

July 2015

Venue of Meeting - Department of Periodontology
Agenda of Meeting - Academic Progress
of UG & PGs

Members - Dr. Nitin
Dr. Anita
Dr. Preetika
Dr. Anjana

Minutes from previous meeting were reviewed
and following points were discussed

1. Syllabus which was covered till June 2015 was reviewed and syllabus to be covered was discussed among members
2. Dr. Preetika was instructed to complete performance register of BDS final year Periodontology
3. PG student were directed to complete their pending assignments, log books, Master classes were scheduled.
4. UG students were directed to complete log books, project work before sent up examinations
5. Text series and Mock examination schedule of PG students should be prepared
6. Seminars of Interns posted in dept. shall be continued as before

October 2015

Venue of Meeting: Dept of Periodontology
 Agenda of Meeting: UG and PG teaching program

Members: Dr. Nitin
 Dr. Preetice
 Dr. Archana
 Dr. Anita

1. Points of discussion in meeting were
 Syllabus covered till for BDS final year (Nov Dec Batch) was reviewed and syllabus to be covered was discussed among members
2. UG teaching program for academic yr BDS final year Regular Batch was discussed
3. Class test for Nov Dec Batch were discussed
4. PG teaching program for academic yr covered & to be covered as per format to be prepared
5. Seminar / Journal club / Case presentations should be conducted regularly
6. Topics to be allotted for seminar to be discussed posted in dept
7. Duty Roster of PG should be made
8. Sent up exam for Nov - Dec batch discussed

Jan 2016

Venue: Department of Periodontology
 Agenda: UG and PG teaching Program
 Members: Dr. Nitin Kulkar
 Dr. Preetika
 Mr. Archana
 Mr. Anita Menā
 Dr. Shaleen

Actions to be taken

1. Syllabus till December covered for regular batch was reviewed. Mid term examination to be conducted
2. UG teaching program for academic year Nov. per batch was discussed to faculty members.
3. Performance register for BDS final yr regular batch to be completed by Dr. Preetika
4. MCI's in Periodontology for Intern posted in Periodontology should be conducted by Dr.
5. Seminars of interns to be conducted by respective faculty members
6. Seminars / Tutorial classes / Case presentation of PG should be conducted alternate days a week
7. Lesson plan should be made

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Venue: Department of Periodontology
 Agenda: UG and PG Teaching Program

Members: Dr. Nitin Kulkarni
 Dr. Preetika
 Dr. Archana
 Dr. Anita Menon
 Dr. Shaleen

Actions to be taken:

1. Syllabus to be covered & till covered for BDS final yr. Nov Dec Batch was discussed
2. UG Teaching Program for BDS final yr Regular batch was discussed
3. Performance Register for Nov Dec batch to be maintained by Dr. Preetika
4. Seminar / TC / CP of PGs should be conducted alternate days
5. Duties to be allotted to PG students
6. BMQ inspection should be done by Dr. Anita Menon in department of Periodontology

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1.12.16

Venue: Department of Periodontology

Agenda: UG and PG teaching Program and Department protocol.

Members: Dr. Nitin Kulkarni
 Dr. Preetika
 Dr. Archana
 Dr. Anita Mené
 Dr. Vaibhav

Actions to be taken

- ① Syllabus to covered of fill covered for Regular batch should be prepared
- ② Syllabus to be covered of till BDS final year regular batch discussed
- ③ Mid term syllabus discussed & faculty
- ④ PG's seminars / JCP CP scheduled alternate days.
- ⑤ Intern seminars to be conducted as before.
- ⑥ Performance register of Regular batch to be maintained
- ⑦ PG duty roster to be maintained
- ⑧ Lesson plans to be maintained
- ⑨ Library records, Attendance Registers should be updated.

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03.04.2017

Venue : Department of Periodontology
Agenda : UG + PG teaching program, NAAC
+ NABH documents

Members : Dr. Nitin Khullar
Dr. Preetika
Dr. Archana
Dr. Anita Menon
Dr. Aman, Dr. Vaibhav

Actions to be taken

1. UG and PG teaching program discussed among faculty members
2. Quality Indicators of NAAC to be updated by respective faculty members
3. NAAC documents to be completed on time by respective faculty members
4. Seminars of interns to be conducted alternative days
5. Attendance of interns to be maintained
6. Set up exam discussed.

1. 8. 2017

Venue : Department of Periodontology

Agenda : Departmental Protocol - teaching program, Workshop

Members : Dr Nitin Khuller
 Dr Preetika Bansal
 Dr Archana
 Dr Anita Mené
 Dr. Vaibhav Kataria

Actions to be taken by respective faculty members.

1. UG teaching program to be maintained for BDS final year regular batch and NOV-DECC batch
2. PG schedule to be revised
3. Interns attendance registers to be maintained by Dr. Anita Mené
4. Sunday seminars to be conducted by Dr. Anita Mené
5. PG's seminars / TC / CP should be conducted on alternate days
6. Infection control and BMD protocol in dept. to be maintained by Dr. Anita Mené
7. Amalgam record to be maintained by Dr. Vaibhav Kataria
8. Workshop on lasers to be organised

19.01.2018

Venue : Dept. of Psychology
Agenda : NAAC documents and NABU documents
maintenance

Members : Dr. Nitin Khullar
Dr. Preetika Bansal
Dr. Archana
Dr. Anita Mehta
Dr. Anam Gaurha

Actions to be taken

1. Per teaching programs discussed among faculty members
2. Performance register of BOS final year regular batch to be maintained
3. Midterm syllabus discussed
4. Library record of department to be maintained
5. PG's Te / Seminar / CP registers to be maintained by PGs who has presented
6. Lesson plans of each faculty member to be maintained
7. Quality indicators of NABU to be maintained.

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16.05.2018

Venue: Department of Periodontology
Agenda: NABH documents & teaching programs

Members -
Dr. Nitin Khuller
Dr. Preetika
Dr. Archana
Dr. Anita Mehta
Dr. Aman

Actions to be taken

1. NABH documents to be signed by HOD regularly.
2. Interim seminars & clinical work to be continued.
3. PGs seminars of JCI/CP should be conducted on alternate days.
4. Proposal for conducting Master classes in Periodontology discussed.

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13.09.2018

Venue:- Department of Periodontology

Agenda - Master classes Periodontology
& NABH document

Members
 Dr. Nitin Kulkarni
 Dr. Preetika
 Dr. Archana
 Dr. Anita Mehra
 Dr. Haesukhman

Actions to be taken

1. ~~...~~
2. ~~...~~
3. Performance Register to be completed,
log Books & project work to
be conducted
4. Documentation for Master classes is
being carried in full stream.
5. NABH documentation is being
carried by respective faculty
members
6. Nov/Dec batch Syllabus discussed. Sent-up
exam discussed.

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11.02.2019

Venue:

NABH Inspection record

Agenda: 'UG' teaching & PG teaching
NABH Inspection Program.

Members:

Mr. Nitin Kumar

Mr. Preetika

Mr. Archana

Mr. Anita Menon

Dr. Haesukhman

Actions to be taken:

1. BDS first yr Regular batch & Nov-Dec batch Theory classes to be conducted
2. Practical discussion for Periodontology to be conducted in the form of Instrument discussion
3. PG seminars / JCI CP to be conducted on alternate days
4. Attendance reporting to be done in DIRDS whatsapp group

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13.09.2019

Venue: Department of Periodontology
Agenda: NAAC documentation & teaching

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Members: Dr. Nitin Khuller
Dr. Preethi
Dr. Archana
Dr. Anita Menon
Dr. Harshuman

Action to be taken

1. Indications for NAAC allocated to respective faculty members
2. All faculty members to complete their respective NAAC profiles
3. Nov-Dec batch sent up to be conducted on next month syllabus to be revised
4. NABH record to be maintained regularly
5. Workshop on Magnetic Mallet to be discussed.

08.11.2019

Venue: Department of Periodontology
Agenda: UG + PG teaching Program
→ NAAE + NABH documentation

Members: Dr. Nitin Kumar
Dr. Preetika Bansal
Dr. Archana
Dr. Anita Mehta
Dr. Harsukhman

Actions to be taken

1. Quality indicators for NABH and NAAE documents reallocated among faculty members
2. To reinforce research, all PG students were allocated Research Projects to be completed under respective faculty member
3. UG teaching Program to be revised
4. Departmental record maintenance to be distributed among all PG students
5. Thesis work of PG IIIrd year students to be completed with strict compliance
6. Synopsis work of PG Ist year students to be completed with strict compliance

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02.03.2020

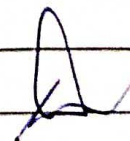
Venue : Department of Periodontology

Agenda : UG + PG teaching program +
NAAC + NABU documentation

Members : Dr. Nitin Khuller
Dr. Preetika Bansal
Dr. Archana
Dr. Anita Mehta
Dr. Haesukhuan

Action to be taken

1. Quality Indication for NABU + NAAC documents reallocated among faculty members
2. To reinforce research, all PG students were allocated Research projects to be completed under respective faculty members
3. UG teaching program to be revised
4. Departmental need maintenance to be distributed among all PG students
5. Thesis work of PG 2nd year students to be completed with strict compliance
6. Synopsis work of PG 1st year students to be completed with strict compliance



17.7.2020

Venue: Department of Periodontology

Agenda: COVID-19 protocol & NAAC documentation

Members -
Dr. Nitin Kumar
Dr. Archana
Dr. Poojika
Dr. Anita Menon
Dr. Haesukhman

Points of discussion & actions to be taken

1. COVID-19 Infection Control manual to be followed by each faculty member, PGs & paramedical staff & sweepers
2. UG online teaching to be continued
3. PG seminars / Jc / CP to be continued as well as offline.
4. NAAC & NABH record to be maintained
5. Movement register to be maintained

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17th NOV 2020

Page No. _____
Date: 17/11/2020

Venue - Dept of Periodontology

Agenda - COVID-19 protocol, NAAC, NABH items

Members -
Dr. Nisha Kulkarni
Dr. Anika Mendis
Dr. Beena
Dr. Aruna
Dr. Subhram

Points of discussion & Actions to be taken

1. Covid -19 Infection control protocol to be followed by each staff member, Para Med Paramedical staff, Sweepers
2. UG Offline teaching
3. PG teaching - Seminars, 3C allotted
4. NAAC & NABH records to be maintained
5. Movement register to be maintained
6. Mid Term exam syllabus discussed

18th Feb 2021

Page No.

Date: / / 2021

Venue - Deptt of Periodontology

Agenda - Covid Vaccination, NABH, NAAC documents

Members -
Dr. Nitin Khandelwal
Dr. Anita Mehla
Dr. Preetika
Dr. Archana
Dr. Jaspreet Gill

Points of discussion & Actions to be taken

1. Covid - 19 Vaccination
2. U.G teaching
3. Pg. T.D, Thesis Status, Seminars, J-C
4. NABH, NAAC records to be maintained
5. Movement register to be maintained



24th March 2021

Page No.

Date: / / 2021


Venue - Dept of Periodontology

Agenda - Sent up Exam, Covid-19, NABH, NAAC documents

Members -
Dr. Nitin Khullar
Dr. Preetika
Dr. Archana
Dr. Anita Mehra
Dr. Jaspreet K.

Points of discussion & Actions to be taken

1. Covid - 19
2. U.G teaching - Sent up Exams
3. PG - Mock exams for 1st & 3rd yrs.
4. NABH, NAAC records to be maintained
5. Movement register to be maintained


24/3