dr Rajeswary K<br>Member Secretary                       | <input type="checkbox"/>            | 10079 - Dr Kirubakaran A<br>Member Secretary             |
| <input checked="" type="checkbox"/>   | 10147 - Dr Sujith R<br>Member                                    | <input checked="" type="checkbox"/> | 10125 - Dr Priyanka<br>Pampani<br>Member                 |
| <input checked="" type="checkbox"/>   | 10080 - Dr Ananda Devi C<br>Member                               | <input checked="" type="checkbox"/> | 10120 - Dr Nathiya B<br>Member                           |
| <input checked="" type="checkbox"/>   | 30093 - Mrs Banumathi G<br>Administrative/Technical Staffs       | <input checked="" type="checkbox"/> | 30180 - Mrs Revathi K<br>Administrative/Technical Staffs |
| <input checked="" type="checkbox"/>   | 30123 - Ms Geethalakshmi<br>R<br>Administrative/Technical Staffs |                                     |  |
|                                       |  | <input checked="" type="checkbox"/> | 10056 - Dr Vasupradha G<br>Member Secretary              |
|                                       |  | <input checked="" type="checkbox"/> | 10087 - Dr Karthik V C<br>Member                         |
|                                       |  | <input type="checkbox"/>            | 10153 - Dr Indhu K<br>Member                             |
|                                       |  | <input checked="" type="checkbox"/> | 10136 - Dr Kalaivani S<br>Member                         |
|                                       |  | <input checked="" type="checkbox"/> | 30013 - Mrs Susila S<br>Administrative/Technical Staffs  |



*S. Karthiga Kannan*  
**PRINCIPAL**  
 Prof. Dr. S. Karthiga Kannan, MDS.,  
 ADHIPARASAKTHI  
 DENTAL COLLEGE & HOSPITAL  
 Kilganoor Road, Mulipparasakthi  
 Chevuru Taluk, Chevuru District  
 Tamil Nadu - 603 319

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## Web Content

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**Web content:**

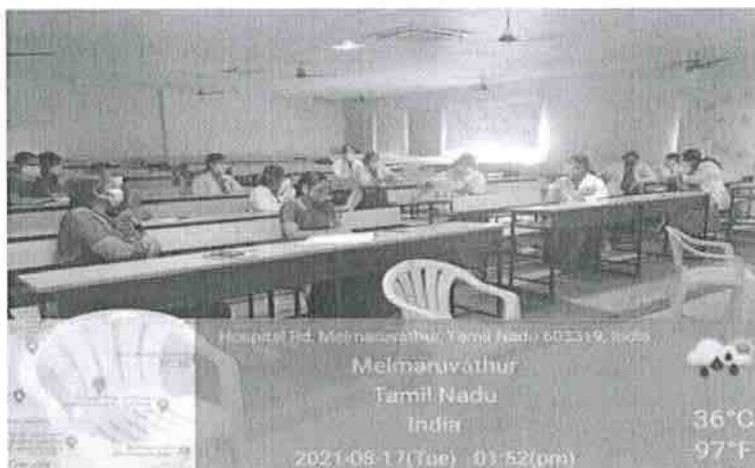
Academic Cell & Exam committee meeting was conducted on 17.08.2021 in the presence of Principal Prof.Dr.A.VasanthaKumari. Discussion regarding upcoming university examination for additional batch students, Academic calender for the academic year 2021-22, III Terminal exam for the regular batch students in september 21 were done. Regular classess conducted for the students in accordance with the Covid protocol was reviewed. Briefing was done by Chairperson Prof.Dr.Suresh Kumar.



  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Harambakkam, Melmaruthur  
Chengalpattu, Chengalpattu District  
Tamil Nadu - 603 319.

# Photos

## ACADEMIC CELL & EXAM COMMITTEE MEETING



*S. Karthiga Kannan*  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
HOSPITAL & NEELE S. HOSPITAL  
Hospital Road, Melmaruvathur,  
Cheruvu Taluk, Chengalpattu District,  
Tamil Nadu - 603 319



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## Meeting/Event Information

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Task Owner :  
Request ID : 978  
Request Date : 26 Nov 2021 11:15 am  
Category : Event  
Assigned Process Owner :

  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DESYAL COLLEGE & HOSPITAL  
Hospital Road, Melmasandur  
Chengalpattu, Chengalpattu District  
Tamil Nadu - 603 319



## Minutes of Meeting

### Agenda

| # | Title  |
|---|--|
| 1 | To discuss regarding II - IV BDS additional batch academic and clinical activities |
| 2 | To plan and conduct first terminal exam for additional batch                       |
| 3 | To discuss regarding ongoing theory and forthcoming university practical exam      |
| 4 | To discuss regarding the reopening of the college for the next academic year       |
| 5 | To discuss regarding student and staff hand book for next academic year            |
| 6 | To discuss with IBS and finalize for master timetable for next academic year       |
| 7 | others if any  |

1. Academic incharge given responsibility to check and monitor the academic performance of the additional batch students
2. Planned to conduct first terminal exam for the additional batch students by third week of January
3. University theory exam completed for second and third year BDS, Final year exams are going on will be completed on 17.12.2021.
4. University practical exams will be commencing from 21.12.2021 and will be continued till 4.1.2022.
5. College reopening for the next academic year will be by 3.1.2022 for III & IV BDS
6. Students and staff hand book for the next academic year 2021-2022 work to be initiated after finalizing the timetable with IBS

### Review Meeting (17-08-2021)

#### Minutes of the meeting:

1. Internal Assessment Marks for University exam going additional batch students collected. Chief superintendent for University exam to be finalised.
2. Circular regarding payment of exam fees to be prepared. NOC to be submitted by Sep 2nd and Hall ticket to be issued by Sep 3rd.
3. III Terminal exam for I-IV BDS regular batch to be conducted in the 3rd week of September.
4. Respective department incharges to monitor the completion of academic work by the students. Regular Basic sciences class for I BDS students will commence from 23.08.2021, for II BDS from 31.08.2021 for the regular batch students. Circular will be sent regarding the same shortly.
5. III & IV BDS regular batch students are attending their postings as per their timetable schedule.
6. Lecture Hall allotted for I-IVBDS as per COVID protocol and classes commenced from 16.08.2021 in their respective hall.
7. Academic event dates finalised for the next academic year 2021-22 and submitted.
8. Academic calendar preparation work is allotted to Ms. Geetha & Mrs. Revathy under the supervision Academic cell.



  
PRINCIPAL  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Chennai Road, Melmaruthur  
Chennai-600 119, Chennai-600 119  
Tamil Nadu - 600 319

## Attendance

| Academic Cell & Examination Committee |  |                                     |  |
|---------------------------------------|--|-------------------------------------|--|
| <input checked="" type="checkbox"/>   | 10074 - Dr Suresh Kumar G<br>Chairperson                         | <input checked="" type="checkbox"/> | 10072 - Dr Ramya R<br>Member Secretary                   |
| <input type="checkbox"/>              | 10149 - Dr Rajeswary K<br>Member Secretary                       | <input checked="" type="checkbox"/> | 10079 - Dr Kirubakaran A<br>Member Secretary             |
| <input checked="" type="checkbox"/>   | 10147 - Dr Sujith R<br>Member                                    | <input checked="" type="checkbox"/> | 10125 - Dr Priyanka<br>Pampani<br>Member                 |
| <input checked="" type="checkbox"/>   | 10080 - Dr Ananda Devi C<br>Member                               | <input checked="" type="checkbox"/> | 10120 - Dr Nathiya B<br>Member                           |
| <input checked="" type="checkbox"/>   | 30093 - Mrs Banumathi G<br>Administrative/Technical Staffs       | <input checked="" type="checkbox"/> | 30180 - Mrs Revathi K<br>Administrative/Technical Staffs |
| <input checked="" type="checkbox"/>   | 30123 - Ms Geethalakshmi<br>R<br>Administrative/Technical Staffs |                                     |  |
| <b>Staff</b>                          |  |                                     |  |
| <input checked="" type="checkbox"/>   | 10128 - Dr Sonia Abraham   |                                     |  |

*S. Karthiga Kannan*

**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
 DENTAL COLLEGE & HOSPITAL  
 Hosur Road, Melmaruvathur  
 Chennai - 600 035, Tamil Nadu - 600 035





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## Web Content

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Academic cell and exam committee meeting conducted in IQAC room .member secretary Dr.Ramya putforth the agedas for the meeting .college reopening day and schdule for thye next academic year were finlaised and approved .additional batch first terminal exam planned to conduct by third week of january 2022 . discussion regarding academic calendar and timetable for the next academic year done and should br finalized by IBS .



  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
DEPARTMENT OF MEDICINE  
ADHIPARASAKTHI HOSPITAL  
Memmuvaihur, Memmuvaihur  
Erode, Tamil Nadu - 605 019

# Photos

Academic Cell & Examination Committee Meeting



*S. K. Kannan*  
**PRINCIPAL**  
Prof. Dr. S. Karchiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
WAZHAMPALLY, Melmaruvathur  
Chennai - 603 319, Chengam Road, District  
Tamil Nadu - 603 319





# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

Recognised by Dental Council of India

Affiliated to The Tamilnadu Dr.M.G.R Medical University

A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

**ACADEMIC YEAR 2019-20**



**MINUTES OF THE ACADEMIC CELL MEETING**

Ref: APDCH/Acad & Exam Cell/11/2019

19.11.2019

PLACE: IQAC Room

Following members were present:

|                         | <b>Academic Cell</b>       | <b>Examination Committee</b> |
|-------------------------|----------------------------|------------------------------|
| <b>Member Secretary</b> | Dr.P Sivaranjani, Perio    | Dr.G Suresh Kumar, OMFS      |
| <b>Members</b>          | Dr.G.Vasupradha, Oral Path | Dr.K.Prabhu, Prostho         |
|                         | Dr.B.Nathiya, OMFS         | Dr.S.Sakthidaran, Ortho      |
|                         | Dr.Sonia Abraham, Prostho  |                              |
| <b>Office Staff</b>     | Ms.V.S.Hemavathy           | Mrs.S.Susila                 |
|                         | Mrs.K.Revathi              | Ms.V.S.Hemavathy             |

The Academic cell & Examination Committee Members met and discussed the following:

**Academic cell:**

**1. Collection of Question Paper for I Terminal Exam (Regular batch) from all departments**

Question Paper to be collected for Terminal Exam (Regular) batch from all departments by 21.11.2019 as per academic calendar schedule. Terminal Examination starts from 02.12.2019 as per academic calendar schedule. A circular has to be sent to all departments regarding Namelist & Batch list by individual departments.

**2. Collection of Question Paper for III Terminal Exam (Add Batch) from all departments**

Question Paper to be collected for Terminal Exam (Add) batch from all departments by as 21.11.2019 per academic calendar schedule. Terminal Examination starts from 02.12.2019 as per academic calendar schedule. A circular has to be sent to all departments regarding Namelist & Batch list by individual departments

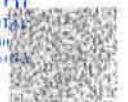


Melmaruvathur - 603 319  
Tamil Nadu, India



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+91 44 2752 8061

**PRINCIPAL**  
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ADHIPARASAKTHI  
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Chengalpattu District,  
Tamil Nadu - 603 319  
info@apdch.edu.in  
www.apdch.edu.in





**MINUTES OF THE ACADEMIC CELL MEETING**

Ref: APDCH/Acad & Exam Cell/12/2019

13.12.2019

PLACE: IQAC Room

**Academic cell:**


1. The name list of exam going students from all departments were finalised
2. Requested to submit IA exam marks on or before 20<sup>th</sup> Dec 2019.
3. BDS - Year wise co-ordinators lists were finalised & MDS students co-ordinator was also finalised.
4. Suggestion was given to have meeting after every terminal exams.

  
Member Secretary

Dr.G.SURESH KUMAR,MDS  
Reg No.TN/10453 \* Reader  
Oral & Maxillofacial Surgery





  
Principal

PRINCIPAL  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Memaruvathur - 603 319  
Kanchipuram Dist., Tamil Nadu

PRINCIPAL  
Prof.Dr.S.Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Memaruvathur  
Cheyur Taluk, Chengalpattu District  
Tamil Nadu - 603 319



Memaruvathur - 603 319  
Tamil Nadu, India

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www.apdch.edu.in





# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

Recognised by Dental Council of India

Affiliated to the Tamilnadu Dr.M.G.R Medical University

A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

23.12.2019

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS   | ACTION TAKEN           | RESPONSIBILITY                          | TARGET DATE | COMPLETION STATUS |
|------|---|------------------------|---|-------------|-------------------|
| 1.   | Final list of exam going students submitted from all departments along with internal assessment marks | Individual departments | Academic cell and Examination committee | 23/12/2019  | Completed         |
| 2.   | I BDS – IV BDS year wise coordinators finalized as well as MDS student co-ordinator finalized         | Mentor committee       | Academic cell and Examination committee | 23/12/2019  | Completed         |

*Shamala*

**Dr.S.SHAMALA.MDS**  
Reg No.TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology



Date : ..... Time : .....



*S.Karthiga Kannan*

**PRINCIPAL**

**Prof.Dr.S.Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruvathur  
Cheyyur Taluk, Chengalpattu District  
Tamil Nadu - 603 319



*Uthayakumar*

**PRINCIPAL**

**Adhiparasakthi Dental College & Hospital**  
Melmaruvathur - 603 319.



Melmaruvathur - 603 319  
Tamil Nadu, India

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F: +91 44 2752 8081

E: contact@apdch.edu.in  
W: www.apdch.edu.in





Examination Committee:

1. Question Papers has to be collected from all Dental & Medical departments has been printed in different color sheets for different years (I yr to IV yr BDS).
2. Answer Booklet as like The Tamilnadu Dr.M.G.R Medical University format for Terminal Exam.
3. Invigilation duty Schedule was discussed & get sign from all consent staffs.
4. Seating Arrangements: Individual Register Number was printed & pasted in individual table.

*T. Sivasankari*  
Member Secretary  
(Academic Cell)

Dr.T.Sivasankari, MDS  
Reg No. TN/7744 \* Reader  
Periodontology & Implantology

Date : ..... Time : .....

*G. Suresh Kumar*  
Member Secretary  
(Examination Committee)

Dr.G.SURESH KUMAR, MDS  
Reg No. TN/10453 \* Reader  
Oral & Maxillofacial Surgery

*S. Karthiga Kannan*  
Principal

PRINCIPAL

Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.



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Om Sakthi



# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

Recognised by Dental Council of India  
Affiliated to The Tamilnadu Dr.M.G.R Medical University

A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

26.11.2019

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS   | ACTION TAKEN           | RESPONSIBILITY                          | TARGET DATE | COMPLETION STATUS |
|------|---|------------------------|---|-------------|-------------------|
| 1.   | Question paper was collected for first terminal exam (regular batch) and third terminal exam (additional batch) and exam was conducted. Terminal examination started from 02.12.2019. A circular issued and question paper were collected from individual departments | Individual departments | Academic cell and Examination committee | 26/11/2019  | Completed         |
| 2.   | I to IV year question paper from Medical and Dental departments were collected from II – IV years with different color sheets for different years   | Individual departments | Academic cell and Examination committee | 26/11/2019  | Completed         |
| 4.   | Internal assessment examination are conducted similar to TN DrMGR University in terms of question paper with proper seating arrangements as per norms   | Examination committee  | Academic cell and Examination committee | 26/11/2019  | Completed         |
| 5    | Examination invigilators and staff for central evaluation are scheduled as per guidelines   | Examination committee  | Academic cell and Examination committee | 26/11/2019  | completed         |

*Shamala*

**Dr.S.SHAMALA, MDS**

Reg No. TN 1825 \* Post No. 440852 882 881  
Melmaruvathur - 603 319  
Tamil Nadu  
Oral Pathology

*S. Kalitha Kannan*

**PRINCIPAL**

**Prof. Dr. S. Kalitha Kannan, MDS**

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## MINUTES OF THE ACADEMIC CELL MEETING

Ref: APDCH/Acad & Exam Cell/02/2020

17.02.2020

PLACE: IQAC Room

Following members were present:

| <b>Academic Cell &amp; Examination Committee</b> |   |
|--|---|
| <b>Chairperson</b>                               | Dr. S. Shamala Ravikumar, MDS., Prof & HOD, Oral Pathology  |
| <b>Member Secretary</b>                          | Dr. G. Sureshkumar, MDS, Reader, OMFS-Examination committee<br>Dr. T. Siva Shankari, MDS, Reader, Periodontics - Academic Cell  |
| <b>Members</b>                                   | 1. Dr. Bharath N, MDS, Reader, Conservative Dentistry<br>2. Dr. Dinakaran J, MDS, Lecturer, Oral Pathology<br>3. Dr. Kirubakaran A, MDS., Lecturer, Prosthodontics<br>4. Dr. S. Veenadharani, MDS., Lecturer, Public Health Dentistry<br>5. Dr. S. Sakthidaran, MDS., Lecturer, Orthodontics<br>6. Dr. Priyanka Pampani, MDS., Lecturer, Periodontics |
| <b>Office Staff</b>                              | 1. Mrs. S. Susila, Senior Assistant, Admin Office<br>2. Miss. V. S. Hemavathy, Junior Assistant, Admin Office   |

The Academic cell & Examination Committee Members met and discussed the following:

### Academic cell:

#### **1. Collection of Question Paper for I Terminal Exam (Regular batch) from all departments**

Question Paper to be collected for Terminal Exam (Regular) batch from all departments by 22.02.2020. Terminal Examination starts from 02.12.2019 as per academic calendar schedule. A circular has to be sent to all departments regarding Name list & Batch list by individual departments.



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3. Reopening date for additional batch students commence on 02.03.2020 (Monday).
4. Master Timetable for additional batch & regular batch will be conducted separately. Theory for additional batch will be conducted in department seminar room with clinical biometric.

## Examination Committee:

1. Question Papers has to be collected from all Dental & Medical departments has been printed in different color sheets for different years (I yr to IV yr BDS).
2. Answer Booklet as like The Tamilnadu Dr.M.G.R Medical University format for Terminal Exam.
3. Invigilation duty Schedule yet to be discussed.
4. Seating Arrangements need to be discussed.

  
**Dr. S. SHAMALA, MDS**  
Chairperson  
Reg No. TN/825 • Prof. & HOD  
Oral Pathology & Microbiology  
Academic Cell Examination Committee



  
17.02.2020  
**PRINCIPAL**

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14/2/2020

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS   | ACTION TAKEN           | RESPONSIBILITY                          | TARGET DATE | COMPLETION STATUS |
|------|---|------------------------|---|-------------|-------------------|
| 1.   | Question papers was collected for regular batch for first terminal examinations   | Individual departments | Academic cell and Examination committee | 14/2/2020   | completed         |
| 2.   | I to IV BDS question papers were collected from all medical and dental departments in different color sheets for different years                      | Individual departments | Academic cell and Examination committee | 14/2/2020   | completed         |
| 3.   | Internal assessment examination are conducted similar to TN DrMGR University in terms of question paper with proper seating arrangements as per norms | Examination committee  | Academic cell and Examination committee | 14/2/2020   | completed         |
| 4.   | Examination Invigilators and staff for central evaluation are scheduled as per guidelines   | Examination committee  | Academic cell and Examination committee | 14/2/2020   | completed         |

*Shamala*

**Dr.S.SHAMALA, MDS**  
Reg No. TN/825 \* Prof. & HOD  
Oral Pathology & Mikrobiology



Date : ..... Time : .....



*Karthiga*  
**PRINCIPAL**  
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## MINUTES OF THE ACADEMIC CELL & EXAM CELL COMMITTEE

Ref: APDCH/Acad & Exam Cell/05/2020

27.05.2020

PLACE: Lecture Hall - 4

The Academic cell & Examination Committee Members met and discussed the following:

1. III Terminal Examination for I - IV BDS- Regular Batch has planned to conduct through Online Portal (E-Learning).
2. 4<sup>th</sup> State Arul Thiru Adigalar Endowment Exam is planned to conduct after Pandemic Crisis.
3. Postponed II Terminal Practical Exam for IV BDS – Regular Batch is planned to conduct through Online.
4. To obtain the department suggestion for starting the Online Clinical & Practical Classes.

*T.Sivasankari*

Dr.T.Sivasankari, MDS  
Reg No. TN/7744 \* Reader  
Periodontology & Implantology

Chairperson

Academic Cell & Examination Committee

Date : ..... Time : .....

*[Signature]*  
PRINCIPAL  
27-05-2020



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04/06/2020

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS  | ACTION TAKEN           | RESPONSIBILITY                          | TARGET DATE | COMPLETION STATUS |
|------|--|------------------------|---|-------------|-------------------|
| 1.   | Conducted online examination – III terminal examination for First to Final BDS | Individual departments | Academic cell and Examination committee | 04/6/2020   | Completed         |
| 2.   | Conducted online Practical examination for Final BDS – Regular batch           | Individual departments | Academic cell and Examination committee | 04/6/2020   | Completed         |

*Shamala*

**Dr.S.SHAMALA,MDS**  
Reg No.TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology



Date : ..... Time : .....

*S. Karthiga Kannan*

*[Signature]*



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**Prof.Dr.S.Karthiga Kannan,MDS**  
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07.08.2020

## ACADEMIC CELL

### MINUTES OF MEETING

1. IV yr BDS - Ms.R.S.Priya has no adequate attendance percentage as per University requirements and hence exempted from appearing for the University Examination by all the members
2. III yr BDS Oral Pathology , all the students will be sent for exams
3. II yr BDS Preclinical Prosthodontics, Preclinical Conservative Dentistry and Dental Materials – Ms.Amirthavarshini has nil (zero percentage) attendance and hence exempted from appearing for University examination.
4. Mr. Kutraleeswaran. S, Ms. Abirami A.M, Ms.Nivetha C – these students are exempted from appearing from IInd Year University examinations as they have not passed all the first year subjects till date
5. Regarding attendance percentage of General Surgery, General Medicine, Microbiology, General Pathology, Pharmacology communication given to the respective Heads of departments

**CHAIRPERSON**  
**DR.S.SHAMALA, MDS**  
Reg No. TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology

Date : ..... Time : .....

**MEMBER SECRETARY**

**DR.T.Sivasankari, MDS**  
Reg No. TN/7744 \* Reader  
Periodontology & Implantology

Date : ..... Time : .....

**PRINCIPAL**  
**PRINCIPAL**

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17/8/2020

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS   | ACTION TAKEN                                     | RESPONSIBILITY                          | TARGET DATE | COMPLETION STATUS |
|------|---|--|---|-------------|-------------------|
| 1.   | Final list of exam going students is prepared and submitted – (II BDS – IV BDS)   | Examination committee and Individual departments | Academic cell and Examination committee | 17/8/2020   | Completed         |
| 2.   | IV BDS student RS Priya is exempted from University exam due to attendance deficiency   | Examination committee and Individual departments | Academic cell and Examination committee | 17/8/2020   | Completed         |
| 3.   | III BDS – All students are eligible to appear for university exam   | Examination committee and Individual departments | Academic cell and Examination committee | 17/8/2020   | Completed         |
| 4.   | II BDS – Ms. Amirthavarshini has 0% attendance for pre-clinical Prosthodontics and Conservative dentistry hence exempted                            | Examination committee and Individual departments | Academic cell and Examination committee | 17/8/2020   | Completed         |
| 5.   | Mr. Kutraleswaran. S, Ms. Abirami. AM and Ms. Nivedha. C – Exempted from appearing for university exam for not having completed first year subjects | Examination committee and Individual departments | Academic cell and Examination committee | 17/8/2020   | Completed         |

*Shamala*

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Reg No.TN/825 \* Prof. & HOD

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Date : ..... Time : .....

*S.Karthiga*

**PRINCIPAL**

**Prof.Dr.S.Karthiga Kannan, MDS,**

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**ACADEMIC YEAR 2018-19**





**MINUTES OF THE ACADEMIC CELL MEETING**

**Ref:** APDCH/Acad & Exam Cell/08/2018

16.08.2018

**PLACE:** Principal Sir Room

The meeting of the Academic & Examination cell was held under the Chairperson - Principal APDCH.

Following members were present:

| S.No | Academic Cell           | Examination Committee  |
|------|-------------------------|--|
| 1.   | <b>Chairperson</b>      | Prof.Dr.S.Thillainayagam,Principal   |
| 2.   | <b>Member Secretary</b> | Dr.Vidya Sekhar<br>Dr.G.Suresh Kumar   |
| 3.   | <b>Members</b>          | Dr.G.Vasupradha<br>Dr.S.Karthikeyan<br>Dr.V.L.Lakshman<br>Dr.A.Kirubakaran<br>Dr.M.Manoj<br>Dr.Abishek R.Balaji<br>Dr.I.Janani<br>Dr.T.Vignesh |
| 4.   | <b>Office Staff</b>     | Ms.V.S.Hemavathy<br>Mrs.S.Susila<br>Mrs.K.Revathy<br>Ms.V.S.Hemavathy  |

The Academic cell & Examination Committee Members met and discussed the following:

**Academic cell:**

1. Question Paper to be collected for Terminal Exam (Additional batch) from all departments. Terminal Examination starts from 03.09.2018 as per academic calendar schedule. A circular has to be sent to all departments regarding question paper submission by individual departments.
2. Reopening Circular for IV yr & II yr BDS for the AY 2018-19 & circulated to all related dental & Medical departments.
3. Re-opening letter & SMS has been sent to their parents for II yr & IV yr BDS.



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## Examination Committee:

- Question Papers has to be collected from all Dental & Medical departments has been printed in different color sheets for different years (II to IV BDS).
- Answer Booklet as like The Tamilnadu Dr.M.G.R Medical University format for Terminal Exam.
- Invigilation duty Schedule was discussed & get sign from all consent staffs.
- Seating Arrangements: Individual Register Number was printed & pasted in individual table.

  
Member Secretary  
(Academic Cell)

  
Member Secretary  
(Examination Committee)  
Dr. G. GIREESH KUMAR, MDS  
Reg No. 1197 10333 - Reader  
Oral & Maxillofacial Surgery

  
Principal  
PRINCIPAL  
Adhiparasakthi Dental College and Hospital  
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PRINCIPAL  
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Ref: APDCH/Acad & Exam Cell/08/2018

16.09.2018

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS  | ACTION TAKEN           | RESPONSIBILITY                     | TARGET DATE | COMPLETION STATUS |
|------|--|------------------------|------------------------------------|-------------|-------------------|
| 1.   | Question paper was collected for terminal exam (additional batch) from all departments. Terminal examination started from 03.09.2018 as per academic calendar schedule. A circular was sent to all departments regarding question paper submission | Individual departments | ACADEMIC AND EXAMINATION COMMITTEE | 20/11/2018  | completed         |
| 2.   | Reopening circular for II, III and IV final year BDS for the academic year 2018-2019 batch was circulated to all related medical and dental departments.   | Individual departments | ACADEMIC AND EXAMINATION COMMITTEE | 20/11/2018  | completed         |
| 3.   | Reopening letter and SMS has been sent to their parents for II, III and IV year BDS  | Individual departments | ACADEMIC AND EXAMINATION COMMITTEE | 20/11/2018  | completed         |
| 4.   | Clinical posting schedule and batch list for III and IV BDS students was finalized and circulated  | Individual departments | ACADEMIC AND EXAMINATION COMMITTEE | 20/11/2018  | completed         |

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|   |   |                        |                                    |            |           |
|---|---|------------------------|------------------------------------|------------|-----------|
| 5 | Batch list for I and II BDS students was finalized and circulated | Individual departments | ACADEMIC AND EXAMINATION COMMITTEE | 20/11/2018 | completed |
|---|---|------------------------|------------------------------------|------------|-----------|

*Shamala*

**Dr. S. SHAMALA, MDS**  
Reg No. TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology

Date: 11/11/2018 Time: .....

PRINCIPAL

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*S. Karthiga Kannan*



**PRINCIPAL**

**Prof. Dr. S. Karthiga Kannan, MDS.,**



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## MINUTES OF THE ACADEMIC CELL MEETING

Ref: APDCH/Acad & Exam Cell/11/2018

16.11.2018

PLACE: Conservative Seminar Hall

The meeting of the Academic & Examination cell was held under the Chairperson - Principal APDCH.

Following members were present:

| S.No            |                  | Academic Cell                       | Examination Committee |
|-----------------|------------------|-------------------------------------|-----------------------|
| 1.              | Chairperson      | Prof.Dr.S.Thillainayagam, Principal |                       |
| 2.              | Member Secretary | Dr.Vidya Sekhar                     | -                     |
| 3.              | Members          | Dr.G.Vasupradha                     | Dr.K.Prabhu           |
| Dr.V.L.Lakshman |                  | Dr.A.Kirubakaran                    |                       |
| Dr.M.Manoj      |                  |                                     |                       |
| 4.              | Office Staff     | Ms.V.S.Hemavathy                    | Ms.V.S.Hemavathy      |
|                 |                  | Mrs.K.Revathy                       |                       |

The Academic cell & Examination Committee Members met and discussed the following:

### Academic cell:

1. Collection of Question Paper for I Terminal Exam (Regular batch) from all departments

Question Paper to be collected for Terminal Exam (Regular) batch from all departments by 20.11.2018 as per academic calendar schedule. Terminal Examination starts from 03.12.2018 as per academic calendar schedule. A circular has to be sent to all departments regarding question paper submission by individual departments. Examination Committee has to be priorly informed.

2. Collection of Question Paper for III Terminal Exam (Add Batch) from all departments

Question Paper to be collected for Terminal Exam (Add) batch from all departments by 20.11.2018 per academic calendar schedule. Terminal Examination starts from



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Tamil Nadu - 603 319





03.12.2018 as per academic calendar schedule. A circular has to be sent to all departments regarding question paper submission by individual departments. Examination Committee has to be priory informed with a circular.

3. A letter to Mr Prathap S final year BDS student has to be written again to inform his parents and him that he is not attending classes. He had come to the college on 8<sup>th</sup> October 2018 and promised to the principal that he will regularly attend his final year classes from 10<sup>th</sup> October 2018. His clinical posting schedule is to follow the A batch. Since then he has not attended college again.

4. **Discussion of work allotment of new committee members as per Academic Cell chairperson**

- a. Work allotment for individual members

This list has to be circulated to IQAC for their perusal as well as told to the individual members.

| Name of the Members                  | Duty of the Members   |
|--------------------------------------|---|
| Dr.S.Thillainayagam                  | Chairperson   |
| Dr.VidyaSekhar                       | Member Secretary – Academic Cell                                    |
| Dr.G.Suresh Kumar                    | Member Secretary – Examination Committee                            |
| Dr.M.Manoj                           | Teaching Schedule & Exam Question paper Collection                  |
| Dr.G.Vasupradha<br>Dr.A.L.Lakshmanan | Marks & Attendance of students of Terminal exams & University Exams |
| Dr.Nathiya                           | Collection of data from Basic Sciences                              |
| Dr.K.Prabhu                          | Invigilation Duty Schedule  |
| Dr.A.Kirubakaran                     | Daily Routine Work During Exams & Answer Sheet Despatch             |
| Dr S Karthikeyan                     | Endowment Medal Exam  |
| Dr V C Karthik                       | Answer Papers (Theory & Practical)                                  |
| Dr S Lokesh                          | Seating Arrangements & Central Evaluation                           |
| Ms.V.S.Hemavathy                     | Office Staff  |
| Mrs.K.Revathy                        | Office Staff  |
| Mrs.S.Susila                         | Office Staff  |



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## Examination Committee:

1. Question Papers collected from all Dental & Medical departments has to be printed in different color sheets for different years (I to IV BDS).
2. Answer Booklet as like The Tamilnadu Dr.M.G.R Medical University format for Terminal Exam.
3. Invigilation duty Schedule was discussed & yet to be made and circulated
4. Seating Arrangements: Individual Register Number to be printed & pasted in individual table.

  
Member Secretary  
(Academic Cell)

  
Member Secretary  
(Examination Committee)

  
Principal  
**PRINCIPAL**  
Adhiparasakthi Dental College and Hospital  
Melmaruvathur - 603 319.

Dr.G.SURESH KUMAR, MDS  
Reg No. TN/10453 \* Reader  
Oral & Maxillofacial Surgery



**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
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Ref: APDCH/Acad &amp; Exam Cell/11/2018

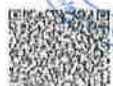
14.11.2018

**ACADEMIC CELL & EXAMINATION COMMITTEE****REVIEW OUTPUT**

| S.NO | MINUTES/DECISION TAKEN/INPUTS  | ACTION TAKEN                       | RESPONSIBILITY                     | TARGET DATE | COMPLETION STATUS |
|------|--|------------------------------------|------------------------------------|-------------|-------------------|
| 1.   | Question papers was collected for Additional Batch for Third Terminal Examination and Exam was conducted | Individual departments             | ACADEMIC AND EXAMINATION COMMITTEE | 20/11/2018  | completed         |
| 2.   | . Question papers was collected for Regular Batch for First Terminal Examination and Exam was conducted  | Individual departments             | ACADEMIC AND EXAMINATION COMMITTEE | 20/11/2018  | completed         |
| 3.   | Terminal Exam was started from 3-12-2018   | Individual departments             | ACADEMIC AND EXAMINATION COMMITTEE | 20/11/2018  | completed         |
| 4.   | Circular Issued and Question Paper were collected from Individual Departments                            | Individual departments             | ACADEMIC AND EXAMINATION COMMITTEE | 20/11/2018  | completed         |
| 5    | Work allotted to newly joined Members as per Academic cell Instruction                                   | ACADEMIC AND EXAMINATION COMMITTEE | ACADEMIC AND EXAMINATION COMMITTEE | 20/11/2018  | completed         |

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apdch.edu.in**PRINCIPAL**

**Prof. Dr. S. Karthiga Kannan, MDS.,**  
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|   |  |  |  |            |           |
|---|--|--|--|------------|-----------|
| 6 | Status of candidate<br>Mr.Pratap Final BDS<br>Students   | Individual departments                   | ACADEMIC AND<br>EXAMINATION<br>COMMITTEE | 20/11/2018 | completed |
| 7 | Internal assessment<br>Examination are<br>conducted similar to<br>TN Dr MGR<br>University in terms<br>of Question paper<br>and answer paper<br>with proper seating<br>arrangements as per<br>norms | ACADEMIC AND<br>EXAMINATION<br>COMMITTEE | ACADEMIC AND<br>EXAMINATION<br>COMMITTEE | 20/11/2018 | completed |
| 8 | Examination<br>Invigilators and Staff<br>for central evaluation<br>are scheduled as per<br>Guide lines   | ACADEMIC AND<br>EXAMINATION<br>COMMITTEE | ACADEMIC AND<br>EXAMINATION<br>COMMITTEE | 20/11/2018 | completed |

*Shanah.*

**Dr.S.SHAMALA,MDS**  
Reg No.TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology

Date *11/11/2018* Time *2.30 PM*

*[Signature]*  
PRINCIPAL

Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319

*[Signature]*

**PRINCIPAL**

**Prof.Dr.S.Karthiga Kannan, MDS.,**  
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## MINUTES OF THE ACADEMIC CELL MEETING

Ref: APDCH/ACAD.CELL/12/2018

17.12.2018

PLACE: Seminar Room - APDCH

The meeting of the Academic & Examination cell was held under the Chairperson - Principal APDCH.

Following members were present:

| S.No            |                         | Academic Cell                       | Examination Committee |
|-----------------|-------------------------|-------------------------------------|-----------------------|
| 1.              | <b>Chairperson</b>      | Prof.Dr.S.Thillainayagam, Principal |                       |
| 2.              | <b>Member Secretary</b> | Dr. Vidya Sekhar                    | Dr.G.Suresh Kumar     |
| 3.              | <b>Members</b>          | Dr.G.Vasupradha                     | Dr.K.Prabhu           |
| Dr.V.L.Lakshman |                         | Dr.S.Karthikeyan                    |                       |
| Dr.M.Manoj      |                         | Dr.A.Kirubakaran                    |                       |
| Dr.B.Nathiya    |                         | Dr.V.C.Karthick                     |                       |
| 4.              | <b>Office Staff</b>     | Ms.V.S.Hemavathy                    | Dr.S.Lokesh           |
|                 |                         | Mrs.K.Revathy                       | Mrs.S.Susila          |
|                 |                         |                                     | Ms.V.S.Hemavathy      |

### Academic Cell:

#### 1. Discussion about BDS - University Exam going students name list – February 2019 for Additional Batch.

Final list of University Exam going batch (FEB 2019) is to be prepared after consultation with each department HOD. List of candidates not allowed to write the university exams has to be given by individual departments after consultation with Principal. Last date for submission of Exam going students name list by all departments is 15.12.2018.

*S. Kalithiga Kannan*



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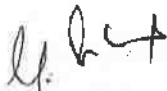
## 2. Others.


Ms Pooja.R – II yr BDS student has 48% attendance & not completed the preclinical Quota in Prosthodontics & Conservative Dentistry. Both the Departments have given letter that, she is not appearing for Dental Materials & Preclinical University exam in FEB 2019. Her Father has met the Vice Principal mam and letter has been given by her parents.

### Examination Committee:

1. BDS University Theory Exam February 2019, Finalized the Chief Superintendent.
2. Invigilation Duty schedule was framed & was finalized.
3. Examination Hall & Seating Arrangements was yet to complete.
4. The Tamilnadu Dr.M.G.R Medical University website SEQUEL Trail is yet to open for Question paper Downloading.

  
Member Secretary  
(Academic Cell)

  
Member Secretary  
(Examination Committee)  
Dr.G.SURESH KUMAR, MDS  
Reg No.TN/10453 • Reader  
Oral & Maxillofacial Surgery

  
PRINCIPAL  
PRINCIPAL  
Adhiparasakthi Dental College and Hospital  
Melmaruvathur - 603 319

  
PRINCIPAL  
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Ref: APDCH/Acad &amp; Exam Cell/12/2018

10.12.2018

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS   | ACTION TAKEN                       | RESPONSIBILITY                     | TARGET DATE | COMPLETION STATUS |
|------|---|------------------------------------|------------------------------------|-------------|-------------------|
| 1.   | List of students appearing for university examination – Additional batch submitted by individual department                               | Individual departments             | Academic and examination committee | 15.12.2018  | completed         |
| 2.   | Candidate name Miss Pooja R second BDS was with held from preclinical prosthodontics and conservative dentistry due to lack of attendance | Individual departments             | Academic and examination committee | 15.12.2018  | completed         |
| 3.   | Chief superintendent was finalized  | Academic and examination committee | Academic and examination committee | 15.12.2018  | completed         |
| 4.   | University examination is conducted as per Norms  | Academic and examination committee | Academic and examination committee | 15.12.2018  | completed         |

**Dr. S. SHAMALA, MDS**  
Reg No. TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology

Date: 10.12.2018 Time: 2.30



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## MINUTES OF THE ACADEMIC CELL MEETING

Ref: APDCH/ACAD.CELL/12/2018

23.01.2019

**PLACE:** Seminar Room - APDCH

The meeting of the Academic & Examination cell was held under the Chairperson - Principal APDCH.

Following members were present:

| S.No            |                         | Academic Cell                       | Examination Committee |
|-----------------|-------------------------|-------------------------------------|-----------------------|
| 1.              | <b>Chairperson</b>      | Prof.Dr.S.Thillainayagam, Principal |                       |
| 2.              | <b>Member Secretary</b> | Dr.Vidya Sekhar                     | Dr.G.Suresh Kumar     |
| 3.              | <b>Members</b>          | Dr.G.Vasupradha                     | Dr.K.Prabhu           |
| Dr.V.L.Lakshman |                         | Dr.A.Kirubakaran                    |                       |
| Dr.M.Manoj      |                         | Dr.S.Lokesh                         |                       |
| 4.              | <b>Office Staff</b>     | Ms.V.S.Hemavathy                    | Mrs.S.Susila          |
|                 |                         | Mrs.K.Revathy                       | Ms.V.S.Hemavathy      |

### Academic Cell:

1. Discussion about upcoming II Terminal Examination in Feb 2019 (Regular Batch).

Question Paper to be collected for Terminal Exam from all departments. Terminal Examination starts from 18.02.2019 as per academic calendar schedule. Terminal Examination ends from 08.03.2019 as per academic calendar schedule. A circular has to be sent to all departments regarding question paper submission by individual departments.

2. Discussion about cis Attendance – View & Take Printout

Henceforth all the attendance details (overall and every term) of students of all the years including postgraduates can be viewed in the cis and downloaded or printed as per each department protocol. Attendance details of students will not be sent from the office as a circular to every department after every term.



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*S. Karthiga Kannan*  
**PRINCIPAL**  
**Prof.Dr.S.Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
**DENTAL COLLEGE & HOSPITAL**  
Hospital Road, Melmaruvathur  
Cheyyur Taluk, Chengalpattu District  
Tamil Nadu - 603 319





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### 3. Discussion about cis Marks – View & Take Printout

Henceforth all the mark details of every terminal examinations of students of all the years can be viewed in the cis and downloaded or printed. Mark details of students will not be sent from the office as a circular to every department after every term. Result analysis can also be viewed in the cis.

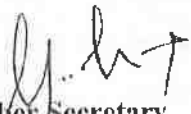
### 4. Intimation to parents regarding academic performance and attendance of their wards in the Ist terminal examinations via letter and SMS.

Intimation will be sent by letter and SMS to the parents about students' performance in the 1<sup>st</sup> terminal examinations.

### Examination Committee:

1. II Terminal Examination in Feb 2019 (Regular Batch).
  - a. Question Papers have been collected from all Dental & Medical departments. It had been printed in different color sheets for different years (I to IV BDS).
  - b. Answer Booklet as like The Tamilnadu Dr.M.G.R Medical University format for Terminal Exam was prepared for both (Theory & Practical).
  - c. Invigilation duty Schedule was yet to discuss, signed by all staffs and invigilation was carried out without any issues.
  - d. Seating Arrangements: Individual Register Number was printed & pasted in individual table.
  - e. Central Evaluation was conducted on 11.03.2019 & 12.03.2019 without any issues.

  
Member Secretary  
(Academic Cell)

  
Member Secretary  
(EDUCATION)  
Reg No.TN/10453 \* leader  
Oral & Maxillofacial Surgery

  
PRINCIPAL

Adhiparasakthi Dental College and Hospital  
Melmaruvathur - 603 319.

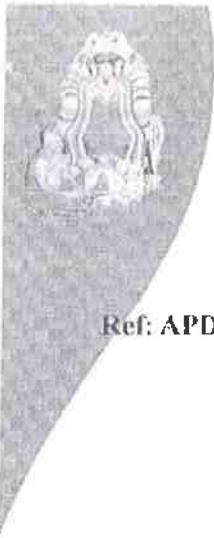
  
PRINCIPAL  
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Om Sakthi



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Ref: APDCH/Acad & Exam Cell/01/2019

23.01.2019

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS   | ACTION TAKEN           | RESPONSIBILITY     | TARGET DATE | COMPLETION STATUS |
|------|---|------------------------|--------------------|-------------|-------------------|
| 1.   | Question paper was collected for terminal exam (additional batch) from all departments. Terminal examination started from 18.02.2019 TO 08-03-2019 as per academic calendar schedule . A circular was sent to all departments regarding question paper submission | Individual departments | Academic committee | 29.01.2020  | completed         |
| 2.   | Reopening circular for II, III and IV final year BDS for the academic year 2018-2019 batch was circulated to all related medical and dental departments .   | Individual departments | Academic committee | 29.01.2020  | completed         |
| 3.   | Reopening letter and SMS has been sent to their parents for II , III and IV year BDS  | Individual departments | Academic committee | 29.01.2020  | completed         |
| 4.   | Terminal examination marks were collected from cls and results were analysed  | Individual departments | Academic committee | 29.01.2020  | completed         |

*S. Karthiga Kannan*



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|   |   |                        |                       |            |           |
|---|---|------------------------|-----------------------|------------|-----------|
| 5 | Attendance details collected from cis   | Individual departments | Academic committee    | 29.01.2020 | completed |
| 6 | Regular batch second internal assessment examination were scheduled as per university norms similar to TN Dr MGR UNIVERSITY in terms of question paper and answer paper with proper seating arrangements as per norms | Individual departments | Examination committee | 29.01.2020 | completed |

*Shamala*

**Dr.S.SHAMALA,MDS**  
Reg No.TN/B25 \* Prof. & HOD  
Oral Pathology & Microbiology  
Date 23.01.2020 Time : .....



*[Signature]*

**PRINCIPAL**  
Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.

*S.Karthiga Kannan*

**PRINCIPAL**  
**Prof.Dr.S.Karthiga Kannan, MDS.,**  
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**MINUTES OF THE ACADEMIC CELL MEETING**

Ref: APDCH/Acad & Exam Cell/06/2019

04.06.2019

PLACE: Conservative Seminar Hall

The meeting of the Academic & Examination cell was held under the Chairperson - Principal APDCH.

Following members were present:

| S.No                 |                         | Academic Cell                       | Examination Committee            |
|----------------------|-------------------------|-------------------------------------|----------------------------------|
| 2.                   | <b>Chairperson</b>      | Prof.Dr.S.Thillainayagam, Principal |                                  |
| 2.                   | <b>Member Secretary</b> | -                                   | Dr.G.Suresh Kumar, OMFS          |
| 3.                   | <b>Members</b>          | Dr.G.Vasupradha, Oral Path          | Dr.K.Prabhu, Prostho             |
| Dr.V.L.Lakshman, OMR |                         | Dr.S.Karthikeyan, Endo              |                                  |
| Dr.M.Manoj, Perio    |                         | Dr.V.C.Karthik, Prostho             |                                  |
| Dr.B.Nathiya, OMFS   |                         | Dr.S.Lokesh, Pedo                   |                                  |
| 4.                   | <b>Office Staff</b>     | Ms.V.S.Hemavathy<br>Mrs.K.Revalthy  | Mrs.S.Susila<br>Ms.V.S.Hemavathy |

The Academic cell & Examination Committee Members met and discussed the following:

**Academic cell:**

**1. Collection of Question Paper for III Terminal Exam (Regular batch) from all departments**

Question Paper to be collected for Terminal Exam (Regular) batch from all departments by 10.06.2019 as per academic calendar schedule. Terminal Examination starts from 18.06.2019 as per academic calendar schedule. A circular has to be sent to all departments regarding question paper submission by individual departments.

*S. Karthiga Kannan*  
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## 2. Collection of Question Paper for I Terminal Exam (Add Batch) from all departments

Question Paper to be collected for Terminal Exam (Add) batch from all departments by as 10.06.2019 per academic calendar schedule. Terminal Examination starts from 18.06.2019 as per academic calendar schedule. A circular has to be sent to all departments regarding question paper submission by individual departments.

### Examination Committee:

1. Question Papers collected from all Dental & Medical departments has to be printed in different color sheets for different years (I to IV BDS).
2. Answer Booklet as like The Tamilnadu Dr.M.G.R Medical University format for Terminal Exam.
3. Invigilation duty Schedule was discussed & yet to be made and circulated.
4. Seating Arrangements: Individual Register Number to be printed & pasted in individual table.
5. Third State level Arulthiru Adigalar Endowment Medal Exam 2019 for IV BDS & CRRI.

  
**Member Secretary**  
(Examination Committee)  
**Dr.G.SURESH KUMAR, MDS**  
Reg No. TN/10453 \* Reader  
Oral & Maxillofacial Surgery

  
**Principal**  
**PRINCIPAL**  
**Adhiparasakthi Dental College & Hospital**  
**Melmaruvathur - 603 319.**



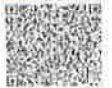
**PRINCIPAL**  
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Ref: APDCH/Acad & Exam Cell/05/2019

03.06.2019

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS   | ACTION TAKEN                       | RESPONSIBILITY                     | TARGET DATE | COMPLETION STATUS |
|------|---|------------------------------------|------------------------------------|-------------|-------------------|
| 1.   | Question papers were collected for regular batch for third terminal examination before 10.06.2019 and exam was conducted from 18.06.2019    | Academic and examination committee | ACADEMIC COMMITTEE                 | 10.06.2019  | completed         |
| 2.   | Question papers were collected for additional batch for first terminal examination before 10.06.2019 and exam was conducted from 18.06.2019 | Academic and examination committee | ACADEMIC COMMITTEE                 | 10.06.2019  | completed         |
| 3.   | Circular issued and question paper were collected from individual department  | Academic and examination committee | EXAMINATION COMMITTEE              | 10.06.2019  | completed         |
| 4.   | I to IV BDS question papers were collected from all medical and dental departments in different colour sheets for different years           | Academic and examination committee | EXAMINATION COMMITTEE              | 10.06.2019  | completed         |
| 5    | Internal assessment examination are conducted similar to TN dr.MGR  | Academic and examination committee | Academic and examination committee | 10.06.2019  | completed         |



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|   |  |                                    |                                    |            |           |
|---|--|------------------------------------|------------------------------------|------------|-----------|
|   | University in terms of question paper and answer paper with proper seating arrangements as per norms |                                    |                                    |            |           |
| 6 | Examination invigilators and staff for central evaluation are scheduled as per guidelines            | Academic and examination committee | Academic and examination committee | 10.06.2019 | Completed |
| 7 | Arulthiru adigalar endowment medal exam 2019   | Academic and examination committee | Academic and examination committee | 10.06.2019 | completed |

*Shamala*

**Dr.S.SHAMALA, MDS**  
Reg No. TN/825 • Prof. & HOD  
Oral Pathology & Microbiology

Date: 3-06-2019 Time: .....

*[Signature]*  
PRINCIPAL

Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.

*[Signature]*

**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
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MINUTES OF THE ACADEMIC CELL MEETING

Ref: APDCH/ACAD.CELL/06/2019

14.06.2019

PLACE: 1 Floor - Conference Hall (Admin Block)

The meeting of the academic cell was held under the Chairpersonship, Principal APDCH.

Following members were present:

| S.NO | NAME OF THE MEMBERS     |  |
|------|-------------------------|--|
| 1    | Dr.S.Thillainayagam     | Chairperson                              |
| 2    | Dr.P.Sivaranjani, Perio | Member Secretary – Academic Cell         |
| 3    | Dr.G.Suresh Kumar, OMFS | Member Secretary – Examination Committee |
| 4    | Mrs.S.Susila            | Admin Office                             |
| 5    | Ms.V.S.Hemavathy        | Admin Office                             |
| 6    | Mrs.Revathy             | Admin Office                             |


The Academic cell Members met and discussed the following:

**1. Discussion about BDS - University Exam going students name list – August 2018 for Regular Batch**

Final list of University Exam going batch (AUG 2019) is to be prepared after consultation with each department HOD. List of candidates not allowed to write the university exams has to be given by individual departments after consultation with Principal. Last date for submission of Exam going students name list by all departments is 24.06.2019.

**2. Others.**

To check the Bio metric Attendance percentage of I yr to IV yr BDS students (Dental College) from the beginning of the AY 2018 -19 till date in consultation with Time Office.

  
Member Secretary  
**G. SURESH KUMAR, MDS**  
Reg No. TN/10453 • Reader  
Oral & Maxillofacial Surgery

  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
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Ref: APDCH/Acad &amp; Exam Cell/06/2019

13.06.2019

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS   | ACTION TAKEN                       | RESPONSIBILITY | TARGET DATE | COMPLETION STATUS |
|------|---|------------------------------------|----------------|-------------|-------------------|
| 1.   | All the department have submitted the final list of exam going students (I to IV BDS) the biometric attendance percentage was checked from the office | Academic and examination committee | Office admin   | 24.06.2019  | completed         |

*Shamala*

**Dr. S. SHAMALA, MDS**

Reg No. TN/825 • Prof. of PPD  
Oral Pathology & Microbiology

Date 13.06.2019 Time

*[Signature]*  
PRINCIPAL

Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.

*[Signature]*

**PRINCIPAL**

**Prof. Dr. S. Karthiga Kannan, MDS,**

**ADHIPARASAKTHI**

**DENTAL COLLEGE & HOSPITAL**

Hospital Road, Melmaruvathur

Cheyyur Taluk, Chengalpattu District

Tamil Nadu - 603 319





**MINUTES OF THE ACADEMIC CELL MEETING**

Ref: APDCH/Acad & Exam Cell/08/2019

13.08.2019

PLACE: IQAC Room

Following members were present:

| S.No |                         | Academic Cell  | Examination Committee   |
|------|-------------------------|--|---|
| 1.   | <b>Member Secretary</b> | Dr.P Sivaranjani, Perio  | Dr.G.Suresh Kumar, OMFS   |
| 2.   | <b>Members</b>          | Dr.G.Vasupradha, Oral Path<br>Dr.V.L.Lakshman, OMR<br>Dr.B.Nathiya, OMFS<br>Dr.Priyanka Pampani, Perio<br>Dr.Sonia Abraham, Prosthodontics | Dr.K.Prabhu, Prosthodontics<br>Dr.S.Karthikeyan, Endo<br>Dr.V.C.Karthik, Prosthodontics<br>Dr.S.Sakthidaran, Orthodontics |
| 3.   | <b>Office Staff</b>     | Ms.V.S.Hemavathy<br>Mrs.K.Revathy  | Mrs.S.Susila<br>Ms.V.S.Hemavathy  |

The Academic cell & Examination Committee Members met and discussed the following:

**Academic cell:**

1. Question Paper to be collected for Terminal Exam (Additional batch) from all departments. Terminal Examination starts from 03.09.2019. A circular has been sent to all departments regarding question paper submission, Namelist & Batch list.
2. Reopening Circular for IV yr & II yr BDS for the AY 2018-19 & circulated to all related dental & Medical departments.
3. Re-opening letter & SMS has been sent to their parents for II yr, III yr & IV yr BDS.

*S. Karthiga Kannan*



**PRINCIPAL**

**Prof.Dr.S.Karthiga Kannan, MDS.,**

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# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

Approved by Dental Council of India  
Approved by Tamil Nadu Dr. M.G.R. Medical University  
Approved by Government of Tamil Nadu, Medical Education & Health Department


## Examination Committee:

- Question Papers has to be collected from all Dental & Medical departments has been printed in different color sheets for different years (II to IV BDS).
- Answer Booklet as like The Tamilnadu Dr.M.G.R Medical University format for Terminal Exam.
- Invigilation duty Schedule was discussed & get sign from all consent staffs.
- Seating Arrangements: Individual Register Number was printed & pasted in individual table.

  
Member Secretary  
(Academic Cell)

Dr.T.Sivasankari, MDS  
Reg No. TN/7744 \* Reader  
Periodontology or Implantology

Date : ..... Time : .....

  
Member Secretary  
(Examination Committee)  
Dr.G.SURESH KUMAR, MDS  
Reg No. TN/10453 \* Reader  
Oral & Maxillofacial Surgery

  
Principal  
PRINCIPAL  
Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.



**PRINCIPAL**  
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Om SAKTHI



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Affiliated to The Tamil Nadu Dr.M.G.R. Medical University

A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

19/08/2019

## ACADEMIC CELL & EXAMINATION COMMITTEE

### REVIEW OUTPUT

| S.NO | MINUTES/DECISION TAKEN/INPUTS  | ACTION TAKEN           | RESPONSIBILITY                          | TARGET DATE | COMPLETION STATUS |
|------|--|------------------------|---|-------------|-------------------|
| 1.   | Question paper was collected for second terminal exam (additional batch) and exam was conducted. Terminal examination started from 03.09.2019. A circular issued and question paper were collected from individual departments | Individual departments | Academic cell and Examination committee | 19/8/2019   | Completed         |
| 2.   | Reopening circular for II, III and IV final year BDS was intimated to parents through letter and SMS.  | Office In-charges      | Academic cell and Examination committee | 19/8/2019   | Completed         |
| 3.   | All the question paper from Medical and Dental departments were collected from II – IV years with different color sheets for different years   | Individual departments | Academic cell and Examination committee | 19/8/2019   | Completed         |
| 4.   | Internal assessment examination are conducted similar to TN DrMGR University in terms of question paper with proper seating arrangements as per norms  | Examination committee  | Academic cell and Examination committee | 19/8/2019   | Completed         |

*S. Karthiga Kannan*  
**PRINCIPAL**

**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**

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|   |   |                       |   |           |           |
|---|---|-----------------------|---|-----------|-----------|
| 5 | Examination invigilators and staff for central evaluation are scheduled as per guidelines | Examination committee | Academic cell and Examination committee | 19/8/2019 | completed |
|---|---|-----------------------|---|-----------|-----------|

*Shamala*

**Dr. S. SHAMALA, MDS**  
Reg No. TN/825 • Prof. & HOD  
Oral Pathology & Microbiology



Date : ..... Time : .....

*[Handwritten signature]*

**PRINCIPAL**  
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Melmaruvathur - 603 319.

*S. Karthiga Kannan*



**PRINCIPAL**  
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**ACADEMIC YEAR 2017-18**



Ref: APDCH/ACAD.CELL/07/2017

12.07.2017

## INTERNAL COMMUNICATION

There will be a Meeting for all the members of the Academic Cell on 13.07.2017 at 1.00 pm in the <sup>OFFICE</sup> - APDCH.

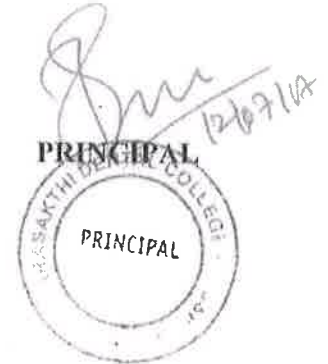
### AGENDA:

1. Collection of III<sup>rd</sup> Terminal Result marks from the various departments.
2. Collection of I<sup>st</sup> Terminal Result marks from the various departments.
3. III<sup>rd</sup> Terminal Result and I<sup>st</sup> Terminal Results analysis.
4. Attendance analysis of III<sup>rd</sup> Term for Regular batch and 1<sup>st</sup> Term for Additional batch for all years.
5. Inclusion of new staff in the office for the academic cell.

*ndp*  
Member Secretary

Copy To:

- Academic Cell Members
- MR
- Office



*S. Karthiga Kannan*  
PRINCIPAL

Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
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**MEETING ATTENDANCE SHEET**

MEETING : Academic cell

DATE : 13/7/17

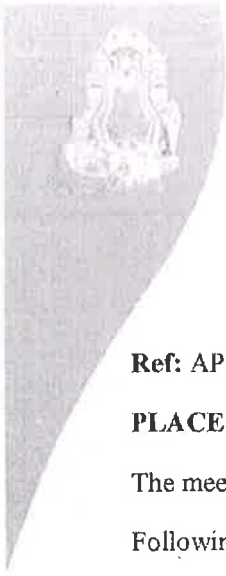
PLACE : Office. ARDCM

TIME : 1:00 p.m

| SL.NO | NAME                | DEPARTMENT    | SIGNATURE |
|-------|---------------------|---------------|-----------|
| 1.    | Dr. S. Thillairajam | ODS           |           |
| 2.    | Dr. Vidya Sekhar    | M.S. (Perio)  |           |
| 3.    | Dr. G. Vampradha    | Oral Path     |           |
| 4.    | V. SHEMAVATHY       | Academic cell |           |
| 5.    | N. KIVADRIYA.       | Academic cell |           |
| 6.    | Dr. Manimegalai G   | Academic cell |           |
| 7.    | Dr.                 | Oral Path     |           |
| 8.    | Dr. Suresh Kumar. G | ODS           |           |
| 9.    |                     |               |           |
| 10.   |                     |               |           |
| 11.   |                     |               |           |
| 12.   |                     |               |           |
| 13.   |                     |               |           |
| 14.   |                     |               |           |
| 15.   |                     |               |           |
| 16.   |                     |               |           |
| 17.   |                     |               |           |
| 18.   |                     |               |           |
| 19.   |                     |               |           |
| 20.   |                     |               |           |
| 21.   |                     |               |           |
| 22.   |                     |               |           |
| 23.   |                     |               |           |
| 24.   |                     |               |           |
| 25.   |                     |               |           |



**PRINCIPAL**  
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 Chevayur Taluk, Chengalpattu District  
 Tamil Nadu - 603 319



**MINUTES OF THE ACADEMIC CELL MEETING**

**Ref:** APDCH/ACAD.CELL/07/2017

13.7.2017

**PLACE:** IQAC Conference room

The meeting of the academic cell was held under the Chairpersonship, Principal APDCH.

Following members were present:

| S.NO | NAME OF THE MEMBERS |                         |
|------|---------------------|-------------------------|
| 1    | Dr.S.Thillainayagam | Chairperson             |
| 2    | Dr.Vidhya Sekhar    | Member Secretary        |
| 3    | Dr.G.Suresh Kumar   | Member                  |
| 4    | Dr.G.Vasupradha     | Member                  |
| 5    | Dr.G.Manimegalai    | Member                  |
| 6    | Ms.V.S.Hemavathy    | Academic Cell Assistant |
| 7    | Mrs.N.Sivapriya     | Academic Cell Assistant |

The Academic cell Members met and discussed the following:

1. III Terminal examination was conducted from Ist year to IV year BDS in the month of June for the 2016-2017 Batch.(regular batch)
2. I Terminal examination was conducted from IInd year to IV year BDS in the month of June for the 2017-2018 Batch.(additional batch)
3. All III Terminal exams marks from all Departments have been collected except Department of Anatomy & Pharmacology.
4. All I Terminal exams marks from all Department have been collected except Department of Pharmacology

An email is to be sent to the respective departments regarding marks that have not yet been received.

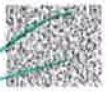
5. IV year Terminal Results analysis for III Term Reg & I Term Add have been prepared & send to parents'. It is yet to be sent to all the departments.
6. Attendance analysis have been made for IV year Reg & Add batch to send to parents. It is yet to be sent to all the departments.



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7. Attendance is not received for III term(regular) and Ist term (additional) for Department of
- o I year – Anatomy & Physiology
  - o II year – Micro biology & Pharmacology
  - o III year – General Medicine & General Surgery

An email is to be sent to the respective departments regarding attendance that have not yet been received.

8. Inclusion of New staff in the office for the academic Cell.
- o V.S Hemavathy
  - o N Sivapriya

For your reference :academicpdch@gmail.com

*P. Sivapriya*  
18/11/19  
Prepared by

*S. Karthiga Kannan*  
18/11/19  
Admin Manager

*N. Sivapriya*  
Member Secretary

*S. Karthiga Kannan*  
Principal



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Professionals in India - Tamil Nadu State Government  
A Centre of Academic excellence in the fields of Medical, Dental, Health & Cultural Areas

### MINUTES OF THE ACADEMIC CELL MEETING

Ref: APDCH/ACAD.CELL/10/2017

10.10.2017

PLACE: IQAC Conference room

The meeting of the academic cell was held under the Chairpersonship, Principal APDCH.

Following members were present:

| S.NO | NAME OF THE MEMBERS |                         |
|------|---------------------|-------------------------|
| 1    | Dr.S.Thillainayagam | Chairperson             |
| 2    | Dr.N.Bharath        | IQAC & MR               |
| 3    | Dr.Vidya Sekhar     | Member Secretary        |
| 4    | Dr.G.Vasupradha     | Member                  |
| 6    | Ms.V.S.Hemavathy    | Academic Cell Assistant |
| 7    | Mrs.N.Sivapriya     | Academic Cell Assistant |

The Academic cell Members met and discussed the following:

1. All Dental & Medical Departments have given Teaching Schedule & Schedule is entered into Centralized Intelligence System.
2. Clinical Postings for UG – Regular Batch & CRRJ posting has been entered into Centralized Intelligence System for III BDS & IV BDS.
3. II terminal Examination was conducted for II year to IV year BDS February 2016-17 batch.
4. Result analysis for II terminal Exam for FEB 2016-17 batch was completed & yet to be circulated to all related Dental and Medical departments.
5. The Tamilnadu Dr.M.G.R Medical University Examination Result for August 2016-17 batch of individual students has been downloaded from university website for IV-BDS & III-BDS, Result Analysis was done for III-BDS & IV-BDS. It is yet to be circulated to all related Dental and Medical departments.
6. Attendance of students from Dental College has been change to Biometric, only the (Basic Science) Medical College & Hospital lack the biometric attendance. This point may be taken to the notice to the top management as per Chairperson's instructions.



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**PRINCIPAL**  
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7. List of staff handling/in charge for the theory classes and practical hours for the Undergraduate and Postgraduate Students year wise for feedback collection is to be submitted by various dental departments by 11.10.2017. It has been communicated to MR-Dr N.Bharath & He will issue a circular as per Principal Sir's instructions.
8. Corrective & Preventive actions were raised regarding the following & submitted to MR-Dr N.Bharath & Ms. Vidhya (Office Staff)
  - a) Student Attendance shall be minimum of 90% for UG & PG
  - b) Students pass percentage should be 100% in the University exams for UG & PG.
  - c) University Distinction shall be Minimum 10 per year/ department for UGs.
  - d) University level First mark shall be Minimum one per year/ subject for UGs.

*Wdyp*  
Member Secretary

*[Signature]*  
Principal & Chairperson

PRINCIPAL  
Dr. S. Thillainayagam, M.D.S.,  
Adhiparasakthi Dental College and Hospital  
Melmaruvathur - 603 319.

*S. Karthiga Kannan*  
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MINUTES OF THE ACADEMIC CELL MEETING

Ref: APDCH/ACAD.CELL/11/2017

15.11.2017

PLACE: IQAC Conference room

The meeting of the academic cell was held under the Chairpersonship, Principal APDCH.

Following members were present:

| S.NO | NAME OF THE MEMBERS  |                         |
|------|----------------------|-------------------------|
| 1    | Dr. S.Thillainayagam | Chairperson             |
| 2    | Dr.Vidya Sekhar      | Member Secretary        |
| 3    | Dr G Suresh Kumar    | Member                  |
| 4    | Dr.G.Vasupradha      | Member                  |
| 5    | Ms.V.S.Hemavathy     | Academic Cell Assistant |

The Academic cell Members met and discussed the following:

- 1. University result analysis for all year B.D.S 2016-2017 batch.**  
I to IV BDS University Result Analysis of August 2017 Examination was completed and circulated to all departments in the Month of October 2017.
- 2. Attendance of students from basic science departments**  
Attendance of students from Basic Science Departments will be collected Term wise. Earlier it used to be collected monthly. Term wise collection has been decided in consultation with MAPIMS Staff as informed by Administrative Officer.
- 3. Collection of Question Paper for Terminal Exam (Reg & Add Batch) from all departments**  
Question Paper to be collected for Terminal Exam (Reg & Add) batch from all departments by 21.11. 2017. Terminal Examination starts from 4.12.2017, Examination Committee has been priory informed with the circular dated 7.11.2017.
- 4. Posting for Ayesha Jenifer IV Yr August 2018 Batch Exam going**  
Posting for Ayesha Jenifer (IV BDS August 2018 exam appearing) for Orthodontics, Periodontics & PHD has been made and approval taken from principal & Circulated to concerned departments on 14.11.2017.



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## 5. Others

Mr Pratap S IV BDS (Reg Batch) has a carryover in the Oral Pathology. He has to write his III Terminal Examination in oral Pathology as requested verbally by Professor Dr M.Devi, HOD Department of Oral Pathology to the Principal. However the Oral Pathology Theory & Practical exam clashes with Orthodontics & Conservative.Dentistry Theory exam on 06.12.2017 & 09.12.2017 respectively. The issue is to be discussed with Respective HOD's in the HOD meeting on 20.11.2017 as advised by the chairperson & alternative arrangement for the candidate is to be made.

  
Member Secretary



  
Principal

Copy To:

- IQAC
- Office

**PRINCIPAL**  
Prof.Dr.S.Karthiga Kannan, MDS.,



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## MINUTES OF THE ACADEMIC CELL MEETING

**Ref:** APDCH/ACAD.CELL/01/2017

10.01.2018

**PLACE:** IQAC Conference room

The meeting of the academic cell was held under the Chairpersonship, Principal APDCH.

Following members were present:

| S.NO | NAME OF THE MEMBERS |                         |
|------|---------------------|-------------------------|
| 1    | Dr.S.Thillainayagam | Chairperson             |
| 2    | Dr.Vidya Sekhar     | Member Secretary        |
| 3    | Dr.G.Suresh Kumar   | Member                  |
| 4    | Dr.G.Vasupradha     | Member                  |
| 5    | Dr.Nandhini         | Member                  |
| 6    | Dr.Deena Nancy      | Member                  |
| 7    | Dr.Lakshmanan       | Member                  |
| 8    | Dr Janani           | Member                  |
| 9    | Ms.V.S.Hemavathy    | Academic Cell Assistant |

The Academic cell Members met and discussed the following:

1. Terminal Exam mark Analysis for I term & III term has been completed & yet to be circulated to all the departments.
2. Mark list of I & III term exam is to be given to the Mentor committee for dispatching to the parents about student academic performance.
3. Final list of University Exam going batch (FEB 2018) is prepared. Internal Assessment marks have been collected from various departments and submitted to Mrs.Susila for entry in University website.
4. Study Holidays for Feb 2018 Exam going batch – from 13.01.2018 to 29.01.2018.



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*S. Karthiga Kannan*  
**PRINCIPAL**  
**Prof.Dr.S.Karthiga Kannan, MDS.,**



**ADHIPARASAKTHI**  
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Hospital Road, Meimaruvaathur  
Cheyyur Taluk, Chengalpattu District  
Tamil Nadu - 603 319





# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

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A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

## 5. Inclusion of New members in the Academic Cell and duty in charge for each member.

| Name of the Members | Duty of the Members  |
|---------------------|--|
| Dr.S.Thillainayagam | Chairperson  |
| Dr.Vidya Sekhar     | Member Secretary   |
| Dr.G.Suresh Kumar   | Teaching Schedule &<br>Exam Question paper Collection                  |
| Dr.Nandhini         |  |
| Dr.G.Vasupradha     | Marks & Attendance of students of Terminal<br>exams & University Exams |
| Dr.Deena Nancy      |  |
| Dr.Lakshmanan       |  |
| Dr Janani           | Collection of data from Basic Sciences                                 |
| Ms.V.S.Hemavathy    | Academic Cell Assistant  |


  
Member Secretary

  
PRINCIPAL

PRINCIPAL  
Dr. S. Thillainayagam, M.D.S.,  
Adhiparasakthi Dental College and Hospital  
Melmaruvathur - 603 319.

### Copy To:

- Academic Cell Members
- MR, IQAC member secretary
- Office

  
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Prof. Dr. S. Karthiga Kannan, MDS.,  
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Ref: APDCH/ACAD.CELL/02/2018

05.02.2018

## Minutes of the Meeting

- A meeting on 05.02.18 (Monday) at 11.30 AM was held in the Main Conference Hall to discuss regarding preponement of Second Terminal Examinations (Theory & Practical) for I BDS to III BDS students with the HOD's of Basic sciences, General Surgery & General Medicine departments of MAPIMS.
- It was decided to hold the Theory Examinations from 19.02.2018 to 21.02.2018 and Practical Examinations from 26.02.2018 to 01.03.2018.
- Practical Examinations will be held from 8.30am to 12.30pm for all Basic sciences, General Surgery & General Medicine departments of MAPIMS.

  
PRINCIPAL

PRINCIPAL  
Dr. S. Thillainayagam, M.D.S.,  
Adhiparasakthi Dental College and Hospital  
Melmaruvathur - 603 319.



PRINCIPAL  
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## MINUTES OF THE ACADEMIC CELL MEETING

Ref: APDCH/ACAD.CELL/03/2018

21.03.2018

**PLACE:** IQAC Conference room

The meeting of the academic cell was held under the Chairpersonship, Principal APDCH.

Following members were present:

| S.NO | NAME OF THE MEMBERS |                         |
|------|---------------------|-------------------------|
| 1    | Dr.S.Thillainayagam | Chairperson             |
| 2    | Dr.Vidya Sekhar     | Member Secretary        |
| 3    | Dr.G.Vasupradha     | Member                  |
| 4    | Dr.Nandhini         | Member                  |
| 5    | Dr.Lakshmanan       | Member                  |
| 6    | Dr.Janani           | Member                  |
| 7    | Ms.V.S.Hemavathy    | Academic Cell Assistant |

The Academic cell Members met and discussed the following:

1. The Tamilnadu Dr.M.G.R Medical University Examination Results for FEB 2018 batch of individual students has been downloaded from university website for **I-BDS to IV-BDS**, Result Analysis was done for all years. Circulated to all related Dental departments.
2. Terminal Exam Mark Analysis & Statement of Marks for II term has been completed & circulated to all the departments
3. PG - III Module exam for final year MDS students has been completed.
4. Additional Batch Students - CRRI & III & IV BDS Postings schedule has been prepared & Circulated to all departments.



*S. Karthiga Kannan*  
**PRINCIPAL**  
Prof.Dr.S.Karthiga Kannan, MDS  
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Hospital Road, Melmaruvathur  
Cheyyur Taluk, Chengalpattu District  
Tamil Nadu - 603 319

*Dr. S. Thillainayagam*  
**PRINCIPAL**

Dr. S. Thillainayagam, M.D.S.,  
Adhiparasakthi Dental College and Hospital  
Melmaruvathur - 603 319.





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## MINUTES OF THE ACADEMIC CELL MEETING

Ref: APDCH/ACAD.CELL/05/2018

21.05.2018

PLACE: IQAC Conference room

The meeting of the academic cell was held under the Chairpersonship, Principal APDCH.

Following members were present:

| S.NO | NAME OF THE MEMBERS |                         |
|------|---------------------|-------------------------|
| 1    | Dr.S.Thillainayagam | Chairperson             |
| 2    | Dr.Vidya Sekhar     | Member Secretary        |
| 3    | Dr.G.Vasupradha     | Member                  |
| 4    | Ms.V.S.Hemavathy    | Academic Cell Assistant |
| 5    | Ms Revathy          | Academic Cell Assistant |

The Academic cell Members met and discussed the following:

**1. Collection of Question Paper for Terminal Exam (Regular batch) from all departments**

Question Paper to be collected for Terminal Exam (Regular) batch from all departments by 07.06 2018 as per academic calendar schedule. Terminal Examination starts from 18.06.2018 as per academic calendar schedule. A circular has to be sent to all departments regarding question paper submission by individual departments. Examination Committee has to be priory informed with a circular.

**2. Collection of Question Paper for Terminal Exam (Add Batch) from all departments**

Question Paper to be collected for Terminal Exam (Add) batch from all departments by 07.06 2018 as per academic calendar schedule. Terminal Examination starts from 18.06.2018 as per academic calendar schedule. A circular has to be sent to all departments regarding question paper submission by individual departments. Examination Committee has to be priory informed with a circular.

  
**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
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### 3. Discussion about BDS - University Exam going students name list – August 2018 for Regular Batch

Final list of University Exam going batch (AUG 2018) is to be prepared after consultation with each department HOD. List of candidates not allowed to write the university exams has to be given by individual departments after consultation with Principal. Last date for submission of Exam going students name list by all departments is 22.06.2018 as per academic calendar schedule.

### 4. Others.

Ms Deepika Priyalakshmi – I st Yr BDS student has 40% Theory Attendance & 33% Practical attendance in Bio-chemistry. She has also not attended Physiology Theory & Practical classes for the past 6 months. A letter has been sent to her house regarding the same. Mentor committee to be informed.

Mr Ramji E- I st Yr BDS student has 0% Practical attendance in Bio-chemistry. His parents have met the Principal & Biochemistry HOD. A letter has been given by his parents stating that he was suffering Scabies.

Ms Saranya N - I st Yr BDS student has 50% Practical attendance in Bio-chemistry. Her parents have met the Principal & Mentor. She was admitted MAPIMS due to a Medical condition. A letter has been given by her parents.

Ms. Sweetha.V - I st Yr BDS student has 50% Practical attendance in Bio-chemistry. Her Father has met the Principal. No formal Intimation has been submitted in office.

To check the Bio metric Attendance percentage of III yr & IV yr BDS students from the beginning of the AY 2017 -18 till date in consultation with Time Office.

Member Secretary

*S. Karthiga Kannan*



PRINCIPAL

**PRINCIPAL**

**Prof.Dr.S.Karthiga Kannan, MDS.,**

**ADHIPARASAKTHI  
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## MINUTES OF THE ACADEMIC CELL MEETING

**Ref:** APDCH/ACAD.CELL/07/2018

18.07.2018

**PLACE:** IQAC Conference room

The meeting of the academic cell was held under the Chairperson, Principal APDCH.

Following members were present:

| S.NO | NAME OF THE MEMBERS |                         |
|------|---------------------|-------------------------|
| 1.   | Dr.S.Thillainayagam | Chairperson             |
| 2.   | Dr.Vidya Sekhar     | Member Secretary        |
| 3.   | Dr.G.Vasupradha     | Member                  |
| 4.   | Dr.Nandhini         | Member                  |
| 5.   | Dr.Lakshmanan       | Member                  |
| 6.   | Dr.Janani           | Member                  |
| 7.   | Ms.V.S.Hemavathy    | Academic Cell Assistant |
| 8.   | Mrs Revathy         | Academic Cell Assistant |

The Academic cell Members met and discussed the following:

1. Discussion of new committee as per IQAC chairperson circular dated:
  - a. Work allotment for individual members

| Name of the Members                  | Duty of the Members   |
|--------------------------------------|---|
| <b>Dr.S.Thillainayagam</b>           | <b>Chairperson</b>  |
| <b>Dr.Vidya Sekhar</b>               | <b>Member Secretary</b>   |
| Dr.M.Manoj                           | Teaching Schedule & Exam Question paper Collection                  |
| Dr.G.Vasupradha<br>Dr.A.L.Lakshmanan | Marks & Attendance of students of Terminal exams & University Exams |
| Dr.I.Janani                          | Collection of data from Basic Sciences                              |
| Ms.V.S.Hemavathy                     | Academic Cell Assistant   |
| Mrs.K.Revathy                        | Academic Cell Assistant   |

- b. Meeting dates of the new committee after discussion with examination committee and Principal sir approval



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| S.No | DATE       | MONTH    | DAY       | EVENTS  |
|------|------------|----------|-----------|---|
| 1    | 16.08.2018 | August   | Thursday  | II Term Exam (Add)  |
| 2    | 14.11.2018 | November | Wednesday | III Term Exam (Add) & I Term Exam (Reg)                           |
| 3    | 10.12.2018 | December | Monday    | University Exam Going - FEB 2019<br>(Additional Batch)            |
| 4    | 23.01.2019 | January  | Wednesday | II Term Exam (Reg)  |
| 5    | 05.06.2019 | June     | Wednesday | III Term Exam (Reg) & I Term Exam (Add) &<br>Endowment Medal Exam |
| 6    | 10.06.2019 | June     | Monday    | University Exam Going - AUG 2019 (Regular<br>Batch)               |

## 2. Discussion about upcoming academic year (2018-19)

- Academic Schedule for regular batch 2018-2019 August has been prepared and submitted to IQAC after approval from Principal Sir.
- Academic Schedule for additional batch 2018-2019 February has been prepared and submitted to IQAC after approval from Principal Sir.
- Academic Schedule for additional batch 2019-2020 August has been prepared and submitted to IQAC after approval from Principal Sir.
- Meeting Schedule & dates has been prepared and submitted to IQAC after approval from Principal Sir.
- Terminal exam dates for AY 2018-2019 as per academic schedule has been prepared, yet to finalize details after approval from Principal.



*S. Karthiga Kannan*

**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
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**ACADEMIC YEAR 2016-17**



# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

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Ref:APDCH/ACAD.CELL/05/2017

15.05.2017

## INTERNAL COMMUNICATION

There will be a Meeting for all the members of the Academic Cell on 15.05.2017 at 1.00 pm in the Conference Hall – APDCH.

### AGENDA:

1. Collection of Question Paper for (Third Term for Regular & First Term for Additional batch) Terminal Exam from all departments.
2. Others

*ndg*  
Member Secretary

*[Signature]*  
PRINCIPAL

*[Signature]* Copy To:

1. Academic Cell Members
2. MR
3. Office



*[Signature]*  
PRINCIPAL  
Prof.Dr.S.Karthiga Kannan, MDS.,  
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W: [www.apdch.edu.in](http://www.apdch.edu.in)



**MEETING ATTENDANCE SHEET**

MEETING : Academic Cell  
 PLACE : Conference Room

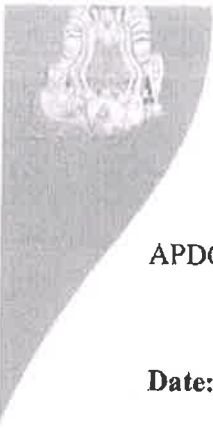
DATE : 15.05.2017  
 TIME : 1.00 pm

| SL.NO | NAME  | DEPARTMENT     | SIGN                          |
|-------|---|----------------|-------------------------------|
| 1.    | DR. P. Thillai Rajaguru<br>Dr. Vidya Sekhar | Periodontics   | <i>[Signature]</i><br>15/5/17 |
| 2.    | DR. SURESH KUMAR. G.                        | Oral Surgery   | <i>[Signature]</i>            |
| 3.    | Dr. G. VASUPRADHA                           | ORAL PATHOLOGY | <i>[Signature]</i>            |
| 4.    | Dr. G. Manimegalai                          | Oral Pathology | <i>[Signature]</i>            |
| 5.    | S. Kamatchi                                 | ADMIN          | <i>[Signature]</i><br>15/5/17 |
| 6.    | D. Revathy                                  | ADMIN          | <i>[Signature]</i><br>15/5/17 |
| 7.    |   |                |                               |
| 8.    |   |                |                               |
| 9.    |   |                |                               |
| 10.   |   |                |                               |
| 11.   |   |                |                               |
| 12.   |   |                |                               |
| 13.   |   |                |                               |
| 14.   |   |                |                               |
| 15.   |   |                |                               |
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| 17.   |   |                |                               |
| 18.   |   |                |                               |
| 19.   |   |                |                               |
| 20.   |   |                |                               |
| 21.   |   |                |                               |
| 22.   |   |                |                               |
| 23.   |   |                |                               |
| 24.   |   |                |                               |
| 25.   |   |                |                               |
| 26.   |   |                |                               |



*[Handwritten signature in green ink]*

**PRINCIPAL**  
 Prof. Dr. S. Karthiga Kannan, MDS.,  
 ADHIPARASAKTHI  
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 Chevur Taluk, Chengalpattu District  
 Tamil Nadu - 603 319



APDCH/ACAD.CELL/MAY 2017

DATE: 15-05-2017

**MINUTES OF THE ACADEMIC CELL MEETING**

**Date:** 15.05.2017

**Time:** 01.30 PM

**Place:** IQAC Conference Room –APDCH

The meeting of the Academic Cell was held under the Chairpersonship, Principal APDCH. Following members were present.

| SL.NO. | NAME OF THE MEMBERS  |                          |
|--------|----------------------|--------------------------|
| 1      | Dr.S. Thillainayagam | Chairperson              |
| 2      | Dr.Vidya Sekhar      | Member Secretary         |
| 3      | Dr.Suresh Kumar      | Member                   |
| 4      | Dr.Vasupradha        | Member                   |
| 5      | Dr.Manimegalai       | Member                   |
| 6      | Mrs.S.Kamatchi       | Academic Cell Assistants |
| 7      | Mrs.D.Revathy        | Academic Cell Assistants |

The Cell members met and discussed the following:

1. Collection of Question Paper (Third Term for Regular & First Term for Additional Batch) for BDS Terminal Examination from all departments has been done. Color Print for all the Question Papers will be completed Year-wise.
2. The Theory Terminal BDS Examination to be held on 17<sup>th</sup> June 2017 will be held between 9.00AM to 12.00PM.
3. It has been decided in a HOD Meeting with the Principal that the UG Practical Examinations for all years will be conducted from 1<sup>st</sup> June 2017 & it will be followed by the UG-Theory Examination for all Years. (Third Term for Regular & First Term for Additional Batch)
4. Answer Sheets for the Practical Examinations for the Medical Subjects of I year, II year & III year BDS have been dispatched to the various Departments.

For Your Reference: [academicapdch@gmail.com](mailto:academicapdch@gmail.com)



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5. PG Mock Exam for I year & II year Students will be conducted in the library as discussed in a HOD meeting with Principal.

6. OMR Sheet with code number for entry of Marks of BDS Examination (Third Term for Regular & First Term for Additional Batch) have been given to the various Dental Departments.

7. IV Year BDS Clinical Posting is ending on May 31<sup>st</sup> 2017. Additional Clinical Posting for the IV Year BDS is to be prepared for the month from 1<sup>st</sup> June 2017 to 21<sup>st</sup> July 2017.

  
Prepared by

  
Verified by

  
Principal

Enclosure: Attendance sheet.

For Your Reference: [academicpdch@gmail.com](mailto:academicpdch@gmail.com)



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**PRINCIPAL**  
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Ref:APDCH/ACAD.CELL/03/2017

20.03.2017

## INTERNAL COMMUNICATION

There will be a Meeting for all the members of the Academic Cell on 22.03.2017 at 12.30 pm in the Conference Hall – APDCH.

### AGENDA:

1. Review output of IInd Terminal Examination
2. Sending student Academic Performance to the parents before PTA
3. Attendance % analysis of II Term
4. Others

*20/3/17*  
Member Secretary

*[Signature]*  
20/3  
PRINCIPAL



### Copy To:

1. Academic Cell Members
2. MR
3. Office



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*[Signature]*  
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Cheyyur Taluk, Chengalpattu District  
Tamil Nadu - 603 319

**MEETING ATTENDANCE SHEET**

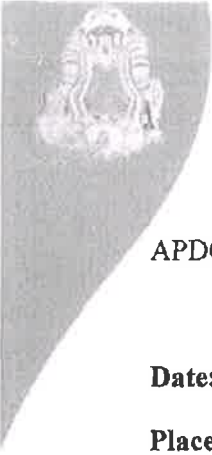
MEETING : ACADEMIC CELL  
 PLACE : A.C. ROOM  
 CONDUCTED BY: CHAIRPERSON

DATE : 22.03.2017  
 TIME : 1.15 pm

| SL.NO | NAME                        | DEPARTMENT              | SIGN                          |
|-------|-----------------------------|-------------------------|-------------------------------|
| 1.    | Prof. Dr. S. Thillainayagam | CHAIRPERSON & PRINCIPAL | <i>[Signature]</i>            |
| 2.    |                             |                         |                               |
| 3.    | Dr. Suresh kumari G.        |                         | <i>[Signature]</i> 22/3/17    |
| 4.    | Dr. G. VASUPRADHA           |                         | <i>[Signature]</i> 22/3/17.   |
| 5.    | Dr. D. BHAVANI PRATHNA      | MEMBER                  | <i>[Signature]</i> 22/3/17    |
| 6.    | Dr. Manimegalai G           | Member                  | <i>[Signature]</i> 22/03/2017 |
| 7.    | D. Revathy                  | Academic cell staff     | <i>[Signature]</i> 22/3/17.   |
| 8.    | S. Kamalathi                | " "                     | <i>[Signature]</i> 22/3/17    |
| 9.    |                             |                         |                               |
| 10.   |                             |                         |                               |
| 11.   |                             |                         |                               |
| 12.   |                             |                         |                               |
| 13.   |                             |                         |                               |
| 14.   |                             |                         |                               |
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*[Signature]*  
**PRINCIPAL**  
 Prof. Dr. S. Kartthiga Kannan, MDS.,  
 ADHIPARASAKTHI  
 DENTAL COLLEGE & HOSPITAL  
 Hospital Road, Melmaruvathur,  
 Chevur Taluk, Chengam District  
 Tamil Nadu - 603 319



# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

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Affiliated to The Tamilnadu Dr M.G.R Medical University  
A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

APDCH/ACAD.CELL/Mar 2017

DATE: 22-03-2017

## MINUTES OF THE ACADEMIC CELL MEETING

**Date:** 22.03.2017

**Time:** 12.30 PM

**Place:** IQAC Conference Room --APDCH

The meeting of the Academic Cell was held under the Chairpersonship, Principal APDCH.  
Following members were present.

|   |                      |                         |
|---|----------------------|-------------------------|
| 1 | Dr.S. Thillainayagam | Chairperson             |
| 2 | Dr.Suresh Kumar      | Member                  |
| 3 | Dr.G. Vasupradha     | Member                  |
| 4 | Dr.D.BhavaniPratima  | Member                  |
| 5 | Dr.G.Manimegalai     | Member                  |
| 6 | Mrs.S.Kamatchi       | Academic Cell Assistant |
| 7 | Mrs.D.Revathy        | Academic Cell Assistant |

The Cell members met and discussed the following:

### I Attendance Percentage Analysis

1. I BDS II Term Attendance Percentage\_of Regular Batch not received from the Department of Anatomy, Physiology & Biochemistry
2. II BDS II Term Attendance Percentage\_of Regular Batch from Department of Pathology Microbiology & Pharmacology not received.
3. Attendance Percentage of III BDS from Department of General Medicine, General Surgery not received.
4. Upon receiving the above department's terminal attendance, Analysis will be done and circulated to concerned departments.
5. Terminal Attendance Analysis for Final year BDS (Regular) have been prepared.

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## II Terminal Results

1. Second Terminal Exam is being conducted for IV year BDS (Regular batch). It will get over on 22<sup>nd</sup> March 2017. As proposed by examination committee center evaluation will take place on 23.03.2017 & 24.03.2017. After that the marks will be submitted to academic cell by individual departments and then analyzed.

2. Terminal result analysis of 3<sup>rd</sup>, 2<sup>nd</sup> & 1<sup>st</sup> BDS will be done once marks have been submitted to academic cell by the various department.

3. On or before April 5<sup>th</sup> 2017 the student Attendance Percentage & terminal mark result will be sent to the parents (PTA).

4. Soft Skill programme will be held on 28.03.2017 for Ist year BDS & 29.03.2017 for IInd year BDS. Hence all classes will be suspended for the aforesaid years on their respective days.

Hence forth it has been decided that once the terminal examinations have been conducted the terminal exam question papers will be sent to the library for students referral.

Prepared by

Verified by

Principal

Enclosure: Attendance sheet.



*S. Karthiga Kannan*  
PRINCIPAL

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A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

Ref:APDCH/ACAD.CELL/01/2017

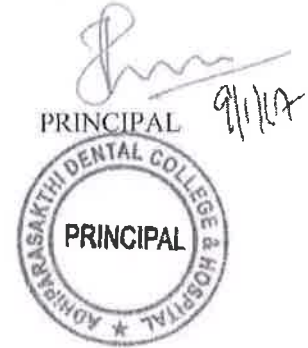
09.01.2017

## INTERNAL COMMUNICATION

There will be a Meeting for all the members of the Academic Cell on 12.01.2017 at 12.30 pm in the Conference Hall – APDCH.

### AGENDA:

1. Sending student Academic Performance to the parents before PTA
2. Attendance % analysis of Ist and IIIrd Term
3. Terminal Mark analysis of 1<sup>st</sup> term and IIIrd Term
4. Others



Copy To:

1. Academic Cell Members
2. MR
3. Office



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*S. Karthiga Kannan*  
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**MEETING ATTENDANCE SHEET**

MEETING : Academic Cell

DATE : 12<sup>th</sup> January 2017

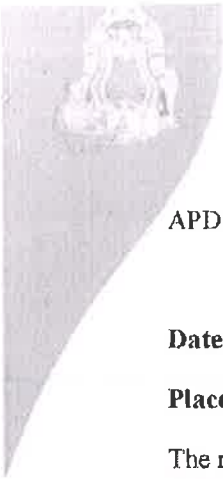
PLACE : IQAC Conference Hall

TIME : 12:30 p.m.

| SL.NO | NAME                    | DEPARTMENT   | SIGN               |
|-------|-------------------------|--------------|--------------------|
| 1.    | Dr. S. Thiruvaiyappan   | Perio. ORC   | <i>[Signature]</i> |
| 2.    | Dr. Vidya Sekhar        | Perio dentin | <i>[Signature]</i> |
| 3.    | Dr. D. Bhavani Prathima | Pedodontics  | <i>[Signature]</i> |
| 4.    | S. Kamatchi             | Admin        | <i>[Signature]</i> |
| 5.    |                         |              |                    |
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*[Signature]*  
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 Cheyvir Taluk, Chengalpattu District  
 Tamil Nadu - 603 319



APDCH/ACAD.CELL/JAN 2017

DATE: 12-01-2017

**MINUTES OF THE ACADEMIC CELL MEETING**

**Date:** 12-01-2017

**Time:** 12.30 PM

**Place:** IQAC Conference Room -- APDCH

The meeting of the Academic Cell was held under the Chairpersonship, Principal APDCH. Following members were present.

| SL.NO. | NAME OF THE MEMBERS   |                          |
|--------|-----------------------|--------------------------|
| 1      | Dr.S. Thillainayagam  | Chairperson              |
| 2      | Dr.Vidya Sekhar       | Member Secretary         |
| 3      | Dr.D.Bhavani Pratiima | Member                   |
| 4      | Mrs.S.Kamatchi        | Academic Cell Assistants |

The Cell members met and discussed the following:

**I Attendance Percentage Analysis**

1. Attendance Percentage of First Terminal Regular & Third Terminal Additional Batch of 1st year BDS & 2<sup>nd</sup> year BDS not received from the Department of Anatomy, Physiology, and Oral pathology.
2. Third term Attendance of 2<sup>nd</sup> year BDS Additional Batch from Department of Pathology & Microbiology and Regular & Additional Batch from Department of Pharmacology not received.
3. Attendance Percentage of 3<sup>rd</sup> year BDS from Department of General Medicine, General Surgery & Oral Pathology not received.
4. Upon receiving the above department's terminal attendance, Analysis will be done and circulated to concerned departments.

RX

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& State of Tamil Nadu, Chennai, Tamil Nadu, India

5. Terminal Attendance Analysis for Final year BDS (Regular & Additional batch) have been prepared.

## **II Terminal Results**

1. Terminal marks for 1st year BDS First Terminal regular & Third Terminal Additional not received from Anatomy Department.
2. Terminal Result Analysis of 3<sup>rd</sup> year BDS (Regular & Additional batch) have been prepared.
3. Terminal Result Analysis of Final year BDS (Regular & Additional batch) have been prepared.
- 4 Terminal Result Analysis of 2<sup>nd</sup> year BDS will be prepared by on or before 21<sup>th</sup> January & circulated to concerned departments.
5. Upon receiving Anatomy Terminal marks of 1<sup>st</sup> year BDS, the result Analysis for 1<sup>st</sup> Year BDS, will be circulated to concerned departments.
6. On or before January 31<sup>st</sup> 2017 the student Attendance Percentage & terminal mark result will be sent to the parents (PTA).

## **III Attendance of basic science class by 1<sup>st</sup> year PG Students**

Telephonic Complaints from MAPIMS staff regarding not attendance of 1<sup>st</sup> year post graduate basic science classes. A letter has been formulated regarding the same and sent to mentor committee for further action

Ry

Prepared by

Verified by

Principal

Prof. Dr. S. THILLAIKAYAGAM, MDS  
ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL  
HOSPITAL ROAD, MELMARUVATHUR, CHEYYUR TALUK,  
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Enclosure: Attendance sheet.

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A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

Ref:APDCH/ACAD.CELL/11/2016

14.11.2016

## INTERNAL COMMUNICATION

There will be a Meeting for all the members of the Academic Cell on 18.11.2016 at 12.30 pm in the Conference Hall – APDCH.

### AGENDA:

1. Check the completion of the existing files
2. Collection of Question Paper for Terminal Exam from all departments.
3. Others

*14/11/16*

*[Handwritten signature]*

Copy To:

1. Concerned Members
2. Office

*[Handwritten signature]*

PRINCIPAL



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*[Handwritten signature]*

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Chevur Taluk, Chengalpattu District  
Tamil Nadu - 603 319



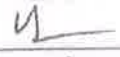
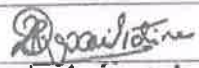
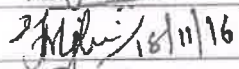
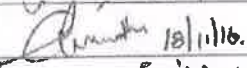
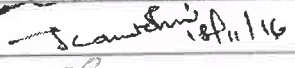

E: [contact@apdch.edu.in](mailto:contact@apdch.edu.in)  
W: [www.apdch.edu.in](http://www.apdch.edu.in)




## MEETING ATTENDANCE SHEET

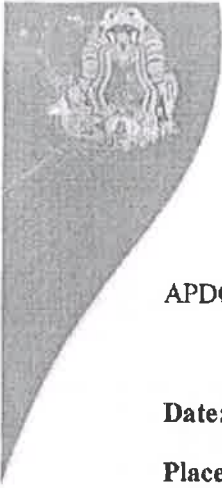
MEETING : ACADEMIC CELL  
 PLACE : IQAC CONFERENCE ROOM

DATE : 18.11.2016  
 TIME : 12.30 PM

| SL.NO | NAME                     | DEPARTMENT     | SIGN  |
|-------|--------------------------|----------------|---|
| 1.    | Dr. Vidya Sekhar.        | Periodontics   |  |
| 2.    | Dr. D. Bhawani Pratiima  | Pedodontics    |  |
| 3.    | Dr. Manimesalai          | Prosthodontics |  |
| 4.    | Dr. G. Vasupradha        | Oral Path      |  |
| 5.    | S. Kamatchi              | Admin          |  |
| 6.    | Dr. S. Thilakavignayagam | Principal      |  |
| 7.    |                          |                |   |
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A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

APDCH/ACAD.CELL/NOV 2016

DATE:21-11-2016

## MINUTES OF THE ACADEMIC CELL MEETING

Date: 18-11-2016

Time: 01.00 PM

Place: IQAC Conference Room –APDCH

The meeting of the Academic Cell was held under the Chairpersonship, Principal APDCH.  
Following members remained present.

| SL.NO. | NAME OF THE MEMBERS  |                          |
|--------|----------------------|--------------------------|
| 1      | Dr.S. Thillainayagam | Chairperson              |
| 2      | Dr.Vidya Sekhar      | Member Secretary         |
| 3      | Dr.G. Vasupradha     | Member                   |
| 4      | Dr.D.BhavaniPratima  | Member                   |
| 5      | Dr.G.Manimegalai     | Member                   |
| 6      | Mrs.S.Kamatchi       | Academic Cell Assistants |

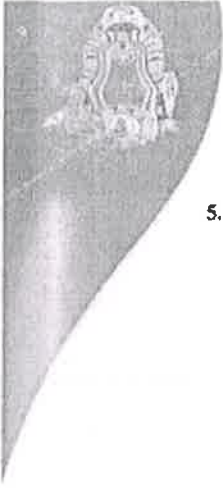
The Cell members met and discussed the following:

1. Regarding the General Surgery & Medicine are not giving Attendance Percentage and Terminal Marks.
2. Question Paper for Terminal Exam (Regular & Additional batch) Theory & Practical to be conducted from 1<sup>st</sup> Dec to 20<sup>th</sup> Dec 2016. Question Papers have been received from the departments Oral Pathology, Periodontics, Oral Medicine, Pathology & Microbiology and Gen Surgery.
3. University Result Analysis for the academic Year 2015-16 compiled and sent to all departments.
4. Shifting of Academic Year 2016-17 Files from Academic Cell Room to ADMIN OFFICE as requested by Mrs. S.Kamatchi & Mrs.D.Revathy (Academic Cell Assistants).

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## 5. Work Allotment for Mrs. S.Kamatchi & Mrs.D.Revathy (Academic Cell Assistants)

- 1 Collection of Monthly Attendance Percentage for BDS & MDS Students.
- 2 Term Attendance Analysis of BDS.
- 3 Question Paper collection for Terminal Examination.
- 4 Printing of a Paper in Colour coded Sheet and Hand over of Question Paper on the day of Exam to the Chief Superintendent.
- 5 Handover of Terminal Exam Answer Sheets to the respective Departments.
- 6 Terminal Exam Mark Sheet Collection from Respective Departments and analysis of the same.
- 7 Sending student Academic performance in Terms of Attendance and Terminal Mark to the Parents before PTA.
- 8 University exam mark entry and analysis.
- 9 IV Year University Exam failures intimation letters sent to Parents.
- 10 Name list of IV Year pass out Student and intimation of Final Year University results to parents.
- 11 Clinical posting of II Year PRECLINICAL ,IIIYear & IV Year Clinical Posting for Regular & Additional Batches.
- 12 CRR I Posting to be Scheduled.

*R.K.*  
Prepared by

*M*  
Verified by

*S.K.*  
Principal

Enclosure: Attendance sheet.

For Your Reference: [academlcapdch@gmail.com](mailto:academlcapdch@gmail.com)



*S.K.*  
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Om Sahasra

## ADHIPARASAKTHI DENTAL COLLEGE AND HOSPITAL

INSTITUTE OF DENTISTRY, CHEMICAL ENGINEERING, BIOTECHNOLOGY, EDUCATIONAL  
AND RESEARCH INSTITUTION

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Ph: (044) 22529628, 22528082, 83, 84 Fax: 22528081

(RECOGNISED BY DENTAL COUNCIL OF INDIA, NEW DELHI)  
AFFILIATED TO THE TAMIL NADU Dr. M G R. MEDICAL UNIVERSITY, CHENNAI.



APDCH/ACAD.CELL/ OCT 2016

DATE: 05/10/2016

### INTERNAL COMMUNICATION

There will be a Meeting for all the members of the Academic Cell on 06-10-2016 at 12.30 pm in the Conference Hall-APDCH.

Agenda:

1. Academic Schedule for Aug 2016-2017 Batch
2. University Exam Results Aug 2015-16
3. Others

  
Principal

Copy to:

1. Concerned Members.
2. Office.



  
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Om Sahasra

# ADHIPARASAKTHI DENTAL COLLEGE AND HOSPITAL

INSTITUTION FOR DENTAL STUDENTS AND FACULTY, ADHIPARASAKTHI DENTAL COLLEGE AND HOSPITAL

MEMBERSHIP OFFICE, ADHIPARASAKTHI DENTAL COLLEGE AND HOSPITAL  
HOSPITAL ROAD, MELMARAVATHUR, CHENGALPATTUR DISTRICT, TAMIL NADU, INDIA  
PHONE: 0437296478, 0437296479, 0437296480, 0437296481, 0437296482

(RECOGNISED BY DENTAL COUNCIL OF INDIA, NEW DELHI)  
AFFILIATED TO THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY, CHENNAI



APDCH/ACAD.CELL/OCTOBER 2016

DATE: 06.10.2016

## MINUTES OF THE ACADEMIC CELL MEETING

Date: 06.10.2016

Time: 11.00 AM

Place: Conference Hall -APDCH

The meeting of the Academic Cell was held under the Chairpersonship, Principal APDCH. Following members remained present.

| SL.NO. | NAME OF THE MEMBERS  |                  |
|--------|----------------------|------------------|
| 1      | Dr.S.Thillainayagam  | Chairperson      |
| 2      | Dr.Vidhya Sekhar     | Member Secretary |
| 3      | Dr.G.Suresh Kumar    | Member           |
| 4      | Dr.G.Vasupradha      | Member           |
| 5      | Dr.D.Bhavani Pratima | Member           |
| 6      | Dr.G.Manimegalai     | Member           |

The Cell members were met and discussed the following:

1. Discussed regarding printing of Academic Schedule (Calendar) for August 2016-2017 batch .College diary (faculty) given to the respective department HOD's.
2. Final Year University Exam Result Analysis of August 2015-2016 batch was done and sent to the respective departments.
3. As per the Chairperson's instruction the office staff Mrs.Kamatchi.S & Mrs.Revathy.D were sensitized to the various files and registers present in the Academic Cell, So that they would be able to instantly update the same.

Prepared by

Verified by

Principal

Enclosure: Attendance sheet.



**PRINCIPAL**  
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Tamil Nadu - 603 319



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## INSTITUTIONAL BOARD OF STUDIES





# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

Recognised by Dental Council of India

Affiliated to The Tamilnadu Dr.M.G.R Medical University

A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

**ACADEMIC YEAR 2020-21**



22.05.2020

**INSTITUTIONAL BOARD OF STUDIES**

**CIRCULAR**

The annual Meeting of the Institutional Board of Studies [IBS] for dental departments will be held on 08.06.2020 [Monday] in Conference Hall, I Floor, Administrative block from 1.30 PM to 2.30 PM

**The following agenda will be discussed:**

1. Planning of Academic Schedule, Master Timetable for AY 2020-2021
2. Planning alteration of IV & III BDS clinical and lecture hours for the departments of Prosthodontics and Conservative Dentistry as recommended by DCI as mentioned in the letter received from TNDRMGRMU and also II BDS-Oral pathology lecture and practical hours altered as per DCI recommendations.
3. Planning of CDE & Training program AY 2020-2021
4. Extension activities for the AY 2020-2021
5. Research activities for the AY 2020-2021
6. Curriculum & Examination reforms
7. Planning of interdisciplinary course schedule to be discussed, AY 2020-2021.
8. Planning of interdepartmental course schedule to be discussed, AY 2020-2021.

*Shamala*

Prof. Dr. S. Shamala Ravikumar, MDS

Chairperson, **MALAMDS**  
Prof. & HOD  
of Pathology & Microbiology

Copy to: Date 22.05.2020 Time 10:30

- All dental departments
- Principal
- IBS committee file
- IQAC
- Correspondent for information
- Transport Manager
- Hostel Manager

*A. Vasanthakumari*

Prof. Dr. A. Vasanthakumari, MDS

Principal

**PRINCIPAL**

Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.

*S. Karthiga Kannan*

Prof. Dr. S. Karthiga Kannan, MDS,

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**MEETING ATTENDANCE SHEET**

MEETING : IBS Meeting  
 PLACE : Lecture Hall IV

DATE : 08.06.2020  
 TIME : 1.30pm

| SL.NO | NAME                     | DEPARTMENT     | SIGNATURE          |
|-------|--------------------------|----------------|--------------------|
| 1     | Dr. A. Vasanthakumari    | PRINCIPAL      | <i>[Signature]</i> |
| 2     | Dr. S. Shanala           | ORAL PATHOLOGY | <i>[Signature]</i> |
| 3     | Dr. N. Thilagarathy      | ORAL MEDICINE  | <i>[Signature]</i> |
| 4     | Dr. T. Ramakrishnan      | PERIODONTICS   | <i>[Signature]</i> |
| 5     | Dr. D. Durairaj          | ORAL SURGERY   | <i>[Signature]</i> |
| 6     | Dr. A. Ponselkar Abraham | PROSTHODONTICS | <i>[Signature]</i> |
| 7     | Dr. V. Sudhakar          | ORTHODONTICS   | <i>[Signature]</i> |
| 8     | Dr. B. Hema Sathya       | ENDODONTICS    | <i>[Signature]</i> |
| 9     | Dr. M. Dinesh Shamodhar  | PUBLIC HEALTH  | <i>[Signature]</i> |
| 10    | Dr. I. Jai Ganesh        | Pedo           | <i>[Signature]</i> |
| 11    | Dr. G. Suresh Kumar      | OMFS           | <i>[Signature]</i> |
| 12    | Dr. T. Sivasankari       | PERIODONTICS   | <i>[Signature]</i> |
| 13    | Dr. J. Dinakaran         | ORAL PATHOLOGY | <i>[Signature]</i> |
| 14    | Dr. V. Saranya           | Oral Pathology | <i>[Signature]</i> |
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*[Signature]*  
**PRINCIPAL**  
 Prof. Dr. S. Karthiga Kannan, MDS.,  
 ADHIPARASAKTHI  
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## INSTITUTIONAL BOARD OF STUDIES

### Minutes of the meeting held on 08.06.2020

The annual meeting of the Institutional Board of Studies [IBS] for dental departments held on 08.06.2020 [Monday] in conference hall, I Floor, Administrative block from 1.30pm to 2.30pm. All the members were present.

The meeting began with the welcome address by the IBS chairperson Prof. Dr. S. Shamala Ravikumar in the presence of Principal Madam Prof. Dr. A. Vasanthakumari. The Previous minutes of meeting was read.

The minutes of the meeting are as follows:

1. Planning of academic schedule, Master time table AY 2020-2021.
  - Changes are being made in master time table in II, III & IV BDS course.
2. Planning alteration of IV & III BDS clinical and lecture hours for department of Prosthodontics and conservative dentistry as recommended by DCI as mentioned in the letter received from TNDRMGRMU
  - IV BDS – As per letter with reference number ACII(1)/64392/2019 dated 25.06.2020 from TNDRMGRMU the clinical and lecture hours of the Department of Prosthodontics and Conservative dentistry & Endodontics, alterations made in the master time table to fulfill the recommended clinical and lecture hours. The master time table has been altered to fulfill the recommended clinical and lecture hours for the entire exam going subjects as per DCI recommendations and approval of the TNDRMGRMU.
  - III BDS – master time table has been altered to meet the recommended clinical and lecture hours for all the subjects.
  - II BDS – alterations made in master time table to meet the DCI recommended lecture and practical hours for the subject of Oral Pathology during III Term. The altered time table submitted for approval with signature obtained from Department of General Pathology and Pharmacology.



*S. Karthiga Kannan*  
PRINCIPAL

Adhiparasakthi Dental College & Hospital  
PRINCIPAL  
Prof. Dr. S. Karthiga Kannan, MDS.,  
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- Master time table of I, II, III and IV BDS circulated to all the departments of APDCH and concerned subjects of Basic Medical Sciences, General Medicine and General Surgery with approval signature and seal obtained.

3. Planning of CDE & Training program AY 2020-2021

- To organize CDE/Training program by respective departments for the year 2020-2021

4. Extension activities for AY 2020-2021

- No changes proposed

5. Research activities for AY 2020-2021

- All department HOD's were requested to encourage students to undertake more research projects

6. Curriculum & Examination reforms

- No changes proposed

7. Suggestion was given to all Department to allocate their respective topics to concern department for interdisciplinary and interdepartmental courses.

Prof. Dr. S. Shamala Ravikumar, MDS

Chairperson

**Dr.S.SHAMALA,MDS**  
Reg No.TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology  
Date: 12.06.2020 Time: .....

Prof. Dr. A. Vasanthakumari, MDS

Principal

**PRINCIPAL**

Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.



**PRINCIPAL**

**Prof.Dr.S.Karthiga Kannan, MDS.,**  
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FROM,

10.06.2020

CHAIRPERSON

INSTITUTIONAL BOARD OF STUDIES

APDCH

TO,

THE PRINCIPAL

APDCH

MELMARUVATHUR

RESPECTED MADAM,

Reg- Postponement of IBS meetings-calender scheduled on 21.04.2020 & 28.04.2020

I wish to bring to your kind notice that the calendar schedule meeting dates of the INSTITUTIONAL BOARD OF STUDIES on 21.04.2020 & 28.04.2020 could not be conducted due to pandemic COVID-19 lockdown since 24<sup>th</sup> march 2020. Hence, as per your guidance the meeting was conducted on 08.06.2020.

Thanking you  
yourssincerely

**Dr. S. SHAMALA, MDS**  
Reg. No. TN/825 • Prof. & HOD  
Oral Pathology & Microbiology

Date: 10.06.2020 Time: .....

**PRINCIPAL**

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Melmaruvathur - 603 319.



**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
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**INSTITUTIONAL BOARD OF STUDIES**

**REVIEW OUTPUT OF THE MEETING HELD ON 08.06.2020**

| S.No | Minutes/Decision Taken/Inputs  | Action Taken  | Responsibility                           | Target Date | Completion Status<br>August 2020 |
|------|--|---|--|-------------|----------------------------------|
| 1.   | Planning of academic schedule, Master timetable AY 2020-2021   | Changes are made in Master Time Table as per DCI & TNMGRMMU recommendations               | Academic cell                            | August 2020 | completed                        |
| 2.   | Planning alteration of III & IV BDS clinical and lecture hours for Department of Prosthodontics and Conservative Dentistry as per DCI & TNMGRMMU recommendations | The timetable has been altered to fulfill the recommended clinical and Lecture hours.     | HOD,s of all departments & academic cell | August 2020 | completed                        |
| 3.   | CDE Programme and Training plan for AY 2020-2021   | The Scientific Academic forum to arrange for scientific meetings for students and faculty | Scientific Academic forum                | August 2020 | completed                        |
| 4.   | Extension activities for AY 2020-2021  | Implementation of extension activities  | Individual committee                     | August 2020 | completed                        |
| 5.   | Research plan for AY 2020-2021   | HOD's guided students to submit research proposal to IRB                                  | HOD;s of all departments & IRB           | August 2020 | completed                        |



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Tamil Nadu, India

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|    |  |  |  |             |           |
|----|--|--|--|-------------|-----------|
| 6. | Curriculum and Examinations reforms  | Implementation of proposed guidelines                                    | Academic cell & Examination committee                    | August 2020 | completed |
| 7. | Requesting to plan the interdisciplinary and interdepartmental course schedule | Allotted of topics in the schedule as requested by individual department | Basic science department HOD's & Dental department HOD's | August 2020 | completed |



*Selva Kumar*  
**PRINCIPAL**  
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 Cheyyur Taluk, Chengalpattu District  
 Tamil Nadu - 603 319

*Shamala*

Prof. Dr. S. Shamala Ravikumar, MDS  
**DR. S. SHAMALA, MDS**  
 Chairperson  
 Reg No. TN/825 \* Prof. & HOD  
 Oral Pathology & Microbiology

Date: 6.07.20 Time: .....

*Vasanthakumari*  
 Prof. Dr. A. Vasanthakumari, MDS  
 Principal  
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**ACADEMIC YEAR 2019-20**



# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

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Ref: CIR/APDCH/IBS/04(2)-2019

07.05.2019

## INSTITUTIONAL BOARD OF STUDIES

### Circular

The annual meeting of the institutional board of studies (IBS) for dental departments will be held on 13.05.2019 (Monday) in the conference hall, I floor, administrative block from 1.30pm to 2.30 pm.

The following agenda will be discussed:

1. Planning of academic schedule, master timetable for AY 2019-20
2. Planning of MDS Timetable AY 2019-20
3. Planning of CDE & training program AY 2019-20
4. Extension activities for the AY 2019-20
5. Research activities for AY 2019-20
6. Curriculum & examination reforms
7. To conduct PG module exam
8. Change in lecture hours for effective utilization of smart board classes for I & II BDS
9. To consider changing III BDS. PHD Lecture hour to dental OPD as requested by PHD department
10. To consider dividing I BDS in to batches for oral histology & prosthodontics practicals as requested by oral pathology department
11. As general medicine & general surgery departments, MAPIMS could not attend the IBS meeting held on 15.04.19 they are requested to attend the IBS meeting held on 15.04.19 they are requested to attend the meeting on 13.05.19.
12. Planning of interdisciplinary course schedule to be discussed, AY 2019-20
13. Planning of interdepartmental course schedule to be discussed, AY 2019-20

Prof. Dr. S. Shamala Ravikumar, MDS  
Member Secretary  
**DR. S. SHAMALA, MDS**  
Reg No. TN/825 - Prof. & HOD  
Oral Pathology & Microbiology

Prof. Dr. S. Thillainayagam, MDS  
Chairperson, Principal  
**PRINCIPAL**  
Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.

Copy to:

- All Dental departments.....
- MAPIMS: Deam, Medical Superintendent(Hospital), General Medicine, General Surgery
- Principal
- IBS committee file
- IQAC
- Correspondent for information
- Transport Manager
- Hostel Manager



**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,

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Tamil Nadu  
Chengalpattu District - 602 001  
Tamil Nadu - 603 319

To be uploaded in CIR  
**DR. V. SUDHAKAR, MDS**  
Reg No. TN/6538 - Prof. & HOD  
Orthodontics & Dentofacial Orthopedics  
Date: 7.5.19

Contact: 0422-2000000  
www.studiedu.in



MEETING ATTENDANCE SHEETMEETING : IBSDATE : 13-5-2019PLACE : MINI CONFERENCE HALLTIME : 1.30- 2.30PM

| SL.NO | NAME                      | DEPARTMENT                         | SIGNATURE          |
|-------|---------------------------|------------------------------------|--------------------|
| 1     | PROF. DR. THILLAINAYAGAN  | PRINCIPAL / CHAIRPERSON            | <i>[Signature]</i> |
| 2     | PROF. DR. THILAGAVATHY    | VICE PRINCIPAL / HOD-ORAL MEDICINE | <i>[Signature]</i> |
| 3     | PROF. DR. SHANILARAVIUMAR | MEMBER SECRETARY / HOD-COMM        | <i>[Signature]</i> |
| 4     | ASSOC. PR. DR. RAJESH.C.  | General Surgery                    | <i>[Signature]</i> |
| 5     | PROF. D. DURAISEY         | OMFS                               | <i>[Signature]</i> |
| 6     | DR. N. SRINIVASAN         | ODS & ENDO.                        | <i>[Signature]</i> |
| 7     | DR. K. RAJESWARY          | PHD                                | <i>[Signature]</i> |
| 8     | DR. R. RAMPA              | ORHO                               | <i>[Signature]</i> |
| 9     | PROF. DR. VASANTHAKUMARI  | PEDODONTICS - HOD                  | <i>[Signature]</i> |
| 10    | DR. T. RAJAKRISHNAN       | Periodontia                        | <i>[Signature]</i> |
| 11    | PROF. DR. VENKATESAN      | PROSTHODONTICS                     | <i>[Signature]</i> |
| 12    | DR. G. VAMPULA            | Member - IBS                       | <i>[Signature]</i> |
| 13    |                           |                                    |                    |
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*[Signature]*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS,**  
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 Tamil Nadu - 603 319



## INSTITUTIONAL BOARD OF STUDIES

### Minutes of the Meeting held on 13.05.2019

The annual meeting of the Institutional Board of Studies (IBS) for dental departments was held on 13.05.2019 (Monday) in the Conference hall, I Floor, Administrative block from 01.30PM to 2.30PM. All the members were present. Faculty from General Surgery was also present.

The meeting began with the welcome address by the IBS member secretary Prof.Dr.Shamala Ravikumar. The Previous minutes of meeting was read.

The minutes of the meeting are as follows:

#### I. Changes to be implemented in Master Timetable for AY 2019-20:

##### • I MDS

- Biostatistics lecture to be included on Saturdays from 8.30am to 9.30 am
- Dental OPD on Saturdays to be marked as 9.30am to 1.00pm

##### • I BDS :

- Oral Histology lecture class from 11.30am- 12.30pm on fridays to be shifted to 9.30am to 10.30 am
- Thursday pre-clinical prosthodontics lab/ Pre-clinical Conservative lab from 10.30am to 12.30pm to be changed as pre-clinical prosthodontics lab/ Oral Histology lab
- Thursday Oral Histology lab from 1.30pm-3.00pm to be changed as Oral Histology Lab/ Pre-clinical Conservative lab
- Friday 9.30am to 11.30am Oral Histology lab to be changed as Oral Histology Lab/Dental Materials (Endo) Lab from 10.30am to 12.30 pm.
- Friday Dental Materials lab/Soft skill from 1.30pm-3.00pm to be changed as Oral Histology Lab/ Dental Materials (Prosthodontics) lab/Soft skill
- Extra one hour of Biochemistry lecture has been requested by the Biochemistry HOD.



*S. Karthiga Kannan*  
**PRINCIPAL**  
**Prof.Dr.S.Karthiga Kannan, MDS.,**  
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• **III BDS:**

- Public health Dentistry lecture from 10.30am-11.30am to be changed as Oral Pathology lecture
- Monday Oral pathology lecture from 1.30pm-2.30pm to be changed as Oral Pathology Lecture/Lab

2. Planning of CDE & Training Program AY 2019-20

- To organise CDE / Training programmes by respective departments for the year 2019-20

3. Extension activities for the AY 2019-20

- Post Graduate students to attend Implant and Laser course during II MDS from 2019-20

4. Research Activities for AY 2019-20:

- All department HOD's were requested to encourage students to undertake more research projects

5. Curriculum & Examination reforms:

- No changes proposed

6. To conduct PG Module exam:

- To conduct model exam (Theory & Practicals) for University exam going Post graduate students in March 2020

7. I BDS students will be split in to two hatches as A & B to attend the practical hours as mentioned beneath for Oral Histology/ Pre-clinical Conservative dentistry/Pre-clinical Prosthodontics & Dental Materials,

| Day             | 10.30am – 12.30 pm                                     | 1.30pm – 3.00pm   |
|-----------------|--|---|
| <b>Thursday</b> | A- Preclinical Prosthodontics<br>B- Oral Histology Lab | A- Oral Histology Lab<br>B- Pre-clinical Conservative Lab |
| <b>Friday</b>   | A- Oral Histology Lab<br>B- Dental Materials-Endo      | A- Dental materials-Prostho<br>B- Oral Histology Lab      |



*S. Karthiga Kannan*

**PRINCIPAL**

**Prof. Dr. S. Karthiga Kannan, MDS.,**

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## 8. Miscellaneous

III BDS students reporting late to oral pathology lecture class after General surgery OPD  
Appropriate measures will be taken to ensure that the students attend the lecture class in time.

9. Suggestions was given to plan their schedule and implement their respective topics for Interdisciplinary and interdepartmental courses.

Prof. Dr. Shamala Ravikumar MDS  
Member Secretary

Dr. S. SHAMALA, MDS  
Reg No. TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology  
Date: 13.05.2020 Time: .....

Prof. Dr. Thillainayagam MDS

Chairperson, Principal

**PRINCIPAL**

Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319



**PRINCIPAL**  
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**INSTITUTIONAL BOARD OF STUDIES**

**REVIEW OUTPUT OF THE MEETING HELD ON 15.04.2019 AY\_ 2018-2019**

| S.No | Minutes/Decision Taken/ Inputs  | Action Taken   | Responsibility   | Target Date    | Completion Status June 2019 |
|------|---|--|--|----------------|-----------------------------|
| 1.   | I MDS Master timetable Biostatistics class hour to be included on Saturdays from 8.30AM to 9.30 AM  | Biostatistics class hour included on Saturdays   | Academic cell  | May 2019       | Completed                   |
| 2.   | Academic Schedule and Lesson Plan to be submitted term wise to the Academic cell for BDS  | Term wise submission is being done   | Individual departments                                   | September 2019 | Completed                   |
| 3.   | CDE Programme and Training plan for AY 2019- 20   | The Scientific Academic forum to arrange for Scientific meetings for students and faculty                                  | Scientific Academic Forum                                | May 2019       | Completed                   |
| 4.   | Extension activities for AY 2019-20   | Implementation of extension activities   | Individual committee                                     | June 2019      | Completed                   |
| 5.   | Research Plan for AY 2019-20  | HODs guided students to submit research proposal to IRB  | HOD's of all departments & IRB                           | June 2019      | Completed                   |
| 6.   | As requested by basic science departments PG model exam question paper for I MDS- Applied basic sciences will be set and the answer sheets evaluated by the respective basic science departments. | Questions were submitted by basic medical sciences department but paper correction was done by the Dental Department HOD's | Dental department HOD & basic medical science department | June 2019      | Completed                   |

*Dr. S. SH*  
 Reg. No. TN/82  
 Oral Pathology & Radiology  
 Tamil Nadu, India

*S. Karthiga*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
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 Phone: 44 2752 8081

*M. Shilaganathan*  
**PRINCIPAL**  
 Adhiparasakthi Dental College & Hospital  
 Melmaruvathur, CHENGALPATTU  
 Tamil Nadu - 603 319  
 Website: www.adhiparasakthi.edu.in

bst Date: Time:





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|     |  |  |  |            |           |
|-----|--|--|--|------------|-----------|
| 7.  | Remedial measures for striving learners  | Striving learners were identified by respective departments and students guided by special classes and assignments | All dental teaching departments                          | July 2019  | completed |
| 8.  | Basic sciences staff complained that I MDS students are not attending classes regularly.   | HOD's of Dental departments advised students to be regular to lecture classes                                      | HOD's of all Dental departments                          | April 2019 | completed |
| 9.  | Staff Coordinators from dental college will be appointed for I, II&III BDS students , as requested by the medical college staff for them to correspond with dental college staff regarding student related matters | Coordinators arranged as per request   | Head of the institution                                  | June 2019  | completed |
| 10. | Requesting to plan the inter disciplinary and interdepartmental course schedule  | Allotted of topics in the schedule as requested by individual department.  | Basic science department HOD's & Dental department HOD's | June 2019  | completed |

*Shamala*

**Dr.S.SHAMALA,MDS**  
Reg No. TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology

Date: \_\_\_\_\_ Time: \_\_\_\_\_



*S. Karthiga Kannan*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
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*A. Sankaranarayanan*

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Ref: CIR/APDCH/IBS/04 – 2019

08.04.2019

## INSTITUTIONAL BOARD OF STUDIES

### CIRCULAR

The annual meeting of the institutional board of studies (IBS) will be held on 15.04.2019 (Monday) in the conference hall, I floor, Administrative block from 01:00PM to 2:00PM.

The following agenda will be discussed:

1. Planning of academic schedule, Master Timetable for AY 2019-20.
2. Planning of MDS Timetable AY 2019-20.
3. Planning of CDE & Training program AY 2019-20.
4. Extension activities for the AY 2019-20.
5. Research activities for AY 2019-20.
6. Curriculum & Examination reforms.
7. Planning of interdisciplinary course schedule to be discussed, AY 2019-2020.
8. Planning of interdepartmental course schedule to be discussed, AY 2019-2020.

Prof.Dr.S.Shamala Ravikumar, MDS

**DR.S.SHAMALA, MDS**  
Member-Secretary  
Reg No. TN/825 - Prof. & HOD  
Oral Pathology & Mikrobiology

Copy to:

- All Dental departments
- MAPIMS: Dean, Medical Superintendent (Hospital), General Medicine, General Surgery
- Principal
- IBS committee file
- IQAC
- Correspondent for information
- Transport Manager
- Hostel Manager

Prof.Dr.S.Thillainayagam, MDS  
Chairperson, Principal

**PRINCIPAL**  
Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.

bsi



**PRINCIPAL**  
Prof.Dr.S.Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruvathur  
Cheyyur Taluk, Chengalpattu District  
Tamil Nadu - 603 319

90 & updated in CBS  
**DR.V.SUDHAKAR, MDS**  
Reg No. TN/6538 - Prof. & HOD  
Orthodontics & Dentofacial Orthopedics  
Date: 7.10.19  
IBS BOARD



**MEETING ATTENDANCE SHEET**

MEETING : Institutional Board of Studies

DATE : 15.04.2019

PLACE : First Floor Conference Hall

TIME : 1.00 Pm

| SL.NO | NAME                        | DEPARTMENT  | SIGNATURE          |
|-------|-----------------------------|---|--------------------|
| 1     | Prof. Dr. Thillai Nayagam   | PRINCIPAL   | <i>[Signature]</i> |
| 2     | Prof. Dr. Thilagavathy      | VICE PRINCIPAL  | A. Anilaprasad     |
| 3     | DR. S. SHAMALA RAVI<br>MANI | Oral Pathology  | Shamela            |
| 4     |                             |   |                    |
| 5     | DR. D. SUGUNA               | Anatomy   | A. Suguna          |
| 6     | DR. D. SUDHA                | PHYSIOLOGY  | <i>[Signature]</i> |
| 7     | DR. RAM NARAYANARAO         | Pharmacology  | <i>[Signature]</i> |
| 8     | DR. S. SAKTHI DASAN         | BIOCHEMISTRY  | S. Sakthi Dasan    |
| 9     | DR. USHA SEKAR              | Microbiology  | Usha Sekar         |
| 10    | DR. T. Ramakrishnan         | Pedodontics   | T. Ramakrishnan    |
| 11    | DR. N. VENKATAN             | PROTHODONTICS   | <i>[Signature]</i> |
| 12    | DR. N. BHARATH              | Ends & Endodontics  | <i>[Signature]</i> |
| 13    | DR. A. VASANTHAKUNARI       | PEDODONTICS   | <i>[Signature]</i> |
| 14    | DR. D. DURGAJAYALAKSHMI     | OMFS  | <i>[Signature]</i> |
| 15    | DR. V. SUDHAKAR             | Oral dentures   | <i>[Signature]</i> |
| 16    | DR. SURESH KUMAR. G.        | Examination Committee   | <i>[Signature]</i> |
| 17    | DR. G. VENKATREDDY          | IPF member (Oral Pathology)   | <i>[Signature]</i> |
| 18    |                             |   |                    |
| 19    |                             |   |                    |
| 20    |                             |   |                    |
| 21    |                             | PRINCIPAL   | <i>[Signature]</i> |
| 22    |                             | Prof. Dr. S. Karthiga Kannan, MDS.,<br>ADHIPARASAKTHI<br>DENTAL COLLEGE & HOSPITAL<br>Hospital Road, Melmaruvathur<br>Chengalpattu District<br>Tamil Nadu - 603 319 |                    |
| 23    |                             |   |                    |
| 24    |                             |   |                    |
| 25    |                             |   |                    |



*[Signature]*  
PRINCIPAL  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruvathur  
Chengalpattu District  
Tamil Nadu - 603 319



**INSTITUTIONAL BOARD OF STUDIES**

**Minutes of the Meeting held on 15.04.2019**

IBS meeting was held on 15.04.2019 for the academic year 2019-20. The meeting began with the welcome address by the IBS member secretary Prof.Dr.Shamala Ravikumar. The Previous minutes of meeting was read.

The following agenda was discussed:

1. Planning of Academic Schedule, Master Timetable(BDS & MDS) for AY 2019-20:
  - No Changes were suggested for Master Timetable for Undergraduates. II MDS & III MDS
  - I MDS Master timetable Biostatistics class hour to be included on Saturdays from 8.30AM to 9.30 AM.
  - Academic Schedule and Lesson Plan to submitted term wise to the Academic cell.
2. Planning of CDE & Training Program AY 2019-20.
3. Extension activities for the AY 2019-20
4. Research Activities for AY 2019-20.
  - All HODs were requested to encourage more original researches by Faculties/Students
5. Curriculum & Examination reforms
  - There are no changes in the examination & curriculum reforms
6. Attendance:
  - UGs & PGs should maintain a minimum of 80% attendance to be permitted to appear for examination.
7. PG Model Exam:
  - As requested by basic science departments henceforth PG model exam question paper for I MDS- Applied basic sciences will be set and the answer sheets evaluated by the respective basic science departments. The marks will be submitted to the academic cell.



*Shalya Kannan*  
**PRINCIPAL**  
Prof.Dr.S.Karthiga Kannan, MDS.,  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruvathur  
Cheyyur Taluk, Chengalpattu District  
Tamil Nadu - 603 319

*Shamala Ravikumar*  
**PRINCIPAL**  
Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.





Qssakthi



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## 8. Miscellaneous:

- Basic sciences staff complained that I MDS students are not attending classes regularly. Decision will be made after discussion with all the HOD's of Dental departments.
- Staff Co-coordinators from dental college will be appointed for I, II & III BDS students, as requested by the medical college staff for them to correspond with dental college staff regarding student related matters.
- It was complained by the biochemistry department that food & transport arrangements were not properly taken care for the biochemistry external examiner during university practical examination.

9. Suggestions was given to plan their schedule and implement their respective topics for interdisciplinary and interdepartmental courses.

Prof. Dr. Shamala Ravikumar MDS  
Member Secretary

**Dr. S. SHAMALA, MDS**  
Reg No. TN/825 - Prof. & HOD  
Oral Pathology & Microbiology

Date / 5.04.2019 Time : .....

Prof. Dr. Thillainayagam MDS  
Chairperson, Principal  
**PRINCIPAL**

Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.



**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS,  
ADHIPARASAKTHI

DENTAL COLLEGE & HOSPITAL  
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**INSTITUTIONAL BOARD OF STUDIES**
**REVIEW OUTPUT OF THE MEETING HELD ON 15.04.2019 AY. 2018-2019**

| S.No | Minutes/Decision Taken/ Inputs  | Action Taken   | Responsibility   | Target Date    | Completion Status June 2019 |
|------|---|--|--|----------------|-----------------------------|
| 1.   | 1 MDS Master timetable Biostatistics class hour to be included on Saturdays from 8.30AM to 9.30 AM  | Biostatistics class hour included on Saturdays   | Academic cell  | May 2019       | Completed                   |
| 2.   | Academic Schedule and Lesson Plan to be submitted term wise to the Academic cell for BDS  | Term wise submission is being done   | Individual departments                                   | September 2019 | Completed                   |
| 3.   | CDE Programme and Training plan for AY 2019- 20   | The Scientific Academic forum to arrange for Scientific meetings for students and faculty                                  | Scientific Academic Forum                                | May 2019       | Completed                   |
| 4.   | Extension activities for AY 2019-20   | Implementation of extension activities   | Individual committee                                     | June 2019      | Completed                   |
| 5.   | Research Plan for AY 2019-20  | HODs guided students to submit research proposal to IRB  | HOD's of all departments & IRB                           | June 2019      | Completed                   |
| 6.   | As requested by basic science departments PG model exam question paper for I MDS- Applied basic sciences will be set and the answer sheets evaluated by the respective basic science departments. | Questions were submitted by basic medical sciences department but paper correction was done by the Dental Department HOD's | Dental department HOD & basic medical science department | June 2019      | Completed                   |

*Shamala*

*S. Karthiga Kannan*

**PRINCIPAL**

**Dr.S.SHAMALA, MDS**

Reg No. TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology

bsi

Date: ..... Time: .....

**Dr.S.Karthiga Kannan, MDS**

**ADHIPARASAKTHI**

DENTAL COLLEGE & HOSPITAL

Hospital Road, Melmaruvathur,  
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Tamil Nadu - 605 319



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|     |  |  |  |            |           |
|-----|--|--|--|------------|-----------|
| 7.  | Remedial measures for striving learners  | Striving learners were identified by respective departments and students guided by special classes and assignments | All dental Teaching departments                          | July 2019  | Completed |
| 8.  | Basic sciences staff complained that I MDS students are not attending classes regularly.   | HOD's of Dental departments advised students to be regular to lecture classes                                      | HOD's of all departments                                 | April 2019 | Completed |
| 9.  | Staff coordinators from dental college will be appointed for I, II & III BDS students as requested by the medical college staff for them to correspond with dental college staff regarding student related matters | Coordinators arranged as per request   | Head of the institution                                  | June 2019  | Completed |
| 10. | Requesting to plan the interdisciplinary and interdepartmental course schedule   | Allotted of topics in the schedule as requested by individual department   | Basic science department HOD's & Dental department HOD's | AY 2018-19 | Completed |

*Shamala*

**Dr. S. SHAMALA, MDS**  
 Reg No. TN/825 \* Prof. & HOD  
 Oral Pathology & Microbiology



Date : ..... Time : .....

*S. Karthiga Kannan*

**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
 DENTAL COLLEGE & HOSPITAL  
 Hospital Road, Melmaruvathur  
 Cheyyur Taluk, Chengalpattu District  
 Tamil Nadu - 603 319



*A. Suresh Kumar*

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Ref: CIR/APDCH/IBS/03-2019

13.03.2019

## INSTITUTIONAL BOARD OF STUDIES

### Circular

IBS meeting will be held on 18.03.2019 (Monday) in the Seminar hall, Conservative Dentistry & Endodontics at 1.30 PM.

The following agenda will be discussed:

1. Effective utilization of smart board classes (III & IV BDS Lecture halls) for I & II BDS students for lecture classes.
2. To consider separating I BDS students in to batches for Oral Histology, Pre-clinical Conservative Dentistry & Pre-clinical prosthodontics lab classes.
3. HOD's of the concerned departments are requested to attend the same.
4. planning of interdisciplinary course schedule to be discussed, AY 2019-2020
5. Planning of interdepartmental course schedule to be discussed, AY 2019-2020

Prof. Dr. S. Shamala Ravikumar, MDS  
Member  
**DR. S. SHAMALA, MDS**  
Reg. No. TN/825 - Prof. & HOD  
Oral Pathology & Microbiology

Prof. Dr. S. Dhillainayagam, MDS  
Chairperson  
**PRINCIPAL**  
Adhiparasakthi Dental College & Hospital  
Mehmaruvathur - 603 319.

Copy to: Date: 13.03.2019 Time: .....

- Dept. of Oral Pathology, Prosthodontics & Conservative Dentistry
- Principal
- IBS committee file
- IQAC
- Correspondent for information

**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
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Mehmaruvathur  
Tamil Nadu, India



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PHI 04 2752 RUSI



## MEETING ATTENDANCE SHEET

MEETING : IBS

DATE : 18/3/2019

PLACE : SEMINAR HALL, CONSERVATIVE DENTISTRY & ENDODONTICS

TIME : 1.30PM.

| SL.NO | NAME                     | DEPARTMENT     | SIGNATURE          |
|-------|--------------------------|----------------|--------------------|
| 1     | Prof. Dr. Thillainayagam | PRINCIPAL      | <i>[Signature]</i> |
| 2     | Dr. S. SHAMALARAJU       | Oral Pathology | <i>[Signature]</i> |
| 3     | Dr. VENKATESAN           | PROTHODONTICS  | <i>[Signature]</i> |
| 4     | Dr. SRINIVASAN N         | CONS & ENDO    | <i>[Signature]</i> |
| 5     | Dr. G. Venupradha        | Oral Pathology | <i>[Signature]</i> |
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| 24    |                          |                |                    |



*[Signature]*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.**  
**ADHIPARASAKTHI**  
 DENTAL COLLEGE & HOSPITAL  
 Hospital Road, Melmaruvathur  
 Cheyyur Taluk, Chengalpattu District  
 Tamil Nadu - 605 319





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## INSTITUTIONAL BOARD OF STUDIES

### Minutes of the Meeting held on 18.03.2019

IBS Meeting will be held on 18.03.2019 for the academic year 2019-2020.

The minutes of the meetings are as follows:

1. For effective utilization of smart board classes (III & IV BDS Lecture halls) for I & IIBDS students. Lecture timings may be changed for I & II BDS students from the next academic year onwards.
2. To consider separating I BDS students in to batches for Oral Histology, Pre-clinical Conservative Dentistry & Pre-clinical prosthodontics for lab classes from the next academic year onwards.

The decision regarding the same shall be taken up in the next IBS meeting after discussion with all the HOD's during the planning of Academic calendar & Master time table for AY 2019-2020.

3. Suggestions was given to plan their schedule and implement their respective topics for interdisciplinary and interdepartmental courses.

Prof. Dr. Shamala Ravikumar, MDS  
Member Secretary

**Dr.S.SHAMALA,MDS**  
Reg No.TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology



Date : ..... Time : .....



Prof. Dr. Thillainayagan MDS  
Chairperson  
Principal  
Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.

**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.,  
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W: www.adhiparasakthi.edu.in







**INSTITUTIONAL BOARD OF STUDIES**

**REVIEW OUTPUT OF THE MEETING HELD ON 15.04.2019 AY. 2018-2019**

| S.No | Minutes/Decision Taken/ Inputs  | Action Taken   | Responsibility   | Target Date    | Completion Status June 2019 |
|------|---|--|--|----------------|-----------------------------|
| 1.   | I MDS Master timetable Biostatistics class hour to be included on Saturdays from 8.30AM to 9.30 AM  | Biostatistics class hour included on Saturdays   | Academic cell  | May 2019       | Completed                   |
| 2.   | Academic Schedule and Lesson Plan to be submitted term wise to the Academic cell for BDS  | Term wise submission is being done   | Individual departments                                   | September 2019 | Completed                   |
| 3.   | CDE Programme and Training plan for AY 2019- 20   | The Scientific Academic forum to arrange for Scientific meetings for students and faculty                                  | Scientific Academic Forum                                | May 2019       | Completed                   |
| 4.   | Extension activities for AY 2019-20   | Implementation of extension activities   | Individual committee                                     | June 2019      | Completed                   |
| 5.   | Research Plan for AY 2019-20  | HODs guided students to submit research proposal to IRB  | HOD's of all departments & IRB                           | June 2019      | Completed                   |
| 6.   | As requested by basic science departments PG model exam question paper for I MDS- Applied basic sciences will be set and the answer sheets evaluated by the respective basic science departments. | Questions were submitted by basic medical sciences department but paper correction was done by the Dental Department HOD's | Dental department HOD & basic medical science department | June 2019      | Completed                   |





**Dr.S.SHAMALA**  
 Reg No. TN/B25  
 Oral Pathology & Microbiology  
 Adhiparasakthi Dental College and Hospital  
 Hospital Road, Melmaruvathur  
 Cheyyar Taluk, Chengalpattu District  
 Tamil Nadu - 603 319

**Prof. Dr. S. Karthiga Kannan, MDS.,**  
 ADHIPARASAKTHI  
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 Cheyyar Taluk, Chengalpattu District  
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**A. Shilagam**  
 ADHIPARASAKTHI  
 DENTAL COLLEGE & HOSPITAL  
 Hospital Road, Melmaruvathur  
 Cheyyar Taluk, Chengalpattu District  
 Tamil Nadu - 603 319

**bsf** Date: \_\_\_\_\_ Time: \_\_\_\_\_





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|     |  |  |  |            |           |
|-----|--|--|--|------------|-----------|
| 7.  | Remedial measures for striving learners  | Striving learners were identified by respective departments and students guided by special classes and assignments | All dental Teaching departments                          | July 2019  | Completed |
| 8.  | Basic sciences staff complained that I MDS students are not attending classes regularly.   | HOD's of Dental departments advised students to be regular to lecture classes                                      | HOD's of all departments                                 | April 2019 | Completed |
| 9.  | Staff coordinators from dental college will be appointed for I, II & III BDS students as requested by the medical college staff for them to correspond with dental college staff regarding student related matters | Coordinators arranged as per request   | Head of the institution                                  | June 2019  | Completed |
| 10. | Requesting to plan the interdisciplinary and interdepartmental course schedule   | Allotted of topics in the schedule as requested by individual department   | Basic science department HOD's & Dental department HOD's | AY 2018-19 | Completed |

*Shanah*

**Dr.S.SHAMALA,MDS**  
Reg No.TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology



Date : .....



*S.Karthiga Kannan*  
**PRINCIPAL**

**Prof.Dr.S.Karthiga Kannan, MDS.**  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
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*A. Srinivasan*  
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# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

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A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

**ACADEMIC YEAR 2018-19**



# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

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03.07.2018

## INSTITUTIONAL BOARD OF STUDIES

### Circular

The members of the Institutional Board of Studies will meet on **04.07.2018(Wednesday)** at **11.30AM** at mini conference Hall, APDCH. All the HODs of the respective department are requested to attend the meeting without fail.

### AGENDA:

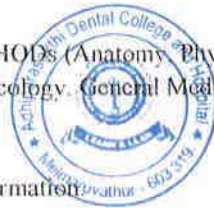
1. Planning of Academic Schedule, Master timetable, AY 2018 -2019
2. Planning of MDS timetable, AY 2018 -2019
3. Planning of CDE & Training Programs, AY 2018 -2019
4. Research Activities for AY 2018 -2019
5. Curriculum and Examination reforms.
6. Planning of Interdisciplinary course Schedule to be discussed, AY 2018-2019.
7. Planning of Interdepartmental Course Schedule to be discussed, AY 2018-2019.

*M. Shilaparathi*  
PRINCIPAL

PRINCIPAL  
Adhiparasakthi Dental College and Hospital  
Melmaruvathur - 603 319.

Copy to:

1. All Dental Departments
2. Dean, MAPIMS
3. Medical Departments HODs (Anatomy, Physiology, Biochemistry, Gen Pathology, Microbiology, Pharmacology, General Medicine & General Surgery)
4. Office
5. Notice Board
6. Correspondent for information



*S. Karthiga Kannan*  
PRINCIPAL  
Prof. Dr. S. Karthiga Kannan, MDS.,  
ADHIPARASAKTHI  
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W: www.apdch.edu.in



## MEETING ATTENDANCE SHEET

MEETING : Institutional Board of Studies

DATE : 04.07.2018

PLACE : First floor Conference Hall

TIME : 11.30 am to

| SL.NO | NAME                     | DEPARTMENT           | SIGNATURE   |
|-------|--------------------------|----------------------|-------------|
| 1.    | DR. D. SUGUNA            | Anatomy              | [Signature] |
| 2.    | DR. S. SAKTHI DASAN      | BIOCHEMISTRY         | [Signature] |
| 3.    | DR. LALITHA SHANMUGAM    | PHYSIOLOGY (FOR 100) | [Signature] |
| 4.    | [Signature]              | Pharmacology         | [Signature] |
| 5.    | DR. USHA SEKAR           | Microbiology         | [Signature] |
| 6.    | DR. UPENDRA YADAV        | Pathology            | [Signature] |
| 7.    | S. Kannana               | Gen. Medicine        | [Signature] |
| 8.    | Dr. Vidya                | Periodontics         | [Signature] |
| 9.    | DR. S. SHAMALA RAVIKUMAR | O. Pathology         | [Signature] |
| 10.   | Prof. S. RAJASEKHARAN    | SURGERY              | [Signature] |
| 11.   | Dr. Duraisamy            | ORFS                 | [Signature] |
| 12.   | Dr. T. Ramakrishnan      | Period               | [Signature] |
| 13.   | Dr. Vijay Kumar          | PHD                  | [Signature] |
| 14.   | Dr. V. Sridharan         | [Signature]          | [Signature] |
| 15.   | DR. N. VENKATESH         | Oral Pathology       | [Signature] |
| 16.   | Dr. J. Prabhakar         | Oral Pathology       | [Signature] |
| 17.   | Dr. G. Venkatesh         | Oral Pathology       | [Signature] |
| 18.   | Dr. A. VASANTHAKUMARI    | Periodontics         | [Signature] |
| 19.   | Dr. A. Shilpa Lakshmi    | Oral Medicine        | [Signature] |
| 20.   | S. VIDHYA                | OFFICE               | S.vidhya    |
| 21.   |                          |                      |             |
| 22.   |                          |                      |             |
| 23.   |                          |                      |             |
| 24.   |                          |                      |             |
| 25.   |                          |                      |             |



  
**PRINCIPAL**  
 Prof. Dr. S. Karthiga Kannan, MDS.,  
 ADHIPARASAKTHI  
 DENTAL COLLEGE & HOSPITAL  
 Hospital Road, Melmaruthur  
 Cheyyur Taluk, Chengalpattu District  
 Tamil Nadu - 603 319



# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

Recognised by Dental Council of India  
Affiliated to The Tamilnadu Dr.M.G.R Medical University  
A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

INSTITUTIONAL BOARD OF STUDIES

4.07.2018

## Minutes of the Meeting

IBS meeting was held on 4.07.2018 for the academic year 2018-2019. The meeting began with the welcome address by the IBS member secretary Prof.Dr.S.Shamala Ravikumar. Previous minutes of meeting was read.

### The Following Agenda Was Discussed:

#### BDS

##### 1. I BDS

- Monday - 1.30 pm to 3.00 pm Dental Materials lab has been changed as Physiology Lecture class.
- Thursday -- 10.30 am to 12.30 pm Preclinical Prosthodontics Crown and Bridge/ Preclinical Conservative Dentistry & Endodontics lab.
- Department of Biochemistry has requested for extra one hour of Lecture class in the II term.

##### 2. II BDS

- Thursday -- 8.30 am to 9.30 am Preclinical Prosthodontics Crown and Bridge Lecture has been changed as Dental Materials - Prosthodontics Lecture
- Friday -- 8.30-9.30 Preclinical Conservative Dentistry & Endodontics Lecture has been changed as Dental Material - Conservative Dentistry & Endodontics Lecture

##### 3. III BDS

- Monday -- 11.30 am to 12.30 pm Oral pathology Lecture has been changed as General surgery Lecture
- Tuesday -- 10.30 am to 11.30 am -- General Surgery Lecture has been changed as Oral pathology Lecture
- Tuesday -- Afternoon -- 1.30 pm to 2.30 pm Dental Out Patient Department has been changed as Orthodontics & Orthopaedic Lecture and 2.30 pm to 3.30 pm is Dental OPD.
- HOD, Department of Pedodontics has requested a change of Dental OPD from Saturday to any other week day.



Melmaruvathur - 603 319  
Tamil Nadu, India



*S. Karthiga Kannan*

PRINCIPAL

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## MDS

### 1. IMDS

- Basic medical sciences lecture timings from Monday to Thursday has been requested to be changed from 1.30-2.30 pm to 1.00 to 2.00 pm.
  - Basic medical science lecture on Fridays from 12.30-2.30 pm will be conducted from 12.00-2.00 pm.
  - Biostatistics lecture classes will be conducted on Saturdays from 8.30-9.30am by Dr. N. Srinivasan, Reader, Department of conservative dentistry.
2. Principal sir has instructed that seminars and journal club should not be conducted in the Dental OP hours (8.30-9.30 AM). Instead to be conducted between 1.30-2.30 PM. Final decision regarding the timings will be made by principal in the next meeting with the dental faculties.

## OTHERS

- Absentees (UG/PG students) should compulsorily produce a leave letter /medical certificate to the respective departments.
- Department of pharmacology is ready to assist/guide research activities by UG/PG students.
- BDS –question paper pattern has been changed for physiology/biochemistry & Microbiology/pathology.
- It was complained that students are frequently coming late to lecture classes in medical college.
- There are no changes made in the examination curriculum.
- Orientation class for the 1 BDS (2018-19 Regular batch) will be decided and informed.
- Suggestion was given to all department to allocate their respective topics to concern department for interdisciplinary and interdepartmental courses.

Prof. Dr.S.Shamala Ravi Kumar, MDS  
IBS Member Secretary

Dr.S.SHAMALA, MDS  
Reg No. 1110325 - Prof. & HOD  
Oral Pathology & Microbiology

Copy To

The Dean (MA/PIMS)  
All Teaching Department HODs (Dental)  
All Medical Departments Handling MDS students.  
Admin Office  
Principal

Prof.Dr.S.Thillainayagam, MDS  
IBS Chairperson, Principal  
PRINCIPAL

Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319

PRINCIPAL

Prof.Dr.S.Karthiga Kannan, MDS.,

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# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

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## INSTITUTIONAL BOARD OF STUDIES

### REVIEW OUTPUT OF THE MEETING HELD ON 4.07.2018 & 30.7.2018

| S.No | Minutes/Decision Taken/<br>Inputs  | Action Taken                       | Responsibility                                    | Target<br>Date    | Completion<br>Status June<br>2018 |
|------|--|------------------------------------|---|-------------------|-----------------------------------|
| 1.   | Request to Change I BDS<br>Monday 1.30 to 3.00PM<br>Dental materials Lab as<br>Physiology Lecture  | Classes Changed as<br>requested    | Dental<br>Department<br>HODs<br><br>Academic cell | September<br>2018 | Completed                         |
| 2.   | Request to include<br>Preclinical Prosthodontics<br>Crown and Bridge/<br>Preclinical Conservative<br>Dentistry & Endodontics lab<br>for I BDS Thursday - 10.30<br>am to 12.30 pm         | Lab hours included<br>as requested | Dental<br>Department<br>HODs<br><br>Academic cell | September<br>2018 | Completed                         |
| 3.   | Request to change II BDS<br>Preclinical Prosthodontics<br>Crown and Bridge Lecture<br>on Thursday - 8.30 am to<br>9.30 am to Dental<br>Materials: Prosthodontics<br>Lecture              | Classes Changed as<br>requested    | Dental<br>Department<br>HODs<br><br>Academic cell | September<br>2018 | Completed                         |
| 4.   | Request to change II BDS<br>Friday - 8.30-9.30<br>Preclinical Conservative<br>Dentistry & Endodontics<br>Lecture to Dental Material -<br>Conservative Dentistry &<br>Endodontics Lecture | Classes Changed as<br>requested    | Dental<br>Department<br>HODs<br><br>Academic cell | September<br>2018 | Completed                         |
| 5.   | Request to Change Monday<br>- 11.30 am to 12.30 pm Oral<br>pathology Lecture as<br>General surgery Lecture for<br>III BDS  | Classes Changed as<br>requested    | Dental<br>Department<br>HODs<br><br>Academic cell | September<br>2018 | Completed                         |
| 6.   | Request to change Tuesday--<br>10.30 am to 11.30 am -<br>General Surgery Lecture as<br>Oral pathology Lecture for<br>III BDS   | Classes Changed as<br>requested    | Dental<br>Department<br>HODs<br><br>Academic cell | September<br>2018 | Completed                         |

*S. Karthiga Kannan*



PRINCIPAL  
Prof. Dr. S. Karthiga Kannan, MDS.,  
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DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruvathur  
Cheyyur Taluk, Chengalpattu District  
Tamil Nadu - 603 319



|     |  |   |  |            |           |
|-----|--|---|--|------------|-----------|
| 14. | HOD of Pedodontics Requested the Dental OPD for JII BDS on Saturdays to be changed from 10.30AM-12.30 PM To 8.30AM-10.30AM | OPD Timings changed as requested  | Dental Department HODs<br>Academic cell                  | Sep 2018   | Completed |
| 15. | PG Students to take theory classes for undergraduates  | PG students took class under the guidance of faculties  | Dental Department HODs<br>PG students                    | AY 2018-19 | Completed |
| 16. | Research committee to be formed  | Committee formed  | Principal<br>Dental Department HODs                      | Sep 2018   | Completed |
| 17. | To monitor PG student work every month   | All PG's submit their monthly progress report every month to PG committee                               | PG Committee<br>PG students                              | AY 2018-19 | Completed |
| 18. | PG Module exam for university exam going students  | PG model exam (Theory & practical's) Conducted in the month of march-April 2019 for I& III MDS students | PG committee<br>Examination cell<br>All dept HOD's       | April 2019 | Completed |
| 19. | CRRI Library hours   | Students can utilize library from 2.30to3.30pm or stay back in respective departments                   | All Dept HOD's<br>CRRI                                   | AY 2018-19 | Completed |
| 20. | Requesting to plan the interdisciplinary and interdepartmental course schedule   | Allotted of topics in the schedule as requested by individual departments                               | Basic science department HOD's & Dental department HOD's | AY 2018-19 | Completed |

*Shanals*



*S. Karthiga Kannan*

**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
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**DENTAL COLLEGE & HOSPITAL**  
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 Tamil Nadu - 603 319

*[Signature]*

**PRINCIPAL**  
 Adhiparasakthi Dental College & Hospital  
 Melmaruvathur - 603 319.

bsi



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Ref: CIR/APDCH/IBS/07-2018

27.07.2018

## INSTITUTIONAL BOARD OF STUDIES

### Circular

IBS meeting will be held for Dental Departments on 30.07.2018 at 11.30 AM in Mini conference Hall, APDCH.

The following agenda will be discussed.

1. Dental OPD & lecture class timings for III BDS on Saturdays.
2. Changes in the OPD hours on Tuesdays for III BDS students.
3. Post Graduate students: publications in indexed journals, lecture classes for BDS students.
4. Monitoring of post Graduate students' academic activities every month.
5. To improve Original Research activities in the institution.
6. Mock exams for postgraduate students.
7. Library hours for interns.

All the HOD of the respective departments are requested to attend the same.

8. Planning of Interdisciplinary course schedule to be discussed, AY 2018-2019.
9. Planning of Interdepartmental course schedule to be discussed, AY 2018-2019.

Prof. Dr. S. Shamala, B.A.M.Kumar, MDS  
Member-Secretary  
Res No. TN/825 \* Prof. & HOD  
Oral Pathology & Microbiology



Date : ..... Time : .....

Copy to:

- All Dental Departments
- Principal
- IBS committee file
- Admin office
- Correspondent for information



Prof. Dr. S. Thillainayagam, MDS  
Chairperson, Principal  
Res No. TN/518 \* Principal  
Conservative Dentistry & Endodontics



Date : ..... Time : .....

**PRINCIPAL**  
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## MEETING ATTENDANCE SHEET

MEETING : IGS - DENTAL STAFF MEETING.

DATE: 30.7.2018

PLACE : I FLOOR, CONFERENCE HALL

TIME: 1.30PM-2.30PM.

| SL.NO | NAME                     | DEPARTMENT     | SIGNATURE           |
|-------|--------------------------|----------------|---------------------|
| 1     |                          |                |                     |
| 2     | Dr. A Anilapavan         | Oral Medicine  | A Anilapavan        |
| 3     | Dr. V. Sudhakar          | Oral Medicine  | V Sudhakar          |
| 4     | T. Karthiga Kannan       | Periodontics   | T Karthiga          |
| 5     | DR. N. Venkatesh         | Prosthodontics | N Venkatesh         |
| 6     | Dr. P. Durairaj          | OMFS           | P Durairaj          |
| 7     | Dr. A. VARANITHA KUMARI  | Periodontics   | A Varanitha Kumari  |
| 8     | Dr. K. Rajeswari         | P.H.D          | K Rajeswari         |
| 9     | DR. S. SHAMILA RAJIKUMAR | O. Pathology   | S Shamila Rajikumar |
| 10    |                          |                |                     |
| 11    |                          |                |                     |
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| 23    |                          |                |                     |
| 24    |                          |                |                     |
| 25    |                          |                |                     |



**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
**ADHIPARASAKTHI**  
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 Hospital Road, Melmaruvathur  
 Cheyyur Taluk, Chengalpattu District  
 Tamil Nadu - 603 019



Om Sakthi



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## INSTITUTIONAL BOARD OF STUDIES

30.07.2018

### MINUTES OF MEETING

IBS meeting was held on 30.07.2018 for the dental college departments only the HOD's/ representatives of all departments attended the meeting with principal sir.

#### The following agendas were discussed and confirmed:

1. As per the request of HOD of Pedodontics, the Dental OPD for III BDS on Saturday has been rescheduled from 10.30 AM-12.30 PM to 8.30 AM- 10.30 AM and there after the lecture hours are scheduled from 8.30 AM-10.30AM to 10.30 AM-12.30 PM.
2. On Tuesdays the III BDS OPD hours 1.30 PM-2.30 PM has been changed as orthodontics and orthopedics lecture between 1.30 PM-2.30PM and soft skill class between 2.30PM-3.30PM.
3. PG students to be encouraged for article publications in indexed journals.
4. PG students to be allotted with theory class for UG students under the guidance of staffs.
5. Research committee to be formed and students and staffs to be encouraged to do original studies and publications.
6. Mock exam is compulsory for exam going PG students.
7. I, II & III MDS library dissertations/ Main dissertations /Seminars /Journal club presentations to be monitored and recorded every month.
8. Regarding interns- Principal sir recommended library hours between 3.00 PM-4.00PM and instructed to don seminar work, will be monitored by staff in charge in each department with feedback from librarian.
9. Suggestions was given to all department to allocate their respective topics to concern department for interdisciplinary and interdepartmental courses.

*Shamala*  
2/07/2018

Prof. Dr.S.Shamala Ravi Kumar, MDS  
IBS Member Secretary  
Dr. S. SHAMALA, MDS  
Reg No. TN/825 - Prof. of HOD  
Oral Pathology & Microbiology

*S. Thillainayagam*  
30/7/18

Prof. Dr.S.Thillainayagam, MDS  
IBS Chairperson, Principal

PRINCIPAL  
Adhiparasakthi Dental College and Hospital  
Melmaruvathur - 603 319.

Copy to:-



Date : ..... Time : .....

- All Teaching Departments & An chairpersons
- IBS Committee File
- Admin Office
- Principal
- Correspondent for information



*S. Karthiga Kannan*  
PRINCIPAL

Prof. Dr.S.Karthiga Kannan, MDS  
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## INSTITUTIONAL BOARD OF STUDIES

### REVIEW OUTPUT OF THE MEETING HELD ON 4.07.2018 & 30.7.2018

| S.No | Minutes/Decision Taken/<br>Inputs  | Action Taken                    | Responsibility                              | Target Date    | Completion Status June 2018 |
|------|--|---------------------------------|---|----------------|-----------------------------|
| 1.   | Request to Change I BDS Monday 1.30 to 3.00PM Dental materials Lab as Physiology Lecture   | Classes Changed as requested    | Dental Department HODs<br><br>Academic cell | September 2018 | Completed                   |
| 2.   | Request to include Preclinical Prosthodontics Crown and Bridge/ Preclinical Conservative Dentistry & Endodontics lab for I BDS Thursday - 10.30 am to 12.30 pm         | Lab hours included as requested | Dental Department HODs<br><br>Academic cell | September 2018 | Completed                   |
| 3.   | Request to change II BDS Preclinical Prosthodontics Crown and Bridge Lecture on Thursday - 8.30 am to 9.30 am to Dental Materials: Prosthodontics Lecture              | Classes Changed as requested    | Dental Department HODs<br><br>Academic cell | September 2018 | Completed                   |
| 4.   | Request to change II BDS Friday - 8.30-9.30 Preclinical Conservative Dentistry & Endodontics Lecture to Dental Material - Conservative Dentistry & Endodontics Lecture | Classes Changed as requested    | Dental Department HODs<br><br>Academic cell | September 2018 | Completed                   |
| 5.   | Request to Change Monday -- 11.30 am to 12.30 pm Oral pathology Lecture as General surgery Lecture for III BDS   | Classes Changed as requested    | Dental Department HODs<br><br>Academic cell | September 2018 | Completed                   |
| 6.   | Request to change Tuesday-- 10.30 am to 11.30 am - General Surgery Lecture as Oral pathology Lecture for III BDS   | Classes Changed as requested    | Dental Department HODs<br><br>Academic cell | September 2018 | Completed                   |

*S. Karthiga Kannan*  
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|     |   |  |   |                |           |
|-----|---|--|---|----------------|-----------|
| 7.  | Request to change Tuesday 1.30 pm to 2.30 pm Dental Out Patient Department as Orthodontics & Orthopaedic Lecture and 2.30 pm to 3.30 pm as soft skill class for III BDS | Classes Changed as requested   | Dental Department HODs<br><br>Academic cell                         | September 2018 | Completed |
| 8.  | I MDS Basic medical sciences lecture timings from Monday to Thursday has been requested to be changed from 1.30-2.30 PM to 1.00 to 2.00 PM                              | Classes Changed as requested   | Dental Department HODs<br><br>Academic cell                         | September 2018 | Completed |
| 9.  | I MDS Basic medical science lecture on fridays from 12.30-2.30 PM to be changed to 12.00-2.00 PM  | Classes Changed as requested   | Dental Department HODs<br><br>Academic cell                         | September 2018 | Completed |
| 10. | Biostatistics Lecture classes to be conducted for I MDS students  | Class scheduled on Saturdays from 8.30AM to 9.30 AM, will be taken by Dr.N.Srinivasan, Reader, Department of Conservative Dentistry. | Dental Department HODs<br><br>Academic cell                         | September 2018 | Completed |
| 11. | BDS - Question paper pattern has been changed for Physiology/Biochemistry & Microbiology/Pathology.   | Revised pattern implemented in all exams.  | Basic Medical Science department<br><br>Academic cell               | September 2018 | Completed |
| 12. | Students were frequently going late to lecture classes in Medical college.  | Transport timings were monitored   | Transport department<br><br>Academic cell                           | AY 2018-19     | Completed |
| 13. | Orientation class for the I BDS (2018-19 Regular Batch)   | Conducted on 17.9.2018   | All Dental & Basic medical Science Departments<br><br>Academic cell | Oct 2018       | Completed |



Melmaruvathur - 603 319  
Tamil Nadu, India

*Shirley Kannan*

**PRINCIPAL**  
Prof. Dr. S. Karthiga Kannan, MDS.



**ADHIPARASAKTHI**  
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|     |  |   |  |            |           |
|-----|--|---|--|------------|-----------|
| 14. | HOD of Pcdodontics Requested the Dental OPD for III BDS on Saturdays to be changed from 10.30AM-12.30 PM To 8.30AM-10.30AM | OPD Timings changed as requested  | Dental Department HODs<br>Academic cell                  | Sep 2018   | Completed |
| 15. | PG Students to take theory classes for undergraduates  | PG students took class under the guidance of faculties  | Dental Department HODs<br>PG students                    | AY 2018-19 | Completed |
| 16. | Research committee to be formed  | Committee formed  | Principal<br>Dental Department HODs                      | Sep 2018   | Completed |
| 17. | To monitor PG student work every month   | All PG's submit their monthly progress report every month to PG committee                               | PG Committee<br>PG students                              | AY 2018-19 | Completed |
| 18. | PG Module exam for university exam going students  | PG model exam (Theory & practical's) Conducted in the month of march-April 2019 for I& III MDS students | PG committee<br>Examination cell<br>All dept HOD's       | April 2019 | Completed |
| 19. | CRRI Library hours   | Students can utilize library from 2.30to3.30pm or stay back in respective departments                   | All Dept HOD's<br>CRRI                                   | AY 2018-19 | Completed |
| 20. | Requesting to plan the interdisciplinary and interdepartmental course schedule   | Allotted of topics in the schedule as requested by individual departments                               | Basic science department HOD's & Dental department HOD's | AY 2018-19 | Completed |

*Shanah*

**AMALA, MDS**  
Prof. of HOD  
Oral Pathology & Microbiology

Date: \_\_\_\_\_ Time: \_\_\_\_\_

*[Signature]*  
**PRINCIPAL**

Adhiparasakthi Dental College & Hospital  
Melmaruvathur - 603 319.

*[Signature]*

**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kannan, MDS.,**  
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A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

**ACADEMIC YEAR 2017-18**



# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

Recognised by Dental Council of India  
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A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

28.12.2016

## Institutional Board of Studies

### CIRCULAR

The Annual meeting of the Institutional Board of Studies (IBS) of Adhiparasakthi Dental College and Hospital is to be held on **05.01.2017 (Thursday)** in the Conference Hall, First floor, Academic Block, APDC&H at **11:00A.M.**

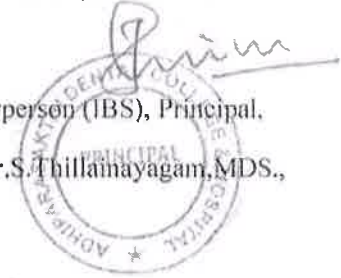
Suggestions regarding various academic issues relating to BDS & MDS degree course are welcome.

### AGENDA

1. Implementation of Innovative teaching methods
2. Implementation of remedial measures for identified striving learners
3. Recommendations on curriculum or examination pattern revision
4. Academic schedule planning, AY 2017-18
5. Revision in Master timetable, AY 2017-18
6. Planning of research activities, AY 2017-18
7. CDE, Training & Extension activities plan, AY 2017-18
8. Conduct of Module exams for Postgraduates
9. Planning to start Basic Science class and interdepartment course, AY 2017-18

*D. Vijayalakshmi*  
28/12/16  
Member Secretary, IBS  
(DR. D. VIJAYALAKSHMI)

*S. Thillamayagam*  
Chairperson (IBS), Principal,  
Prof. Dr. S. Thillamayagam, MDS.,



Copy to

- 1) All Dental Department HODs
- 2) Dean, MAPIMS
- 3) Medical Department HODs (Anatomy, Physiology, Biochemistry, Pharmacology, Microbiology, Pathology, General Medicine, General Surgery)
- 4) Notice Board
- 5) Correspondent for information



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*S. Karthiga Kannan*  
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**MEETING ATTENDANCE SHEET**

MEETING : IBS  
 PLACE : IQAC Hall, APDCH.

DATE : 5/11/2017  
 TIME : 12.40 PM.

| SL.NO | NAME                    | DEPARTMENT              | SIGN         |
|-------|-------------------------|-------------------------|--------------|
| 1.    | Dr. V.R. MRINALINI      | PATHOLOGY               | [Signature]  |
| 2.    | Dr. M. Anandaban        | Surgeon                 | [Signature]  |
| 3.    | Dr. P. Jayachandran     | Medicines               | [Signature]  |
| 4.    | Dr. S. KARTHICK         | Anatomy                 | [Signature]  |
| 5.    | DR. USHA SEKAR          | MICROBIOLOGY            | Ushaschi     |
| 6.    | DR. P. MANOPRIYA        | PHYSIOLOGY              | P. Manu      |
| 7.    | DR. K. GUNANITHY        | BIOCHEMISTRY            | K. Gunanithy |
| 8.    | Dr. P. Gokulakrishnan   | OMFS                    | [Signature]  |
| 9.    | Dr. M. Durg             | Oral pathology          | [Signature]  |
| 10.   | DR. D. VITATHALAKRISHNI | " "                     | [Signature]  |
| 11.   | Dr. A.S. RAMESH.        | Prosth                  | [Signature]  |
| 12.   | DR. N. THILAGA VAATHI   | Oral Medicine           | A. Thilaga   |
| 13.   | Dr. T. Ramakrishnan     | Periodontics            | T. Ram       |
| 14.   | Dr. Vijay Kumar         | public health dentistry | [Signature]  |
| 15.   | Dr. Vidya Sekhar        | Perio.                  | [Signature]  |
| 16.   | Dr. M. Durg             | Oral P                  | [Signature]  |
| 17.   | Dr. V. Sankaranarayanan | maxillofacial           | [Signature]  |
| 18.   | DR. S. THILAI RAJAPPA   | Principal               | [Signature]  |
| 19.   | Dr. A. VASANTHAKUMARI   | pedodontics             | [Signature]  |
| 20.   | Dr. N. Venkatesan       | Prosthodontics          | [Signature]  |
| 21.   |                         |                         |              |
| 22.   |                         |                         |              |
| 23.   |                         |                         |              |
| 24.   |                         |                         |              |
| 25.   |                         |                         |              |
| 26.   |                         |                         |              |



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**ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL, MELMARUVATHUR**

**INSTITUTIONAL BOARD OF STUDIES (IBS)**

**Minutes of Meeting**

The Institutional Board of Studies meeting was conducted on **05.01.2017 (Thursday)** in the Conference Hall, First floor, Academic Block, APDC&H at **11:00A.M.** The discussion conducted by the Committee members was recorded as minutes of the meeting.

- 1) The meeting was conducted by the Chairperson, Prof.Dr.S.Thillainayagam, Principal, APDC&H and was attended by members and representatives from all departments – Dental College & Dental teaching Departments - MAPIMS.
- 2) With regards to the Dental teaching departments – MAPIMS, Dr.Karthik from General Anatomy requested for a lecture hour time change(IMDS) from current 1.30PM - 2.30PM to 12.30PM to 1.30PM. Since OPD hours will be affected, it was informed that time change was not possible.
- 3) Dr.Usha from Microbiology Department also requested for lecture hour and practical hour rescheduling. It was assured by the Chairperson that it would be considered in the Academic Year 2017-18.
- 4) Dr.Manopriya from department of Physiology insisted on the importance of students – I BDS to be on time for the lecture hours. Chairperson, Dr.S.Thillainayagam Sir instructed Administrative Officer and the transport department to look into the matter and to stick on to the bus timings properly. Dr.Guna from department of Biochemistry also insisted on presence of I MDS students on time for Friday lectures.
- 5) Dr.Vijayakumar from Public Health Dentistry department requested an increase in hours for III BDS clinical postings in PHD.
- 6) Dr.Gokula Krishnan, HOD, Dept of Oral surgery also insisted on the need for Oral Surgery lecture hours for III BDS.
- 7) Academic Cell to prepare the Academic Schedule and the Maser timetable for the AY 2017-18 taking into consideration the above requests as well as after receiving inputs from all the dental teaching departments.
- 8) Chairperson, Prof.Dr.S.Thillainayagam, Principal, APDC&H, insisted on implementing Innovative teaching methods during lectures for the benefit of the




  
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Tamil Nadu - 603 319

students. He also instructed to carry out remedial measures for striving learners and maintaining a record of them.

- 9) HOD Dr.Ramesh, Prosthodontics Department requested for a Video camera to be used in teaching clinical concepts.
- 10) CDE & Training Plan and Research activities plan for the AY 2017-18 to be submitted to the respective committees by Sep 2017 and Dec 2017 respectively.
- 11) It was decided by consensus that the Module exam for exam going PGs will be conducted by 3<sup>rd</sup> week of February. By March end Practical exams are to be conducted for them by inviting external examiners.
- 12) It was decided to start the Basic Science classes and Interdepartment classes for the current academic year

  
Member Secretary

Prof.Dr.D.Vijayalakshmi,MDS.,

  
Principal, Chairperson, IBS

Prof.Dr.S.Thillainayagam,MDS.,





**PRINCIPAL**  
Prof.Dr.S.Karthiga Kannan, MDS.,



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# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

Recognised by Dental Council of India

Affiliated to The Tamilnadu Dr.M.G.R Medical University

A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

## INSTITUTIONAL BOARD OF STUDIES

### REVIEW OUTPUT OF THE MEETING HELD ON 05.01.2017

| S.No | Minutes/Decision Taken/<br>Inputs   | Action Taken   | Responsibility   | Target<br>Date | Completion<br>Status June<br>2018 |
|------|---|--|--|----------------|-----------------------------------|
| 1.   | Request to Change<br>Lecture time from 1.30 -<br>2.30PM to 12.30-1.30PM<br>for I MDS students by<br>General anatomy<br>department | Discussed with Dental<br>HODs. As OPD hours<br>will be disturbed the<br>requested change could<br>not be made and Basic<br>Science classes started | Dental<br>Department<br>HODs<br><br>Academic cell        | June 2017      | Completed                         |
| 2.   | Microbiology department<br>requested a change in<br>Lecture and practical time  | Practical scheduled on<br>Tuesdays as per their<br>request.  | Academic cell  | July 2017      | Completed                         |
| 3.   | BDS students were late for<br>the lecture class in<br>medical college   | Administrative officer<br>and Transport<br>department were asked<br>to look in to the issue<br>and monitor regularly.                              | Administrative<br>officer<br><br>Transport<br>department | Feb 2017       | completed                         |
| 4.   | Public Health Dentistry<br>requested an increase in<br>hours for III BDS clinical<br>posting                                      | Clinical posting for III<br>BDS included in<br>thetimetable  | Academic cell  | July 2017      | completed                         |
| 5.   | Department of Oral<br>surgery requested for III<br>BDS Lecture hours  | With the consent of all<br>dental HODs Friday<br>lecture class(9.30-<br>10.30) was allotted  | All HOD's<br><br>Academic cell                           | July 2017      | Completed                         |
| 6.   | To prepare Academic<br>schedule and Master<br>timetable for AY 2017-18  | Inputs from all dental<br>teaching departments<br>were obtained and<br>prepared  | All Dept<br>HOD's,<br>Academic cell                      | June 2017      | Completed                         |
| 7.   | Innovative teaching<br>methods during lecture for<br>students benefit -<br>interdepartment course                                 | Innovative teaching<br>included during the<br>lecture hours for<br>students benefit  | All Dental<br>teaching<br>departments                    | June 2018      | Completed                         |
| 8.   | Remedial measures for<br>striving learners  | Striving learners were<br>identified by respective<br>departments and<br>students guided by<br>special classes and<br>assignments                  | All dental<br>Teaching<br>departments                    | July 2018      | Completed                         |



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# ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL

|     |   |   |  |                 |           |
|-----|---|---|--|-----------------|-----------|
|     | CDE Programme and Training plan for AY 2017-18            | The Scientific Academic forum to arrange the Scientific meetings for students and faculty       | Recognized by Dental Council of India & The Tamil Nadu Charitable, Medical, Educational & Cultural Trust | June 2018       | Completed |
| 10. | Research Plan for Ay 2017-18                              | HODs guided students to submit research proposal to IRB   | HOD's of all departments IRB   | June 2018       | Completed |
| 11. | Module exam for PG's appearing for university examination | Module exams conducted For III MDS in the month of March and for I & II MDS in the month of May | Academic cell<br>PG committee<br>All PG Departments  | Feb- March 2018 | Completed |

*Shamala*

**Dr.S.SHAMALA, MDS**  
 Reg No. TN/825 \* Prof. & HOD  
 Oral Pathology & Microbiology  
 Date: 30/7/18 Time: 1:00PM

*Thilainayagam*  
 27/11

**Prof. Dr. S. THILAINAYAGAM, MDS**  
 Reg No. TN/518 \* Principal  
 Conservative Dentistry & Endodontics  
 Gate: ..... Time: .....



*S. Karthiga Kannan*  
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Recognised by Dental Council of India

Affiliated to The Tamilnadu Dr.M.G.R Medical University

A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

**ACADEMIC YEAR 2016-17**





Om Sakthi

## ADHIPARASAKTHI DENTAL COLLEGE AND HOSPITAL

(A UNIT OF ADHIPARASAKTHI CHARITABLE MEDICAL EDUCATIONAL  
& CHARITABLE TRUSTS)

REG. STATE DENTAL BOARD, TAMIL NADU, INDIA  
DENTAL COLLEGE & HOSPITAL, CHEYUR TALUK, CHENGALPURI DISTRICT

RECOGNISED BY DENTAL COUNCIL OF INDIA, NEW DELHI  
AFFILIATED TO THE TAMIL NADU Dr. M.G.R. MEDICAL UNIVERSITY, CHENNAI



### CIRCULAR

DATE: 18.01.2016

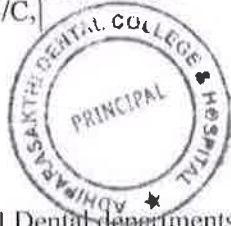
The Annual meeting of the Institutional Board of Studies of Adhiparasakthi Dental College and Hospital will be held on 22.01.2016(Friday) in the Conference Hall, Academic Block, First floor, APDCH at 11:00am.

Suggestions regarding various academic issues relating to BDS & MDS degree course for the forthcoming Academic year (2016-2017) are welcome. All HODs are requested to attend the meeting without fail.

#### AGENDAS:

1. Planning of Academic Schedule, Master timetable, AY 2016-2017
2. Planning of Third year MDS timetable, AY 2016-2017
3. Planning of CDE & Training programs, AY 2016-2017
4. Extension Activities, AY 2016-2017
5. Research Activities for AY 2016-2017
6. Recommend textbooks for subjects concerned, AY 2016-2017
7. Curriculum and Examination reforms
8. Planning of Basic science and interdepartment course, AY 2016-2017

*A. Dhilagarath*  
Principal I/C,  
APDCH



Copy to

1. All Dental departments
2. Dean, MAPIMS
3. All Medical departments (Handling Dental students – BDS & MDS)
4. Office
5. Notice Boards
6. Correspondent for information

*D. Jayalalitha* 18/1/16  
Member Secretary,  
Institutional Board of Studies,  
APDCH



*S. Karthiga*  
**PRINCIPAL**  
**Prof. Dr. S. Karthiga Kampan, MDS.**  
**ADHIPARASAKTHI**  
DENTAL COLLEGE & HOSPITAL  
Hospital Road, Melmaruthu  
Cheyur Taluk, Chengalpuri District  
Tamil Nadu - 603 319

**MEETING ATTENDANCE SHEET**

MEETING : INSTITUTIONAL BOARD OF STUDIES.  
 PLACE : CONFERENCE HALL, FIRST FLOOR,  
 ACADEMIC BLOCK, APDC<sup>2</sup>H.

DATE : 22/11/2016  
 TIME : 11:00 AM.

| SL.NO | NAME                  | DEPARTMENT                          | SIGN               |
|-------|-----------------------|-------------------------------------|--------------------|
| 1.    | DR. D. VITAYALAKSHMI  | MEMBER SECRETARY<br>IBS (ORAL PATH) | <i>[Signature]</i> |
| 2.    | DR. K. PRABHU         | Prosthodontics                      | <i>[Signature]</i> |
| 3.    | DR. N. THIYAGAVATHI   | Oral Medicine                       | <i>[Signature]</i> |
| 4.    | Dr. T. Ramakrishnan   | Periodontics                        | <i>[Signature]</i> |
| 5.    | Dr. A. VASANTHAKUMARI | Pedodontics                         | <i>[Signature]</i> |
| 6.    | Dr. S. SATHYANARAYAN  | Endo                                | <i>[Signature]</i> |
| 7.    | Dr. M. KARTHICKAN     | Oral Surgery                        | <i>[Signature]</i> |
| 8.    | Dr. Vijay Lakshmi     | public health dentistry             | <i>[Signature]</i> |
| 9.    | Dr. Alex K Varughese  | oral path                           | <i>[Signature]</i> |
| 10.   | S. SALEM BASMA        | BIOCHEMISTRY                        | <i>[Signature]</i> |
| 11.   | Dr. G. S. NELLIGI     | PHYSIOLOGY                          | <i>[Signature]</i> |
| 12.   | Dr. T. A. P. Raja     | Pharmacology                        | <i>[Signature]</i> |
| 13.   | Dr. Ram Narayan Reddy | Pharmacology                        | <i>[Signature]</i> |
| 14.   | Dr. S. SUMATHI        | PATHOLOGY                           | <i>[Signature]</i> |
| 15.   | DR. M. VITAYALAKSHMI  | Anatomy                             | <i>[Signature]</i> |
| 16.   | DR. USHA SEKAR        | Microbiology                        | <i>[Signature]</i> |
| 17.   | Dr. M. Anandbaby      | Surgery                             | <i>[Signature]</i> |
| 18.   | Dr. S. Kannamma       | Oral Pathology                      | <i>[Signature]</i> |
| 19.   | Dr. Manimegalai. G    | Acad cell / Prosthodontics          | <i>[Signature]</i> |
| 20.   | Dr. Bharani Prathima  | Acad cell / Oral path               | <i>[Signature]</i> |
| 21.   | Dr. S. NEENAKSHI      | RESEARCH                            | <i>[Signature]</i> |
| 22.   | Dr. M. Devi           | IAAC member<br>in charge            | <i>[Signature]</i> |
| 23.   | Dr. K. Vijayalakshmi  | Oral Pathology                      | <i>[Signature]</i> |



*[Signature]*  
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Om Sakthi

## ADHIPARASAKTHI DENTAL COLLEGE AND HOSPITAL

WARRANT OF ADHIPARASAKTHI (PROFITABLE) MEDICAL EDUCATIONAL  
AND DENTAL TRUSTS (REGD.)

ATEE NARAYANAPUR - 605 036, TAMIL NADU, INDIA  
☎ : 0441 27629626, 27628082, 83, 84 ☎ Fax: 27628081

(RECOGNISED BY DENTAL COUNCIL OF INDIA, NEW DELHI)  
AFFILIATED TO THE TAMIL NADU DR. M.G.R. MEDICAL UNIVERSITY, CHENNAI



### INSTITUTIONAL BOARD OF STUDIES

#### MINUTES OF MEETING

DATE: 23.01.2016

The Annual meeting of the Institutional Board of Studies of Adhiparasakthi Dental College and Hospital was held on 22.01.2016(Friday) in the Conference Hall, First floor, Academic block at 11:00am. The agendas discussed and the resolutions made for the forthcoming academic year 2016-2017 were recorded.

#### AGENDA 1:

##### Planning of Academic Schedule, Master Timetable

It was resolved to plan the Academic schedule and master timetable after getting inputs from various departments and Committees. The Academic cell will prepare the Academic calendar for the forthcoming academic year 2016-2017 based on the inputs and submit it to the Institutional Board of studies. The following resolutions were made in the meeting:

- 1) All departments to check if their teaching hours match with the allotted teaching hours for subjects as per the University & DCI norms and notify the required corrections to the Academic Cell.
- 2) Library hour planning to be included in the timetable for each year of study.
- 3) The teaching schedule and lesson plan will be prepared by the respective faculty and to be approved by the HOD.
- 4) The proposed Internal Assessment examination dates to be included in the academic calendar.
- 5) All the Committee meeting schedules to be included in the academic calendar.
- 6) The dates of National Convention and Conferences of the various post graduate departments to be made a note in the academic calendar.
- 7) The dates for the conduct of Mentor-Mentee meetings and Parent-Teachers Meetings to be included in the academic calendar. Parent-Teachers meeting to be conducted at the end of second term.
- 8) Publication status report submission date from departments to be added in the Academic calendar.



  
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## ADHIPARASAKTHI DENTAL COLLEGE AND HOSPITAL

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### AGENDA 2:

#### Planning of Third year MDS timetable, AY 2016-2017:

It was resolved that the Post Graduate departments should plan and prepare the III MDS timetable and work schedule in accordance with the DCI regulations. Decision was made by consensus that the exam going PGs' should submit their thesis work 6 months before their examinations. They have to do scientific presentation in Specialty National conference and do publication in Indexed Journals.

It was also decided to conduct the Basic Sciences year end examinations for the 2016-2017 I MDS students by June 2017. Further, it was resolved to plan for the external & peripheral postings for the II MDS students 2016-2017 batch.

### AGENDA 3:

#### Planning of CDE & Training programs, AY 2016-2017

The Scientific Academic Forum to plan the schedule for the conduct of various CDE programs & Training programs for the students, teaching and non-teaching faculty.

It was further resolved that the departments that have not yet conducted CDE programs, should submit proposals and do the needful to conduct the programs as per the schedule.

### AGENDA 4:

#### Extended Programs

The Scientific Academic Forum to discuss with the Internal Quality Assurance Cell and plan for the conduct of Extended programs like Basic Life Support and Soft Skills training for the faculty and students for the AY 2016-17.

### AGENDA 5:

#### Research Activities for AY 2016-2017

It was decided that each department should submit short term and long term research project proposals with regard to the advanced learners and faculty. They should strictly adhere to the time limit and complete the projects.



  
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## ADHIPARASAKTHI DENTAL COLLEGE AND HOSPITAL

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AND CULTURAL TRUSTS TRUSTS

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### AGENDA 6:

To suggest textbooks AY 2016-2017

Each department has to submit a list of recommended textbooks and practical manuals for their respective subjects concerned.

### AGENDA 7:

Curriculum and Examination pattern revision

Discussions were made on the revision of examination pattern. It was proposed to conduct the second terminal examinations by March first week and to conduct the terminal examinations in accordance with the university pattern.

It was proposed to conduct the Basic Sciences year end examinations for the First MDS students in June 2017 for the 2016-17 batch.

### AGENDA 8:

Discussion was made to start with Basic Science class and interdepartment course for the 2016-2017.

*Dimpal*  
MEMBER SECRETARY,  
Institutional Board of Studies,  
APDCH

Copy to

1. All Dental departments
2. All Medical departments (handling Dental students)
3. Dean, MAPIMS
4. Office
5. Notice Board
6. Correspondent for information



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**ADHIPARASAKTHI DENTAL COLLEGE & HOSPITAL**  
**INSTITUTIONAL BOARD OF STUDIES**

REVIEW OUTPUT OF THE MEETING HELD ON 22.01.2016

| Sl. No. | Minutes/ Decision Taken/ Inputs  | Action Taken  | Responsibility  | Target Date                | Completion Status as on July 2016 |
|---------|--|---|---|----------------------------|-----------------------------------|
| 1.      | To plan the Academic schedule and master timetables for the AY 2016-17           | Planning of Academic schedule and master timetable is being done after getting inputs from department heads. Important dates made a note in the calendar.   | All Dental Teaching Department HOD's / In-charge/ Committee Heads | July 2016                  | Work in process                   |
| 2.      | Planning of Third year MDS master timetable and work schedule for the AY 2016-17 | Heads of each PG department to give inputs in framing the mater timetable for III MDS students.   | PG Departments  | July 2016                  | Completed                         |
| 3.      | To plan CDE and Training programs Schedule for the AY 2016-17.                   | The Scientific Academic Forum to arrange for Scientific meetings and Webinars for the clinical students and faculty for 2016-2017   | Scientific Academic Forum   | July 2016                  | Work in process                   |
| 4.      | To conduct Extended programs for the AY 2016-17                                  | To conduct a fellowship course in Dental Implantology<br><br>Soft Skill training for the students (60 Hours)... Time management, SS, Leadership, Team Building, Goal Setting, Self Discipline, Life skill, YOGA, Industrial Visit, Memory Skill | Principal, SAF<br><br>IQAC, Consultants                           | July 2016<br><br>July 2016 | Planning<br><br>Completed         |
| 5.      | To conduct a workshop & introduce OSCE method of evaluation in Clinical subjects | HODs` to come up with guidelines for conduct of OSCE in their respective departments.   | SAF, All Dental Teaching Department HOD's / In-charge & Faculty   | Jan 2016                   | Pending                           |



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|    |  |  |   |           |                  |
|----|--|--|---|-----------|------------------|
| 6. | To plan the research activities for the AY 2016-17 | HODs' to submit a list of proposals for research from their respective departments.                                      | Research Cell, All Dental Teaching Department HOD's / In-charge & Faculty | Jan 2016  | Pending          |
| 7. | Recommend textbooks for subjects concerned         | The Heads of each department to submit a list of textbooks recommended for their respective subjects for undergraduates. | Dental Teaching Departments   | Aug 2016  | Work in progress |
| 8. | Curriculum and examination reforms                 | Feedbacks on curriculum to be collected, analyzed and reported   | Feedback Incharge Dr.Jeyasenthil  | Aug 2016  | Work in progress |
|    |  | To conduct Basic sciences year end examination for I MDS students and start with Basic Science classes                   | HOD, Basic Sciences Departments, Examination Cell                         | May 2016  | Completed        |
|    |  | To conduct Year end examination for II MDS Students  | HOD, PG departments   | July 2016 | Completed        |



Member Secretary,

Institutional Board of Studies,

APDCH




Chairperson,

Institutional Board of Studies,

APDCH



  
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