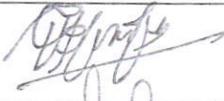
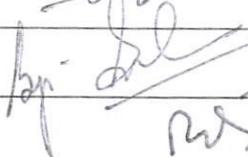
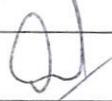
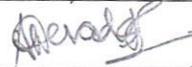
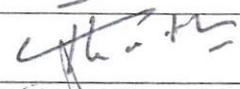


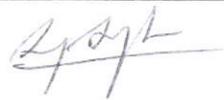
PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

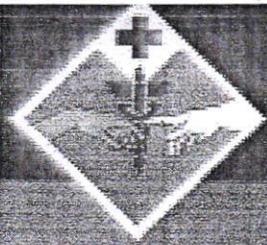
Academic Committee

Meeting On 13.3.2018

| | Name | Signature |
|-----|------------------------------------|--|
| 1. | Dr. George Varghese (Principal) |  |
| 2. | Dr. Biju Sebastian |  |
| 3. | Dr. Benley George |  |
| 4. | Dr. Baby James | A |
| 5. | Dr. Omal P.M. |  |
| 6. | Dr. A. Devadathan |  |
| 7. | Dr. Aby Mathew T |  |
| 8. | Dr. Elizabeth Joseph |  |
| 9. | Dr. Thomas George |  |
| 10. | Dr. Sunil |  |
| 11. | Dr. Fajana Thomas |  |

12. Dr. Sujā Joseph





PUSHPAGIRI

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COLLEGE OF DENTAL SCIENCES

MEDICITY, PERUMTHURUTHY, TIRUVALLA - 689107

(AN UNDERTAKING OF PUSHPAGIRI MEDICAL SOCIETY, REG. NO. P. 73/92)

(NAAC Accredited Dental College)

05 March 2018

COLLEGE CURRICULUM COMMITTEE MEETING (ACADEMIC COMMITTEE)

The next College Curriculum Committee Meeting will be on ~~13~~ 13 March 2018 (Wednesday) in the College Council Hall at 1.00 p.m. All members are requested to attend the meeting without fail.

(prepared to 13 March)

(Initial circular date
- 14 March 2018)

Dr K. George Varghese
Principal



Copy to:

| | | |
|---------------------|---|-----------|
| Dr Omal P.M | - | Secretary |
| Dr Biju Sebastian | - | Member |
| Dr Benley George | - | Member |
| Dr Eapen Thomas | - | Member |
| Dr Thomas George | - | Member |
| Dr Elizabeth Joseph | - | Member |
| Dr A Devadathan | - | Member |
| Dr Baby James | - | Member |
| Dr Suja Joseph | - | Member |
| Dr Aby Mathew T | - | Member |
| Dr S Sunil | - | Member |



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

P. T. O

PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

MEDICITY, PERUMTHURUTHY, TIRUVALLA- 689107 KERALA, INDIA

Tel.: +91-469-2645210 Fax: +91-469-2645282

E-mail:dentalcollege@pushpagiri.in Web-site:www.collegeofdentalciences.pushpagiri.in

AGENDA

1. Minutes of Previous meeting.
2. MDS failed Candidates- Discussion regarding their clinical attendance.
3. Display of Monthly attendance of Students in the Department noticeboard and providing a copy of the same to the Vice Principal -Academics.
4. Formation of Students Support and Guidance Cell.
5. To decide on the date for final MDS Students progress evaluation.
6. Formation of PTA in PCDS.
7. Library visit of PGs.
8. Any other matter permitted by the chair

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COLLEGE OF DENTAL SCIENCES

MEDICITY, PERUMTHURUTHY, TIRUVALLA - 689107

(AN UNDERTAKING OF PUSHPAGIRI MEDICAL SOCIETY, REG. NO. P. 73/92)

(NAAC Accredited Dental College)

10 April 2018

ACADEMIC COMMITTEE MEETING

The next Academic Committee Meeting will be held on 17 April 2018 (Tuesday) in the College Council Hall at 1.00 p.m. All members are requested to attend the meeting without fail.



Dr K. George Varghese
Principal



Copy to:

| | | |
|---------------------|---|-----------|
| Dr Omal P.M | - | Secretary |
| Dr Biju Sebastian | - | Member |
| Dr Benley George | - | Member |
| Dr Eapen Thomas | - | Member |
| Dr Thomas George | - | Member |
| Dr Elizabeth Joseph | - | Member |
| Dr A Devadathan | - | Member |
| Dr Baby James | - | Member |
| Dr Suja Joseph | - | Member |
| Dr Aby Mathew T | - | Member |
| Dr S Sunil | - | Member |

Special Invitee
Dr Annie Susan Thomas



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

(P.T.O)

PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

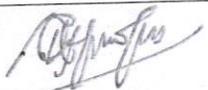
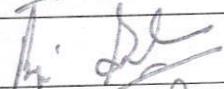
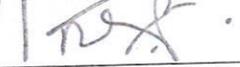
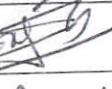
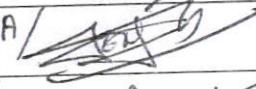
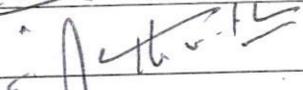
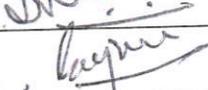
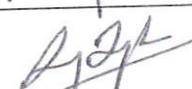
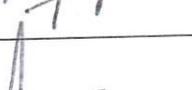
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PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

Academic Committee Meeting On 17. 4 .2018

| | Name | Signature |
|-----|------------------------------------|--|
| 1. | Dr. George Varghese (Principal) |  |
| 2. | Dr. Biju Sebastian |  |
| 3. | Dr. Benley George |  |
| 4. | Dr. Baby James | A  |
| 5. | Dr. Omal P.M. |  |
| 6. | Dr. A. Devadathan (Dr. Jose) | A  |
| 7. | Dr. Aby Mathew T |  |
| 8. | Dr. Elizabeth Joseph |  |
| 9. | Dr. Thomas George |  |
| 10. | Dr. Eapen Thomas |  |
| 11. | Dr. Suja Joseph |  |
| 12. | Dr. Sunil |  |
| 13. | Dr. Annie Susan Thomas |  |

MINUTES OF ACADEMIC COMMITTEE MEETING HELD ON 13
MARCH 2018 AT 1.00 pm IN THE COLLEGE COUNCIL HALL

Principal *Dr K. George Varghese* , Vice principal (academics) *Dr. Biju Sebastian*, Vice Principal (administration) *Dr. Benley George* and HODs from 9 departments were present.

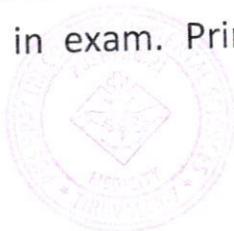
Meeting started with a silent prayer.

A discussion regarding the clinical attendance of MDS failed candidates was discussed in the meeting. It was decided in the meeting that MDS failed candidates need to attend classes till the next exam is scheduled and they should have a minimum of 80% attendance with adequate library hours.

BDS Students who lack attendance shortage from an assessment period of 3 months, parents need to be called and HOD to report to Vice – Principal (Academics).After the 2nd Internal assessment is over, a progress card need to be submitted to parents.

A student support and guidance cell has been formed in PCDS with *Dr.Elizabeth* (Prof&HOD-Pedodontics) and *Dr.Rino Roopak Soman* (Reader, PHD) being appointed as Nodal Officers. *Dr.Biju Sebastian* (Vice Principal-Academics) has been entrusted with the duty to add the names of other members based on the guidelines set by KUHS.Once the Student support and guideline cell has been fully formed, it has to be reported to KUHS.

Dr.Biju sir raised a question on what to do for students who are found to be caught for copying in exam. Principal told that their parents




Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

AGENDA

1. Minutes of Previous meeting.
2. Final year MDS Students progress evaluation.
3. Any other matter permitted by the chair

MINUTES OF COLLEGE CURRICULUM COMMITTEE MEETING
HELD ON 20 DEC 2017 AT 9.00 am IN THE COLLEGE COUNCIL
HALL

Principal *Dr George Varghese* , Vice principal (academics) *Dr. Biju Sebastian*, Vice Principal (administration) *Dr. Benley George* and HODs from 9 departments, Staff In charges of 1st BDS ,2nd BDS,3RD BDS,4th BDS were present.

Meeting started with a silent prayer.

Staff in charges of 1st BDS,2ND BDS,3rd BDS and 4th BDS Students presented their reports on assessment of Internal marks and Theory/Prac attendance %.It was found that some students performance were poor in the Internal assessment. In the meeting it was decided that weak students need to be called and meet the principal at the earliest. These included:

1st BDS – kelsey & Aleena.

2nd BDS- Jenny Johnson.

3rd BDS(s)- Sangeetha Samson

4th BDS (Part 1)- Abbey and Ricku.

4th BDS (Part -2)- Devi Raj & Sanju.

Principal told that PTA meeting need to be modified.He added that henceforth 2PTA meeting will be held for 1st Year .All other years ,after



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

the 1st Internal assessment 1 PTA meeting to be planned. Principal also requested all HODS to give the Internal Assessment marks within 2 weeks' time.

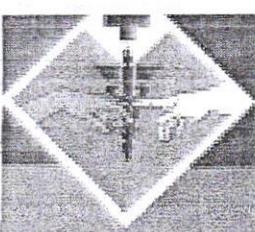
1st year MDS Students from Department of *Perio, Prosthodontics, Orthodontics, Endodontics and OMFS* were evaluated for their work done status and for Library hrs spend in Library. From their evaluation it was found that Library hours spend by PG Students were inadequate. Hence principal advised PG Students to devote more time in library for study. Principal further added that a weekly % attendance of PG Students will be send to all HODS.

Principal told the HODS of PG Subjects that there is a delay in submission of PG thesis .Hence suggested that Preliminary PG Thesis works like *Introduction, Review of Literature, and Methodology* can be started early and advised that students need to submit their work done status by 2nd year mid itself.

Invigilator selection for PG Exam- Principal told that Invigilators to be selected from BDS Staff for PG Internal exam in a Rotation basis, he further added that for Internal exam allotment for BDS Exams, MDS Staff will be selected on a rotation basis.

Biju sir pointed out that it has been brought to the notice that 8.00 to 9.00 am Theory lecture classes are getting delayed and staff are not taking on time. Principal advised all HODS to see that 8.00 to 9.00 am lectures to start on time. For this, modification has been made to open the lecture class by 7.50 am as some HODS pointed out that lecture class open only by 8.10 am after prayers.

Principal pointed out that an Internal assessment exam needs to be



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MEDICITY, PERUMTHURUTHY, TIRUVALLA - 689107

(AN UNDERTAKING OF PUSHPAGIRI MEDICAL SOCIETY, REG. NO. P. 73/92)

(NAAC Accredited Dental College)

15 May 2018

ACADEMIC COMMITTEE MEETING

The next Academic Committee Meeting will be held on 23 May 2018 (Wednesday) in the College Council Hall at 12.00 noon. All members are requested to attend the meeting without fail.

Dr K. George Varghese
Principal



Copy to:

| | | |
|---------------------|---|-----------|
| Dr Omal P.M | - | Secretary |
| Dr Biju Sebastian | - | Member |
| Dr Benley George | - | Member |
| Dr Eapen Thomas | - | Member |
| Dr Thomas George | - | Member |
| Dr Elizabeth Joseph | - | Member |
| Dr A Devadathan | - | Member |
| Dr Baby James | - | Member |
| Dr Suja Joseph | - | Member |
| Dr Aby Mathew T | - | Member |
| Dr S Sunil | - | Member |

Special Invitees -

Dr Rene Kuriakose
Dr Anuna Laila Mathew
Dr Haby Mathew Somson
Dr Sherin
Dr Vineesh
Dr Manuja Nair
Dr Jacob George
Dr Shibu Thomas Sebastian
Dr. RINO Roopak Soman



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

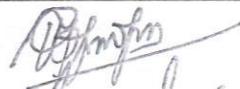
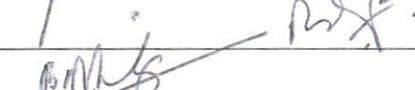
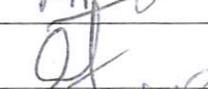
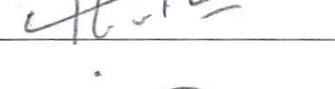
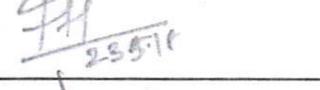
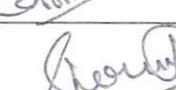
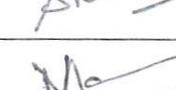
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Tel.: +91-469-2645210 Fax: +91-469-2645282

E-mail:dentalcollege@pushpagiri.in Web-site:www.collegeofdentalciences.pushpagiri.in

PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

Academic Committee Meeting On 23 . 5 .2018

| | Name | Signature |
|-----|------------------------------------|--|
| 1. | Dr. George Varghese (Principal) |  |
| 2. | Dr. Biju Sebastian |  |
| 3. | Dr. Benley George |  |
| 4. | Dr. Baby James |  |
| 5. | Dr. Omal P.M. |  |
| 6. | Dr. A. Devadathan |  |
| 7. | Dr. Aby Mathew T |  |
| 8. | Dr. Elizabeth Joseph | |
| 9. | Dr. Thomas George |  |
| 10. | Dr. Eapen Thomas | A  |
| 11. | Dr. Suja Joseph |  |
| 12. | Dr. Sunil |  |
| 13. | Dr. Rene / Dr. Rino |   |
| 14. | Dr. Haby |  |
| 15. | Dr. Sherin |  |
| 16. | Dr. Manuja |  |
| 17. | Dr. Jacob George / Dr. SHIBU |  |

AGENDA

1. Minutes of Previous meeting.
2. Assessment of in charges about BDS exam going students.
 - 4th BDS Part -1 (Regular)
 - 4th BDS Part 2 (Supplementary)
 - 3rd BDS (Regular)
 - 2nd BDS (Regular)
 - 1st BDS (Regular)

(Attendance % and Marks in Internal Assessment).

3. Any other matter permitted by the chair.



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

**MINUTES OF ACADEMIC COMMITTEE MEETING HELD ON 17
APRIL 2018 AT 1.00 pm IN THE COLLEGE COUNCIL HALL**

Principal *Dr K. George Varghese* , Vice principal (academics) *Dr. Biju Sebastian*, Vice Principal (administration) *Dr. Benley George* and HODs from 9 departments were present.

Meeting started with a silent prayer.

Dr. Biju Sebastian Sir told that intimation to KUHAS regarding the formation of Student support and guidance cell will be done at the earliest by co ordinating with *Dr. Elizabeth*.

Dr. Biju Sebastian Sir pointed out that a PTA Meeting will be done at the earliest in which names of the other members will be decided.

It was decided in the meeting that a motivational talk for 1st yr ,2nd yr BDS Students by *Dr. Roy Kalluvayil* (HOD of Psychiatry) and *Shri .Jacob Job, Retd DYSP*(Cyber cell,Police) to be planned at the earliest.

Final year MDS Students from Department of *Perio, Prosthodontics, Orthodontics, Endodontics and OMFS* were evaluated for their work done status.

Dr. Karun Koshy and Dr. Reema from Dept of Ortho were lacking an aggregate of 50% marks in final Internal assessment exams, hence Principal suggested that they need to concentrate on their studies and improve their performance. ~~All~~ *Other* Satisfactory performance of other Dept.

PG Students from the Department of *Prosthodontics, Endodontics* did not furnish the Internal assessment marks in their presentation, hence their evaluation regarding Internal assessment marks was not carried out.

Proposed by
Dr. Biju Sebastian
Recorded by
Thomas George

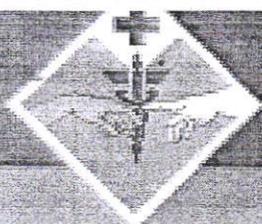
23/5/18

ACTIONS TAKEN:

1. Intimation to KUHAS regarding *Student Support and Guidance cell* of PCDS was done on *5 May 2018*.
2. Formation of General Body of P.T.A of all batches (BDS & MDS) is scheduled on *30 May 2018* in the College Auditorium at *10.00 a.m.*



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences



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MEDICITY, PERUMTHURUTHY, TIRUVALLA - 689107

(AN UNDERTAKING OF PUSHPAGIRI MEDICAL SOCIETY, REG. NO. P. 73/92)

(NAAC Accredited Dental College)

03 September 2018

ACADEMIC COMMITTEE MEETING

The next Academic Committee Meeting will be held on 05^{SEP} 2018 (Wednesday) in the College Council Hall at 01.00 p.m. All members are requested to attend the meeting without fail.

Dr K. George Varghese
Principal

Copy to:

| | | |
|---------------------|---|-----------|
| Dr Omal P.M | - | Secretary |
| Dr Biju Sebastian | - | Member |
| Dr Benley George | - | Member |
| Dr Eapen Thomas | - | Member |
| Dr Thomas George | - | Member |
| Dr Elizabeth Joseph | - | Member |
| Dr A Devadathan | - | Member |
| Dr Baby James | - | Member |
| Dr Suja Joseph | - | Member |
| Dr Aby Mathew T | - | Member |
| Dr S Sunil | - | Member |

Dr Annie Susan Thomas
Special Invitees -

Dr Annie Susan Thomas



Dr K. George Varghese
Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

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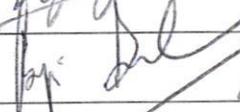
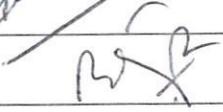
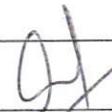
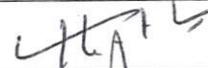
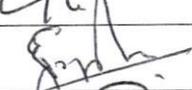
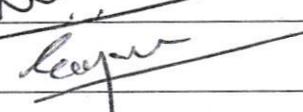
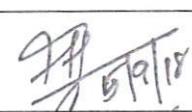
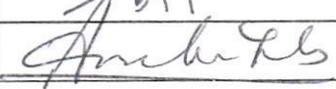
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PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

Academic Committee Meeting On 5. 9 .2018

| | Name | Signature |
|-----|------------------------------------|--|
| 1. | Dr. George Varghese (Principal) |  |
| 2. | Dr. Biju Sebastian |  |
| 3. | Dr. Benley George |  |
| 4. | Dr. Baby James | A |
| 5. | Dr. Omal P.M. |  |
| 6. | Dr. A. Devadathan | A |
| 7. | Dr. Aby Mathew T |  |
| 8. | Dr. Elizabeth Joseph |  |
| 9. | Dr. Thomas George |  |
| 10. | Dr.Eapen Thomas |  |
| 11. | Dr. Suja Joseph | A |
| 12. | Dr. Sunil |  |
| 13. | Dr. Annie Susan Thomas |  |
| 14. | Dr. Manuja | |
| | | |
| | | |
| | | |
| | | |

AGENDA

1. Minutes of Previous meeting.
2. BDS Students Attendance % calculation. (Whether to wait for the last day before the KUHS Upload?).
3. Checking of Interim report of Attendance % and marks of Internal assessment by students in Department notice board before the final KUHS Upload.
4. 1st Year MDS (2018 Batch): Pattern of Internal assessment examination for Basic sciences in PCDS.
5. MDS (1st yr, 2nd yr, 3rd yr): Internal Exam schedule to be planned.




Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

MINUTES OF ACADEMIC COMMITTEE MEETING HELD ON 23
MAY 2018 AT 12.00 pm IN THE COLLEGE COUNCIL HALL

Principal *Dr K. George Varghese* , Vice principal (academics) *Dr. Biju Sebastian*, Vice Principal (administration) *Dr. Benley George* , HODs from 9 departments, Staff in charges of 1st yr, 2nd yr, 3rd yr and 4th yr BDS were present.

Meeting started with a silent prayer.

It was decided in the meeting that a motivational talk for 1st yr , 2nd yr BDS Students by *Dr. Roy Kalluvayil* (HOD of Psychiatry) and *Shri Jacob Job* , Retd Dysp (Cyber cell Police) to be deferred till the new batch arrives in Month of September as Current batch exams are going on.

Principal asked *Dr. Haby* (Treasurer) of PTA to brief on the criteria for selection of members for PTA as given by KUHS.

Dr. Haby briefed that a:

President- Parent

Vice President- Parent.

Secretary –Staff.

Jt Secretary –Staff.

Treasurer- Staff.

8 Executive members- 6Parent and 2 Staff.

Programme officer NSS - Staff.

Dr. Biju Sebastian sir pointed out that prior to the KUHS University exam it was observed that many BDS Students are absent from their lecture class.

It was decided in the meeting that a SMS will be send to the parent from the office if a student is absent in a lecture class. Moreover it was also finalized that if there are above 10% of absentees in a particular lecture class, the concerned staff who takes the lecture should inform the HOD.

Principal asked the in charges of 1st yr BDS, 2nd yr BDS, 3rd yr BDS, 4th yr BDS (Part 1 & Part 2) Subjects to brief the current status of the attendance percentage and marks in the Internal Exams.

It was found that from 3rd BDS -2 Students (Alfiya and Neethu Jose) were lacking 70% of attendance (Minimum requirement for Non-exam going subjects).

Alfiya had a shortage of attendance in Department of *Pedodontics* (Theory-32%), *Orthodontics* (Theory-48%), *Oral Pathology*(Theory-78%), *Periodontics* (Clinics-60%), *Oral Surgery*(Clinics-38%). Since Alfiya had shortage of attendance in multiple subjects, she was not eligible for Condonation. Hence the panel decided that she is not eligible to appear for KUHS University exam commencing from July 2018.

Neethu Jose had a shortage of attendance in *Pedodontics* (Clinics-61%) .Neethu Jose had a provision for eligibility for Condonation, hence the panel decided to allow Neethu Jose eligible for Condonation.



Finally *Dr. Biju Sebastian sir* pointed out that after 3rd Internal exams get over 1 Emergency Academic committee meeting may be done at the earliest before KUHS marks Upload.

ACTIONS TAKEN:

1. Motivational talk for 1st year, 2nd year BDS to be held in the month of September 2018 when new BDS batch arrives.
2. General Body meeting of PTA was held on 30 May 2018 in the College Auditorium in which members of PTA were selected.

President- *Mr.Saji .M.Mathew.*

Vice President-*Koshy .P.Koshy.*

Secretary –*Dr.Annie Susan Thomas.*

Joint Secretary –*Dr.Rino Roopak Soman.*

Treasurer-*Dr.Haby Mathew Somson.*

8 Executive Members

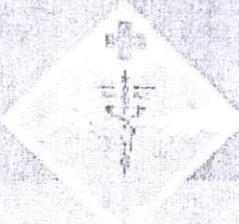
1. Mr.Santhosh kumar.
2. Mr.Eapen Cherian.
3. Mr.Baby John T
4. Mr.Baby C.Y
5. Mr.Athil Ismail
6. Mrs Somaja Babu
7. Dr.Benley George (Vice –Principal –Administration)
8. Dr.Biju Sebastian (Vice –Principal –Academics).

Programme Officer- *Dr.Thomas George (HOD-Periodontics)*
NSS



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

3. SMS alert to be send to the parent if a student is absent in a lecture class. Concerned Staff who takes a lecture needs to report to the HOD if there are more than 10% of absentees in a lecture class.
4. Alfiya (3rd yr BDS regular batch student) as per KUHS regulation is not eligible for appearing the KUHS University exams scheduled to start on July 2018 due to lack of attendance.
5. Neethu Jose (3rd yr BDS regular batch student) is allowed to write the KUHS exams commencing on July 2018 based on Condonation of 10% by request letter to the principal forwarded by the concerned HOD in the subject which she is lacking 70% attendance.



PUSHPAGIRI

WELFARE GOD'S CARE

COLLEGE OF DENTAL SCIENCES
MEDICITY, PERUMTHURUTHY, TIRUVALLA - 689107
(AN UNDERTAKING OF PUSHPAGIRI MEDICAL SOCIETY, REG. NO. P. 73/92)
(**NAAC Accredited Dental College**)

04 October 2018

ACADEMIC COMMITTEE MEETING

The next Academic Committee Meeting will be held on 08 October 2018 (Monday) in the College Council Hall at 11.00 a.m. All members are requested to attend the meeting without fail.

Dr K. George Varghese
Principal



Copy to:

- | | | |
|---------------------|---|-----------|
| Dr Omal P.M | - | Secretary |
| Dr Biju Sebastian | - | Member |
| Dr Benley George | - | Member |
| Dr Eapen Thomas | - | Member |
| Dr Thomas George | - | Member |
| Dr Elizabeth Joseph | - | Member |
| Dr A Devadathan | - | Member |
| Dr Baby James | - | Member |
| Dr Suja Joseph | - | Member |
| Dr Aby Mathew T | - | Member |
| Dr S Sunil | - | Member |

Special Invitee -

Rev Dr Mathew Mazhavanchril (Director Academics and Research)
Rev Fr Aby Vadakkumthala (Director Medicity)
Dr Annie Susan Thomas

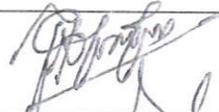
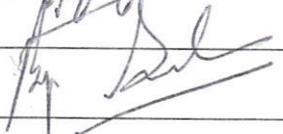
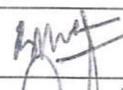
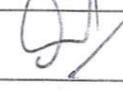
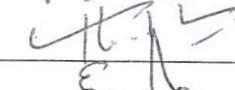
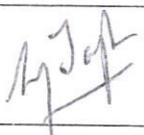
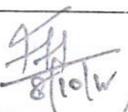
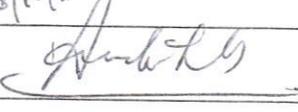


Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

Academic Committee Meeting On

8/10/2018

| | Name | Signature |
|-----|--|--|
| 1 | Rev Dr Mathew Mazhavancheril (Director Academics & Research) | A |
| 2 | Rev Fr Aby Vadakkumthala (Director- Medicity) | A |
| 3. | Dr. George Varghese (Principal) |  |
| 4. | Dr. Biju Sebastian |  |
| 5. | Dr. Benley George | A |
| 6. | Dr. Baby James |  |
| 7. | Dr. Omal P.M. |  |
| 8. | Dr. A. Devadathan |  |
| 9. | Dr. Aby Mathew T |  |
| 10. | Dr. Elizabeth Joseph |  |
| 11. | Dr. Thomas George |  |
| 12. | Dr.Eapen Thomas | A |
| 13 | Dr. Suja Joseph |  |
| 14 | Dr. Sunil |  |
| 15 | Dr. Annie Susan Thomas |  |

planned and conducted for year out students. For this he has advised all HODS to conduct according to their convenience.

A Principal meeting was held in KUHS on 13/12/2017 which was attended by *Dr. George Varghese sir*. Following points of the meeting was highlighted by Principal:

1. 1st BDS University exam are starting from 10 July 2018.
2. For 1st BDS Course, A Candidate will be given only 3 attempts to clear and for entire course of BDS ,He /She will be given a time of 9 years.

KUHS is conducting a camp for Original Certificate Verification of staff in Trichur. For this authorized person is allotted from every college to report and to submit the staff Original certificate for verification. After the verification, Original certificate will be returned to authorized person and a Xerox copy of each will be retained in KUHS. From our college Principal has allotted *Bobby* as the Authorized person and it was decided in the Committee a circular to be given to all staff to submit the original Certificate to Bobby for KUHS Verification. 10 days duration will be given from the day of the Circular. All Original Certificates will be returned to concerned staff once KUHS Verification is over.



Dr. K. George Varghese MDS
Principal
Pustipagiri College of Dental Sciences

ACTIONS TAKEN: MEETING

1. A meeting was called by the Principal in the month of January for weak students from 1st ,2nd ,3rd ,4th yr BDS to discuss on how to improve the academic related issues related to Internal assessment marks /Attendance percentage.
2. Instructions for starting the Lecture class by 8.00AM has been successfully initiated by the Principal. Class representative have been instructed to open the lecture class by 7.50 AM.
3. Original Certificate Verification of staff has been successfully completed in KUHS headquarters, Trichur.

should be summoned and appropriate disciplinary action need to be taken. No separate exams will be conducted.

Principal put forward that 1st year BDS results are going down as compared to previous years. It was decided in the meeting that student support cell members need to be contacted and discuss on how to improve the results.

Dr Sunil pointed out that staff co-ordinators for 1st yr, 2nd yr, 3rd yr exam conduct needs to be selected. It was decided in the meeting that

Dr. Rino Roopak Soman (PHD) will be in charge of 1st year.

Dr. Emmanuel (Prosthodontics) will be in charge of 2nd year.

Dr. Anil Kurian (OMR) will be in charge of 3rd year.

Formation of PTA in PCDS:

It was decided to form a PTA with jobs entrusted to staffs:

1. Dr. Sherin (Dept of Pedodontics) as Treasurer.
2. Dr. Josey Mathew (Dept of Endodontics) as Secretary.

Dr. Biju Sebastian (Vice principal – Academics) was entrusted to give the other names of PTA. Once the PTA is formed, it will be reported to KUHS.




Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

An assessment of library hours of PG Students (JAN-FEB 2018) from Dept of Ortho,OMFS,PERIO,ENDO,PROSTHO was done. Principal pointed out that except Dept of Orthodontics, Library hours of PG Students was satisfactory.

Next Academic Committee meeting date has been tentatively fixed to *11 April 2018* for final MDS Students progress evaluation.

ACTIONS TAKEN:

1. Student Support and guidance cell has been successfully formed in PCDS with *Dr.Elizabeth Joseph* (Prof &HOD-Dept of Pedodontics) and *Dr.Rene Kuriakose* (Sr Lecturer, Prosthodontics) appointed as Nodal Officers.

Other Members include-

- Dr.K.George Varghese (Principal) - Member
Dr.Benley George (Vice Principal –Admin)- Member
Dr.Biju Sebastian (Vice Principal –Academics) –Member
Dr.Aby Mathew T(HOD ,Prosthodontics)- Member
Dr.A .Devadathan (HOD ,Conservative Dentistry)- Member
Dr.S.Sunil (HOD,Oral Pathology)-Member
Dr.Omal PM (HOD,Oral Medicine & Radiology)- Member.
Dr.Thomas George V (HOD,Periodontics)- Member.

Intimation to KUHS regarding Student support and guidance cell is yet to be given.

2. A PTA for the year 2018 has been formed in PCDS with:

Dr.Josey Mathew (Prof-Conservative Dentistry)-Secretary

Dr.HabyMathew Somson (Sr.Lecturer, Prosthodontics)-Treasurer

Other Members include:

Rev Fr Aby Vadakkumthala (Director –Medicity) –Member.

Dr.K.George Varghese (Principal) - Member

Dr.Benley George (Vice Principal –Admin)- Member




Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

Dr.Biju Sebastian (Vice Principal –Academics) –Member
Dr.Manuja Nair(Reader, Conservative Dentistry)-Member

Parent representative members for PTA will be decided from a Common PTA meeting which is yet to be finalized.

3. Staff Co –ordinators for 1st, 2nd, 3rd yr exam conduct has been selected and informed.

Dr.Rino Roopak Soman (Dept of PHD) -1st yr in charge.

Dr.Emanuel (Dept of Prosthodontics)- 2nd yr in charge.

Dr.Anil Kurian (Dept of OMR)- 3rd yr in charge.

**MINUTES OF ACADEMIC COMMITTEE MEETING HELD ON 18 NOV
2019 AT 11.30 AM IN THE COLLEGE COUNCIL HALL**

Following members attended the meeting:

Dr K. George Varghese-Principal

Dr. *Biju Sebastian*-Vice principal (Academics)

Dr. *Benley George*- Vice principal (Administration)

Dr Omal .PM (HOD, Deptof OMR)

Dr A Devadathan (HOD, Dept of Endodontics)

Dr Thomas George (HOD, Dept of Periodontics)

Dr Aby Mathew T (HOD, Dept of Prosthodontics)

Dr Elizabeth (HOD, Dept of Pedodontics)

Dr .Sunil S (HOD,Dept of Oral Pathology)

Dr.Sharlene Sara Babu (1st yr BDS Staff in charge)

Dr Minimol (2ndyrBDS Staff in Charge).

Dr.Sherin Sara George (3rd yr BDS Staff in charge)

Dr Manuja Nair (4th yr BDS, Part -1 Outgoing

Staff in charge)

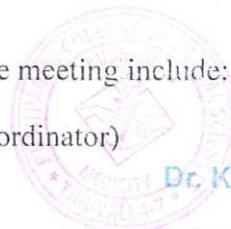
Dr Prameetha George (4th yr BDS, Part -1 Staff in charge)

Dr.Shibu Thomas Sebastian (4th yr BDS, Part -2 Staff in charge)

Dr.Annie Susan Thomas (MDS Staff in charge)

Member,who expressed the inability to attend the meeting include:

Dr Vinod Mathew Mulamoottil (Interns Staff co ordinator)



Dr. K. George Varghese
Principal
Pushpagiri College of Dental Sciences

Dr Eapen Thomas (Unit Chief –OMFS).

Dr.Akhilesh (Associate Professor ,OMFS) was representating on his behalf.

Meeting started with a silent prayer.

BDS Staff in charges of 1st yr,2nd yr ,3rd yr,4th yr(Part 1,2) subjects briefed their summary of the PTA Meetings held in the month of October ,November 2019.

1st yr BDS(Suppl batch): PTA Meeting was held on 3/10/ 2019.

Dr.Sharlene reported that overall results were not satisfactory, hence suggested that special tuition classes need to be planned.For this a medical doctor (MBBS) needs to be selected for evening tution classes after finalizing this meeting with Rev Fr Mathew Mazhavancheril.

2nd yr BDS (Suppl batch): PTA Meeting was held on 21 /10/ 2019.

Dr. Minimol briefed that out of 11 students,10 student's parents came.2nd yr BDS Regular batch failed students' parents also came. Overall performance was poor. A retest have been planned to improve the results before KUHS Marks entry. Library study along with Study leave has been advised.

3rd yr BDS (Suppl batch): PTA Meeting was held on 5 /11/2019.

Dr. Sherin briefed that a few students have attendance problem in General Medicine subject which they have to make up in future postings.

4thBDS (Suppl batch, Part 1): PTA Meeting was held on 29 /10/ 2019.

5 students parents attended the meeting. No major problems in terms of Marks or attendance reported by *Dr. Prameetha George*.

4thBDS (Regular batch, Part 11): PTA Meeting was held on 6/11/ 2019.

Dr.Shibu reported that out of 45 students from total batch,18 parents didn't come.1 more PTA meeting was again done for parents who couldn't make it for the last meeting.

Dr. Akhilesh suggested that Final yr Part 2 Subjects ,First internal exam need to be planned along with Final Year Part 1 internal exam time to improve the results.

A Discussion was held in the meeting regarding Final Year Part 2 Students Quota Completion problem.

From Department of Endodontics:*Dr.A Devadathan (HOD --Endodontics)* pointed out that due to lack of extra Dental chairs in Department students are unable to meet the criteria for Quota Completion.

From Department of Prosthodontics:*Dr.Aby Mathew T (HOD --Prosthodontics)* reported that students reported this issue lately hence this problem occurred. Principal suggested that more RPD can be introduced in the quota to compensate CD Quota completion problem.

From Department of Pedodontics: *Dr.Elizabeth (HOD- Pedodontics)* reported that there was no problem regarding Quota completion.

From Department of OMFS:*Dr.Akhilesh*suggested that students need to be permitted to work in other Departments with permission of HODS to complete their Quota.

Vice Principal (Academics) – Dr.Biju Sebastian pointed out that for MDS Thesis online submission, HOD recommended letter from PG Student needs to be furnished before KUHS Online submission. Principal added that MDS Thesis work can be converted to Journal Publications.

Dr.Thomas George (HOD --Periodontics) told in meeting that a NSS Special camp needs to be planned before March 2020.First camp is tentatively planned in the 2nd week of January 2020 in Vengal Church, Perumthuruthy for Non-exam going batches.

Dr.Thomas George further added that NSS Report needs to be send in Malayalam font to KUHS ,hence a Malayalam font needs to be introduced in the Principals PA Office computer at the earliest for Smooth functioning.

Meeting concluded at 1pm.



Dr. K. George Varghese
Principal
Pushpagiri College of Dental Sciences

ACTIONS TAKEN:

1. Introduction of Malayalam font to the office computer for submitting NSS Report has started from 1 Feb 2020.
2. NSS special camp initially proposed to be conducted in the month of January 2020 in Vengal church, Perumthuruthy is kept in pending due to feasibility problems.
3. For MDS Thesis online submission, College has received the HOD Recommended letters from PG Students.
4. Conversion of MDS Students Thesis work to Journal Publications is ongoing according to the information received from the HODS.
5. Regarding proposal of introducing RPD to complete the quota in prosthodontics for compensating the quota, HOD was not interested in introducing RPD. So quota completion was done by giving CD to students.
6. For 2nd yr BDS(Supplementary batch): According to *Dr.Minimol* , Retest was conducted to improve their performance. Special library hours were also allotted.
7. 1st year BDS (Supplementary batch): *Dr.Sharlene* reported that, No special Tuition classes were arranged so far.They have finished their University exams and they are waiting for results.

Minutes of the Academic monitoring cell held on 6 August 2020 via ZOOM

The following members were present for the meeting;

1. Dr George Varghese
2. Dr Biju Sebastian
3. Dr Benley George
4. Dr Aby Mathew T
5. Dr S Sunil
6. Dr Thomas George
7. Dr Elizabeth Joseph
8. Dr Omal PM

Special Invitee: Dr Annie Kitty George

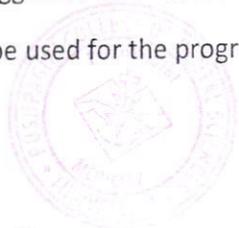
Dr George Varghese welcomed all to the meeting. Principal informed that the meeting was scheduled to discuss a proposal to conduct a webinar conference for students at a National level in our college. Dr Benley and Dr Annie had prepared a proposal on it. Principal informed Dr Annie to present the same.

Dr Annie informed that the webinar conference is a 2 day programme and it is named Enrich. The programme is meant for Third year, final year and Interns. The reg fees is Rs 100 per participant. Maximum 500 participants only will be allowed. There will be 5 lectures on one day and 4 lectures on the next day. The lecture will be of 45 mins duration and 10 mins for Question and answer section. All depts will have a presenter and moderator. The topics should be clinically oriented topics.

Based on the discussions the following suggestions were approved;

1. The webinar conference is the first of its kind and it would be a good publicity for the college. All appreciated the programme.
2. The conference can be for final year and Interns.
3. Five topics in each dept can be suggested and the panel group can finalize the topic for each dept. The topics should be given by all HODs on or before 10th August 2020.
4. The date of the conference was suggested as 4th and 5th September 2020.
5. A Zoom webinar platform should be used for the programme.

The meeting concluded by 8:20pm.



Dr. Padma Kumari. B
3/3/2021

Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

Dr. Sheela Virginia Rodriguez
3/3/2021

Meeting: 18 Dec 2019

- Dr.Elizabeth informed that there is shortage of staff in Pedo Department hence it was decided Dr.Sneha should be relieved as and when required.
- It was noted that students are not taking any effort for finishing clinical quota as the previous batches.
- Dr.Akhilesh informed that the staffs are not getting adequate time for teaching part II subjects.
- Dr.Jose informed that students performance in third internal was much worser than second internal.
- It is informed that Principal will address students on 19.12.2019 at 9.30 am.
- It was decided that Final Year Part II 1st internal has to be conducted at the beginning of final year Part I and IInd internal at the beginning of Part II as per university model. The dates of Theory and practical will be published by the college and practical exam can be conducted by the department as per schedule or as econd posting exam
- Dr.Aby and Dr.Akhilesh suggested that there should be reduction in onam and Christmas holidays for Part 1 students from 10-2 days as per the holidays declared by the KUHS and the holidays for Part II students will be same as that of Interns.
- It was also suggested that Part II students should be refrained from extracurricular activities.

Minutes of the Academic monitoring cell held on 6 August 2020 via ZOOM

The following members were present for the meeting;

1. Dr George Varghese
2. Dr Biju Sebastian
3. Dr Benley George
4. Dr Aby Mathew T
5. Dr S Sunil
6. Dr Thomas George
7. Dr Elizabeth Joseph
8. Dr Omal PM

Special Invitee: Dr Annie Kitty George

Dr George Varghese welcomed all to the meeting. Principal informed that the meeting was scheduled to discuss a proposal to conduct a webinar conference for students at a National level in our college. Dr Benley and Dr Annie had prepared a proposal on it. Principal informed Dr Annie to present the same.

Dr Annie informed that the webinar conference is a 2 day programme and it is named Enrich. The programme is meant for Third year, final year and Interns. The reg fees is Rs 100 per participant. Maximum 500 participants only will be allowed. There will be 5 lectures on one day and 4 lectures on the next day. The lecture will be of 45 mins duration and 10 mins for Question and answer section. All depts will have a presenter and moderator. The topics should be clinically oriented topics.

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The meeting concluded by 8:20pm.

BSK
3/8/2021
Dr. Padma Kumari. B



Shobana
3/8/2021
Dr. Shobana Reddy

Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

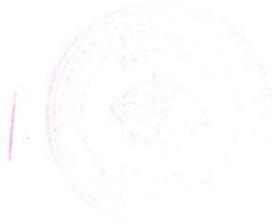
Minutes of Internal Quality Assurance (Academic committee) members held on 10th July 2018 at 12.00 noon in the college council room

Principal- Dr.George Varghese, Vice Principal (Academics) Dr.Biju Sebastian, Vice Principal (Administration) Dr.Benley George, faculty members- Dr Aby Mathew T,Dr.Omal, Dr.Annie Susan, Dr.Jacob John, Dr.Vineesh, Dr.Haby Mathew Somson and Mr Saji Abraham were present.

The Principal George Varghese presided. The meeting commenced at 12.00 noon.

1. The meeting started with a silent prayer.
2. Principal welcomed the Internal quality assurance committee members for the meeting.
3. Attendance was recorded for the meeting.
4. Principal informed that academic performance of students is the top priority of the committee for the year.
5. He informed that academic calendar for year 2019-20 should be prepared. Principal informed *Dr Annie Susan* to prepare it at the earliest.
6. Dr Haby informed that the yearly academic timetable of BDS students should be prepared for the new batch. He informed that the staff coordinators of all batches can prepare it in consultation with the respective departments. Principal informed Dr Haby to ensure that all the time tables are prepared and a copy of it should be submitted to his office.

The meeting concluded at 1.30 pm.



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

AGENDA

1. Minutes of Previous meeting.
2. Periodic Evaluation of 3rd yr MDS PG Students regarding their Thesis related works.




Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

MINUTES OF ACADEMIC COMMITTEE MEETING HELD ON 5
SEPTEMBER 2018 AT 1.00 pm IN THE COLLEGE COUNCIL HALL

Principal *Dr K. George Varghese* , Vice principal (academics) *Dr. Biju Sebastian*, Vice Principal (administration) *Dr. Benley George* , HODs from 8 departments and MDS Staff in charge- *Dr. Annie Susan Thomas* were present. *Dr. Manuja* from Department of Endodontics was representating in the absence of their HOD.

Meeting started with a silent prayer.

It was decided in the meeting that a SMS alert programme to inform the absentee's students to their parents will be proposed in the next CCM.

BDS Students final attendance percentage calculation for KUHAS will be done till the date prior to students study leave. Checking of Interim report of attendance percentage and final Internal assessment marks will be done in office notice board by students and will be informed by office personel once it is ready.

For 1st yr MDS Internal assessment for applied basic sciences, it was decided that 3 Internal exams to be conducted in the months of ^{oct} November, ^{Jan} February and April with a 3 months duration by each Departments. For 2nd yr and 3rd yr MDS Batches, *Dr. Annie Susan Thomas* (Staff in Charge for MDS) was allotted to make a schedule for their Internal exams. A Periodic evaluation of 3rd yr MDS PG Students

31
Jan
April

regarding their Thesis related works was proposed to be held on 26 September 2018 at 10.00 AM.

Dr. Thomas George (HOD- Periodontics) told the Principal that an Anti-Ragging Programme sponsored by *District Legal Service society* needs to be conducted in our college at the earliest. Principal told *Dr. Thomas George* to give a request letter to the Management for conducting in College campus.

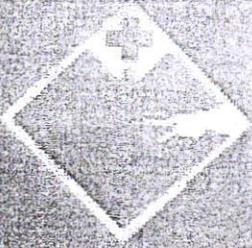
Dr. Aby Mathew T (HOD-Prosthodontics) pointed out that a 2 week clinical posting had gone for BDS Students due to Flood, hence requested for an elective posting at the end of Normal Posting for Students to make over the Deficiency. *Dr. Aby Mathew T* further proposed that if a student has completed a full quota in a particular Department but has shortage in Other Departments, student need to be allowed to go to other Department which he or she is lacking with the permission of the concerned Department HOD.



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

ACTIONS TAKEN:

- 1 SMS Alert programme to inform the parents of students who are absent from a particular class has been kept as an agenda in COM
- 2 BDS Students final attendance percentage calculation for KUHAS to be taken till a date prior to student study leave
- 3 BDS Students to check their Interim Report of Attendance Percentage and Final Internal Assessment Marks from the Office Notice board once it is ready
- 4 Individual PG Departments to conduct 3 Internal exams for applied basic science within a span of 3 months duration



PUSHPAGIRI

We care God cures

FUSH

6

COLLEGE OF DENTAL SCIENCES

MEDICITY, PERUMTHURUTHY, TIRUVALLA - 689107

(AN UNDERTAKING OF PUSHPAGIRI MEDICAL SOCIETY, REG. NO. P. 73/92)

(NAAC Accredited Dental College)

28 March 2019

ACADEMIC MONITORING CELL

The existing Institutional Academic Committee is hereby reconstituted with the following members as per the new guidelines of Kerala University of Health Sciences.

Chairman - Dr K. George Varghese

Co Chairman - Dr Biju Sebastian

Secretary - Dr Omal P.M.

Department Representatives

Dr Benley George, Dr Eapen Thomas, Dr Thomas George, Dr Aby Mathew T, Dr Elizabeth Joseph, Dr Sunil S, Dr A Devadathan

Coordinators

Dr Sharlene Sara Babu, Dr Haby Mathew Somson, Dr Sherin Sara George, Dr Manuja Nair, Dr Shibu Thomas Sebastian, Dr Annie Susan Thomas, Dr Vinod Mathew Mulamoottil.

The committee will be responsible for monitoring matters pertaining to the following domains: Training of the students, Faculty development and student assessment, Student welfare, Assessment of College performance as per KUHS parameters and Institutional excellence.

The members are requested to download KUHS handbook regarding academic monitoring cell and study the detailed information regarding its functioning.

The first meeting of the reconstituted committee will be held on 9/4/19 at 2 pm in the College Council Hall. All members are requested to be present.

Dr K. George Varghese
Principal



Copy to:

Director Academics and Research, Director Medicity,

All Institutional Academic committee members

George Varghese MDS
Principal

Pushpagiri College of Dental Sciences

PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

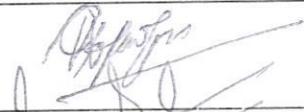
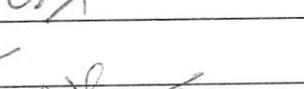
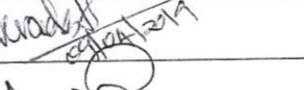
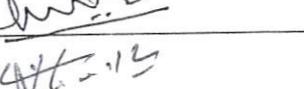
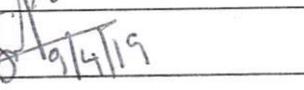
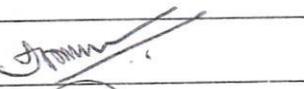
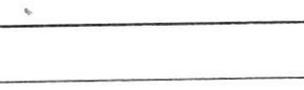
MEDICITY, PERUMTHURUTHY, TIRUVALLA- 689107 KERALA, INDIA

Tel: +91-469-2645210 Fax: +91-469-2645262

E-mail: dentalcollege@pushpagiri.in Web-site: www.collegeofdentalciences.pushpagiri.in

PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

Academic Committee Meeting On 9. 4 .2019

| | Name | Signature |
|-----|--------------------------------------|--|
| 1. | Dr. K.George Varghese (Principal) |  |
| 2. | Dr. Biju Sebastian |  |
| 3. | Dr. Benley George |  |
| 4. | Dr. Omal P.M. |  |
| 5. | Dr.Eapen Thomas |  |
| 6. | Dr. A. Devadathan |  9/4/2019 |
| 7. | Dr. Thomas George |  |
| 8. | Dr. Aby Mathew T |  9/4/19 |
| 9. | Dr. Elizabeth Joseph |  |
| 10. | Dr. Sunil S |  |
| 11. | Dr. Sharlene Sara Babu | A |
| 12. | Dr.Haby Mathew Somson |  |
| 13. | Dr.Sherin Sara George |  |
| 12. | Dr.Manuja Nair. |  |
| 13. | Dr.Shibu Thomas Sebastian | A |
| 14. | Dr. Annie Susan Thomas | A |
| 15. | Dr.Vinod Mathew Mulamoottil | A |
| | | |

AGENDA

1. Introduction to newly Reconstituted Academic Committee of Academic Monitoring cell of KUHS.
2. Special care for academically weak students.



A handwritten signature in blue ink, appearing to read "Dr. K. George Varghese".

Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

**MINUTES OF ACADEMIC COMMITTEE MEETING HELD ON 8
OCTOBER 2018 AT 11.00 am IN THE COLLEGE COUNCIL HALL**

Principal *Dr K. George Varghese* , Vice principal (academics) *Dr. Biju Sebastian*, Vice Principal (administration) *Dr. Benley George* , HODs from 9 departments and MDS Staff in charge- *Dr. Annie Susan Thomas* were present. Meeting started with a silent prayer.

Final year MDS Students from Department of Perio, Prostho, Ortho, Endo and OMFS were evaluated for their work done status.

Dr. Jisha.J.S, Dr. Parvathy Kamath and Dr. Tessa from Dept of Prostho had shortage in taking lec classes. *Dr. Biju Sebastian* (Vice-Principal –Academics) suggested to HOD –Prosthodontics, *Dr. Aby Mathew T* that preclinical classes could be adjusted as lec class in case of deficiency.

Regarding Prostho PGS Thesis related works of *Dr. Jisha.J.S, Dr. Parvathy and Dr. Tessa*, data collection and statistical analysis was not complete.

Dr. Aby Mathew T (HOD-Prosthodontics) gave assurance that all thesis related works will be completed by end of October 2018 and will be forwarded to *Dr. Biju Sebastian* (Vice-Principal –Academics) for clearance.

PG Students from Department of Endo, Perio ,OMFS, Ortho did not have any deficiency as their thesis related works were complete and was getting ready for submission.

Dr. Baby James (Prof in Dept of Endodontics suggested that a common format for power point presentation for PGS to present their work done status needed to be created from next meeting as it was difficult to assess them from their existing power point presentation.

Principal *Dr. K. George Varghese* entrusted MDS Staff in charge *Dr. Annie Susan Thomas* to prepare a Common format for PG to present their work done status.

Principal *Dr. K. George Varghese* asked HOD-Periodontics, *Dr. Thomas George* regarding the Status of Anti- Ragging Programme in PCDS and told him to find a suitable date at the earliest to be conducted in PCDS.

Principal further added that a Cyber Crime Programme needs to be planned in PCDS which will be conducted at the earliest after consulting with (Director – Academics & Research: *Rev Dr Mathew Mahzavancheril.*)



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

ACTIONS TAKEN:

1. Common format for power point presentation of PG Students for their periodic evaluation of work done status in Academic Committee meeting has been prepared by **Dr. Annie Susan Thomas** and is ready for acceptance.
2. Anti –Ragging Programme by **Mr. Jaya krishnan** (Judge Sub court, Pathanamthita) was conducted on 16.10.2018 from 9.30 AM to 11.00 AM in College Auditorium.
3. Cyber law and Security awareness programme by **Macfast** and **Kerala police** was held on 17.10.2018 from 1.30 pm in the College Auditorium attended by all Students (1,2nd yr, 3rd y and Final yr –Part 1,2).



PUSHPAGIRI

COLLEGE
OF
DENTAL
SCIENCES

MEDICITY PERUMTHURUTHY TIRUVALLA – 689107 KERALA INDIA

(An undertaking of Pushpagiri Medical Society Reg. No. P.73/92)

Affiliated to Government of India, Ministry of Health & F.W – Order No. F.No.V.12017/36/2005-PMS/DE)

14 September 2019

CIRCULAR

There will be an Academic Monitoring Cell Meeting in the College Council Hall on 18 September 2019 at 12.00 noon. All members are requested to attend the meeting.

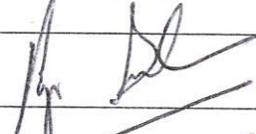
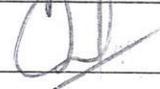
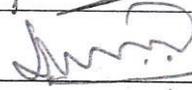
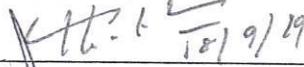
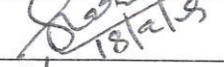
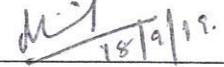
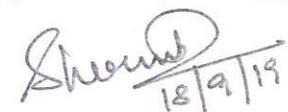
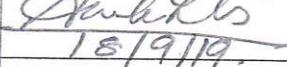



Dr K. George Varghese
Principal


Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

Academic Committee Meeting On 18. 9.2019

| | Name | Signature |
|-----|--|---|
| 1. | Dr. K.George Varghese (Principal) |  |
| 2. | Dr. Biju Sebastian |  |
| 3. | Dr. Benley George |  |
| 4. | Dr. Omal P.M. |  |
| 5. | Dr.Eapen Thomas | A |
| 6. | Dr. A. Devadathan |  |
| 7. | Dr. Thomas George |  |
| 8. | Dr. Aby Mathew T |  18/9/19 |
| 9. | Dr. Elizabeth Joseph |  18/9/19 |
| 10. | Dr. Sunil S |  18/9/19 |
| 11. | Dr. Sharlene Sara Babu |  18/9/19 |
| 12. | Dr. MINIMOL |  18/9/19 |
| 13. | Dr.Sherin Sara George |  18/9/19 |
| 12. | Dr.Manuja Nair. |  18/9/19 |
| 13. | Dr.Shibu Thomas Sebastian |  18/9/19 |
| 14. | Dr. Annie Susan Thomas |  18/9/19 |
| 15. | Dr.Vinod Mathew Mulamoottil | A |
| | | |

AGENDA

1. Minutes of the previous meeting.
2. Summary of things discussed in Academic Monitoring cell Training Program held on 5 Sep 2019 at KUHS, Trichur.
3. Tentative Department Faculty evaluation format (Monthly Evaluation).
4. PG Students Interdepartment posting (Staff views).
5. Special attention for poor academic performance students.



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

2/13

**MINUTES OF ACADEMIC COMMITTEE MEETING HELD ON 9 APRIL
2019 AT 2.00 pm IN THE COLLEGE COUNCIL HALL**

Following members attended the meeting:

- Dr K. George Varghese*- Principal
Dr. *Biju Sebastian*- Vice principal (Academics)
Dr Omal .PM (HOD, Dept of OMR)
Dr A Devadathan (HOD, Dept of Endodontics)
Dr Thomas George (HOD, Dept of Periodontics)
Dr Aby Mathew T (HOD, Dept of Prosthodontics)
Dr Elizabeth (HOD, Dept of Pedodontics)
Dr Haby Mathew Somson (2nd yr BDS Staff in Charge).
Dr.Sherin Sara George (3rd yr BDS Staff in charge)
Dr Manuja Nair (4th yr BDS, Part -1 Staff in charge)
Dr Vinod Mathew Mulamoottil (Interns Staff co ordinator)

Following members expressed the inability to attend the meeting:

1. Dr.Benley George (Vice –Principal, Admin)
2. Dr.Sunil S (HOD, Dept of Oral Pathology)
3. Dr .Sharlene Sara Babu (1st yr BDS Staff in charge)
4. Dr.Shibu Thomas Sebastian (4th yr BDS (Part -2) Staff in charge).
5. Dr.Annie Susan Thomas (MDS Staff in charge)




Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

Meeting started with a silent prayer.

Principal addressed the gathering informing that the existing Institutional Academic Committee is reconstituted with the new title "IAMC" with the following members as per the new guidelines of Kerala University of Health Sciences.

Chairman: *Dr.K.George Varghese*

Co –Chairman: *Dr.Biju Sebastian*

Secretary: *Dr.Omal.P.M*

Department (HOD/Unit Chief) Representatives:

Dr.Benley George (HOD, PHD), Dr.Eapen Thomas (Unit Chief –OMFS), Dr.Thomas George (HOD, Periodontics), Dr.Aby Mathew T (HOD, Prosthodontics), Dr.Elizabeth Joseph (HOD, Pedodontics), Dr.Sunil.S (HOD, Oral Pathology), Dr.A Devadathan (HOD, Endodontics).

Year wise BDS/MDS Staff and Intern Co –ordinators:

Dr. Sharlene Sara Babu (1st yr BDS), Dr.Haby Mathew Somson (2nd yr BDS), Dr.Sherin Sara George (3rd yr BDS), Dr.Manuja Nair (4th yr BDS Part -1), Dr.Shibu Thomas Sebastian (4th yr BDS Part -2), Dr.Annie Susan Thomas (MDS Staff Co ordinator), Dr.Vinod Mathew Mulamoottil (Interns Staff Co –ordinator).

Principal added that this Committee will be responsible for monitoring matters pertaining to the following domains: A) Training of the students B) Faculty Development and Student assessment C) Student Welfare D) Assessment of college performance as per KUHS parameters and Institutional excellence.

Principal requested all the Committee members to download the KUHS handbook regarding Academic Monitoring Cell and study the detailed information regarding its functioning.

Dr.Omal briefed the members about the functioning of Academic Monitoring cell (AMC) and told AMC has got 2 Tiers.

TIER 1: Comprises the Institutional Academic Committee (IAC) and

TIER 2: is the AMC at KUHS Head Quarters, Trichur.

IAC members will meet periodically. Periodic Reports will be filed online to KUHS, AMC as Institutional Academic Report – Twice a year.

1st Phase: (October to March)

2nd Phase: (April to September)

Matters pertaining to the following domains: Training of Students, Faculty Development and Student Assessment, Student Welfare, KUHS Parameters, Institutional Excellence were discussed in the meeting.

Vice –Principal (Academics)- Dr Biju Sebastian pointed out that there are a few academically weak students from 1st year, 2nd year, 3rd year and final year BDS and told principal that a special care should be given to these students.

List includes:

1st year BDS: Denny Joseph Koshy.

2nd year BDS: Divya, Aswathy, Christy, Jerlin, Nivedya, Aleena and Dheeraj.

3rd year BDS: Alfiya, Greeshma, Ken Suresh.

4th year BDS: Sangeetha, Soji, Sonia.

Principal told that special care in terms of weekly test shall be planned and conducted periodically for these students. He requested the Co-ordinators to monitor and update their improvements with the IAMC.

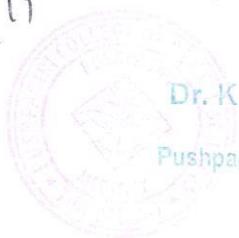
Meeting concluded at 3pm.

Seba Abraham
11/12/19

[Signature]
11/12/19

Dr. Rajulal
KCHS Inspector

Proposed



Dr. K. George Mathias MDS
Principal
Pushpagiri College of Dental Sciences

Approved by

Dr. Thomas
[Signature]

Sec: Dr. Bankey
[Signature]

ACTIONS TAKEN:

1. Newly reconstituted Academic Committee of Academic Monitoring Cell of KUHS has started to function in PCDS and first meeting of IAC Members was on 9 April 2019.
2. Special care for weak students in terms of weekly test have been conducted periodically and co ordinators are monitoring and updating with the IAC.



Dr. K. George Virghese MDS
Principal
Pushpagiri College of Dental Sciences



PUSHPAGIRI



COLLEGE OF DENTAL SCIENCES
MEDICITY, PERUMTHURUTHY, TIRUVALLA - 689107
(AN UNDERTAKING OF PUSHPAGIRI MEDICAL SOCIETY, REG. NO. P. 73/92)
(NAAC Accredited Dental College)

18 November 2019

CIRCULAR

There will be an Academic Monitoring Cell Meeting in the College Council Hall on 20 November 2019 at 11.30a.m. All members are requested to attend the meeting.

Dr K. George Varghese
Principal

Copy to:
Director Academics and Research
Director Medicity

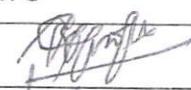
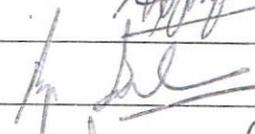
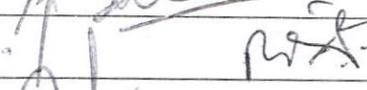
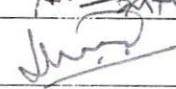
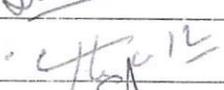
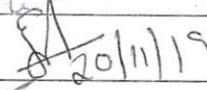
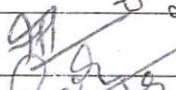
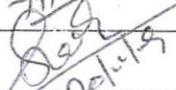
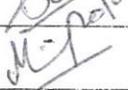
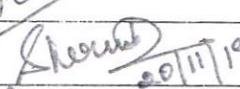
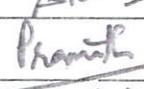
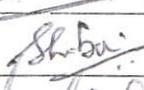
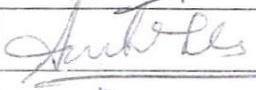
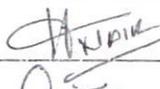
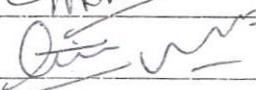
All Academic Monitoring Cell Members



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

Academic Committee Meeting On 20. 11 .2019

| | Name | Signature |
|-----|----------------------------------|---|
| 1. | Dr. K.George Varghese(Principal) |  |
| 2. | Dr. Biju Sebastian |  |
| 3. | Dr. Benley George |  |
| 4. | Dr. Omal P.M. |  |
| 5. | Dr.Eapen Thomas | A |
| 6. | Dr. A. Devadathan |  |
| 7. | Dr. Thomas George |  |
| 8. | Dr. Aby Mathew T |  |
| 9. | Dr. Elizabeth Joseph |  |
| 10. | Dr. Sunil S |  |
| 11. | Dr. Sharlene Sara Babu |  |
| 12. | Dr.Minimol |  |
| 13. | Dr.Sherin Sara George |  |
| 14. | Dr.Prameetha George |  |
| 15. | Dr.Shibu Thomas Sebastian |  |
| 16. | Dr. Annie Susan Thomas |  |
| 17. | Dr.Vinod Mathew Mulamoottil | A |
| 18. | Dr. Manuja Nair |  |
| 19. | Dr. Akhilesh Murali (GMP) |  |

AGENDA

1. Minutes of the previous meeting.
2. Distribution of Faculty evaluation format to HODS –UG/PG Department for completion. *Stafus.*
3. PG Students coming late and not signing in the register.
4. Final year (part 2) students' quota (unable to complete due to floods).
5. Report regarding individual year PTA meetings done (Regular/ supplementary batches – Staff in charges to brief)



Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

**MINUTES OF ACADEMIC COMMITTEE MEETING HELD ON 18 SEPT
2019 AT 12.00 pm IN THE COLLEGE COUNCIL HALL**

Following members attended the meeting:

Dr K. George Varghese-Principal

Dr. *Biju Sebastian*-Vice principal (Academics)

Dr. *Benley George*- Vice principal (Administration)

Dr Omal .PM (HOD, Deptof OMR)

Dr A Devadathan (HOD, Dept of Endodontics)

Dr Thomas George (HOD, Dept of Periodontics)

Dr Aby Mathew T (HOD, Dept of Prosthodontics)

Dr Elizabeth (HOD, Dept of Pedodontics)

Dr.Eapen Thomas (Unit Chief ,OMFS)

Dr .Sunil S (HOD,Dept of Oral Pathology)

Dr.Sharlene Sara Babu (1st yr BDS Staff in charge)

Dr ~~Mathew~~ ^{Minimol} ~~Mathew~~ ~~Samson~~ (2nd yr BDS Staff in Charge).

Dr.Sherin Sara George (3rd yr BDS Staff in charge)

Dr Manuja Nair (4th yr BDS, Part -1 Staff in charge)

Dr.Shibu Thomas Sebastian (4th yr BDS, Part -2 Staff in charge)

Dr.Annie Susan Thomas (MDS Staff in charge)

Member who expressed the inability to attend the meeting includes:

Dr Vinod Mathew Mulamoottil (Interns Staff co ordinator)

Meeting started with a silent prayer.

Dr. Omal gave a small summary of the Academic Monitoring Cell Training which was held on 5 Sept 2019 at KUHS. In the AMC Training Programme OF KUHS, Academic Dean *Dr. Unnikrishnan* briefed on the functioning of AMC and told that for getting Accreditation, College needs to remit fees of Rs 1lakh. There will be 3 Visits, After the 3rd Visit, College will be given Accreditation as either Excellent, V. Good or Good. This Accreditation will be for 1 year. After 1yr ,per visit fees will be 35,000.

Monthly Department faculty evaluation format was circulated among the HODS .Principal told all the HODs to edit and submit necessary changes needed for final implementation of the format.

Regarding PG Students Inter Department posting programme in PCDS (APEX –Applied Professional Experience),Principal told the HODs, depending upon then needs of Individual Department a format to be made and posting schedule to be planned.

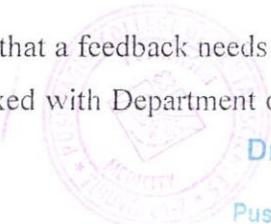
Staff in charge for 1st year,2nd year,3rd year,4th year (Part 1&2) subjects briefed their information regarding academic weak students. 1st year in charge –*Dr. Sharlene*,2nd year in charge – *Dr. Minimol*,3rd year in charge-*Dr. Sherin Sara George*,4th year Part 1- *Dr. Mamuja Nair*,4th year Part 2- *Dr Shibu*.

From 1st Year BDS(Supplementary batch):: Denny, Alan Santhosh were identified as weak students .Principal told that a feedback needs to be taken from students before the exam in month of October. Tentatively on October 3 a PTA Meeting needs to be planned for supplementary batch and for regular batch. This will be the first review.

From 2nd Year BDS (Supplementary batch):Divya and Fathima Salim were identified as weak students. Principal told that after the 2nd internal assessment a test paper needs to be given to weak students. A PTA meeting will also be planned in the middle of October.

From 3rdYear BDS(Supplementary batch):Dheeraj was identified as Academically poor.

In the meeting it was decided that a feedback needs to be taken from Student. It was also decided that a meeting needs to be fixed with Department of Medicine / Surgery /Oral Pathology Staff


Dr. K. George Varghese
Principal
Pushpagiri College of Dental Sciences

along with Director Academics-Rev Fr Mathew Mazhavancheril after the 2nd Internal exams gets over.

From 4th Year BDS(Part -1)(Supplementary batch):Anjali Ajaykumar ,Ken Suresh were identified as weak students. In the meeting it was decided to call for a PTA Meeting at month of October last week(After 2nd Internal exam gets over).

From 4thYear BDS(Part -2)(Regular batch):Anisha Varghese was identified as weak student.

Dr. Biju Sebastian (Vice –Principal , Academics) pointed out that bus timing was getting delayed from PCDS to Medical College. *Dr Jacob*(General Surgery Staff from PMC) expressed that there was a delay in Students entering the class(8.00 Clock lec, on 18 Sep 2019 ,students entered at 8.30AM .)In the meeting ,Principal decided that a letter will be given to Director –Academics -*Rev Fr Mathew Mazhavancheril* pointing out the problem of Transportation, hence requesting for a early solution.

Meeting concluded at 2 pm.

Report: Dr. Baly
for: Dr. Thomas G.

ACTIONS TAKEN:

1. Individual Departments, Edited Monthly Faculty Evaluation format is yet to be completed and submitted to Principal office by the HODS.
2. APEX Programme for PG Students has been started by Department of Pedodontics with 1 week postings being done in *Child Development Centre and Pediatrics*. 1 week posting in *Department OMR of* has started from 18 November. Very soon other Departments will start their APEX Programme.
3. PTA Meetings for
 - 1st yr BDS Supplementary – ¹⁴ October 2019 (14/10/2019).
 - 2nd yr BDS supplementary – 21st October 2019
 - 3rd yr BDS supplementary – 5th November 2019
 - 4th Yr BDS Part 1 (Supplementary) – 29th October 2019
 - 4th yr part 2 (Regular) – 6th November 2019Were done to brief the performance of students to the parents.
4. Problem of Transportation of Students from Medicity to Medical College by College bus for 8.00am Lecture was discussed in CCM Meeting held on 29 October 2019 and Rev Fr Mathew Mazhavancheril took this issue seriously and has agreed to find a suitable solution at the earliest.




Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

Meeting started with a silent prayer.

Principal addressed the gathering informing that the existing Institutional Academic Committee is reconstituted with the new title "IAMC" with the following members as per the new guidelines of Kerala University of Health Sciences.

Chairman: *Dr.K.George Varghese*

Co –Chairman: *Dr.Biju Sebastian*

Secretary: *Dr.Omal.P.M*

Department (HOD/Unit Chief) Representatives:

Dr.Benley George (HOD, PHD), Dr.Eapen Thomas (Unit Chief –OMFS), Dr.Thomas George (HOD, Periodontics), Dr.Aby Mathew T (HOD, Prosthodontics), Dr.Elizabeth Joseph (HOD, Pedodontics), Dr.Sunil.S (HOD, Oral Pathology), Dr.A Devadathan (HOD, Endodontics).

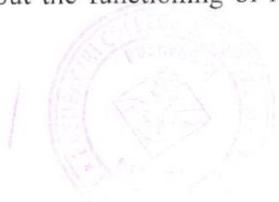
Year wise BDS/MDS Staff and Intern Co –ordinators:

Dr. Sharlene Sara Babu (1st yr BDS), Dr.Haby Mathew Somson (2nd yr BDS), Dr.Sherin Sara George (3rd yr BDS), Dr.Manuja Nair (4th yr BDS Part -1), Dr.Shibu Thomas Sebastian (4th yr BDS Part -2), Dr.Annie Susan Thomas (MDS Staff Co ordinator), Dr.Vinod Mathew Mulamoottil (Interns Staff Co –ordinator).

Principal added that this Committee will be responsible for monitoring matters pertaining to the following domains: A) Training of the students B) Faculty Development and Student assessment C) Student Welfare D) Assessment of college performance as per KUHS parameters and Institutional excellence.

Principal requested all the Committee members to download the KUHS handbook regarding Academic Monitoring Cell and study the detailed information regarding its functioning.

Dr.Omal briefed the members about the functioning of Academic Monitoring cell (AMC) and told AMC has got 2 Tiers.




Dr. K. George Varghese MDS
Principal
Pushpagiri College of Dental Sciences

TIER 1: Comprises the Institutional Academic Committee (IAC) and

TIER 2: is the AMC at KUHS Head Quarters, Trichur.

IAC members will meet periodically. Periodic Reports will be filed online to KUHS, AMC as Institutional Academic Report – Twice a year.

1st Phase: (October to March)

2nd Phase: (April to September)

Matters pertaining to the following domains: Training of Students, Faculty Development and Student Assessment, Student Welfare, KUHS Parameters, Institutional Excellence were discussed in the meeting.

Vice –Principal (Academics)- Dr Biju Sebastian pointed out that there are a few academically weak students from 1st year, 2nd year, 3rd year and final year BDS and told principal that a special care should be given to these students.

List includes:

1st year BDS: Denny Joseph Koshy.

2nd year BDS: Divya, Aswathy, Christy, Jerlin, Nivedya, Aleena and Dheeraj.

3rd year BDS: Alfiya, Greeshma, Ken Suresh.

4th year BDS: Sangeetha, Soji, Sonia.

Principal told that special care in terms of weekly test shall be planned and conducted periodically for these students. He requested the Co-ordinators to monitor and update their improvements with the IAMC.

Meeting concluded at 3pm.

Seba Abraham
11/12/19

Dr. Rajalakshmi
11/12/19
KUHS Inspector. Propost

Appd by Dr. Thomas
Sey
Sec: Dr. Benky
George