



MADHA DENTAL COLLEGE & HOSPITAL

(A Christian Minority Institution)

(Recognised by the Dental Council of India, New Delhi (F.No.v.12017/75/2006-DE dt.01.11.2011)
and affiliated to the Tamil Nadu Dr. M.G.R. Medical University, Chennai)

Madha Nagar, Kundrathur, Chennai - 600 069. Ph.: 72739 01234, 72749 01234, Fax : 2478 0798
E-Mail : info@madhadentalcollege.com Website : www.madhadentalcollege.com

Admin. Office : 1A, Chari Street, North Usman Road, T.Nagar, Chennai - 17. Ph : 2814 0212, Tele fax : 044-2814 0213

CIRCULAR

MDCH/ACC-CIR/2019-2020/001

05/06/2019

This is to inform that the Academic and curriculum committee meeting for the academic year (2019 – 2020) will be held on 12th June 2019 in the principal office. All the committee members are asked to attend the meeting. The following agenda are to be discussed in the meeting.

- University Examination Schedule.
- Clinical and community Posting schedule for Undergraduate
- Peripheral posting for postgraduate students.
- Discuss on master timetables of students, lesson plans and teaching schedules
- Orientation programs
- Status of PG dissertations
- NEET training for undergraduates
- Parent teachers meet
- Value-added and add on courses
- Schedules for interdepartmental course of undergraduates
- Any other issue on permission of the chair

Principal

PRINCIPAL
MADHA DENTAL COLLEGE & HOSPITAL
KUNDRATHUR, CHENNAI - 600069.

Copy to

1. The Chairman
2. Managing Director/Vice-Chairperson
3. Curriculum committee members
4. All HODs
5. Notice board
6. Office file

Principal

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ACADEMIC AND CURRICULUM COMMITTEE

MINUTES OF MEETING

The academic and curriculum committee meeting was held on 12th June 2019 in the principal office at Madha dental college and hospital from 10:30am to 01:30 pm. The members attended the meeting were as follows:

Name	Position	Signature
Dr M.C. Sainath	Chairperson	
Dr. V.Susila Anand	Convenor	
Dr Sharmila Hussain	Member	
Dr G. Sivakumar	Member	
Dr. P.Jeyavelu	Member	
Dr. J. Selvakumar	Member	

The minutes of meeting are listed below:

- Discussed the action taken on the minutes of the previous meeting
- Discussion on to prepare the students for Dr. MGR Medical university Examination and timetable schedule and steps taken
- Committee discussed clinical posting of undergraduates and camp visits were planned for students for better social interaction
- Committee discussed on Inter departmental classes schedules to be prepared and to intimate the corresponding department hods


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- Committee discussed on peripheral postings of post graduates and the hods of specific department to send permission letters to respective centres and institutions
- Discussion on the topics for value added and add on courses to be conducted for 2019-2020 and the departments handling the courses.
- Discussion made on timetable and teaching schedules of undergraduates and postgraduates
- Committee appreciated previous year results and decided to identify and continue the remedial measures for slow performers
- Committee planned the dates to conduct orientation programs for undergraduates and postgraduates
- Continue NEET training program for the undergraduates
- Parent teachers meeting dates were planned and regular conduct of the same to be ensured.

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CIRCULAR

MDCH/ACC-CIR/2019-2020/002

04/12/2019

This is for your information that the second Academic and curriculum committee academic year (2019-2020) will be held on 11th December 2019 in the principal office. All the committee members are asked to attend the meeting. The following agenda are to be discussed in the meeting.

- Dr. MGR Medical university Examination time table and schedule.
- Discuss on value added courses and add on programs
- Teaching schedule and syllabus coverage
- Remedial classes for slow performers
- Stakeholders Feedback analysis report

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ACADEMIC AND CURRICULUM COMMITTEE MEETING

MINUTES OF MEETING

The academic and curriculum committee meeting was held on 11th December 2019 in the principal office from 12:30 pm to 02:30 pm. Following members attended the meeting.

Name	Position	Signature
Dr M.C. Sainath (Head)	Chairperson	
Dr. V.Susila Anand	Convenor	
Dr Sharmila Hussain	Member	
Dr G. Sivakumar	Member	
Dr. P.Jeyavelu	Member	
Dr.J.Selva kumar	Member	

The minutes of meeting are listed below:

- Decision on tentative dates for the completion of postgraduate Thesis & dissertation and informed the hods and thesis guide to make students submit research papers on time
- Discussion on the coverage of syllabus for BDS and MDS programs.
- Discussion on the internal and University exams schedules and model and improvement examination dates

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- Clinical and academic workshop topics for third year, internship and Postgraduates were decided and course co-ordinators are advised to encourage students by detailing about the importance of the workshops in their future career
- Remedial classes and measures to improve the slow performers in each subject.
- Committee discussed feedback analysis from faculty members regarding evaluation methods in assessing students. Based on feedback obtained multiple choice, seminar presentations were included in the internal evaluation.
- Based on the Students feedback analysis, minor projects are to be given for undergraduates to kindle their innovative thinking and role plays are to be incorporated in regular teaching learning activities. Students should be encouraged to do role plays regularly. Sessions focusing on intellectual property rights, business startups etc. can be conducted. Internship orientation program can include a session on Professional ethics.
- As per the feedback obtained from teachers, internal Exam pattern to be included with multiple choice questions, viva, seminars and clinical based questions.
- Recommendations for the purchase of more journals as per Alumni feedback.


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