

## IQAC COMMITTEE MEMBER LIST

Chairperson-	Dr G S Chandu
Management Representative-	Dr Sunil Singh
IQAC+NAAC steering committee coordinator-	Dr Prashant Jaju
Senior Administrative Representative-	Mr Sandeep Malviya
Faculty Representative 1-	Dr Indra Gupta
Faculty Representative 2-	Dr Nishant Chourasia
Faculty Representative 3-	Dr Arpana Bansal
Nominee from local society-	Mr Aniket Pandey
Nominee from Students-	Mr Kapil Malviya
Nominee from Alumni-	Dr Shweta Parmar
Industrialist-	Mr. Neeraj Makar

Date: 15/09/2022

### Minutes of IQAC Meeting

Minutes of the IQAC Meeting held on 15/09/2022 between 11.00 AM to 1.00 PM. at College

IQAC Chamber

#### AGENDA:

1. Renovation in hostel
2. Admission process
3. Report on alumni activity
4. Food quality of hostel
5. Pending issues to be discussed.
6. Follow-up of the tasks assigned in the last meeting.
7. Any other matter for Discussion.

Following members were present for the meeting

1	Dr. G.S. Chandu	- Chairperson
2	Mr. Sunil Singh	- Member of Management
3	Dr. Prashant Jaju	- Steering Committee Naac Coordinator + IQAC
4	Dr. Indra Gupta	- Member of IQAC
5	Dr. Nishant Chourasia	- Member of IQAC
6	Dr. Sasidhar Singaraju	- Member of IQAC
7	Dr. Arpana Bansal	- Member of IQAC
8	Mr. Sandeep Malviya	- Senior administrative representative

Members on Leave: Nil

## **The following decisions were taken after due discussion on each point:**

Dr. Prashant P Jaju, IQAC Coordinator welcomed the members.

The IQAC Coordinator addressed the members & requested the Administrators to give full support to the NAAC Program, to raise the standards of Higher Education in terms sustenance and enhancement of the quality of education being provided in this Institution.

### 1. Follow up

Dr. GS Chandu gave the insight of the follow up that he had received from the concerned authorities. – Regular conduct of FDP program

- Proper conduct of 1<sup>st</sup> internal exam
- Updating the data required for SSR for NAAC

### 2. Renovation in hostel

Dr. Prashant P Jaju informed the members that renovation of the hostel is required. Both the hostel wardens will be looking into the matter and this will be done by the end of October. A water filter is also installed in the girls hostel which is donated by the alumni association.

### 3. Admission process

Dr. GS Chandu addressed the committee to assure higher quality so that we attain 100% admissions. He also emphasized to support the admission cell in getting maximum admissions.

### 4. Report on alumni activity

Dr. Shweta Parmar informed the committee that alumni association is in full swing and working towards the betterment of the institute. Apart from the donations, lecture series and camps they are conducting, they are also planning to organize an alumni meet so that the alumnus can cherish old memories and the students can learn from their experience. She also informed that the date for alumni meet was decided as 26<sup>th</sup> November 2022, Fourth Saturday of November.

### 5. Food quality of mess

Another concern which was raised, was the quality of food in the mess. Dr. Prashant Jaju suggested that a food and water audit should be conducted so as to assure the quality of food. Everyone supported his idea. The meeting was conducted in the presence of mess stake holders and they ensured that this issue will be resolved soon.

### TASKS ASSIGNED:

<b>S. NO.</b>	<b>ACTIONABLE POINTS</b>	<b>PERSON RESPONSIBLE</b>	<b>TIME FRAME</b>
1	Admission process	Dr. GS Chandu, Principal	20/12/2022

2	Alumni meet preparation	Dr. Shweta Parmar, Member of IQAC committee and alumni association	20/11/2022
3	Renovation of the hostel	Dr. Sunil Singh, IQAC member & Mr. Preetam Rajput, IQAC member	31/10/2022
4	Food and water audit	Dr. Prashant Jaju, IQAC & NAAC coordinator	20/10/2022

  
Dr. GS Chandu

Head of NAAC



## Minutes of IQAC Meeting

### Date

Minutes of the IQAC Meeting held on 05/12/ 2022 between 12.00 PM to 1.30 PM. at College

IQAC Chamber

### AGENDA:

1. Preparation for NAAC inspection
2. Painting and landscaping
3. Assessment of first internal exam and planning of second internal exam.
4. Induction and orientation program for the new admissions
5. Pending issues to be discussed.
6. Follow-up of the tasks assigned in the last meeting.
7. Any other matter for Discussion.

Following members were present for the meeting

1	Dr. G.S. Chandu	- Chairperson
2	Mr. Sunil Singh	- Member of Management
3	Dr. Prashant Jaju	- Steering coordinator of NAAC + IQAC
4	Dr. Indra Gupta	- Member of IQAC
5	Dr. Nishant Chourasia	- Member of IQAC
6	Dr. Sasidhar Singaraju	- Member of IQAC
7	Dr. Arpana Bansal	- Member of IQAC
8	Dr. Abhishek Kawadkar	- HOD, Dept. of Periodontology
9	Dr. Arpan Shrivastava	- HOD, Dept. of PHD

10	Dr. Kshitij Gupta	-HOD, Dept. of orthodontics
11	Mr. Sandeep Malviya	-Senior administrative representative

**The following decisions were taken after due discussion on each point:**

Dr. Prashant P Jaju, IQAC Coordinator welcomed the members.

The IQAC Coordinator addressed the members & requested the Administrators to give full support to the NAAC Program, to raise the standards of Higher Education in terms sustenance and enhancement of the quality of education being provided in this Institution.

1. Follow up

Dr. GS Chandu gave the insight of the follow up that he had received from the concerned authorities. – 100% admission of MDS seats

Hostel renovation completed

Alumni meet was a grand success

2. Preparation for NAAC inspection

Dr. Prashant P Jaju gave a power-point presentation on the NAAC inspection protocol and procedure to the members so that they can prepare accordingly. He discussed about the various criteria of the NAAC and in detail about the events of the NAAC inspection. He requested all the members to support him for overall preparation and gear up for the inspection.

3. Painting and landscaping

Mr. Sunil Singh informed the committee that the painting and landscaping of the campus is required and scheduled. Painting of the entire college building will be done in the month of December. Along with it older sign boards will be replaced by new ones. Landscaping of the entire campus will be done.

4. Assessment of first internal exam and planning of second internal exam.

Dr. Nishant Chourasia gave the insight of the result of the first internal examination and the measures taken for the slow and advanced learners. He also discussed about the schedule and syllabus of the second internal exam.

5. Induction and orientation program for the new admissions

Dr. GS Chandu showed satisfaction with regard to the induction program organized for new MDS 1<sup>st</sup> year. He then instructed to plan another induction and anti ragging program for the new BDS 1<sup>st</sup> yr admissions.

TASKS ASSIGNED:

S. NO.	ACTIONABLE POINTS	PERSON RESPONSIBLE	TIME FRAME
1	Preparation for NAAC inspection	Dr. GS Chandu, Principal & Dr. Prashant P Jaju HOD, department of Oral Medicine & Radiology and NAAC and IQAC coordinator	20/12/2022
2	Painting and Landscaping	Mr Sunil Singh Management Representative IQAC & Mr. Preetam Rajput Manager Infrastructure	18/12/2022
3	Smooth conduct of Internal examinations	Dr.Nishant Chourasia, Vice principal HOD Oral and Maxiloofacial Surgery, IQAC Member	31/03/2023
4	Induction program for new admissions BDS 1 <sup>st</sup> year	Dr. Shasidhar Singraju, HOD Dept. of Oral Pathology, IQAC member	20/02/2023

  
Dr. GS Chandu

Head of NAAC

### Minutes of IQAC Meeting

**Date**

Minutes of the IQAC Meeting held on 01/03/23 between 12.00 PM to 1.30 PM. at College  
IQAC Chamber

**AGENDA:**

- 1 Preparation for Women's day celebration
- 2 Conduction of Graduation day for Batch 2017-18
- 3 Assessment of pre-university exam .
- 4 Pending issues to be discussed.
- 5 Follow-up of the tasks assigned in the last meeting.
- 6 Any other matter for Discussion.

Following members were present for the meeting

1	Dr. G.S. Chandu	- Chairperson
2	Mr. Sunil Singh	- Member of Management
3	Dr. Prashant Jaju	-Steering coordinator of NAAC + IQAC
4	Dr. Indra Gupta	- Member of IQAC
5	Dr. Nishant Chourasia	-Member of IQAC
6	Dr. Sasidhar Singaraju	-Member of IQAC
7	Dr. Arpana Bansal	- Member of IQAC
8	Dr. Abhishek Kawadkar	-HOD, Dept. of Periodontology
9	Dr. Arpan Shrivastava	-HOD, Dept. of PHD
10	Dr. Kshitij Gupta	-HOD, Dept. of orthodontics
11	Mr. Sandeep Malviya	-Senior administrative representative



**The following decisions were taken after due discussion on each point:**

Dr. Prashant P Jaju, IQAC Coordinator welcomed the members.

**Follow up**

Dr. GS Chandu gave the insight of the follow up that he had received from the concerned authorities.

Hostel renovation completed

**1 Preparation for Women's day celebration**

Dr Arpana Bansal, HOD, department of Paediatric dentistry she is coordinator of Women grievance and IQAC also .she gave the outline of the program and distribute the work to the other member of the committee .

**2 Conduction of Graduation day for Batch 2017-18**

Dr Kshitij Gupta, HOD, Dept. of orthodontics, He is the incharge of intern batch and Every year we conduct the graduation ,day so they give the instruction to the other IQAC member how we can successful the program.

**3 Assessment of pre university exam**

Dr. Nishant Chourasia gave the insight of the result of the second internal examination and the measures taken for the slow and advanced learners. He also discussed about the schedule and syllabus of the university exam

.TASKS ASSIGNED:

S. NO.	ACTIONABLE POINTS	PERSON RESPONSIBLE	TIME FRAME
2	Preparation for Women's day celebration	Dr. Arpana Bansal, HOD, department of Paediatric dentistry and IQAC coordinator	04/03/23
2	Conduction of Graduation day for Batch 2017-18	Dr Kshitij Gupta, HOD, Dept. of orthodontics	11/04/23
3	Assessment of pre-university exam	Dr.Nishant Chourasia, Vice principal HOD Oral and Maxillofacial Surgery, IQAC Memb	15/05/23

  
Dr. GS Chandu

Head of NAAC

Principal  
Rishiraj College of Dental  
Sciences and Research Centre  
Gandhi Nagar, Bhopal



## Minutes of IQAC Meeting

### Date

Minutes of the IQAC Meeting held on 14/06/23 between 12.00 PM to 1.30 PM. at College


IQAC Chamber

### AGENDA:

- 1 Preparation for Anti Ragging day
- 2 Pending issues to be discussed.
- 4 Follow-up of the tasks assigned in the last meeting.
1. Any other matter for Discussion.

Following members were present for the meeting

1	Dr. G.S. Chandu	- Chairperson
2	Mr. Sunil Singh	- Member of Management
3	Dr. Prashant Jaju	-Steering coordinator of NAAC + IQAC
4	Dr. Indra Gupta	- Member of IQAC
5	Dr. Nishant Chourasia	-Member of IQAC
6	Dr. Sasidhar Singaraju	-Member of IQAC
7	Dr. Arpana Bansal	- Member of IQAC
8	Dr. Abhishek Kawadkar	-HOD, Dept. of Periodontology
9	Dr. Arpan Shrivastava	-HOD, Dept. of PHD
10	Dr. Kshitij Gupta	-HOD, Dept. of orthodontics
11	Mr. Sandeep Malviya	-Senior administrative representative

  
Principal  
Rishiraj College of Dental  
Sciences and Research Centre  
Gandhi Nagar, Bhopal

**The following decisions were taken after due discussion on each point:**

Follow up

Dr. GS Chandu gave the insight of the follow up that he had received from the concerned authorities.

Discuss about last workshop

1 Preparation for Anti Ragging day

Dr Sasidhar Singaraju HOD ,Dept of Oral Pathology ,he is the In charge of first year and member of anti ragging committee, he suggest to plan the ant ragging day for first year student .

**TASKS ASSIGNED:**

<b>S. NO.</b>	<b>ACTIONABLE POINTS</b>	<b>PERSON RESPONSIBLE</b>	<b>TIME FRAME</b>
1	Preparation for Anti Ragging day	Dr sasidhar Singaraju HOD dept of OP,IQAC and antiragging committee Member	11/06/23

  
Dr. GS Chandu

Head of NAAC

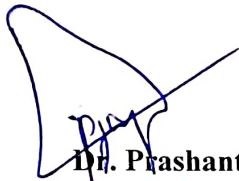
**Principal**  
Rishiraj College of Dental  
Sciences and Research Centre  
Gandhi Nagar, Bhopal

**Following are the initiatives taken and activities conducted by the institution during 2022-23 till 01/07/2023**

- Total number of permanent faculty - ----107---
- No of state level workshops/seminars attended by faculty -----26-----
- No of National level workshops/seminars attended by faculty ----22-----
- No of paper presented at state level by faculty -----1-----
- No of paper presented at national level by faculty ----2-----
- Faculty attended as resources persons in the workshop at state level ----48----
- Faculty attended as resources persons in the workshop at national level - --8-----
- Total number of actual teaching days during the academic year 2022-23: ----236-----  
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- Average percentage of students attendance - ----78%-----
- BDS Result- total pass percentage is - ----90.63%-----
- MDS Result - total pass percentage is - -100%-----
- Initiatives undertaken towards faculty development number of programs conducted and number of faculty benefitted. ----2-----
- Refresher courses - All the faculty were benefitted
- Orientation programmes - All the faculty were benefitted
- Faculty exchange programme - (All the faculty were benefitted) If any
- Staff training conducted by other institutions - (All the faculty were benefitted)
- No of Major projects taken by the faculty - ---2-----Specify number if any.
- No of Peer Preview journals made at national level - ---25-----
- No of Peer Preview journals made at international level - -----12-----
- Research publications through e-journals -----41-----
- No of conference proceedings were attended. - ----11-----
- No of faculty served as experts/chairpersons/resource persons ---56-----
- Total budget sanctioned for research by management - Rs. -----0-----
- Total budget sanctioned for research through funding agencies-----0-----
- No of extension activities conducted - -----9-----
- No of text books purchased - -----3858-----
- No of Reference books purchased - -----891-----
- No of Print Journals purchased - --110----
- No of DVD 's Digital Data base purchased ----145-----
- No of computers purchased - -----0-----
- Total amount spend on infrastructure maintenance - Rs. -----151,60,763-----
- No of students enrolled in the institution - -----94-----
- No of students from outside state - -----33-----
- No of students from international - -----0-----
- No of SC students - -----13-----
- No of ST students - ----10-----



- No of OBC students – -----13-----
- No of students benefited by competitive examinations – ----7-----
- No of students benefited by career guidance – ----26-----
- No of students availed scholarship from govt – ----51-----
- No of students availed scholarship from institution – -0-----
- No of grievances heard – -----1-----
- Feedback from Alumni, Parents, Employers and Students were collected manually on infrastructure, curriculum implementation, teacher quality analyzed and report submitted to governing council.
- Committee observed that financial audit has been conducted regularly.
- Committee also observed that Alumni of the institution are active and many Alumni's participated as resource persons for students activities.



**Dr. Prashant P Jaju**  
**IQAC Coordinator**



**Dr. GS Chandu**  
**IQAC Chairperson**