

# GURU NANAK INSTITUTE OF DENTAL SCIENCES & RESEARCH

157/F, Nilgunj Road, Panihati, Kolkata – 700 114

Telephone: - 2583-9998/9997/8333

## MINUTES OF THE MEETING

Committee Name : Internal Quality Assurance Cell

Date & Time of Meeting : 06/02/2019 at 2:30 pm

Notice No : Gn/Admn/19/031

Venue : Board Room , 5<sup>th</sup> Floor , GNIDSR

Members Present :

1. Prof Dr J. Bhattacharyya – Principal ( Chairperson )
2. Mr Simarpreet Singh – Nominee from Narula Education Trust ( Director JIS Group )
3. Prof Dr Amit Ray – Senior Faculty ( HoD , Oral & Maxillofacial Surgery )
4. Prof Dr Paromita Mazumdar - Senior Faculty ( HoD , Conservative Dentistry & Endodontics )
5. Prof Dr Soumitra Ghosh – Senior Faculty cum Hospital Superintendent ( IQAC Coordinator )
6. Prof Dr Prosenjit Banerjee - Senior Faculty ( Professor , Orthodontics )
7. Prof Dr Preeti Goel – Mid Level Faculty ( Professor , Prosthodontics )
8. Prof Dr Richi Burman – Mid Level Faculty ( Professor , Oral & Maxillofacial Surgery )
9. Dr Manish Jha – Entry Level Faculty ( Senior Lecturer , Orthodontics )
10. Dr Baisakhi Banerjee – Entry Level Faculty ( Senior Lecturer , Biochemistry )
11. Mr. Rana Ghosh – Administrative Head , GNIDSR
12. Dr Debadeep Chakravarty - Nominee Employer ( Consultant Maxillofacial Surgeon , Peerless Hospital )
13. Ms Trisha Banerjee – Student Representative

Members Absent :

1. Dr Kasturi Mukherjee – Nominee from Alumni ( Consultant Orthodontist )
2. Dr Jayanta Ghosal – Nominee from Industry ( Consultant Paediatrician )
3. Mr Jyoti Banerjee – Nominee from Society ( St Xaviers Institution , Panihati , Kolkata )
4. Mrs Sukanya Chakraborty – Nominee from Parent

## PROCEEDINGS

### **Agenda No 5.00 : Introduction to the Meeting**

The chairperson welcomed all members present to the meeting. Leave of absence was granted to the absentees.

### **Agenda No 5.01 : Confirmation of the Minutes of the Last Meeting.**

Notes & Discussion : The minute of the previous meeting were circulated. As no comments were received , the same may be confirmed by the cell.

Resolution : The minutes of the previous meeting is confirmed as approved.

### **Agenda No 5.02 : Survey on Internal Examinations**

Notes & Discussion : The feedback received by the survey done by Prof Dr Paromita Mazumdar over the conduct of the internal examination was projected to the members. The survey pointed to the delay in showing internal answer scripts and dissatisfaction amongst students related to the internal marks. It was proposed by Prof Dr Richi Burman that the institute should change the internal examination to three times in a year for better opportunities for the weaker students. The practical marks should be taken from the day-to-day assessment happening by the TPIA system as a part of formative assessment. The questions for the first and second internal examinations should mimic problem / case based learning , MCQ type questions and OSPE type exams. The final internal exam can mimic the exact pattern of university examinations.

Resolution : The proposals were accepted and the principal was requested to forward the proposal to the curricular committee and board after formulating the common consensus amongst the HoDs of GNIDSR and CMSDH.

### **Agenda No 5.03 : Planned Initiatives for Quality Enhancement for Next Quarter**

Notes & Discussion : The coordinator opened the discussion for quality initiatives planned for next quarter.

Resolution : The cell resolved to approve the following topics and their respective program incharges –

1. Effective Teaching Strategies – Dr Biswaroop Chandra
2. Evidence Based Sterilisation Protocols – Prof Dr Amit Ray
3. Preparing Documentation for NAAC SSR – Dr Preeti Goel
4. Good Practices in Governance & Leadership – Prof Dr Jayanta Bhattacharyya

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#### **Agenda No 5.04 : Mid Session - TPIA Based Feedback**

Notes & Discussion : Dr Richi Burman presented the average scores of the TPIA Form A1 and B1 to the cell members. He mentioned that the scores were above 12 -14 in most of the lectures and above 4 in the clinical demonstrations. The HoDs were adequately monitoring the scores. One hurdle in the process was the sheer volume of the paperload. Mr Simarpreet Singh suggested using technology efficiently and making the system paperless for the ensuing sessions.

Resolution : The cell proposed that the feedback be taken from a random set of 15-20 students per topic completed and analyzed.

#### **Agenda No 5.05 : Review of Research Publications Per Faculty**

Notes & Discussion : Prof Dr Mazumdar proposed that the research studies done by postgraduates should be analysed for transformation to actual research papers published and impact of the study by measuring patients treated or patents applied. The innovative quotient of the studies can be increased by holding Dental Hackathon / Idea-A-Thons and increasing participation in discussions in the incubation centre. The publication numbers per faculty needed improvement , specially in indexed databases.

Resolution : The cell accepted the proposal and suggested Prof Mazumdar to proceed with conducting an Ideation forum for students for incubating ideas. The cell proposed that to achieve the 5 year strategic plan , each faculty should publish atleast one article per year in indexed databases only.

#### **Agenda No 5.06 : Review of Patient Facilities & Treatment Waiting Time**

Notes & Discussion : Report by Dr Amit Ray on the existing facilities and treatment waiting timings was presented to the members. The waiting time for the dental extractions was the shortest and for RCT and scaling were in the range of 5 to 7 days. The duration has decreased only recently after installation of the additional X-Ray machine in the conservative department. Prof Dr Soumita Ghosh was requested by members to ensure that the radiological equipment does not limit the patient services in the 2<sup>nd</sup> floor OPD. The resolution of complains from patient complain boxes were taking an average of 7 days for resolution as per Dr Ray.

Resolution : The Hospital Superintendent ensured that the back up X-Ray machines have already been procured in case any requirement arises. The cell resolved procurement of additional scalers to boost treatment service in periodontics.

#### **Agenda No 5.07 : Upgrading Facilites for Divyanjgan Patients**

Notes & Discussion : In continuation with the above agenda Dr Preeti Goel highlighted that certain facilities for specially abled patients may need augmentation. The toilets in 1<sup>st</sup> and 2<sup>nd</sup> floor should be also divyanjgan

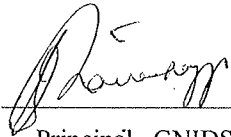
friendly. Adequate signage and screen reading software was missing for guiding people towards the wheelchair and enquiry section. Hand Rails on the existing ramps in the ground floor was needed.

Resolution : The members accepted the proposals and the principal assured to follow these with Mr Debashish Bhattacharya of the civil department.

Minutes Recorded by : Dr Baisakhi Banerjee

Minutes Drafted by : Dr Preeti Goel

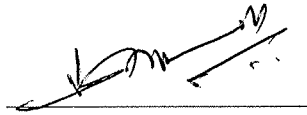
Annexed : Signature Sheet dated 06/2/2019 vide circular Gn/Admn/19/031



Principal , GNIDSR

IQAC Chairperson

Chairperson  
Internal Quality Assurance Cell  
GNIDSR



IQAC Coordinator  
Internal Quality Assurance Cell  
GNIDSR