



# 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/2023-2024/001

20/06/2023

This is to bring to your notice that the first Academic and curriculum committee meeting for the academic year (2023-2024) will be held on 26<sup>th</sup> June 2023 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
- Conduct of orientation and white coat ceremony
- Conduct of interdepartmental, value-added courses and add on courses
- Extra teaching hours for students and remedial classes for slow learners
- Post graduate dissertations
- Parent-teachers meet for 2022-2023
- Any other issue on permission of the chair

### Copy to

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

Principal

**PRINCIPAL**

MADHA DENTAL COLLEGE & HOSPITAL  
KUNDRATHUR, CHENNAI - 600069

Principal

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## ACADEMIC AND CURRICULUM COMMITTEE

### MINUTES OF MEETING

The academic and curriculum committee meeting was held on 26<sup>th</sup> June 2023 in the principal office from 11:00am to 01:30 pm. The following members attended.

Name	Position	Signature
Dr. Bagavad Gita	Chairperson	
Dr. V. Susila Anand	Convenor	
Dr. Sharmila Hussain	Member	
Dr. T. Charumathi	Member	
Dr. Navneethanambi	Member	
Dr. G. Sivakumar	Member	
Dr. E. Arun	Member	

The following were discussed in the meeting:

- To discuss action taken on the minutes of the previous meeting
- University Exam results were appreciated by committee members
- Discussion on The TN, Dr. MGR Medical university Examination timetable schedule and steps taken to prepare the students are decided
- Preparation of academic calendar, master timetables, departmental teaching schedules for the UG and PG students are finalised with tentative internal exam dates.

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- Conduct of orientation programs and white coat ceremony for students
- To identify and encourage slow learners in each course. through remedial programs
- Preparation of lesson plans with ICT for all subjects and HoDs were advised to allocate topics for their faculty members
- Preparation of clinical, community and internship posting schedules for 2023-2024.
- Discussion on topics for value added courses and the departments that conduct the courses.
- Conduct of interdepartmental courses for the UGs and preparation of class schedules
- Conduct of CDEs/seminars/workshops for 2023-2024. Topics to be decided by the departments
- Tentative dates for the conduct of parents-teachers meeting were finalised.

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