

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL**

**Internal Quality Assurance Cell (IQAC)**

**NOTICE**

Date: 03/09/2020

All the IQAC Committee Members are requested to attend the meeting of IQAC Scheduled on 9/9/2020 at 10:30 AM in the Oral Pathology UG Section.

The agenda of the meeting is as follows:

1. Confirmation of minutes of the previous meeting
2. Action Taken Report
3. AQAR 2018- 19
4. AQAR 2019- 20
5. Green Audit 2019- 20
6. IQAC Bulletin
7. Institutional Journal
8. Research Publications
9. Orientation Program for MDS First Year PGs
10. Any other matter with permission of chairperson

Kindly attend the meeting on date and time as specified above.

  
Joint - Coordinator  
IQAC

  
Coordinator  
IQAC

  
Dean and Chairman  
IQAC  
Swargiya Dadasaheb Kalmegh Smruti  
Dental College & Hospital  
Hingna, Dist. Nagpur.

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL**

**Internal Quality Assurance Cell (IQAC)**

**Minutes of Meeting held on 09/09/2020**

The meeting of the IQAC committee was held on 09/09/2020 at 10:30 AM in the Oral Pathology UG Section. The meeting was chaired by Dr D.R. Barfiwala, Dean and Chairman, IQAC.

The following IQAC members were present

1. Dr D.R. Barfiwala - Dean and Chairman, IQAC
2. Dr R S Sathawane - Coordinator, IQAC
3. Dr Rajvir Malik – Joint Coordinator, IQAC
4. Dr Deepti Gattani
5. Dr Devendra Palve
6. Dr Jaykumar Gade
7. Dr Sadanand Kulkarni
8. Dr. Akshay Daga
9. Dr Juzer Rasul
10. Dr Pankaj Akhare
11. Dr Ashish Lanjekar
12. Dr Jagan Limje
13. Dr. Ajay Khade

The Chairman, IQAC, Dr D R Barfiwala welcomed the members of IQAC committee.

The following agenda was discussed.

**1. Confirmation of minutes of the previous meeting**

Minutes of the previous meeting were read by Dr R S Sathawane, IQAC Coordinator and were confirmed by the house.

**2. Action Taken Report**

ATR was read by Dr R S Sathawane, IQAC Coordinator and was unanimously confirmed by the house.

## **2. AQAR 2018- 19**

The last date for submission of AQAR for the year 2018- 19 is 31<sup>st</sup> Oct 2020. All HoDs were requested to submit the corrected data along with the supporting documents latest by 15<sup>th</sup> Sept 2020 for scrutinizing. It will then be verified by verification committee and NAAC Coordinator, which will then be submitted to the Dean Sir for approval.

## **4. AQAR 2019- 20**

Coordinator IQAC informed that the last date for submission of AQAR for the year 2019- 20 is 31<sup>st</sup> Dec. 2020. All HODs are requested to submit the data along with the supporting documents by 15<sup>th</sup> Oct 2020.

## **5. Green Audit**

Dr. Sathawane informed that Dr. Deshkar Sir will again be contacted for carrying out the Green Audit for the year 2019- 20 and 2020- 21.

## **6. IQAC Bulletin**

A report of the activity conducted with neatly labeled geotagged photographs should be submitted to IQAC within one week of completion of the program. Feedback after the activity must be taken to analyse the impact of the activity/ program on student and faculty development. The report may include a short note on benefits and beneficiaries, feedback analysis of the program.

All HoDs were requested to submit the reports as per the said guidelines by 15<sup>th</sup> Oct 2020. It will then be published in the IQAC bulletin for the year 2019- 20.

## **7. Institutional Journal**

Dr Jaykumar Gade, Editor in chief of the journal has briefed that the compilation of the journal manuscripts is in progress and it will be published on or before 31<sup>st</sup> Dec. 2020.

## **8. Research publication**

Dr D.R Barfiwala and Dr R S Sathawane reminded the members about the resolution of the HODs discussed in the meeting with Research Committee of the institute to ensure minimum

two publications by every faculty of the department as first author in an indexed journal acceptable for NAAC without fail. The research committee is requested to look into this matter seriously.

**9. Orientation Program for MDS First Year PGs**

PG and Research Committee were requested to conduct PG orientation program and Basic research methodology program for the First MDS Students.

**10. Any other matter with permission of chairperson**

All the HODs were asked to furnish their departmental Event calendar for the year 2020- 21 and conduct the programs accordingly

Meeting ended with vote of thanks by IQAC Chairman and Coordinator

  
Joint - Coordinator  
IQAC

  
Coordinator  
IQAC

  
Dean and Chairman  
IQAC  
DEAN  
Swargiya Dadasaheb Kalmegh Smruti  
Dental College & Hospital  
Hingna, Dist. Nagpur.

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND  
HOSPITAL. NAGPUR**

**Internal Quality Assurance Cell (IQAC)**

**Action Taken Report of IQAC Meeting held on 7/07/2020**

| <b>S NO</b> | <b>AGENDA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>ACTION TAKEN</b>                                                                                                                                     |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1           | <p><b>Internal Academic and Administrative Audit</b></p> <p>Dr R S Sathawane proposed the names of the members of IAA Audit Committee Dr. Sadanand Kulkarni, Dr. Devendra Palve, Dr. Krishankumar Lahoti and schedule of audit from 20-07- 2020 for the year 2019- 20. It was unanimously decided that the approval to the committee is to be sought from the Dean office. The schedule of audit was approved by IQAC Committee and the audit will be completed by 31<sup>st</sup> July 2020.</p> | <p>The committee was approved by the Dean and the audit was conducted on the proposed dates. The report of same was received by the IQAC Committee.</p> |
| 2           | <p><b>External Academic and Administrative Audit</b></p> <p>Coordinator IQAC proposed the names of the members of the External academic and administrative audit committee Dr. Burghate Sir, Dr, Deshkar Sir, Dr. Hedau Sir which was unanimously recommended for approval to Dean's office and the audit</p>                                                                                                                                                                                     | <p>Dr. Burghate Sir, Dr, Deshkar Sir, Dr. Hedau Sir were contacted. They agreed to conduct audit after the lockdown is over.</p>                        |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                       |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | will be completed by 31 <sup>st</sup> July 2020.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                       |
| 3 | <p><b>Green Audit</b></p> <p>Coordinator IQAC proposed to carry out the green audit by the social forestry division, Nagpur to be coordinated by Dr. Deshkar Sir for the Year 2019-20. It was unanimously recommended for approval to Dean's office and the audit will be completed by 31<sup>st</sup> July 2020.</p>                                                                                                                                                                                                                                                                                                                                                                                                               | Dr. Deshkar Sir was contacted and requested to get the Green Audit conducted. He has promised to get it conducted very soon after the lockdown is over.                                                                                                                                               |
| 4 | <p><b>AQAR</b></p> <p>Dr R S Sathawane mentioned that AQAR (Annual Quality Assurance Report) to be submitted by the Institute which is accredited. This report illustrates on the whole institutional augmentation in all the seven criteria. The last date for the submission of AQAR 2018- 19 is extended to 31<sup>st</sup> Oct. 2020 and for AQAR 2019- 20 on the NAAC portal is 31<sup>st</sup> Dec. 2020 The data to be entered is from 1<sup>st</sup> August to 31<sup>st</sup> July for every academic year. The format of the same has been circulated to all the departments so they can begin the process of writing AQAR of their respective criteria and submit the same on or before 31<sup>st</sup> August 2020.</p> | The AQAR data for the year 2018- 19 was received and scrutinized by IQAC Committee and further sent to verification committee for scrutiny. The data after scrutiny is being uploaded to HEI portal. All HODs were requested to submit the data for the year 2019- 20, by 15 <sup>th</sup> Oct. 2020. |
| 5 | <p><b>Institutional Journal</b></p> <p>Dr. Jaykumar Gade, Editor in chief of</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Dr. Jaykumar Gade has started the                                                                                                                                                                                                                                                                     |

|   |                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                     |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
|   | the journal has briefed the committee that the compilation of the journal manuscripts is in progress and it will be published on or before 15 <sup>th</sup> August 2020.                                                                                                                                                                                                                                | process of assembling and reviewing the manuscripts for the journal and informed that the journal would be published by 31 <sup>st</sup> Dec, 2020. |
| 6 | <b>Research publication</b><br>Dr. D R Barfiwala and Dr R S Sathawane reminded the committee members about the resolution of the HODs discussed in the meeting with Research Committee of the institute to ensure minimum two publication by every faculty of the department as first author in a reputed journal without fail. The research committee is requested to look into this matter seriously. | All faculty members are in the process of publishing their manuscripts in indexed journals.                                                         |
| 7 | <b>Any other matter with permission of chair</b><br>Dr. Deepti Gattani mentioned that the NAAC related write-up has to be updated on or before 31 <sup>st</sup> July 2020. Each and every faculty has to be proactive in retrieving the data required for the respective criterion.                                                                                                                     | NAAC related data was updated by respective criteria Incharges.                                                                                     |

  
Joint - Coordinator  
IQAC

  
Coordinator  
IQAC

  
Dean and Chairman  
IQAC DEAN  
Swargiya Dadasaheb Kalmegh Smruti  
Dental College & Hospital  
Hingna, Dist. Nagpur.

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL**

**Internal Quality Assurance Cell (IQAC)**

**NOTICE**

Date: 01/02/2021

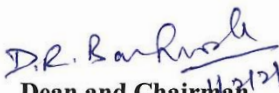
All the IQAC Committee Members are requested to attend the meeting of IQAC  
Scheduled on **4/2/2021** at 10:30 AM in the Oral Pathology UG Section.

The agenda of the meeting is as follows:

1. Confirmation of minutes of the previous meeting
2. Action Taken Report
3. AQAR 2018- 19
4. AQAR 2019- 20
5. IQAC Bulletin
6. Institutional Journal
7. Event Calendar from each Department
8. Research Publications
9. MoUs, Collaboration Patents
10. Any other matter with permission of chairperson

Kindly attend the meeting on date and time as specified above.

  
**Coordinator**  
**IQAC**

  
**Dean and Chairman**  
**IQAC**

**DEAN**  
Swargiya Dadasaheb Kalmegh Smruti  
Dental College & Hospital  
Hingna, Dist. Nagpur.

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL**

**Internal Quality Assurance Cell (IQAC)**

**Minutes of Meeting held on 04/02/2021**

The meeting of the IQAC committee was held on 04/02/2021 at 10:30 AM in the Oral Pathology UG Section. The meeting was chaired by Dr D.R. Barfiwala, Dean and Chairman, IQAC.

The following IQAC members were present

1. Dr D.R. Barfiwala - Dean and Chairman, IQAC
2. Dr R S Sathawane - Coordinator, IQAC
3. Dr Rajvir Malik – Joint Coordinator. IQAC
4. Dr. Arun Sajjanar
5. Dr Deepti Gattani
6. Dr Devendra Palve
7. Dr Jaykimar Gade
8. Aarif Saware
9. Namrata Khetal
10. Dr Shallu Bansal
11. Dr Ashish Lanjekar
12. Dr Juzer Rasul
13. Dr. Rashmi Jawlekar

The Chairman, IQAC, Dr D R Barfiwala welcomed the members of IQAC committee.

The following agenda was discussed.

**1. Confirmation of minutes of the previous meeting**

Minutes of the previous meeting were read by Dr R S Sathawane, IQAC Coordinator and were unanimously confirmed by the house.

**2. Action Taken Report**

ATR was read by Dr R S Sathawane, IQAC Coordinator and was confirmed by the house.

### **3.AQAR 2018- 19**

The last date for submission of AQAR for the year 2018- 19 is 31<sup>st</sup> May 2021. AQAR data has been filled and put before the Higher Authorities, except the financial data. House has requested Dean Sir to provide the financial data and grant approval to the weblink data.

### **4. AQAR 2019- 20**

Coordinator IQAC informed that the last date for submission of AQAR for the year 2019- 20 is also 31<sup>st</sup> May. 2021. All HODs were once again requested to submit the data along with the supporting documents by 10<sup>th</sup> Feb 2021.

### **5. . IQAC Bulletin**

It was once again informed to the house that a report of the activity conducted with neatly labeled photographs should be submitted to IQAC within one week of completion of the program. Feedback after the activity must be taken to analyse the impact of the activity/ program on student and faculty development. The report may include a short note on benefits and beneficiaries, feedback analysis of the program.

All HoDs were requested to submit the reports for the year 2018- 19 and 2019- 20 separately as per the said guidelines by 15<sup>th</sup> Feb. 2021. It will then be published in the IQAC bulletin for the year 2018- 19 and 2019- 20.

### **6. Institutional Journal**

Dr Gade, Editor in chief of the journal has briefed the committee that the corrections of the manuscripts has been done and it will be published on or before 31<sup>st</sup> March. 2021

### **7. Event calendar**

. All HoDs were requested to submit the event calendars for the year 2018- 19 and 2019- 20 separately as per the guidelines by 15<sup>th</sup> Feb. 2021. It will then be sent for uploading on the college website as per the procedure..

#### 8. Research publication

Dr D.R Barfiwala and Dr R S Sathawane reminded the members about the resolution of the HODs discussed in the meeting with Research Committee of the institute to ensure minimum two publications by every faculty of the department as first author in an indexed journal acceptable for NAAC without fail. The research committee is requested to look into this matter seriously.

#### 9. MoUs, Collaborations, Patents and Copyrights

Details were provided by respective HoDs as follows:

- A. OMR: 3 MoUs, Filed 3 Copyrights and work is going on 1 patent.
- B. Periodontics: Filed 2 Copyrights.
- C. Pedodontics: Filed one Copyright
- D. Oral Pathology: 1 MoU Signed and 3 in progress.
- E. Oral Surgery: 1 MoU, 2 Copyrights filed and one collaboration in Progress.
- F. Prosthodontics: 2 MoUs in progress, 2 Copyrights Awarded.
- G PHD: 1 MoU, 4 Copyrights.
- H. Orthodontics: 5 MoUs in process, 1 Copyright filed and 1 in Progress

#### 10. Any other matter with permission of chairperson

- A. Stakeholders Feedback Analysis: Dr. Deepti Gattani wanted to know about stakeholders analysis. It was informed that Dr. Ambar Raut has carried out the said analysis and submitted the report to IQAC for the year 2019- 20.
- B. FDP by IQAC: It was informed that talks were going on with Dr. Deshkar Sir and speaker would be finalized soon.
- C. Administrative Training Program: Dr. Deepti Gattani wanted to know about said programs and asked the IQAC to communicate to Dr. Romita Gaikwad to search for administrative training centers and conduct such programs.

Meeting ended with vote of thanks by IQAC Chairman and Coordinator

  
Joint Coordinator  
IQAC

  
Coordinator  
IQAC

  
Dean and Chairman  
IQAC  
DEAN  
Swargiya Dadasaheb Kalmegh Smruti  
Dental College & Hospital  
Hingna, Dist. Nagpur.

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND  
HOSPITAL. NAGPUR**

**Internal Quality Assurance Cell (IQAC)**

**Action Taken Report of IQAC Meeting held on 9/09/2020**

| S NO | AGENDA                                                                                                                                                                                                                                                                                                                                                                                                                      | ACTION TAKEN                                                                                                                   |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| 1    | <b>AQAR 2018- 19</b><br>The last date for submission of AQAR for the year 2018- 19 is 31 <sup>st</sup> Oct 2020. All HoDs were requested to submit the corrected data along with the supporting documents latest by 15 <sup>th</sup> Sept 2020 for scrutinizing. It will then be verified by verification committee and NAAC Coordinator.,which will then be submitted to the Dean Sir and higher Authorities for approval. | All the HODs submitted the data and AQAR was scrutinized by verification committee, NAAC coordinator and Higher Authorities.   |
| 2    | <b>AQAR 2019- 20</b><br>Coordinator IQAC informed that the last date for submission of AQAR for the year 2019- 20 is 31 <sup>st</sup> Dec. 2020. All HODs are requested to submit the data the along with the supporting documents by 15 <sup>th</sup> Oct 2020.                                                                                                                                                            | Complete data has not yet been received from all departments. They have been again requested to submit it as soon as possible. |
| 3    | <b>Green Audit</b><br>Dr. Sathawane informed that Dr. Deshkar Sir will again be                                                                                                                                                                                                                                                                                                                                             | Dr. Deshkar Sir was contacted and requested to get the Green Audit conducted. He has promised to get it                        |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                            |
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|   | contacted for carrying out the Green Audit for the year 2019- 20 and 2020- 21.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | conducted very soon.                                                                                                                       |
| 4 | <p><b>IQAC Bulletin</b></p> <p>A report of the activity conducted with neatly labeled photographs should be submitted to IQAC within one week of completion of the program. Feedback after the activity must be taken to analyse the impact of the activity/ program on student and faculty development. The report may include a short note on benefits and beneficiaries, feedback analysis of the program. All HoDs were requested to submit the reports as per the said guidelines by 15<sup>th</sup> Oct 2020. It will then be published in the IQAC bulletin for the year 2019- 20.</p> | Reports and geotagged photographs of many programs have not yet been received. All HODs were requested to submit the same at the earliest. |
| 5 | <p><b>Institutional Journal</b></p> <p>Dr Gade, Editor in chief of the journal has briefed the committee that the compilation of the journal manuscripts is in progress and it will be published on or before 31<sup>st</sup> Dec. 2020</p>                                                                                                                                                                                                                                                                                                                                                   | Manuscripts for possible publication are under review.                                                                                     |
| 6 | <p><b>Research publication</b></p> <p>Dr D.R Barfiwala and Dr R S Sathawane reminded the members about the resolution of</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Research committee is pursuing the matter.                                                                                                 |

|   |                                                                                                                                                                                                                                                                                                  |                                                                                                                                          |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
|   | the HODs discussed in the meeting with Research Committee of the institute to ensure minimum two publications by every faculty of the department as first author in an indexed journal acceptable for NAAC without fail. The research committee is requested to look into this matter seriously. |                                                                                                                                          |
| 7 | <b>Orientation Program for MDS First Year PGs</b><br>PG and Research Committee were requested to conduct PG orientation program and Basic research methodology program for the First Year PGs                                                                                                    | It was conducted on 3, 9 and 10 November 2020. First year PGs have attended Basic Research Methodology workshop from 4- 7 November 2020. |
| 8 | <b>Any other matter with permission of chairperson</b><br>All the HODs were asked to furnish their departmental Event calendar for the year 2020- 21 and conduct the programs accordingly                                                                                                        | It is yet to be received. They are again requested to sent it at the earliest.                                                           |

  
 Coordinator  
 IQAC

  
 Dean and Chairman  
 DEAN  
 IQAC  
 Swargiya Dadasaheb Kalmegh Smru  
 Dental College & Hospital  
 Hingna, Dist. Nagpur.

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND HOSPITAL, NAGPUR**  
**Internal Quality Assurance Cell (IQAC)**

**NOTICE**

Date: 17/04/2021

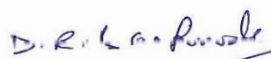
All the IQAC Committee Members are requested to attend the meeting of IQAC scheduled on 23/4/2021 at 11:30 AM online on college platform.

The agenda of the meeting is as follows:

1. Confirmation of minutes of the previous meeting
2. Action Taken Report
3. AQAR 2018- 19
4. AQAR 2019- 20
5. Internal Academic and Administrative audit for the year 2020- 21
6. External Academic and Administrative audit for the year 2018- 19, 2010- 20 and 2020- 21
7. Institutional Journal
8. Green Audit for the year 2019- 20 and 2020-21
9. Gender Audit for the year 2020- 21
10. Academic Calendar UG and PG for the year 2020-21
11. Feedback from Curriculum committee.
12. Feedback from stakeholder for the year 2020- 21
13. Hepatitis B vaccination for the newly admitted students/ booster dose
14. Any other matter with permission of chairperson

Kindly attend the meeting online on date and time as specified above.

  
Coordinator 17/4/21  
IQAC

  
Dean and Chairman 18/4/21  
IQAC DEAN  
Swargiya Dadasaheb Kalmegh Smruti  
Dental College & Hospital  
Nagpur.

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND  
HOSPITAL, NAGPUR**

**Internal Quality Assurance Cell (IQAC)**

**Minutes of Meeting held on 23/04/2021**

The meeting of the IQAC committee was held online on 23/04/2021 at 11:30 AM on college platform. The meeting was chaired by Dr D.R. Barfiwala, Dean and Chairman, IQAC.

The following IQAC members were present

1. Dr. D. R. Barfiwala - Dean and Chairman, IQAC
2. Dr. R S Sathawane - Coordinator, IQAC
3. Dr. Rajvir Malik – Joint Coordinator. IQAC
4. Dr. Arun Sajjanar
5. Dr. Deepti Gattani
6. Dr. Devendra Palve
7. Dr. Jaykumar Gade
8. Dr. Shallu Bansal
9. Dr. Jagan Limje
10. Dr. Ajay Khade
11. Dr. Ashish Lanjekar
12. Dr. Namrata Khetal
13. Dr. Sneha Puri (Invitee)
14. Dr. Krishnakumar Lahoti (Invitee)

The Chairman, IQAC, Dr D R Barfiwala welcomed the members of IQAC committee.

The following agenda was discussed.

**1. Confirmation of minutes of the previous meeting**

Minutes of the previous meeting were read by Dr R S Sathawane, IQAC Coordinator and were unanimously confirmed by the house.

**2. Action Taken Report**

ATR was read by Dr R S Sathawane, IQAC Coordinator and was confirmed by the house.

**3. AQAR 2018- 19**

The last date for submission of AQAR for the year 2018- 19 is 31<sup>st</sup> May 2021. AQAR data has been re-verified. The re-verified data was submitted to Dean, except the financial data. House has requested Dean Sir to provide the financial data and grant approval to the weblink data.

**4. AQAR 2019- 20**

Coordinator IQAC informed that the last date for submission of AQAR for the year 2019- 20 is also 31<sup>st</sup> May 2021. All HODs were once again requested to submit the data the along with the supporting documents by 30<sup>th</sup> April 2021.

**5. Internal Academic and Administrative audit for the year 2020-21.**

The IQAC committee has proposed the following names:

Chairman: Dr. Jaykumar Gade

Member: Dr. Shallu Bansal

Coordinator: Dr. Krishnakumar Lahoti

The house has approved the names of the committee members and requested them to submit the report by 31<sup>st</sup> July 2021

**6. External Academic and Administrative audit for the year 2018-19, 2019-20 and 2020-21.**

As MUHS conducts Academic and Administrative audit during LIC inspection, it has been decided to fill in the name of MUHS as an external audit agency.

**7. Institutional Journal**

Dr. Jaykumar Gade, Editor in chief of the journal has briefed the house that the corrections of the manuscripts have been done and it will be published on or

before 15<sup>th</sup> May 2021. He also informed that Journal committee has initiated the process of Indexing the college Journal.

**8. Green Audit for the year 2019-20 and 2020-21**

Due to Covid 19 Pandemic it is decided to conduct green audit after the Covid -19 lockdown restrictions are relaxed.

**9. Gender Audit 2020-21**

Dr D.R Barfiwala and Dr R S Sathawane informed the house about Gender audit which has to be done by criteria VII In-charge Dr Arun Sajjanar and directed him to submit the report by 30 June 2021.

**10. Academic calendar UG and PG for the year 2020-21**

The concerned UG and PG academic calendar committees are requested to submit the revised calendars by incorporating appropriate modifications as per the Covid norms.

**11. Feedback from Curriculum committee.**

Chairman of the curriculum committee read out the ATR which was accepted by the house.

**12. Feedback from stakeholders for the year 2020- 21**

Dr Ambar Raut has been instructed to submit the report of feedback from the stakeholders for the year 2020-21 before 30 June 2021.

**13. Hepatitis B vaccination for the newly admitted students/ booster dose**

Dr Limje informed the house that the newly admitted students will be given Hepatitis B vaccination, when the students start attending the college physically.

**14. Any other matter with permission of chair**

The In-charge of Criteria III Dr Rajveer Malik has been directed to conduct IPR Workshop before 15th July 2021.

Meeting ended with vote of thanks by IQAC Coordinator

*S. Kharane*  
Coordinator 23/4/21

**IQAC**

*D. R. B. Bhole*  
Dean and Chairman 23/4/21

**IQAC DEAN**  
Smt. Dadasaheb Kalmegh Smr  
Dental College & Hospital  
Hingna, Dist. Nagpur.

**SWARGIYA DADASAHEB KALMEGH SMRUTI DENTAL COLLEGE AND  
HOSPITAL, NAGPUR**

**Internal Quality Assurance Cell (IQAC)**

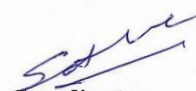
**Action Taken Report of IQAC Meeting held on 4/02/2021**

| S NO | AGENDA                                                                                                                                                                                                                                                                                                           | ACTION TAKEN                                                                                                                               |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| 1    | <b>AQAR 2018- 19</b><br>The last date for submission of AQAR for the year 2018- 19 is 31 <sup>st</sup> May 2021. AQAR data has been filled and put before the Higher Authorities, except the financial data. House has requested Dean Sir to provide the financial data and grant approval to the weblink data.. | The financial data and approval to the weblink data has not been received yet. Dean Sir has been requested for the same.                   |
| 2    | <b>AQAR 2019- 20</b><br>Coordinator IQAC informed that the last date for submission of AQAR for the year 2019- 20 is also 31 <sup>st</sup> May. 2021. All HODs were once again requested to submit the data the along with the supporting documents by 10 <sup>th</sup> Feb 2021                                 | Most of the departments have submitted the data which was checked by IQAC and verified by the verification committee.                      |
| 3    | <b>IQAC Bulletin</b><br>It was once again informed to the house that a report of the activity conducted with neatly labeled photographs should be submitted to IQAC within one week of completion of the program. Feedback after the activity must be taken to analyze the                                       | Reports and geotagged photographs of many programs have not yet been received. All HODs were requested to submit the same at the earliest. |

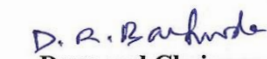
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|   | <p>impact of the activity/ program on student and faculty development. The report may include a short note on benefits and beneficiaries, feedback analysis of the program.</p> <p>All HoDs were requested to submit the reports for the year 2018- 19 and 2019- 20 separately as per the said guidelines by 15<sup>th</sup>Feb. 2021.It will then be published in the IQAC bulletin for the year 2018- 19 and 2019- 20.</p> |                                                                                                                                                                                                                     |
| 4 | <p><b>Institutional Journal</b></p> <p>Dr Jaykumar Gade, Editor in chief of the journal has briefed the committee that the corrections of the manuscripts have been done and it will be published on or before 31<sup>st</sup>March. 2021</p>                                                                                                                                                                                | <p>The Institutional Journal for the period Jan.- June 2020 has been published online on 24<sup>th</sup> March 2021. The Journal committee is requested to submit the hard copy to IQAC, NAAC, Dean Office etc.</p> |
| 5 | <p><b>Event calendar</b></p> <p>.All HoDs were requested to submit the event calendars for the year 2018- 19 and 2019- 20 separately as per the guidelines by 15<sup>th</sup> Feb. 2021.It will then be sent for uploading on the college website as per the procedure</p>                                                                                                                                                   | <p>The event calendars have not been received yet for the year 2019- 20. Again all the HODs are requested to submit the same by 30<sup>th</sup> April 2021.</p>                                                     |
| 6 | <p><b>. Research publication</b></p> <p>Dr D.R Barfiwala and Dr R S Sathawane reminded the members about the resolution of the HODs</p>                                                                                                                                                                                                                                                                                      | <p>Maximum faculty members have published their articles in indexed journals.</p>                                                                                                                                   |

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|   | discussed in the meeting with Research Committee of the institute to ensure minimum two publications by every faculty of the department as first author in an indexed journal acceptable for NAAC without fail. The research committee is requested to look into this matter seriously.                                                                                                                                                                                                                                                                                                                                      |                                                                                   |
| 7 | <p><b>. MoUs, Collaborations, Patents and Copyrights</b></p> <p>Details were provided by respective HoDs as follows:</p> <p>A. OMR: 3 MoUs, Filed 3 Copyrights and work is going on 1 patent.</p> <p>B. Periodontics: Filed 2 Copyrights.</p> <p>C. Pedodontics: Filed one Copyright</p> <p>D. Oral Pathology: 1 MoU Signed and 3 in progress.</p> <p>E. Oral Sugery: 1 MoU, 2 Copyrights filed and one collaboration in Progress.</p> <p>F. Prosthodontics: 2 MoUs in progress, 2 Copyrights Awarded.</p> <p>G PHD: 1 MoU, 4 Copyrights.</p> <p>H. Orthodontics: 5 MoUs in process, 1 Copyright filed and 1 in Progress</p> | Almost all the departments have MoUs, and copyrights and are in process for more. |
| 8 | A. Stakeholders Feedback Analysis:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                   |

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|  | <p>Dr. Deepti Gattani wanted to know about stakeholders analysis. It was informed that Dr. Ambar Raut has carried out the said analysis and submitted the report to IQAC for the year 2019- 20.</p> <p>B. FDP by IQAC: It was informed that talks were going on with Dr. Deshkar Sir and speaker would be finalized soon.</p> <p>C. Administrative Training Program: Dr. Deepti Gattani wanted to know about such programs and asked the IQAC to communicate to Dr. Romita Gaikwad to search for administrative training centers and conduct such programs.</p> | <p>Sensitization of faculty on Improved Interaction module and orientation program of faculty on AETCOD module were conducted.</p> <p>Speaker Dr. Dhore Sir has been finalized and the program will be conducted soon.</p> <p>Dr. Romita Gaikwad was communicated to search for administrative training centers and conduct such programs..</p> |
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**Coordinator**  
**IQAC**

  
**Joint Coordinator**  
**IQAC**

  
**Dean and Chairman**  
**IQAC**  
**DEAN**  
**Swarnima Dadasaheb Kalmegh Smar**  
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