



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

ACADEMIC & CURRICULUM ENRICHMENT BOARD

1st Academic and Curriculum Enrichment Board Meeting (2023-2024)

Date :04/12/2023

Venue: Meeting Hall

Minutes of Meeting

The 1st meeting of Academic & Curriculum Enrichment Board, Karpaga Vinayaga Institute of Dental Sciences was held on 04 /12/2023 from 10.30AM, at Meeting Hall, Dental Office Block. The following members attend the meeting.

S.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. Madhuran MDS.	Advisor
7.	Dr. Aniz MDS.	Advisor
8.	Dr. Sathish Kumar MDS.	Advisor
9.	Dr. Ramasubbareddy Challa MDS.	Advisor

Dr. Mahendra Raj MDS.

Member Secretary

Dean
 KARPAGA VINAYAGA INSTITUTE OF DENTAL SCIENCES
 G.S.T. Road, Chinna Kolambakkam,
 Palayanoor Post, Madhuranthagam Taluk,
 Chengalpattu District-603 308.

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/2023-24/01	01	Call to order
ACEB/2023-24/01	02	Orientation
ACEB/2023-24/01	03	UG-Teaching Schedule
ACEB/2023-24/01	04	Clinical Society Meeting Schedule
ACEB/2023-24/01	05	Internal Exam Schedule
ACEB/2023-24/01	06	PTA Meeting Schedule
ACEB/2023-24/01	07	Student Report Card
ACEB/2023-24/01	08	Remedial Class
ACEB/2023-24/01	09	Library Appraisal Panel
ACEB/2023-24/01	10	Feedback Report on curriculum
ACEB/2023-24/01	11	Action taken on curriculum
ACEB/2023-24/01	12	Extended Teaching Activities
ACEB/2023-24/01	13	Vote Of Thanks


ACEB/2023-24/01/01	Call To Order
---------------------------	----------------------

Dr.A.Mathan Mohan as a Chairperson extended his warm welcome to the members of the committee and called the meeting to order at 10.00AM

ACEB/2023-24/01/02	Orientation
Action to be taken	To brief the members on the role and authority of ACEB
Responsible person	Dr. Mahendra Raj
Description of the Action	The committee was oriented and the normal proceedings were initiated.



Dr. Mahendra Raj MDS.
Member Secretary



Dean
KARPAGA VINAYAGA INSTITUTE OF DENTAL SCIENCES
G.S.T. Road, Chinna Kolambakkam,
Palayanoor Post, Madhuranthagam Taluk,
Chengalpattu District-603 308.

Dr. A.Mathan Mohan MDS.
Chairperson

ACEB/2023-24/01/03	UG -teaching schedule
Action to be taken	To verify UG teaching schedule for the academic year
Responsible person	Dr. Mahendra Raj
Description of the Action	The UG Teaching schedule was approved

ACEB/2023-24/01/04	Clinical Society Meeting Schedule
Action to be taken	To propose agenda for clinical society meeting
Responsible person	Dr. Mahendra Raj
Description of the Action	Schedule was approved Dr. Aniz suggested that undergraduate students should be encouraged to present papers in the CSM Suggestions put forward in meeting to be forwarded to the concerned cell

ACEB/2023-24/01/05	Internal Exam Schedule
Action to be taken	Plans to be made to conduct internal examination for Feb and Aug batch-IV year
Responsible person	Dr. Mahendra Raj
Description of the Action	The committee deliberated to hold the internal examination



Dr. Mahendra Raj MDS.
Member Secretary



Dean
KARPAGA VINAYAGA INSTITUTE OF DENTAL SCIENCES
G.S.T. Road, Chinna Kolambakkam,
Palayanoor Post, Madhuranthagam Taluk,
Chengalpattu District-603 308.

Dr. A.Mathan Mohan MDS.
Chairperson

ACEB/2023-24/01/06	PTA Meeting schedule
Action to be taken	To organize PTA Meeting
Responsible person	Dr. Mahendra Raj
Description of the Action	The committee came to an accord to hold PTA Intimation regarding the same to be the parents/guardians.

ACEB/2023-24/01/07	Student Report card
Action to be taken	To compile student records
Responsible person	Dr. Mahendra Raj
Description of the Action	The committee decided to instruct mentor program and parents teachers association committee and examination cell to furnish the required data

ACEB/2023-24/01/08	Remedial class
Action to be taken	To review the progress of the mentee program and its remedial classes
Responsible person	Dr. Kamalakannan
Description of the Action	Suggestions from the members were collected and forwarded to the mentor and mentee committee



Dr. Mahendra Raj MDS.
Member Secretary


Dean
KARPAGA VINAYAGA INSTITUTE OF DENTAL SCIENCES
G.S.T. Road, Chinna Kolambakkam,
Palayanoor Post, Madhuranthagam Taluk,
Chengalpattu District-603 308.

Dr. A. Mathan Mohan MDS.
Chairperson

ACEB/2023-24/01/10	Feedback report on curriculum
--------------------	--------------------------------------

The committee 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.

S.NO	FEEDBACK	STAKEHOLDER
1	Students need more training in patient management and communication skills	Employer
2	Requested to conduct value added courses during college hour	Students
3	Programs for preparing competitive exams and NEET	Alumni

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

ACEB/2023-24/02/11	Action taken on curriculum feedback
--------------------	--

S.NO	FEEDBACK	ACTION TAKEN
1	Students need more training in patient management and communication skills	Advise the dental education unit to design skill improvement programs on patients' management aspects
2	Requested to conduct value added courses during college hours	Advise the dental education unit to accommodate value added courses for students .
3	Programs for preparing competitive exams and NEET	Advise the dental education unit to accommodate value added courses for students

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

Dr. Mahendra Raj MDS.
Member Secretary

Dean

KARPAGA VINAYAGA INSTITUTE OF DENTAL SCIENCES
G.S.T. Road, Chinna Kolambakkam,
Palayanoor Post, Madhuranthagam Taluk,
Chengalpattu District-603 308.

Dr.A. Mathan Mohan MDS.
Chairperson

ACEB/2023-24/01/12	Extended teaching activities
Action to be taken	To plan the strategies for existing Add on and Value-added courses to be conducted in the institution in the upcoming Academic year
Responsible person	Dr. Mahendra Raj
Description of the Action	The committee decided to introduce online and offline NEET coaching value added course

ACEB/2023-24/01/13	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



Dean
KARPAGA VINAYAGA INSTITUTE OF DENTAL SCIENCES
G.S.T. Road, Chinna Kolambakkam,
Palayanoor Post, Madhuranthagam Taluk,
Chengalpattu District-603 308.

Dr.A. Mathan Mohan MDS.
Chairperson

