

# 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 : 07/08/2019 at 2:30 pm

Notice No : Gn/Admn/19/320


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 Prasenjit 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 – Senior Administrative Officer , GNIDSR
11. Dr Debadeep Chakravarty - Nominee Employer ( Consultant Maxillofacial Surgeon , Peerless Hospital )
12. Ms Trisha Banerjee – Student Representative
13. Mr Jyoti Banerjee – Nominee from Society ( St Xaviers Institution , Panihati , Kolkata )
14. Dr Kasturi Mukherjee – Nominee from Alumni ( Consultant Orthodontist )
15. Mrs Sukanya Chakraborty – Nominee from Parents

Members Absent :

1. Mr. Rana Ghosh – Administrative Head , GNIDSR
2. Dr Jayanta Ghosal – Nominee from Industry ( Consultant Paediatrician )

  
Coordinator  
Internal Quality Assurance Cell  
GNIDSR

## PROCEEDINGS

### **Agenda No 7.00 : Introduction to the Meeting**

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

### **Agenda No 7.01 : 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 7.02 : Mentor Logbooks & Centralised PTM**

Notes & Discussion : Following inputs from Mentoring from various quarters , the cell coordinator proposed the overhaul of the existing mentor mentee system. A draft mentor logbook made by Dr Burman was circulated with all members. Inputs from Mrs Chakraborty and Ms Trisha Banerjee were taken. He informed the cell that a centralized PTM be conducted rather than the PTM week system currently prevalent in the institution. The details of the proposal were discussed.

Resolution : The months of the Centralised PTM were approved as Jan and April , subject to confirmation by Time Table Committee. The cell resolved to approve the new format of mentor system , and the DEU was entrusted with overseeing its implementation at ground level in close coordination with Prof Dr Shabnam Zahir and Prof Dr Gautam Kundu.

### **Agenda No 7.03 : Stakeholder Feedback Report 2018-19**

Notes & Discussion : The Stakeholder Action Taken Report of 2017-18 was reviewed by the cell. Following it the Stakeholder Feedback Report 2018-19 was presented to the IQAC by Dr Baisakhi Banerjee. The inputs on the report were seeked from the members and matters relevant to the cell were placed as separate agendas. The discussion was kept open.

Resolution : The Stakeholder Feedback Report 2018-19 was accepted by the cell and forwarded to the BOG. The members expressed that feedback from professionals and employers was vital and should be included immediately.

### **Agenda No 7.04 : Multispecialty Integrated Clinics**

Notes & Discussion : The discussion was opened by the chairperson on the clinical training to students in line with modern day practice. Dr Debadeep highlighted that foreign universities have an integrated

approach to treatment and such department oriented training is limited to our country. Exposure to an clinical practice environment can be done via community department's integrated clinics or via having special dedicated clinics for multispecialty work. The proposal was discussed in length.

Resolution – The cell resolved that integrated clinics was an urgent requirement and have to be accommodated in the current curriculum of the graduates. Dr Mazumdar was entrusted with making a working plan for this proposal prior to the scheduled BOG next month.

**Agenda No 7.05 : Review of Career Guidance Offered to Graduates**

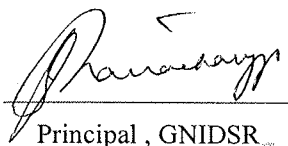
Notes & Discussion : The chairperson opened the discussion for the various career guidance activities running in the institute. The composition of the career guidance cell and its rate of interactions were discussed. Dr Kasturi proposed that the alumni members be added to the existing cell for better involvement from alumni association in career guidance activities. Dr Burman proposed making the interactions forms available online for improving the interaction rate. The chairperson proposed that the alumni association should take initiatives and organize various interactions with distinguished alumni for students to mitigate there queries.

Resolution : The cell lauded the proposals and Dr Kasturi was requested to suggest some distinguished alumni to be included in the Students Career Guidance Cell and hold jointly some CG activities.

Minutes Recorded by : Dr Baisakhi Banerjee

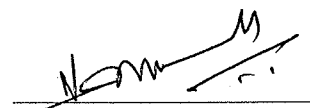
Minutes Drafted by : Dr Preeti Goel

Annexed : Signature Sheet dated 07/08/2019 vide circular Gn/Admn/19/320



Principal , GNIDSR  
IQAC Chairperson

Chairperson  
Internal Quality Assurance Cell  
GNIDSR



IQAC Coordinator  
Coordinator

Internal Quality Assurance Cell  
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