


**ANNUAL
REPORT BY
IQAC
2021-23**


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

CONTENTS

- **Composition of IQAC**
- **Meetings conducted by IQAC**
- **Seminars/workshops organized on quality by IQAC**
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**Director Principal
Surendera Dental College &
Research Institute, SGNR**



Surendera Dental College & Research Institute

H. Gardens Power House Road Sri Ganganagar, Rajasthan- 335001
Phone: 0154-2440072, 2443412, 2440071

Ref/SDCRI/2020-21/

Date: 01st April 2021

Office Order

This is to inform all IQAC members, with ref to IQAC meeting 13th Feb 2021 Revised list of Committee members has been published as follows-

S.NO.	Position	Name
1	Chairman	Mr. Suraj Aggarwal
2	Trustee	Mr. Mihir Aggarwal
3	Chairperson	Dr. Sandeep Kumar Principal
4	NAAC Co-Ordinator	Dr. Manish Sharma
5	Faculty member	Dr. Seema Gupta
6	Faculty member	Dr. Eenal Bhambri
7	Faculty member	Dr. Manisha Solanki
8	Faculty member	Dr. Suruchi Juneja
9	Faculty member	Dr. Manu Batra
10	Curriculum committee	Dr suruchi
11	Academic cell	Dr. Rajni Agarwal
12	Education Committee	Dr Neetu Jindal
13	Exam Cell	Dr Sandeep Kumar
14	Ethical Committee	Dr. Seema Gupta
15	Research cell	Dr Basavraj T.
16	Studentwellfare Committee	Dr. Renu Agarwal
17	Grievance Redrressal Cell	Dr Sandeep
18	Library committee	Dr rajnish
19	Infection Control Cell	Dr. Manisha
20	Maintenance and infrastructure committee	Mr. Ranjeet Singh
21	Finance Committee	Harjinder
22	Alumni Committee	Dr Rajnish
23	Parent-Teacher Committee	Dr Manish Kumar


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24	Outreach Committee	Dr Manu Batra
25	Women Cell	Dr Shubh Lata
26	International Student Cell	Dr Sandeep Kumar
27	Anti-Ragging Cell	Dr Sandeep Kumar

Copy to:

- Chairman, SDCRI
- Managing Director, SDCRI
- IQAC Committee members, SDCRI
- Principal, SDCRI


Chairperson


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OFFICE OF THE DIRECTOR PRINCIPAL
SURENDERA DENTAL COLLEGE & RESEARCH INSTITUTE
H H GARDENS, SRI GANGANAGAR (RAJ.)

OFFICE-ORDEER

NO.SDC&RI-22/13702-05

Dated: 12-09-2022

In view of the guidelines of NAAC, the Internal Quality Assurance Cell (IQAC) is being re-constituted to look after various aspect i.e. to help in planning & monitoring and quality enhancement activities etc. as follows;

S.No.	Designation	Name
1	Chairman	Mr. Suraj Aggarwal
2	Managing Director	Mr. Gorav Gupta
3	Trustee	Mr. Mihir Aggarwal
4	Chairperson	Dr. Sandeep Kumar
5	IQAC Co-ordinator	Dr. Eenal Bhambri
6	Asst. IQAC Co-ordinator	Dr. Suruchi Juneja
7	Faculty Member	Dr. Manu Batra
8	Faculty Member	Dr. Rajnish Aggarwal
9	Faculty Member	Dr. Manisha Solanki
10	Faculty Member	Dr. Basavaraj T. Bhagwati
11	Faculty Member	Dr. Deeksha Gijwani
12	Senior Admin Officer	Mr. Virender Passi
13	Financial Officer	Mr. Narenderpal Arora
14	Student Member	Dr. Aman Sachdeva (PG Student)
15	Alumini Member	Dr. Chanderparkash
16	Local Society Member	Rtn. Mr. Vikas Jain
17	Employee	Rtn. Mr. Vikas Sihag

(Dr. Sandeep Kumar)
Director Principal

Copy, for information and necessary action, is forwarded to the following;

- 1 Board of Management
- 2 IQAC
- 3 All Concerned
- 4 Notice Boards

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


Director Principal
Surendera Dental College &
Research Institute, SGNR

(Dr. Sandeep Kumar)
Director Principal

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

IQAC MEET

Time – 9.30 am - 12.00 pm

Venue – conference hall (d-block)

Date: 2nd August 2021

AGENDA	SUGGESTIONS
<ol style="list-style-type: none">1. Review of Criteria wise activities2. Extension activities3. Planning of infection control and biomedical waste management workshops4. Immunization5. Oath and pinning Ceremony6. Parking Rules7. Fresher's day8. Ganesh Festival9. Women equality day and Girl Child day celebration10. Basic Life Support Course11. Proposed budgets for all departments12. Planning of commorative events13. Biometric attendance for interns	<ol style="list-style-type: none">1. Committees are handling their assigned tasks with dedication.2. Community camps will be resumed and conducted periodically.3. Infection control and biomedical waste management programmes are being planned by infection control committee.4. Infection Control Cell will supervise the vaccination programme.5. Student welfare committee will organise the oath and pinning ceremony of the student council.6. Parking rules have been revised and Principal shall ensure that these rules are followed strictly.7. Student welfare committee shall plan for the Fresher's day in welcome of BDS 1st year students.8. Religious society shall organize Ganesh festival on the occasion of Ganesh Chaturthi9. Women Cell will take over the responsibility for celebration of Women equality day and International girl child day in the institute.10. Dept of Oral Surgery is planning to conduct a four day programme on the same in the month of September.


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	<ol style="list-style-type: none">11. Finance committee shall ensure that all departments formulate the proposed budget for financial year 2021-22 as soon as possible.12. Student welfare committee shall prepare a commemorative event calendar for the year 2021.13. The Principal is suggested to start biometric attendance for the interns soon.
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Copy to concern committees.


Chairperson


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Surendera Dental College &
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IQAC MEET 2021-22

30th Nov 2021

Time – 9.30 am - 12.00 pm

Venue – conference hall (d-block)

Sr. no.	Agenda	Resolution	ETA
1	Library books to be purchased	All departments will give suggest books with price cards	7 December
2	CA/ OD ERP leave application demo	Minor edits to software and will be 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	10 December
3	Induction for PG and UG separate- ethics, Research methodology, ERP	<ul style="list-style-type: none">• Erp – Mr Arun Kumar• RM – Dr. Gurmeet Singh Malhotra• Ethics – Dr. Deeksha Gijwani	<ul style="list-style-type: none">• PG- 8th - 10th December• Will conduct when UG students arrive
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	Dates will be decided
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	


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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 students by faculty as an optional learning experience	Proposal will be sent by 13 th December
9	PTM for this year	Report made by Dr Manish Kumar	1 December
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	Dates will be decided as per the availability of the speaker
11	Research methodology	Dr Gurmeet Malhotra	January
12	Sports event plan	Sports meet Dr Sandeep will list of players Broachers for games and clubs will be prepared by individual clubs	February End
13	CDE plan for the year	Every department will conduct on their level	Approval will be taken one week before the program
14	Conference in college	<ul style="list-style-type: none"> • Dr Rajnish Will discuss with Dr Sachin Ahuja • Can consider online as well 	13 th December
15	Women empowerment seminar plan	Speaker will be decided	8 th march
16	Ethic seminar plan	On the induction date	9 th December
17	Feedback dates and procedure (ERP)	In mentor sessions	May
18	Slow/ advance learner plan	Will continue as before	After every examination


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19	Infection control seminar plan	Dr Manisha will give a date	
20	Student exchange	Dr Sandeep will talk to colleges	13 th December
21	Diversity day plan	<ul style="list-style-type: none"> • Program will be named "One India" • Army officials will be invited for participation 	14th Feb
22	Commemorative events plan	Dr Renu will give the year calendar with department wise responsibilities	
23	Dental emerging trends seminar plan	<ul style="list-style-type: none"> • Clubbed with CDE • At least two in a year • Shall consider outside speaker 	
24	Chiranjivi Yojna plan for hospital and dental OPD	<ul style="list-style-type: none"> • Applied • Waiting for clinical establishment act verification 	
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"> • Free bus service with PROs will be initiated • Chiranjivi Yojna will boost the OPD 	As soon as Chiranjivi Yojna starts
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 MEET 2021-22

28th February 2022

Time – 9.30 am - 12.00 pm

Venue – conference hall (d-block)

Sr. No	Agenda	Resolution	ETA								
1.	Review of previous IQAC meet for dates	Review was conducted, all activities are on schedule. <table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Student exchange</td> <td style="width: 50%;">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	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Sports meet</td> <td style="width: 50%;">March end</td> </tr> <tr> <td>Infection control seminar</td> <td>April</td> </tr> </table>	Sports meet	March end	Infection control seminar	April
Student exchange	Dr Manish Sharma will get approval from different colleges										
Conference	Due to external factors conference is unlikely this year										
Sports meet	March end										
Infection control seminar	April										
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	On availability of lecturer								
7.	Quality improvement	Dr Eenal will coordinate with Prof. Dr Jagdish Malik for the event	10 th march								
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.	FIAMER- Dr Manish & Dr AP Dadhich will give budget and date.								


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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	7 th march
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	Dr Seema and Dr Eenal shall finish in 3 months
13.	Induction ceremony, library / erp orientation	GRC will organize this event	after 10 th April when all first-year students arrive
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"> • Soft skill development & Language and communication skill development – Orthodontics Department • Yoga and wellness- Pediatrics department • Analytical skill development- PHD • Human value development- student welfare • Personality and professional development programs & Employability skill development programs will be covered in CDEs 	Calendar of the events will be formulated in the coming month
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	


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17.	Soft skill class for faculty	Orthodontics Department will use communications lab	April
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	On the availability of lecturer
21.	Biomedical waste, infection control (like hand wash technique), community skills for teaching non-teaching	Oral Surgery department	April
22.	Write Financial head on bills	Acknowledged	
23.	Internship orientation	Dr Hemlata	2 nd week of April
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	On discretion of RUHS


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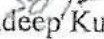
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SURENDERA DENTAL COLLEGE & RESEARCH INSTITUTE
HH GARDENS SRI GANGANAGAR

NO.SDC&RI-22/12921-23

Date: 18-05-2022

OFFICE-ORDER


This is to inform all the faculty members that NAAC meeting will be held in Admin Block, Conference room on 21st May 2022 at 9.00 a.m. onwards. All the faculty members are instructed to attend the same.


(Dr. Sandeep Kumar)
Director Principal

Copy, for information and necessary action, is forwarded to the following;

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

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


(Dr. Sandeep Kumar)
Director Principal


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Surendera Dental College &
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IQAC MEET 2021-22

21st 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	Acknowledged	
7	Library book Quotes	Approved	
8	Parent teacher meeting schedule and revised guideline for meets	After 2 nd internal, will try to in cooperate online medium	
9	IPR and banking related lectures (education cell)	Dr Nishant will handle	
10	Feedback plan from all stakeholders & change in feedback system	Will take place in online medium, via ERP	June
11	Change in event reporting system to online method	Acknowledge, add commemorative events	
12	Slow/Fast learner Review	Report to be collected	June
13	Faculty Development program Plan	3 day workshop will be planned	July
14	Lectures on Quality improvement	Dr Jagdish Malik will be contacted	
15	Integrated lecture plan to be implemented	Will be implemented, acknowledged by all	June
16	Alumni Society registration review	Awaited from Govt office, meets will be scheduled soon	June
	Research Grants and collaborations plan	Collaborations are happening quite frequently	
18	Registration on Sodhganga to upload research work	Registration will take place via sodhganga	Within a week


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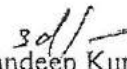
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NO.SDC&RI-22/13033-38

Date: 18-08-2022

OFFICE-ORDER

This is to inform all the faculty members that IQAC meeting which was scheduled on 18.08.2022 (Thursday), has been rescheduled on 26.08.2022 (Friday) at 9.00 a.m. in Admin Block, Conference room. All the faculty members are instructed to attend the same.


(Dr. Sandeep Kumar)
Director Principal

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

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


(Dr. Sandeep Kumar)
Director Principal


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Surendera Dental College &
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IQAC MEET 2022-23

26th 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 (Prosthodontics) Chapter 5 infection control: Dr Bhasavraj (OMR) Chapter 6 Quality improvement: Dr Eenal (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	<p>Will plan in September</p> <p>Convocation FEB- March</p>	


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**OFFICE OF THE DIRECTOR PRINCIPAL
SURENDERA DENTAL COLLEGE & RESEARCH INSTITUTE
HH GARDENS SRI GANGANAGAR**

NO.SDC&RI-22/13689-92

Date: 07-09-2022

OFFICE-ORDER

This is to inform all the faculty members that IQAC meeting will be held in Admin Block, Conference room on 12-09-2022 (Monday) at 9.00 a.m. onwards. All the faculty members are instructed to attend the same.

sd/-
(Dr. Sandeep Kumar)
Director Principal

Copy, for information and necessary action, is forwarded to the following;

1. Board of Management.
 2. All faculty members
 3. Notice Boards
- Surendera Dental College & Research Institute, Sri Ganganagar. (Raj.)

Sandeep Kumar
(Dr. Sandeep Kumar)
Director Principal

[Signature]
**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: sdcric@sgi.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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INTERNAL QUALITY ASSURANCE CELL (IQAC) Surendera Dental College & Research Institute

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

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.



(Dr. Sandeep Kumar)
Chairperson

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Director Principal
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(Dr. Sandeep Kumar)
Chairperson



**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@sgt.org.in

No.SDC&RI-IQAC-22/06

Dated: 15-12-2022

Meeting - Notice

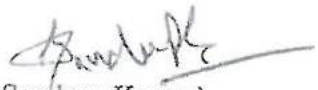
This is to inform all the faculty members that IQAC meeting will be held in Admin Block, Conference room on 19-12-2022 (Monday) at 9.00 a.m. onwards. All the faculty members are instructed to attend the same. Agenda for the same is attached.


(Dr. Sandeep Kumar)
Chairperson

Copy, for information and necessary action, is forwarded to the following;

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**



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@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.


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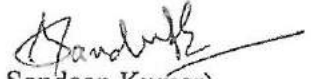
15.	Removal of practical exams from slow/fast learner consideration	API would be rediscussed for this point.
16.	Discussion on assessment formula	Exam cell is to redesign the assessment formula.
17.	Status of GRC	Instructions to be given to Dr.Sonali and Dr.Pramodini by Dr.Eenal for the GRC.
18.	Evaluation 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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(Dr. Sandeep Kumar)
Chairperson


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Research Institute, SGNR



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

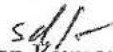
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Phone: 0154-2440072, 2443412, 2440071 Email: sdcri@sgi.org.in

No.SDC&RI-IQAC-23/ 55-59

Dated: 10-04-2023

Meeting - Notice

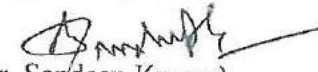
This is to inform all the faculty members that IQAC meeting will be held in Admin Block, Conference room on 11-04-2023 (Tuesday) at 9.15 a.m. onwards. All the faculty members are instructed to attend the same.


(Dr. Sandeep Kumar)
Chairperson

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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-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.


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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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(Dr. Sandeep Kumar)
Chairperson


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Quality improvement events organized by IQAC

1. Lecture on Research Grants at Surendera Dental College & Research Institute, Sri Ganganagar on 17th August 2021.
2. Value added course & workshop on Basic Biostatistics & Research Methodology at Surendera Dental College & Research Institute, Sri Ganganagar from 5th to 7th December 2021.
3. Lecture on Plagiarism on 31st Jan 2022 at Surendera Dental College & Research Institute, Sri Ganganagar, Rajasthan.
4. Webinar on Intellectual property rights in India on 4th Feb 2022 organised by SDKS Dental College & Hospital, Nagpur.
5. IP awareness/training program under National Intellectual Property Awareness Mission on 16th Feb 2022 organized by Intellectual Property Office, India.
6. Workshop on Reforms in National Assessment and Accreditation Process on 21st March 2022 organized by Shri Shivaji Educational Society, Amravati & Shri Shivaji Science College, Amravati.
7. Seminar on Infection Control at Surendera Dental College & Research Institute, Sri Ganganagar on 23rd April 2022.
8. Workshop on Disaster Management at Surendera Dental College & Research Institute, Sri Ganganagar on 23rd April 2022.
9. Seminar on Biomedical Waste Management & Chemical Hazard Management at Surendera Dental College & Research Institute, Sri Ganganagar on 26th April 2022.
10. Lecture on NAAC Assessment and its Importance at Surendera Dental College & Research Institute, Sri Ganganagar on 18th June 2022.
11. Workshop and seminar on Facial Bone Reconstrucion 21/02/22-22/02/22
12. Seminar on Research Paper Writing at Surendera Dental College & Research Institute, Sri Ganganagar on 24th August 2022.
13. Workshop on Intellectual Property Rights For Sustainable Development Organised by Lovely Professional University from 23rd to 24th September 2022.
14. Session on NAAC Complaint Website Development and Services on 15th Nov 2022.
15. Value added course & workshop on Basic Biostatistics & Research Methodology at Surendera Dental College & Research Institute, Sri Ganganagar from 3rd December 2022 to 5th December 2022.


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16. Lecture on Sensitization on Disaster Management by NDRF Team, SGNR at Surendera Dental College & Research Institute, Sri Ganganagar on 14th Jan 2023.
17. IP Awareness/Training Program under National Intellectual Property Awareness Mission on 11th Feb 2023.
18. Seminar on How to Arrive at Thesis/Research Topic at Surendera Dental College & Research Institute, Sri Ganganagar on 1st March 2023.
19. Seminar on Safety & Health at work at Surendera Dental College & Research Institute, Sri Ganganagar on 28th April 2023.
20. Add on course on Infection control in dentistry at Surendera Dental College & Research Institute, Sri Ganganagar on 8th May 2023.
21. Lecture on Little things in life for great goals at Surendera Dental College & Research Institute, Sri Ganganagar on 24th May 2023.
22. Add on course on Research paper writing at Surendera Dental College & Research Institute, Sri Ganganagar on 2nd June 2023.
23. IDM on Roadmap for patent Creation at Surendera Dental College & Research Institute, Sri Ganganagar on 3rd June 2023.
24. Value added course on Basic Life Support at Surendera Dental College & Research Institute, Sri Ganganagar on 8th to 10th June 2023.
25. Seminar & workshop on Biomedical waste management & chemical hazards at Surendera Dental College & Research Institute, Sri Ganganagar on 19th June 2023.


Director Principal
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**Surendera Dental College & Research Institute,
Sriganganagar
IQAC Action Plan(2021-22)**

S. No.	Activity	Schedule	Responsibility	Outcome
1.	Inspection of departmental documentation	Biannually(August & February)	IQAC	Yes
2.	Campus Rounds	Biannually(August & February)	IQAC	Yes
3.	IQAC Meeting	Quarterly(August, November,February,May)	IQAC	Yes
4.	Interaction of Institutional committees with faculty, staff & students	Annually (February/March)	IQAC	Yes
5.	AISHE report submission to MHRD	Annually(January/February)	IQAC	Yes
6.	NIRF	Annually	IQAC	Yes
7.	Teaching Plan	Before commencement of new academic session	Dept. Heads	Yes
8.	Orientation for new (BDS & MDS students)	Before commencement of new academic session	Student welfare committee	Yes
9.	Academic Calendar	Annually(Regular & Odd batch)	Principal Office	Yes
10.	Institutional Journal	Bi annually(June & December)	Academic Cell	Yes
11.	Fresher's party	Annually	Student welfare committee	Yes
12.	List of Holidays	Annually(December)	Principal Office	Yes
13.	Formation of student council	Annually	Student welfare committee	Yes
14.	Meetings of committees	As per their respective charter	Committee Heads	Yes
15.	White coat ceremony	Annually	Grievance redressal committee	Yes
16.	Anti ragging seminar	Annually	Anti Ragging committee	Yes
17.	Gender awareness programmes	Annually	Women Cell	Yes
18.	Research promotion	Biannually(minimum 2)	Research Cell	Yes
19.	Grievance redressal	As per need	Grievance redressal committee	Yes
20.	Committee oriented activity	Annually(minimum 1)	Committee Heads	Yes
21.	Library orientation	Annually	Library committee	Yes
22.	Feedback from stakeholders	Annually	IQAC	Yes
23.	Feedback from patients	Daily	Dept.Heads	Yes
24.	Feedback from Alumni	Annually	IQAC	Yes
25.	Alumni Meet	Once in 3 years	Alumni committee	No
26.	Publication report	Annually	Research Cell	Yes

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

**Surendera Dental College & Research Institute,
Sriganganagar
IQAC Action Plan(2022-23)**

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6.	NIRF	Annually	IQAC	Yes
7.	Teaching Plan	Before commencement of new academic session	Dept. Heads	Yes
8.	Orientation for new (BDS & MDS students)	Before commencement of new academic session	Student welfare committee	Yes
9.	Finalization of Institutional AQAR	Annually	IQAC	Yes
10.	AQAR submission to NAAC	Annually	IQAC	Yes
11.	Internship orientation	Annually	Student welfare committee	Yes
12.	Academic Calendar	Annually(Regular & Odd batch)	Principal Office	Yes
13.	Institutional Journal	Bi annually(June & December)	Academic Cell	Yes
14.	Fresher's party	Annually	Student welfare committee	Yes
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24.	Library orientation	Annually	Library committee	Yes
25.	Feedback from stakeholders	Annually	IQAC	Yes

Director Principal
Surendera Dental College & Research Institute, SGNR