

**CONTINUING EDUCATION COMMITTEE  
MINUTES BOOK**

Continuing Education  
Committee

## CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 15-03-2018 (Thursday)

Time – 10 am

Agenda

- Reframing the policies and guidelines with the committee members
- To conduct new CDE programs

The meeting of the Continuing Education Committee was called to order at 10 am on 15<sup>th</sup> March 2018 at the Principal's office, presided by the Principal, Dr. V. A. Afzal.

The committee members present: -

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Nishin K John – Coordinator
3. Dr. Arun Thomas Alapatt - A O, Al Azhar dental college
4. Dr. Moushmi C B - Member
5. Dr. Jayesh Unnithan - Member
6. Dr. Cyril Varghese - Member

Principal, Dr. V. A. Afzal greeted all the members. The minutes of the previous meeting were proposed by Dr. Nishin K John and seconded by Dr. Arun Thomas Alapatt. The members then had a discussion for the re-formulation of the guidelines and policies of the committee and it was decided that the newly formulated guidelines be submitted by the coordinator in the next meeting. Dr. Moushmi CB suggested conducting a few development skills-related programs.

The meeting was adjourned at 11.00 am after refreshments.

### ACTION TAKEN REPORT OF PREVIOUS MEETING:

The anti-Tobacco program was conducted by PHD department

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# CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 18-10-2018 (Thursday)

Time – 10am

Agenda

- To conduct new CDE programs

The meeting of the Continuing Education Committee was called to order at the Principal's office on October 18<sup>th</sup>, 2018 at 10.30 am. The session was chaired by, Principal, Dr. V. A. Afzal, Al Azhar Dental College.

The committee members present: -

The following staff members were nominated as committee members: -

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Nishin K John– Coordinator
3. Dr. Arun Thomas Alapatt- A O, Al Azhar Dental College
4. Dr. Moushmi C B- Member
5. Dr. Jayesh Unnithan- Member
6. Dr. Cyril Varghese- Member

The minutes of the previous meeting were proposed by Dr. Nishin K John and seconded by Dr. Arun Thomas Alapatt. The coordinator of the committee Dr. Nishin K John outlined the guidelines and working of the committee to the members and officially handed over the same to the Chairperson, Dr. V. A. Afzal. Refreshments were served and the meeting adjourned at 11.15 am. Dr. Arun Thomas Alapatt suggested including CDEs in relation to communication skills, Yoga for staff and students.

### ACTION TAKEN REPORT OF PREVIOUS MEETING:

The guidelines were approved by the chairperson, Dr. V. A. Afzal

The programs conducted were:

1. Personality development by Dr. Binila S Babu on the topic- Critical Thinking and Problem-Solving on 19-7-2018
2. Analytical Skill Development by Dr. Aby Kuruvilla on the topic- 'Focus On Solution, Not On the Problem' on 10-9-2018



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## CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 15-01-2019 (Tuesday)

Time – 11.45am

Agenda

- To conduct new CDE programs

The meeting of the Continuing Education Committee was called to order at the Principal's office on January 15<sup>th</sup>, 2019 at 11.45 am. The session was chaired by, Principal, Dr. V. A. Afzal, Al Azhar Dental College.

The committee members present: -

1. Dr. V. A. Afzal – Principal, Al Azhar dental college – Chairperson
2. Dr. Nishin K John– Co-ordinator
3. Dr. Arun Thomas Alapatt- A O, Al Azhar dental college
4. Dr. Moushmi C B- Member
5. Dr. Jayesh Unnithan- Member
6. Dr. Cyril Varghese- Member

The minutes of the previous meeting were proposed by Dr. Nishin K John and seconded by Dr. Arun Thomas Alapatt. A general discussion on the functioning of the committee was done. The meeting adjourned after refreshments by 12.30 pm. Dr. Jayesh Unnithan recommended organizing a seminar focused on various branches of dentistry to provide students with supplementary knowledge.

### ACTION TAKEN REPORT OF PREVIOUS MEETING:

The programs conducted were:

1. Seminar on -Tips for NEET –MDS by Dr. Renu Ann Mathew was conducted on 15-10-2018
2. Language and Communication Class was conducted by Dr. Somashekar Pillai on 14/1/19 - 18/3/19
3. A Yoga and wellness Programme on 'Yoga for stress management' was conducted by Dr. Vishnu Thomas on 17-11-2018.

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## CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 30-09-2019 (Monday)

Time – 10.45 am

### Agenda

- Welcoming new Co-ordinator Dr. Moushmi C B
- To conduct new CDE programs

The meeting of the Continuing Education Committee was called to order at the Principal's office on 30<sup>th</sup> September 2019 at 10.45 am. The session was chaired by, Principal, Dr. V. A. Afzal, Al Azhar Dental College.

The committee members present: -

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Nishin K John – Coordinator
3. Dr. Arun Thomas Alapatt- A O, Al Azhar Dental College
4. Dr. Moushmi C B- Member
5. Dr. Jayesh Unnithan- Member
6. Dr. Cyril Varghese- Member

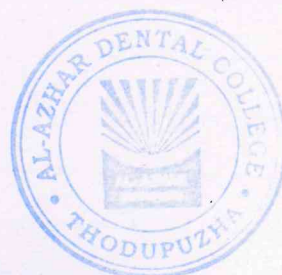
The minutes of the previous meeting were proposed by Dr. Nishin K John and seconded by Dr. Arun Thomas Alapatt. Principal, Dr. V. A. Afzal welcomed Dr. Moushmi C B as the new Co-ordinator of the Continuing Education Committee. The meeting adjourned after refreshments by 12.30 pm. Principal, Dr. V A Afzal advised the committee to come up with new seminars related to dentistry and general topics.

### ACTION TAKEN REPORT OF PREVIOUS MEETING:

The programs conducted were:

1. A Yoga and wellness Programme, "Keep calm and do Yoga' was conducted by Dr. Vishnu Thomas on 20-05-2019
2. Seminar on insight into branches of dentistry was conducted by Dr. Aby Kuruvilla on 12-7-2019

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## CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 14-01-2020 (Tuesday)

Time – 11.45am

The meeting of the Continuing Education Committee was called to order at the principal's office on January 14<sup>th</sup>, 2020 at 11.45am. The session was chaired by, Principal, Dr. V. A. Afzal, Al Azhar Dental college.

Agenda

➤ To conduct new CDE programs

The committee members: -


1. Dr. V. A. Afzal – Principal, Al Azhar dental college – Chairperson
2. Dr. Moushmi C B – Coordinator
3. Dr. Arun Thomas Alapatt- A O, Al Azhar dental college
4. Dr. Jayesh Unnithan- Member
5. Dr. Cyril Varghese- Member

The minutes of the previous meeting were proposed by Dr. Nishin K John and seconded by Dr. Arun Thomas Alapatt. Dr. V A Afzal advised the Coordinator to conduct a life skill training program for staff and students. The meeting adjourned after refreshments by 12.30 pm

### ACTION TAKEN REPORT OF PREVIOUS MEETING:


The programs conducted were:

1. Seminar On Practice Management was conducted by Dr. Litto Manuel on 10-10-2019.
2. Seminar On – What after BDS was conducted by Dr. Moushmi C B on 16-12-2019
3. Seminar on Time Management was conducted by Dr. Vinni Mary Oommen on 18-12-2019



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## CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 04-11-2020 (Tuesday)


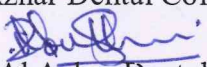
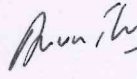
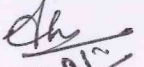
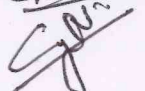
Time – 11.45am

The meeting of the Continuing Education Committee was called to order at the Principal's office on 4<sup>th</sup> November, 2020 at 11.45am. The session was chaired by Dr. V. A. Afzal, Principal, Al Azhar Dental College.

Agenda

➤ To conduct a webinar

The committee members: -

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson 
2. Dr. Moushmi C B– Coordinator 
3. Dr. Arun Thomas Alapatt- A O, Al Azhar Dental College 
4. Dr. Jayesh Unnithan- Member 
5. Dr. Cyril Varghese- Member 


The minutes of the previous meeting were proposed by Dr. Nishin K John and seconded by Dr. Arun Thomas Alapatt. Principal, Dr. V A Afzal advised the coordinator to inform all department HODs to conduct more CDE programs in the near future. The meeting adjourned after refreshments by 12.30 pm.


### ACTION TAKEN REPORT OF PREVIOUS MEETING:

The programs conducted were:

1. Seminar On “Life Skill Training” was conducted by Dr. Nishin K John on 16-1-2020
2. Seminar on ‘Dentistry and Covid- What to expect?’ was conducted by Dr. Sharon Vincent on 14-2-2020.



  
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## CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 19-01-2021 (Tuesday)

Time – 11.45 am

The meeting of the Continuing Education Committee was called to order at the Principal's office on April 29<sup>th</sup>, 2022 at 11.45 am. The session was chaired by Dr. V. A. Afzal, Principal, Al Azhar Dental College.

Agenda

➤ To conduct new CDE programs

The committee members: -

1. Dr. V. A. Afzal – Principal, Al Azhar Dental College – Chairperson
2. Dr. Moushmi C B– Coordinator
3. Dr. Amal E A- A O, Al Azhar Dental College
4. Dr. Jayesh Unnithan- Member
5. Dr. Cyril Varghese- Member

The minutes of the previous meeting were proposed by Dr. Nishin K John and seconded by Dr. Amal E A. Dr. Cyril proposed the implementation of an analytical skill development program before the next meeting. The meeting adjourned after refreshments by 12.30 pm.

### ACTION TAKEN REPORT OF PREVIOUS MEETING:

Programs conducted:

1. Seminar on Mucormycosis- Decrypting darkness was conducted by Dr. Jayesh Unnithan on 9-11-2020.
2. Seminar on Periodontal Plastic surgeries was conducted by Dr. Benetta Paul on 15-8-2020 (Zoom meeting)

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## CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 27-10-2021 (Wednesday)

Time – 11.45 am

The meeting of the Continuing Education Committee meeting was called to order at the Principal's office on April 29th 2022 at 11.45 am. The session was chaired by Dr. Harvey Thomas, Principal, Al Azhar Dental College.

### Agenda

- Welcoming the new Principal, Dr. Harvey Thomas, and introducing committee members
- To conduct new CDE programs

The committee members: -

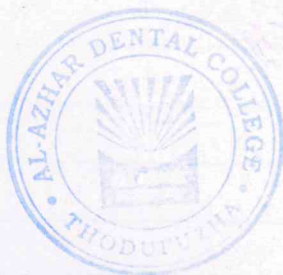
1. Dr. Harvey Thomas - Principal, Al Azhar Dental College – Chairperson
2. Dr. Moushmi C B – Coordinator
3. Dr. Amal E A- A O, Al Azhar Dental College
4. Dr. Surya Suprabhan - Member
5. Dr. Jayesh Unnithan- Member
6. Dr. Cyril Varghese- Member


The minutes of the previous meeting were proposed by Dr. Moushmi C B and seconded by Dr. Amal E A. Chairperson welcomed all the members warmly and advised all to continue working as a team for the welfare of the institution. A general discussion on the functioning of the committee was done. Principal, Dr. Harvey Thomas welcomed Dr. Surya Suprabhan as the new member of Continuing Education Committee. The meeting adjourned after refreshments by 12.30 pm

### ACTION TAKEN REPORT OF PREVIOUS MEETING:

Programs conducted:

1. Analytical skill development program, 'Analytic Thinking' was conducted by Dr. Vinni Mary Oommen on 10-02-2021



  
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## CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 3-01-2022 (Monday)

Time – 11.45am

The meeting of the Continuing Education Committee was called to order at the Principal's office on January 3<sup>rd</sup>, 2022 at 11.45am. The session was chaired by Dr Harvey Thomas, Principal, Al Azhar Dental College.

### Agenda

- Charted programs for each department for the year 2022

The committee members: -

1. Dr. Harvey Thomas – Principal, Al Azhar Dental College – Chairperson
2. Dr. Moushmi C B – Coordinator
3. Dr. Amal E A- A O, Al Azhar Dental College
4. Dr. Surya Suprabhan - Member
5. Dr. Jayesh Unnithan- Member
6. Dr. Cyril Varghese- Member

The minutes of the previous meeting were proposed by Dr. Moushmi C B and seconded by Dr. Amal E A. Dr. Moushmi C B suggested conducting a department wise CDE programs every month. Principal, Dr. Harvey Thomas approved the suggestion and advised Dr. Moushmi C B to coordinate with all the HODs and schedule the program for every month. The meeting adjourned after refreshments by 12.30pm

### ACTION TAKEN REPORT OF PREVIOUS MEETING:

The programs conducted were:

1. CDE program by Conservative Dentistry–Predictable endodontics by Dr. Frency Joseph on 18-11-21
2. CDE program on Tips and Tricks in FPD by Dr. Haby Mathew 15-12-2021
3. CDE program by Orthodontics – Early management of malocclusion by Dr. Aby Abraham on July 27<sup>th</sup>, 2022
4. BLS workshop was conducted on 16-11-2021 in association with AHA

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## CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 17-08-2022 (Wednesday)

Time – 11.45am

The meeting of the Continuing Education Committee was called to order at the Principal's office on August 17<sup>th</sup>, 2022 at 11.45am. The session was chaired by Dr Harvey Thomas, Principal, Al Azhar Dental College.

Agenda

➤ To conduct new CDE programs

The committee members: -

1. Dr. Harvey Thomas – Principal, Al Azhar Dental College – Chairperson
2. Dr. Moushmi C B – Coordinator
3. Dr. Amal E A- A O, Al Azhar Dental College
4. Dr. Stacey Thomas- Member
5. Dr. Jayesh Urnithan- Member
6. Dr. Cyril Varghese- Member

The minutes of the previous meeting were proposed by Dr. Moushmi C B and seconded by Dr. Amal E A. Chairperson welcomed all the members warmly and advised all to continue working as a team for the welfare of the institution. A general discussion on the functioning of the committee was done. Principal, Dr. Harvey Thomas welcomed Dr. Stacey Thomas as the new member of Continuing Education Committee. The meeting adjourned after refreshments by 12.30pm

### ACTION TAKEN REPORT OF PREVIOUS MEETING:

Charted Programme from each department for the year 2022 was presented and approved by Principal, Dr. Harvey Thomas.

The programs conducted were:

1. CDE program by Oral pathology- Dos and Don'ts of Biopsy Procedure by Dr. Jubin Thomas
2. CDE program by OMFS – Masquerade by Dr. Arun Bbau on 1-3-2022
3. CDE program by Pedodontics- Pediatric Exodontia- tips and tricks by Dr. Renju Raj
4. CDE program on Sterilization and Infection Control by Dr. Milli James
5. CDE program by OMR- Steriods in dental practice by Dr. Anu Vijayan

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## CONTINUING EDUCATION COMMITTEE MEETING MINUTES

Date – 23-01-2023 (Monday)

Time – 11.45am

The meeting of the Continuing Education Committee was called to order at the Principal's office on January 23<sup>rd</sup>, 2023 at 11.45am. The session was chaired by Dr Harvey Thomas, Principal, Al Azhar Dental College.

### Agenda

- To conduct new CDE programs

The committee members: -

1. Dr. Harvey Thomas – Principal, Al Azhar Dental College -- Chairperson
2. Dr. Moushmi C B – Coordinator
3. Dr. Amal E A- A O, Al Azhar Dental College
4. Dr. Stacey Thomas- Member
5. Dr. Jayesh Unnithan- Member
6. Dr. Cyril Varghese- Member

The minutes of the previous meeting were proposed by Dr. Moushmi C B and seconded by Dr. Amal E A. Review of all the programs conducted so far was done. It was decided to include more workshops and Hands-on Programs in the near future. The meeting adjourned after refreshments by 12.30pm

### ACTION TAKEN REPORT OF PREVIOUS MEETING:

The programs conducted were:

1. CDE program by Pedodontics on –Caries management in pediatric clinical practice by Dr. Joel Mathew
2. CDE program by PHD – Fundamentals of Scientific Publications by Dr. Subramaniam
3. CDE program and workshop on Endodontics in Auto mode was conducted by Conservative department on 5-8-2022. Resource Person was Dr. Jojo Kottor



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