

6.2.1 The Institutional has well defined organizational structure, Statutory Bodies/committees of the College with relevant rules, norms and guidelines along with Strategic Plan effectively deployed.

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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 Institutional has well defined organizational structure, Statutory Bodies/committees of the College with relevant rules, norms and guidelines along with Strategic Plan effectively deployed.




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ADDITIONAL INFORMATION

JKKN DENTAL COLLEGE AND HOSPITAL

The Functioning of Institutional Bodies at JKKN Dental College and Hospital-JKKNDCH

Policies and Guidelines

- JKKNNDCH follows comprehensive policies and guidelines, from HR rules that outline staff roles and responsibilities to student playbooks that detail academic conduct.
- These policies foster consistency and ethical practice and are displayed on the institution's website.
- Moreover, all stakeholders are given access through Google Workspace Mail, allowing for easy collaboration and communication.

Transparent Administrative Setup

- The administrative hierarchy has been clearly defined and published through Google Slides, ensuring all stakeholders understand the chain of command and their specific roles within the organization.

Appointment and Service Rules

- The appointment and service rules are designed with clarity and fairness at their core.
- The transparent rules set clear selection criteria, expectations, and terms of service.
- Recruitment is streamlined through CVVIZ, where resumes are evaluated by a series of stakeholders using an evaluation rubric.
- The status of appointments can be viewed by all authorities in the CVVIZ portal.
- For promotions and increments, grading benchmarks and self-appraisal forms are used, aligning with HR policies that are posted on the website and provided to new hires.

Standardized Procedures

- The institution follows standardized procedures, such as student evaluations and institutional inspections.



- The Student Playbook, available on the website, outlines these procedures, contributing to uniformity, clarity, and efficiency in essential institutional operations.

Data-Driven Approach and Use of CAMU

- JKKN Institutions leverage various applications like Taskade for project management and CAMU for administration, finance and accounts, student admission and support, and examination.
- Initiatives include Outcome-Based Education (OBE) and multidisciplinary projects, aligning with NEP 2020 and focusing on transformation management and adaptation to reforms.
- These tools enable data-driven decisions, providing real-time insights that guide strategic planning and improve efficiency.

Alignment with National Policies and Resource Management

- The institution has aligned its strategic plan with NEP 2020, focusing on transformation management and adapting to reforms.
- This alignment is evident in the implementation of OBE in classrooms and encouraging multidisciplinary projects for final-year students.

Committees and Working Groups

- To deploy the institutional strategic/perspective/development plan, JKKN DCH is following Committees and Working groups on IQAC, as all the deployments are to enhance Quality Assurance and Enhancements.

Conclusion

The efficient functioning of the institutional bodies at JKKN Institutions is visible from the well-defined policies, administrative setup, transparent appointment and service rules, standardized procedures, data-driven approach, alignment with national policies, and the effective use of technological platforms.

All these components are intricately woven to fulfill the Vision and Mission of JKKN Dental College and Hospital, reflecting a commitment to excellence in higher education.



1.Link for HR Policy

<https://docs.google.com/document/d/1nHTAc4NITPcVu9kLzm45CH35Vhni8WvyWa15PDPSCi4/edit?usp=sharing>

2.Link for IQAC Coordinator responsibilities

https://docs.google.com/spreadsheets/d/1qlVKrK3QnS-FAncSEDjuvOEFxi_-9sWArBWImIU2wzI/edit?usp=drive_link

3. Link for SOP of committee and working group

https://docs.google.com/document/d/1_mOLbxta0acCiln6uehfMuXXpUhi363SkjoMJo4qonzw/edit?usp=drive_link




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