

Off:04862224366
Fax:04862229586

AL-AZHAR DENTAL COLLEGE

(APPROVED BY DENTAL COUNCIL OF INDIA & AFFILIATED TO KUHS)

RUN BY NOORUL ISLAM TRUST

PERUMPILLICHIRA P.O., THODUPUZHA, IDUKKI DIST., KERALA-685605

6.2.1 The Institutional has well defined organizational structure, Statutory Bodies/committees of the College with relevant rules, norms and guidelines along with Strategic Plan effectively deployed

INDEX SHEET

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Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605





Off : 04862 224366
Fax: 04862 229586

AL-AZHAR DENTAL COLLEGE

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PERUMPILICHIRA P. O., THODUPUZHA, IDUKKI DIST., KERALA- 685 605

CERTIFICATE OF THE HEAD OF THE INSTITUTION



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AL-AZHAR DENTAL COLLEGE

(APPROVED BY DENTAL COUNCIL OF INDIA & AFFILIATED TO KUHS)

RUN BY NOORUL ISLAM TRUST

PERUMPILICHIRA P. O., THODUPUZHA, IDUKKI DIST., KERALA- 685 605

PROF. Dr. HARVEY THOMAS, MDS

PRINCIPAL

TO WHOMSOEVER IT MAY CONCERN

This is to certify that all the documents attached herein are true to the best of my knowledge.

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



**MAINTENANCE COMMITTEE
MINUTES BOOK**

MAINTENANCE

COMMITTEE

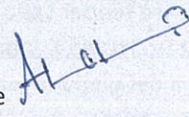
MINUTES OF MEETING

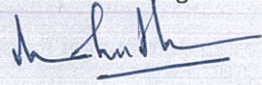
Date: 10-11-2018

Time: 10.am

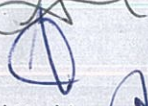
Venue: Lecture Hall 1, Al Azhar Dental College


Members Present:


Dr. V. A. Afzal - Principal of Al Azhar Dental College 

Dr. Nishin K John - Coordinator 

Dr. Amal E A 


Dr. Joe Manuel 

Mr. Muhammed Hashim 

Mr. Alexander George 

Mr. Abin Thomas 

Bibin Biju 

Mrs. Kumari Giji 

Agenda:

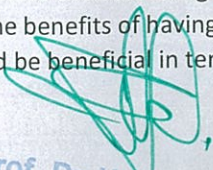
- 1) Buying of new dental chairs
- 2) Establishment of a data centre

Proceedings:

Dr. V. A. Afzal, the principal of Al Azhar Dental College, began the meeting by welcoming the members present. He initiated the discussion on the first agenda item, i.e., the buying of new dental chairs. Dr. Amal E.A presented the current situation regarding the availability and condition of the existing dental chairs. It was discussed that the current dental chairs are outdated and not functioning properly, leading to delays in dental procedures.

The members then discussed the budget allocated for buying new dental chairs. Dr. V. A. Afzal proposed that the college should invest in high-quality chairs, which may cost more initially but would have a longer life span and be cost-effective in the long run. The members agreed to this proposal and decided to finalize the specifications of the chairs and prepare a tender.

Moving on to the second agenda item, the establishment of a data centre, Dr. Amal E A, presented the benefits of having a data centre for the college. The members agreed that a data centre would be beneficial in terms of data security, storage, and management.


Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605

The members then discussed the location and budget for establishing the data centre. After a thorough discussion, it was decided to establish the data centre in the existing IT department of the college. The members also agreed to allocate a separate budget for the establishment and maintenance of the data centre.

Finally, Dr. V. A. Afzal, the principal of Al Azhar Dental College, summarized the decisions made during the meeting and thanked the members for their participation.

Action Items:

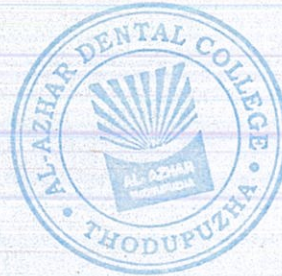
- Dr. Nishin K John to prepare tender specifications for buying new dental chairs.
- Dr. Joe Manuel to assist Dr. Nishin K John in finalizing the specifications.
- Dr. Amal E A to prepare a detailed report on the establishment of the data centre, including the budget and location.
- The administrative staff to allocate a separate budget for the establishment and maintenance of the data centre.

The meeting was adjourned at 11:00 am

Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha-685 605

DR NISHIN K. JOHN

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605

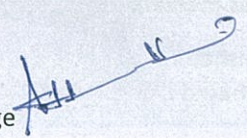


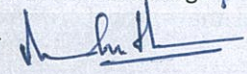
Date: 04-01-2019

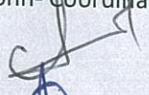
Time: 10.00 AM


Venue: Lecture Hall 1, Al Azhar Dental College


Members Present:


Dr. V. A. Afzal- Principal of Al Azhar Dental College 

Dr. Nishin K John- Coordinator 


Dr. Amal. E A 


Dr. Joe Manuel 

Mr. Muhammed Hashim 

Mr. Alexander George 

Mr. Abin Thomas 

Mr. Bibin Biju 

Mrs. Kumari Giji 

Agenda:

- 1) Discussion on buying new instruments in the hematology lab
- 2) Setting up new facilities in the library

Proceedings:

The meeting was called to order by Dr. V. A. Afzal, the Principal of Al Azhar Dental College. The members were welcomed and the agenda for the meeting was discussed.

Discussion on buying new instruments in the hematology lab:

Dr. Amal E A, suggested buying new instruments in the hematology lab. The members discussed the various types of instruments required and their budget. After a detailed discussion, it was decided to purchase the following instruments:

- 1) Hemoglobin Meter
- 2) Microscope with a camera attachment

It was also decided to form a committee consisting of Dr. Amal E A, Dr. Nishin K John and Dr. Joe Manuel to purchase the instruments.

Setting up new facilities in the library:

Dr. Amal. E A, suggested setting up new facilities in the library to improve the learning experience of the students. The members discussed various options such as installing new computers, printers, and setting up a separate study area. It was decided to install new computers and printers in the library. A committee consisting of Mr. Muhammed Hashim, Mr. Abin Thomas, and Mr. Bibin Biju was formed to carry out the installation.

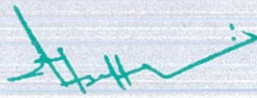
Action Items:

- A committee consisting of Dr. Nishin K John, Dr. Joe Manuel, and Mr. Alexander George was formed to purchase the new instruments in the hematology lab.
- A committee consisting of Mr. Muhammed Hashim, Mr. Abin Thomas, and Bibin Biju was formed to install new computers and printers in the library.

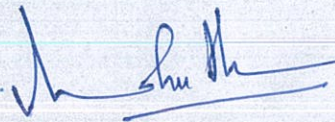
Action taken from previous meeting

- 1) Data centre established
- 2) Dental chairs purchased

The meeting was adjourned by Dr. V. A. Afzal, the Principal of Al Azhar Dental College.



Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha-685 605

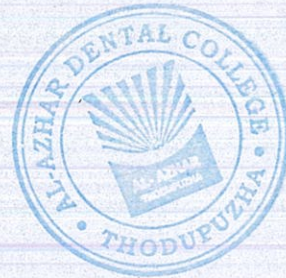


Dr NISHIN. K. JOHN

Al-Azhar Dental College
Principal
Perumpillichira P.O., Thodupuzha-685 605
Prof. Dr. V.A. AFZAL., M.D.S.



Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



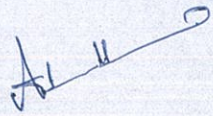
MINUTES OF MEETING

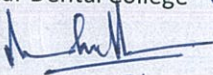
Date: 04-06-2019


Time: 10.00AM


Venue: Lecture Hall 1


Members Present

Dr. V. A. Afzal- Principal of Al Azhar Dental College 

Dr. Nishin K John- Coordinator 


Dr. Amal. E A 


Dr. Joe Manuel 

Mr. Muhammed Hashim 

Mr. Alexander George 

Mr. Abin Thomas 

Mr. Bibin Biju 

Mrs. Kumari Giji 

Agenda:

Discussion on painting of the dental college building

Meeting Highlights:

Dr. Amal E.A, initiated the discussion on the painting of the dental college building. He presented a proposal to repaint the entire building to maintain its aesthetics and make it look more professional.

The estimated cost of the project was discussed, and it was decided to obtain quotations from different contractors to compare the costs.

It was agreed to appoint a committee comprising of Dr. Nishin K John Mr. Muhammed Hashim and Mr. Abin Thomas to obtain quotations and evaluate them.

The committee was instructed to ensure that the work was completed within the stipulated time frame and with the least disruption to the functioning of the college. It was also suggested to consider using eco-friendly and non-toxic paint for the project.

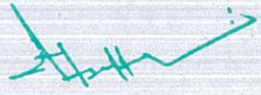
Dr. V. A. Afzal emphasized the importance of regular maintenance of the college building to preserve its infrastructure and promote a positive image of the institution.

Action Items:


- The committee comprising of Dr Nishin K John, Mr. Muhammed Hashim and Mr. Abin Thomas to obtain quotations from different contractors and evaluate them.
- The committee to explore options for using eco-friendly and non-toxic paint.
- The committee to ensure that the work was completed within the stipulated time frame and with the least disruption to the functioning of the college.

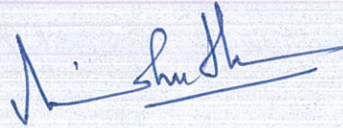
Action taken from previous meeting.

- 1) Works in library completed
- 2) Hematology equipments ordered


Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha-685 605




Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605


Dr NISHIN.K JOHN

MINUTES OF MEETING

Date: 10-09-2019

Time: 10.00 am

Venue: Lecture hall 1

Members Present:

Dr. V. A. Afzal- Principal of Al Azhar Dental College

Dr. Nishin K John- Coordinator

Dr. Amal. E A

Dr Joe Manuel

Mr. Muhammed Hashim

Mr. Alexander George

Mr. Abin Thomas

Mr. Bibin Biju

Mrs Kumari Giji

Agenda:

Buying of new lockers for students

The meeting was called to order by Dr. V. A. Afzal at 10.00 am. The agenda of the meeting was to discuss the buying of new lockers for students.

Dr. Nishin K John, co ordinator presented a report on the current condition of lockers in the college. He highlighted the need for new lockers as the existing ones are in poor condition and many students are facing difficulties due to non-availability of lockers.

After a thorough discussion, it was decided to buy new lockers for the students. The administrative officer, Dr. Amal. E A, was instructed to prepare a list of specifications for the lockers and invite quotations from reputed vendors.

It was also decided to form a committee comprising of Dr. Nishin K John, Mr. Muhammed Hashim, and Mr. Alexander George to oversee the procurement process.

The meeting concluded with a vote of thanks to the attendees.

Action Items:

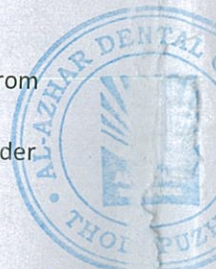
- Dr. Amal. E A to prepare a list of specifications for the lockers and invite quotations from reputed vendors.
- Committee comprising of Dr. Nishin K John, Mr. Muhammed Hashim, and Mr. Alexander George to oversee the procurement

Action taken from previous meeting

Painting of dental college building completed.

Prof. Dr. Nishin K John MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605

Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



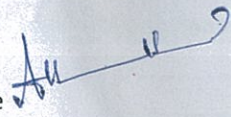
MINUTES OF MEETING

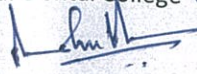
Date: 08-01-2020

Time: 10:00 am


Venue: Conference Hall


Members Present

Dr. V. A. Afzal- Principal of Al Azhar Dental College 

Dr. Nishin K John- Co ordinator 

Dr. Amal. E A 

Dr Joe Manuel 

Mr. Muhammed Hashim 

Mr. Alexander George 

Mr. Abin Thomas 

Mr. Bibin Biju 

Mrs Kumari Giji 

Agenda:

Shifting of PHD department from ground floor to second floor of the main building.

The meeting was called to order at 10:00 am by Dr. V. A. Afzal, the Principal of Al Azhar Dental College. Dr. Amal E.A, presented the proposal to shift the PHD department from the ground floor to the second floor of the main building. The reasons for the proposed shift were discussed, which included a lack of adequate space on the ground floor and the need to accommodate more students in the PHD program.

After a brief discussion, the members unanimously agreed to the proposal of shifting the PHD department to the second floor of the main building.

Dr. Nishin K John suggested that the shift should be completed before the start of the next academic session. Dr. Amal E A assured the members that the shift would be completed before the start of the next academic session.

Mr. Muhammed Hashim suggested that a committee should be formed to oversee the process of shifting the department. The members agreed, and it was decided that Dr. Nishin K John would be the convener of the committee, and Mr. Alexander George and Mr. Abin Thomas would be the members of the committee.

The meeting ended with a vote of thanks from Dr. V. A. Afzal, the Principal of Al Azhar Dental College.

tion Items:

- The PHD department to be shifted from the ground floor to the second floor of the main building.
- The shift to be completed before the start of the next academic session.
- A committee to be formed to oversee the process of shifting the department, with Dr. Nishin K John as the convener, and Mr. Alexander George and Mr. Abin Thomas as the members of the committee.

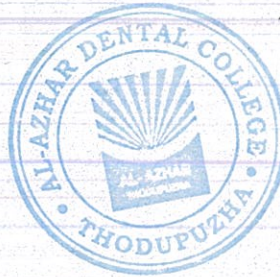
tion taken from previous meeting :

Purchased new lockers for students

Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha-685 605

Dr. NISHIN K. JOHN

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



MINUTES OF THE MEETING

Date: 06-01-2021

Time: 10.00 am

Venue: Conference Hall

Members attended:

Dr. V. A. Afzal- Principal of Al Azhar Dental College

Dr. Amal. E A- Administrative Officer

Dr. Nishin K John- Co ordinator

Dr Joe Manuel

Mr. Muhammed Hashim

Mr. Alexander George

Mr. Abin Thomas

Mr. Bibin Biju

Mrs Kumari Giji

Agenda:

- 1) Buying new chairs and tables for the University Examination Hall according to KUHS regulations.
- 2) Construction of boys hostel

The meeting was called to order by Dr. V. A. Afzal, the Principal of Al Azhar Dental College. He welcomed all the members present and commenced the discussion on the first agenda item.

Buying new chairs and tables for the University Examination Hall according to KUHS regulations:

Dr. Nishin K John, the Coordinator, briefed the members on the KUHS regulations for chairs and tables in the examination hall. He suggested that the college should purchase new chairs and tables that comply with the regulations.

After a detailed discussion, it was decided that the college should buy new chairs and tables for the examination hall. Dr. Amal. E A, the Administrative Officer, was directed to initiate the procurement .

Construction of Boys' Hostel:

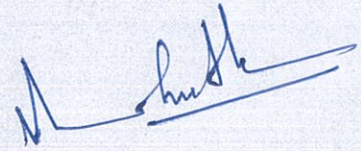
Dr. V. A. Afzal informed the group that there is a need for a boys' hostel in the college as there are many students who have to travel a long distance to reach the college. The group agreed with Dr. Afzal's suggestion and decided to allocate a budget for the construction of the hostel. It was decided that Mr. Mohammed Hashim would be responsible for the construction and that he would

prepare the plan and obtain the necessary permits for the construction. Dr. Amal. E A advised the group to allocate a contingency budget for both projects in case of unexpected expenses.

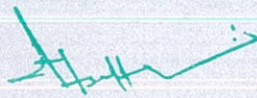
Dr. Afzal V. A concluded the meeting by thanking everyone for their active participation and valuable contributions to the meeting.

Action taken from previous meeting .

Shifting of PHD department completed.



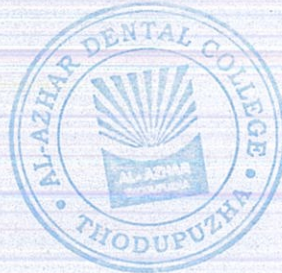
Dr NISHIN. K JOHN



Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha-685 605



Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



MINUTES OF MEETING

Date: 03-05-2021

Time: 10.00 am

Venue: Conference Hall

Members attended:

Dr. V. A. Afzal- Principal of Al Azhar Dental College

Dr. Amal. E A- Administrative Officer

Dr. Nishin K John- Co ordinator

Dr Joe Manuel

Mr. Muhammed Hashim

Mr. Alexander George

Mr. Abin Thomas

Mr. Bibin Biju

Mrs Kumari Giji

Agenda:

Building a lift in dental college for the convenience of patients.

The meeting was called to order by Dr. V. A. Afzal, the Principal of Al Azhar Dental College. He welcomed all the members present and commenced the discussion on the agenda item.

Dr. Amal E.A the administrative officer, initiated the discussion by stating the importance of building a lift in the dental college for the convenience of patients, especially those who are elderly or have mobility issues. He suggested that the lift should be installed in the main building, as it is where most of the patient consultations take place.

After a detailed discussion, it was unanimously agreed that the college should proceed with the installation of the lift. Mr. Mohammed Hashim, was directed to prepare a detailed plan and submit it to the college administration for approval.

Dr. Amal. E A, the Administrative Officer, suggested that the lift installation project should be incorporated into the annual budget, and the necessary funds should be allocated for it. The Principal, Dr. V. A. Afzal, agreed with the suggestion and directed the finance department to allocate the required funds.

It was further decided that the lift installation project should be completed within the next six months. Dr. Nishin K John, the Co-ordinator, was tasked with overseeing the project and ensuring that it is completed on time.

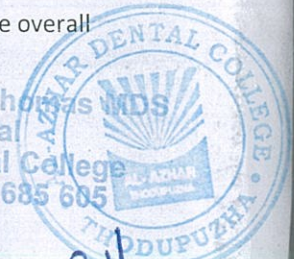
The meeting concluded with the members expressing their satisfaction with the decision to build a lift in the dental college, which would greatly benefit the patients and improve the overall accessibility of the college.

Action taken from previous meeting :

- 1) Order given for new tables and chairs in the University Examination Hall.
- 2) Construction of boys hostel started

Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha-685 605

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



MINUTES OF MEETING

Date: 07-09-2021

Time: 10.00 am

Venue: Conference Hall

Members attended:

Dr. V. A. Afzal- Principal of Al Azhar Dental College

Dr. Amal. E A- Administrative Officer

Dr. Nishin K John- Co ordinator

Dr Joe Manuel

Mr. Muhammed Hashim

Mr. Alexander George

Mr. Abin Thomas

Mr. Bibin Biju

Mrs Kumari Giji

Agenda:

- 1) Renovation of Oral Medicine Department and Oral Surgery Department
- 2) Maintenance of chairs and tables in various departments

Dr. V. A. Afzal began the meeting by discussing the urgent need for renovation of the Oral Medicine and Oral Surgery Departments. He mentioned that the departments must be renovated before DCI and KUHS inspection. The attendees agreed and decided to allocate funds for the renovation process.

Next, the discussion moved towards the maintenance of chairs and tables in various departments. It was suggested that a maintenance schedule should be created to ensure that the chairs and tables are regularly checked and repaired if necessary. It was also suggested that the college should invest in high-quality chairs and tables to avoid frequent repairs.

Action Items:

- Dr. Nishin K. John and Mr. Muhammed Hashim will inspect the Oral Medicine and Oral Surgery Departments and prepare a report on the renovation requirements and estimated costs.
- Dr. Joe Manuel and Mr. Alexander George will prepare a maintenance schedule for the chairs and tables in various departments.
- Dr. Amal E. A. will initiate the process of procuring high-quality chairs and tables for the college.

The meeting ended at 11:00 am, and the attendees agreed to meet again to review the progress on the action items.

Action taken from previous meeting

- 1) Lift construction started.

Principal
Al-Azhar Dental College
Thodupuzha - 685 605

Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College



MINUTES OF MEETING

Date: 04-01-2022

Time: 10.00 am

Venue: Conference Hall

Members attended:

Dr. Harvey Thomas - Principal of Al Azhar Dental College

Dr. Amal. E A- Administrative Officer

Dr. Nishin K John- Co ordinator

Dr Joe Manuel

Mr. Muhammed Hashim

Mr. Alexander George

Mr. Abin Thomas

Mr. Bibin Biju

Mrs Kumari Giji.

Agenda:

- 1) Construction of a remote digital evaluation centre
- 2) Maintenance of computers in various departments

The meeting was called to order at 10.00 am by Dr. Harvey Thomas, the Principal of Al Azhar Dental College. He initiated the discussion on the first agenda item , i.e. Construction of a remote digital evaluation centre.

Dr. Amal E A, the Administrative Officer, presented a proposal for the construction of a remote digital evaluation center. The proposal includes the installation of necessary hardware and software, video conferencing equipment, high-speed internet connectivity, and backup power supply. The members discussed the feasibility and cost of the project. After a detailed discussion, it was decided to approve the proposal, and Dr. Nishin K John was asked to proceed with the project.

The discussion then moved on to the second agenda, i.e, Maintenance of computers in various departments.

Mr. Abin Thomas presented a report on the current status of the computers in various departments. He informed the members that most of the computers are outdated and require immediate replacement. He also mentioned that regular maintenance is necessary to ensure the smooth functioning of the computers. After a brief discussion, it was decided to allocate a budget for the maintenance and replacement of computers. Mr. Abin Thomas was asked to prepare a detailed report on the requirements and submit it to the Principal. The meeting ended with a vote of thanks to the chairs.

Action taken from previous meeting:

- 1) Maintenance of chairs and tables in various departments completed.
- 2) Renovation of Oral Surgery and Oral Medicine Department started

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



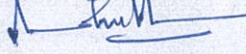


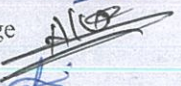





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MINUTES OF MEETING

Date: 23- 05-2022
Time: 10.00 am
Venue: Conference Hall

Members attended:

Dr. Harvey Thomas-Principal of Al Azhar Dental College 
Dr. Amal. E A- Administrative Officer 
Dr. Nishin K John- Co ordinator 
Dr Joe Manuel 
Mr. Muhammed Hashim 
Mr. Alexander George 
Mr. Abin Thomas 
Mr. Bibin Biju 
Mrs Kumari Giji 

Agenda:

Installation of CCTV cameras in the dental college

The meeting was called to order at 10:00 am by Dr. Harvey Thomas, the Principal of Al Azhar Dental College. The purpose of the meeting was to discuss the installation of CCTV cameras in the college premises. He explained the importance of installing CCTV cameras in the college to ensure the safety of students and staff and to prevent any untoward incidents. The following points were discussed during the meeting:

- 1) Number and Placement of Cameras: It was decided that a total of 65 CCTV cameras would be installed at various locations in the college, including the entrance, corridors, classrooms, laboratories, and parking area.
- 2) Technical Specifications: The cameras would be of high quality with night vision capability, and the footage would be stored on a central server for a minimum of one month.
- 3) Installation and Maintenance: The installation and maintenance of the cameras would be carried out by a professional agency appointed by the college, and the cost would be borne by the college.
- 4) Privacy Concerns: The issue of privacy concerns was also discussed, and it was decided that the footage would be accessed only by authorized personnel and would not be shared with any third party.

After a detailed discussion, it was unanimously decided to proceed with the installation of CCTV cameras in the college premises as per the aforementioned specifications.

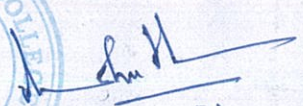
Action taken from previous meeting:

Remote digital evaluation centre established

The meeting was adjourned at 11:00 am.

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605






MINUTES OF MEETING

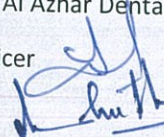
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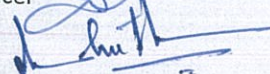
Time: 10.00 am


Venue: Conference Room


The following members were present:


Dr. Harvey Thomas - Principal of Al Azhar Dental College 


Dr. Amal. E A- Administrative Officer 


Dr. Nishin K John- Co ordinator 


Dr Joe Manuel 

Mr. Muhammed Hashim 

Mr. Alexander George 

Mr. Abin Thomas 

Mr. Bibin Biju 

Mrs Kumari Giji 

Agenda:

- 1) Maintenance of the lab
- 2) Purchase of chemicals for the lab

Discussion:

Maintenance of the lab

Dr. Harvey Thomas emphasized the importance of maintaining the lab facilities for the students' better learning and research. He suggested that the lab should be cleaned daily, and the lab equipment should be checked regularly to ensure their proper functioning. He also proposed that any damaged equipment should be repaired or replaced immediately. All the members agreed to his proposal.

Purchase of chemicals for the lab

Dr. Joe Manuel informed the members that they need to purchase some chemicals for the lab. He presented a list of required chemicals along with their estimated costs. The members reviewed the list and discussed the need for each chemical. After some discussion, they decided to purchase all the necessary chemicals and allocate the required budget for the same.

Dr. Harvey Thomas thanked all the members for their valuable suggestions and inputs. He urged everyone to work together to ensure the efficient maintenance of the lab and to provide the best possible learning environment for the students. The meeting was adjourned at 11.00 am.

Action taken from previous meeting:

CCTV and lift installed in the dental college. 

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605






MINUTES OF MEETING

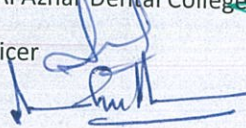
Date: 05-01-2023


Time: 10.00 am


Venue: Conference Room


Attendees:


Dr. Harvey Thomas - Principal of Al Azhar Dental College 

Dr. Amal. E A - Administrative Officer 


Dr. Nishin K John - Coordinator 


Dr. Joe Manuel 

Mr. Muhammed Hashim 

Mr. Alexander George 

Mr. Abin Thomas 

Mr. Bibin Biju 

Mrs. Kumari Giji 

Agenda:

The agenda of the meeting was to discuss the purchase of new books and journals in the library.

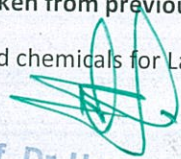
Discussion:

The Principal, Dr. Harvey Thomas, suggested that the library should purchase new books and journals that are relevant to the latest dental practices and technologies. The Administrative Officer, Dr. Amal E A, recommended that a list of the latest books and journals related to dentistry should be prepared and reviewed by the faculty members before finalizing the purchase. Dr. Nishin K John, the Coordinator, suggested that the library should also consider purchasing e-books and online journals to cater to the needs of the students who prefer digital resources. Dr. Joe Manuel recommended that the library should also subscribe to online databases and platforms to provide students with easy access to scientific articles and research papers.

Decision:

After considering all the suggestions, the committee agreed to prepare a list of new books and journals related to dentistry and to purchase them after review by the faculty members. The library will also subscribe to online databases and platforms to provide access to scientific articles and research papers. The library will also consider purchasing e-books and online journals.

Action taken from previous meeting:

Purchased chemicals for Lab 

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



MINUTES OF MEETING

Date: 02-05- 2023

Time: 10.00 am

Venue: Conference Room

The following members were present:

Dr. Harvey Thomas - Principal of Al Azhar Dental College

Dr. Amal. E A- Administrative Officer

Dr. Nishin K John- Co ordinator

Dr Joe Manuel

Mr. Muhammed Hashim

Mr. Alexander George

Mr. Abin Thomas

Mr. Bibin Biju

Mrs Kumari Giji

Agenda:

Purchase of new furnitures for office and almirahs for various departments.

The meeting started at 10:00 am with Dr. Harvey Thomas, the Principal of Al Azhar Dental College in the chair. The purpose of the meeting was to discuss the purchase of new furniture for the office and almirahs for various departments.

After discussing the current state of the furniture and the need for replacement, the member present agreed that new furnitures and almirahs were necessary for the smooth functioning of the office and departments. It was suggested that the new furniture should be durable, comfortable, and meet the ergonomic needs of the staff.

Dr. Nishin K John, the Co-ordinator, proposed that new almirahs be purchased for various departments to store important documents and equipment. The members present agreed that the almirahs should be secure, durable, and provide ample storage space.

After a discussion, it was agreed that the college should purchase the new furniture and almirahs within the next month. The Administrative Officer, Dr. Amal E A, was given the responsibility of finding a vendor who could provide good quality furniture and almirahs at a reasonable price.

Action taken from previous meeting:

Order given for purchase of new books and journals.

The meeting concluded at 11:00 am.

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



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**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 15th 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

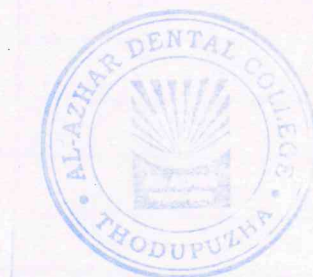
Principal, Dr. V. A. Afzal greeted all the members. The minutes of the previous meeting were proposed by Dr. Nishin K John and seconded by Dr. Arun Thomas Alapatt. The members then had a discussion for the re-formulation of the guidelines and policies of the committee and it was decided that the newly 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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Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha-685



Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605

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 18th, 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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Prof. Dr. Harvey Thomas MDS
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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 15th, 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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Principal
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Perumpillichira P.O., Thodupuzha-688



Prof. Dr. Harvey Thomas MDS
Principal
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Thodupuzha - 685 605

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 30th 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

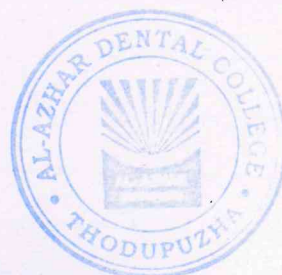
The minutes of the previous meeting were proposed by Dr. Nishin K John and seconded by Dr. Arun Thomas Alapatt. Principal, Dr. V. A. Afzal welcomed Dr. Moushmi C B as the new Co-ordinator of the Continuing Education Committee. The meeting adjourned after refreshments by 12.30 pm. Principal, Dr. V A Afzal 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 14th, 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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Prof. Dr. Harvey Thomas MDS
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Al-Azhar Dental College
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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 4th 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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Prof. Dr. Harvey Thomas MDS
Principal
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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 29th, 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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Prof. Dr. Harvey Thomas MDS
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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: -

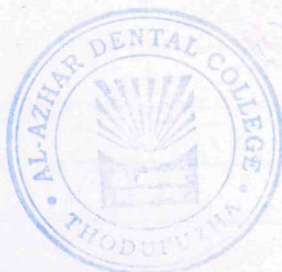
1. Dr. Harvey Thomas - Principal, Al Azhar Dental College – Chairperson
2. Dr. Moushmi C B – Coordinator
3. Dr. Amal E A- A O, Al Azhar Dental College
4. Dr. Surya Suprabhan - Member
5. Dr. Jayesh Unnithan- Member
6. Dr. Cyril Varghese- Member


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




 Prof. Dr. Harvey Thomas MDS
 Principal
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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 3rd, 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 27th, 2022
4. BLS workshop was conducted on 16-11-2021 in association with AHA

Prof. Dr. Harvey Thomas MDS
Principal
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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 17th, 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

Prof. Dr. Harvey Thomas
Principal
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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 23rd, 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



Prof. Dr. Harvey Thomas MDS
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**RESEARCH COMMITTEE
MINUTES BOOK**

RESEARCH

COMMITTEE

Minutes of the meeting




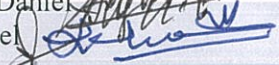


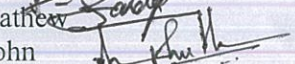
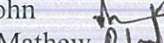
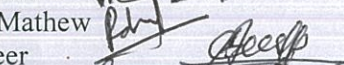

Research committee

Date: 8.4.21

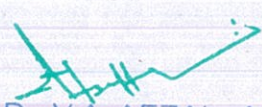
The first meeting was called to order at 10:15 am on April 8th, 2021. The meeting was chaired by the Principal, Dr. Afzal V A.

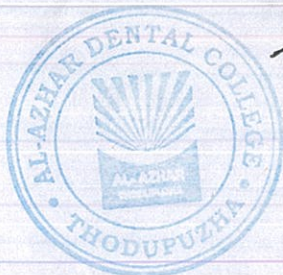
Agenda

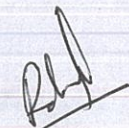
To nominate the research committee members and to formulate the guidelines. The following members were nominated and seconded by Dr Mohammed Afnan.


- Dr. Amal E A 
- Dr. Rema J 
- Dr. Augustine Daniel 
- Dr. Litto Manuel 
- Dr. Sajil John 
- Dr. Sandeep Mathew 
- Dr. Nishin K John 
- Dr. Renu Ann Mathew 
- Dr. Abdul Zaheer 
- Dr. Jayesh J Unnithan 

The Principal welcomed all the nominated members and gave his best wishes for the smooth functioning of the committee. He instructed to formulate the guidelines and asked everyone to do the assigned duties in an unbiased manner. The meeting was adjourned at 11:30 AM after refreshments.


Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al- Azhar Dental College
Perumpillichira P.O., Thodupuzha-685 605




Dr Renu Ann Mathew
(Co-ordinator)


Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha -685 605

Research Committee

Minutes of the meeting

Date: 22.11.21

Members present:

Dr Amal EA 

Dr Rema J 

Dr Augustine Daniel 

Dr Jayesh J Unnithan 

Dr Sajil John 

Dr Litto Manual 

Dr Renu Ann Mathew 

Members absent

Dr Nishin K John

Dr Sandeep Mathew

Agenda

1. Scrutinize the guidelines submitted by the faculties.
2. Make necessary rectifications (if any)

The second meeting was called to order on 22.11.21 at 10 am at the Principals office. It was presided by Principal Dr Harvey Thomas. Dr Jayesh J Unnithan proposed the formal guidelines of the research committee. Certain rectifications were proposed by Dr Augustine Daniel and Dr Litto Manual. The Guidelines were finalized after necessary rectifications and handed over to the Principal.

Action taken after the meeting:

Research committee members were nominated

The meeting was adjourned at 11:30 AM after tea and refreshments.




Coordinator



Prof. Dr. Harvey Thomas MDS

Principal
Al-Azhar Dental College
Thodupuzha - 685 605

**RESEARCH COMMITTEE
MINUTES OF THE MEETING**

DATE: 14.1.22

Members present

Dr Harvey Thomas 

Dr Amal EA 

Dr Sajil John 

Dr Litto Manual 

Dr Rema J 

Dr Nishin K John 

Dr Renu Ann Mathew 

Dr Jayesh J Unnithan 

Members absent

Dr Augustine Daniel

Dr Joby Paulose 

Agenda

1. Presentation and discussion of the research projects.
2. Scrutinize the research proposals submitted before the research committee
3. Ethics approval

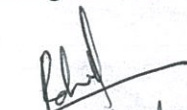
The meeting of the research Committee was called to order on 14.1.22 at the principal office, presided by Principal Dr Harvey Thomas. Dr Elizabeth Sojan, Senior lecturer, Department of Oral Pathology presented her research proposals titled:

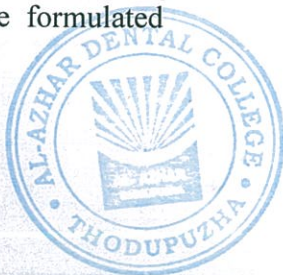
1. Assessment of knowledge about association between dental caries, periodontitis and adverse pregnancy outcomes in pregnant women
2. Assessment of knowledge among Anganwaadi workers about pediatric oral health care in Idukki
3. Assessment of Maternal awareness about oral health care and prevalence of early childhood caries in children less than 6 years in Muthuvan tribe in Idukki


The committee members discussed the proposal, asked questions and provided certain suggestions. The committee discussed the importance of obtaining ethical approval for research projects. These were taken into account by Dr Elizabeth Sojan who ensured that necessary changes would be made and proceed with the research project after obtaining clearance from ethical committee. The meeting was adjourned at 11:30 after tea and refreshments.

Action taken after previous meeting:

Research guidelines were formulated


Coordinator




Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605

**RESEARCH COMMITTEE
MINUTES OF THE MEETING**

DATE: 18.7.22

Members present

Dr Amal EA

Dr Rema J

Dr Augustine Daniel

Dr Litto Manual

Dr Nishin K John

Dr Joby Paulose

Dr Renu Ann Mathew

Dr Prijitha Alex

Members absent

Dr Sajil John

Dr Jayesh J Unnithan

Agenda:

Approval of previous committee meetings

Review of ongoing research projects

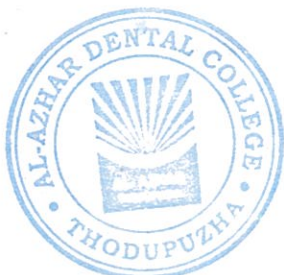
The meeting of the Committee was called to order on 18.7.22 at the principal office, presided by Dr. Harvey Thomas. Principal welcomed new members to the committee. The minutes of the previous meeting were unanimously passed by all the members of the committee. Dr Elizabeth Sojan, Senior lecturer, Dept of Oral Pathology provided an update on her ongoing research project. The members discussed the progress made and offered suggestions. The principal insists about the importance and need to conduct more research works in the dental college.

Actions taken after the previous meeting:

The research committee accepted the proposals with modifications

The chair thanked everyone for attending and adjourned the meeting at 11:30 AM after tea and refreshments.

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Coordinator



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Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605

**RESEARCH COMMITTEE
MINUTES OF THE MEETING**

Date: 16.12.22

Members present

- x Dr Harvey Thomas
- Dr Amal EA
- Dr Augustine Daniel
- x Dr Sajil John
- Dr Litto Manual
- Dr Rema J
- Dr Jayesh J Unnithan
- x Dr Nishin K John
- x Dr Joby Paulose
- Dr Renu Ann Mathew
- x Dr Prijitha Alex

Agenda:

- Approval of the previous meeting
- Grant applications
- Progress report on ongoing research projects

The meeting of the Committee was called to order on 16.12.22 at the principal office, presided by Dr. Harvey Thomas. The minutes of the previous meeting were unanimously passed by all the members of the committee. The committee discussed the available grant opportunities for the research proposals and encouraged members to apply. These were taken into account by the faculty members. The ongoing research projects are reviewed, reports are analyzed and feedbacks were provided.

Action taken after the previous meeting:

Programmes offering basic information on conducting research projects were organized for the benefit of all the faculty members.

The meeting was adjourned at 11:30 AM after tea and refreshments.



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Coordinator

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Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605

RESEARCH COMMITTEE

MINUTES OF THE MEETING Date: 20.1.23

Members present

Dr Augustine Daniel

Dr Rema J Rema

Dr Sajil John

Dr Bijimole Jose

Dr Nishin K John

Dr Joby Paulose

Dr Renu Ann Mathew

Dr Prijitha Alex

Members absent

Dr Litto Manual

Dr Amal E A

Agenda

Approval of previous meeting

Research project updates

Presentation and discussion of the research projects.

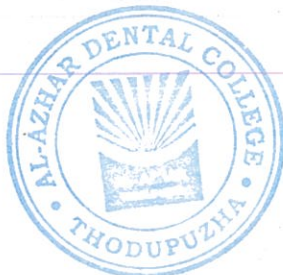
The meeting of the research Committee was called to order on 20.1.23 at the principal office, presided by Principal Dr Harvey Thomas. The minutes from the previous meeting were reviewed and approved. Dr Elizabeth provided updates on her research project, including progress made since the last meeting, challenges encountered and future plans. Dr Elizabeth Sojan, Senior lecturer, Department of Oral Pathology presented her research proposals titled: Assessment of knowledge, attitude and practice in polycystic ovary syndrome affected women about oral health. It was reviewed and discussed in detail, the committee members asked questions and provided feedback. The committee discussed the importance of obtaining ethical approval for research projects and instructed to proceed with the project after obtaining ethical committee clearance.

Action taken after the previous meeting:

A follow up meeting was planned to review the progress of the research projects and ensure that it is being conducted in accordance with ethical guidelines and regulations.

The meeting was adjourned at 11:30 AM after tea and refreshments.

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Coordinator



Handwritten signature of Prof. Dr. Harvey Thomas

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605