



Recognised by Dental Council of India
Affiliated to The Tamilnadu Dr.M.G.R Medical University
A Unit of Adhiparasakthi Charitable, Medical, Educational & Cultural Trust

## INSTITUTIONAL BOARD OF STUDIES





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**ACADEMIC YEAR 2018-19** 





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03.07.2018

#### INSTITUTIONAL BOARD OF STUDIES

Circular

The members of the Institutional Board of Studies will meet on 04.07.2018(Wednesday) at 11.30AM at mini conference Hall, APDCH. All the HODs of the respective department are requested to attend the meeting without fail.

#### AGENDA:

- 1. Planning of Academic Schedule, Master timetable, AY 2018 -2019
- 2. Planning of MDS timetable, AY 2018 -2019
- 3. Planning of CDE & Training Programs, AY 2018 -2019
- 4. Research Activities for AY 2018 -2019
- 5. Curriculum and Examination reforms.
- 6. Planning of Interdisciplinary course Schedule to be discussed, AY 2018-2019.
- 7. Planning of Interdepartmental Course Schedule to be discussed, AY 2018-2019.

PRINCIPAL

Copy to:

Adhinarasakthi Dental College and Hospital Melmerovathur - 603 318.

- 1. All Dental Departments
- 2. Dean, MAPIMS
- 3. Medical Departments HODs (Anatomy Physiology, Biochemistry, Gen Pathology, Microbiology, Pharmacotogy, Conchil Medicine & General Surgery)

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- Office
- 5. Notice Board
- 6. Correspondent for information promise

Prof.Dr.S.Kařthiga Kannan, MDS., ADHIPARASAKTHI

DENTAL COLLEGE & HOSPITAL Hospital Road, Melmaruvathur reyyur Taluk, Chengalpattu District Tansii Nadu - 803 319





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## MEETING ATTENDANCE SHEET

MEETING : Institutional Board of Studies

OATE : 04.07.201

PLACE

: First floor Conference Hall

TIME : 11.30 am to

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1.	DR. D. SUGUNA	Snatonuj	(D) Seepuna.
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5.	DR. USHA SEKAR	Microbio legy	Ushasel
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#### INSTITUITONLAL BOARD OF STUDIES

4.07.2018

#### Minutes of the Meeting

IBS meeting was held on 4.07.2018 for the academic year 2018-2019. The meeting began with the welcome address by the IBS member secretary Prof.Dr.S.Shamala Ravikumar. Previous minutes of meeting was read.

#### The Following Agenda Was Discussed:

#### BDS

#### 1. IBDS

- a) Monday -1.30 pm to 3.00 pm Dental Materials lab has been changed as Physiology Lecture class.
- b) Thursday -- 10.30 am to 12.30 pm Preclinical Prosthodontics Crown and Bridge/ Preclinical Conservative Dentistry & Endodontics lab.
- c) Department of Biochemistry has requested for extra one hour of Lecture class in the II term.

#### 2. II BDS

- a) Thursday 8.30 am to 9.30 am Preclinical Prosthodontics Crown and Bridge Lecture has been changed as Dental Materials - Prosthodontics Lecture
- b) Friday 8.30-9.30 Preclinical Conservative Dentistry & Endodontics Lecture has been changed as Dental Material - Conservative Dentistry & EndodonticsLecture

#### 3. III BDS

- a) Monday 11.30 am to 12.30 pm Oral pathology Lecture has been changed as General surgery Lecture
- b) Tuesday 10.30 am to 11.30 am General Surgery Lecture has been changed as Oral pathology Lecture
- c) Tuesday Afternoon 1.30 pm to 2.30 pm Dental Out Patient Department has been changed as Orthodontics & Orthopaedic Lecture and 2.30 pm to 3.30 pm is Dental OPD.

d) HOD, Department of Pedodontics has requested a change of Dental OPD from Saturday to any other week day.



Melmaruvathur - 603 319 Tamil Nadu, India Por Dr. S. Karthiga Kaman, MDS., 1914427528882, 83 RASE contact@apdch.edu.ln 4427528882183 Rose Melbarusathur

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#### MDS

#### 1. IMDS

- a) Basic medical sciences lecture timings from Monday to Thursday has been requested to be changed from 1.30-2.30 pm to 1.00 to 2.00 pm.
- b) Basic medical science lecture on Fridays from 12.30-2.30 pm will be conducted from 12.00-2.00 pm.
- c) Biostatistics lecture classes will be conducted on Saturdays from 8.30-9.30am by Dr. N. Srinivasan, Reader, Department of conservative dentistry.
- 2. Principal sir has instructed that seminars and journal club should not be conducted in the Dental OP hours (8.30-9.30 AM). Instead to be conducted between 1.30-2.30 PM. Final decision regarding the timings will be made by principal in the next meeting with the dental faculties.

#### **OTHERS**

- 1. Absentees (UG/PG students) should compulsorily produce a leave letter /medical certificate to the respective departments.
- 2. Department of pharmacology is ready to assist/guide research activities by UG/PG students.
- 3. BDS –question paper pattern has been changed for physiology/biochemistry & Microbiology/pathology.
- 4. It was complained that students are frequently coming late to lecture classes in medical college.
- 5. There are no changes made in the examination curriculum.
- 6. Orientation class for the 1 BDS (2018-19 Regular batch) will be decided and informed.
- 7. Suggestion was given to all department to allocate their respective topics to concern department for interdisciplinary and interdepartmental courses.

Prof. Dr.S.Shamala Ravi Kumar, MDS

**IBS Member Secretary** 

Dr.S.SHAMALA, MDS Reg No. PHOSES - Prof. & HOD Olat Particlogy & Mikecholica

Copy To

The Dean (MAPIMS) All Teaching Department HODs (Dental)
All Medical Departments Handling MDS students.

Admin Office

Principal



Prof.Dr.S.Thillainayagam, MDS IBS Chairperson, Principal PRINCIPAL

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PRINCIPAL Prof.Dr.S.Karthiga Kannan, MDS.,













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## INSTITUITIONAL BOARD OF STUDIES

#### REVIEW OUTPUT OF THE MEETING HELD ON4.07.2018 & 30.7.2018

S.No	Minutes/Decision Taken/ Inputs	Action Taken	Responsibility	Target Date	Completion Status June 2018
L	Request to Change I BDS Monday 1.30 to 3.00PM Dental materials Lab as Physiology Lecture	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
2.	Request to include Preclinical Prosthodontics Crown and Bridge/ Preclinical Conservative Dentistry & Endodontics lab for LBDS Thursday – 10,30 am to 12,30 pm	Lab hours included as requested	Dental Department HODs Academic cell	September 2018	Completed
3	Request to change II BDS Preclinical Prosthodontics Crown and Bridge Lecture on Thursday ~ 8.30 am to 9.30 am to Dental Materials: Prosthodontics Lecture	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
4,	Request to change II BDS Friday = 8,30-9,30 Preclinical Conservative Dentistry & Endodontics Lecture to Dental Material = Conservative Dentistry & Endodontics Lecture	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
5.	Request to Change Monday 11.30 am to 12.30 pm Oral pathology Lecture as General surgery Lecture for III BDS	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
6,	Request to change Tuesday—10.30 am to 11.30 am —General Surgery Lecture as Oral pathology Lecture for III BDS	Classos Changed as requested	Dental Department HODs Academic cell	September 2018	Completed





E contact@apdrfccou.in





14.	HOD of Pedodontics Requested the Dental OPD for III BDS on Saturdays to be changed from 10,30AM-12,30 PM To 8,30AM-10,30AM	OPD Timings changed as requested	Dental Department HODs Academic cell	Sep 2018	Completed
15.	PG Students to take theory classes for undergraduates	PG students took class under the guidance of faculties	Dental Department HODs PG students	AY 2018-19	Completed
16.	Research committee to be formed	Committee formed	Principal  Dental  Department  HODs	Sep 2018	Completed
17.	To monitor PG student work every month	All PG's submit their monthly progress report every month to PG committee	PG Committee PG students	AY 2018-19	Completed
18.	PG Module exam for university exam going students	PG model exam (Theory & practical's) Conducted in the month of march-April 2019 for I& III MDS students	PG committee Examination cell All dept HOD's	April 2019	Completed
19.	CRRI Library hours	Students can utilize library from 2.30to3.30pm or stay back in respective departments	All Dept HOD's CRRI	AY 2018-19	Completed
20.	Requesting to plan the interdisciplinary and interdepartmental course schedule	Allotted of topics in the schedule as requested by individual departments	Basic science department HOD's & Dental department HOD's	AY 2018-19	Completed

PRINCIPAL

Prof.Dr.S.Karthiga Kannan,
ADHIPARASAKTHI
DENTAL COLLEGE & HOSPITAL
Hospital Band, Melmacurathur
Cheyun Taluh, Chengajnaru District
Tamal Nadu - 603 319

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Ref. CIR/APDCH/IBS/07-2018

27.07.2018

#### INSTITUTIONAL BOARD OF STUDIES

#### Circular

IBS meeting will be held for Dental Departments on 30.07,2018 at 11.30 AM in Mini conference Hall, APDCH.

The following agenda will be discussed.

- Dental OPD & lecture class timings for III BDS on Saturdays.
- Changes in the OPD hours on Tuesdays for III BDS students.
- 3. Post Graduate students: publications in indexed journals, lecture classes for BDS students.
- Monitoring of post Graduate students' academic activities every month.
- 5. To improve Original Research activities in the institution.
- 6. Mock exams for postgraduate students.
- 7. Library hours for interns.

All the HOD of the respective departments are requested to attend the same.

- 8. Planning of Interdisciplinary course schedule to be discussed, AY 2018-2019.
- Planning of Interdepartmental course schedule to be discussed, AY 2018-2019.

Prof.Dr.S.Shamala Raytkumur, N Member Sebrellings \* Prof. & HC

Date ! ..... Time ! .....

Copy to:

- All Dental Departments
- Principal
- IBS committee file
- Admin office
- Correspondent for information

Prof.Dr.S.Thillainayagam, MDS uniperson, Principal MDs N/S18 Principal

wher Dendatry & Endodomics

Prof.Dr.S.Karthiga Kannan, MDS.,



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... Time:





Melmaruvathur - 603 319 Tamil Nadu, India





## MEETING ATTENDANCE SHEET

: TBS - DENTALL STAFF MEOTING.

DATE: 30 7 2018

: I FLOOR, CONFERENCE HALL

TIME: 1.3084.230PH.

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6	Dr. P. Dyrairy	omf3	Quinty;
7	Dr. A. VASAWTHA KUMEARI	Pelodenhi	White the second
8	Dr. K. Pages wavey	PHD	8006
9	DR. S. SHAMMER PAUKUS	nga O. Pallor	Carles Shaules
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13		Prof.Dr.S.Karthiga	
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#### INSTITUTIONAL BOARD OF STUDIES

30.07.2018

#### MINUTES OF MEETING

IBS meeting was held on 30.07.2018 for the dental college departments only the HOD's/ representatives of all departments attended the meeting with principal sir.

#### The following agendas were discussed and confirmed:

- 1. As per the request of HOD of Pedodontics, the Dental OPD for III BDS on Saturday has been rescheduled from 10.30 AM-12.30 PM to 8.30 AM- 10.30 AM and there after the lecture hours are scheduled from 8.30 AM-10.30 AM to 10.30 AM-12.30 PM.
- 2. On Tuesdays the III BDS OPD hours 1.30 PM-2.30 PM has been changed as orthodontics and orthopedics lecture between 1.30 PM-2.30PM and soft skill class between 2.30PM-3.30PM.
- 3. PG students to be encouraged for article publications in indexed journals.
- 4. PG students to be allotted with theory class for UG students under the guidance of staffs.
- 5. Research committee to be formed and students and staffs to be encouraged to do original studies and publications.
- 6. Mock exam is compulsory for exam going PG students.
- 7. I, II &III MDS library dissertations/ Main dissertations /Seminars /Journal club presentations to be monitored and recorded every month.
- 8. Regarding interns- Principal sir recommended library hours between 3.00 PM-4.00PM and instructed to don seminar work, will be monitored by staff in charge in each department with feedback from librarian.
- 9. Suggestions was given to all department to allocate their respective topics to concern department for interdisciplinary and interdepartmental courses.

Prof. Dr.S.Shamala Ravi Kumar, MDS IBS Member Sect

Oral Pathology at Microbiology

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All Teaching Departments & An chairpensons

IBS Committee File

Admin Office

Principal

Correspondent for information

Prof.Dr.S. Karthiga Kannan, MDSact@aodch.eduin

Prof.Dr.S. Thillainayagam, MDS

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IBS Chairperson, Principal

91 DENTAL COLLEGE RE HOSPITAL Hospital Road, Melmaruvathur Cheyyur Talok, Chengalparan District Jamil Nadu - 603 319



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#### INSTITUITIONAL BOARD OF STUDIES

## REVIEW OUTPUT OF THE MEETING HELD ON4.07.2018 & 30.7,2018

S.N	Minutes/Decision Taken/ Inputs	Action Taken	Responsibility	Target Date	Completion Status June 2018
	I. Request to Change I BDS Monday 1.30 to 3.00PM Dental materials Lab as Physiology Lecture	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
	2. Request to include Preclinical Prosthodontics Crown and Bridger Preclinical Conservative Dentistry & Endodontics lab for 1 BDS Thursday – 10.30 am to 12.30 pm	as requested	Dental Department HODs Academic cell	September 2018	Completed
	Request to change II BDS Preclinical Prosthodonties Crown and Bridge Lecture on Thursday – 8.30 am to 9.30 am to Dental Materials: Prosthodonties Lecture	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
	1. Request to change II BDS Friday ~ 8.30-9.30 Preclinical Conservative Dentistry & Endodontics Lecture to Dental Material ~ Conservative Dentistry & Endodontics Lecture	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
	Request to Change Monday 11.30 am to 12.30 pm Oral pathology Lecture as General surgery Lecture for III BDS	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
•	Request to change Tuesday—10.30 am to 11.30 am —General Surgery Lecture as Oral pathology Lecture for III BDS	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed













7	Request to change Tuesday 1.30 pm to 2.30 pm Dental Out Patient Department as Orthodonties & Orthopaedic Lecture and 2.30 pm to 3.30 pm as soft skill class for III BDS	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
8.	I MDS Basic medical sciences lecture timings from Monday to Thursday has been requested to be changed from 1.30-2.30 PM to 1.00 to 2.00 PM	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
9.	1 MDS Basic medical science lecture on fridays from 12.30-2.30 PM to be changed to 12.00-2.00 PM	Classes Changed as requested	Dental Department HODs Academic cell	September 2018	Completed
10.	Biostatistics Lecture classes to be conducted for I MDS students	Class scheduled on Saturdays from 8.30AM to 9.30 AM, will be taken by Dr.N.Srinivasan, Reader, Department of Conservative Dentistry.	Department HODs Academic cell	September 2018	Completed
$\Pi_{s}$	BDS - Question paper pattern has been changed for Physiology/Biochemistry & Microbiology/Pathology.	implemented in all		September 2018	
12.	Students were frequently going late to lecture classes in Medical college.	Transport timings were monitored	Transport department  Academic cell	AY 2018- 19	Completed
13.	Orientation class for the BDS (2018-19 Regular Batch)		Basic medical Science Departments	Oct 2018	Completed



Melmaruvathur 603 319 Tami: Nadu, incia



PRINCIPAL
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14.	HOD of Pedodontics	OPD Timings changed	Dental	Sep 2018	Completed
- 13	Requested the Dental OPD for III BDS on	as requested	Department HODs		
	Saturdays to be changed from 10.30AM-12.30 PM To 8.30AM-10.30AM		Academic cell		
15.	PG Students to take theory classes for undergraduates	PG students took class under the guidance of faculties	Dental Department HODs PG students	AY 2018-19	Completed
16.	Research committee to be formed	Committee formed	Principal  Dental  Department  HODs	Sep 2018	Completed
17.4	To monitor PG student work every month	All PG's submit their monthly progress report every month to PG committee	PG Committee PG students	AY 2018-19	Completed
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20.	Requesting to plan the interdisciplinary and interdepartmental course schedule	Allotted of topics in the schedule as requested by individual departments	Basic science department HOD's & Dental department HOD's	AY 2018-19	Completed

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