



Karpaga Vinayaga Institute of Dental Sciences
 GST Road, Chinnakolambakkam, Palayanoor (P.O)
 Madhuranthagam (Tk), Kancheepuram – 603 308

ACADEMIC & CURRICULUM ENRICHMENT BOARD

1st Academic & Curriculum Enrichment Board Meeting (2022-23)

Date: 05/12/2022

Venue: Meeting Hall

Minutes of Meeting

The 1ST meeting of Academic & Curriculum Enrichment Board, Karpaga Vinayaga Institute of Dental Sciences was held on 05/12/2022 from 10.30 AM, at Meeting Hall, Dental Office Block. The following members attended the meeting.

SI No:	Name	Designation
1.	Dr. A. Mathan Mohan MDS.	Chairperson
2.	Dr. Mahendra Raj MDS.	Member Secretary
3.	Dr. Balaguhan MDS.	Advisor
4.	Dr. Thirunavukarasu MDS.	Advisor
5.	Dr. Kamalakannan MDS.	Advisor
6.	Dr. Madhuram MDS.	Advisor
7.	Dr. Aniz MDS.	Advisor
8.	Dr. Sathish Kumar MDS.	Advisor
9.	Dr. Mahesh Kumar MDS.	Advisor

Dr. Mahendra Raj MDS.
 Member Secretary

Dr. A. Mathan Mohan MDS.
 Chairperson

The agenda points of the meeting are mentioned below:

ACEB No./ Agenda Point	Item No.	Name of Agenda
ACEB/2022-23/01	01	Call to order
ACEB/2022-23/01	02	Orientation
ACEB/2022-23/01	03	UG- Teaching Schedule
ACEB/2022-23/01	04	Clinical Society Meeting Schedule
ACEB/2022-23/01	05	Internal Exam Schedule
ACEB/2022-23/01	06	PTA Meeting schedule
ACEB/2022-23/01	07	Student Report Card
ACEB/2022-23/01	08	Remedial Class
ACEB/2022-23/01	09	Library Appraisal Panel
ACEB/2022-23/01	10	Feedback Report on Curriculum
ACEB/2022-23/01	11	Extended Teaching Activities
ACEB/2022-23/01	12	Vote of Thanks

ACEB/2022-23/01/01	Call to order
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Dr. A. Mathan Mohan as Chairperson extended his warm welcome to the members of the committee and called the meeting to order at 10:00 AM.

ACEB/2022-23/01/02	Orientation
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The committee's chairperson briefed the members on the role and authority of ACEB as well as the obligations of its members.

RESOLUTION: The committee was oriented and the normal proceedings were initiated.

ACEB/2022-23/01/03	UG- Teaching Schedule
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The ACEB examined the undergraduate teaching schedule for the third quarter of the academic year that each department had prepared and turned in to the principal's office. The members did not offer any feedback.

RESOLUTION: The UG Teaching schedule was approved.


Dr. Mahendra Raj MDS.
Member Secretary


Dr. A. Mathan Mohan MDS.
Chairperson

ACEB/2022-23/01/04

Clinical Society Meeting Schedule

The 3 months agenda for clinical society meeting was submitted by the concerned cell. The same was put forward by the Chairperson for the perusal of the committee members.

Dr. Aniz suggested that clinical case series to be incorporated as a mandatory part of CSM.

Other members of the committee endorsed the same and the suggestion is to be forwarded to the concerned cell.

RESOLUTION: Schedule for the upcoming 3 months was approved. Suggestions put forward in meeting to be forwarded to concerned cell.

ATTENTION: CSM Cell

ACEB/2022-23/01/05

Internal Exam Schedule

The Chairperson informed the committees that the topics coverage reports must be gathered from the departments by May 2023 and that plans must be made for the May 2023 internal examinations of the first internal examination of the February batch of students and the third internal examination of the August batch of students.

RESOLUTION: The committee deliberated and decided to hold the Internal examination on

FINAL YEAR 2ND IA

DATE	DEPARTMENT
06/03/2023	Oral medicine and Radiology
07/03/2023	Oral and maxillofacial surgery
08/03/2023	Prosthodontics and Crown and bridge
09/03/2023	Public health dentistry
10/03/2023	Conservative dentistry and Endodontics
11/03/2023	Periodontology
13/03/2023	Orthodontics and Dentofacial Orthopedics
14/03/2023	Pediatric and preventive dentistry

ACEB/2022-23/01/06

PTA Meeting schedule

Dr. Mahendra Raj MDS.
Member Secretary

Dr. A. Mathan Mohan MDS.
Chairperson

The committee deliberated on the feasibility and organisation of PTA Meeting for August & February Batch students in the month of December.

RESOLUTION: The committee came to an accord to hold PTA on 16/12/2022. Intimation regarding the same to be forwarded to the parents/guardians.

ATTENTION: Mentor Program & Parents Teacher Association Committee

ACEB/2022-23/01/07

Student Report Card

The Chairperson brought to the attention of the committee the need to compile Student records encompassing a) Attendance b) Internal Exam Marks c) Discipline and decorum for effective administration of upcoming PTA meeting. No comments were received from the members.

RESOLUTION: The committee decided to instruct the relevant committee/cell to furnish the required data before 18/12/2022.

ATTENTION: Mentor Program & Parents Teacher Association Committee, Examination Cell.

ACEB/2022-23/01/08

Remedial Class

Dr.Thirunavukarasu informed the committee on the progress made during previous academic year by the Mentor Mentee program and its remedial classes. He invited suggestions regarding the same from the members.

RESOLUTION: Suggestion from the members were collected and forwarded to the Mentor Mentee committee.

ATTENTION: HOD's, Mentor Program & Parents Teacher Association Committee

ACEB/2022-23/01/09

Library Appraisal Panel

Dr.Balaguhan on behalf of the library committee put forward the requirements for updation , modernisation of the library, request for library management software to the committee .He implored the committee member to put forward their suggestion/requirements in library infrastructure towards curriculum delivery and enrichment.

RESOLUTION: Library requirements for the academic year 2022-2023 to be compiled and finalized and sent to IQAC.

Dr.Mahendra Raj MDS.
Member Secretary

Dr. A. Mathan Mohan MDS.
Chairperson

ACEB/2022-23/01/10

Feedback Report on Curriculum

The committee's chairperson drew the members' attention to the report on curriculum feedback, which was compiled from input provided by different stakeholders. The committee members received a copy of the feedback report. The committee decided to address the following issues and take additional action.

SL.NO	FEEDBACK	Stakeholder
1	Students need more training in patient management and communication skills	Employer
2	Requested to conduct Value added courses during college hours	Students
3	Programs for preparing competitive exams and NEET	Alumni

The committee unanimously decided to take up the following points for consideration and representation of the same to the concerned authority.

ACEB/2022-23/01/11

Extended Teaching Activities

Dr. Sathish Kumar brought forward the plans & strategies for existing add-on & value-added courses to be conducted in the institution in the upcoming quarter. No comment was obtained from the members.

NEET classes are on hold due to logistical and scheduling conflicts, low patronage.


RESOLUTION : The committee decided to hold NEET coaching value-added course till requirement phase put forward by the students.

ATTENTION: HOD's

ACEB/2022-23/01/12

Vote of Thanks

With no additional business brought to the Committee, the meeting was adjourned following vote of thanks to the Chairperson and other elite members .


Dr. Mahendra Raj MDS.
Member Secretary


Dr. A. Mathan Mohan MDS.
Chairperson



Karpaga Vinayaga Institute of Dental Sciences
GST Road, Chinnakolambakkam, Palayanoor (P.O)
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ACADEMIC & CURRICULUM ENRICHMENT BOARD

2ND Academic & Curriculum Enrichment Board Meeting (2022-23)


Date: 06/03/2023

Venue: Meeting Hall

Minutes of Meeting

The 2nd meeting of Academic & Curriculum Enrichment Board, Karpaga Vinayaga Institute of Dental Sciences was held on 06/03/2023 from 10.30 AM, at Meeting Hall, Dental Office Block. The following members attended the meeting.

SI No:	Name	Designation
1.	Dr. A. Mathan Mohan MDS.	Chairperson
2.	Dr. Mahendra Raj MDS.	Member Secretary
3.	Dr. Balaguhan MDS.	Advisor
4.	Dr. Thirunavukarasu MDS.	Advisor
5.	Dr. Vishnu Prasad MDS.	Advisor
6.	Dr. Kamalakannan MDS.	Advisor
7.	Dr. Madhuram MDS.	Advisor
8.	Dr. Aniz MDS.	Advisor
9.	Dr. Sathish Kumar MDS.	Advisor
10.	Dr. Mahesh Kumar MDS.	Advisor


Dr. Mahendra Raj MDS.
Member Secretary


Dr. A. Mathan Mohan MDS.
Chairperson

The agenda points of the meeting are mentioned below:

ACEB No./ Agenda Point	Item No.	Name of Agenda
ACEB/2022-23/02	01	Call to order
ACEB/2022-23/02	02	UG- Teaching Schedule
ACEB/2022-23/02	03	Clinical Society Meeting Schedule
ACEB/2022-23/02	04	PTA Meeting schedule
ACEB/2022-23/02	05	Action taken on curriculum
ACEB/2022-23/02	06	Vote of Thanks

ACEB/2022-23/02/01

Call to order

Dr. A. Mathan Mohan as Chairperson extended his warm welcome to the members of the committee and called the meeting to order at 10:30 AM.

ACEB/2022-23/02/02

UG- Teaching Schedule

The ACEB examined the undergraduate teaching schedule for the third quarter of the academic year that each department had prepared and turned in to the principal's office. The members did not offer any feedback.

RESOLUTION: The UG Teaching schedule was approved.

ACEB/2022-23/02/03

Clinical Society Meeting Schedule

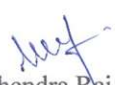
The 3 months agenda for clinical society meeting was submitted by the concerned cell. The same was put forward by the Chairperson for the perusal of the committee members. The members of the committee ratified the same.

RESOLUTION: Schedule for the upcoming 3 months was approved.

ATTENTION: CSM Cell

ACEB/2022-23/02/04

PTA Meeting schedule


Dr. Mahendra Raj MDS.
Member Secretary


Dr. A. Mathan Mohan MDS.
Chairperson

The committee deliberated on the feasibility and organisation of PTA Meeting for August & February Batch students in the month of December.

RESOLUTION: The committee came to an accord to hold PTA on 24/03/2023 Intimation regarding the same to be forwarded to the parents/guardians.

ATTENTION: Mentor Program & Parents Teacher Association Committee

ACEB/2022-23/02/05	Action taken on curriculum feedback
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SL.NO	FEEDBACK	ACTION TAKEN
1	Students need more training in patient management and communication skills	Advice the dental education unit to design skill improvement programs on patient management aspects.
2	Requested to conduct Value added courses during college hours	Since value added courses are something out of curriculum, this cannot be implemented during college hours which will make us run out of time to complete the syllabus.
3	Programs for preparing competitive exams and NEET	Since we will be out of time if we have coaching classes, as an alternative transportation arrangements can be provided for the students to attend coaching classes.

The chairperson brought the attention of the members of the committee post action to be taken on curriculum feedbacks after deliberation with the concerned authority.

RESOLUTION:

The proposed action plan was approved unanimously.

ACEB/2022-23/02/06	Vote of Thanks
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With no additional business brought to the Committee, the meeting was adjourned following vote of thanks to the Chairperson and other elite members .


Dr. Mahendra Raj MDS.
Member Secretary


Dr. A. Mathan Mohan MDS.
Chairperson