

6.5.1 Institution has a streamlined Internal Quality Assurance Mechanism

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CERTIFICATE OF THE HEAD OF INSTITUTION

Dr.S. ELANCHEZHIAN, M.D.S.,

PRINCIPAL

TO WHOMSOEVER IT MAY CONCERN

This is to certify that, our Institution has streamlined Internal Quality Assurance Mechanism.



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Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
JKKN TAMILNADU.

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MINUTES OF THE IQAC MEETINGS

11 JUL 2023 | MONTHLY IQAC MEETING - DENTAL COLLEGE

Attendees: [Director JKKN Institutions](#) [Isvarya Lakshmi O Sakthi SaranyaDevi KKumaran](#)
[VDhineshkumar CVIGNESH PSaisadan DVinodThangaswamy SHOD Oral medicineHOD Public](#)
[Health Dentistry Dr. J. Vijay ThiyagarajanHOD Public Health Dentistry HOD Conservative &](#)
[EndodonticsHOD ORAL PATHOLOGY & DENTAL ANATOMYPRINCIPAL JKKNDCH](#)

Objective of the Meeting:

Facilitator	Note Taker		Next Meeting	Absentees
Sakthi SaranyaDevi K	ieteam@jkkn.ac.in	In Person		

PREPARATION FOR MEETING

Please Read: [Solution-Oriented Research and Entrepreneurship Policy MDS | Preparing for the Future of Dentistry: A Practical Guide to AI Tools](#)

Please Bring:

ACTION ITEMS FROM PREVIOUS MEETING




Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
In progress	Add on course- conservative dentistry and endodontics on Rotary Endodontics	31 May	Course Started on May 8th 2023	HOD Conservat ive & Endodonti cs		Curricular aspects committee





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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
Approval Awaited	Research promotion policy of the Institution		Research promotion policy.docx	HOD ORAL PATHOL OGY & DENTAL ANATO MY	Waiting for MD sir approval.	Research, innovations and working group
Completed	Value Added courses		<p>1. Nanotechnology:</p> <p>nano technology.docx</p> <p>https://drive.google.com/file/d/1eq91O8t2X9aLP9oby2qFn4fgQuyzCHAM/view?usp=drive_link</p> <p>Feedback 1</p> <p>https://forms.gle/WYwsaZbEdcS5G8ZFAC</p> <p>Feedback 2</p> <p>https://docs.google.com/forms/d/e/1FAIpQLSe-kx709vFn18OCJ-7Hd2KIz2pgZOqLBw6doP8kiBZ0XdJ-Q/viewform?usp=sharing</p>	HOD Oral Surgery	Completed and feedback has been collected	Curricular aspects committee



Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
Completed	Add on courses conducted in june		<p>1. Basics of cancer and synopsis of Head and Neck cancer</p> <p>basics of cancer and synopsis of head and neck cancer.docx</p>   		Course conducted and supporting document has been collected	Curricular aspects committee





Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
			 <p>Video link: https://drive.google.com/file/d/1ZYT_L7OqR74_IC5zFveRKmZ4pNDDI6U_/view?usp=drive_link</p> <p>Feedback form: https://forms.gle/c479wWwJENDw6ie7</p> <p>2. Applications of Stem cells in Dentistry</p> <p>.https://docs.google.com/document/d/19AVca-EfvU6cvWi8zYiPo9jU606wQkeq/edit?usp=drivesdk&oid=117896969323329908371&rtpof=true&sd=true</p> 			

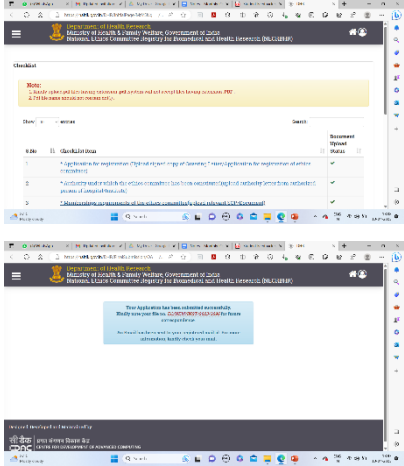


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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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			<p>Feedback form link;https://docs.google.com/forms/d/16w2dziFAhVV-zcg4mKGIWjW09zNykFoEEv1g3QIUtQE/edit</p>   <p>National level hybrid workshop on -Clinical Applications of stem cells in dentistry</p>			
Completed	Policy for advanced and slow learners.		<p>new policy for slow learners.docx w policy for advanced learners.docx</p>	<u>Kumaran V</u>	Policy have been framed and verified	teaching learning evaluation committee




Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
Completed	OBE implementation- rubrics based assessment using google classroom		https://classroom.google.com/c/Njc3NDc1MDI0NjJa/a/NjEyOTU5MjUwMzE1/details	Kumaran V	Completed	teaching learning evaluation committee
Completed	1.DelNet renewal for the present year.			Vigneshkumar dr	Renewal completed	Infrastructure and learning resource committee
In progress	Ethical Committee registration		<p>Ethics committee registration completed in DHR portal.</p>  <p>ICE REGISTRATION</p>	HOD ORAL PATHOLOGY & DENTAL ANATOMY	Ethics committee registration completed Waiting for the response	Research, innovations and working committee



Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
In progress	modification of Academic planner as per suggestions from previous meeting		JKKN's Academic Calendar 23 - 24 (JKKNDCH)	HOD Oral medicine	academic calendar got approved from the chairperson MD: few elements have to be added , we prepared the checklist based on that prepare ,let we finalized	Curricular aspects committee



Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
In progress	Student grievance and student services in Camu Demo videos and video-based assessments in Camu	15.6.2023	Update on 8.06.2023 student services have been activated Student grievance will be updated by RANJITH DTO JKKN Lms 2.0 Demo will be given followed by nursing college. UPDATE AS ON 10.7.23 It's been informed, LMS 2.0 demo will be given on 11.07.23. At 11 am	Dr. J. Vijay Thiyagara jan	Today the demo session will be conducted The response should be update if the response gets updated Bring the all the form in one form and categorize	Infrastructur e and learning resource committee
Completed			DENTAL CONSORTIUM https://mail.google.com/mail/u/0/#search/dental+consortium/FMfcgzGsnLFJTQVkvVvlpJVVmhCFGgrN		Categorize the grievance form 	



Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
			<p>BROCHURE;</p> <p>https://mail.google.com/mail/u/0/#search/dental+consortium?projector=1</p> <p>Photos -</p> <p>1.https://mail.google.com/mail/u/0/#search/dental+consortium/FMfcgzGtvsPxIXFpRzNqswSMFSDrrxGV?projector=1&messagePartId=0.1</p> <p>2.https://mail.google.com/mail/u/0?ui=2&ik=360e1cc94e&attid=0.2&permmsgid=msg-f:1770044295754545780&th=189075e8ad27fa74&view=att&disp=safe&realattid=189075de2bd1d4de492</p> <p>Feed back form-</p>			



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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
			<p>Untitled form</p> <p>Questions Responses 5 Settings</p> <p>Quality of the presentation Copy</p> <p>5 responses</p>			
In progress	Google review spreadsheet		<p>Update on 08.6.2023 1st year google review spreadsheet</p> <p>First session of reviews completed.</p> <p>UPDATE AS ON 10.7.23</p> <p>Second session students selection is under process</p> <p>Latest https://docs.google.com/spreadsheets/d/1otTE0TMEYyh3gEv</p>	Dr. J. Vijay Thiyagarajan	Second session students' selection is under process	Infrastructur e and learning resource committee



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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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			F8Q_1YXvr9ov_BqaTRY4iQpyDItA/edit?usp=sharing			
In progress	Digital case sheet		The basic framework for the digital case sheet is ready and has been discussed with MD sir. The front end is already completed. We are currently awaiting the completion of the work by the CS team and Mr. Boopalan.	Dr. J. Vijay Thiyagarajan		Infrastructure and learning resource committee
In progress	Updating Dental college website		<p>the website update process followed a structured timeline as outlined below:</p> <p>July 13th - Principal's Message:</p> <ul style="list-style-type: none"> The process began with the upload of Principal Sir's message. Content was reviewed and corrected for 	Dr. J. Vijay Thiyagarajan	delayed because of current Naac work with college	Infrastructure and learning resource committee




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Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
			<p>grammatical errors.</p> <ul style="list-style-type: none"> Approval from the Principal was obtained. The message was successfully uploaded on July 13th. <p>July 17th - Teaching Staff Information:</p> <ul style="list-style-type: none"> Simultaneously, a Google form was created to gather information from all teaching staff members at the Dental college. The deadline for collecting this information was set for July 17th. 			




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Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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			<ul style="list-style-type: none"> The collected data was uploaded to the website on July 22nd. <p>Website Corrections:</p> <ul style="list-style-type: none"> Final corrections to the website were completed by July 23rd. <p>Alumni Photographs:</p> <ul style="list-style-type: none"> Additional alumni photographs were gradually received and uploaded. This process was finished by August 24th. <p>NAAC Documents:</p> <ul style="list-style-type: none"> The graduate attributes and patient safety manual required 			




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Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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			<p>for NAAC accreditation were corrected and uploaded.</p> <ul style="list-style-type: none"> These documents were uploaded on August 25th and 27th, respectively. <p>Content Preparation:</p> <ul style="list-style-type: none"> Starting from June, extensive research and content creation took place. Alternative content for various website sections (home page, facilities, FAQs, etc.) was prepared. <p>MOU LOGOS Update:</p> <ul style="list-style-type: none"> MOU LOGOS were updated 			




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Dr S ELANCHEZHIAN, MDS.,
J K K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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			<p>during the first week of August.</p> <p>Alumni Page Modification:</p> <ul style="list-style-type: none"> Modifications to the alumni page were completed during the second week of August. <p>Ongoing Review:</p> <ul style="list-style-type: none"> A page-by-page review for errors and improvements is currently in progress. Dr. Nivethitha is overseeing this process and regularly reporting to the principal. 			




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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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			<p>In summary, the website update process followed a systematic approach, starting with the principal’s message, collecting staff information, and gradually addressing various website sections and content. Additionally, necessary documents for NAAC accreditation were uploaded, and ongoing website review and improvements are being monitored by Dr. Nivethitha and reported to the principal.</p> <p>https://dental.jkkn.ac.in/</p>			
In progress	1. AI skills for students- finalizing the schedule and topic		1.Preparing for the future of Dentistry-A practical guide to AI Tools	Saisadan D		Student Support and Progression committee



Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
In progress	Automation for patient's feedback		As the old template got deleted and couldn't be retrieved, a new template and flow will be created and made live. New sim card holding the number 9345660666 was bought and will be activated in a couple of days. Update as on 10.7.23	HOD Public Health Dentistry		Patient care and outreach committee Suggestions
	Student suggestions		suggestions for IQAC July month.docx	Student members		




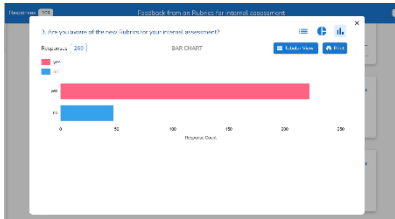
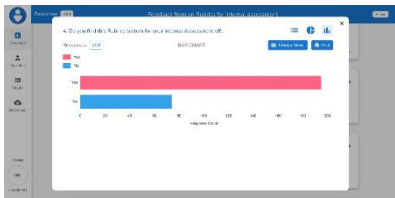
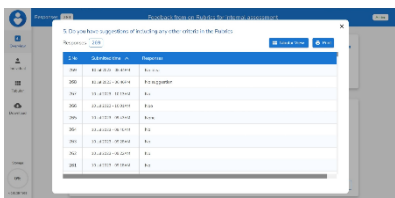
AGENDA ITEMS

Item	Status	Time Allotted	IQ AC Task no	Presenter	Notes	Working group
1. collection and analysis of feedback from students.	Not Presented	5mins	-	HOD Oral Surgery	https://form.jotform.com/231353206748455 https://www.jotform.com/build/231353206748455?iak=c9ca838fa0d48732578e0b3bcfa4ddcb-6ff2691e31592753	curricular aspects committee
2. Add -on courses- Hands on workshop on Basal implants	Not Presented	5 mins		HOD Oral Surgery	basal implantology course (1).docx https://jkkn.in/corticobasal-implants WhatsApp Image 2023-07-07 at 10.17.28.jpeg WhatsApp Image 2023-07-07 at 10.20.04.jpeg	
3. Schedule of value-added courses for the year 2023-2024	Not Presented	5 mins		HOD Oral Surgery	schedule for value added courses.docx	



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TAMILNADU.

Item	Status	Time Allotted	IQ AC Task no	Presenter	Notes	Working group
1. feedback from staffs and students for usage of rubrics using google classroom	Not Presented	5 mins	-	Kumaran V	<p>Students feedback - Rubrics</p> <p>Students feedback</p>     <p>Staffs feedback - Rubrics</p> <p>https://docs.google.com/forms/d/e/1FAIpQLSd6ac67zr-V0x6xSwi3SiueQSLB_klcSbFmWN98buk0qIxUSQ/viewf</p>	teaching learning evaluation committee



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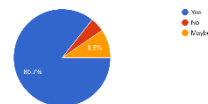
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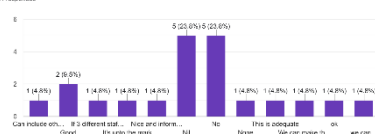
[orm?usp=sharing](#)

Feed Back Form (Responses)

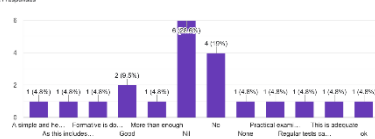
Are you Aware Of Rubrics assessment form
21 responses



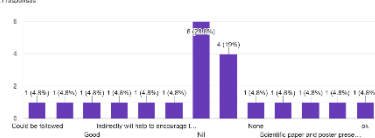
Regarding the Formative Assessment. Any suggestion and correction.
21 responses



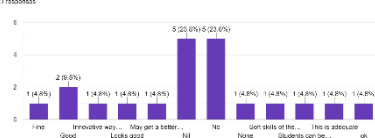
Regarding the Summative Assessment. Any suggestion and correction.
21 responses



Regarding the sports, cultural, innovations & research Assessment. Any suggestion and correction.
21 responses



Regarding the Attention In classes. Any suggestion and correction.
21 responses



(Signature)

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Item	Status	Time Allotted	IQ AC Task no	Presenter	Notes	Working group																																																																																																				
2. Feedbacks from staffs reg.		5 mins			<p>Regarding the clinical, pre clinical and Lab Any suggestion and correction. 21 responses</p> <table border="1"> <caption>Regarding the clinical, pre clinical and Lab Any suggestion and correction.</caption> <thead> <tr> <th>Response</th> <th>Count</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Good!! will do again if there want...</td><td>1</td><td>4.8%</td></tr> <tr><td>NO</td><td>6</td><td>28.6%</td></tr> <tr><td>Not Applicable for Non-Clinical Stu...</td><td>4</td><td>19.0%</td></tr> <tr><td>Practical skills are not included</td><td>1</td><td>4.8%</td></tr> <tr><td>Yes</td><td>1</td><td>4.8%</td></tr> <tr><td>Not Applicable for Non-Clinical Stu...</td><td>1</td><td>4.8%</td></tr> <tr><td>Not Applicable for Non-Clinical Stu...</td><td>1</td><td>4.8%</td></tr> <tr><td>Not Applicable for Non-Clinical Stu...</td><td>1</td><td>4.8%</td></tr> <tr><td>Not Applicable for Non-Clinical Stu...</td><td>1</td><td>4.8%</td></tr> <tr><td>Not Applicable for Non-Clinical Stu...</td><td>1</td><td>4.8%</td></tr> </tbody> </table> <p>Overall score for the Rubrics assessment 21 responses</p> <table border="1"> <caption>Overall score for the Rubrics assessment</caption> <thead> <tr> <th>Score</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Excellent</td><td>23.3%</td></tr> <tr><td>Good</td><td>57.1%</td></tr> <tr><td>Average</td><td>19.0%</td></tr> <tr><td>Poor</td><td>0.6%</td></tr> </tbody> </table> <p>Staffs feedback-internal exam policy https://docs.google.com/forms/d/e/1FAIpQLScB6zyT_5LbkRBTs7gR5KFHiGD5VV8ZPDUub0f7Vd9rg5oOQQ/viewform?usp=sharing</p> <p>Kindly give suggestion and correction about Internal assessment policy 13 responses</p> <table border="1"> <caption>Kindly give suggestion and correction about Internal assessment policy</caption> <thead> <tr> <th>Response</th> <th>Count</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Fine</td><td>1</td><td>7.7%</td></tr> <tr><td>Good</td><td>1</td><td>7.7%</td></tr> <tr><td>Nil</td><td>2</td><td>15.4%</td></tr> <tr><td>No</td><td>3</td><td>23.1%</td></tr> <tr><td>None</td><td>1</td><td>7.7%</td></tr> <tr><td>Since you are taking e...</td><td>1</td><td>7.7%</td></tr> <tr><td>The new staff entry...</td><td>1</td><td>7.7%</td></tr> <tr><td>This is absolute</td><td>1</td><td>7.7%</td></tr> <tr><td>We can co...</td><td>1</td><td>7.7%</td></tr> </tbody> </table> <p>3. Kindly give suggestion and correction about internal assessment policy 2. Grievances Form 14 responses</p> <table border="1"> <caption>3. Kindly give suggestion and correction about internal assessment policy 2. Grievances Form</caption> <thead> <tr> <th>Response</th> <th>Count</th> <th>Percentage</th> </tr> </thead> <tbody> <tr><td>Not Applicable for students...</td><td>1</td><td>7.1%</td></tr> <tr><td>Absolute</td><td>1</td><td>7.1%</td></tr> <tr><td>Answer sheet for students...</td><td>1</td><td>7.1%</td></tr> <tr><td>Fine</td><td>1</td><td>7.1%</td></tr> <tr><td>Good</td><td>3</td><td>21.4%</td></tr> <tr><td>Nil</td><td>3</td><td>21.4%</td></tr> <tr><td>No</td><td>3</td><td>21.4%</td></tr> <tr><td>None</td><td>1</td><td>7.1%</td></tr> </tbody> </table>	Response	Count	Percentage	Good!! will do again if there want...	1	4.8%	NO	6	28.6%	Not Applicable for Non-Clinical Stu...	4	19.0%	Practical skills are not included	1	4.8%	Yes	1	4.8%	Not Applicable for Non-Clinical Stu...	1	4.8%	Not Applicable for Non-Clinical Stu...	1	4.8%	Not Applicable for Non-Clinical Stu...	1	4.8%	Not Applicable for Non-Clinical Stu...	1	4.8%	Not Applicable for Non-Clinical Stu...	1	4.8%	Score	Percentage	Excellent	23.3%	Good	57.1%	Average	19.0%	Poor	0.6%	Response	Count	Percentage	Fine	1	7.7%	Good	1	7.7%	Nil	2	15.4%	No	3	23.1%	None	1	7.7%	Since you are taking e...	1	7.7%	The new staff entry...	1	7.7%	This is absolute	1	7.7%	We can co...	1	7.7%	Response	Count	Percentage	Not Applicable for students...	1	7.1%	Absolute	1	7.1%	Answer sheet for students...	1	7.1%	Fine	1	7.1%	Good	3	21.4%	Nil	3	21.4%	No	3	21.4%	None	1	7.1%	
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Answer sheet for students...	1	7.1%																																																																																																								
Fine	1	7.1%																																																																																																								
Good	3	21.4%																																																																																																								
Nil	3	21.4%																																																																																																								
No	3	21.4%																																																																																																								
None	1	7.1%																																																																																																								



PRINCIPAL
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Item	Status	Time Allotted	IQ AC Task no	Presenter	Notes	Working group
internal assessment policies					mentor log book students FIRST YEAR.docx Second year - log book mentor log book students SECOND YEAR.docx Third year - log book mentor log book students THIRD YEAR.docx Final year - log book mentor log book students FINAL YEAR.docx CRRRI - Log book mentor log book students INTERN.docx	
3. Mentor- mentee list		5 mins				
status of 2f registration.	Not Presented	5 mins	-	HOD Oral medicine	IMG-20230706-WA0015.jpg	NAAC committee



Item	Status	Time Allotted	IQ AC Task no	Presenter	Notes	Working group
Registration of students in Swayam portal	Not Presented	5 mins	-	Vigneshkumar dr	Registration of students in Swayam portal completed. Students' enrollment in Swayam courses as discussed in the previous meeting will be done by the curricular committee.	infrastructure and learning resources committee
1.women empowerment cell /anti sexual harassment cell - method of collection of complaints. 2.feedback on AI skills in dentistry module 1	Not Presented	5 mins	-	Saisadan D	https://docs.google.com/forms/d/1kjK5RqFPUw_0kBa6oynv-tWki3WZdIJOwzVIJWzaCc/viewform 1 - Preparing for the Future of Dentistry: A Practical Guide to AI Tools - (Soft Skill Enhancement Program - Criteria: 5) (Responses) STATISTICS ON FEEDBACK FOR AI MODULE 1 Untitled document	student support and progression committee



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Item	Status	Time Allotted	IQ AC Task no	Presenter	Notes	Working group
1. Approval of feedback forms for IQAC	Not Presented	5 mins	-	Dhinesh kumar C	1. Teaching Staff https://docs.google.com/forms/d/e/1FAIpQLSfQOyILrKgYfIzMTAwDLNVHc55bIwC3CAKwm9Y3H9KvDDTF7g/viewform?usp=sharing	leadership, governance committee
2. Feedback analysis of vision and mission from the stakeholders.		5 mins	-		2. Students https://docs.google.com/forms/d/e/1FAIpQLSdrvMh7mOmrXpnoCuA2h9PzuNda3LBCFA7euJmO8kCe6mREQQ/viewform?usp=sharing	
					3. Parents- https://docs.google.com/forms/d/e/1FAIpQLSeWEHBAHGpJgQjM3ev9qSvna2eGypoidLE1jrKtBbg0G-vDnQ/viewform?usp=sharing	
					4. Alumni- https://docs.google.com/forms/d/e/1FAIpQLScqdbhGOEsM	

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Item	Status	Time Allotted	IQ AC Task no	Presenter	Notes	Working group
					<p>N0aD2xBxp4H5jRW26jVV9 ANNe6bEp7FW1PoJYw/vie wform?usp=sharing</p> <p>Feedback analysis report for Vision and Mission https://docs.google.com/docu ment/d/1t6zsECWHapdCLcgf xNbnVm6pJB435i0vyiO367u 2Ym0/edit?usp=sharing</p>	
Website	Not Presented			<p>RANJITH DTO JKKN Director JKKN Institutions</p>	<p>In recent months and weeks, I have noticed that there is no update on all college websites that the reason I received is college side and website coordinators not submitting required details to the website team.</p> <p>This is my last and humble request 30 July 2023 is the last date to all college coordinators to submit</p>	




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Item	Status	Time Allotted	IQ AC Task no	Presenter	Notes	Working group
					required details to the website team. If not, I will directly report to MD sir without any excuses or concerns.	

NEW ACTION ITEMS

New Item	Due Date	Related files and Notes	Assignees	Working group
Lunch break for staffs and students		staff welfare Minutes of the meeting -30-6-2023- JKKNDCH.docx		
Code of conduct for faculty, employers.		HR Policy - JKKN's Dental college and hospital	IE Team Dr.Monnica V	Institutional values and best practices committee
Solar energy			Dr.Monnica V	Institutional values and best practices committee



MEETING NOTES:

1. Camu -Jot form (**Maintenance & Repair**) - Within student's issue sharing platform to check availability in Camu
2. Website to be updated by dr.vijay with photos.
3. Grievance forms to be categorized and submitted through common link.
4. All feedback forms to be categorized and clubbed into single one with subdivisions and weblink to be provided. Categorized and submitted in the IQAC review meeting.
5. Value added courses total 4 courses to be conducted per academic year.
6. Quizzes premium - Video based assessments, Pictorial based assessment. No of students list should be provided when asked.
7. Staff Publications to be encouraged.
8. Internal assessment - Answer sheet will be provided from college
9. Staggered lunch break to be implemented and analyzed.
10. Swayam enrollment to be started and submitted next month.
11. Mentor- mentee list to be reframed with full time working staffs.
12. Nxt exam preparedness to be discussed and steps taken for next exam to be started.
13. OBE to be implemented using quizz, google classroom rubrics.
14. IQAC feedbacks to be categorized under the common feedback's category.
15. AI modules for staff to be conducted within this month.
16. Staff welfare measures minutes of the meeting to be attached in HR policy. Comments to be added by the staffs.



PRINCIPAL

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CIRCULAR

Date- 07.06.2023

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir, Principal, Vice Principal & IQAC Co-Ordinator on 08.06.2023 in Board Room, Main Office at 10.00am to 11.30 am

Sawetha
IQAC Coordinator

[Signature]
Principal

CIRCULAR

Date- 07.06.2023

No	Name	Designation for IQAC Committee	Signature
1.	Dr.S.Elanchezhiyan	Chairperson	
2.	Mr. K.M. Rajendiran	Chief Administrative officer	
3.	Mrs. O. Isvarya Lakshmi	Member of Accreditation and Institutional effectiveness	
4.	Dr. Rekha M	Curricular Aspects	
5.	Dr. V. Kumaran	Teaching - Learning & Evaluation	
6.	Dr. T. Dhineshkumar	Research, Innovation & Extension	
7.	Dr. V. Vigneshkumar	Infrastrucrture & Learning Resource	
8.	Dr. D. Sai Sadan	Student & Progression	
9.	Dr. C. Dhineshkumar	Leadership, Management	
10.	Dr. Anoop Samuel	Institutional Values & Best Practicises	on leave
11.	Dr. N. S. Naveenraj	Patient Care & Community Out Reach	
12.	Dr. B. Sasirekha	RAAC (Ranking and Accredation Committee)	
13.	Dr. J. Vijay Thiyagarajan	DTTM	
14.	Dr. K. Sakthisaranyadevi	IQAC Co- Ordinator	
15.	Dr. V. Monica	IQAC CO- Coordinator	
16.	Mr. Gowsik	Student Members	
17.	Miss. Selvashree.G.	Student Members	
18.	Dr. A.S. Surya	Student Members	
19.	Dr. Jothilaksmi	Student Members	
20.	Miss. Yashwanthini.S.	Student Members	
21.	Mr. R. Thirumurukash	Student Members	
22.	Mr. P.MuthuPandy	Student Members	
23.	Miss S.MahaLakshmi	Student Members	
24.	Miss. Harsitha	Student Members	
25.	Mr. Kirubhakaran	Student Members	
26.	Mr. Giridhar Raviselvan	Student Members	
27.	Miss. Nidharshana	Student Members	

IQAC MEETING – ATTENDANCE

DATE: 08.06.2023

S.No	Name	Designation for IQAC Committee	Signature
1.	Mr. S. Ommsharravana	Members from Management	
2.	Dr.S.Elanchezhiyan	Chairperson	
3.	Mr. K.M. Rajendiran	Chief Administrative officer	
4.	Mrs. O. Isvarya Lakshmi	Member of Accreditation and Institutional effectiveness	
5.	Dr. Rekha, M	Curricular Aspects	
6.	Dr. V. Kumaran	Teaching - Learning & Evaluation	
7.	Dr. T. Dhineshkumar	Research, Innovation & Extension	
8.	Dr. V. Vigneshkumar	Infrastructure & Learning Resource	
9.	Dr. D. Sai Sadan	Student & Progression	
10.	Dr. C. Dhineshkumar	Leadership, Management	
11.	Dr. Anoop Samuel	Institutional Values & Best Practicises	LEAVE
12.	Dr. N. S. Naveenraj	Patient Care & Community Out Reach	
13.	Dr. B. Sasirekha	RAAC (Ranking and Accredation Committee)	
14.	Dr. J. Vijay Thiyagarajan	DTTM	
15.	Dr. K. Sakthisaranyadevi	IQAC Co- Ordinator	
16.	Dr. V. Monica	IQAC CO- Coordinator	
17.	Mr. Gowsik	Student Members	
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20.	Dr. Jothilaksmi	Student Members	
21.	Miss. Yashwanthini.S.	Student Members	
22.	Mr. R. Thirumurukash	Student Members	
23.	Mr. P.MuthuPandy	Student Members	
24.	Miss S.Mahalakshmi	Student Members	
25.	Miss. Harsitha	Student Members	
26.	Mr. Kirubhakaran	Student Members	
27.	Mr. Giridhar Raviselvan	Student Members	
28.	Miss. Nidharshana	Student Members	



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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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7JUN 2023 | MONTHLY IQAC MEETING - DENTAL COLLEGE

Attendees: [Director JKKN Institutions Isvarya Lakshmi O Sakthi SaranyaDevi K Kumaran V Dhinesh kumar C VIGNESH P Saisadan D Vinod Thangaswamy SHOD Oral medicine HOD Public Health Dentistry Dr. J. Vijay Thiyagarajan HOD Public Health Dentistry HOD Conservative & Endodontics HOD ORAL PATHOLOGY & DENTAL ANATOMY PRINCIPAL JKKNDCH](#)

Objective of the Meeting:


Facilitator	Note Taker	Meeting Type	Next Meeting	Absentees
Sakthi SaranyaDevi K	ieteam@jkkn.ac.in	In Person		Dr.Anoop samuel

PREPARATION FOR MEETING

Please Read: [Solution-Oriented Research and Entrepreneurship Policy MDS | Preparing for the Future of Dentistry: A Practical Guide to AI Tools](#)

Please Bring:

ACTION ITEMS FROM PREVIOUS MEETING

Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
In progress	Add on course-conservative	31 May	Course Started on May 8th	HOD Conservativ		Curricular



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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
	dentistry and endodontics on Rotary Endodontics		2023	e & Endodontics		aspects committee
Completed	Code of Ethics for Research for the Institution		CODE OF ETHICS FOR RESEARCH AT JKKN INSTITUTIONS.docx	HOD ORAL PATHOLOGY & DENTAL ANATOMY	Completed	Research, innovations and working group
Approval Awaited	Research promotion policy of the Institution		Research promotion policy.docx	HOD ORAL PATHOLOGY & DENTAL ANATOMY	Waiting for MD sir approval.	Research, innovations and working group
Completed	FDP Schedule for academic year		List of faculty development program-JKKNDCH	Dhinesh kumar C		Leadership and management committee



Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
Completed	Biomedical waste management for non teaching staffs		<p>Biomedical waste management program</p> <p>The program was conducted on 7.6.2023, Wednesday in Library Hall. Dr. Naveenraj, HOD of PHD gave a lecture in biomedical waste management, all clinical attenders and assistants participated.</p> <p>https://drive.google.com/drive/folders/1_Sw_Jk_hdoJ5p8bHAW8-n75aU2krVpDL?usp=drive_link</p>	<p>HOD Public Health Dentistry Dhinesh kumar C</p>		<p>Patient care and outreach committee</p> <p>Leadership and management committee</p>
Completed	International student cell		<p>International Student Cell (1).docx</p> <p>International students' cell has been formed with Principal sir as the Chairman.</p>	Saisadan D		<p>Student support and progression committee</p>



Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
In progress	Registration in Swayam portal	30.6.23	Orientation of students reg usage of e-library for interns scheduled on 13th June along with their registration in Swayam portal.	Vignesh kumar dr		Infrastructure and learning resource committee
In progress	Ethical Committee registration			HOD ORAL PATHOLOGY & DENTAL ANATOMY	In progress	Research, innovations and working group
In progress	Student grievance and student services in Camu Demo videos and video-based assessments in Camu	15.6.2023	student services have been activated Student grievance will be updated by RANJITH DTO JKKN Lms 2.0 Demo will be given followed by	Dr. J. Vijay Thiagarajan		Infrastructure and learning resource committee




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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
			nursing college			

AGENDA ITEMS

Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
modification of Academic planner as per suggestions from previous meeting	Not Presented	5 mins	DIQA C-370	HOD Oral Surgery	JKKN's Academic Calendar 23 - 24 (JKKNDCH) Academic Calendar 2023-2024	Curricular aspects committee
Value Added courses	Not Presented	5 mins		HOD Oral Surgery	list of programs.docx Value added course on Application of Nanotechnology in Dentistry - in three modules starting from 12.06.2023 for third year students for 30 contact hours by Dr Arun Kumar, JKKN college of pharmacy - DEPARTMENT OF OMFS	Curricular aspects committee




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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					nano technology.docx	
Add on courses to be conducted in June	Not Presented	5 mins		HOD Oral Surgery	1. Add on course on Basics of Cancer and Synopsis of Head and Neck Oncology - 28.06.2023 - Final years, CRRI'S and Faculty by Dr Mahendran R, surgical oncologist, Erode cancer center - DEPARTMENT OF OMFS basics of cancer and synopsis of head and neck cancer.docx	Curricular aspects committee
				HOD Oral Surgery HOD ORAL PATHOLOGY & DENTAL ANATOMY	National level Hybrid workshop on stem cells and its clinical applications in Dentistry - 21.06.2023 DEPARTMENT OF ORAL PATHOLOGY	
In progress	Feedback	30.6.23		HOD Oral Surgery	Student Feedback Survey.pdf Year of study, ug/pg. Any other	Curricular aspects PRINCIPAL



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
	analyses				suggestions?	committee
Rubrics for Internal Assessment.	Not Presented	5 mins		Kumaran V	Rubrics for internal assessment Rubrics for Internal Assessment	Teaching-Learning evaluation committee
OBE implementation-rubrics based assessment using google classroom	Not Presented	5 mins	DIQA C-209	Kumaran V	Video Based assignment given on Google classroom Orthodontics- https://classroom.google.com/c/Njc3NDc1MDI0NjJa/a/NjEyOTU5MjUwMzE1/details	Teaching-Learning evaluation committee
Policy for advanced and slow learners.	Presented	5 mins	DIQA C-151	Kumaran V	Policy for Advanced learners new policy for advanced learners.docx Policy for slow learners new policy for slow learners.docx	Teaching-Learning evaluation committee
2f Registration	Not Presented	5 mins		HOD Oral medicine	Application has been filled https://docs.google.com/document/d/18EWo7w2PVrKaYkAIIV2T3zlyC0rSuOQf/edit?usp=drivesdk&oid=115806595459137369	Ranking and accreditation committee




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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					060&rtpof=true&sd=true	
Google review spreadsheet	Not Presented	5 mins	DIQA C-349	Dr. J. Vijay Thiyyagaranjan	1st year google review spreadsheet First session of reviews completed	Infrastructure and learning resource committee
Digital case sheet	Not Presented	5 mins		Dr. J. Vijay Thiyyagaranjan	Currently not implemented due to server error	Infrastructure and learning resource committee
Updating Dental college website	Not Presented	5 mins		Dr. J. Vijay Thiyyagaranjan	Details updated to website team https://dental.jkkn.ac.in/	Infrastructure and learning resource committee
1. AI skills for students- finalizing the schedule and topic 2.students participation in curricular and	Not Presented	5 mins		Saisadan D	1.Preparing for the future of Dentistry-A practical guide to AI Tools 2.PEDO CLANS-State level UG convention in association with ISPPD-Ramakrishna dental college Coimbatore https://drive.google.com/drive/folders/1V7c1uQ39biq61WVO	Student Support and Progression committee



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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
extracurricular activities					JUoA7VfOjUbCf8oh?usp=drive link	
Feedback form for vision and mission	Not Presented	5 mins		Dhinesh kumar C	<p>1. Prepared the feedback form for stakeholders regarding the vision and mission of the dental college. It will be circulated after Principal Approval</p> <p>A.-Teaching staff https://docs.google.com/forms/d/e/1FAIpQLSfwv8NGp9L-hr7jsKVzsuafMfgySYQRR0Jo7e-KSC0WimphoA/viewform?usp=sharing</p> <p>B-. Parents https://docs.google.com/forms/d/e/1FAIpQLSelt4h2J5BtWluliy1tRyFdtbsof</p>	Leadership and management committee



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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					<p>XNr9rlCbmvljUoOmxM</p> <p>Gw/viewform?usp=sharing</p> <p>C.- Students</p> <p>https://docs.google.com/forms/d/e/1FAIpQLSdy2hF-SztuaXe4ITobF5QpSOwhZzEasvvKazAsnnIl9e9a1A/viewform?usp=sharing</p> <p>Pending-For alumni</p> <p>3.Prepared the form for collecting details regarding the registration and participation in conference/ program from teaching staff for Criteria-6.3.2</p> <p>https://docs.google.com/spreadsheets/d/1CDmeeNb47sFkvhidhpi1vtQY2IcSHqucB9p1wQC</p> <p>Pkw/edit?usp=sharing</p>	



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
1.DelNet renewal for the present year.	Not Presented	5 mins		Vignesh kumar dr	Quotation has been submitted to CAO for DelNet renewal https://drive.google.com/drive/folders/1O0nuX30ES13BWp2pbRbj7ncgR5fNLMfa	Infrastructure and learning resource committee
2.Subscription for e- journal of MGR University.						
Automation for patient's feedback		5 mins		HOD Public Health Dentistry	As the old template got deleted and couldn't be retrieved, a new template and flow will be created and made live.	Patient care and outreach committee
1. Providing the materials in the department - regarding		5 mins		Student members	suggestions for IQAC June month.docx	
2. Attenders availability and technician works in the dept.						
3.purified drinking water						




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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
in the campus						
4.common room /separate room for prayers for Muslim girls						
5.transport facility for attending conferences and motivation CL for prize winners						
prayers for Muslim girls						
5.transport facility for attending conferences and motivation CL for prize winners						





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MEETING NOTES:

1. Swayam student's registration to be completed and Swayam courses in which they are enrolled should be collected.
2. Academic planner approval for website (In Camu)
3. Student services and grievance form in camu to be updated (Dr.Vijay thiyagarajan)
4. Value added courses Certificates for students
5. Digital case sheet progression to be updated
6. JotForm- feedback form should contain open ended questions. The collection, action taken and analysis to be completed
7. Policy for slow learners and advanced learners - to be circulated among staffs and comments to be added by the staffs. The policies should be updated after receiving comments
8. Rubrics for IA - 10% attention in classes to be reviewed and opinions to get from staffs reg the same, the rubrics to be circulated and after receiving comments from the staffs, rubrics to be finalized
9. OBE implementation - rubrics based assessment to be done using google classroom and should be followed in all the departments. Video based assessments to be given using the google classroom and it should be less than 1 minute.
10. Complete student suggestions to be collected and presented during next meeting.



PRINCIPAL

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CIRCULAR

Date- 15.05.2023

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir, Principal, Vice Principal & IQAC Co-Ordinator on 16.05.2023 in Board Room, Main Office at 10.00am to 11.30 am

Saukhu
IQAC Coordinator

[Signature]
Principal



[Signature]
PRINCIPAL
Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

JKKN

Dental College & Hospital

CIRCULAR

Date- 15.05.2023

S.No	Name	Designation for IQAC Committee	Signature
1.	Dr.S.Elanchezhiyan	Chairperson	
2.	Mr. K.M. Rajendiran	Chief Administrative officer	
3.	Mrs. O. Isvarya Lakshmi	Member of Accreditation and Institutional effectiveness	
4.	Dr. Rekha	Curricular Aspects	
5.	Dr. V. Kumaran	Teaching - Learning & Evaluation	
6.	Dr. T. Dhineshkumar	Research, Innovation & Extension	
7.	Dr. V. Vigneshkumar	Infrastrucrture & Learning Resource	
8.	Dr. D. Sai Sadan	Student & Progression	
9.	Dr. C. Dhineshkumar	Leadership, Management	
10.	Dr. Anoop Samuel	Institutional Values & Best Practicises	
11.	Dr. N. S. Naveenraj	Patient Care & Community Out Reach	
12.	Dr. B. Sasirekha	RAAC (Ranking and Accredation Committee)	
13.	Dr. J. Vijay Thiyagarajan	DTTM	
14.	Dr. K. Sakthisaranyadevi	IQAC Co- Ordinator	
15.	Dr. V. Monica	IQAC CO- Coordinator	
16.	Mr. Gowsik	Student Members	
17.	Miss. Selvashree.G.	Student Members	
18.	Dr. A.S. Surya	Student Members	
19.	Dr. Jothilaksmi	Student Members	
20.	Miss. Yashwanthini.S.	Student Members	
21.	Mr. R. Thirumurukash	Student Members	
22.	Mr. P.MuthuPandy	Student Members	
23.	Miss S.MahaLakshmi	Student Members	
24.	Miss. Harsitha	Student Members	
25.	Mr. Kirubhakaran	Student Members	

26. Girividhar.K

Student members

27. Nidarshana.M

Student members

PRINCIPAL

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KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.



IQAC MEETING – ATTENDANCE

DATE: 16.05.2023

No	Name	Designation for IQAC Committee	Signature
1.	Mr. S. Ommsharravana	Members from Management	
2.	Dr.S.Elanchezhiyan	Chairperson	
3.	Mr. K.M. Rajendiran	Chief Administrative officer	
4.	Mrs. O. Isvarya Lakshmi	Member of Accreditation and Institutional effectiveness	
5.	Dr. Rekha	Curricular Aspects	
6.	Dr. V. Kumaran	Teaching - Learning & Evaluation	
7.	Dr. T. Dhineshkumar	Research, Innovation & Extension	
8.	Dr. V. Vigneshkumar	Infrastructure & Learning Resource	
9.	Dr. D. Sai Sadan	Student & Progression	
10.	Dr. C. Dhineshkumar	Leadership, Management	
11.	Dr. Anoop Samuel	Institutional Values & Best Practicises	
12.	Dr. N. S. Naveenraj	Patient Care & Community Out Reach	
13.	Dr. B. Sasirekha	RAAC (Ranking and Accredation Committee)	
14.	Dr. J. Vijay Thiyagarajan	DTTM	
15.	Dr. K. Sakthisaranyadevi	IQAC Co- Ordinator	
16.	Dr. V. Monica	IQAC CO- Coordinator	
17.	Mr. Gowsik	Student Members	
18.	Miss. Selvashree.G.	Student Members	
19.	Dr. A.S. Surya	Student Members	
20.	Dr. Jothilaksmi	Student Members	
21.	Miss. Yashwanthini.S.	Student Members	
22.	Mr. R. Thirumurukash	Student Members	
23.	Mr. P.MuthuPandy	Student Members	
24.	Miss S.MahaLakshmi	Student Members	
25.	Miss. Harsitha	Student Members	
26.	Mr. Kirubhakaran	Student Members	

27. Ms. Nidhassana

28. Mr. KiridharRaviSelva



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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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16 MAY 2023 | MONTHLY IQAC MEETING - DENTAL COLLEGE

Attendees: [Director JKKN Institutions](#) [Isvarya Lakshmi O Sakthi SaranyaDevi KKumaran](#)
[VDhineshkumar CVIGNESH PSaisadan DVinodThangaswamy SHOD Oral medicineHOD Public](#)
[Health Dentistry Dr. J. Vijay ThiyagarajanHOD Public Health Dentistry HOD Conservative &](#)
[EndodonticsHOD ORAL PATHOLOGY & DENTAL ANATOMYPRINCIPAL JKKNDCH](#)

Objective of the Meeting:


Facilitator	Note Taker	Meeting Type	Next Meeting	Absentees
Sakthi SaranyaDevi K	ieteam@jkkn.ac.in	In Person		

PREPARATION FOR MEETING

Please Read:

Please Bring:

ACTION ITEMS FROM PREVIOUS MEETING

Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
Completed	1.Orientation program for usage of e-library		https://drive.google.com/drive/folders/144DGd8L4_0cZTLZZ	Vigneshku mar dr		Infrastructure and learning



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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
			AHWtxiNpRmhXsh MR			resource committee
Completed	Soft skills programs -profile filling and resume writing		Profile filing and resume writing completed. With active participation from CRRIs, the program was held on 27th April with Mr. Nirmal Satya raj as our guest speaker- Complete program details containing folder link is attached below, https://drive.google.com/drive/folders/1BrmWPSrhjiHptLIITcXZko7xhlGYV3sO	Saisadan D		Student Support and Progression committee
Completed	Faculty development programs 1.How to write research paper		Completed the scheduled program from 25.4.2023 to 28.4.2023	Dhinesh kumar C		Leadership and management




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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
	<p>2.Scope of nanotechnology in dentistry</p> <p>3. Development of innovative products in Dentistry</p>		<p>Feedback report</p> <p>Feedback analysis report-FDP-25-28-4-2023</p> <p>1. Videos of FDP program https://drive.google.com/drive/folders/1b4LVXwvPfYUB6daZSKwhbjj0KSIgDDf?usp=share_link</p> <p>2.Photos of the program https://drive.google.com/drive/folders/1b4LVXwvPfYUB6daZSKwhbjj0KSIgDDf?usp=share_link</p>			committee



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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
Completed	SOP for the above clinics		<p>Implant Clinic SOP - Implant Dental Clinic</p> <p>TCC SOP - Tobacco Cessation Clinic</p> <p>Disabled patients SOP - Disabled Patients Clinic</p> <p>Aesthetic Clinic SOP - Aesthetic Clinic</p> <p>SOP for all the clinics has been framed and links to google docs were attached</p>	<p>HOD Public Health Dentistry</p>		Patient care and outreach committee
In progress	Add on course- conservative dentistry and endodontics on Rotary Endodontics	31 May	<p>Course Started on May 8th 2023</p>	<p>HOD Oral Surgery</p> <p>HOD Conservative & Endodontics</p>		Curricular aspects committee



Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
Completed	Add on course- OMFS, Periodontics, prosthodontics		Completed National Webinar on Introduction to Corticobasal Implants Introduction-to-Corticobasal-Implants-report.xlsx webinar-report.pdf INTRODUCTION TO CARTICOBASAL IMPLANTS - Google Forms	HOD Oral Surgery		Curricular aspects committee
Completed	Value added courses - Fire and safety awareness program		Conducted by the Department of Public Health Dentistry on 04.05.2023 Mr. R Dhandapani, special station officer - Guest of Hon our- Interns, Final years & third year students	HOD Oral Surgery HOD Public Health Dentistry		Curricular aspects committee



Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
			<p>participated.</p> <p>IMG-20230514-WA0012.jpg</p> <p>FB_IMG_1684048745003.jpg</p> <p>FB_IMG_1684048748717.jpg</p> <p>FB_IMG_1684048751585.jpg</p>			

AGENDA ITEMS

Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
Academic planner	Progress	5 mins	DIQAC-370	HOD Oral Surgery	<p>JKKN's Academic Calendar 23 - 24 (JKKNDCH)</p> <p>Public Holidays, Vacation</p> <p>Holidays, Event celebration days,</p> <p>Examination dates are updated in the calendar.</p>	Curricular aspects committee



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
Feedback form link for teachers, students, alumni, employers and professionals	Progress	5 mins	DIQAC-374 DIQAC-375 QAC-80	HOD Oral Surgery	<p>ACADEMIC YEAR 2021-2022</p> <p>Students: jkkn.kredovoiceout.in/#/el/10000000</p> <p>Teachers: jkkn.kredovoiceout.in/#/el/10000001</p> <p>Alumni: jkkn.kredovoiceout.in/#/el/10000002</p> <p>Employers: jkkn.kredovoiceout.in/#/el/10000003</p> <p>Professionals: jkkn.kredovoiceout.in/#/el/10000004</p> <p>Collection of feedback form from students and Teachers completed for the academic years 2018 to 2022.</p> <p>Feedback collected from alumni for the year 2021-2022.</p> <p>Feedback link for the year 2022-2023 is being created by cred</p>	Curricular aspects committee



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Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					soft and under process	
OBE implementation- Video based assessment and assignment to students.	Not Presented	5 mins	DIQAC-209	Kumaran V	OBE implementation OBE CIRCULAR.pdf 1.Microsoft flip (IMG 1709.PNG) 2.video-based assignment 3.Quiz (IMG 1710.PNG)	Teaching-Learning evaluation committee
Rubrics for Internal assessment.	Not Presented	5 mins		Kumaran V	Rubrics for Internal assessment Internal Assessment Policy	Teaching-Learning evaluation committee
Policy for advanced and slow learners.	Not Presented	5 mins	DIQAC-151	Kumaran V	Policy for slow learners and advanced learners policy for slow learners.pdf Policy for identifying advanced learners for dental students.pdf	Teaching-Learning evaluation committee



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
Examination policy and student grievance form.	Not Presented	5 mins	DIQAC-142	Kumaran V	Policy and students' grievance form Examination policy internal grievance.pdf	Teaching-Learning evaluation committee
Simulation software's in orthodontics	Not Presented	5 mins	DIQAC-27	Kumaran V	Software upgradation software.docx Brochure - dolphins imaging-plus-brochure.pdf nemosmiledesign3d_en.pdf	Teaching-Learning evaluation committee
Code of Ethics for Research for the Institution	Not Presented	5 mins		HOD ORAL PATHOLOGY & DENTAL ANATOMY	CODE OF ETHICS FOR RESEARCH AT JKKN INSTITUTIONS.docx	Research, innovation and working group
Ethical Committee registration	Progress	5 mins	DIQAC-55	HOD ORAL PATHOLOGY & DENTAL ANATOMY	check list for ethical committee covering letter.docx MEMBERSHIPS REQUIREMENTS FOR THE ETHICAL COMMITTEE.docx TERMS OF REFERENCE OF IEC.docx appointment and quorum.docx RESIGNATION AND DISQUALIFICATION OF	Research, innovation and working group



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					MEMBERS OF THE ETHICAL COMMITTEE.docx	
Research promotion policy of the Institution	Approval Awaited	5 mins	DIQAC-352	HOD ORAL PATHOLOGY & DENTAL ANATOMY	Research promotion policy.docx	Research, innovations and working group
FDP Schedule for academic year	Not Presented	5 Mins	DIQAC-305	Dhinesh kumar C	List of faculty development program-JKKNDCH	Leadership and management committee
Biomedical waste management for non-teaching staffs	Not Presented	5 Mins		Dhinesh kumar C	Biomedical waste management program As per the instructions in the Cluster meeting, BMW awareness for non-teaching staff planned to be conducted in collaboration with the Department of Public health Dentistry.	Leadership and management committee
Strategic	Not	5 Mins		Dhinesh	Strategic structure of	Leadership




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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
structure of our college	Presented			kumar C	JKKNDCH.docx Rough copy was framed for Criteria 6.2.1	p and management committee
International student cell	Not Presented	5 mins	DIQAC-130	Saisadan D	https://docs.google.com/document/d/1P9cFd8ZcdkUVsUo_Mm8-6kLLgiqYuY96/edit?usp=drivesdk&oid=117248034744438255871&rtpof=true&sd=true International students' cell has been formed with Principal sir as the Chairman.	Student support and progression committee
Soft skills-AI Skills for students	Not Presented	5 mins		Saisadan D	For the forthcoming soft skill enhancement program titled, 'AI TOOLS'- Date: Venue: Perio seminar hall Speaker:	Student support and progression committee
Google review spreadsheet	Not Presented	5 mins	DIQAC-349	Vijay thiyagarajan	1st year google review spreadsheet This task has been assigned to first year students	Infrastructure and learning resource committee
Updating Dental college website	Not Presented	5 mins	DIQAC-182	Vijay thiyagarajan	https://dental.jkkn.ac.in/ Website upgradation is under 	Infrastructure and

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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
as per feedback.	d				process	learning resource committee
Digital case sheet	Not Presented	5 mins		Vijay thiyagarajan	http://52.220.20.114/ Test trial completed last week Students name list and staff name list provided to the software development team, waiting for response from software development team	Infrastructure and learning resource committee
Vaccination for students and staffs.	Not Presented	5 mins		HOD Public Health Dentistry	Permission was sought and approved from Bavani General Hospital. Initially interested non-teaching staff will be vaccinated. Vaccine Request Letter Link for permission letter submitted to the MO, Bhavani GH.	Patient care and outreach committee
Automation for patient's feedback	Not Presented	5 mins	DIQAC-184	HOD Public Health Dentistry	The automated feedback template was missing and the DT team was working on a new template to make it live again.	Patient care and outreach committee
Digital camera for preclinical and clinicals	Not Presented	5 mins		Sakthi SaranyaDevi KPRINCIPAL	Online demo with Edentto company has been requested	Patient care and outreach committee




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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
				JKKNDCH		
Registration in Swayam portal	Not Presented	5 mins	DIQAC3 71	Vigneshkumar dr	1.3rd year Registration completed 2.Remaining registration will do within June 15 due to vacation	Infrastructure and learning resource committee

NEW ACTION ITEMS

New Item	Due Date	Related files and Notes	Assignees	Working group
Registration of our college in 1.N-LIST Portal. 2.Shodh Sindhu 3.Shodh ganga 4.e-pathshala		nlist brochure low.pdf Registration for the following-	Vigneshkumar dr	Infrastructure and learning resource committee
Gender equity /Sensitization programs		Planning to conduct a program- on June 2023. Topic. Political, economic and social equality for women in India.	HOD Conservative & Endodontics	Institutional values and best practices committee



New Item	Due Date	Related files and Notes	Assignees	Working group
		Speaker - Dr. Jyothika Ahluwalia		
1. Kapila's scheme 2. Promote toward the DSIR (scholars)				

MEETING NOTES

Finalize founders' day & college day, Pongal celebrations, graduation day, MDS exam date in academic planner

- 1.4 Jot forms & Google forms for feedback analysis to be started for this year-Google sheets to be posted on institutional website.
- 2f initiatives to be taken and updated in the next meeting.
- IIQA submission Oct 1st for NAAC
- OBE - to be implemented through Google classroom.
- Demo videos and video based assessments- Google classroom / check Camu details for the same (dr.vijay thiyagarajan)
- Rubrics correction to be made and updated. Rubrics to be added for all metrics.
- Policy for advanced learner's more detail. To be implemented in the next meeting.
- Internal exam / grievance (Camu) rectify policy to be reframed. grievance form in Camu (dr. Vijay thiyagarajan)
- Student services should be activated in Camu so that grievances can be submitted by students.
- Sop for ethical committee registration to be completed by next month




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- FDP hands on type / Approach Ramachandra. should be interactive type rather than webinar type.
- Organization structure should be finalized in review meeting
- Vaccination individually by students to be informed so that first vaccination is done during vacation. vaccination certificate to be submitted after vacation.
- Dental college website -vision mission, departments to updated. Concise information for the departments.
- Orthopedics??
- Digital case sheet test trial to be done within next month.
- Edento camera- quotation order for one camera in a review meeting.
- Swayam -Google sheet about registration details and progress. courses enrolled in each batch should be updated next month.
- Nlist eBooks can be paid. Details of list portal and to check if it is necessary and updated.
- Gender sensitizes program - other than webinar types
- Feedback form from patients through QR code /google form/manually?
- AI Skills are done by MD sir. Slot to be selected and confirmed.
- Add on courses date to be finalized for all the courses.
- Policy for advanced and slow learners to be reframed again.
- Feedback for the present year to be completed within the next meeting.



JKKN

Dental College & Hospital

CIRCULAR

Date- 11.04.2023

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir, Principal, Vice Principal & IQAC Co-Ordinator on 18.04.2023 in Board Room, Main Office at 10.00am to 11.30 am

Santosh
IQAC Coordinator

[Signature]
Principal

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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
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[Signature]
PRINCIPAL
Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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No	Name	Designation for IQAC Committee	Signature
1.	Dr.S.Elanchezhiyan	Chairperson	
2.	Mr. K.M. Rajendiran	Chief Administrative officer	
3.	Mrs. O. Isvarya Lakshmi	Member of Accreditation and Institutional effectiveness	
4.	Dr. Rekha	Curricular Aspects	
5.	Dr. V. Kumaran	Teaching - Learning & Evaluation	
6.	Dr. T. Dhineshkumar	Research, Innovation & Extension	
7.	Dr. V. Vigneshkumar	Infrastructure & Learning Resource	
8.	Dr. D. Sai Sadan	Student & Progression	
9.	Dr. C. Dhineshkumar	Leadership, Management	
10.	Dr. Anoop Samuel	Institutional Values & Best Practicises	
11.	Dr. N. S. Naveenraj	Patient Care & Community Out Reach	
12.	Dr. B. Sasirekha	RAAC (Ranking and Accredation Committee)	
13.	Dr. J. Vijay Thiagarajan	DTTM	
14.	Dr. K. Sakthisaranyadevi	IQAC Co- Ordinator	
15.	Dr. V. Monica	IQAC CO- Coordinator	
16.	Mr. Gowsik	Student Members	
17.	Miss. Selvashree.G.	Student Members	
18.	Dr. A.S. Surya	Student Members	
19.	Dr. Jothilaksmi	Student Members	
20.	Miss. Yashwanthini.S.	Student Members	
21.	Mr. R. Thirumurukash	Student Members	
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25.	Mr. Kirubhakaran	Student Members	



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IQAC MEETING - ATTENDANCE

DATE: 18.04.2023

No	Name	Designation for IQAC Committee	Signature
1.	Mr. S. Ommsharravana	Members from Management	
2.	Dr.S.Elanchezhiyan	Chairperson	
3.	Mr. K.M. Rajendiran	Chief Administrative officer	
4.	Mrs. O. Isvarya Lakshmi	Member of Accreditation and Institutional effectiveness	
5.	Dr. Rekha ,M	Curricular Aspects	
6.	Dr. V. Kumaran	Teaching - Learning & Evaluation	
7.	Dr. T. Dhineshkumar	Research, Innovation & Extenstion	
8.	Dr. V. Vigneshkumar	Infrastructure & Learning Resource	
9.	Dr. D. Sai Sadan	Student & Progression	
10.	Dr. C. Dhineshkumar	Leadership, Management	
11.	Dr. Anoop Samuel	Institutional Values & Best Practicises	
12.	Dr. N. S. Naveenraj	Patient Care & Community Out Reach	
13.	Dr. B. Sasirekha	RAAC (Ranking and Accredation Committee)	
14.	Dr. J. Vijay Thiyagarajan	DTM	
15.	Dr. K. Sakthisaranyadevi	IQAC Co- Ordinator	
16.	Dr. V. Monica	IQAC CO- Coordinator	
17.	Mr. Gowsik	Student Members	
18.	Miss. Selvashree.G.	Student Members	
19.	Dr. A.S. Surya	Student Members	
20.	Dr. Jothilaksmi	Student Members	
21.	Miss. Yashwanthini.S.	Student Members	
22.	Mr. R. Thirumurukash	Student Members	
23.	Mr. P.MuthuPandy	Student Members	
24.	Miss S.MahaLakshmi	Student Members	
25.	Miss. Harsitha	Student Members	
26.	Mr. Kirubhakaran	Student Members	

27 Dr. S. Vimal Thirupany

28 Dr. A. Rajesh Kumar

29 Giridhar. Ravicharan

Student member

18/04/2023

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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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18 APR 2023 | MONTHLY IQAC MEETING - DENTAL COLLEGE

Attendees: [Director JKKN Institutions Isvarya Lakshmi O Sakthi SaranyaDevi K Kumaran V Dhinesh h kumar C VIGNESH P Saisadan D Vinod Thangaswamy S HOD Oral medicine HOD Oral Surgery Dr. J. Vijay Thiyagarajan HOD Public Health Dentistry HOD Conservative & Endodontics HOD ORAL PATHOLOGY & DENTAL ANATOMY PRINCIPAL JKKN DCH](#)

Objective of the Meeting:

Facilitator	Note Taker	Meeting Type	Next Meeting	Absentees
Sakthi SaranyaDevi K	ieteam@jkkn.ac.in	In Person		Nil

PREPARATION FOR MEETING

Please Read:

Please Bring:

ACTION ITEMS FROM PREVIOUS MEETING

Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
In progress	Ethical Committee registration	22 Feb	Registration work going on	Rajesh kumar A		Research, innovations and



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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team	Working group
						working group
In progress	Regarding Dental college website creation	14 Feb	https://dental.jkkn.ac.in/	Dr. J. Vijay Thiagarajan		
Completed	Endo dept shifting	7 Mar	Shifting of the Endo department is done.	PRINCIPAL JKKNDCH		
Completed	Shifting library		Shifting of library completed. Arrangement of books done.	Vigneshkumar dr		
Not started						



AGENDA ITEMS

Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
STUDENTS REGISTRATION IN SWAYAM PORTAL	Presented	5MIN		HOD Oral Surgery	Swayam portal.docx	Curricular aspects committee
LIST OF ADD ON / VALUE ADDED PROGRAMS, CROSS CUTTING ISSUES FOR THE ACADEMIC YEAR 2022 – 2023	Presented	5 MIN	DIQA C-177	HOD Oral Surgery	list of programs.docx	Curricular aspects committee
1. SWACHH BHARAT MISSION (1.3.1) 2. FIELD VISITS /INTERNSHIPS /RESEARCH PROJECTS/ INDUSTRY VISITS/ COMMUNITY	Presented	5 MIN			Green campus - Follow up programs by students. Field visits to Animal house and Herbal Garden have to be done for the present year.	Curricular aspects committee





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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
POSTINGS					Visits to the pharmaceutical industry or labs, Research labs, satellite clinics, water conservation areas can be arranged.	
COLLEGE FACULTY REPRESENTATION IN THE BOARD OF STUDIES / ACADEMIC COUNCIL OF UNIVERSITY	Presented	5 MIN		HOD Oral Surgery	Faculty Representation in the Board of Studies / Academic Council of University from 2022 onwards.	Curricular aspects committee
FEEDBACK FORM LINK PROVIDED FOR THE YEARS 2018-2022 FOR	Presented	5 MIN			FEEDBACK FORMS COLLECTED FOR THE YEAR	




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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
TEACHERS, STUDENTS, ALUMNI, EMPLOYERS, PROFESSIONAL					2021-2022 ONLY. FEEDBACK FORM HAS TO BE CREATED FOR THE YEAR 2022-2023 OTHERS HAVE TO BE COLLECTED FEEDBACK ANALYSIS FOR ALL THE YEARS ACTION TAKEN REPORT - IN MINUTES OF COLLEGE COUNCIL AND CURRICULUM COMMITTEE. CURRICULUM	Curricular aspects committee




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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					COMMITTEE AND COLLEGE COUNCIL HAVE TO BE UPDATED	
OBE implementation- feedback from students reg doubt clearing session	Presented	5 MIN	DIQC-108		OBE implemented Feedback collected from students https://docs.google.com/spreadsheets/d/1-ZKQEhkjodX2RSKq5xf-JkooFhx4Gy94rJlNusBy9Fs/edit	Teaching-learning and evaluation committee
Student council members and e-magazine	Presented	5 MIN	DIQA C-35	Kumaran V	1. E magazine dentale.pdf 2. SOCIAL CLUB.pdf	Teaching-learning and evaluation committee




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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					3.SPORTS CLUB.pdf 4.PHOTOGRAP HY CLUB.pdf 4.Literary Club.pdf 5.CULTURALS CLUB.pdf 6.Innovation and research club.pdf 7.FINE ARTS CLUB.pdf	
Simulation software in orthodontics	Presented	5 MIN		Kumaran V	Upgrading the nemoceph software to the latest version.	Teaching-Learning evaluation committee
Copies of Guideship letters or authorization of research provided by the		5 MIN		HOD ORAL PATHOLOGY	Requisition to the University to provide PG	Research, innovations and working group  PRINCIPAL



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
university				& DENTAL ANATOMY	guideship letters to PG guides	
Financial support for advanced studies/collaborative research and conference participation and Application for grants for research projects sponsored by Government, industries and non-government sources such as industries, corporate houses etc.	Presented	5 MIN		HOD ORAL PATHOLOGY & DENTAL ANATOMY	No Research Grants or Fellowships till date. Have to apply for sponsored research fellowships	Research, innovations and working group
Research promotion policy of the Institution	Presented			HOD ORAL PATHOLOGY & DENTAL ANATOMY	To be prepared	Research, innovations and working group
Workshop and seminars for research	Presented			8HOD ORAL PATHOLOGY & DENTAL ANATOMY	workshop s/ seminars on	Research, innovations and working group



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					Intellectual Property Rights (IPR) Research methodology Good clinical practices. Laboratory, Pharmacy And Collection practices, writing for Research Grants and Industry-Academia Collaborations	



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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
Code of Ethics for Research for the Institution	Presented	5 MIN		HOD ORAL PATHOLOGY & DENTAL ANATOMY	To be prepared	Research, innovations and working group
Constitution of IEC and Implementation of all research projects with IEC clearance	Presented	5 MIN		HOD ORAL PATHOLOGY & DENTAL ANATOMY	To be implemented	Research, innovations and working group
Registration of PG students for Research methodology and bio statistics online workshop conducted by Dr. MGR Medical university	Presented			HOD ORAL PATHOLOGY & DENTAL ANATOMY	PG Students can Register for the workshop Registration date 19-04-2023 - 21-04-2023 - 30 credit points https://forms.gle/xswCZMmvcHPi_vjf49 https://www.tnmg.rmu.ac.in/images/DOE/Research%20Methodology%20Brochure_2023.pdf	Research, innovations and working group


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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					https://www.tnmg.rmu.ac.in/images/DOE/Research%20Methodology%20Planner%20and%20Announcement_2023.pdf	
Two-day workshop on scientific writing conducted by The Tamil Nadu Dr MGR University	Presented			HOD ORAL PATHOLOGY & DENTAL ANATOMY	On 26 th and 27th April 2023. Offline workshop - Interested pgs. and faculties can attend https://forms.gle/VoejbuenP7WKjzKP9 https://www.tnmg.rmu.ac.in/images/DOE/brochureapril2023.pdf	Research, innovations and working group
1.Orientation program for usage of e-library	Presented	5 MIN		Vigneshkumar	Program will be conducted on	Infrastructure and Learning resource PRINCIPAL



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
				dr	21.4. 2023.Resource person is Ms. Kirthiga, librarian.	committee
1. Soft skills programs	Presented	5 MIN	DIQA C-66		CRITERIA 5	Student support and progression committee
Faculty development programs 1.How to write research paper 2.Scope of nanotechnology in dentistry 3.Development of innovative products in Dentistry	Presented	5 MIN		Dhineshkumar C	Research session-FDP	Leadership and management committee
1.Gender equity program	Presented	5 MIN		HOD Conservative & Endodontics	Installation of cctv cameras Counselling	Institutional values and best practices committee



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					rooms	
<p>1.special clinics - geriatric clinic, implant, comprehensive, tobacco cessation, specially disabled, esthetic clinics</p> <p>2.SOP for the above clinics</p>	Presented	5 MIN		HOD Public Health Dentistry	Geriatric Clinic SOP - Geriatric Dental Clinic Implant Clinic SOP - Implant Dental Clinic TCC SOP - Tobacco Cessation Clinic Disabled patients SOP - Disabled Patients Clinic Aesthetic Clinic SOP - Aesthetic Clinic SOP for all the clinics has been framed and links to google docs were attached.	Patient care and outreach committee
Google review spreadsheet	Presented				College Google Review	Dr. J. Vijay Thiagarajan PRINCIPAL



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes	Working group
					google review spreadsheet	

NEW ACTION ITEMS

New Item	Due Date	Related files and Notes	Assignees	Working group
Re arrangement of oral surgery dept.		https://www.canva.com/design/DAFeA1WrXGU/WZEc2CHFIoMPMA5-icw-mg/edit?utm_content=DAFeA1WrXGU&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton	HOD Oral Surgery	
Request for Instruments for OMFS as per DCI /University norms		https://drive.google.com/file/d/12xgXyUZEw8L1By_6Y5lOj3v6roV6Os8H/view?usp=share_link	HOD Oral Surgery	

MEETING NOTES

1. Add on course- public health dentistry -

> Professional ethics (Speaker)

> Fire safety Program




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> Human values

All value-added courses to be conducted as per schedule without change.

2. Feedback analysis should be started

3. OBE -

Implemented through Quizzes

4. IA (each Month) for the entire year to be evaluated.

Rubrics should be formulated for internal assessment criteria and informed to everyone

Flip classroom - Video Assignments for every class (Camu) to given

Video basis assessment can be done using - Microsoft flip

Video based assessment to be given in batches either in Tamil or English.

5. Dental college - separate You tube channel to be started-Dr.Vijay thiyagarajan

6. Student council Members to be added as new verticals under **Yuva**

7. Upgrading nemoceph software (Dolphin, any other software?? To be discussed and updated in the next meeting.

8. Library program regarding e-resources to be conducted.

9. Intellectual Property rights to be conducted - June, August

10. IEC SOP to be completed in next month's meeting.

11. Intra oral camera (2-3) sharing B/w departments for recording and demo purposes in practicals.

12. Gender sensitivity programs to be implemented.

13. Google review spreadsheet for reviews for college from students to be implemented.

14. Dental college website to be reformed as per feedbacks-Dr. Vijay thiyagarajan.

15. Oral surgery dept shifting-done later after completion of pg. extension works.



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JKKN

Dental College & Hospital

CIRCULAR

Date- 06.03.2023

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir, Principal, Vice Principal & IQAC Co-Ordinator on 09.03.2023 in Board Room, Main Office at 10.00am to 11.30 am

K. Sankaravardhan
IQAC Coordinator

MEMBER SECRETARY
INSTITUTIONAL ETHICAL COMMITTEE
J.K.K. NATTRAJA DENTAL
COLLEGE & HOSPITAL
KUMARAPALAYAM - 638183.

[Signature]
Principal

CHAIR PERSON
INSTITUTIONAL ETHICAL COMMITTEE
J.K.K. NATTRAJA DENTAL
COLLEGE & HOSPITAL
KUMARAPALAYAM - 638183.



[Signature]
PRINCIPAL

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S.No	Name	Designation for IQAC Committee	Signature
1.	Dr.S.Elanchezhiyan	Chairperson	
2.	Mr. K.M. Rajendiran	Senior Administrative officer	<i>K. M. Rajendiran</i> 8.3.23
3.	Mrs.Ishwarya Lakshmi	Member of Accreditation and Institutional effectiveness	
4.	Dr. J. V. Karunakaran DR. VIJAY THIYAGARAJAN	Members faculty DTM	<i>[Signature]</i>
5.	Dr. J. V. Karunakaran	Members faculty	
6.	Dr. S. Dhanabalan	Members faculty	<i>[Signature]</i>
7.	Dr. P. Kamalakannan	Members faculty	<i>[Signature]</i>
8.	Dr. Vinodthangaswamy	Members faculty	<i>[Signature]</i>
9.	Dr. Sasi Kumar	Members faculty	<i>[Signature]</i>
10.	Dr.Sasi Rekha	Members faculty	<i>[Signature]</i>
11.	Dr.Naveen Raj	Members faculty	<i>[Signature]</i>
12.	Dr. V. Vigneshkumar	Members faculty	<i>V. Vignesh Kumar</i>
13.	Dr. A. Rajeshkumar	Members faculty	<i>[Signature]</i>
14.	Mr.Rozario Cyril	Members faculty	<i>[Signature]</i>
15.	Mrs. M. Karkuzhali	Members faculty	<i>[Signature]</i>
16.	Dr. V. Monica	Members faculty	<i>[Signature]</i>
17.	Dr. K. Praveena	Members faculty	<i>[Signature]</i>
18.	Dr. M. Radhika	Members faculty	<i>[Signature]</i>
19.	Dr. N. Kalaranjeni	Members faculty	<i>[Signature]</i>
20.	Mr. Mohammed Mufa	Nominee – Student	<i>K. K. Mufa</i>
21.	Miss. A. Sindhu	Nominee – Student	<i>A. Sindhu</i>
22.	Dr. Sundhar	Nominee – Student	<i>S. Sundhar</i>
23.	Dr. Jothilaksmi	Nominee – Student	<i>[Signature]</i>
24.	Miss. Yashwanthini.S.	Nominee – Student	<i>[Signature]</i>
25.	Mr. R. Thirumurukash	Nominee – Student	<i>[Signature]</i>
26.	Mr. P.MuthuPandy	Nominee – Student	<i>[Signature]</i>
27.	Miss S.MahaLakshmi	Nominee – Student	<i>[Signature]</i>
28.	Miss. Harshitha	Nominee – Student	<i>[Signature]</i>
29.	Mr. Kirubhakaran	Nominee – Student	<i>[Signature]</i>
30.	Dr.SakthiSaranyadevi	CO-ORDINATOR – IQAC	<i>[Signature]</i>

31. Nidharana M

32. Giridhar. Ravishan



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IQAC MEETING – ATTENDANCE

DATE: 09.03.2023

S.No	Name	Designation for IQAC Committee	Signature
1.	Mr. S. Ommsharravana	Members from Management	
2.	Dr.S.Elanchezhiyan	Chairperson	
3.	Mr. K.M. Rajendiran	Senior Administrative officer	
4.	Mrs.Ishwarya Lakshmi	Member of Accreditation and Institutional effectiveness	
5.	Dr. J. V. Karunakaran	Members faculty	
6.	Dr. S. Dhanabalan	Members faculty	
7.	Dr. P. Kamalakannan	Members faculty	Absent
8.	Dr. Vinodthangaswamy	Members faculty	Absent
9.	Dr. Sasi Kumar	Members faculty	
10.	Dr.Sasi Rekha	Members faculty	
11.	Dr.Naveen Raj	Members faculty	
12.	Dr. V. Vigneshkumar	Members faculty	
13.	Dr. A. Rajeshkumar	Members faculty	
14.	Dr. J. Vijaythiyagarajan	Members faculty	
15.	Mr. Rozario Cyril	Members faculty	
16.	Mrs. M. Karkuzhali	Members faculty	
17.	Dr. V. Monica	Members faculty	
18.	Dr. K. Praveena	Members faculty	
19.	Dr. M. Radhika	Members faculty	
20.	Dr. N. Kalaranjeni	Members faculty	
21.	Mr. Gowsik	Nominee – Student	
22.	Miss. A. Sindhu	Nominee – Student	
23.	Dr. Sundhar	Nominee – Student	
24.	Dr. Jothilaksmi	Nominee – Student	
25.	Miss. Yashwanthini.S.	Nominee – Student	
26.	Mr. R. Thirumurukash	Nominee – Student	
27.	Mr. P.MuthuPandy	Nominee – Student	
28.	Miss S. Maha Lakshmi	Nominee – Student	
29.	Miss. Harsitha	Nominee – Student	
30.	Mr. Kirubhakaran	Nominee – Student	
31.	Dr. Sakthi Saranyadevi	CO-ORDINATOR – IQAC	

32. Miss. Nidharana. M
33. Mr. Girdhar Raviselvan
34. Miss Selvasree. G

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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL,
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G. Selva -



9MAR 2023 | MONTHLY IQAC MEETING - DENTAL COLLEGE

Attendees: [Director JKKN Institutions Isvarya Lakshmi O Sakthi SaranyaDevi KHOD Oral medicine](#)
[PRINCIPAL JKKNDCH Sasi kumar P.K Dr S Dhanabalan HOD Public Health Dentistry Rozario](#)
[Cyril Praveena K Vinod Thangaswamy S Karunakaran JV Vigneshkumar dr Radhika M Kalaranjeni](#)
[NDR.KAMALAKANNAN PANDURANGAN Karkuzhali RAJENDIRAN K M \(C A O\)MOHAMED](#)
[MUFA kk S INDHU Surya AS Jothi Lakshmi RSYASHWANTHINI STHIRUMURUKASH](#)
[RMUTHU PANDY PMAHALAKSHMI SHarshitha P Kirubaaharan G Vice Principal JKKNDCH](#)

Objective of the Meeting:

Facilitator	Note Taker	Meeting Type	Next Meeting	Absentees
Sakthi SaranyaDevi K	ieteam@jkkn.ac.in	In Person		DR.KAMALAKANNAN PANDURANGAN VinodThangaswamy S

PREPARATION FOR MEETING

Please Read:

Please Bring:

ACTION ITEMS FROM PREVIOUS MEETING

Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team
In progress	Ethical Committee	22 Feb	sop to be formatted		



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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team
	registration		Registration to be done	Rajesh kumar A	
In progress	Regarding Dental college website creation	14 Feb	Website on trial run, we have seeked feedback from students.	Vice Principal JKKN DCH	
Completed	Green campus	10 Feb	https://team.jiccate.solutions/_module/agile/view/issue/13197 Flowlu link for the task.	HOD Public Health Dentistry	
In progress	Regarding NAAC progression	10 Feb		HOD Oral medicine	Criteria 1 and 5 - 80% of document work completed. Committees are Framed




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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team
					and assigned work to prepare the policies and responsibilities of the committee Committees
In progress	Endo dept shifting	7 Mar		PRINCIPAL JKKNDCH	opposite building ground floor for UG and PG clinics ...preclinical UG should remain in same space... OR Extend the PG and UG department to present



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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team
					library space and library to ground floor Awaiting approval and suggestions from principal and management
In progress	Shifting library			Vigneshkumar dr	1.Library books, journal & related files shifted to dental college ortho department building ground floor 2. Library partition work is going on


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Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team
Completed	Alumni Insight	27.02.2023	Dr. Abirami, PG Alumni presented digital techniques in impression Hands on demo- Carestream scanner, Dexis -v dent- software demo	Sasi kumar P.K	

AGENDA ITEMS

Item	Status	Time Allotted	IQAC Task no	Presenter	Notes
Curriculum and Assessment	Presented	5 MIN		Sasi kumar P.K	<ol style="list-style-type: none"> Weekly OSCE - department wise presented Implant demo with split ridge technique by using piezo surgery in

PERIODONTICS & PRINCIPAL

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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes
					<p>PROSTHODONTICS (PG students)</p> <p>3. Clinical society meeting was conducted</p> <p>4. Research methodology session conducted for staff</p> <p>5. Sessional exam was planned for exam going BDS students</p> <p>6. IA marks framed as per discussion and need to be update in google sheet and shared to all departments</p>
Purchase of lockers and locker policy	Presented	5 min		Dr.K.M.RA JENDIRAN (PRINCIPAL) Karkuzhali	
Patient welfare	Not Presented	5MIN		Karunakara n JV	




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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes
Students outpass permission	Presented	5min		PRINCIPAL J.K.K.NDCH	
Automated technology to patients progression	Presented	5 min		HOD Public Health Dentistry	<ol style="list-style-type: none"> Regular automated texts to patients came for dental op and camps have been sent via WhatsApp for further appointment bookings and getting feedback from patients. As discussed in last month's IQAC meeting, 2 new columns for patient's diagnosis and recall have been added for the new entries. https://team.jicate.solutions/module/task/view/task/49189 Task link For patients' progression purpose, as per MD sir's instruction in dental hospital review meeting,

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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes
					<p>the Patient Success Journey Manager program was started & Interns will play a crucial part in this program.</p> <p>https://docs.google.com/spreadsheets/d/1sNoBKUDxsfMkF3m3eNnSUPJpVjN5KKFDfugtI5Tcr2M/edit?usp=sharing</p> <p>Google sheet link</p>
Estate and Maintenance Department	Not Presented	5 MIN		Dr. K.M. RAJENDIRAN (PRINCIPAL)	
Library	Not Presented	5 MIN		Vigneshkumar dr	
Ranking and Accreditation Committee	Not Presented	5 MIN		HOD Oral medicine	
Finance	Not Presented	5 MIN		Vinod	



Item	Status	Time Allotted	IQAC Task no	Presenter	Notes
				Thangaswamy S	
Learner's Development	Not Presented	5 MIN		Karkuzhali	
Facilitator's Development	Not Presented	5 MIN		PRINCIPAL JJKNDCH	


NEW ACTION ITEMS

New Item	Due Date	Related files and Notes	Assignees
1. Faculty Development program	10.05.2023	To enrich and update the knowledge, this need to be conducted based on COE of each department aligning	Sasi Kumar P.K
2. Research Methodology class for SIG group			Radhika M
3. Department -wise COE road map in force 1. OSCE 2. Alumni Insight 3. Hands on workshop 4. Clinical society meeting		Academic Department Transformation to a COE Jkkn's department positioning statement	Sasi Kumar P.K




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New Item	Due Date	Related files and Notes	Assignees
5. CDE program 6. pre-clinical competitions 7. Inter departmental case discussion			
4. SOP for Final BDS student & MDS students- Department wise	14.05.2023	SOP for activities of the Youth Empowerment Team in JKKN College	Sasi Kumar P.K
5. Regarding co- curricular activities		REGARDING WOMEN PHYSICAL DIRECTOR APPOINTMENT. NATIONAL/STATE LEVEL SPORTS TO BE CONDUCTED.	Rozario Cyril
6. OBE based weekly assessment framed			
7. Based on OBE -tutorial hours discussed			
8. Every class end a 15 minutes google meet for doubt or slow learners to learn more			
Patient Welfare		New Sim card to be provided. Need patient phone number. Not a family member's phone number.	
protocol in patients'		Need to be more than in charges.	



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New Item	Due Date	Related files and Notes	Assignees
appointments		Day to day the sheet. Need to ready for SOP.	
Digital Appointment Directory			

MEETING NOTES

1. Ethical committee registration to be completed within one month. SOP should be formed and discussed in iqac meeting.
2. Feedback for the new website should be analyzed and submitted.
3. NAAC details - student details, department activities to be submitted in the portal before 11.03.22. AQAR to be for 2022-2023.
4. Green campus to collaborate with the pharmacy and Dental college for research purpose. Green campus to be done near the new pedo block.
5. Library partition to be done.
6. The Internal Assessment mark is framed to be implemented.
7. YouTube links related to theory class should be uploaded prior to class and quizziz app should be used for evaluation of learners.
8. Special Doubt clearing sessions should be done through google meet on the same day. This should be implemented and feed back to given during next meeting.
9. quizziz report to be updated in Camu.
10. Need of Classroom podium and mic for classrooms
11. OBE implementation feedback after every class. - feedback taken and assessed during the next meeting.
12. Locker policies to be framed.
13. Canteen - Food to order online as there is difficulty for interns to have lunch due to clinical hours. Meals to be available for students in the canteen.



14. Automated technology - feedback to be updated reg appts.2 interns to be posted in each pg. depts to monitor the appts properly. Digital appointment directory to be framed.
15. IIC details to be modified and updated
16. COE to be aligned with other activities of the departments.
17. Faculty development program to be conducted - once in 4 months.
18. Women physical directors' recruitment to be done
19. Every class end, 15 minutes google meet for doubt or slow learners to learn more



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CIRCULAR

Date- 09.02.2023

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir, Principal, Vice Principal & IQAC Co-Ordinator on 13.02.2023 in Board Room, Main Office at 10.00am to 11.30 am

IQAC Coordinator

MEMBER SECRETARY
INSTITUTIONAL ETHICAL COMMITTEE
J.K.K. NATTRAJA DENTAL
COLLEGE & HOSPITAL
KUMARAPALAYAM - 638183.

Principal

CHAIR PERSON
INSTITUTIONAL ETHICAL COMMITTEE
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No	Name	Designation for IQAC Committee	Signature
1.	Dr.S.Elanchezhiyan	Chairperson	
2.	Mr. K.M. Rajendiran	Senior Administrative officer	
3.	Mrs.Ishwarya Lakshmi	Member of Accreditation and Institutional effectiveness	
4.	Dr. Karthi	Members faculty	
5.	Dr. KavinThangavelu	Members faculty	
6.	Dr.G. Rajeshwar	Members faculty	
7.	Dr. Anoop Samuel	Members faculty	
8.	Dr.C.Dhinesh Kumar	Members faculty	
9.	Dr. Sasi Kumar	Members faculty	
10.	Dr.Sasi Rekha	Members faculty	
11.	Dr.Naveen Raj	Members faculty	
12.	Dr. K.U. Nallasivam	Members faculty	
13.	Dr. V. Vigneshkumar	Members faculty	
14.	Dr.SakthiSaranyadevi	Members faculty	
15.	Dr. S.Santhosh	Members faculty	
16.	Mr.Rozario Cyril	Members faculty	
17.	Mrs. M. Karkuzhali	Members faculty	
18.	Dr. J. Swathi Raman	Members faculty	
19.	Mr. S.S.AkilPrawin	Nominee – Student	
20.	Ms. A.Nandhitha	Nominee – Student	
21.	Miss. R. Durgadevi	Nominee – Student	
22.	Mr. Mohammed Mufa	Nominee – Student	
23.	Miss. A. Sindhu	Nominee – Student	
24.	Dr. Sundhar	Nominee – Student	
25.	Dr. Jothilaksmi	Nominee – Student	
26.	Miss. Yashwanthini.S.	Nominee – Student	
27.	Mr. R. Thirumurukash	Nominee – Student	
28.	Mr. P.MuthuPandy	Nominee – Student	
29.	Miss S.MahaLakshmi	Nominee – Student	
30.	Miss. Harsitha	Nominee – Student	
31.	Dr.S.Prem Kumar	CO-ORDINATOR – IQAC	

33. Vidharsanam

student

34. Vidharan R

student



PRINCIPAL

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IQAC MEETING - ATTENDANCE

DATE : 13.02.2023

No	Name	Designation for IQAC Committee	Signature
1.	Mr. S. Ommsharravana	Members from Management	<i>[Signature]</i>
2.	Dr.S.Elanchezhiyan	Chairperson	<i>[Signature]</i>
3.	Mr. K.M. Rajendiran	Senior Administrative officer	<i>[Signature]</i>
4.	Mrs.Ishwarya Lakshmi	Member of Accreditation and Institutional effectiveness	
5.	Dr. Karthi	Members faculty	
6.	Dr. KavinThangavelu	Members faculty	<i>[Signature]</i>
7.	Dr.G. Rajeshwar	Members faculty	
8.	Dr. Anoop Samuel	Members faculty	<i>[Signature]</i>
9.	Dr.C.Dhinesh Kumar	Members faculty	<i>[Signature]</i>
10.	Dr. Sasi Kumar	Members faculty	<i>[Signature]</i>
11.	Dr.Sasi Rekha	Members faculty	<i>[Signature]</i>
12.	Dr.Naveen Raj	Members faculty	<i>[Signature]</i>
13.	Dr. K.U. Nallasivam	Members faculty	
14.	Dr. V. Vigneshkumar	Members faculty	<i>[Signature]</i>
15.	Dr.SakthiSaranyadevi	Members faculty	<i>[Signature]</i>
16.	Dr. S.Santhosh	Members faculty	<i>[Signature]</i>
17.	Mr.Rozario Cyril	Members faculty	<i>[Signature]</i>
18.	Mrs. M. Karkuzhali	Members faculty	<i>[Signature]</i>
19.	Dr. J. Swathi Raman	Members faculty	
20.	Mr. S.S.AkilPrawin	Nominee - Student	
21.	Ms. A.Nandhitha	Nominee - Student	
22.	Miss. R. Durgadevi	Nominee - Student	
23.	Mr. Mohammed Mufa	Nominee - Student	<i>[Signature]</i>
24.	Miss. A. Sindhu	Nominee - Student	<i>[Signature]</i>
25.	Dr. Sundhar	Nominee - Student	<i>[Signature]</i>
26.	Dr. Jothilaksmi	Nominee - Student	
27.	Miss. Yashwanthini.S.	Nominee - Student	
28.	Mr. R. Thirumurukash	Nominee - Student	
29.	Mr. P.MuthuPandy	Nominee - Student	
30.	Miss S.MahaLakshmi	Nominee - Student	<i>[Signature]</i>
31.	Miss. Harshitha	Nominee - Student	
32.	Dr.S.Prem Kumar	CO-ORDINATOR - IQAC	<i>[Signature]</i>

23 Nidharsana.M

student

24. Gnidhar. R

student



PRINCIPAL

Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KOMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

13FEB 2023 | MONTHLY IQAC MEETING - DENTAL COLLEGE

Attendees: [GIRIDHAR R MAHALAKSHMI S Karkuzhali Premkumar S Dhinesh Kumar C THIRUMURUKASH R Akil prawin S Isvarya Lakshmi O MUTHU PANDY P Sakthi SaranyaDevi K Jothi Lakshmi RS HOD Conservative & Endodontics NIVETHA BHARATHI n Director JKKN Institutions HOD Orthodontics Durga devi r HOD Public Health Dentistry PRINCIPAL JKKN DCH MOHAMED MUFA kk YASHWANTHINI S SANTHOSH S HOD Oral medicine Rajeshwar G SUNDHAR S Rozario Cyril](#)

Objective of the Meeting:


Facilitator	Note Taker	Meeting Type	Next Meeting	Absentees
Premkumar S	ieteam@jkkn.ac.in	In Person		-

PREPARATION FOR MEETING

Please Read:


Please Bring:

ACTION ITEMS FROM PREVIOUS MEETING

Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team
In progress	Ethical Committee	22 Feb		Dhinesh Kumar	Health research, 



PRINCIPAL
Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team
	registration		planned for Online training session for ethical committee registration	C	clinical trials reg, members include, Pharmacology. Consultation with expert and online training.
In progress	Regarding Dental college website creation	14 Feb	Started work, designing completed. Now under process of department content upload. We will complete the work and update in next Week sprint sir.	Vice Principal JKKNDCH	Completed and update in sprint
In progress	Green campus	10 Feb	Process started. Will be accomplished with help of our NSS unit. Conducted a NSS volunteer- run initiative for waste segregation and cleaning the area to contribute towards the goal.	HOD Public Health Dentistry	In progress
In progress	Regarding NAAC	10 Feb	https://docs.google.com/document/d/19qI3n-wqc-YZkrDzGbb3S12Q_IJO9V	HOD Oral medicine	Photos for infrastructure and  sign boards need

PRINCIPAL

Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.



Status	Item	Due Date	Related files and Notes	Assignees	Follow up Notes by IE Team
			q8ei0Bvp- c5sI/edit?usp=sharing		
In progress	Endo dept shifting	10 Feb	Needs confirmation whether its ground floor of opposite building or same building first floor	HOD Conservative & Endodontics	opposite building ground floor for UG and PG clinics ...preclinical UG should remain in same space... OR Extend the PG and UG department to present library space and library to ground floor Awaiting approval and suggestions from principal and management



AGENDA ITEMS

Item	Status	Time Allotted	IQAC Task no	Presenter	Notes
Curriculum and Assessment	Presented	5 MIN		Dhinesh Kumar C	1.Criteria for IA marks 35% formative, 25% summative assessment, 20%-clinical cases, conferences, innovation, research, 10%-Sports, cultural, organizing events and participation 10%, attention in classes and other academic activities, measurement of involvement, patient management
Locker policy	Presented	5 min	DIQAC-256	Premkumar S	Locker number needs to be increased
Library issues	Presented	5MIN	DIQAC-146	PRINCIPAL JKKNDCH	New Librarian short listed
Students out pass permission	Presented	5min		PRINCIPAL JKKNDCH	Student Out pass requisition letter to be submitted,




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TAMILNADU.

Item	Status	Time Allotted	IQAC Task no	Presenter	Notes
Automated technology to patients	Presented	5 min		HOD Public Health Dentistry	Done and automated texts for getting feedbacks sent to 1200 patients so far. Have to add diagnosis and treatment columns for future follow-ups and for appointments taking. To manage the patient appointment and follow up To do for student's emergency leave??
Estate and Maintenance Department	Not Presented	5 MIN		Liru	
Library	Presented	5 MIN		HOD Conservative & Endodontics	shifting library
Ranking and Accreditation Committee	Presented	5 MIN		HOD Oral medicine	Received sign boards and it has to be fixed NAAC infrastructure requirement list has prepared
Finance	Presented	5 MIN		Sakthi SaranyaDev i K	Incurring some of the alumni funds to buy some rare book collections for library and patient educational models, equipment's

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Item	Status	Time Allotted	IQAC Task no	Presenter	Notes
					schedule alumni activity for academic year.
Learner's Development	Presented	5 MIN		Karkuzhali	formative and summative assessment to be implemented
Facilitator's Development	Not Presented	5 MIN		PRINCIPAL J.K.K.N.D.C.H	

NEW ACTION ITEMS

New Item	Due Date	Related files and Notes	Assignees
Book Bank			Dental Library

MEETING NOTES

1.Criteria for IA marks

70% for academics, 25% for extracurricular activities, 25% for research and innovation.

70% Academics- 50- theory, practical's, 20%-patient management, conferences, innovation, research, 25%- Sports, cultural, attending camps-10%.

Marks for intra and inter college events participation. -

Indoor stadium court maintenance & light arrangements for the badminton court.




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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.



CIRCULAR

Date- 09.01.2023

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir, Principal, Vice Principal & IQAC Co-Ordinator on 12.01.2023 in Board Room, Main Office at 10.00am to 11.30 am


IQAC Coordinator


Principal




PRINCIPAL
Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

No	Name	Designation for IQAC Committee	Signature
1.	Dr.S.Elanchezhian	Chairperson	
2.	Mr. K.M. Rajendiran	Senior Administrative officer	12-11-23
3.	Mrs.Ishwarya Lakshmi	Member of Accreditation and Institutional effectiveness	
4.	Dr. Karthi	Members faculty	
5.	Dr. KavinThangavelu	Members faculty	
6.	Dr.G. Rajeshwar	Members faculty	
7.	Dr. Anoop Samuel	Members faculty	
8.	Dr.C.Dhinesh Kumar	Members faculty	
9.	Dr. Sasi Kumar	Members faculty	
10.	Dr.Sasi Rekha	Members faculty	
11.	Dr.Naveen Raj	Members faculty	
12.	Dr.SakthiSaranyadevi	Members faculty	
13.	Dr. S.Santhosh	Members faculty	
14.	Mr.Rozario Cyril	Members faculty	
15.	Mrs. M. Karkuzhali	Members faculty	
16.	Dr. J. Swathi Raman	Members faculty	
17.	Mr. S.S.AkilPrawin	Nominee – Student	
18.	Ms. A.Nandhitha	Nominee – Student	
19.	Miss. R. Durgadevi	Nominee – Student	
20.	Dr. Sundhar	Nominee – Student	
21.	Dr. Jothilaksmi	Nominee – Student	
22.	Miss. Yashwanthini.S.	Nominee – Student	
23.	Mr. R. Thirumurukash	Nominee – Student	
24.	Mr. P.MuthuPandy	Nominee – Student	
25.	Miss S.MahaLakshmi	Nominee – Student	
26.	Dr.S.Prem Kumar	CO-ORDINATOR – IQAC	

27. Dr.K.V. NALLAIVAM

members faculty

28. A. Mohana

IE Team

A. myl.



PRINCIPAL

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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

IQAC MEETING - ATTENDANCE

DATE : 12.01.2023

S.No	Name	Designation for IQAC Committee	Signature
1	Mr. S. Ommsharravana	Members from Management	
2	Dr.S.Elanchezhiyan	Chairperson	
3	Mr. K.M. Rajendiran	Senior Administrative officer	
4	Mrs.Ishwarya Lakshmi	Member of Accreditation and Institutional effectiveness	
5	Dr. Karthi	Members faculty	
6	Dr. KavinThangavelu	Members faculty	
7	Dr.G. Rajeshwar	Members faculty	
8	Dr. Anoop Samuel	Members faculty	
9	Dr.C.Dhinesh Kumar	Members faculty	
10	Dr. Sasi Kumar	Members faculty	
11	Dr.Sasi Rekha	Members faculty	
12	Dr.Naveen Raj	Members faculty	
13	Dr.SakthiSaranyadevi	Members faculty	
14	Dr. S.Santhosh	Members faculty	
15	Mr.Rozario Cyril	Members faculty	
16	Mrs. M. Karkuzhali	Members faculty	
17	Dr. J. Swathi Raman	Members faculty	
18	Mr. S.S.AkilPrawin	Nominee - Student	
19	Ms. A.Nandhitha	Nominee - Student	
20	Miss. R. Durgadevi	Nominee - Student	
21	Dr. Sundhar	Nominee - Student	
22	Dr. Jothilaksmi	Nominee - Student	
23	Miss. Yashwanthini.S.	Nominee - Student	
24	Mr. R. Thirumurukash	Nominee - Student	
25	Mr. P.MuthuPandy	Nominee - Student	
26	Miss S.MahaLakshmi	Nominee - Student	
27	Dr.S.Prem Kumar	CO-ORDINATOR - IQAC	

28. Dr.K.V.Nallasivam

members faculty

29. A. Mohana

JE TERM



PRINCIPAL

Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KOMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

12 JAN 2023 | MONTHLY IQAC MEETING - DENTAL COLLEGE

Attendees: [GIRIDHAR R MAHALAKSHMI S Karkuzhali Premkumar S Dhinesh Kumar C THIRUMURUKASH R Akil prawin S Isvarya Lakshmi O MUTHU PANDY P Sakthi SaranyaDevi K Jothi Lakshmi RS RAJENDIRAN K M \(C A O\) Vice Principal JKKNDCH Sasi Kumar P.K Rozario Cyril HOD Conservative & Endodontics NIVETHA BHARATHI n Director JKKN Institutions HOD Orthodontics Durga devi r HOD Public Health Dentistry PRINCIPAL JKKNDCH MOHAMED MUFA kk YASHWANTHINI S SANTHOSH S HOD Oral medicine Rajeshwar G SUNDHAR S](#)

Objective of the Meeting:

Facilitator	Note Taker	Meeting Type	Next Meeting	Absentees
Premkumar S	ieteam @jkkn.ac.in	In Person		HOD Orthodontics, Akil prawin S , Durga devi r, Jothi Lakshmi RS,

PREPARATION FOR MEETING

Please Read:

Please Bring:

ACTION ITEMS FROM PREVIOUS MEETING

Status	Item	Du e Date	Related files and Notes	Assignees	Follow up Notes by IE Team



PRINCIPAL
Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KOMARAPALAYAM, NAMAKKAL - 638 183.
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In progress	College day & convocation day	completed	Discussion about Chief guest and others Reg Alumni chief guest	Dhinesh Kumar C	May contact university
In progress	Alumni Meet	completed	Registration Link: https://docs.google.com/forms/d/e/1FAIpQLScXIjw21yIBAN1hukcR8JSPVLJt-WTCnJBptegJ0ZpuPqRzM/viewform?usp=sf_link Invitation Designed- 16th at 12 pm Need to create a Google form for convocation registration with payment option. Need to arrange lunch for parents & students (2000 Rs). Google form included option for accompanying person. Alumni Registration fee 200 Rs for Alumni meeting. Need to create convocation Invitation	Sasi Kumar P.K	Alumni meet 16th December Invitation posted social media. Convocation day register fees 2000 including lunch, 2 people accompanying person. create google form.



Status	Item	Du e Date	Related files and Notes	Assignees	Follow up Notes by IE Team
In progress	DCI Inspection	compl eted		PRINCIPAL JKKNDCH	
In progress	Ethical Committee registration		planned for Online training session for ethical committee registration	Dhinesh Kumar C	Health research, clinical trials reg, members include, Pharmacology. Consultation with expert and online training.
In progress	Regarding Dental college website creation		Started work, designing completed. Now under process of department content upload. We will complete the work and update in next Week sprint sir.	Vice Principal JKKNDCH	Completed and update in sprint
In progress	Green campus		Process started. Acquired 150 saplings. Will be accomplished with help of our NSS unit. Conducted a NSS volunteer- run initiative for	HOD Public Health Dentistry	In progress



PRINCIPAL

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KUMARAPALAYAM, NAMAKKAL - 638 183.
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Status	Item	Du e Date	Related files and Notes	Assignees	Follow up Notes by IE Team
			waste segregation and cleaning the area to contribute towards the goal.		
In progress	Regarding NAAC		https://docs.google.com/document/d/19qI3n-wqc-YZkrDzGbb3S12Q_IJO9Vq8ei0Bvp-c5sI/edit?usp=sharing	HOD Oral medicine	Photos for infrastructure and sign boards need
In progress	Endo dept shifting		Needs confirmation whether its ground floor of opposite building or same building first floor	HOD Conservative & Endodontics	opposite building ground floor for UG and PG clinics ...preclinical UG should remain in same space... OR Extend the PG and UG department to present library space and library to ground floor



Status	Item	Du e Date	Related files and Notes	Assignees	Follow up Notes by IE Team
					Awaiting approval and suggestions from principal and management
In progress	Student locker renovation			RAJENDIRAN K M (C A O)	Locker needs to be renewed.3 days' notice for students to vacate the locker.

AGENDA ITEMS

Item	Status	Time Allotted	Presenter	Notes
Curriculum and Assessment	Not Presented	5 MIN	Dhinesh Kumar C	1.Research Review board for PG student's thesis 2.Clinical society meeting for presentation of clinical cases and recent treatment modalities




PRINCIPAL

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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

Item	Status	Time Allotted	Presenter	Notes
				3. Formation of student volunteers for curriculum- Create team leaders for each class, form a learner's council.
Entrepreneurship Innovation and Research Centers	Not Presented	5 MIN	Rajeshwar G	
Estate and Maintenance Department	Not Presented	5 MIN		
Library	Not Presented	5 MIN	HOD Conservative & Endodontics	
Ranking and Accreditation Committee	Not Presented		HOD Oral medicine	Uploading documents to PI360 and issues are submitted to the CAMU team
Finance	Not Presented	5 MIN	Sakthi SaranyaDevi K	
Learner's Development	Not Presented	5 MIN	Vice Principal JKKNDCH	
Facilitator's	Not Presented	5 MIN	PRINCIPAL	




PRINCIPAL

Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

Item	Status	Time Allotted	Presenter	Notes
Development			JKKNDCH	
	Not Presented			

NEW ACTION ITEMS

New Item	Due Date	Related files and Notes	Assignees
		--	

MEETING NOTES

Minutes of meeting

-held on 12.1.2023 @10.00 am

1. Awareness reg RTA- coordinate with other institutions reg NSS, Speed breaker in service road near college.
2. Celebration reg Road safety week - YUVA organization
3. World volunteer's day- every student should volunteer on any social activities
4. Creating academic calendar- to be created for current year (days to be celebrated)
5. Formation of student volunteers for curriculum- Create team leaders for each class, form a learner's council for students.
6. Conducting laser training course- starting implant course, after which laser training will be initiated. Need to buy a laser unit? Based on students participating.
7. Conducting sports meet international level and national level- 6 sports/ games tournaments like badminton, basketball. Kho Kho, volleyball, kabaddi, wrestling to be conducted at



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National level by the whole JKKN institution in a clubbed manner for every 2 months. Open tournaments as JKKN institution

8. Value added course- Photographic course can be initiated after starting visual communication.
9. Complete digitalized learning - Smart class rooms for students and also seminar rooms along with projector for dept. For teaching content, we need to update PPT. OBE implementation. White board with interactive projector this will be recorded so that absentees can also be learned.
10. Wi-fi problem should be rectified.
11. Students' locker- Frame a policy for locker usage.
12. OBE implementation should be completed ASAP. Demo classes will be given. Classes should be started based on OBE by FEB 1st.
13. Based on existing syllabus PO- CO should be framed. (What are all the things which can be done by a facilitator that need to be updated). Topic level Outcome should be assessed after each class.
14. **From 1st year onwards students can be sent for clinical postings weekly one hr. Timetable and protocol should be framed. Experiential learning should be implemented. Learning Outcome should be measured.**
15. Conducting Symposium for special case discussions- **Each month alumni can be called for an interactive lecture. Clinical society meeting - Banner or an invitation should be done on Canva and social media. Naming for clinical society meetings can be framed more attractive.**
16. College magazine - using Canva, Emails can be sent to every dentist all over India. Device a policy for that. College website through Insta by web stories, Reels.
17. Ranking and accreditation - Camu, Pi360 there is an issue in uploading events. Current and last year reports, dept activities should be updated ASAP. Staff details need to be updated. Staff profile and publication details need to be added. Student achievements, Hod profile mentor mentees details issue should be rectified.
18. Formation of herbal garden- Requirements for gardening purposes.



19. Question banks based on higher order thinking for sessional exams should be implemented. Students should be practiced accordingly. MCQs based on higher order thinking should be done in Google sheets.
20. **MCQs can be added in sessional exams for an extra half an hour. Internal marks are not based on this MCQ. This is for practicing purposes.**
21. Question bank should be updated in Camu. Google sheets need to be maintained.
22. Ethical committee- Institutional Review board meeting for pgs. For every 3- 4-month short meetings can be held for short study and thesis purposes.
23. Post graduate students need to be trained for literature review purposes.
24. Female physical director for dental college.
25. Librarian need to be appointed for dental college.






CIRCULAR


Date- 02.12.2022

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir, Principal, Vice Principal & IQAC Co-Ordinator on 06.12.2022 in Board Room, Main Office at 10.00am


IQAC Coordinator


Principal




PRINCIPAL
Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

No	Name	Designation for IQAC Committee	Signature
1.	Dr.S.Elanchezhiyan	Chairperson	
2.	Mr. K.M. Rajendiran	Senior Administrative officer	
3.	Mrs.Ishwarya Lakshmi	Member of Accreditation and Institutional effectiveness	
4.	Dr. Karthi	Members faculty	
5.	Dr. KavinThangavelu	Members faculty	
6.	Dr.G. Rajeshwar	Members faculty	
7.	Dr. Anoop Samuel	Members faculty	
8.	Dr.C.Dhinesh Kumar	Members faculty	
9.	Dr. Sasi Kumar	Members faculty	
10.	Dr.Sasi Rekha	Members faculty	
11.	Dr.Naveen Raj	Members faculty	
12.	Dr.SakthiSaranyadevi	Members faculty	
13.	Dr. S.Santhosh	Members faculty	
14.	Mr.Rozario Cyril	Members faculty	
15.	Mrs. M. Karkuzhali	Members faculty	
16.	Dr. J. Swathi Raman	Members faculty	
17.	Mr. S.S.AkilPrawin	Nominee – Student	
18.	Ms. A.Nandhitha	Nominee – Student	
19.	Miss. R. Durgadevi	Nominee – Student	
20.	Dr. Sundhar	Nominee – Student	
21.	Dr. Jothilaksmi	Nominee – Student	
22.	Miss. Yashwanthini.S.	Nominee – Student	
23.	Mr. R. Thirumurukash	Nominee – Student	
24.	Mr. P.MuthuPandy	Nominee – Student	
25.	Miss S.MahaLakshmi	Nominee – Student	
26.	Dr.S.Prem Kumar	CO-ORDINATOR – IQAC	

27. A. Mohana

IE Team

28. Dr. K. V. Maheshwari

MEMBERS Faculty

A. Manoj

PRINCIPAL

Dr S ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.



IQAC MEETING - ATTENDANCE

DATE : 06.12.2022

No	Name	Designation for IQAC Committee	Signature
1	Mr. S. Ommsharravana	Members from Management	
2	Dr.S.Elanchezhiyan	Chairperson	
3	Mr. K.M. Rajendiran	Senior Administrative officer	
4	Mrs.Ishwarya Lakshmi	Member of Accreditation and Institutional effectiveness	
5	Dr. Karthi	Members faculty	
6	Dr. KavinThangavelu	Members faculty	
7	Dr.G. Rajeshwar	Members faculty	
8	Dr. Anoop Samuel	Members faculty	
9	Dr.C.Dhinesh Kumar	Members faculty	
10	Dr. Sasi Kumar	Members faculty	
11	Dr.Sasi Rekha	Members faculty	
12	Dr.Naveen Raj	Members faculty	
13	Dr.SakthiSaranyadevi	Members faculty	
14	Dr. S.Santhosh	Members faculty	
15	Mr.Rozario Cyril	Members faculty	
16	Mrs. M. Karkuzhali	Members faculty	
17	Dr. J. Swathi Raman	Members faculty	
18	Mr. S.S.AkilPrawin	Nominee - Student	
19	Ms. A.Nandhitha	Nominee - Student	
20	Miss. R. Durgadevi	Nominee - Student	
21	Dr. Sundhar	Nominee - Student	
22	Dr. Jothilaksmi	Nominee - Student	
23	Miss. Yashwanthini.S.	Nominee - Student	
24	Mr. R. Thirumurukash	Nominee - Student	
25	Mr. P.MuthuPandy	Nominee - Student	
26	Miss S.MahaLakshmi	Nominee - Student	
27	Dr.S.Prem Kumar	CO-ORDINATOR - IQAC	
28	P. Mohana	IE Team	
29	Dr. K. V. Nallasivam	member faculty	

12 DEC 2022 | MONTHLY IQAC MEETING - DENTAL COLLEGE

Attendees: [GIRIDHAR R MAHALAKSHMI S Karkuzhali Premkumar S Dhinesh Kumar C THIRUMURUKASH R Akil prawin S Isvarya Lakshmi O MUTHU PANDY P Sakthi SaranyaDevi K Jothi Lakshmi RS RAJENDIRAN K M \(C A O\) Vice Principal JKKNDCH Sasi Kumar P.K Rozario Cyril HOD Conservative & Endodontics NIVETHA BHARATHI n Director JKKN Institutions HOD Orthodontics Durga devi r HOD Public Health Dentistry PRINCIPAL JKKNDCH MOHAMED MUFA kk YASHWANTHINI S SANTHOSH S HOD Oral medicine Rajeshwar G SUNDHAR S](#)

Objective of the Meeting: monthly IQAC meeting

Facilitator	Note Taker	Meeting Type	Next Meeting	Absentees
Premkumar S	Swathira man J	In Person		MAHALAKSHMI S, THIRUMURUKASH R, SUNDHAR S, Akil prawin S, Jothi Lakshmi RS, MUTHU PANDY P

ACTION ITEMS FROM PREVIOUS MEETING

Item	Status	Due no Date	Related files and Notes	Assignees
	In progress			




PRINCIPAL
Dr S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KOMARAPALAYAM, NAMAKKAL - 638 183.
TAMILNADU.

AGENDA ITEMS

Item	Status	Time Allotted	Presenter	Notes
College day & convocation day	Presented	10 min	Dhinesh Kumar C	Discussion about Chief guest and others Reg Alumni chief guest
Alumni Meet	Presented	5 min	Sasi Kumar P.K	Registration Link: https://docs.google.com/forms/d/e/1FAIpQLScXIjw21yIBAN1hukcR8JSPVLJt-WTCnJBptegJ0ZpuPqRzMA/viewform?usp=sf_link Invitation Designed- 16th at 12 pm Need to create a Google form for convocation registration with payment option. Need to arrange lunch for parents & students (2000 Rs). Google form included option for accompanying person. Alumni Registration fee 200 Rs for Alumni meeting. Need to create convocation Invitation
	Presented	10 min	PRINCIPAL	




PRINCIPAL
 Dr. S. ELANCHEZHIAN, MDS.,
 J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
 KUMARAPALAYAM, NAMAKKAL - 638 183.
 JKKN TAMILNADU.

Item	Status	Time Allotted	Presenter	Notes
Inspection			JKKNDCH	
Ethical Committee registration	Presented	5 min	Dhinesh Kumar C	Planned for Online training session for ethical committee registration
Regarding Dental college website creation	Presented	5 min	Vice Principal JKKNDCH	Started work, designing completed. Now under process of department content upload. We will complete the work and update in next Week sprint sir.
Green campus	Presented	5 min	HOD Public Health Dentistry	Process started. Acquired 150 saplings. Will be accomplished with help of our NSS unit.
Regarding NAAC	Presented	10 min	HOD Oral medicine	https://docs.google.com/document/d/19qI3n-wqc-YZkrDzGbb3S12Q_IJO9Vq8ei0Bvp-c5sI/edit?usp=sharing
Endo dept shifting	Presented	5 min	HOD Conservative & Endodontics	Needs confirmation whether its ground floor of opposite building or same building first floor
Student locker renovation	Presented	5 min	RAJENDIRA N K M (C A O)	



NEW ACTION ITEMS

New Item	Due Date	Related files and Notes	Assignees
Ethical Committee registration			Dhineshkumar C
Electrician work pending			RAJENDIRAN K M (C A O)

MEETING NOTES

Minutes of Meeting

held on 6.12.2022 @ 10.00 am

1. College day chief guest- may contact The Registrar, University
2. Alumni meet- +40 reg, invitation posted in social media
3. Convocation day- registration fees 2000 including lunch, need to create a google form for registration which includes no of people accompanying, veg/non-veg, amount to be refunded.
4. Ethical committee registration- Dept of health research, clinical trials reg, members to be included - MD pharmacology, Legal person, Lay person. Consultation with external expert and Online training
5. Dental college website- To be completed and updated In Sprint Next week.
6. NAAC - Photos for infrastructure, sign boards
7. Shifting of Endo dept - Prostho to be shifted ground floor, and endo dept to be shifted to prostho, Pedo dept to be shifted to second floor. Separate meeting for this.
8. Student locker renovation- 3 days' notice for students to vacate the locker and locker need to



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be renewed.

9. Value added courses- CDE program on dec 12 by endo dept, Comprehensive clinic set up for fellowship courses.
10. Separate electrician for dental college
11. Setting up seminar hall for fellowship programs and CDE
12. For setting up Higher order questions - PrepAI, Chat GPT, Context MINDS (concept mapping)
13. Implementing Concept mapping for students for higher order thinking- Split them. into 5 groups



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JKKN
Dental College & Hospital

CIRCULAR


Date- 16.11.2022

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir, Principal, Vice Principal & IQAC Co-Ordinator on 21.11.2022 in Board Room, Main Office at 10.00am


IQAC Coordinator

Principal





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No	Name	Designation for IQAC Committee	Signature
1.	Dr.S.Elanchezhiyan	Chairperson	
2.	Mr. K.M. Rajendiran	Senior Administrative officer	
3.	Mrs.Ishwarya Lakshmi	Member of Accreditation and Institutional effectiveness	
4.	Dr. Karthi	Members faculty	
5.	Dr. KavinThangavelu	Members faculty	
6.	Dr.G. Rajeshwar	Members faculty	
7.	Dr. Anoop Samuel	Members faculty	
8.	Dr.C.Dhinesh Kumar	Members faculty	
9.	Dr. Sasi Kumar	Members faculty	
10.	Dr.Sasi Rekha	Members faculty	
11.	Dr.Naveen Raj	Members faculty	
12.	Dr.SakthiSaranyadevi	Members faculty	
13.	Dr. S.Santhosh	Members faculty	
14.	Mr.Rozario Cyril	Members faculty	
15.	Mrs. M. Karkuzhali	Members faculty	
16.	Dr. J. Swathi Raman	Members faculty	
17.	Mr. S.S.AkilPrawin	Nominee – Student	
18.	Ms. A.Nandhitha	Nominee – Student	
19.	Miss. R. Durgadevi	Nominee – Student	
20.	Dr. Sundhar	Nominee – Student	
21.	Dr. Jothilaksmi	Nominee – Student	
22.	Miss. Yashwanthini.S.	Nominee – Student	
23.	Mr. R. Thirumurukash	Nominee – Student	
24.	Mr. P.MuthuPandy	Nominee – Student	
25.	Miss S.MahaLakshmi	Nominee – Student	
26.	Dr.S.Prem Kumar	CO-ORDINATOR – IQAC	



IQAC MEETING – ATTENDANCE

DATE : 21.11.2022

S.No	Name	Designation for IQAC Committee	Signature
1	Mr. S. Ommsharravana	Members from Management	
2	Dr.S.Elanchezhiyan	Chairperson	
3	Mr. K.M. Rajendiran	Senior Administrative officer	
4	Mrs.Ishwarya Lakshmi	Member of Accreditation and Institutional effectiveness	
5	Dr. Karthi	Members faculty	
6	Dr. KavinThangavelu	Members faculty	
7	Dr.G. Rajeshwar	Members faculty	
8	Dr. Anoop Samuel	Members faculty	
9	Dr.C.Dhinesh Kumar	Members faculty	
10	Dr. Sasi Kumar	Members faculty	
11	Dr.Sasi Rekha	Members faculty	
12	Dr.Naveen Raj	Members faculty	
13	Dr.SakthiSaranyadevi	Members faculty	
14	Dr. S.Santhosh	Members faculty	
15	Mr.Rozario Cyril	Members faculty	
16	Mrs. M. Karkuzhali	Members faculty	
17	Dr. J. Swathi Raman	Members faculty	
18	Mr. S.S.AkilPrawin	Nominee – Student	
19	Ms. A.Nandhitha	Nominee – Student	
20	Miss. R. Durgadevi	Nominee – Student	
21	Dr. Sundhar	Nominee – Student	
22	Dr. Jothilaksmi	Nominee – Student	
23	Miss. Yashwanthini.S.	Nominee – Student	
24	Mr. R. Thirumurukash	Nominee – Student	
25	Mr. P.MuthuPandy	Nominee – Student	
26	Miss S.MahaLakshmi	Nominee – Student	
27	Dr.S.Prem Kumar	CO-ORDINATOR – IQAC	



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21 NOV 2022 | MONTHLY IQAC MEETING - DENTAL COLLEGE

Attendees: [GIRIDHAR R MAHALAKSHMI S Karkuzhali Premkumar S Dhinesh Kumar C THIRUMURUKASH R Akil prawin S Isvarya Lakshmi O MUTHU PANDY P Sakthi SaranyaDevi K Jothi Lakshmi RS RAJENDIRAN K M \(C A O\) Vice Principal JKKNDCH Sasi Kumar P.K Rozario Cyril HOD Conservative & Endodontics NIVETHA BHARATHI n Director JKKN Institutions HOD Orthodontics Durga devi r HOD Public Health Dentistry PRINCIPAL JKKNDCH MOHAMED MUFA kk YASHWANTHINI S SANTHOSH S HOD Oral medicine Rajeshwar G SUNDHAR S](#)

Objective of the Meeting: monthly IQAC meeting

Facilitator	Note Taker	Meeting Type	Next Meeting	Absentees
Premkumar S	Swathi Raman J	In Person	6 Dec	THIRUMURUKASH R

ACTION ITEMS FROM PREVIOUS MEETING

Item	Status	Due Date	Related files and Notes	Assignees
	In progress			
	Not started			

AGENDA ITEMS

Item	Status	Time Allotted	Presenter	Notes




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Item	Status	Time Allotted	Presenter	Notes
	Not Presented			

NEW ACTION ITEMS

New Item	Due Date	Related files and Notes	Assignees

MEETING NOTES

Suggestions

1. Barricades near college entrance (highways)
2. Awareness regarding RTA to students and staffs
3. NSS VOLUNTEERS for RTA
4. Faculty laptop not necessary- inbuilt in smart TV with cloud settings to be enabled in classrooms (DIQAC-25)
5. Senior internship program can be tried for one batch
6. Medysis after new curriculum
7. NEET coaching for CRRI- MCQ links, mock test (under implementation)
8. Sessional exams - Implementation of Higher order questions in sessional exams for NEET coaching.
9. Assessment of CRRI students for NEET
10. Arrangement of Expert trainers for NEET
11. Involving of sports into curriculum- **Physical director appointment**
12. Creating timetable and curriculum for all co-curricular activities
13. Internal marks for co-curricular activities (Sports, cultural, conferences)
14. Dental college day- Innovative day for students from ideas to experiment




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15. Space for dental education department (CDE)-
16. Value added course- from the dept of endo
17. Purchase of sports equipment- Quotation for approval
18. Demonstration of posters (Dept wise) - by PG students (3*4 feet) for patient education.
19. Dept day celebration- by other dept (Under implementation)
20. Indoor stadium- Key problem, Installation of CCTV camera.
21. Extension of playground- Relocation of buses so that ground can be used
22. Upgrading sports y ground for conducting national level sports
23. Slow learners- **Increasing working hours for slow learners** after college hours.
24. Clear criteria to be framed for slow learners.
25. College day celebration- Timing and date to be framed. (**Inauguration day- Dec 1**)
26. Convocation day- December 16,17,18



OCT 2022 MONTHLY IQAC MEETING - DENTAL COLLEGE

**IQAC
Suggestions
OCTOBER**



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AGENDA



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**ENTERPRENEURSHIP,
INNOVATION, AND
RESEARCH CENTRE
COMMITTEE
Suggestion**

problem
statement for
each chapter
in google
sheets





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ADMISSION COMMITTEE Suggestion

unused
student locker
should be
made
available to
students

unused
student locker
shifted to
clinics

ESTATE AND
MAINTANENCE
COMMITTEE
Suggestion





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More scopus and
web of science
publications and
sponsored projects
needed

**RAAC
COMMITTEE
Suggestion**

**scopus or
WOS Indexed
publications
for higher
ranking in
NIRF**




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library
posting
for CRRIs

**LIBRARY
COMMITTEE
Suggestion**

CRIs library
utilization
hours during
clinical time

library hours 45
hours for the interns
with the
maintenance of
register during their
postings

Identify the
books for
interns for
preparation of
exams




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FINANCE COMMITTEE Suggestion

common
room for
students

STUDENT
DEVELOPMENT
COMMITTEE
Suggestions



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**EXTENSION
ACTIVITIES
COMMITTEE**

**CO AND
EXTRA
CURRICULAR
COMMITTEE**



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**STAFF
DEVELOPMENT
COMMITTEE**

**NEP course
registration**



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Patients
feedback and
assessment
for patient
centered
treatment

modifying
approach
based on
patient
feedback

PATIENT WELFARE COMMITTEE



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SEP 2022 MONTHLY IQAC MEETING - DENTAL COLLEGE



IQAC
Meeting

Go to the next page
and start over



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JKKN

AGENDA

JKKN
Your Success - Our Tradition

Drop your valuable **ACADEMIC & EXAMINATION** Committee 's suggestions

- cri photo documentation of cases
- using Camu for documentation of CRI
- Second year students suggested for case photos, portfolio for special cases on web page (Internal use) for their study purpose
- digital flash cards for viva during chairside clinical examination.
- Quiz can be used for classroom teaching and for NEET coaching
- Question bank for NEET preparation
- NEET / exit coaching exam training for students
- creating case record library for future ref. can be a website
- Seperate blog for special case documentation
- Internal and External publication of case photos
- Exit coaching for CRI s students
- Online collaborative (multidisciplinary approach) space for case discussion
- Last 2-3 years NEET question paper exam
- Formative assessment for each chapters to make clear understanding and learning, categorize students
- NEP training for teaching staff to modify the teaching
- fellowship in Dental surgery (endodontics) duration 6 months ..parttime/full time ...




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Drop your valuable **Entrepreneurship, Innovation and Research Centres** Committee 's suggestions

establishing a histopathological lab



Drop your valuable **ADMISSION** Committee 's suggestions



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Drop your valuable **FINANCE** Committee 's suggestions

Digital
payment of
patients for
OP patients

Payment shall
can get from
all types of
mobile app
(From
patients)



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Drop your valuable **CO & EXTRA CURRICULAR** Committee 's suggestions

Create
calender
for NSS

academic calendar
with all co-curricular
/ extra-curricular
activities



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Drop your valuable **EXTENSION ACTIVITIES** Committee 's suggestions

NSS
Academic
Calendar

To celebrate
specific days
under NSS
banner all
through the
year



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Drop your valuable **STAFF DEVELOPMENT** Committee 's suggestions

To develop
policy for staff
welfare

policy for
staff
welfare



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Drop your valuable **Patient welfare** Committee 's suggestions

digital mode
of patient
payment in all
depts

patient
messaging
software
regarding
appointment



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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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16 AUG 22 MONTHLY IQAC MEETING - DENTAL COLLEGE



CIRCULAR

Date:12.08.2022

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir , Principal, Vice principal and IQAC co-ordinators on 16.08.2022 in board room, main office at 10.00 AM to 11.30 AM

PRINCIPAL

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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL,
KUMARAPALAYAM, NAMAKKAL - 638 183,
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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL,
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JKKN DENTAL COLLEGE-IQAC MEETING

**AGENDA FOR THE MEETING-MONTHLY IQAC MEETING-
16.08.2022**

1. Discussion of suggestions given by each committee of last Monthly IQAC meeting 21.07.2022

2. Discussion of AASAN NAAC suggestions for each criteria

1. Academic committee

Review of suggestions

Discussion of Cloud based storage of patient case sheet

Setting of Dental college Vision and Mission

Conducting Senior internship programs in each clinical department and training of undergraduate students to post graduate level

Conducting three months clinical skill enhancement programs

Assessment and monitoring of student's outcomes

2. Admission Committee

Review of suggestions

Framing of admission policy

3. Research and Industrial Consultancy Committee

Review of suggestions

Regarding MOU with universities and other organization for staff and student's welfare, collaborative research and academic development

4. Library committee

Review of suggestions

Implementation of library software, digitalization of library and establishment of Online library facility with necessary books and journals.

Conducting library induction program and active library club for better library utilization

5. Entrepreneurship and Innovation Committee

Review of suggestions

Discussion of Institution innovation club activities

Development of prototype based on Design thinking concept



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6.Ranking and Accreditation Committee

Review of suggestions

Academic and Administrative works and documentation for NAAC, NIRF for other accreditation process

7.Students welfare committee

Review of suggestions

Discussion of student's council activities

Collection and Analysis of student's feedback

Addressal of grievances and complaints

8.Physical education Committee

Review of suggestions

Discussion in Physical fitness centre and yoga centre

Training students to all sports activities and encouraging their participation to national and international level sport's meet .

9.Extension activities Committee

Review of suggestions

Review on industrial and field visit conducted

Discussion on further extension activities

10.Alumni Committee

Review of suggestions

Discussion of alumni association activities

Review of alumni meet and related events

IQAC CO-ORDINATOR

PRINCIPAL

CHAIR PERSON
INSTITUTIONAL ETHICAL COMMITTEE
J.K.K. NATTRAJA DENTAL
COLLEGE & HOSPITAL
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JKKNDCH IQAC -ACADEMIC COMMITTEE

Action taken report-16.08.2022

1. For implementing DESIGN THINKING in classrooms, a separate JAMBOARD based design thinking orientation program was planned with a separate team of trained staff. The team consists of Dr Kavin, Dr Sasirekha, Dr Premkumar and Dr Praveena and classes were taken for all four years.
2. Medisys software demo version was shown and discussed individually with all Head of the departments by Principal and suggestions are obtained for further modification and implementation of software in theory classroom teaching. The suggestions were mailed to MD sir
3. Conducted CDE program according to NAAC recommendations in Department of Prosthodontics -Alluring Laminates with hands on demo in 29.07.2022. In the same context, the continuing education program is going to be conducted by Department of Conservative dentistry in Composite restorations on 16.08.2022. The recommendations for conducting CDE programs in all other clinical departments was insisted by Principal.
4. Student coordinators for all batches are included in the IQAC to ensure the student contribution and participation in quality enhancement of the institution.
5. The principal attended the Senate meeting conducted by The TN Dr.MGR medical university, Chennai on 10.08.2022 and the University based Examination Policy was suggested to Dr. Sasi Kumar for framing the official Exam policy document of JKKNDCH.
6. Sessional exam marks and attendance percentage of all Undergraduate students in all subjects of first, second, third and final year BDS students are collected and analysed by Principal and it was forwarded to their parents for discussion in Parent teachers meeting
7. Department incharges are fixed to monitor the student progress in all departments. Slow learners will be identified and special programs are planned to improve them. They are all instructed to maintain the record in CAMU and written documentation for the management of slow and advanced learners.



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8. IQAC committee members involved in academics, research, student's welfare, innovation, and library have conducted internal meetings with the Principal and IQAC coordinator on 5.08.2022. The suggestions posted at the last IQAC meeting on 21.07.2022 are all discussed and the necessary actions to be taken are finalized for implementation.
9. The criteria for awarding IA marks and attendance percentage of all undergraduate students for upcoming University examinations was discussed by the Principal with respective staff in charge.
10. For enhanced academic development, promotion of research and scientific presentation the undergraduate and postgraduate students are encouraged to participate in scientific presentations in the State IDA conference on September 2.3 and 4th 2022 in Kodaikanal.
11. Periodical monitoring of the Post graduate students of all the departments was followed by Principal collaborating with concerned Head of the departments and the work progress in preclinical, clinical and academic aspects were monitored. Areas of weakness were identified and discussed with individual students.
12. To promote innovation and critical thinking in the college, students participated in an Innovation competition organized by VMSDC named IGNITE 2022 on 29th July 2022. Out of 4 categories, 3 first prizes were won by our students. The Prize winners are appreciated by Managing Director Sir along with the Principal and Vice Principal.
13. For the first BDS students, an orientation program was planned and is in progress. Students were divided into 5 batches and visited all departments for orientation on 12.08.2022. The patient management and treatment procedure were explained by the clinical department staff in charge.

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Handwritten signature in green ink.



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MEETING AGENDA- MID MONTH IQAC MEETING

18-08-2022-Thursday

1. Discussion of updates regarding the IQAC suggestions posted on last monthly IQAC meeting-21.07.2022
2. Review of criteria wise AASAN suggestions for implementation
3. Discussion of updates in academic and research works carried out in college.
4. Discussion of students and staff feedback regarding Design thinking classes using jamboard in theory classrooms.
5. Discussion of student's academic progress and clinical performance
6. Review of works regarding digitalization and e governance
7. Discussion of the status of patient flow and treatment outcome
8. Review of extension activities carried out for the student's welfare
9. Discussion of various imperative support for the improved accreditation and academic development
10. Review of CDE programs. Add on courses and value-added courses for quality enhancement
11. Suggestions for establishing NAAC and IQAC room for accreditation and elaborate documentation works.
12. Discussion of institutional preparedness for the upcoming August batch BDS university theory and practical examination.



IQAC CO- ORDINATOR



IQAC CHAIRPERSON/ PRINCIPAL



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14 JULY 22 MONTHLY IQAC MEETING - DENTAL COLLEGE

JKKN
Dental College & Hospital

CIRCULAR

Date:09.07.2022

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir , Principal, Vice principal and IQAC co-ordinators on 14.07.2022 in board room, main office at 10.00 AM to 11.30 AM

PRINCIPAL

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**AGENDA FOR THE NAAC CRITERIA
HEAD MEETING**


Date- 14.07.2022

1. Discussion of the role of NAAC criteria head in execution and monitoring of the criteria works along with the team members.
2. Discussion of the role of team members in collection and processing of the data related to criteria and sub criteria of NAAC.
3. Suggestions for establishment of IQAC cell with proper facilities and supporting staff. Discussion of working strategy of IQAC regarding accreditation and quality enhancement works.
4. Discussion of intra and inter grievances related to faculty members and holistic student's welfare
5. Discussion of welfare of the Head of the department's designated as NAAC criteria head.
6. Discussion of Clinical and Pre clinical department (Pre clinical Prosthodontics and Pre clinical Conservative dentistry) works regarding student's performance, staff monitoring and related issues.
7. Suggestions for establishment of Women empowerment cell for prevention of gender related issues
8. Discussion for provision of digital support and data storage mechanism with confidentiality and transparency.
9. Discussion for regular NAAC meeting with IQAC coordinator and Principal for monitoring the progress of works and discussion of the difficulties encountered.
10. Discussion for the establishment of patient management software, learning management software and other important software required for the quality enhancement.
11. Discussion for provision of technical support like taking print outs and documentation of files
12. Discussion of strategic structure for accreditation and academic process.
13. Make recommendations regarding the minutes of this meeting to the Management along with Principal , IQAC coordinator and NAAC Criteria Heads.


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IQAC COORDINATOR



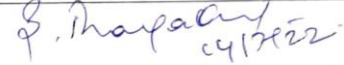
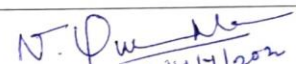



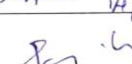





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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
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**J.K.K.NATTRAJA DENTAL COLLEGE & HOSPITAL
NAAC CRITERIA HEADS MEETING ATTENDANCE**

DATE: 14.07.2022

VENUE: PRINCIPAL ROOM

S.NO	NAME	SIGNATURE
1	Dr. S. Elanchezhiyan	
2	Dr. T. Kavın	 14/7/22
3	Dr. S. Thanga Kumaran	 14/7/22
4	Dr. N. Uma Maheswari	 14/7/2022
5	Dr. C. Dhinesh Kumar	
6	Dr. N.S. Naveen raj	 14/7/22
7	Dr. B. Sasi Rekha	 14/7/22
8	Dr. G. Rajeshwar	
9	Dr. M. Karthi	 14/07/22
10	Dr. Anoop Samuel	 14/07/22




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**STAFF GRIEVANCES AND COMPLAINTS RELATED TO NAAC
CRITERIA**

**1.CRITERIA-1-CURRICULUM DESIGN AND DEVELOPMENT-
HEAD-DR.THANGAKUMARAN**

- 1.Any difficulties in execution of the criteria?
2. Curriculum planning and implementation in charge staff not assigned
All department staffs are included?

**2.CRITERIA- 2- TEACHING LEARNING, EVALUATION PROCESS,-
HEAD- DR.UMA MAHESWARI**

1. Who is the active role of head?
Clarification regarding the gross difference in the NAAC criteria head and NAAC incharge meeting-Oral Surgery missing-25th May and 6th July
2. Contribution of department staff (Paedodontics) related to subcriteria 2.2 (Biochem), 2.4 (Paedo), 2.7 (Micro) -satisfactory or need change.
Visiting staff assigned for 2.2, 2.7

**3.CRITERIA-3-RESEARCH INNOVATION, EXTENSION ACTIVITIES-
Dr.Anoop**

- What is the role of head in monitoring the criteria?
- Update of works regarding 3.2 (Innovation) and 3.5 (collaborative research- Pharm), Extension activities (3.4)-Biochem
- Visiting staff assigned for 3.1-Handling AHS and Dental

**4.CRITERIA-4-INFRASTRUCTURE AND LEARNING RESOURCES-
HEAD-DR.KARTHI**

- Updation of works related to subcriteria-4.1 (Prosthodontics), 4.3 (Perio) , 4.5 (Anatomy)
- Role of Head in monitoring the activities
- Visiting staff assigned for 4.5

**5.CRITERIA-5-STUDENT SUPPORT AND PROGRESSION-HEAD- DR.
SASI REKHA**

Following New regulations or Old,

Update the status of coordination among staff members for criteria




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Handling AHS and Dental

**6.CRITERIA- 6-GOVERNANCE, LEADERSHIP AND MANAGEMENT-
HEAD- DR.C.DHINESH KUMAR**

Visiting staff two days in a week assigned for 6.3-Faculty empowerment

Inability of staff related to sub criteria 6.1, 6.2, 6.4.

The quality of works submitted to the head

4.Role of Principal in monitoring these issues- 12th May and 6th July

7.CRITERIA- 7-INSTITUTIONAL VALUES AND BEST PRACTICES

7.1- Update regarding the head of this criteria?

7.1 and 7.2- status of the previous works completed by the previous HOD and incharge- completed or yet to be completed.

2.Clarification regarding the gross difference in the NAAC criteria head and NAAC incharge meeting

8.CRITERIA -8- Do all the staffs are involved in Criteria works?

Why all the department staff of other department are not totally involved?

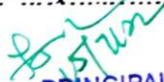
According to the list prepared and posted in group on 6th July

3.Clarification by Principal regarding the Status of criteria heads.


4.What is the meeting time for HOD's and Criteria heads and IQAC coordinator with Principal ?

The complaints and Issues are clarified and solved in the meeting

Principal


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IQAC coordinator


17/1/2022




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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL
KUMARAPALAYAM, NAMAKKAL - 638 183.
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8 JUN 2022 MONTHLY IQAC MEETING - DENTAL COLLEGE



CIRCULAR

Date:05.06.2022

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir , Principal, Vice principal and IQAC co-ordinators on 08.06.2022 in board room, main office at 10.00 AM to 11.30 AM

PRINCIPAL

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Dr. S. ELANCHEZHIAN, MDS.,
J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL,
KUMARAPALAYAM, NAMAKKAL - 638 183,
TAMILNADU.



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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL,
KUMARAPALAYAM, NAMAKKAL - 638 183,
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MEETING AGENDA FOR THE IQAC MEETING ON 8.06.2022

- 1.Approval of various IQAC committee and committee members formulated according to the regulations
- 2.Review of current status of CAMU in undergraduate dental classes
- 3.Establishing the board room in dental college campus for effective coordination and induction of quality improvement strategies.
- 4.Framing the institutional policy for providing financial assistance for attending conference/symposium/workshops/scientific training programs.
- 5.Establishing well equipped, adequately facilitated centralized research laboratory set up for the college
- 6.Initiation of e calendar for the academic year to facilitate the curriculum planning for teaching staff and student's welfare
7. Complete and legitimate implementation of design thinking concept in classrooms
- 8.Framing the essential clinical and laboratory requirements for extension of existing PG seat's in department of Prosthodontics, Periodontics, Orthodontics and Conservative dentistry and to start MDS course in the department of Paedodontics.
- 9.Review of the existing facilities in the dental college with upgradation to the SMART CLASS ROOMS.
- 10.Establishment of attractive college reception with convenient patient waiting area and opening of museum in dental college campus.



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11. Reviewing the status of INTERNET facility for uninterrupted digital transformation.
12. Initiation of intra college and inter college sports and cultural activities.
13. Review of the amenities for the comfort and safety of the patients, students and staffs including provision of drinking water, rest room, canteen etc.
14. Review of the status and requirements for the setup of multidisciplinary special clinic in dental college and hospital.
15. Introducing value added courses to students for the clinical improvement and better patient management.
16. Reviewing the status of alumni association for strengthening the alumini community of the dental college
17. Upgradation of Principal room and dental college office with adequate facilities and background.
18. Review the status of clinics in the department of Paedodontics, Public health dentistry and Prosthodontics

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ACTION TAKEN REPORT FOR THE IQAC MEETING

HELD ON 08-06-2022, Wednesday

S.no	Minutes of the last meeting held on 8-06-2022-Wednesday	ACTION TAKEN
1.	HR Policy for Teaching staff	Rough copy of HR policy is formulated and will be discussed and finalized by Principal and Vice Principal with consent from Management.
2.	Effective implementation of Design thinking in classrooms	Design thinking class with jam board work for Second year BDS conducted in classroom on 5 07 2022 and the same method was suggested for other theory classes of various departments.
3.	Central research lab with Innovation incubation centre	Research policy was designed and discussed with Principal, Innovation policy yet to be designed.
4.	Designing of E calendar	E calendar work was initiated by Dr.Naveen raj based on the format given by AASAN Institute
5.	Extension of PG seat in Prosthodontics and Periodontics department	Principal have framed the requirements based on DCI regulations and discussed with management.
6.	Add on courses for effective curriculum development and Clinical skill enhancement for students	CDE program with hands on courses in Laminate veneers was planned from Dept of Prosthodontics and it will be conducted on 29 th July 2022.
7.	Internet facility for all departments to promote digital initiatives.	Computer with high speed internet connectivity was facilitated to all the departments
8.	To create Cloud based storage details of the college	Cloud based storage in Google drive, Google docs, Flowlu was initiated and followed for documentation and completion of tasks related to accreditation and affiliation.
9.	Fourteen functional units of IQAC need to be updated in Flowlu platform	Functional units are updated in Flowlu platform and respective tasks are also assigned based on the requirements to the concerned committees.
10.	To increase patient flow to dental college and hospital	Increased the number of camps conducted in rural areas and schools The necessary dental treatment is provided with the effective support of mobile dental clinic bus for remote areas.
11.	Quality enhancement activities in dental college	I Exam cell was formed for proper conduct and coordination of BDS and



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		<p>MDS , theory and Practical University examination.</p> <p>2. Grievances cell was made for addressing students compliant.</p> <p>3 Initiatives for Ethical committee registration was discussed with Principal and senior faculty members</p> <p>3. Criteria head meeting with IQAC coordinator and Principal was conducted on 14th July 2022 and will be followed every week for monitoring NAAC works and IQAC activities.</p> <p>4 Two days NAAC training workshop was conducted on 7and 8th July 2022, with AASAN institute members and our institution Principal, IQAC coordinator ,NAAC criteria head s and team members.</p>
12	Extension activities	<p>Tobacco awareness rally was conducted by Dept of Public health dentistry on 15.07.2022 to create awareness among public in Komarapalayam regrading tobacco ill effects and management.</p> <p>National Doctors day was celebrated on July 1st in JKKN dental college with chief guest of famous personalities in medical and academic field of dentistry. The guest speakers Dr. Chitra, MBBS DGO, Erode, Dr. Sabarinathan, MDS, VMRF, Salem and Dr. Senthamari Kannan, MDS, IDA Salem have participated and given extra ordinary speech regarding Doctors social responsibilities and welfare.</p>
13	Proper maintenance of stock list and effective utilization of resources	<p>Frappe software was initiated and followed for department stock list and material indent in each clinical and preclinical departments.</p>
14	Initiatives for NIRF ranking	<p>The meeting was conducted by Dr. Santosh on 11.07.2022 and those five criteria was allotted to the concerned staff for execution.</p>
15	Teaching and Learning evaluation for academic improvement.	<p>Criteria for differentiation of slow learners and advanced learners among students was framed based on rubric system.</p>

IQAC Coordinator

C. Dr. [Signature]

IQAC Chairperson

[Signature]



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[Signature]

J.K.K. NATTRAJA DENTAL COLLEGE AND HOSPITAL

IQAC

MINUTES OF THE IQAC MEETING HELD ON 8.06.2022 Wednesday 3-4.30.PM in
CONFERENCE HALL

The meeting was attended by the following members. The meeting started by 3.00.p.m
chaired by Managing Director and Principal

- 1.Dr.S.Elanchezhian - Chairperson
- 2.Mr.S. Ommsharravana – Member form Management
- 3.Mr. Rajendiran – Senior Administrative Officer
- 4.Mrs.Sangeetha Krishnan – Member for Institutional Effectiveness and Accreditation
- 5.Mr.C. Sridhar – Nominee- Local Society Representative
- 6.Mr. Naveen, Atchayam - Nominee- Local Society Representative
- 7.Dr.G.Sandhiya- Nominee- Alumni
- 8.Dr.M.M. Prem Kumar- Nominee- Alumni
- 9.Dr. Thaha Rasheed- Nominee- Alumni
- 10.Mr. Raghu – Nominee- Industrialist
- 11.Dr.R. Shanmugasundram – Nominee- Stakeholder-Parent
- 12.Mr.P.K. Siva raj – Nominee- Stakeholder-Parent
13. Mrs. Isvarya Lakshmi – Nominee -Employer
14. Dr. M. Karthi - Members Faculty
15. Dr. N.S. Naveen Raj - Members Faculty
16. Dr. Kavin Thangavelu - Members Faculty
17. Dr. Nalla Sivam - Members Faculty
- 18.Dr.G. Rajeshwar - Members Faculty
19. Dr.P.K. Sasi Kumar - Members Faculty
20. Dr.S. Santosh - Members Faculty
21. Dr. Anu Priya - Members Faculty
- 22.Dr.R. Dhivya- Members Faculty
23. Dr. Sundhar - Nominee-Student
24. Mr. Mufa - Nominee-Student
25. Dr. Jothi Lakshmi – Nominee-Student
26. Dr. C. Dhinesh Kumar – IQAC Coordinator




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MINUTES OF THE MEETING

1. The Third IQAC meeting with External and Internal members was held on 8.06.2022, Wednesday by 3-4.30.pm in Conference Hall, Main office block, JKKN institutions.
2. IQAC Chairperson welcomed all the members to the meeting. The list of fifteen committees and committee members list for IQAC functional unit was presented in the committee for approval and it was approved by Committee members.
3. The discussion of agenda for the meeting started and Principal was presented the agenda according to the committee list to the committee members
4. Managing Director insisted training in Outcome based Education for teaching Staff and implementation of OBE in CAMU for students learning outcome assessment by the end of this month.
5. The discussion was held on HR policy and suggestion are given by committee members
6. The discussion for setting up the comprehensive special clinic and facilitated board room in dental college campus was made by Principal with Managing Director and Senior Administrative officer.
7. Vice Principal gave suggestions regarding implementation of design thinking in classrooms using CAMU and also suggested linking of dental college e calendar with complete information of academic and extra-curricular events of dental college.
8. Setting up of centralised research lab in dental college for collaborative research and innovation was insisted by Managing director and the committee members gave suggestions regarding the same.
9. The list of equipment basically needed to set up the research lab was given by Principal to the Managing Director
10. Nominee Faculty Dr. NallaSivam gave suggestion to conduct sessional exams regularly for each year of BDS course to improve the student's academic performance
11. Managing director insisted to give problem solving approach in class room teaching and he also declared teaching staff as learning facilitators for promoting students learning with design thinking concept.
12. Nominee faculty members, Vice Principal made a discussion with Principal and Managing director regarding the inclusion of extra-curricular activities in curriculum. Vice Principal gave suggestion to include the cultural events and festival celebrations in college e calendar for the student's reference and effective participation.
13. Nominee Faculty Dr.Santosh gave suggestion regarding the establishment of comprehensive clinic with multi-disciplinary treatment approach and collaborative work between the teaching staff of various clinical departments to provide extensive dental care and advanced treatment to patients. Vice Principal gave suggestions and proposed the initiatives for the development of comprehensive clinic.
14. Managing Director and Principal discussed the regulations and basic requirements for extension of PG seat in clinical departments (Prosthodontics, Periodontics).



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2 MAY 2022 MONTHLY IQAC MEETING - DENTAL COLLEGE



CIRCULAR

Date:29.04.2022

On behalf of IQAC committee, Head IQAC members are invited for monthly IQAC meeting with MD sir , Principal, Vice principal and IQAC co-ordinators on 02.05.2022 in board room, main office at 10.00 AM to 11.30 AM

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J.K.K. NATTRAJA DENTAL COLLEGE & HOSPITAL,
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**ACTION TAKEN REPORT FOR THE IQAC MEETING
HELD ON 02.05.2022**

S.No	Minutes of the last meeting held on 02.05.2022	ACTION TAKEN
1.	Effective implementation of design thinking in classrooms	1. Planning to conduct design thinking classes effectively using JAMBOARD method in Undergraduate theory classes was discussed with the concerned staff members by Principal and Vice Principal. 2. The seminar for introduction of digital education materials in various branches of dentistry for undergraduate curriculum by Dr.Sushma, MBBS MD was conducted on 16.05.2022. All dental college teaching staff members, students have participated and discussed their views and suggestions with the guest speaker.
2.	Library automation needs to be done in CAMU	Initiatives for the CAMU library automation was discussed with Chief Librarian Mr.Ramakrishnan
3.	Setting up of Central research lab for the institution	List of equipments needed for the research lab was formulated and discussed
4.	Setting up of NIRF committee	The NIRF committee was formed under the coordinator Dr.Santosh and necessary details are formulated
5.	Implementation of Outcome based education in dental curriculum	1. Conducted Online seminar in Implementation of Outcome based education (OBE) for Dentistry by Prof.Dr.M.Shivasakthy, on 16.05.2022.Based on the suggestions given by the guest speaker the process of implementation of OBE in CAMU was initiated. 2. Conducted Seminar in Preparation of the institution for NAAC accreditation and Outcome based education by Prof. Dr.Decpanand, Principal, Ramakrishna dental college, on 17.05.2022. All dental college staff who are involved in NAAC process and IQAR have detailed discussion with the guest speaker regarding their criteria and clarified their doubts. 3. Conducted brainstorm session in the Department of Prosthodontics in the clinical cases and laboratory works involved in the branch of Prosthodontics. The CRI students are participated enthusiastically and they are given clinical assessment based on their response and observation. The outcomes from the assessment are considered for improvement in the clinical training and theory classes.
6.	Policies of physical education and co-curricular activities	Survey to assess the student's interest in sports and other extracurricular activities was done
7.	Extension activities for the institution	1.The requirements for comprehensive clinic setup in dental college and hospital was discussed by Principal and Vice Principal with the Chief administrative officer and concerned clinical staff members. 2. The Principal and Public health dentistry members have made official visit to our college and have discussed for the improvement in the clinical outcome and patient welfare.



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ACTION TAKEN REPORT OF THE IQAC MEETING
HELD ON 02.05.2022

1. Review of the decisions taken in the previous IQAC meeting by Principal and Vice Principal with the staff members involved in NAAC and IQAC committee members.
2. The CAMU meeting was conducted on 25.05.2022 with the staff members and CAMU coordinators with Principal and Vice Principal. Implementation of CAMU effectively in theory classes, clinical and Preclinical sessions was formulated and modified by Vice principal.
3. Conducted Online seminar in Implementation of Outcome based education (OBE) for Dentistry by Prof.Dr.M.Shivasakthy, on 16.05.2022. Based on the suggestions given by the guest speaker the process of implementation of OBE in CAMU was initiated.
4. Conducted Seminar in Preparation of the institution for NAAC accreditation and Outcome based education by Prof.Dr.Deepanand, Principal, Ramakrishna dental college, on 17.05.2022. All dental college staff who are involved in NAAC process and IQAR have detailed discussion with the guest speaker regarding their criteria and clarified their doubts.
5. Conducted brainstorm session in the Department of Prosthodontics in the clinical cases and laboratory works involved in the branch of Prosthodontics. The CRI students are participated enthusiastically and they are given clinical assessment based on their response and observation. The outcomes from the assessment are considered for improvement in the clinical training and theory classes.
6. The seminar for introduction of digital education materials in various branches of dentistry for undergraduate curriculum by Dr.Sushma, MBBS MD was conducted on 16.05.2022. All dental college teaching staff members, students have participated and discussed their views and suggestions with the guest speaker.



7. The rules and regulations for the conduction of University theory and practical examination for BDS and MDS was discussed and modified by Principal with the senior faculty members for the students welfare.

8. The requirements for comprehensive clinic setup in dental college and hospital was discussed by Principal and Vice Principal with the Chief administrative officer and concerned clinical staff members.

9. Conducting design thinking classes effectively using JAMBOARD method in Undergraduate theory classes was discussed with the concerned staff members by Principal and Vice Principal.

10. The Principal and Public health dentistry Staff members have made official visit to satellite clinics of our college and have discussed for the improvement in the clinical outcome and patient welfare.

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8 APR 2022 MONTHLY IQAC MEETING - DENTAL COLLEGE




CIRCULAR

Date:5.04.2022

On behalf of IQAC commitee, head IQAC members are invited for monthly IQAC meeting with MD sir, principal, vice principal and IQAC coordinators on 8.04.2022 at 10.00AM to 11.00AM at board room.


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Internal Quality Assurance Cell

Minutes of the IQAC meeting held on 08.04.2022 in the Conference Hall at
10:00 am

The meeting was attended by the following members. The meeting started at 10:00 am , chaired by the Principal and Managing Director.

1. Dr. A. Sivakumar, Principal
2. Dr. J.V.Karunakaran ,Senior Co-ordinator IQAC
3. Dr. Sangeetha Krishnan ,Management representative, Department of Accreditation
4. Mr. Velayudham, Finance Manager
5. Dr. Kaneesh Karthik ,Co-ordinator IQAC
6. Dr. C. Dhinesh Kumar (Department of Prosthodontics)
7. Dr. Santosh (Department of Periodontics)
8. Dr. Sasirekha (Department of Oral Medicine and Radiology)
9. Dr. Chris Susan Abraham (Department of Conservative Dentistry and Endodontics)
10. Dr. Ishwariya (Department of Oral Pathology)
11. Dr. Dhiviya (Department of Periodontics)
12. Dr. Anupriya (Department of Public Health Dentistry)
13. Akil Prawin (Student Nominee)
14. Dr.Jothilakshmi (PG Alumini student Nominee)

Meeting Agenda

1. Discussion on composition and constituent members of IQAC.
2. Discussion on criteria allocations for effective streamlining of IQAC.
3. Discussion on relevance of 14 structured unit allocations of IQAC.
4. Decision on implementation of activities towards quality enhancement in the Institution.

The 1st meeting for the year 2022-23 of IQAC was held on 08/04/2022 by 10.00 am at the Conference Hall.



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IQAC coordinator welcomed Chairman and all the members present and read out the agenda.

It was decided to introduce Brainstorm session and design thinking in everyday classrooms for empathizing with the problem and ideating different ways to solve the problem.

It was proposed to conduct quality assurance programs by bringing resource people to conduct seminars and workshops on Outcome based Education (OBE)

IQAC Chairman instructed the Feedback committee to collect Structured Feedback from stakeholders – Students, Teachers, Employers, Alumni and Parents department wise

Director requested faculty to have Innovation and Creativity in Teaching and Learning through Creative learning by reframing the framework which will develop understanding and enactment of professionalism amongst dental students.

He also insisted that all research works should result in social entrepreneurship which will pave way for our Institution to be a global solution provider so that we stay relevant to the society.

It was decided to initiate action for collaboration with other institutions for improving research. It was unanimously agreed to enhance Research & Development activities by motivating teacher quality improvement, in encouraging the research based work culture and in recommending student centric core projects.

Dr.Kaneesh Karthiik proposed to have a front reception desk to guide patients to respective departments.

IQAC Co-ordinator stressed the importance of improving the maintenance of the college along with clean toilets and physical facilities.

Director said continuous efforts are being made for linkages, MOU with institutions-National/International repute for exchange of clinical training/internships/project work/student faculty exchange/collaborative research projects

IQAC Chairman suggested to motivate students to participate in sports and games as value adding for personality development and to factor it




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under the assesment criteria for students as it comes under the National Education Policy.

IQAC Co-ordinator stated that undergraduate and postgraduate students should be facilitated for utilising library resources and Librarian would be asked to take attendance for Library in CAMU.

Director insisted on actions to be implemented in the next meeting for NIRF Ranking.

Decided to work towards filing for institutional ranking framework during the current year.

Dr.Sasirekha suggested the need for appointment of a Psychologist in the college for students welfare.Also students insurance and grievance cell needs to be instituted.

Director insisted to create workflow using flowlu provided by Jicate solutions for Dental college which provides efficient task management solutions.

IQAC Co-ordinator put forward the idea working towards the setting up of a centre for Precision Dentistry.


Director urged the need for more extension activities and to follow up application for NSS/Red Cross.

Meeting was adjourned at 12:00 noon


Dr. J.V. Karunakaran
IQAC Coordinator


Dr. A. Sivakumar
IQAC Chairman




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