



# 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/2022-2023/001

08/06/2022

This is to bring to your notice that the Academic and curriculum committee meeting for the academic year (2022-2023) will be held on 15<sup>th</sup> June 2022 in the principal office at Madha dental college and hospital. All the committee members are mandated to attend the meeting. The following agenda are to be discussed in the minutes of meeting.

Discussion on implementation of The TN Dr. MGR Medical university Examination Schedule.

- Academic calendar, Master timetables, teaching schedules and lesson plans
- Extra teaching hours for students and remedial classes for slow learners
- Conduct of interdepartmental, value-added courses and add on courses
- Post graduate dissertations
- Parent-teachers meet for 2022-2023
- 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

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## ACADEMIC AND CURRICULUM COMMITTEE

### MINUTES OF MEETING

The academic and curriculum committee meeting was held on 15<sup>th</sup> June 2022 in the principal office from 10:00am to 01:00 pm. The following members attended.

Name	Position	Signature
Dr. V.Susila Anand	Chairperson	
Dr. Sharmila Hussain	Convenor	
Dr. G. Siva kumar	Member	
Dr. E.Arun	Member	
Dr. Gautham	Member	
Dr. Deepak	Member	

The following were discussed in the meeting:

- To discuss action taken on the minutes of the previous meeting
- Preparation of academic calendar and timetables
- Discussion on teaching schedules and lesson plans of BDS and MDS students are finalised by respective staff members
- Discussion on The TN. Dr. MGR Medical university Examination timetable schedule and steps taken to prepare the students are decided.

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- Exam results were appreciated by committee members
- Faculties are advised to take extra classes and encourage slow learners for their betterment of performance
- Preparation of lesson plan incorporated with ICT for all subjects and hods are advised to allocate the faculty members for specific topics
- Preparation of clinical, community and internship posting schedules for 2022-2023.
- Discussion on topics for value added courses and the departments that conduct the courses.
- Conduct of interdepartmental courses for the UGs. The principal to obtain topics and audience for each course, disseminate the same to the concerned departments.
- Additional skill enrichment programs for students to be maintained for constant upgrade in their academic and clinical performance
- Conduct of career guidance and NEET orientation programs for undergraduates and Postgraduates.
- Tentative dates for the conduct of parents-teachers meeting were finalised.

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## CIRCULAR

MDCH/ACC-CIR/2022-2023/002

24/11/2022

This is to inform that the Academic and curriculum committee meeting for this academic year (2022-2023) will be held on 7<sup>th</sup> December 2022 in the principal office. All the committee members are asked to attend the meeting. The following agenda are to discussed in the minutes of meeting.

- Syllabus coverage for BDS and MDS students
- Parent teachers meeting
- Faculty development program
- Stakeholders Feedback analysis discussion
- Any other issue on permission of the chair

Principal

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## ACADEMIC AND CURRICULUM COMMITTEE

### MINUTES OF MEETING

The academic and curriculum committee meeting is held on 7<sup>th</sup> December 2022 in the principal office from 10:30am to 01:30 pm. The following members attended the meeting;

Name	Position	Signature
Dr. V.Susila Anand	Chairperson	
Dr. Sharmila Hussain	Convenor	
Dr. Shiva kumar	Member	
Dr. E.Arun	Member	
Dr. Gautham	Member	
Dr. Deepak	Member	

The minutes of meeting are listed below:

- To discuss action taken on the minutes of the previous meeting
- List of orientation programs for first year, third year, internship and postgraduates are planned with course co-ordinators
- Value added courses and add on programs are planned to improvise the academic and clinical skill of students
- Syllabus coverage for BDS and MDS students are discussed and faculties are advised to take revision classes and focus on slow learners
- All the faculties, undergraduates are advised to take part in research activities.

  
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- Parent teachers meeting was advised to planned twice annually for every academic year
- Assessments of students are to be performed very often to evaluate their performance and improvement
- Faculty development program dates are finalised and hods are advised to emphasis their faculty members to attend the program
- Students found beneficial for extra teaching hours planned in last minutes of meeting
- The stakeholders' feedback analysis on the conduct of BLS program showed that the program was beneficial. More emphasis on conduct of career needed seminars/ programs by dental experts, professional ethics as curriculum enrichment.
- As per alumni suggestion, purchase of new books for the library. Library committee to obtain list of books required from each department.
- Discussion made on students and professional feedback analysis, action to be taken to implement courses on Biomedical waste management, professional ethics and employability skills.

  
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