



TAGORE DENTAL COLLEGE & HOSPITAL

Rathinamangalam, Melakkottaiyur Post, Chennai - 600 127. Ph : 044 - 3010 2222
E-mail : tagoredch@gmail.com / admin@tagoredch.in Website : www.tagoredentalcollege.com

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INTERNAL QUALITY ASSURANCE COMMITTEE

MINUTES OF MEETING- 18.07.2023(TUESDAY- 10:30AM)

The IQAC meeting was held on 18.07.2023 at 10.30am in IQAC room. The agenda was as follows:

- 1) To collect AQAR updates from the criteria incharge.
- 2) To review AAA submitted by the departments.

The meeting was attended by IQAC members Dr.C.J.Venkatakrishnan, Dr.S.Balagopal, Dr.Jacob Mathew Philip, Dr. Juala Catherine, Dr. Bhuvaneswari, Dr.Shobana, Dr.Anand, Dr.M.Navinbharathy, Dr. Shanthini priya, Dr. Anitha.

DR. S. Balagopal, IQAC coordinator addressed the members. The minutes of the previous meeting was discussed and approved by the committee members.

MINUTES OF THE MEETING:

AGENDA POINTS	DETAILS OF DISCUSSION	ACTION PLAN
To collect AQAR updates from the criteria incharge	Criteria 1: ● Soft skill and immunization program to be conducted. Criteria 2: ● Collection of documents verification of admission list.	● The program to be conducted with in August. ● Collection of data to be completed by July



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	Criteria 3: ● PG guide list to be updated, Research lab and animal house photos Criteria 4: ● Geo tag photos to be collected for all programs. Criteria 5: ● Sport events participant list and winner certificate to be collected Criteria 6: ● NSS registration renewal. Criteria 7: ● Orientation program to be conducted for all years. Criteria 8: ● Curriculum committee report to be collected	● To be collected by next week. ● Geo tag photos to be collected for all programs from Dr.Jedidiah ● List to be collected from sports committee. ● NSS registration renewal to be done by Dr.Vaishnavi. ● Schedule to be prepared ● Curriculum committee report to be collected from DR.Shobana All the criteria in-charges were asked to submit the qualitative AQAR updates in the next meeting
To review AAA submitted by the departments.	All department asked to resubmit the AAA.	A reminder is to be sent to all departments



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ATTENDANCE SHEET

PROGRAM NAME : Internal Quality Assurance Committee

DATE : 18/07/2023

S.No	NAME	DESIGNATION IN IQAC	SIGNATURE
1	Prof. Dr. M .Mala Chairperson, Tagore Group of Institutions	Employer	
2	Mr. G. Manikandan Secretary, Tagore group of institutions	Management representative	
3	Dr. C. J. Venkatakrishnan Principal	IQAC Chairperson	
4	Dr. S. Balagopal Vice – Principal (Academics)	IQAC Coordinator	
5	Dr. Jacob Mathew Phillip	Member secretary	
6	Dr.B. Bhuvaneshwari	Member	
7	Dr. Juala Catherine	Member	
8	Dr. C. S. Shobana	Member	
9	Dr. V. Anand	Member	
10	Dr. A. Shanthini Priya	Member	
11	Dr. M. Navinbharathy	Member	
12	Dr. D. Anitha	Member	
13	Dr. V. Ramya	Member	
14	Mr. R. Ravishankar	Member	
15	Prof. A. Maheshwaran	Member	



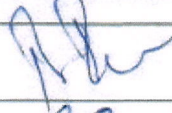
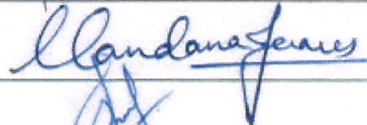
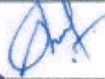
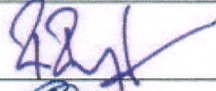
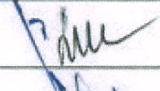
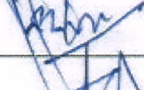
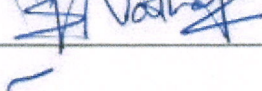
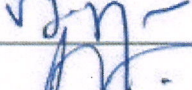
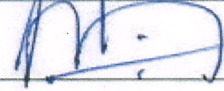
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NAAC COORDINATORS

NAME	SIGNATURE
Dr. Bhuvaneshwari	
Dr. Vandana James	
Dr. Lokesh	
Dr. Rajesh	
Dr. Pallavi Ammu Thomas	
Dr. Makesh Raj	
Dr. Parthasaradhi.T	
Dr. Israel Nathaneal Raj	
Dr. Jai Santhosh Manikandan ✓	
Dr. Jedidiah Frederick	



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INTERNAL QUALITY ASSURANCE COMMITTEE

MINUTES OF MEETING - 16.10.2023(TUESDAY- 10:30AM)

The IQAC meeting was held on 16.10.2023 at 10.30 am in IQAC room. The agenda was as follows:

- 1) To collect AQAR updates from the criteria incharge.

The meeting was attended by IQAC members Dr.C.J.Venkatakrishnan, Dr.S.Balagopal, Dr.Jacob Mathew Philip, Dr. Juala Catherine, Dr. Bhuvaneswari, Dr.Shobana, Dr.Anand, Dr.M.Navinbharathy, Dr. Shanthini priya, Dr. Anitha.

DR. S. Balagopal, IQAC coordinator addressed the members. The minutes of the previous meeting was discussed and approved by the committee members.

MINUTES OF THE MEETING:

AGENDA POINTS	DETAILS OF DISCUSSION	ACTION PLAN
To collect AQAR updates from the criteria incharge	Criteria 1: ● Academic flexibility data to be in tabular form Criteria 2: ● Collection of documents on teaching, learning and evaluation methods Criteria 3: ● Links for journal, geo tag photos , compilation of documents.	● Compilation for all data to completed by one week. ● Collection of data to completed by Monday ● To start with qualitative writing ● Plagiarism check to be done .



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	Criteria 4: ● Bills and records regarding maintenance work Criteria 5: ● PG employment list to be collected Criteria 6: ● Internal and external audit report. Criteria 7: ● Social awareness program report to be collected Criteria 8: ● Special clinic register details	● Stores bill is pending and to be collected by a month. ● List to be collected from alumni committee. ● To be collected from all committee and departments. ● The report should be collected and submitted by monday ● Geriatrics register details to be collected from Dr.Suganya. ● Special clinic register detail from Oral medicine. All the criteria incharges were asked to submit the qualitative AQAR updates in the next meeting
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PROGRAM NAME : Internal Quality Assurance Committee

DATE : 16/10/2023

S.No	NAME	DESIGNATION IN IQAC	SIGNATURE
1	Prof. Dr. M .Mala Chairperson, Tagore Group of Institutions	Employer	
2	Mr. G. Manikandan Secretary, Tagore group of institutions	Management representative	
3	Dr. C. J. Venkatakrishnan Principal	IQAC Chairperson	
4	Dr. S. Balagopal Vice – Principal (Academics)	IQAC Coordinator	
5	Dr. Jacob Mathew Phillip	Member secretary	
6	Dr.B. Bhuvaneshwari	Member	
7	Dr. Juala Catherine	Member	
8	Dr. C. S. Shobana	Member	
9	Dr. V. Anand	Member	
10	Dr. A. Shanthini Priya	Member	
11	Dr. M. Navinbharathy	Member	
12	Dr. D. Anitha	Member	
13	Dr. V. Ramya	Member	
14	Mr. R. Ravishankar	Member	
15	Prof. A. Maheshwaran	Member	



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NAAC COORDINATORS

NAME	SIGNATURE
Dr. Bhuvaneshwari	
Dr. Vandana James	
Dr. Lokesh	
Dr. Rajesh	
Dr. Pallavi Ammu Thomas	
Dr. Makesh Raj	
Dr. Parthasaradhi.T	
Dr. Israel Nathaneal Raj	
Dr. Jai Santhosh Manikandan	
Dr. Jedidiah Frederick	



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INTERNAL QUALITY ASSURANCE COMMITTEE

MINUTES OF MEETING- 14.03.2024 (THURSDAY 10:00 AM)

The IQAC Meeting was held on 14.03.2024 at 10: 00 AM in A.P.J Abdul Kalam Auditorium.
The agenda was as follows:

Agenda:

- 1. Introduction of the members**
- 2. Report of AQAR submission**

Minutes of the meeting:

Agenda Points	Discussion
Introduction of the members	The program was attended by Dr. C.J. VenkataKrishnan, Principal and IQAC Chairman, Dr. S. Balagopal, Vice- Principal (Academics) and IQAC coordinator, Dr. Jacob M Philip (Member Secretary), NAAC criteria incharges and members of the IQAC. External Expert Dr. Shubhangi Mhaske attended the meeting via google meet online. Dr. S. Balagopal, IQAC coordinator addressed the members and introduced the external IQAC members, internal NAAC criteria incharges and IQAC members and welcomed the external expert Dr. Shubangi Mhaske.
Annual quality assurance report was given by each criteria incharges.	Criteria 1 –The report was presented by Dr. Vandana James about the academic activities and curriculum. The improvements were listed. Criteria 2 –The report was presented by Dr. Pallavi Ammu Thomas, Dr. Rajesh and Dr. Lokesh about • The improvement in student teacher ratio • Increase in the number of teaching faculty • Student development initiatives like special measure for slow learners and advanced learners • Remedial classes • Crash course • Result analysis with the pass percentage



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- Criteria 3** - The report was presented by Dr. Makesh Raj about
- The research and innovation. This included the report of enrollment in PhD and co guide of PhD
 - Awards
 - Funded research projects
 - MOU'S
 - Central research laboratory
 - Animal house and workshops
 - Staff and students publication

- Criteria 4** – The report was presented by Dr. Parthasaradhi about
- The improvement in physical facilities
 - Clinical laboratory and learning resources
 - OPD census
 - Satellite clinic
 - Library
 - IT infrastructure with LCD
 - Wifi
 - Campus infrastructure.

- Criteria 5** - The report was presented by Dr. Bhuvaneswari about the student support and progression which included
- The report of scholarship
 - Capability skills
 - Students career guidance programs
 - Competitive exam coaching
 - Student pursuing higher education
 - Student employment
 - Cultural events
 - International student cell along with the collaboration with international university.



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Criteria 6 - The report was presented by Dr. Israel Nathanael Raj about governance and leadership management which included

- Faculty welfare strategies
- Financial benefits of the staffs
- Faculty development program
- Performance appraisal system.

Criteria 7 - The report was presented by Dr. Jai Santhosh Manikandan about

- The strong points of institutional values and social responsibilities
- Gender equality programs
- Management of degradable and non degradable materials
- Green campus
- Religious festivals
- Camps
- Code of conduct
- Commemorative days
- Social responsibilities
- Village adoption
- Best practices like mentorship programs and research for UG's.

Criteria 8 - The report was presented by Dr. Israel Nathanael Raj on behalf of Dr. Jedidiah Abisheik Frederick about

- The NEET pass percentage and score
- Orientation programs
- Faculty development program
- Comprehensive clinic and special needs clinic
- Vaccination for students.



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Feedback of the meeting was given by the external members Mr. R. Ravindran and Prof. A. Maheswaran.

External Expert Dr. Shubhangi Mhaske gave a valuable suggestions.

Vote of thanks was given by Dr. S. Balagopal.



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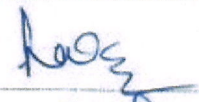
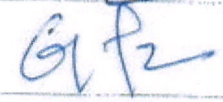
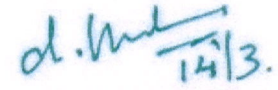
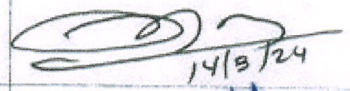
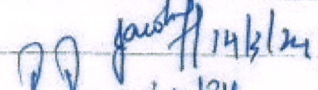
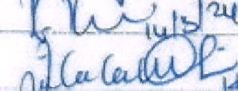
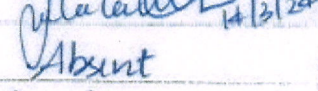
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ATTENDANCE SHEET

PROGRAM NAME: Internal Quality Assurance Committee

Date : 14/03/2024

S.No	Name	Designation in IQAC	Signature
1	Prof. Dr. Mala Chairperson, Tagore Group of Institutions	Employer	
2	Mr. G. Manikandan Secretary, Tagore Group of Institutions	Management Representative	
3	Dr. C. J. Venkatakrishnan Principal	IQAC Chairperson	 14/3.
4	Dr. S. Balagopal Vice - Principal (Academics)	IQAC Coordinator	 14/3/24
5	Dr. Jacob Mathew Phillip	Member Secretary	 14/3/24
6	Dr. B. Bhuvaneshwari	Member	 14/3/24
7	Dr. Juala Catherine	Member	 14/3/24
8	Dr. C. S. Shobana	Member	Absent
9	Dr. V. Anand	Member	Anand 14/3/24
10	Dr. A. Shanthini Priya	Member	A Shanthini Priya 14/3/24
11	Dr. M. Navinbharathy	Member	M. Navinbharathy 14/3/24
12	Dr. D. Anitha	Member	Anitha 14/3/24
13	Dr. V. Ramya	Member	Ramya 14/3/24
14	Mr. R. Ravishankar	Member	Ravishankar 14/3/24
15	Prof. A. Maheswaran	Member	Maheswaran 14/03/2024



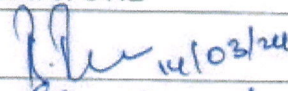
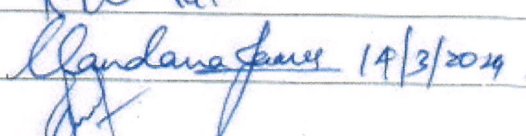
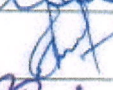
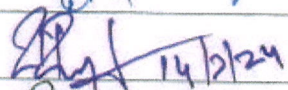
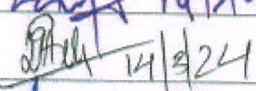
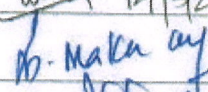
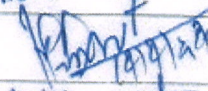
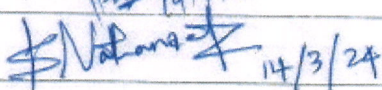
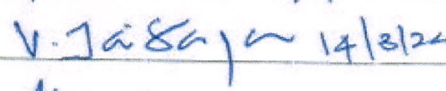
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NAAC COORDINATORS

NAME	SIGNATURE
Dr. Bhuvaneswari	
Dr. Vandana James	 14/3/24
Dr. Lokesh	
Dr. Rajesh	 14/3/24
Dr. Pallavi Ammu Thomas	 14/3/24
Dr. M0kesh Raj	 14/3/24
Dr. Parthasaradhi T	 14/3/24
Dr. Israel Nathaneal Raj	 14/3/24
Dr. Jai Santhosh Manikandan	 14/3/24
Dr. Jedidiah Frederick	Absent



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INTERNAL QUALITY ASSURANCE COMMITTEE

MINUTES OF MEETING - 10.04.2024(WEDNESDAY- 10:30AM)

The IQAC meeting was held on 10.04.2024 at 10.30 am in IQAC room. The agenda was as follows:

- 1) To discuss the minutes of previous meeting.
- 2) To collect AQAR updates from the criteria incharge.

The meeting was attended by IQAC members Dr.C.J.Venkatakrishnan, Dr.S.Balagopal, Dr.Jacob Mathew Philip, Dr. Juala Catherine, Dr. Bhuvaneswari, Dr.Shobana, Dr.Anand, Dr.M.Navinbharathy, Dr. Shanthini priya, Dr. Anitha. DR. S. Balagopal, IQAC coordinator addressed the members.

MINUTES OF THE MEETING:

AGENDA POINTS	DETAILS OF DISCUSSION	ACTION PLAN
1. To discuss the minutes of previous meeting.	Annual quality assurance report for previous year	The report was presented by the incharge in the previous meeting. Valuable suggestion was given by external expert and members. The minutes of the previous meeting was discussed and approved by the committee members.
2.To collect AQAR updates from the criteria incharge	Criteria 1: ● Program outcome ● Course outcome	● Both should be based on program specific outcome.



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	Criteria 2: ● Student survey ● E Course Criteria 3: ● Research program Criteria 4: ● Bills and records regarding maintenance work Criteria 5: ● Cultural and sports Criteria 6: ● IQAC . Criteria 7: ● Gender sensitization program Criteria 8: ● Special clinic .	● Based on student satisfactory survey 1.To conduct more test 2.More clinical application based classes. 3.To provide transport during participation in other college events. 4.To conduct more interactive session in theory classes. ● E Course- number of faculty participation to be increased. ● Research program report to be collected from Oral surgery department. ● Purchase committee minutes and log books to be updated. ● Cultural and sports event report to be collected . ● IQAC minutes, annual college report, feedback from stack holders to be collected. ● To be conducted by May ● Geriatrics register to be updated and checked by department of Prosthodontics All the criteria incharges were asked to submit the qualitative AQAR updates in the next meeting
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ATTENDANCE SHEET

PROGRAM NAME : Internal Quality Assurance Committee

DATE : 10/04/2024

S.No	NAME	DESIGNATION IN IQAC	SIGNATURE
1	Prof. Dr. M .Mala Chairperson, Tagore Group of Institutions	Employer	
2	Mr. G. Manikandan Secretary, Tagore group of institutions	Management representative	
3	Dr. C. J. Venkatakrishnan Principal	IQAC Chairperson	
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6	Dr.B. Bhuvaneshwari	Member	
7	Dr. Juala Catherine	Member	
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11	Dr. M. Navinbharathy	Member	
12	Dr. D. Anitha	Member	
13	Dr. V. Ramya	Member	
14	Mr. R. Ravishankar	Member	
15	Prof. A. Maheshwaran	Member	



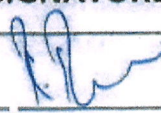
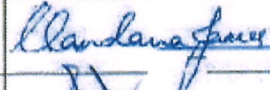
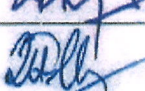
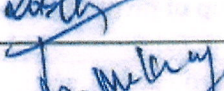
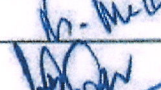
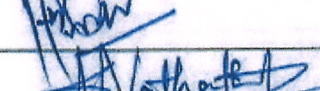
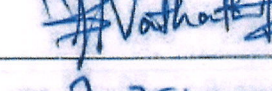
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