



CHILDREN'S EDUCATION SOCIETY (Regd.)

THE OXFORD DENTAL COLLEGE

(Recognized by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences,
Karnataka & Recognised by Dental Council of India, New Delhi)

Bommanahalli, Hosur Road, Bangalore - 560 068.

Ph: 080-61754680 Fax: 080 - 61754693E-mail:deandirectortodc@gmail.com

Website: www.theoxford.edu

Proceedings of the Principal and Chairperson IQAC

Order

Date: 8-07-2018


By the direction of the Governing body, undersigned is pleased to reconstitute Internal Quality Assurance Cell (IQAC) for the year 2018-19. The cell shall report the work and activities of the cell once in three months, minimum four times in an academic year to the Governing body. These orders will come in to force from the day of issue of orders and they will be on same until further orders are issued. Following is the constitution of IQAC

SL. No.	Name of Member	Designation	Role
1.	Dr. Pradeep Raju	Dean and Director	Chairperson
2.	Mr. Shivabasavaiah	Director - Skill Development Center	Member -Management Representative
3.	Dr. Anuradha Pai	Head, Dept. of Oral Medicine	Member -Teaching Faculty Representative
4.	Mrs. Sunanda	Office Manager	Member - Non Teaching Faculty Representative
5.	Madhulika	Student Council President	Member - UG Female Student Representative
6.	Rajasekhar Reddy	Student Council Vice-President	Member - UG Male Student Representative
7.	Dr. Lipi	Student Council Secretary	Member - PG Female Student Representative
8.	Dr. Nivedan	Student Council Treasurer	Member - PG Male Student member Representative
9.	Dr. Asha	Alumni	Member - Alumni Representative
10.	Mr. Munish	Industry	Member - Industry Representative
11.	Dr. Leeky Mohanty	Professor	Member - Coordinator
12.	Dr. Champa	Asst. Prof	Joint Coordinator

IQAC

Copy to:

1. Chairman and Vice Chairman
2. Committee Members
3. All the HOD's
4. IQAC File


Dean and Director & Chairperson

Dean and Director

The Oxford Dental College, Bommanahalli
Hosur Road Bengaluru - 560 068



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Administrative Office:

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: 080-26659532, 30410501/02 Fax : 080 - 26548658

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Proceedings of Internal Quality Assurance Cell

Agenda:-

1. Re constitution of IQAC as per new guidelines
2. Activities to be conducted by IQAC during the year 2017-18

The 1st meeting for the year 2016-17 of IQAC was held on 03-07-2017 by 11.00 am at Board Room of the college.

IQAC coordinator welcomed all the members present.

SL. No.	Name	Designation in the IQAC Committee	Signature
1.	Dr. Priya Subramaniam	Chair Person	
2.	Dr. Leeky Mohanty	Co Ordinator	
3.	Mr. Shivabasavaiah	Member from the Management	
4.	Dr. Srirekha	Associate Dean of Academics	
5.	Dr. Savitha A N	Associate Dean of Administration	
6.	Dr. Malathi	Associate dean of Human Resources	
7.	Dr. Ramakrishna	Associate dean of Examination	
8.	Ms. Sunanda	Administrative officer	
9.	Dr. Sneha	Student Nominee	
10.	Dr. Shilpashree	Alumni	



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After due discussion as per agenda following resolutions were made:

Agenda: 1

The IQAC Committee was re-constituted as per new guidelines and following are the members of the Committee. The Members present in the meeting agreed for the decision of the committee

Composition of the IQAC

1. **Chair Person:** Dr. Priya Subramaniam
2. **Co Ordinator:** Dr. Leeky Mohanty
3. **Member from the Management:** Mr. Shivabasavaiah
4. **Associate Dean of Academics:** Dr. Sirekha
5. **Associate Dean of Administration:** Dr. Savitha AN
6. **Associate dean of Human Resources:** Dr. Malathi
7. **Associate dean of Examination:** Dr. Ramakrishna
8. **Administrative officer:** Ms. Sunanda
9. **Student Nominee:** Dr. Sneha
10. **Alumni:** Dr. Shilpashree

Agenda -2

It was decided to conduct following activities through IQAC from different departments during 2016-17

1. Collect feedback from different Stake holders to analyze and take action-based analyses report.
2. Faculty development training programs.
3. Numerous Extension Activities.
4. Eco Friendly Campus activities
5. Capability Enhancement Activities.

Meeting concluded with vote of thanks by IQAC coordinator.


Chairman
Internal Quality Assurance Cell



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Proceedings Internal Quality Assurance Cell

Agenda:

1. Review of action taken on the proceedings of the previous meeting held on -04-07-2018
2. Review of research, extension activities.
3. Review of Co-Curricular activities and students support facilities.
4. Review of Action taken in terms of institutional values and Best Practices.

The 2nd meeting for the year 2017-18 of IQAC was held on 16-10-2017 By 11.00 am at Board Room of the college.

At the outset IQAC Co-Ordinator welcomed the Chairman and members of IQAC

SL. No.	Name	Designation in the IQAC Committee	Signature
1.	Dr. Priya Subramaniam	Chair Person	
2.	Dr. Leeky Mohanty	Co Ordinator	
3.	Mr. Shivabasavaiah	Member from the Management	
4.	Dr. Sreekha	Associate Dean of Academics	
5.	Dr. Savitha A N	Associate Dean of Administration	
6.	Dr. Malathi	Associate dean of Human Resources	
7.	Dr. Ramakrishna	Associate dean of Examination	
8.	Ms. Sunanda	Administrative officer	
9.	Dr. Sneha	Student Nominee	
10.	Dr. Shilpashree	Alumni	

Agenda wise review conducted by the Chairman and following are the points discussed and decision taken.

Agenda:-1

- The minutes of previous IQAC meeting held on 03-07-2017 was read and approved.

Agenda: -2

Review of research and extension activities.

- ❖ Decided to document awards received by Institution/Teachers/Research scholars/Students during the year.



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- ❖ Decided to encourage faculties to publish research papers in UGC web-site and to present papers in National/International Conference.
- ❖ Decided to encourage students to undertake short studies and other researches

Agenda:-3

Review of Co-Curricular activities and students support facilities.


- ❖ Decided to encourage students to participate in workshops / seminars / cultural and sports activities.
- ❖ Decision taken to hold competitions among students in various cultural and sports activities.
- ❖ Informed to conduct coaching classes for competitive examinations and capability enhancement programs.
- ❖ Decided to collect application from students to avail scholarships from institutions and other government departments.

Agenda:-4

Review of Action taken in terms of Institutional Values and Best Practices.

- ❖ Decided to hold 4 gender equity promotion programs during the year.
- ❖ Decided to have following two Best Practices during 2017-18
 - Environmentally friendly practices and go green initiative and encouraging the undergraduates and post graduate students to publish research papers in national and international journals.
 - Continuous monitoring of attendances & internal marks of UG & PG students & Sending attendance, marks obtained by student in exams to parents/guardian through SMS regularly

Meeting concluded with vote of thanks by IQAC coordinator.


Chairman
Internal Quality Assurance Cell



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Proceedings Internal Quality Assurance Cell

Agenda:

1. Review of MOU's / Linkages / collaborative activities.
2. Review of physical facilities and academic support facilities.
3. Conducting Parent- teachers'meet and review of mentoring system.

The 3rd meeting for the year 2017-18 of IQAC was held on 08-01-2018 by 11.00 am at Board Room of the college.

At the outset IQAC Co-Ordinator welcomed the Chairman and members of IQAC.

SL. No.	Name	Designation in the IQAC Committee	Signature
1.	Dr. Priya Subramaniam	Chair Person	
2.	Dr. Leeky Mohanty	Co Ordinator	
3.	Mr. Shivabasavaiah	Member from the Management	
4.	Dr. Sirekha	Associate Dean of Academics	
5.	Dr. Savitha A N	Associate Dean of Administration	
6.	Dr. Malathi	Associate dean of Human Resources	
7.	Dr. Ramakrishna	Associate dean of Examination	
8.	Ms. Sunanda	Administrative officer	
9.	Dr. Sneha	Student Nominee	
10.	Dr. Shilpashree	Alumni	

The committee members discussed issues as per agenda and following are the decision taken

Agenda:-1

Review of MOU's / Linkages / collaborative activities.

- ❖ During the year 86 Collaborative activities conducted by the institution.
- ❖ The institutions signed 5 MOUs with organizations during the year for Internship, on-the-job training, project work, sharing of research facilities, Students & Faculty Exchange, Sharing of Facility etc.,



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Agenda: -2

Review of physical facilities and academic support facilities.

- ❖ It is observed that all 6 classrooms, 5 laboratories and 9 seminar halls are Wi-Fi/ LAN Connected and having ICT facilities.
- ❖ The library is having LIB Software with 2.0 Limited version.
- ❖ It is decided to add additional, 326 e-Books during the year in the library.
- ❖ The institution is having 60 MBPS bandwidth which is presently sufficient for the functioning.

Agenda:-3

Conducting Parent- teachers' meet and review of mentoring system.

- ❖ The Chairperson asked the committee chairman to conduct to regular parent-teacher meetings and to submit the reports.
- ❖ The committee reviewed functioning of mentor mentee system, the chairman IQAC informed all the mentors to keep individual student wise CPA cards and to produce sample filled in cards during next meeting.

Meeting concluded with vote of thanks by IQAC coordinator.


Chairman
Internal Quality Assurance Cell



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Proceedings Internal Quality Assurance Cell

Agenda:

1. Submission and review of Annual Quality Assurance Report for the year 2016-2017
2. Action plan for 2018-19.

The 4th and final meeting of the year 2017-18 of IQAC was held on 14-05-2018 by 11.00 am at Board Room of the college.

At the outset IQAC Co-Ordinator welcomed the Chairman and members of IQAC.

SL. No.	Name	Designation in the IQAC Committee	Signature
1.	Dr. Priya Subramaniam	Chair Person	
2.	Dr. Leeky Mohanty	Co Ordinator	
3.	Mr. Shivabasavaiah	Member from the Management	- Absent
4.	Dr. Srirekha	Associate Dean of Academics	
5.	Dr. Savitha A N	Associate Dean of Administration	
6.	Dr. Malathi	Associate dean of Human Resources	
7.	Dr. Ramakrishna	Associate dean of Examination	
8.	Ms. Sunanda	Administrative officer	
9.	Dr. Sneha	Student Nominee	
10.	Dr. Shilpashree	Alumni	

Following are the decisions taken

Agenda:-1

Submission and review of Annual Quality Assurance Report for the year 2016-17

- ❖ The IQAC reviewed the total Annual Quality Assurance Report for the year 2017-18 and approval was given to place before the governing council.
- ❖ IQAC reviewed AQAR for 2017-18 and following are the activities conducted by different committees as per the suggestions of IQAC.



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- Value added courses conducted –09
- Total number of permanent faculty – 123
- Online feedback collected from all stakeholders.
- Workshops/Seminars Conducted on Intellectual Property Rights- 02.
- Research Publications in the Journals notified on UGC website - 18.
- Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index -02
- No of workshops/seminars attended by faculty at state level10, National level24, International level04.
- No of faculties presented paper - 01
- Extension activities conducted during the year -54.
- 95Students and all faculties participated in Swatch Bharath, Aids Awareness and programs related to Gender Issues.
- 5MOU and 86Collaborative activities are signed.
- 05Capability enhancement and development Activities conducted.
- 102Students benefitted by guidance for competitive examination and career Counseling.
- 13 Professional development and 02 administrative training programmes organized by the College for teaching and non-teaching staff.
- BDS Result- total pass percentage is –80%
- MDS Result – total pass percentage is –100%

Agenda: -2

Action plan for 2018-19.

1. To strengthen encourage the students to involve in research and development
2. To set specific and realistic goals for the students and to create a customized study plan.

Meeting concluded with vote of thanks by IQAC coordinator


Chairman
Internal Quality Assurance Cell