



Estd : 1987

RAJAS DENTAL COLLEGE & HOSPITAL

Kavalkinaru Jn., Tirunelveli District - 627 105

DCI Recognition No: DE-3(44)-93/2246
Dated 09/11/1993

Affiliated to :
The Tamilnadu Dr. M.G.R. Medical University, Chennai.

Date : 10/01/2024

Venue : IQAC/NAAC Cell

IQAC HEAD : Dr.Alex Mathews Muruppel, MDS

IQAC / NAAC MEETING

Agenda:

- Submission of AQAR and nirf (2022- 2023) corrections were done before hand.
- AQAR and nirf submitted in the presence of Chairman and Principal with all the criteria members.

Minutes of Meeting:

1. In the Presence of Chairman, Principal and NAAC criteria members successfully uploaded AQAR and nirf in the portal.
2. As a small recognition, Chairman has permitted a comp off leave for the NAAC/ nirf team successful completion and submission of AQAR & nirf.
3. We thank Our Chairman and Principal for guiding us throughout the AQAR/ nirf Data Validation And Verification.

CHAIR PERSON: Dr.Alex Mathews Muruppel , MDS

IQAC coordinator: Dr.Angeline Deepthi , MDS

NAAC Coordinator: Dr.Dinakar,MDS

Members Attended:

1. Dr.Mohan Raj, MDS
2. Dr.Deepak, MDS
3. Dr.Gracelin, MDS
4. Dr.Vinej Somaraj, MDS
5. Dr.Joephin Soundar, MDS
6. Dr.Amalorpavam.V , MDS
7. Dr.Jaish lal , MDS
8. Dr.Mary Sheloni Missier, MDS
9. Dr.Akash Mithran , MDS
10. Dr.Nelson, MDS
11. Dr.Nagaraj, MDS
12. Dr.Thirumalai, MSc, PhD



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Date : 23/2/2024

Venue : IQAC/NAAC Cell

IQAC HEAD : Dr.Alex Mathews Muruppel, MDS

IQAC / NAAC MEETING

Agenda:

- S.A.Rajas pharmacy college visited NAAC /IQAC cell of Rajas Dental College and Hospital for the collaboration with the NAAC members regarding their queries of respective criterias.
- Granted compensatory leave in the month of march NAAC / nirf 2023

Minutes of Meeting:

1. Discussion and Basic steps to enter into the NAAC HEI portal Login using the institutional college id.
2. Acquisition of the equipment requirement respective department.
3. The Research Framework documents has been initiated by IQAC and has to be updated with academics, equipments, and infrastructure from all the departments.
4. Respective departments Speciality based programs have to be conducted in collaboration with state and national level speciality organizations.
5. Progression of Short term studies can be taken up by the postgraduates, faculties for the copy rights, patent and phase three trials.
6. To Uplift the Institution Research background IQAC initiate to Generate more publications.
7. Antiragging programme for the academic year 2024 should be conducted within June to Aug 31st of 2024.
8. As the Compensatory leave was granted by the chairman sir during the month of March for (NAAC / NIRF 2023) and the dates are attached below.

CHAIR PERSON: Dr.Alex Mathews Muruppel , MDS

IQAC coordinator: Dr.Angeline Deepthi , MDS

NAAC Coordinator: Dr.Dinakar,MDS

Members Attended:

1. Dr.Nelson, MDS
2. Dr.Joephin, MDS
3. Dr.Benin,MDS
4. Dr.Jaishlal, MDS
5. Dr. Gracelin, MDS
6. Dr.Deepak,MDS
7. Dr.Amalorpavam.v,MDS
8. Dr.Mary Sheloni Missier, MDS



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Date : 20/03/2024

Venue : IQAC/NAAC Cell

IQAC HEAD : Dr.Alex Mathews Muruppel, MDS

IQAC / NAAC MEETING

Agenda:

- Initiation of Excellientia 2024 – Graduation Day
- Replacement of IQAC Staff members who resigned.
- To Conduct Faculty development programme alignment with new education program and national dental commission

Minutes of Meeting:

1. Suitable candidate requires for replacement of Dr.Benin and Dr.Abilasha.
2. Requesting for the implementation of an anti-ragging programme with a DCI member for the present first year undergraduate students.
3. Request for Biomedical waste programme before July 2024.
4. IQAC initiated and plan to open radiology department on April 3 rd 2024.
5. Under the guidance and support of Chairman sir upgradation and opening of New Digital department is under process.
6. To increase the OPD footfall suggestion to open up new satellite clinics in and around the parent institution in both urban and rural areas.

CHAIR PERSON: Dr.Alex Mathews Muruppel , MDS

IQAC coordinator: Dr.Angeline Deepthi , MDS

NAAC Coordinator: Dr.Dinakar,MDS

Members Attended:

1. Dr.Nelson, MDS
2. Dr.Joepin, MDS
3. Dr.Amalorpavam.V,MDS
4. Dr.Mary Sheloni Missier, MDS
5. Dr.V.Thirumalai, MSc, PhD



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Date : 16/04/2024

Venue : IQAC/NAAC Cell

IQAC HEAD : Dr.Alex Mathews Muruppel, MDS

IQAC / NAAC MEETING

Agenda:

- Discussion regarding the NAAC reforms 2024 summarized by the Head of the Institution.
- Academic, Research , Sports, Grants and Fellowship by Central Institution related details and Awards assimilation of data collection in respect to the university in the prescribed format academic year wise.

Minutes of Meeting:

1. The Executive Committee of the National Assessment and Accreditation Council (NAAC) implemented a major reforms to binary accreditation system (BAF) which will replace the present system of ranking (C to A++) of higher education institution (HEIs).
2. Department Quality Assurance (DQAC) would be derived from the IQAC for the maintenance of individual department data management.
3. Discussion Regarding New educational Programme which would involve individual departments to conduct clinical , preclinical courses plan and assessment for outcome bases education (OBE)
4. Policy for slow learners and advanced learners which involves the strategies and activities helping the needs of all classes of students to produce the maximum academic outcome and increase their competencies.
5. Research frame work document (RFD) has to be fine tuned with all the details and documents updation related to the current academic year.
6. Each department must submit a report to the principal after every conference and program conducted by the individual department. These reports helps to understand each department progress, identify areas for improvement, and provide support when necessary for to ensures the institution vision and mission.
7. Principal advised to encourage the peer learning which enhances abilities and teamwork, resulting in a more engaged and productive knowledge among the students.
8. Due to rise in heat condition as per staff welfare initiative IQAC places its requisition to give rotational summer vacation for the staff members.



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CHAIR PERSON: Dr.Alex Mathews Muruppel, MDS

IQAC coordinator: Dr.Angeline Deepthi, MDS

NAAC coordinator: Dr.Dinakar, MDS

Members Attended:

1. Dr.Benin, MDS
- 2.Dr.Joephin Soundar, MDS
- 3.Dr.Jaishlal,MDS
- 4.Dr.Ravishankar,MDS
5. Dr.Amalorpavam.V, MDS
- 6.Dr.Nagaraj, MDS
- 7.Dr.Mithra, MDS
8. Dr.Thirumalai , MSc , PhD



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Date : 11/07/2024

Venue : IQAC/NAAC Cell

IQAC HEAD : Dr.Alex Mathews Muruppel, MDS

IQAC / NAAC MEETING

Agenda:

- Collection and organization of the data required for Annual Quality Assurance Report (AQAR) submission for the academic year 2023-2024.
- Initiation of Antiragging and Biomedical Waste Mangement programme for the current academic year through the IQAC.

Minutes of Meeting:

1. Biomedical Waste Management Programme initiated by the Institutional Biosafety committee through the IQAC in collaboration with Asepsis Solutions and the Microbiology Department to ensure safe and eco-friendly disposal of biomedical waste in compliance with regulatory standards.
2. IQAC proposed to be show the Digital Dentistry and Advanced Dental Science as best practices in our current AQAR submission.
3. The Formation of a Pharmacovigilance Committee in accordance with the Dental Council of India (DCI) guidelines, and planned to incorporate this year through the IQAC.
4. Effectively our Institution has received an IIC grant of Rs. 20,000 for the current year. We planned to submit two proposals to the university to establish Rajas Medical Institution as regional centers of excellence: one for the Rajas Herbal Foundation and the other for Digital Dentistry.
5. Tamil Nadu Dr. MGR University, along with Rajas Dental College and Hospital, is proudly hosting the intercollege sports meet competition among affiliated dental colleges in Tamil Nadu.

CHAIR PERSON: Dr.Alex Mathews Muruppel , MDS

IQAC coordinator: Dr.Angeline Deepthi , MDS

NAAC Coordinator: Dr.Dinakar,MDS

Members Attended:

1. Dr.Nelson, MDS
2. Dr.Deepak, MDS
3. Dr.Jaish lal , MDS
4. Dr.Divakar , MDS
5. Dr.Amalorpavam.V , MDS
6. Dr.Nagaraj, MDS
7. Dr.Mary Sheloni Missier, MDS



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8. Dr.Mithra, MDS

Date : 21/08/2024

Venue : IQAC/NAAC Cell

IQAC HEAD : Dr.Alex Mathews Muruppel, MDS

IQAC / NAAC MEETING

Agenda:

- To Organize the Biomedical waste management programme for nursing assistants.
- Ways to track progress and the completion of the remaining back log programme for
- the academic year on August 2024

Minutes of Meeting:

1. Effectively managing time and resources to ensure all remaining programme are completed within the specified timeframe August 2024.
2. The Faculty Development Programme has to be conducted by ensuring comprehensive training and engagement for all staff members is essential.
3. Sanitizing the interns with the Career Development Program is a crucial measure aimed at facilitating the interns professional growth and achievement by providing them with the necessary skills and resources.
4. National Space Day is scheduled for August 23rd in accordance with the directives of MOC and UGC. The event will feature presentations by CRI students -Sivapathy and Kundravi, with the PowerPoint preparation by Heelal. The topic of the presentation is Aviation Dentistry.
5. Assimilation and Difficulties on data collection were discussed with NAAC Criteria Heads
6. Digital Dentistry, Advanced dental sciences two of them included in the best practices under Criteria 7

CHAIR PERSON: Dr.Alex Mathews Muruppel

IQAC coordinator: Dr.Angeline Deepthi

NAAC coordinator: Dr.Dinakar

Members Attended:

- 1.Dr.Jaishlal,MDS
- 2.Dr.Gracelin,MDS
- 3.Dr.Amalorpavam, MDS
- 4.Dr.Nagaraj ,MDS
- 5.Dr.Mithra, MDS



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6.Dr.Thirumalai, Msc, PhD

Date : 24/09/2024

Venue : IQAC/NAAC Cell

IQAC HEAD : Dr.Alex Mathews Muruppel, MDS

IQAC / NAAC MEETING

Agenda:

- The criteria for assessing NIRF can be compared with those of other institutions to
- evaluate our progress and identify areas for improvement.
- The Career Guidance Cell intends to sign an MoU with the Board of Apprenticeship.

Minutes of Meeting:

1. The NIRF assessment criteria can be compared with those of other institutions to evaluate our progress and identify areas for improvement.
2. Publicizing NATS among the final year students and organizing awareness programs about NATS will facilitate increased enrolment of students in the NATS portal, which will in turn help in increasing apprentices engagement.
3. The Career Guidance Cell has organized a campus recruitment drive which was conducted by Our alumini Dr.Shilfa Nigar , marking the first-ever campus interview specifically for the dental field. This initiative is open to all, from current interns to alumni, providing an opportunity for all bright talents to showcase their skills and secure placements.
4. Dr. Sam Anbusagaya will be conducting a talk on pharmacovigilance on either October 3rd or 9th. This session will focus on the current dangers associated with antimicrobial resistance (AMR) and the role of restricted antibiotics, as outlined by the Pharmacovigilance Private Limited India. The initiative is in accordance with the guidelines set forth by the Dental Council of India (DCI) and is planned for incorporation this year through the Internal Quality Assurance Cell (IQAC).
5. The IQAC initiating the Wondersoft software upgradation to enhance the detailed entry of prescriptions for the future reference.
6. The IQAC has initiated the upgradation of Dentsoft to ensure smooth entries of patient details.
7. An MoU has been signed with Yeneponya University for a faculty development program focused on Outcome-Based Education and Evidence-Based Dentistry.

CHAIR PERSON: Dr.Alex Mathews Muruppel , MDS

IQAC coordinator: Dr.Angeline Deepthi , MDS

NAAC Coordinator: Dr.Dinakar,MDS

Members Attended:

1. Dr.Nelson, MDS
2. Dr.Jaish lal , MDS
3. Dr.Gracelin, MDS
4. Dr.Amalorpavam.V , MDS
5. Dr.Nagaraj, MDS
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Date : 10/10/2024

Venue : IQAC/NAAC Cell

IQAC HEAD : Dr.Alex Mathews Muruppel, MDS

IQAC / NAAC MEETING

Agenda:

- The hackathon needs to be initiated by the IIC (Institutional Innovation Council).
- To Finish the back log programme for academic year on August 2024
- The popularization of the scientific program by the Tamil Nadu State Council for Science and Technology (TNSCST) in Kanyakumari and Tirunelveli districts aims to encourage school students participation in science-related projects and initiatives.

Minutes of Meeting:

1. As part of this effort, the TNSCST offers a 20% subsidy for eligible projects, providing financial support to students and schools to foster innovation and interest in science.
2. The IQAC has initiated Osteoporosis Day, scheduled for October 15th, 2024, organized by the Departments of Prosthodontics and Public Health Dentistry, highlighting the importance of raising awareness about osteoporosis, with Dr. Aravind Radhakrishnan, MBBS, MS (Ortho), serving as the resource person to educate participants on this critical health issue.
3. An MOU has been initiated for collaboration with Saveetha University, Chennai, aimed at fostering academic and research partnerships to enhance educational opportunities and promote knowledge exchange between the institutions.
4. The assimilation of information and the difficulties encountered in data collection were discussed with the NAAC Criteria Heads to address challenges and improve the overall process.

CHAIR PERSON: Dr.Alex Mathews Muruppel, MDS

IQAC coordinator: Dr.Angeline Deepthi, MDS

NAAC coordinator: Dr.Dinakar, MDS

Members Attended:

- 1.Dr.Nelson,MDS
- 2.Dr.Mohan raj,MDS
- 3.Dr.Amalorpavam, MDS
- 4.Dr.Nagaraj ,MDS
- 5.Dr.Akash Mithran, MDS
- 6.Dr.Mary Sheloni Missier



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7.Dr.Mithra, MDS

Date : 27/11/2024

Venue : IQAC/NAAC Cell

IQAC HEAD : Dr.Alex Mathews Muruppel, MDS

IQAC / NAAC MEETING

Agenda:

- The submission of AQAR documents for the current academic year is scheduled to be completed by December 31, 2024.
- To ensure timely submission, we have set a target to complete all necessary tasks and documentation by December 20, 2024.

Minutes of Meeting:

1. Programs that were missed during the previous academic year should be included at the beginning of the current academic year for the AQAR 2024-2025.
2. The application for NAAC funded grants for the upcoming fourth year should be initiated at the earliest.
3. Dr. Esai Amutha Prabha has been assigned the responsibility for Criteria 3, replacing Dr. Benin will be working under the leadership of Dr. Jaishlal, who is heading the criteria 3.
4. Dr. Devika has been assigned to support Criteria 1 and 6 for the month. Additionally, Dr. Sulmuna has been assigned to provide support for Criteria 3 during the same period.

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NAAC coordinator: Dr.Dinakar, MDS

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