

Minutes of the College Academic Committee Meeting

Date: 14.12.2021

Venue: College Council Hall

The following members attended the meeting

Dr K George Varghese

Dr Benley George

Dr Biju Sebastian

Dr Eapen Thomas

Dr Thomas George V

Dr Elizabeth Joseph

Dr Baby James

Dr Suja Joseph

Dr Aby Mathew T

Dr Sunil S

Dr Anuna Laila Mathew

Dr Annie Susan Thomas

Dr Sharlene Sara Babu

Dr Rene Kuriakose

Dr Sherin Sara George

Dr Minimol K Johny

Dr Rene Kuriakose

Dr Vinesh

Dr Prameetha George Ittycheria

Dr. Aby Mathew T. MDS
Principal
Pushpagiri College of Dental Sciences



COLLEGE ACADEMIC COMMITTEE MEETING

(MINUTES)

DATE: 14/12/2021

TIME: 11:00 AM

The meeting started at 11:00 am with a silent prayer. Dr.K George Varghese (Principal; Pushpagiri College of Dental Sciences, Thiruvalla) welcomed the gathering. He mentioned that we were conducting our first offline meeting after the COVID-related lockdowns.

He welcomed Dr. Biju Sebastian (Vice Principal, Academics, Pushpagiri College of Dental Sciences) to present the agenda for the meeting. The agenda for the meeting were the following:

1. Request from students regarding proper lunch hour time during clinical postings
2. How to handle attendance shortage of exam going students
3. How to handle mark eligibility criteria of exam going students
4. Academic evaluation of exam going students
 - A. Identification of poor-performing students and steps to be taken
 - B. Identification of high performing students and steps to be taken
5. Discussion on any other matters raised by the members

Regarding the first agenda Dr. Biju Sebastian presented, there has been a request from BDS students regarding proper lunch hour timings during clinical postings, especially in the Department of Conservative Dentistry and Prosthodontics. The respective HODs said that they were not actively preventing any students from having lunch as they completed the patient's treatment. Dr. Biju Sebastian wanted every member to notify all clinical departments regarding this issue. He told them to keep in mind this issue of students in the future.

Dr Biju Sebastian told that due to the Covid lockdowns and flood situation in the College campus, students have lost many working days. Due to this, there is a possibility for lack of adequate working days for the students leading to attendance problems. He told that we can sanction extra working days for clinics and theory classes if needed to make up for any shortages.

Dr. Biju Sebastian said that if any student does not fulfill academic eligibility criteria for writing university examinations, they should not be allowed to do so. The committee members anonymously agreed to this matter.

Dr. Biju Sebastian called upon the yearly charges to present their evaluation of the examination-going students.

Dr. Sharlene Sara Babu presented the evaluation of first-year BDS. About 15 students showed consistently poor performance in the internal assessments. The following students performed poorly:

SI No	NAME OF THE STUDENTS
1	Anju Varghese Kochuparambil
2	Deon Paul
3	Devika S
4	Ludhla Mary Thomas
5	Megha Chandran
6	Megha Varghese
7	Megha Ann Thomas
8	Minto Mathew
9	Monika Mohan
10	Rudhra Shaji Hima
11	Sarang Chandra
12	Serene Maria Sam
13	Subhal Eleesa Sunny
14	Summaya A
15	Treasa Babu
16	Deni Thomas

Dr. Rene Kuriakose presented the evaluation of second-year BDS. About 3 students showed poor performance in the internal assessments. However, these students are improving significantly. The following students performed poorly:

SI No	NAME OF THE STUDENTS
1	Abhishek
2	Habel
3	Sara Mariya Das

Dr. Sherin Sara George presented the evaluation of third-year BDS. No students showed poor performance in the internal assessments.

Dr. Prameetha George presented the evaluation of final year BDS part 1. About 4 students showed poor performance in the internal assessments. The following students performed poorly:

SI No	NAME OF THE STUDENTS
1	Greeshma Mohan

2	Dheeraj
3	Anoop
4	Alfiya

Evaluation of final year BDS part 2 was presented by Dr. Vineesh U. The following students performed poorly:

Prosthodontics (1st internals)

SI No	NAME OF THE STUDENTS
1	Deona
2	Dezlin
3	Dheeraj

Conservative Dentistry (1st internals)

SI No	NAME OF THE STUDENTS
1	Amritha
2	Dezlin
3	Dheeraj

Pedodontics (1st internals)

SI No	NAME OF THE STUDENTS
1	Dezlin
2	Dheeraj

Oral and Maxillofacial Surgery (1st internals)

SI No	NAME OF THE STUDENTS
1	Alfiya
2	Dezlin
3	Dheeraj

Dr. Aby Mathew T. MDS
Principal
Pushpagiri College of Dental Sciences




2ND INTERNALS

Conservative Dentistry (2ND Internals)

SI No	NAME OF THE STUDENTS
1	Dheeraj

Pedodontics (1st Internals)

SI No	NAME OF THE STUDENTS
1	Anoop
2	Dheeraj

Oral and Maxillofacial Surgery (1st Internals)

SI No	NAME OF THE STUDENTS
1	Dheeraj

3RD INTERNALS

Conservative Dentistry (1st Internals)

SI No	NAME OF THE STUDENTS
1	Greeshma
2	Dheeraj

Dr. Biju Sebastian requested Dr. Elizabeth Joseph (Students Grievance cell) to pay the candidate Ms. Greeshma (2012 batch). As per KUHS regulation, it is her last permissible attempt to complete her course.

Dr. Biju Sebastian informed that some exam-going BDS batches approached him to grant a 1-month study leave. He refused their request and instructed them that they would be allowed leave after their internal assessment marks had been uploaded to the University website.

The meeting was concluded with tea and snacks.

Actions taken:

1. The meeting decided that special attention will be given to allow UG students sufficient time at clinics to have lunch.
2. Since the attendance shortage was primarily in the clinical postings, it was solved by sanctioning extra working days for clinical postings.
3. Students not fulfilling academic eligibility criteria for writing university examinations will not be allowed to register for the concerned examination.



MINUTES OF THE COLLEGE ACADEMIC COMMITTEE MEETING

DATE: 12.01.2022

TIME: 11:00 AM

The following members were present for the meeting.

Dr K. George Varghese
Dr Benley George
Dr Biju Sebastian
Dr Eapen Thomas
Dr Thomas George V
Dr Elizabeth Joseph
Dr Baby James
Dr Suja Joseph
Dr Aby Mathew T
Dr Sunil S
Dr Annie Susan Thomas
Dr Sharlene Sara Babu
Dr Rene Kuriakose
Dr Sherin Sara George
Dr Vinesh U

The meeting started at 11:00 am with a silent prayer.

Dr.K George Varghese (Principal; Pushpagiri College of Dental Sciences, Thiruvalla) welcomed the gathering. He mentioned that we are conducting the second offline meeting since the covid pandemic started and that the first meeting was on 14.12.2021. Principal briefly explained about the agenda of the meeting. He said that it was very important to improve the academic performance of the institution.

Principal welcomed Dr. Biju Sebastian (Vice Principal, Academics, Pushpagiri College of Dental Sciences) to present the agenda for the meeting. The agenda for the meeting were the following:

1. **Centralized Internal assessment evaluation results within 2 weeks.**
2. **Conduct at least 2-3 CDE programs per year in a department. At least 2 CDE per month for the institution.**
3. **Proposal for hands-on course on conscious sedation, CBCT, T-Scan, and BLS-AHA certification.**
4. **Conduct of 'Mirabolante' – April, May**
5. **First BDS evaluation.**

Centralized Internal assessment evaluation results within 2 weeks.

Regarding the first agenda Dr. Biju Sebastian said that the theory evaluation center should be used by faculty for internal assessment evaluation also. He said that a specific date and time should be scheduled for evaluation. Dr Benley George said that the faculty is taking lot of time for evaluation than what is required. Dr Biju Sebastian said that a time table will be prepared



and circulated. The circular will mention about the last date for returning the corrected answer books. Dr Sunil S said that this initiative will be an added advantage for displaying during NAAC inspection.

I.In>

Decision: Internal Assessment Evaluation will be done at Centralized Evaluation Center.

Conduct at least 2-3 CDE programs per year per department. At least 2 CDE per month for the institution.

PM

Regarding the second agenda Dr Biju Sebastian said that each department should conduct one to 3 programmes in an year. Dr Biju Sebastian said that a calendar was prepared by Dr Eapen Thomas regarding the scheduling of CDE programmes and it was displayed in the meeting. He mentioned that the effort was to make our institution a Center of Excellence. Dr Aby Mathew mentioned that the expenses related with conducting the CDE programmes like providing food, memento etc will have to be sanctioned by the College authority. Principal Dr K. George Varghese said that it can be considered. Principal said that while selecting the speakers, faculties who are not very famous can also be considered. Dr Eapen Thomas said that the time for CDE programmes can be from 8.30a.m to 10.00a.m. Principal said that the programmes should be target oriented and faculty, PGs, interns should attend the programmes. Dr Eapen Thomas said that IGNITE and ICAP meetings should be continued.

Decision: To conduct CDE programmes as per the calendar prepared and HODs can rearrange it if needed.

Proposal for hands-on course on conscious sedation, CBCT, T-Scan, and BLS-AHA certification.

Regarding the third agenda Dr Biju Sebastian said that Implantology Department under Department of Prosthodontics is conducting hands on course on Implantology. Dr Biju Sebastian said that other departments can also start such value added courses.

Dr Biju Sebastian said that Department of Oral Medicine can conduct hands-on course on CBCT. Department of Pediatric Dentistry and Priority clinic can conduct hands-on course on Conscious Sedation and Department of Prosthodontics can conduct hands-on course on T-Scan. Also, Department of Oral & Maxillofacial Surgery can conduct hands-on course on Basic Life Support.

Decision: To conduct value added courses in the Department of Oral Medicine, Pedodontics, Priority clinic and Oral & Maxillofacial Surgery.

Mirabolante' – April, May

Dr Eapen Thomas said that for the last 2 years there was no physical gatherings due to the Covid outbreak in February 2020. He said that Mirabolante can be conducted in April or May 2022. Dr Benley George said that cultural events cannot be conducted this year and permission can be given for conduct of sports and academic events. Dr Biju Sebastian said that sports events like foot ball and cricket can be considered. Dr Eapen Thomas said that a brochure will have to be prepared and invitation letter will have to be send to other Dental Colleges. Dr Biju Sebastian said that there is a chance of lock down in Kerala due to the fast increase in Covid patients. He said that if Mirabolante is to be conducted we should follow strict covid protocols.

Decision: Mirabolante to be conducted following covid protocols.

First BDS evaluation.

Dr Sharlene Sara Babu said that after the internal assessment examinations a list has been prepared showing weak performers.

Regular batch

Students who attained less than 50% in all 4 subjects

SI No	NAME OF THE STUDENTS
1	Devika
2	Megha Chandran
3	Treasa Ben

Student who attained less 50% in 3 subjects

SI No	NAME OF THE STUDENTS
1	Aleena Jose
2	Aleena Varghese
3	Aleena Vincent
4	Anuja
5	Ludhia
6	Mahima
7	Meghna Ann Thomas

Students who attained less than 50% in 2 subjects

SI No	NAME OF THE STUDENTS
1	Aleena Pauly
2	Anju V
3	Aparna
4	Deon
5	Mable
6	Megha V
7	Minto
8	Sarang
9	Serene
10	Stephy
11	Subhal

Students who attained less than 50% in 1 subject

SI No	NAME OF THE STUDENTS
1	Arjun
2	Ashlin
3	Dhiya
4	Leenus
5	Monica
6	Sumayya
7	Thomas
8	Veron

Dr Sharlene said that the covid situation has affected the performance of students. Principal said that special coaching should be given to weak students. Dr Sharlene said that the students have time now only for revision.

Regarding the supplementary batch students Dr Sharlene said that Mr Deni had attended only 30% of classes and he is telling lame excuses regarding his absence. Dr Sharlene said that the parents too are not much interested in his performance.

Dr Sharlene said that Mr Anwin (2019 batch) student who failed in two subjects had attended all the internal examinations and he is performing well and will pass in the University examinations.

II BDS Evaluation

Dr Rene Kuriakose said that the performance of 2nd BDS students had improved in the 3rd Internal Assessment Examinations. She said that Mr Varun is not performing well.

III BDS Evaluation

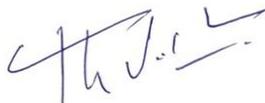
Dr Sherin Sara George said that the Medical College faculty had reported that the performance of our students is not up to the mark. Ms Milin Mathew and Mr Allan Santhosh is performing poorly. Dr Sherin said that they had tried peer parenting strategy in the General Medicine Department and the performance of weak students had improved greatly.

Quarterly News letter

Dr K. George Varghese said that since Dr Nithin Prathap who was the incharge of Pushpanadom College newsletter had resigned, another faculty will have to come forward to take up the responsibility. Dr Benley George was given charge as Editor.

With no other matters to discuss the meeting ended at 12.45p.m

Dr. Aby Mathew T. MDS
Principal
Pushpagiri College of Dental Sciences



2022

CALENDAR



JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

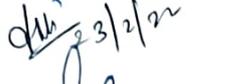
DECEMBER



23 February 2022

COLLEGE ACADEMIC COMMITTEE MEETING

Dr K George Varghese 

Dr Anuna Laila Mathew  23/2/22

Dr Biju Sebastian 

Dr Benley George 

Dr Eapen Thomas 

Dr Thomas George V 

Dr Elizabeth Joseph  23/2/22

Dr A Devadathan 

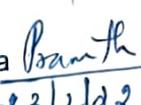
Dr Baby James  23/2/22

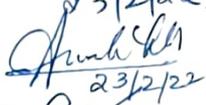
Dr Suja Joseph  23/2/22

Dr Aby Mathew T 

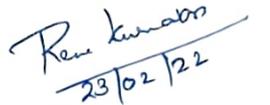
Dr Sunil S  23/2/22

Dr Sherin Sara George  23/2/22

Dr Prameetha George Ittycheria  23/2/22

Dr Annie Susan Thomas  23/2/22

Dr Sharlene Sara Babu  23/2/22

Dr Rene Kuriakose  23/02/22

Dr Minimol K Johny  23/2/22

Dr. Aby Mathew T. MDS
Principal
Pushpagiri College of Dental Sciences



Minutes of the College Academic Committee Meeting

26.02.
Date: .2022

Venue: College Council Hall

The following members attended the meeting

Dr K George Varghese

Dr Benley George

Dr Biju Sebastian

Dr Eapen Thomas

Dr Thomas George V

Dr Elizabeth Joseph

Dr Baby James

Dr Suja Joseph

Dr Aby Mathew T

Dr Sunil S

Dr Anuna Laila Mathew

Dr Annie Susan Thomas

Dr Sharlene Sara Babu

Dr Rene Kuriakose

Dr Sherin Sara George

Dr Minimol K Johny

Dr Rene Kuriakose

Dr Vinesh

Dr Prameetha George Ittycheria

Minutes of meeting

The meeting started at 11.30 am with a silent prayer. The meeting was graced by the presence of Director of Institutions, Rev Fr Aby Vadakkumthala.

Rev Fr.Aby Vadakkumthala expressed his concern over lapses in maintenance of decorum within the institution and advised all faculty members to maintain strict code of conduct.

Dentist's and women's day celebrations were proposed to be celebrated in the college campus on the 6th and 8th of March respectively.

Dr Eapen Thomas discussed on the conduct and hosting of the intercollegiate sports fest in the college campus.

Dr Biju Sebastian informed the committee that the Department of Oral Implantology has been conducting a scientific presentation every Monday from 8.30-9.30 am since 01-02-2021.

Dr Annie Kitty George, coordinator of the clinical club briefed the academic committee about the proceedings of the clinical club over the last one year.

Actions taken:

1. Dentist's and women's day were decided to be celebrated on campus.
2. Dr Annie Kitty George was entrusted to be the Secretary of the Academic committee of the college.

Dr. Aby Mathew T. MDS
Principal
Pushpagiri College of Dental Sciences



Minutes of the College Academic Committee Meeting

Date: 07/04/2022

Venue: College Council Hall

The following members attended the meeting

Dr K George Varghese

Dr Benley George

Dr Biju Sebastian

Dr Eapen Thomas

Dr Thomas George V

Dr Elizabeth Joseph

Dr Baby James

Dr Suja Joseph

Dr Aby Mathew T

Dr Sunil S

Dr Anuna Laila Mathew

Dr Annie Susan Thomas

Dr Sharlene Sara Babu

Dr Rene Kuriakose

Dr Sherin Sara George

Dr Minimol K Johny

Dr Rene Kuriakose

Dr Vinesh

Dr Prameetha George Ittycheria

Dr Annie Kitty George

Dr A Devadharan

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07/04/2022

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7/4/22

Minutes of Academic committee meeting on 7th April 2022

The meeting started at 11.30am with a silent prayer.

Minutes of the last meeting were presented.

Agenda for the meeting were discussed one by one.

Dr Biju Sebastian applauded the various departments for the conduct of the various programs such as National Oral Pathologist's Day on February 25th

Cons- Endo Day on March 5th

Dentist's day celebrations on March 6th

Women's day celebrations on March 8th

Regarding the research orientation for the post graduates. Dr Elizabeth Joseph suggested that a feed- back may be collected from the post graduates regarding the program.

Dr Devadathan advised that DEU must give presentations to the 1st year PG's regarding protocol development and proposal presentation prior to the research methodology workshops conducted by Pushpagiri Medical College faculty.

Dr Devadathan and Dr Elizabeth also suggested that sufficient time must be provided to the post graduates after the workshops prior to uploading their protocol to the KUHS.

With regards to the wellness program conducted in PCDS, Dr Biju said that there will be a series of programs of such sort in order to help students with altered behavior and excessive stress. Dr Biju specifically mentioned about Miss Ashita Sibichen to Dr Mini Mol who is their batch mentor.

Dr Mini Mol enumerated on the conduct of the CONSENDO day on March 5th

Biju Sir advised all departments to conduct CDE programs as per the CDE calendar of PCDS. Dr Devadathan said that a one day CDE program of the department of Conservative Dentistry and Endodontics will be conducted on 25th April.

Dr Sunil requested for an update on the purchase of the Zoom platform.

Biju Sir enumerated on the regulations of the Publications Overview Committee of PCDS.

The meeting decided that the matters pertaining to the POC need further discussions.

Biju sir specified that the main objective of the POC was to minimize plagiarism and clarify authorship criteria.

All the batch mentors-Dr Sharlene, Dr Mini Mol, Dr Sherin, Dr Prameeta and Dr Rene updated the committee with the University exam performance of the different batches.

Dr Rene informed the committee that Miss Ashwathy of Final Yr Part II is not attending internal examinations especially theory exams.





PUSHPAGIRI

We care God cures

COLLEGE OF DENTAL SCIENCES

MEDICITY, PERUMTHURUTHY, TIRUVALLA - 689107

(AN UNDERTAKING OF PUSHPAGIRI MEDICAL SOCIETY, REG. NO. P. 73/92)

(NAAC Accredited Dental College)

21 April 2022

NOTICE

There will be a College Academic Committee (C.A.C) Meeting on 04 May 2022 at 1.00p.m in the College Council Hall. All College Academic Committee members and mentorship committee members are requested to attend the meeting.

Dr K. George Varghese
Principal

Copy to:

All C.A.C members

Dr Anuna Laila Mathew

Dr Biju Sebastian

Dr Benley George X

Dr Eapen Thomas

Dr Thomas George V

Dr Elizabeth Joseph

Dr A Devadathan

Dr Baby James

Dr Suja Joseph

Dr Aby Mathew T

Dr Sunil S

Dr Annie Kitty George

Dr Nebu George Thomas (Research coordinator)
All Mentorship Committee Members

Dr Annie Susan Thomas

Dr Sharlene Sara Babu

Dr Rene Kuriakose

Dr Sherin Sara George

Dr Prameetha George Ittycheria

Dr Minimol K Johny X

20/04/2022
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PUSHPAGIRI COLLEGE OF DENTAL SCIENCES

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COLLEGE
OF
DENTAL
SCIENCES

04 May 2022

COLLEGE ACADEMIC COMMITTEE MEETING 04.05.2022

Dr K George Varghese

Dr Anuna Laila Mathew

Dr Sherin Sara George

Dr Biju Sebastian

Dr Prameetha George Ittycheria

Dr Benley George

Dr Annie Susan Thomas

Dr Eapen Thomas

Dr Sharlene Sara Babu

Dr Thomas George V

Dr Rene Kuriakose

Dr Elizabeth Joseph

Dr Minimol K Johny

Dr A Devadathan

Dr Baby James

Dr Suja Joseph

Dr Aby Mathew T

Dr. Aby Mathew T. MDS
Principal
Pushpagiri College of Dental Sciences



Dr Sunil S

Dr Nebu George Thomas

Dr Annie Kitty George

Minutes of HOD Meeting on 21 June 2022

The following members were present for the meeting;

Dr Aby Mathew T

Dr Benley George

Dr S Sunil

Dr Devadathan A

Dr Elizabeth Joseph

Dr Nebu George

Dr Jacob John

Dr Anuna Laila Mathew

The meeting started with a silent prayer. Dr Aby Mathew T, Principal welcomed all to the meeting.

He informed that there should be unity among all of us then only the college run smoothly. He solicited the cooperation of all the HODs in the coming years.

1. **Leaves-** Principal informed that all faculty should submit the leave form prior to availing leaves and in emergency situation the leave form can be submitted on the next day itself with the signature of HOD, In case of leave of the HOD the leave form shall be submitted in the leave box and the HR staff shall obtain the signature of the HOD in the leave form.
2. **Dept of Conservative Dentistry-** Dr Devadathan informed that there is a need of 2 airtor hand pieces in the department. Dr Benley informed that the request should be given immediately. Dr Devadathan informed that in the preclinical lab there is water logging in the pit area. Dr Aby informed that from next week onwards he shall visit all the departments.
3. **Dept of Oral Surgery-** Dr Eapen informed that in the department there is the need of 2 suction apparatus.
4. **Dept of oral Medicine-** Dr Anuna informed that the Wi-Fi of the department is blocked which is causing problem in sending the CBCT images to others. Dr Benley informed that it shall be sorted out with IT department.
5. **Dept of Orthodontics-** Dr Jacob informed that he has only taken charge of the department. In the department there is the need of one reader.
6. **Miscellaneous matters-** Principal informed that the farewell function and inauguration of walkway and canteen is on 29th June 2022 by Bishop from 3pm onwards. Dr Sunil informed that Dr Thomas George and Dr Benley can be made the coordinators.
7. **White coat** – mandatory for faculty in all Departments.
8. **X-ray film** – It was informed that X-ray film is not available in the Departments of Conservative Dentistry, Oral Medicine and Pedodontics.
9. **Centralized valuation for internal exams** – It was decided for arranging centralized valuation for internal examinations in the Evaluation Room. All HODs accepted the proposal.

With no other matters for discussion the meeting concluded by 3.15pm.

Dr Aby Mathew T

Principal