

# Surendera Dental College & Research Institute

H. H. Garden Power House Road Sri Ganganagar, Rajasthan- 335001

Phone: 0154-2440072, 2443412, 2440071 Email: [Info@sgi.org.in](mailto:Info@sgi.org.in)




## IQAC MEET

Time – 9.30 am - 12.00 pm

Venue – conference hall (d-block)

Date: 2<sup>nd</sup> August 2021

AGENDA	SUGGESTIONS
<ol style="list-style-type: none"><li>1. Review of Criteria wise activities</li><li>2. Extension activities</li><li>3. Planning of infection control and biomedical waste management workshops</li><li>4. Immunization</li><li>5. Oath and pinning Ceremony</li><li>6. Parking Rules</li><li>7. Fresher's day</li><li>8. Ganesh Festival</li><li>9. Women equality day and Girl Child day celebration</li><li>10. Basic Life Support Course</li><li>11. Proposed budgets for all departments</li><li>12. Planning of commemorative events</li><li>13. Biometric attendance for interns</li></ol>	<ol style="list-style-type: none"><li>1. Committees are handling their assigned tasks with dedication.</li><li>2. Community camps will be resumed and conducted periodically.</li><li>3. Infection control and biomedical waste management programmes are being planned by infection control committee.</li><li>4. Infection Control Cell will supervise the vaccination programme.</li><li>5. Student welfare committee will organise the oath and pinning ceremony of the student council.</li><li>6. Parking rules have been revised and Principal shall ensure that these rules are followed strictly.</li><li>7. Student welfare committee shall plan for the Fresher's day in welcome of BDS 1<sup>st</sup> year students.</li><li>8. Religious society shall organize Ganesh festival on the occasion of Ganesh Chaturthi</li><li>9. Women Cell will take over the responsibility for celebration of Women equality day and International girl child day in the institute.</li><li>10. Dept of Oral Surgery is planning to conduct a four day programme on the same in the month of September.</li></ol>

  
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	<ol style="list-style-type: none"><li>11. Finance committee shall ensure that all departments formulate the proposed budget for financial year 2021-22 as soon as possible.</li><li>12. Student welfare committee shall prepare a commemorative event calendar for the year 2021.</li><li>13. The Principal is suggested to start biometric attendance for the interns soon.</li></ol>
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Copy to concern committees.

  
**Director Principal**  
**Surendra Dental College &**  
**Research Institute, SGNR**  
Chairperson

**IQAC Meeting Aug'21**

S.NO.	Position	Name	Signature
1.	Chairman	Mr. Suraj Aggarwal	
2.	Trustee	Mr. Gorav Gupta	
3.	Trustee	Mr. Mihir Aggarwal	
4.	Chairperson/Exam Cell incharge/Grievance redressal cell/Anti ragging cell incharge	Dr. Sandeep Kumar Principal	
5.	NAAC Coordinator	Dr. Manish Sharma, Department of Oral Pathology	
6.	Faculty member/Ethical committee incharge	Dr. Seema Gupta, Department of Orthodontics	
7.	Research Cell incharge	Dr. Basavraj, Dept of Oral medicine	
8.	Outreach committee incharge	Dr. Manu Batra Department of Community	
9.	Faculty member/Library committee incharge/Alumni committee incharge	Dr. Rajneesh Department of Prosthodontics	
10.	Faculty member	Dr. Eenal Bhambri, Department of Orthodontics	
11.	Faculty member	Dr. Indu Choudhary	
12.	Faculty member/Education cell incharge	Dr. Neetu Jindal, Dept of Conservative & Endodontics	
13.	Administrative member	Mr. Manmeet Singh	
14.	Administrative member	Mr. Varinder Passi	
15.	Administrative member	Mr. Arjun Verma	
16.	Alumni nominee	Dr. Yuvraj Angad	
17.	Student Nominee	Abdul Mannan	
18.	Stakeholder nominee	Mr. Mahinder Pal Singh	
19.	Employer	Mr. Vikas Sihag	
20.	Industrialist	Mr. Vikram Chitlangia	
21.	Curriculum committee incharge	Dr. Suruchi Sukhija	
22.	Academic Cell Incharge	Dr. Rajni Aggarwal	
23.	Student welfare committee incharge	Dr. Renu Aggarwal	
24.	Infection control cell incharge	Dr. Manisha Solanki	
25.	Women Cell incharge	Dr. Shubh lata	
26.	International Student Cell incharge	Dr. Sandeep Kumar	
27.	Maintenance committee incharge	Mr. Ranjeet Singh	
28.	Rotarian Nominee	Mr. SM Lhari	
29.	Finance committee incharge	Mr. Harjinder	
30.	Parent Teacher committee incharge	Dr. Manish Kumar	

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**IQAC MEET 2021-22**

**30<sup>th</sup> Nov 2021**

**Time – 9.30 am - 12.00 pm**

**Venue – conference hall (d-block)**

<b>Sr. no.</b>	<b>Agenda</b>	<b>Resolution</b>
1	Library books to be purchased	All departments will suggest books with price cards
2	CA/ OD ERP leave application demo	Minor edits to software and will make the application system paperless in phases. Phase one – staff would require to give physical application and file on ERP Phase two – Remove physical application completely
3	Induction for PG and UG separate- ethics, Research methodology, ERP	<ul style="list-style-type: none"><li>• Erp – Mr Arun Kumar</li><li>• RM – Dr. Gurmeet Singh Malhotra</li><li>• Ethics – Dr. Deeksha Gijwani</li></ul>
4	Value added courses (15 hours) plan for each department	Online registration (Dr. Gurmeet Malhotra and Arun Kumar) Each department will conduct one BLS will be conducted by Oral Surgery
5	Attendee details to be submitted with – sr.no, batch. ID no., full name, signature	Acknowledged
6	Special equipment user registers for dept – OM, CONS, PERIO, OP (preceding year)	Acknowledged
7	Sterilization and fumigation register for preceding year all dept.	Acknowledged
8	Add on courses – MOOC course for advance learners and IDA	Proposal to install IDA at our campus will be sent out by Dr. Rajnish Aggarwal MOOC courses will be suggested to bright

  
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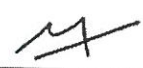


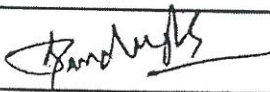
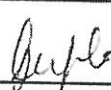
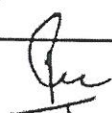
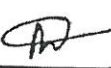
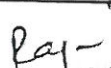
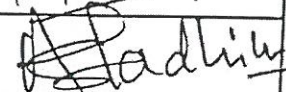
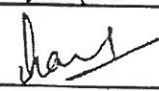
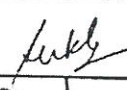
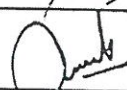
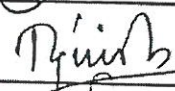

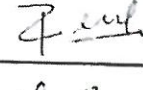
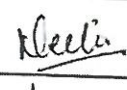
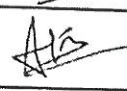
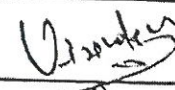

		students by faculty as an optional learning experience
9	PTM for this year	Report made by Dr Manish Kumar
10	FDP teaching and non teaching at least 4 in college	Will find speakers for improving education and enhancing teaching techniques Dr Manisha will take ICC seminar Fire training by Mr. Nirmal Jain
11	Research methodology	Dr Gurmeet Malhotra
12	Sports event plan	Sports meet Dr Sandeep will provide list of players Brochures for games and clubs will be prepared by individual clubs
13	CDE plan for the year	Every department will conduct on their level
14	Conference in college	<ul style="list-style-type: none"> <li>• Dr Rajnish Will discuss with Dr Sachin Ahuja</li> <li>• Can consider online as well</li> </ul>
15	Women empowerment seminar plan	Speaker will be decided, women cell will take over this event
16	Ethic seminar plan	On the induction date, GRC will take care of this event
17	Feedback dates and procedure (ERP)	In mentor sessions
18	Slow/ advance learner plan	Will continue as before
19	Infection control seminar plan	Dr Manisha will give a date
20	Student exchange	Dr Sandeep will talk to colleges
21	Diversity day plan	<ul style="list-style-type: none"> <li>• Program will be named "One India"</li> <li>• Army officials will be invited for participation</li> </ul>
22	Commemorative events plan	Dr Renu will give the year calendar with department wise responsibilities

  
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23	Dental emerging trends seminar plan	<ul style="list-style-type: none"> <li>• Clubbed with CDE</li> <li>• At least two in a year</li> <li>• Shall consider outside speaker</li> </ul>
24	Chiranjivi Yojna plan for hospital and dental OPD	<ul style="list-style-type: none"> <li>• Applied</li> <li>• Waiting for clinical establishment act verification</li> </ul>
25	ECHS status	Vikas, Gurjinder and Ranjeet will take over the responsibility after software training
26	Measures to improve OPD	<ul style="list-style-type: none"> <li>• Free bus service with PROs will be initiated again</li> <li>• Chiranjivi Yojna will boost the OPD</li> </ul>
27	Alumni society application	Mr. Gorav Gupta will talk to the CA
28	ID card generation	Will go under Dr Gurmeet Malhotra

  
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## IQAC meeting November 2021

1	Mr. Suraj Aggarwal	BOM	
2	Mr. Gorav Gupta	BOM	
3	Mr. Mihir Aggarwal	BOM	
4	Dr. Sandeep Kumar	DP	
5	Dr. Seema Gupta	HOD Orlus	
6	Dr. Basavaraj T Bhagwati	HOD OMDR	
7	Dr. Manisha Solanki	HOD o.s	
8	Dr. Rajni Aggarwal	HOD perio	
9	Dr. A.P.Dadhich	HOD Pharmacology	
10	Dr. Manish Sharma	Hub Dpt of O.P.	
11	Dr. Suruchi Juneja	Pedo	
12	Dr. Gurmeet Singh Malhotra	Research Cell	
13	Dr. Rajnish Aggarwal	Prosthodontics	
14	Dr. Eenal Bhambri	Orthodontics	
15	Dr. Renu Aggarwal	Conv & endo	
16	Ms. Neetu Choudhary	MBiochem.	
17	Mr. Arun Kumar	IT	
18	Mr. Virender Kumar	Financial Committee	
19	Mr. Arjun Verma	Financial Committee	

  
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# Surendera Dental College & Research Institute


## IQAC MEET 2021-22

28<sup>th</sup> February 2022

Time – 9.30 am - 12.00 pm

Venue –conference hall (d-block)

Sr. No	Agenda	Resolution				
1.	Review of previous IQAC meet for dates	Review was conducted, all activities are on schedule. <table border="1"><tr><td>Student exchange</td><td>Dr Manish Sharma will get approval from different colleges</td></tr><tr><td>Conference</td><td>Due to external factors conference is unlikely this year</td></tr></table>	Student exchange	Dr Manish Sharma will get approval from different colleges	Conference	Due to external factors conference is unlikely this year
Student exchange	Dr Manish Sharma will get approval from different colleges					
Conference	Due to external factors conference is unlikely this year					
2.	Announcing IIQA submission/ Role of personal responsibility	Acknowledged				
3.	Usage of online task calendar – Setting notification & creating tasks	All committee heads were informed about the tasks with deadlines, a demo on usage of g-suite calendar was given				
4.	Feedback report	Reviewed and changes will be advised by GRC and curriculum committee				
5.	Feedback form revision	Feedback forms will be revised with GRC and curriculum committee				
6.	Dental emerging trends (faculty)	Will be covered in Department CDE programs				
7.	Quality improvement	Dr Eenal will coordinate with Prof. Dr Jagdish Malik for the event				
8.	Professional development	1 Conferences & 1 convention per faculty is advised to all faculty				
9.	FDP	Had telephonic communication with Dr Dinesh Badiyal (Chairman of FIAMER) prof. pharmacology, CMC for providing with speakers.				

  
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10.	Make a MOOC as part of e-content	Faculty will attend some courses for better understanding the MOOC requirements
11.	Assignments as part of internal marks (MOOC)	Notice will be given by DP office regarding extra marks option
12.	Swayam course in curriculum and fdp	Staff will review the topics related to dental education and attend Dr Seema and Dr Eenal are already registered
13.	Induction ceremony, library / erp orientation	GRC will organize this event
14.	Teacher incharge for clubs	Dr Neetu- music, Dr Rajnish- theater club, Dr Renu- Art and student council, Dr Deeksha - Rotract, Dr Seema- cultural society, Dr Manu- sports  Reporting will be handled by student representative
15.	Capability enhancement responsibility distribute to all departments	<ul style="list-style-type: none"> <li>• Soft skill development &amp; Language and communication skill development – Orthodontics Department</li> <li>• Yoga and wellness- Pediatrics department</li> <li>• Analytical skill development- PHD</li> <li>• Human value development- student welfare</li> <li>• Personality and professional development programs &amp; Employability skill development programs will be covered in CDEs</li> </ul>
16.	Career guidance session	Dr Simran Jeet Singh (DENTACME), will be contacted by Dr Manish Sharma, Dr Nisha Garg (online) will be contacted by Dr. Renu for guidance sessions
17.	Soft skill class for faculty	Orthodontics Department will use communications lab

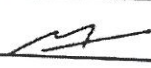
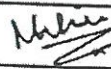
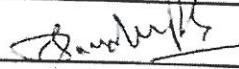
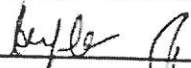

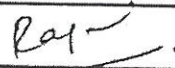


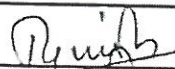

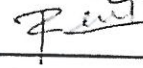
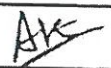
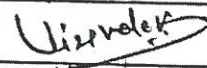


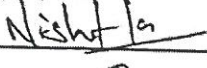
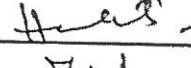
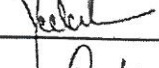
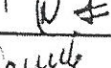
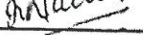
  
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18.	Academic calendar	Published on scheduled date
19.	IDM schedule	Published on scheduled date
20.	Add on course/ certificate course calendar	All departments are notified
21.	Biomedical waste, infection control (like hand wash technique), community skills for teaching non-teaching	Oral Surgery department
22.	Write Financial head on bills	Acknowledged
23.	Internship orientation	Dr Hemlata
24.	IPR	Research cell will take over
25.	Intern report for mentors	Acknowledged
26.	Education committee members	Dr Nishant (Chairperson) and Dr Hemlata (member)
27.	BOS member request	RUHS is only taking govt members but this year they taken the names of our faculty, which might lead to addition in BOS

  
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## SECOND IQAC meeting Feb 2022

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mr. Suraj Aggarwal	BOM	
2	Mr. Gorav Gupta	B O M	
3	Mr. Mihir Aggarwal	BOM	
4	Dr. Sandeep Kumar	Chair person	
5	Dr. Seema Gupta		
6	Dr. Basavaraj T Bhagwati	Member	
7	Dr. Manisha Solanki		
8	Dr. Rajni Aggarwal	Member	
9	Dr. A.P.Dadhich		
10	Dr. Manish Sharma	NAAAC - coordinator	
11	DR. Suruchi Juneja	Member	
12	Dr. Gurmeet Singh Malhotra		
13	Dr. Rajnish Aggarwal	Member	
14	Dr. Eenal Bhambri		
15	Dr. Renu Aggarwal		
16	Ms. Neetu Chudhary		
17	Mr. Arun Kumar	IT	
18	Mr. Virender Kumar	Financial Committee	
19	Dr. Manish Kumm.	Member	
20	Dr. Manu Batra	Member	
21	Dr. Nishat Kumar	Member	
22	Dr. Hemtate		
23	Dr. Deeksha Agrawal	Member	
24	Dr. Amit Khunger	Member	
25	Dr. Harleen Narela	Member	

  
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Surendera Dental College & Research Institute

IQAC MEET 2021-22

21<sup>st</sup> May 2022

Time – 9.30 am - 12.00 pm

Venue – conference hall (d-block)

Sr no.	Agenda	Resolution	ETA
1	Review of Last meeting	Student exchange – dr Rajnish will see student exchange program FDP- get in touch with FAIMER chairman – Dr Nishant	
2	Update of NAAC Application	Acknowledged by all members about DVV	
3	Mentee problems and resolutions	Will attach the system to grievance cell	
4	Annual Planning review (committee wise)	Ethical –on schedule Education-arranging guest lecturers Curriculum- integrated lectures added to the mix Outreach- in need of PRO Academic – s/f learner program and MM program going as planned Exam – OMR sheets can be implemented after costing, jammer for halls Student Welfare – club activities are planned, new Student council to be formed Grievance Redressal – integrated with MM program, orientation/ white coat ceremony next month PTM- online meet and, feedback in physical form Alumni- alumni meet will be planned Maintenance& Infrastructure - sports development in progress Library- quotes of the books submitted Research- discussed grants, conferences, lectures related to research Finance-audit process is ongoing Infection control – organized various lectures, registers are being maintained Women Cell- planned a set of lectures in curriculum and beyond	

  
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5	MOOC for Faculty (preferably something related to development of e-lectures) and Students	Faculty has enrolled in various courses	
6	Reporting as per calendar – reports are not being received as per the calendar	All the committees are reinforced to do so.	
7	Library book Quotes	Approved	
8	Parent teacher meeting schedule and revised guideline for meets	After 2 <sup>nd</sup> internal assessment exams, PTM will be held and Dr.Manish will formulate the revised guidelines.	
9	IPR and banking related lectures (research cell)	Dr. Basavraj is reinforced to plan more lectures and workshops on IPR and banking.	
10	Feedback plan from all stakeholders & change in feedback system	Feedback would be taken online from now onwards and few changes in feedback forms are suggested.	
11	Change in event reporting system to online method	Event reporting too would be done online from now onwards and for previous session 21-22 .	
12	Slow/Fast learner Review	The programme is running effectively.	
13	Faculty Development program Plan	Education Cell is encouraged to work more on FDPs.	
14	Lectures on Quality improvement	More lectures on quality improvement are to be planned.	
15	Integrated lecture plan to be implemented	Curriculum committee will prepare the lecture schedule.	
16	Alumni Society registration review	Dr. Rajnish is looking into the matter and few changes suggested.	
17	Research Grants and collaborations plan	Research Cell is	
18	Registration on Sodhganga to upload research work	Registration will take place via sodhganga	

  
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## IQAC MEETING MAY 2022

S.NO	NAME	DESIGNATION	SIGNATURE
1	Mr. Suraj Aggarwal	Chairman	
2	Mr. Gorav Gupta	MANAGING DIRECTOR	
3	Mr. Mihir Aggarwal	Trustee	
4	Dr. Sandeep Kumar	Director Principal	
5	Dr. Seema Gupta		
6	Dr. Basavaraj T Bhagwati	Project Head	
7	Dr. Manisha Solanki		
8	Dr. Rajni Aggarwal	Professor & HOD (Periodontics)	
9	Dr. A.P.Dadhich		
10	Dr. Manish Sharma		
11	DR. Suruchi Juneja	Professor & Head (Pedodontics)	
12	Dr. Gurmeet Singh Malhotra		
13	Dr. Rajnish Aggarwal	Professor (Prosthodontic)	
14	Dr. Eenal Bhambri	Professor (Orthodontic)	
15	Dr. Renu Arrarwal	Professor (Caries)	
16	Dr. Manish Kumar	Associate Prof. (Oral path)	
17	Dr. Manu Batra	Reader (PHD)	
18	Dr. Nishant Kumar	Reader OMR.	
19	Dr. Hemlata	Senior Lecturer (OS)	
20	Dr. Deeksha Gijwani	Senior Lecturer (PHD)	
21	Dr. Amit Khungar		
22	Dr. Harleen Narula	Senior Lecturer (Pedo)	
23	Mr. Narender Pal Arora		
24	Mr. Arun Kumar	Web Developer	
25	Mr. Virender Kumar		

26. Dr. Monika Choudhary

Senior Lecturer (Oral)

**Director Principal**  
**Surendra Dental College &**  
**Research Institute, SGNR**

Surendera Dental College & Research Institute

IQAC MEET 2022-23

26<sup>th</sup> August 2022

Time – 9.30 am - 12.00 pm


Venue – conference hall (d-block)

Sr no.	Agenda	Resolution	ETA
1	Review of Last meeting	Student exchange- in progress IPR and banking related seminar to be organized Library books purchased, new book list will be made	
2	Update of NAAC Inspection (Dates 02/09/2022 - 03/09/2022)	Acknowledged	
3	Offline grievance case number to be given (YEAR GH/BH CASE NO. eg. 22 GH 001)	Acknowledged	
4	Inform about DELNET subscription	Acknowledged	
5	Make new set of video Lectures (Potentially of same topics in each dept so we can combine and make MOOC)	Acknowledged	
6	API to be filled on ERP (Harsh demo)	Acknowledged	
7	NAAC data upload on ERP (Harsh Demo)	Acknowledged	
8	Need list of material used for each treatment mentioned by	Acknowledged	

  
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	departments		
9	Requirement to become PG/PHD Guide (Dr Nectu will explain the plan)	5 research publications as first author or corresponding author More than 5 year PG teaching experience	
10	Lecture Schedule from regular batch and Odd Batch ( Dr Suruchi will explain)	Acknowledged Will initiate practice according to RUHS guidelines	
11	Inform about the names given to IDM	Acknowledged	
12	Add on courses Review (Some programs not happening)	Acknowledged	
13	Value Added courses 15 hours plus (review)	Acknowledged	
14	Departments to plan 1 field trip each year (Dr Manu Explains)	Protho – Free denture camp Dr Deeksha will make a schedule	
15	Take up Collaborative opportunities with Gov/ non Gov./ NGO organizations for outreach (like special Olympics)	Tapovan for special children Can contact andhvidhyalay	
16	S/F Learner review- Medical subject lists not received Attendance sheets( signed) to be formed	Acknowledged	
17	Faculty should attend Value added courses	Acknowledged	
18	Mentor reports review	Acknowledged, addition to timetable for MM	
19	URKUND purchase	In progress	
20	Event Report Scan	Acknowledged	
21	Club Schedule review (music club)	Will make schedule for the year	

  
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	no activity)		
22	Capability enhancement duties review (employability/language/personality empty)	Will make schedule for the year	
23	Exchange programs – Students/ Faculty	Letter will be sent in September	
24	Extended profile Docs review	Dr Sandeep is compiling	
25	Feedback from stake holders review	Employer – circulated Faculty- circulated Student – 2 forms (main form to be filled) Alumni - circulated	
26	NABH Review (Dr Manish will be asking for documents from concerned faculty) Coordinator – Dr Manish K Chapter1 AAC: Dr Manu (PHD) Chapter 2 care of patient: Dr Manisha (OS) Chapter 3 Patient Rights and Education: Dr Rajni (Perio) Chapter 4 Management of dental Materia, medica and Equipment: Dr Sandeep (Prostho) Chapter 5 infection control: Dr Bhasavraj (OMR) Chapter 6 Quality improvement: Dr Fenal (ortho) Chapter 7 Responsibilities of Management: Rajni Ma'am/ Dr Manish k. (OP)	Acknowledged	

  
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	<p>Chapter 8 Facility management and safety: Dr Suruchi ( Pedo)</p> <p>Chapter 9 HRM: Rajni Ma'am/ Dr Manish k.</p> <p>Chapter 10 IMS: Rajni ma'am/ Dr Renu</p>		
27	<p>Remaining SOPs –</p> <p>IQAC, Education, Curriculum, Academic, PTM, Alumni, Research, Finance, women cell</p> <p>All committee to verify their SOPs according to metrics</p>	Acknowledged	
28	Prepare Individual committee points	Acknowledged	
29	Inspection min to min	Mihir will give	
30	Prepare Student clubs and council ppt	Acknowledged	
31	Parents, alumni	Will be invited	
32	Patient boost	Dr Arun, Dr Upneja	
33	Career Counseling lecture	Dr Rajnish will organize in Sept	
34	Audio- Visual Aids Review	OS and perio's system working	
35	IDA	Dr Rajnish & Dr Seema (chair) will head	
36	Convocation & Alumni meet planning	Will plan in September Convocation FEB- March	

  
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IQAC Meeting August 2022

S.No.	Name	Designation	Signature
1	Mr. Suraj Aggarwal	Chairman, BOM	
2	Mr. Gorav Gupta	Managing Director, BOM	
3	Mr. Mihir Aggarwal	Trustee, BOM	
4	Dr. Sandeep Kumar		
5	Dr. Seema Gupta		
6	Dr. Basavraj T. Bhagwati	Prof & Head ONIR	
7	Dr. Monika Solanki Monika Solanki	Prof & Head ONIR	
8	Dr. Rajni Aggarwal	Prof & Head	
9	Dr. Neetu Jindal		
10	Dr. Renu Aggarwal	Consultant Professor	
11	Dr. Suruchi Juneja	Prof. & Head	
12	Dr. Rajnish Aggarwal		
13	Dr. Eenal Bhambri	Professor	
14	Dr. Manish Kumar	Reader	
15	Dr. Nishant Kumar	Reader	
16	Dr. Hemlata		
17	Dr. Manu Batra		
18	Dr. Deeksha Gijwani	Senior Lecturer	
19	Dr. Amit Khunger		
20	Dr. Monika Choudhary	Reader	
21	Mr. Vinod Kumar	Adm. Representative	
22	Mr. Nageshwar Rao Awar	Angular officer	
23	Mr. Rangaiah Singh	Maintenance & Infrastructure Head	
24	Mr. Vikas Kumar	Maintenance & Infrastructure Member	

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# INTERNAL QUALITY ASSURANCE CELL (IQAC) Surrendera Dental College & Research Institute

H. H. Garden Power House Road Sri Ganganagar, Rajasthan- 335001

Phone: 0154-2440072, 2443412, 2440071 Email: sdcri@sri.org.in

No.SDC&RI-IQAC-22/02

Dated: 12-09-2022

The minutes of IQAC meeting held on 12-09-2022 are as follows;

Sr. No.	Agenda	Resolution
1.	Review of Peer Team Visit	Reviews taken from each Head of the Dept and Committee incharge and implemented as per guidance.
2.	Reconstitution of IQAC and committees	IQAC and the committees were reconstituted.
3.	Curriculum committee to send proposals to RUHS	Curriculum committee will send proposal for integrated teaching lectures to the Principal which will be forwarded to the University. This channel will be followed in future too for any other topics apart from curriculum.
4.	Dissolve women cell & rename as ICC	Women Cell will be dissolved by IQAC and renamed and redefined as Internal complaints committee (ICC). Mrs. Aarti Gupta (Advocate) would be contacted for one external member.
5.	ICC to arrange a lecture on POSH act	Mrs. Bhawna Swami would be contacted for a lecture on POSH act by Dr. Eenal Bhambri.
6.	Each Dept has to prepare MOMs regarding days celebration, value added courses, conferences, publication...	Atleast 6 MOMs to be prepared by each Dept discussing methods to increase OPD, slow fast learners, celebration of commemorative events, valued added courses, add on courses, IDM, conferences, research proposals etc. List of Seminars to be made for each PG at the beginning of the MDS session and signed by the Head of the Dept.
7.	SOPs to be changed – Research Cell and Ethical Cell	Research Proposals from each Dept. should be first sent to Research cell. Research cell would forward the appropriate proposals to the Ethical committee for clearance and the ethical committee will revert back to the Research Cell with clearance letters or revisions or rejections. Dispatch and receiving numbers should be taken care of.
8.	Infection Control nurse to be appointed by Infection Control committee	Infection Control committee would dispatch a letter mentioning Mr. Aman Virk as ICN.
9.	Academic Cell to select the best outgoing student on yearly basis	Academic Cell would select and make a record of the best outgoing student yearly on academic basis and these students will be felicitated at the convocation.

  
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10.	Library committee to select the best student on monthly basis	Librarian would inform the library committee incharge about the student using the library efficiently and authentically and that student would be selected as the best student as per library usage.
11.	Every event to be given for press release	Every event report should be forwarded to Mr.Virender Passi with nongeotag photos till 6 pm on the same day of the event preferably, who will take care of Press Release and Mr.Vipul is to be contacted for Digital marketing of the event.
12.	Research Cell should look for resource person for lecture on research grants	Dr. Basavraj is asked to look for resource person for lecture on research grants and he will inform the staff about the ongoing grants every month. He is also supposed to give the list of journals for publications.
13.	Review of YUVA Fest	It went smooth and reporting is under process.
14.	Review of Ganesh Festival	It was managed effectively by the cultural committee.
15.	Discussion Article processing charges	Articles can be sent for publications in unpaid journals preferably.
16.	IDA collaboration	Dr. Eenal Bhambri has talked to Dr. Sachin Ahuja and he informed that Rajasthan state level IDA branch is non functional.
17.	Fund Allocation	BOM has decided to give Rs.10000/ every year to every Deptt. for celebration of 2 commemorative events, 1 value added course and 1 add on course , Rs.30000 for Student Council and Rs.40,000 for 4 FDPs.

*sd/-*  
(Dr. Sandeep Kumar)  
Chairperson

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1. Board of Management
2. Director Principal
3. All faculty members
4. Notice Boards

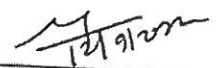
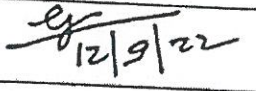

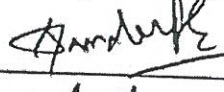
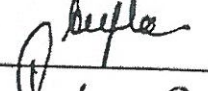
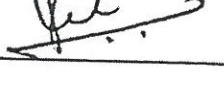
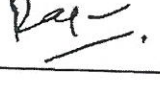
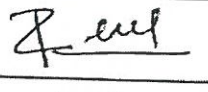
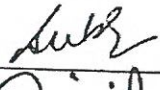
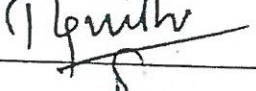
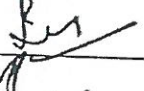
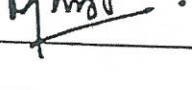
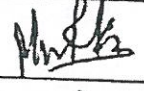
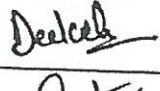
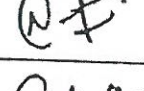
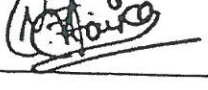
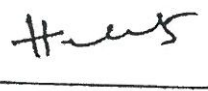

Surendera Dental College & Research Institute, Sri Ganganagar. (Raj.)

*[Signature]*  
Director Principal  
Surendera Dental College &  
Research Institute, SGNR

*[Signature]*  
(Dr. Sandeep Kumar)  
Chairperson



IQAC Meeting 12-09-2022

S.No.	Name	Designation	Signature
1	Mr. Suraj Aggarwal	Chairman, BOM	
2	Mr. Gorav Gupta	Managing Director, BOM	
3	Mr. Mihir Aggarwal	Trustee, BOM	
4	Dr. Sandeep Kumar	Chairman IQAC	
5	Dr. Seema Gupta	Ethical Member Secretary	
6	Dr. Basavraj T. Bhagwati	Research cell	
7	Dr. Manisha Solanki		
8	Dr. Rajni Aggarwal	Chairman Academic	
9	Dr. Neetu Jindal		
10	Dr. Renu Aggarwal	Chairman Student meet	
11	Dr. Suruchi Juneja	Chairman Curriculum	
12	Dr. Rajnish Aggarwal	Chairman Alumni	
13	Dr. Eenal Bhambri	Prof. Orthodontics	
14	Dr. Manish Kumar	Chairman PTM	
15	Dr. Nishant Kumar		
16	Dr. Hemlata		
17	Dr. Manu Batra	IQAC Member	
18	Dr. Deeksha Gijwani	Outreach Committee member	
19	Dr. Amit Khunger	Academic	
20	Dr. Monika Choudhary	Member Student Welfare Committee & Alumni Cov.	
21	Dr. Hemlata	Injection Control Committee Member	
22.	Dr. Gurveen Chawla	PTM	

  
 Director Principal  
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# INTERNAL QUALITY ASSURANCE CELL (IQAC) Surendera Dental College & Research Institute

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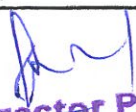
Phone: 0154-2440072, 2443412, 2440071 Email: sdcri@sgi.org.in

No.SDC&RI-IQAC-22/21-25

Dated: 23-12-2022

The minutes of IQAC meeting held on 21.12.2022 are as follows;

S. No.	Agenda	Resolution
1.	Review of last IQAC meet	All committees working properly and all Dept heads to send SOPs to IQAC.
2.	Review of NAAC report	Report was read by Dr. Eenal and weaknesses were discussed so as to improve.
3.	Review of new API	Few changes to be made.
4.	SOP for New Faculty induction	SOP would be made by Dr. Sonali.
5.	Allotment of duties to new faculty	Duties have been allotted to new faculty members and committees will be reconstituted.
6.	MOMs for all Depts and committees	MOMs are ready with all; previous academic year i.e 2021-22 MOMs would be dispatched to IQAC.
7.	List of books to be purchased by central library	Dr. Sandeep will arrange the list of books from the publisher and also arrange an exhibition of books by the Publisher.
8.	ICC to arrange a lecture on POSH act	Dr. Suruchi has suggested a training course on POSH act, the concerned person would be contacted.
9.	Press release of the events	Dr. Rajnish would talk with Saurabh News Agency.
10.	FDPs	Dr. Nishant (along with Dr. Sonali) is to be contacted for working more on FDPs.
11.	Work on copyrights and Patents	Faculty is motivated to work upon copyrights and patents.
12.	Schedule and responsibility of remedial classes	Classes are scheduled and being followed up.
13.	Library committee to select the best student on monthly basis	The student would be selected based upon the no. of books issued.
14.	Research Cell and PTM committee to be reconstituted	Research Cell would be headed by Dr.Srinivas, PTM committee would be headed by Dr.Gurveen.

  
Director Principal  
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# INTERNAL QUALITY ASSURANCE CELL (IQAC) Surendera Dental College & Research Institute

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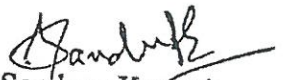
15.	Removal of practical exams from slow/fast learner consideration	API would be rediscussed for this point.
16.	Discussion on assessment formula	Exam cell is to redesign the assessment formula.
17.	Status of GRC	Instructions to be given to Dr.Sonali and Dr.Pramodini by Dr.Eenal for the GRC.
18.	Evaluation of feedback forms	Evaluation to be done.
19.	Departmental collection counter	Departmental QR codes handed over by Narender and demo was given for the same.
20.	Slow fast learner formula	The formula remains the same for now.

(Dr. Sandeep Kumar)  
Chairperson

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1. Board of Management
2. Director Principal
3. All faculty members
4. Notice Boards

Surendera Dental College & Research Institute, Sri Ganganagar. (Raj.)

  
(Dr. Sandeep Kumar)  
Chairperson

  
Director Principal  
Surendera Dental College  
Research Institute, SGNR



IQAC Meeting 21-12-2022

S.No.	Name	Designation	Signature
1.	Mr. Suraj Aggarwal	Chairman, BOM	
2.	Mr. Gorav Gupta	Managing Director, BOM	
3.	Mr. Mihir Aggarwal	Trustee, BOM	<u>Mihir</u>
4.	Dr. Sandeep Kumar	Director Principal	<u>Sandeep</u>
5.	Dr. Manisha Solanki	prof HOD oral surgery	<u>Manisha</u>
6.	Dr. Rajni Aggarwal	Prof & HOD (Periodontics)	<u>Rajni</u>
7.	Dr. Neetu Jindal		
8.	Dr. Renu Aggarwal	Professe <sup>er</sup> <sup>cons</sup> endo	<u>Renu</u>
9.	Dr. Suruchi Juneja	Prof Head; Dept of non <sup>ss. construction</sup>	<u>Suruchi</u>
10.	Dr. Rajnish Aggarwal	Professor, Prostho	<u>Rajnish</u>
11.	Dr. Eenal Bhambri	NBAAC Co-ordinator, Prof & Head, Orthod	<u>Eenal</u>
12.	Dr. Manish Kumar		
13.	Dr. Nishant Kumar		
14.	Dr. Manu Batra	Reader (PHD)	<u>Manu</u>
15.	Dr. Deeksha Gijwani	Reader (PHD)	<u>Deeksha</u>
16.	Dr. Monika Choudhary	Reader Cons & Endo dept	<u>Monika</u>
17.	Dr. Sainivas Prasad Vijayan	Professor, Oral Pathology	<u>VSP</u>
18.	Dr. Ijaz Ahmad Bhat	SR. Prosthodontics	<u>Ijaz</u>
19.	Dr. Sonali Mishra	Senior oral surgery	<u>Sonali</u>

20. Himanshi Tiwari Lecturer (Physiology) Himanshi

21. Dr. Sandap Bains Prof & HOD (OMR) Sandap

  
**Director Principal**  
**Surendera Dental College &**  
**Research Institute, SGNR**





# INTERNAL QUALITY ASSURANCE CELL (IQAC) Surendera Dental College & Research Institute

H. H. Garden Power House Road Sri Ganganagar, Rajasthan- 335001  
Phone: 0154-2440072, 2443412, 2440071 Email: sdcri@sgl.org.in

No.SDC&RI-IQAC-23/60-64

Dated: 12-04-2023

The minutes of IQAC meeting held on 11-04-2023 are as follows;

S. no.	Agenda	Resolution
1.	Review of last IQAC meet	Dr. Rajnish would try getting in touch with News publishers for the press release , Dr. Monika would work upon the content of FDPs and Library committee to give the best student of the month soon.
2.	Review of committees	All committees are working appropriately and from now onwards, Dr. Praveen Gaikwad would be heading the Finance Committee and Dr. Archana Bhatia would be head for the Research Cell.
3.	Review of new API	Education Cell will discuss the API with IQAC Chairperson and Coordinator and make changes if required.
4.	New Faculty induction	Faculty induction forms are available with Mr.Virender . All the HODs were informed about the same.
5.	Registers to be maintained for NABH	Registers to be maintained by the Depts were explained and format would be given by Dr. Eenal.
6.	Monthly patient feedback report to be forwarded to Dr.Rajni	All the Dept Heads were informed about the quarterly patient feedback report to be submitted to Dr. Rajni.
7.	Radiation badges for everyone being exposed to radiations.	Acknowledged by concerned Departments.
8.	Student Council Events	Events to be priorly informed to all the BOM members .
9.	Events' celebration	Headings need to be changed for the events uploaded for the previous year 21-22.
10.	Press release of the events	Acknowledged by Dr.Rajnish
11.	Recording of rejections of any research work by Research Cell	Research Cell informed about the same.

  
Director Principal  
Surendera Dental College &  
Research Institute, SGNR



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12.	Work on copyrights and Patents	Dr. Archana informed to work upon copyrights and patents.
13.	Employee feedback form	To be filled at the end of every session in August.
14.	BDS PO CO	All the Heads were informed to review the BDS PO CO and co-ordinate with Dr. Suruchi.
15.	MDS PO CO	All the Dept Heads were informed to formulate MDS PO CO and forward to Dr. Suruchi.
16.	Review of value added courses	Few Depts to upload the events' report of valued added courses on erp.
17.	Convocation	Convocation would be planned in the month of December. Dr. Rajnish and Dr. Eenal will manage the event.
18.	Blog Post, Video lectures	All the faculty members were encouraged to frequently create blog posts and video lectures for the development of e content.

  
(Dr. Sandeep Kumar)  
Chairperson

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4. Notice Boards

Surendera Dental College & Research Institute, Sri Ganganagar. (Raj.)

  
(Dr. Sandeep Kumar)  
Chairperson

  
**Director Principal**  
Surendera Dental College &  
Research Institute, SGNR



IQAC Meeting 11-04-2023

S. No.	Name	Designation	Signature
1.	Mr. Suraj Aggarwal	Chairman, BOM	
2.	Mr. Gorav Gupta	Managing Director, BOM	
3.	Mr. Mihir Aggarwal	Trustee, BOM	
4.	Dr. Sandeep Kumar	DP	
5.	Dr. Sandeep Kumar Bains	Prof & Head OMR	
6.	Dr. Manisha Solanki	OMFS Prof. & Head	
7.	Dr. Rajni Aggarwal		
8.	Dr. Neetu Jindal		
9.	Dr. Renu Aggarwal	CONS & endo	
10.	Dr. Suruchi Juneja	Pedodontics Prof. & Head	
11.	Dr. Rajnish Aggarwal	Prosthodontics	
12.	Dr. Eenal Bhambrl	Prof & Head Orthodontics	
13.	Dr. Nishant Kumar	Reader OMR	
14.	Dr. Manu Batra	Prof. PHD	
15.	Dr. Deeksha Gijwani		
16.	Dr. Monika Choudhary	Reader, Cons & endo	
17.	Dr. Sonali Mishra	Senior lecturer, OS	
18.	Dr. Jasjeet Uppal	SL Prostho	
19.	Dr. Gurveen Chawla	Reader, Oral Path.	
20.	Dr. Ijaz Ahmed Akhtar	SL Prostho	
21.	Dr. Pravin Gaikeval	PROFESSOR O.P	
22.	DR. ANKIT BHARADWAJ	SENIOR LECT., ORTHO	
23.	DR. ARCHANA	Prof, PERIO	
24.			

Director Principal  
 Surendra Dental College &  
 Research Institute, SGNR  
 Research Institute, SGNR