



**INDERPRASTHA DENTAL COLLEGE & HOSPITAL**

46/1, Site-IV, Industrial Area, Sahibabad,

Ghaziabad-201010 (U.P.)

**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Date- 4<sup>th</sup> SEPTEMBER 2017

Time – 9:45 AM

Attendees –

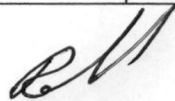
1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Kapil Gandhi  
Dr. Anika Mittal  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. Sonam Khurana

Agenda –

- Review of Academic Calendar for BDS2017-18
- Preparation of sessional examination date-sheet for BDS students.

S NO.	MOM	WORK ALLOCATED TO	ESTIMATED TIME OF ACTION
1.	Academic Calendar reviewed for academic year 2017- 18 by the Principal.	Dr. Rahul Paul	Not applicable
2.	Examination Cell was asked to prepare detailed date sheet for conducting sessional examination for BDS students.	Dr Sonam Khurana	15 days

  
DR RAHUL PAUL

PRINCIPAL





**INDERPRASTHA DENTAL COLLEGE & HOSPITAL**  
46/1, Site-IV, Industrial Area, Sahibabad,  
Ghaziabad-201010 (U.P.)

**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location – Conference Room

Date – 1<sup>st</sup> DECEMBER 2017

Time – 11 AM ONWARDS

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Kapil Gandhi  
Dr. Anika Mittal  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. SonamKhurana

Agenda –

- Revised DCI curriculum for MDS students.
- Remedial Classes concept for BDS Introduction
- Preparation of date-sheet for first sessional for BDS students.

S NO.	MOM	ACTIONS IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	Checking for Revised DCI Guidelines for MDS curriculum and informing the same to all the Departmental HoDs.	Dr. Kapil Gandhi	15 days





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2.	Introducing and Preparing for the Concept of Remedial Classes for BDS students.	Dr. Mayura Paul	15 days
3.	It was discussed to prepare detailed date sheets for conducting sessional examination for BDS batches.	Dr. Preeti Sharma	15 days.

DR. RAHUL PAUL  
PRINCIPAL





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**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location: Principal Office

Date: 5<sup>th</sup> MARCH 2018

Time: 11.00 AM

Attendees:

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Kapil Gandhi  
Dr. Anika Mittal  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. SonamKhurana

Agenda:

- Follow up of previous minutes of meeting.
- Preparation of Academic Calendar for academic year 2018-19.
- Preparation of basic science lecture schedule for MDS 2018-2019 Batch
- Preparation of date-sheets for the sessional examination of BDS students.
- Update on increase in library books.
- Conducting mock examination for 2015 MDS batch.

S No.	MOM	ACTIONS TO BE IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	Previous minutes of meetings	Dr. Rahul Paul	Not applicable





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	were discussed and reviewed. Reviewing the changes in the revised DCI guidelines of MDS course.		
2.	Examination Cell was asked to prepare detailed date sheets for conducting sessional examination for BDS students.	Dr. Preeti Sharma	15 days.
3.	Update on increase in library books reviewed for enhancing the curriculum of undergraduates and post-graduate students.	Dr. Rahul Paul	10 days
4.	Discussion was done about preparation of Academic Calendar for the academic year 2018- 19 for BDS students.	Dr. Sonam Khurana	1 month
5.	Preparation of date sheets for the mock examination for MDS 2015 Batch.	Dr. Mayura Paul	7 days
6.	It was discussed to prepare basic science lecture schedule for MDS 2018 Batch.	Dr Vikram Blaggana	10 days

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**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location: Principal Office

Date: 2<sup>nd</sup> AUGUST 2018

Time: 11.00 A.M.

Attendees:

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Kapil Gandhi  
Dr. Anika Mittal  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. SonamKhurana

Agenda:

- Preparation of dates sheet for sessional examination for BDS students.
- Review of Academic Calendar for session 2018-19 BDS.

S No.	MOM	ACTIONS OT BE IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	Examination Cell was asked to prepare detailed date sheet for conducting sessional examination for BDS students.	Dr. Sonam Khurana	7 days

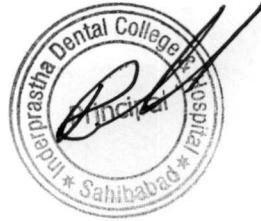




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2.	Academic Calendar for BDS 2018-19 was finalized and approved by the Principal.	Dr Rahul Paul	Not applicable
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DR. RAHUL PAUL  
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**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location: Principal Office

Date: 2<sup>nd</sup> NOVEMBER 2018

Time: 10:00 A.M.

Attendees:

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Kapil Gandhi  
Dr. Anika Mittal  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. Sonam Khurana

Agenda:

- Declaration of dates for BDS university examination.
- Conducting mock examination of MDS 2016 and 2018 Batch.

S No.	MOM	ACTIONS TO BE IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	All HODs of undergraduate department were informed that university examination for BDS students are declared. Kindly ensure completion of syllabus.	All HOD's	15 days







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2	Mock examination for post-graduates MDS 2016 Batch and MDS first year 2018 Batch to be conducted in the month of April. It was discussed to prepare the date sheet and send it for approval to the Principal.	Dr. Mayura Paul	1 month
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DR. RAHUL PAUL  
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**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location – Principal Office

Date – 6<sup>th</sup> APRIL 2019

Time – 10:30 AM

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Kapil Gandhi  
Dr. Anika Mittal  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. SonamKhurana

Agenda –

- Follow up of previous minutes of meeting.
- Preparing date sheet for internal examination for BDS students.
- Preparation of Academic Calendar for session 2019-20.
- Preparation of basic science lecture schedule for MDS first year 2019Batch

S NO.	MOM	ACTIONS IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	Follow up of previous meeting was done.	Dr Rahul Paul	Not applicable
2.	Examination Cell was asked to prepare detailed date sheet for conducting sessional examination for BDS batches.	Dr.Mayura Paul	10 days



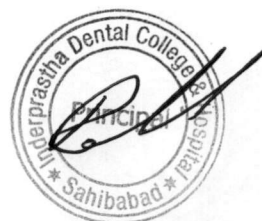


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3.	Discussion was done about preparation of Academic Calendar for the upcoming academic year 2019-20 for BDS students.	Dr. Sonam Khurana	1 month
4.	Basic science lecture schedule to be prepared for MDS 2019 Batch.	Dr Vikram Blaggana	15 days

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**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location – Principal Office

Date- 9<sup>th</sup> AUGUST 2019

Time – 9:45 AM

Attendees –

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Kapil Gandhi  
Dr. Anika Mittal  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. Sonam Khurana

Agenda –

- Preparation of date-sheet for sessional of BDS students.
- Review of academic calendar for year 2019-20

S NO.	MOM	ACTIONS IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	Examination Cell was asked to prepare detailed date sheet for conducting sessional examination for BDS students.	Dr. Preeti Sharma	1 week





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2.	Review of Academic Calendar for the academic year 2019-20 done.	Dr Rahul Paul	Not applicable
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46/1, Site-IV, Industrial Area, Sahibabad,

Ghaziabad-201010 (U.P.)

**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location: Principal Office

Date: 8<sup>th</sup> NOVEMBER 2019

Time: 10:00 A.M.

Attendees:

3. Chairperson: Dr. Rahul Paul

4. Members:

Dr. Pankaj Datta

Dr. Vikram Blaggana

Dr. Kapil Gandhi

Dr. Anika Mittal

Dr. Akash Sachdeva

Dr. Mayura Paul

Dr. Sonam Khurana

Agenda:

- Declaration of University Examination for session 2018-19
- Preparation of Mock examination date sheet.

S No.	MOM	ACTIONS TO BE IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	All HoD's were informed that university examination for 2018-19 are declared. Kindly ensure the completion of syllabus and	All HOD's	10 days

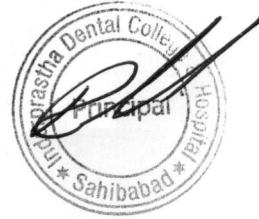




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	quota of the BDS students.		
2.	Mock examination for post- graduates MDS 2017 Batch and MDS first year 2019 Batch to be conducted in the month of April. It was discussed to prepare the date sheet and send it for approval to the Principal.	Dr Mayura Paul	1 MONTH

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**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location: Principal Office

Date: 16<sup>th</sup> MARCH, 2020

Time: 11.00

Attendees:

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Kapil Gandhi  
Dr. Anika Mittal  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. Sonam Khurana

Agenda:

- Planning for online teaching and assessing various platforms for the same for BDS and MDS batches.
- Preparation of new teaching schedule for all batches.

S NO.	MOM	ACTIONS IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	<ul style="list-style-type: none"><li>• College is planning to start Online classes for undergraduate students across all years.</li><li>• Various online platforms for online teaching of BDS</li></ul>	All HoDs  Dr. Preeti Sharma Dr. Mayura Paul	10days  10days







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	<p>and MDS students were assessed.</p> <ul style="list-style-type: none"><li>• It was discussed to prepare new teaching schedule for all BDS students.</li><li>• Co-ordinators were decided for each year for proper execution of the classes. Co-coordinators were instructed to make the schedule for online classes and post it in faculty and student groups.</li><li>• All the HODs were asked to instruct their faculty about the same.</li></ul>	<p>Dr. Sonam Khurana</p> <p>HODs</p>	<p>7 days</p> <p>10 days</p> <p>Not Applicable</p>
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**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location: Principal Office

Date: 2<sup>nd</sup> MAY, 2020

Time: 11.00

Attendees:

1. Chairperson: Dr. Rahul Paul
2. Members:
  - Dr. Pankaj Datta
  - Dr. Anika Mittal
  - Dr. Kapil Gandhi
  - Dr. Vikram Blaggana
  - Dr. Sonam Khurana
  - Dr. Mayura Paul
  - Dr. Akash Sachdeva

Agenda:

- Conducting online exams for undergraduate students across all years.
- Basic Science Lecture Schedule to be prepared for 2020-21 MDS batch.

S NO.	MOM	ACTIONS IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	Examination cell team was instructed to prepare online sessional exam schedule and invigilation duty for the faculty.	Dr. Sonam Khurana	2 days
2.	All the HODs were asked to instruct the faculty to download google classroom who will be uploading and checking the answer sheets, in their	All HODs	2 days





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	<p>laptops/Ipads/mobile phone.</p> <p>It was decided to conduct online examination in small batches. Thus, at least 3 sets of question papers are to be prepared by each department.</p>		
3.	<p>Basic Science Lecture Schedule to be prepared and submitted for the upcoming session of MDS batch.</p> <p>All HODs were instructed to prepare their respective departmental time table for continuing with the academic curriculum online.</p>	<p>Dr. Vikram Blaggana</p> <p>All HODs</p>	<p>15 days</p> <p>5 days</p>

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Ghaziabad-201010 (U.P.)

**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location – Conference Room

Date – 3<sup>rd</sup> NOVEMBER 2020

Time – 11 AM ONWARDS

Attendees –


1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Kapil Gandhi  
Dr. Dakshita Joy Sinha  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. Sonam Khurana

Agenda –

- Declaration of University Examination for year 2019-20.

S NO.	MOM	ACTIONS IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	All Hods were informed that the university examination for 2019-20 year are declared. Completion of syllabus and quota for the same should be ensured.	All HODs	10 days

  
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46/1, Site-IV, Industrial Area, Sahibabad,  
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**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location: Principal Office

Date: 11<sup>th</sup> MARCH 2021

Time: 11.00 AM

Attendees:

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Kapil Gandhi  
Dr. Dakshita Joy Sinha  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. Sonam Khurana

Agenda:

- Increase in the number of library books for PGstudents
- Declaration of University Examination for session2019-21.
- Preparation of Academic Calendar for session2021-22.
- Preparation of date-sheet for sessional examination of BDSstudents.
- Conducting mock examination of MDS 2018 and MDS 2020batches.

S No.	MOM	ACTIONS TO BE IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	All HOD'S were informed that the dates for university examination for	All HOD's	10 days





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	Session 2019-21 are declared. It was asked to ensure the completion of syllabus and quota.		
2.	No. of library books to be increased keeping in mind the curriculum for post-graduate students.	All HODs	1 month
3.	Examination Cell was asked to prepare detailed date sheet for conducting sessional examination for BDS students.	Dr. Mayura Paul	7 days
4.	Discussion was done about preparation of Academic Calendar for the session 2021-22.	Dr. Sonam Khurana	1 month
5.	Preparation of date sheets for mock examination of MDS 2018 Batch and MDS 2020 batch.	Dr. Mayura Paul	1 week

DR RAHUL PAUL

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### **MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location: Principal Office

Date: 9<sup>th</sup> SEPTEMBER 2021

Time: 10:00 A.M.

Attendees:

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta  
Dr. Vikram Blaggana  
Dr. Akash Sachdeva  
Dr. Mayura Paul  
Dr. Sonam Khurana  
Dr. Dakshita Joy Sinha  
Dr. Manish Bhalla

Agenda:

- Preparation of date-sheet for sessional examination for all for BDS batches .
- Basic Science Lecture Schedule to be provided for MDS batch2021.
- Review of Academic Calender for BDS 2021-22.

S No.	MOM	ACTIONS TO BE IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	Examination Cell was asked to prepare the detailed date sheet for conducting sessional examination for all BDS batches.	Dr. Mayura Paul	15 Days
2.	It was discussed to prepare basic science lecture schedule	Dr. Vikram Blaggana	15 Days





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	for MDS 2021 Batch.		
3.	Review of academic calender for academic year 2021-22 was done and approved by the principal.	Dr Rahul Paul	Not Applicable

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**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location: Principal Office

Date: 11<sup>th</sup> JANUARY 2022

Time: 10:00 A.M.

Attendees:

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. Pankaj Datta

Dr. Vikram Blaggana

Dr. Akash Sachdeva

Dr. Mayura Paul

Dr. Sonam Khurana

Dr. Dakshita Joy Sinha

Dr. Manish Bhalla

Agenda:

- Rescheduling lectures and Clinics for 3<sup>rd</sup> and 4<sup>th</sup> year.
- Conducting mock examination of MDS 2019 Batch.

S No.	MOM	ACTIONS TO BE IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	Early announcement of university examination for undergraduates in the month of February. All HODs of undergraduatedepartment were informed to ensure the completion	Dr. Mayura Paul	1 week





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	of syllabus and quota.		
3.	Preparation of date-sheets for the mock examination for MDS 2019 Batch.	Dr. Mayura Paul	1 month

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Ghaziabad-201010 (U.P.)

**MINUTES OF MEETING OF ACADEMIC COMMITTEE**

Location: Conference Hall

Date: 2<sup>nd</sup> APRIL 2022

Time: 10:00 A.M.

Attendees:

1. Chairperson: Dr. Rahul Paul
2. Members:

Dr. PankajDatta  
Dr. Vikram Blaggana  
Dr. Akash Sachdeva  
Dr. MayuraPaul  
Dr. Sonam Khurana  
Dr. Dakshita Joy Sinha  
Dr. ManishBhalla

Agenda:

- Introduction of Library Management Software.
- Promoting research grants for studies.
- Preparation of Academic Calendar for 2022-23 session.





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S No.	MOM	ACTIONS TO BE IMPLEMENTED BY	ESTIMATED TIME OF ACTION
1.	Introduction of Library Management Software was done for faculties. Arrangement for the demonstration of functioning of the software for students so that remote access of the library can be availed.	Dr. Dakshita Joy Sinha	1 month
2.	Encouraging Post graduates for applying for research grants from various statutory bodies	Dr. Manish Bhalla	1 month
3.	Discussion was done about preparation of Academic Calendar for the academic year 2022-23 for all BDS batches.	Dr. Sonam Khurana	1 month

DR. RAHUL PAUL  
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