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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

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





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CERTIFICATE OF THE HEAD OF THE INSTITUTION



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AL-AZHAR DENTAL COLLEGE

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

PROF. Dr. HARVEY THOMAS, MDS

PRINCIPAL

TO WHOMSOEVER IT MAY CONCERN

This is to certify that our institution has a well-defined organizational structure, and statutory bodies/committees of the college with relevant rules, norms, and guidelines with effectively deployed strategic plan. Details are given:

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





**ACADEMIC CURRICULUM
COMMITTEE MINUTES BOOK**

ACADEMIC CURRICULUM COMMITTEE

MINUTES BOOK

ACADEMIC CURRICULUM COMMITTEE MINUTES OF THE MEETING

Date: 05/06/2018

Time: 11:30am

Venue: Lecture Hall 1

Members present:

1. Dr. Afzal V A - Principal
2. Dr. Sajil John - Coordinator
3. Dr. Augustine Daniel - Co-coordinator
4. Dr. Litto Manuel
5. Dr. Nishin K John
6. Dr Renu Ann Mathew
7. Dr. Jayesh J Unnithan
8. Dr. Moushmi C B
9. Dr. Philips Abraham
10. Dr. Naveen K

[Handwritten signatures in blue ink corresponding to the list of members present, including names like Afzal, Sajil, Augustine, Litto, Nishin, Renu, Jayesh, Moushmi, Philips, and Naveen.]

Agenda

- To review and approve academic calendar for the next academic year (2018-19)
- To review the lesson plans of various departments.
- Reformatting of committee guidelines.

Meeting Minutes

- The Academic calendar for the next academic year was reviewed. After several suggestions from the committee members the dates were finalized. All the committee members unanimously approved the same.



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- 2nd and 3rd internal examination (proposed dates) dates were discussed and included in the calendar.
- The committee members proposed to conduct all internal examination in the dental college examination hall.
- Dr Sajil John proposed to reformat the committee guidelines. After discussions necessary amendments were made to the existing guidelines. It was decided to release the revised guidelines on 12th this month.
- Dr. Nishin suggested add on programmes help students to understand better and learn newer concepts. He also stressed that more number of add on programmes must be conducted to encourage the same. Dr. Litto Manuel seconded the suggestion.
- The meeting was adjourned at 12:30pm.
- Dr. Augustine Daniel announced that the next committee meeting would be scheduled on 11/12/2018.

Action taken report of the previous meeting

- Amendments suggested in the lesson plan was conveyed to the HODs of the concerned departments.
- The internal exams for regular and supplementary batches from 1st year to final year were conducted as per schedule.



Prof. Dr. V.A. AFZAL, M.D.S.
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ACADEMIC CURRICULUM COMMITTEE MINUTES OF THE MEETING

Date: 11/12/2018

Time: 10:00am

Venue: Principal's conference room

Members present:

1. Dr. Afzal V A - Principal
2. Dr. Sajil John - Co-ordinator
3. Dr. Augustine Daniel - Co-coordinator
4. Dr. Litto Manuel
5. Dr. Nishin K John
6. Dr Renu Ann Mathew
7. Dr. Jayesh J Unnithan
8. Dr. Moushmi C B
9. Dr. Philips Abraham
10. Dr. Naveen K

Agenda

- To provide suggestions for improvement of academics.
- To review the current academic status.

Meeting Minutes

- The session was called to order on 11.12.2018 at 10:00am in the principal's conference room. It was chaired by the principal Dr. Afzal V A.
- Dr. Augustine Daniel suggested that students and interns must be exposed to newer trends and concepts in dentistry by incorporating



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relevant CDE programs, clinical skill enhancement programs etc. this was seconded by Dr. Moushmi C B.

- Dr. Sajil John suggested that interdepartmental case discussions and presentation would help students be more academically oriented and enhance their patient management skills. This was seconded by Dr. Renu.
- The committee also assessed the academic progress in various departments as per the respective lesson plans.
- Dr Litto Manuel suggested that the departments must identify weak students and provide additional support for their improvement.
- Dr. Augustine Daniel announced that the next committee meeting would be scheduled on 07/05/2019.
- The meeting was adjourned at time 11:45am.

Action taken report of the previous meeting

- The schedule of the upcoming Add on programmes were informed to the concerned departments.
- The Academic calendar for the upcoming academic year was reviewed and approved.



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




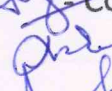
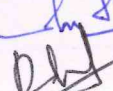
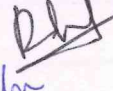
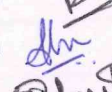
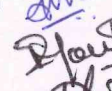
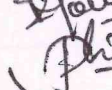
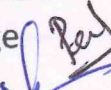

ACADEMIC CURRICULUM COMMITTEE MINUTES OF THE MEETING

Date: 07/05/2019

Time: 10:30am

Venue: Principal's office

Members present:

1. Dr. Afzal V A  - Principal
2. Dr. Sajil John  - Coordinator
3. Dr. Augustine Daniel  - Co-coordinator
4. Dr. Litto Manuel 
5. Dr. Nishin K John 
6. Dr Renu Ann Mathew 
7. Dr. Jayesh J Unnithan 
8. Dr. Moushmi C B 
9. Dr. Philips Abraham 
10. Dr. Peter George 
11. Dr. Naveen K 

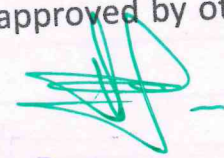
Agenda

- To finalize and review the academic calendar of the year 2019-2020.
- To approve department lesson plans.

Meeting Minutes

- The meeting was called to order on 07/05/2019 at 10:30am at Principal's office. It was headed by Dr. Sajil John and Dr. Augustine Daniel under the principal's chair.
- The academic calendar for the upcoming year was presented by Dr. Jayesh and it was unanimously approved by other committee members after discussion.



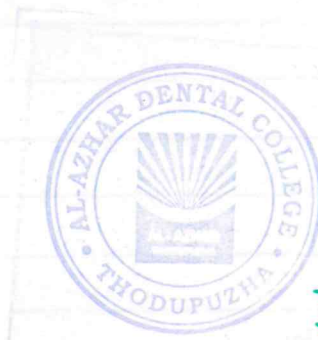

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- The internal exam scheduled for regular and supplementary batches from 1st year to final year proposed by Dr. Moushmi C B and was seconded by Dr. Renu. A proposal to conduct the cultural/sports week towards the end of the year was also approved.
- The committee also put forwarded a recommendation that 90% attendance should be made mandatory for supplementary batch students (both theory and practical) for appearing for final exams. The CCC also recommended that 1st and 2nd year students would be permitted to attend classes only after results were announced.
- The lesson plans of all the departments were assessed and suggestions were given to modify them wherever required.
- Dr. Nishin opined that value added programmes like yoga, personality development, spoken English etc. would help to boost the emotional and mental development and wellbeing of the students. Dr. Afzal seconded his opinion and recommended that such programmes must be incorporated in the curriculum
- The meeting was adjourned at 1:30pm. The next CCC meeting was scheduled on 11/12/2019 at 10:00 am to finalize the proposal.

Action taken report of the previous meeting

- Various CDE programmes, clinical skill enhancement programs etc. were conducted as per previous discussions.
- Lesson plans of various departments were finalized.
- Each department made a list of weak students based on their performance in the internal exams. Special guidance was given to them and improvement exams were conducted.

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Perumpillichira P.O., Thodupuzha-685 605



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Thodupuzha - 685 605

ACADEMIC CURRICULUM COMMITTEE MINUTES OF THE MEETING

Date: 11/12/2019

Time: 10:45am

Venue: Principal's office

Members present:

1. Dr. Afzal V A - Principal
2. Dr. Sajil John - Coordinator
3. Dr. Augustine Daniel - Co-coordinator
4. Dr. Litto Manuel
5. Dr. Nishin K John
6. Dr Renu Ann Mathew
7. Dr. Jayesh J Unnithan
8. Dr. Moushmi C B
9. Dr. Philips Abraham
10. Dr. Peter George
11. Dr. Naveen K

Agenda

- To review the current academic status.
- To monitor the academic progress of weak students.

Meeting Minutes

- The CCC meeting was called to order on 11/12/2019 at 10:45am at Principal's office. It was headed by Dr. Sajil John and Dr. Litto Manuel under the principal's chair.




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- The minutes of previous meeting were unanimously approved and passed by other committee members.
- The progress of the academics was evaluated by correlating with the departmental lesson plans. Recommendations were provided wherever required.
- Dr Jayesh opined that remedial measures to improve the learning and understanding in slow learners (weak students) proved helpful. Dr Litto applauded the same.
- Dr Moushmi put forward that students were interested to participate in add on courses and that more such programmes must be conducted regularly. Dr Afzal seconded her suggestion and put forward that departments should come up with newer and interesting programmes for the same.
- Dr Nishin and Dr Jayesh were entrusted to come up with the academic calendar proposal for the next year, by next committee meeting.
- The meeting was adjourned at 11:40pm
- The next CCC meeting was scheduled for 12/05/2020.

Action taken report of the previous meeting

- The internal exams for regular and supplementary batches from 1st year to final year were conducted as per schedule.
- Cultural/sports week was held on previously discussed dates.
- Several value added programmes were conducted as stressed upon by the committee members.


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ACADEMIC CURRICULUM COMMITTEE



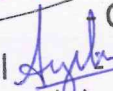
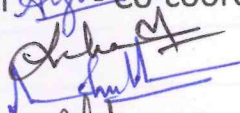
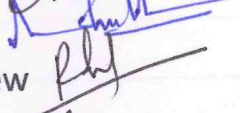
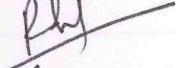

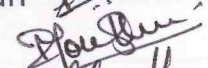
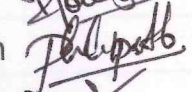


MINUTES OF THE MEETING

Date: 25/04/2020

Time: 11:30am

Venue: Virtual Platform – Google Meet

Members present:

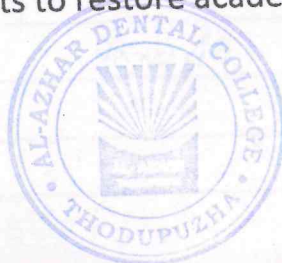
1. Dr. Afzal V A  - Principal
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3. Dr. Augustine Daniel  Co-coordinator
4. Dr. Litto Manuel 
5. Dr. Nishin K John 
6. Dr Renu Ann Mathew 
7. Dr. Jayesh J Unnithan 
8. Dr. Moushmi C B 
9. Dr. Philips Abraham 
10. Dr. Peter George 
11. Dr. Naveen K 

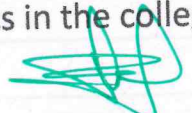
Agenda

- Guidelines for resuming academics at the outset of covid-19 pandemic
- To provide suggestions for initiating online academic classes due to Covid-19 pandemic.

Meeting Minutes

- The meeting was conducted on Google Meet (online platform) and it was headed by Dr. V A Afzal. He opined that it was quite unfortunate that pandemic had spread so severely and hampered the academic scenario. He also condemned the deaths of lot of people worldwide. He requested the committee members for valuable inputs to restore academics in the college.




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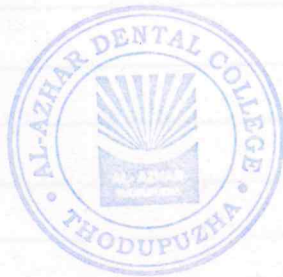
- Suggestions for starting online classes and exams was put forward by Dr. Sajil John, and Dr. Jayesh Unnithan. It was seconded by Dr. Renu.
- HOD's of each department were encouraged to start online classes and online exams for students.
- Taking into consideration, the present scenario, Dr. Litto proposed that internal examination could be conducted on virtual platforms like Google Meet and Zoom.
- Dr. Augustine seconded the proposal and suggested that the dates of online internal exams should be decided by respective HOD's. He also added that the attendance of students should be duly recorded.
- The meeting was adjourned at 12:10pm
- Dr. Afzal V A announced that the next committee meeting would be scheduled on 13/05/2020.

Action taken report of the previous meeting

- Remedial classes were commenced to reinforce the learning curve in slow learners (weak students).
- The Academic calendar for the upcoming academic year was reviewed and approved.



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Thodupuzha - 685 605

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ACADEMIC CURRICULUM COMMITTEE MINUTES OF THE MEETING

Date: 13/05/2020

Time: 11:30am

Venue: Virtual platform – Google meet

Members present:

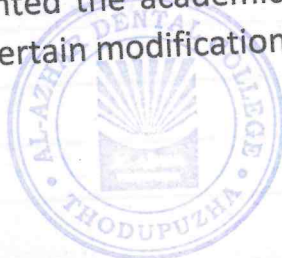
1. Dr. Afzal V A - Principal
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3. Dr. Augustine Daniel - Co-coordinator
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5. Dr. Nishin K John
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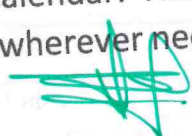
Agenda

- To review the progression of the virtual classes
- To discuss the academic calendar.

Meeting Minutes

- The online meeting was called to order on 13/05/2020 at 11.30 am in Google meet. It was headed by Dr. V A Afzal and Dr. Augustine Daniel.
- Dr Afzal reviewed the online academic scenario and requested to suggest rectifications for technical snags encountered during online classes. The committee members discussed and provided valuable suggestions for the same.
- Dr Nishin presented the academic calendar. The committee then recommended certain modifications wherever needed. Dr Afzal put



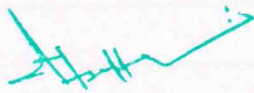

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forward that the academic calendar could be followed only if the present scenario was reverted.

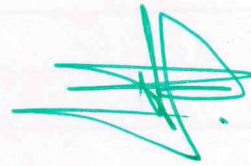
- The internal exam scheduled for regular and supplementary batches from 1st year to final year proposed by Dr. Moushmi C B and was seconded by Dr. Renu.
- A proposal to conduct the online cultural week was made tentatively to boost the morale of the students.
- The meeting also put forwarded a recommendation that 90% attendance should be made mandatory for supplementary batch students for appearing for final exams.
- Dr Sajil suggested that mandatory RT-PCR test reports should be submitted by all the students and staffs on the day of commencement of offline classes at the college.
- The meeting was adjourned at 12:15pm. The next CCC meeting was scheduled on 11/12/2020 at 10:00am to finalize the proposal.

Action taken report of the previous meeting

- Online classes were taken by the concerned staffs as per the department lesson plan and the attendance of students were recorded.



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ACADEMIC CURRICULUM COMMITTEE



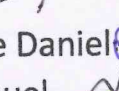
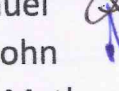
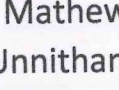
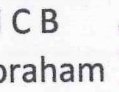
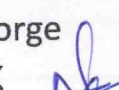
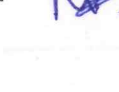
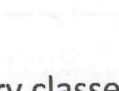
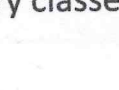

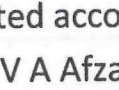
MINUTES OF THE MEETING

Date: 11/12/2020

Time: 10:00am

Venue: Lecture Hall 1

Members present:

1. Dr. Afzal V A  - Principal
2. Dr. Amal E A  - Administrative Officer
3. Dr. Sajil John  - Coordinator
4. Dr. Augustine Daniel  Co-coordinator
5. Dr. Litto Manuel  -
6. Dr. Nishin K John  -
7. Dr Renu Ann Mathew  -
8. Dr. Jayesh J Unnithan  -
9. Dr. Moushmi C B  -
10. Dr. Philips Abraham  -
11. Dr. Peter George  -
12. Dr. Naveen K  -

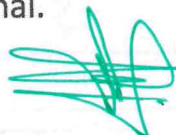
Agenda

- To restart Offline theory classes and clinics by strictly adhering to Covid-19 protocols.

Meeting Minutes

- Meeting was conducted according to Covid-19 protocols.
- It was chaired by Dr. V A Afzal
- Covid-19 help desk and Temperature monitoring facility was made available at the entrance of the college and it was monitored by interns under the guidance of Dr. Amal.




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- All staff and students were informed to treat patients only after getting negative Antigen test reports.
- Dr. Moushmi C B suggested the use of N 95 mask, double glove, PPE kit, face shield during clinical hours to reduce the contamination.
- Dr. Renu suggested the need for Antigen testing facility at college lab.
- Dr. Sajil john recommended the need of fumigation facility in the college.
- The academic progress was assessed. Dr Afzal put forward that it would be a significant transition for both students and faculty to adapt back from the online teaching scenario to the offline mode. He suggested that all the faculty should encourage students to aid in this transition by supporting them however possible.
- Dr Augustine suggested that add on and value added courses would definitely play a major a role in bridging this gap.
- Dr Renu and Dr Jayesh were entrusted to frame the academic calendar for the upcoming year by next committee meeting.
- The meeting was adjourned at 12.00 pm. The next meeting was scheduled on 11th May 2021.

Action taken report of the previous meeting

- The progress of virtual classes were reviewed.
- Online cultural activities were held to boost the morale of the students.

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

ACADEMIC CURRICULUM COMMITTEE

MINUTES OF THE MEETING

Date: 11/05/2021

Time: 10:45am

Venue: Principal's office

Members present:

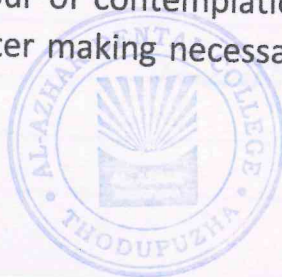
1. Dr. Afzal V A - Principal
2. Dr. Amal E A - Administrative Officer
3. Dr. Sajil John Coordinator
4. Dr. Augustine Daniel Co-coordinator
5. Dr. Litto Manuel
6. Dr. Nishin K John
7. Dr Renu Ann Mathew
8. Dr. Jayesh J Unnithan
9. Dr. Moushmi C B
10. Dr. Philips Abraham
11. Dr. Peter George
12. Dr. Naveen K

Agenda

- To review and approve the academic calendar for 2021-22.
- To assess and approve department lesson plans.
- To provide suggestions for the improvement of academics.

Meeting Minutes

- Dr. Renu Ann Mathew was appointed as basic science subject examination coordinator.
- Academic calendar for the next academic year was presented by Dr Renu. Internal examination (proposed dates) dates were discussed. After an hour of contemplation and discussion, the calendar was finalised after making necessary modifications. The possible dates




Prof. Dr. Harvey Thomas MDS
Principal
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Thodupuzha - 686 005

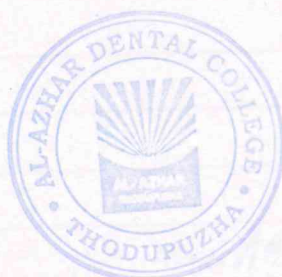
for the conduct of cultural events were also discussed. All committee members unanimously approved the calendar.

- The department lesson plans were assessed and necessary rectifications were suggested.
- Dr Nishin put forward that the remedial measures taken to improve the performance of slow learners had proved very beneficial. Dr. Afzal seconded Dr Nishin and acknowledged the efforts of faculty members.
- Dr Litto Manuel put forward a proposal to procure a LMS (Learning Management Software) for academic and administrative purposes. This was seconded by Dr. Jayesh. Dr Afzal entrusted Dr Jayesh to collect quotations of various LMS platforms available in the market. He was also asked to procure quotations for online library software.
- The meeting was adjourned at time 12:30pm.
- Dr. Augustine Daniel announced that the next committee meeting would be scheduled on 14/12/2021.

Action taken report of the previous meeting

- A mandatory RT-PCR test reports for all the students and staffs were collected on the day of commencement of offline classes at the college
- The use of N 95 mask, double glove, PPE kit, face shield during clinical hours was made mandatory.
- Antigen testing facilities was started at college.
- Value added courses and add on programmes were taken up by various departments.
- The academic calendar for the upcoming year was framed.


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





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

ACADEMIC CURRICULUM COMMITTEE


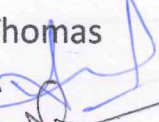
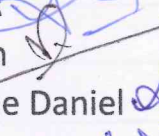
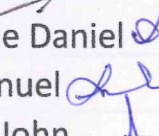
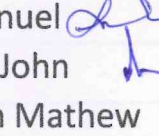
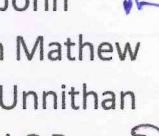
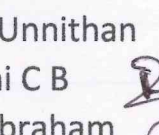
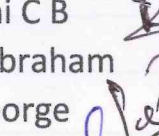
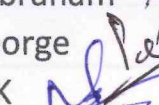

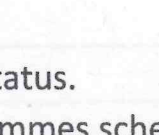
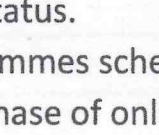
MINUTES OF THE MEETING

Date: 14/12/2021

Time: 11:30am

Venue: Lecture Hall 1

Members present:

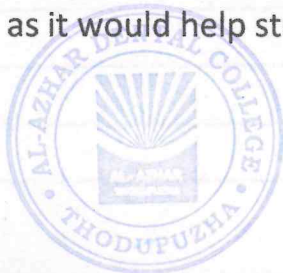
1. Dr. Harvey Thomas - Principal 
2. Dr. Amal E A - Administrative Officer 
3. Dr. Sajil John - Coordinator 
4. Dr. Augustine Daniel - Co-coordinator 
5. Dr. Litto Manuel 
6. Dr. Nishin K John 
7. Dr Renu Ann Mathew 
8. Dr. Jayesh J Unnithan 
9. Dr. Moushmi C B 
10. Dr. Philips Abraham 
11. Dr. Peter George 
12. Dr. Naveen K 


Agenda

- To review the academic status.
- To review add-on programmes scheduled for the year 2022.
- To discuss regarding purchase of online library software

Meeting Minutes

- The meeting was chaired by Dr. Harvey Thomas in lecture hall no 1 at 11:30 am.
- Dr. Augustine Daniel reviewed the add on programmes that were scheduled for the year 2022. He suggested to increase the number of add on programmes as it would help students in aligning with the curriculum.



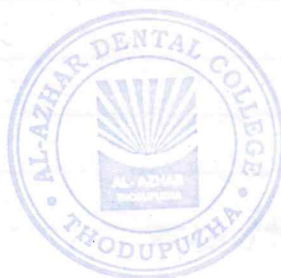

 Prof. Dr. Harvey Thomas MDS
 Principal
 Al-Azhar Dental College
 Thodupuzha - 685 605

Dr. Nishin seconded his opinion. All the department HOD's were informed about the same.

- Dr Sajil John similarly suggested to include more value added, interactive classes and workshops for the students. This was seconded by Dr Jayesh.
- Dr. Litto Manuel suggested that more subject related books need to be procured in the library, so as to facilitate reading and research culture among students and faculty.
- Dr Jayesh shared the quotation for online library software EBSCO. Dr Harvey approved the quotation for the same.
- Dr. Harvey Thomas stressed on the importance of faculty training programmes to aid in promoting faculty enrichment.
- Dr. Litto and Dr. Moushmi were entrusted to structure the academic calendar for the upcoming year.
- The meeting was adjourned at 12:30pm.
- Dr. Harvey Thomas announced that the next committee meeting would be scheduled on 09/05/2022.

Action taken report of the previous meeting

- The proposal for procuring LMS (Learning Management Software) for academic and administrative purposes was forwarded to the management.
- Internal exams and cultural events were conducted according to the academic schedule discussed.
- It was ensured that regular classes were taken by the respective departments following the academic lesson plan.



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

ACADEMIC CURRICULUM COMMITTEE MINUTES OF THE MEETING

Date: 09/05/2022

Time: 10:30am

Venue: Principal's office

Members present:

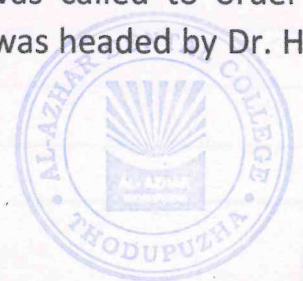
- 11. Dr. Harvey Thomas - Principal
- 12. Dr. Amal E A - Administrative Officer
- 13. Dr. Sajil John - Coordinator
- 14. Dr. Augustine Daniel - Co-coordinator
- 15. Dr. Litto Manuel
- 16. Dr. Nishin K John
- 17. Dr. Joby Paulose
- 18. Dr. Renu Ann Mathew
- 19. Dr. Jayesh J Unnithan
- 20. Dr. Moushmi C B
- 21. Dr. Philips Abraham
- 22. Dr. Naveen K
- 23. Dr. Peter George
- 24. Dr. Shreya M A

Agenda

- To finalize and review the academic calendar of the year 2022-2023
- To approve department lesson plans
- To discuss procurement of smartboards for lecture halls

Meeting Minutes

- The CCC meeting was called to order on 09/05/2022 at 10:30am at Principal's office. It was headed by Dr. Harvey Thomas and Dr. Augustine Daniel.



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

- The academic calendar for the upcoming year was presented by Dr. Litto. The internal exam schedule for regular and supplementary batches from 1st year to final year were decided. A proposal to conduct the cultural/sports week towards the fag end of the year was also approved. After necessary modifications it was unanimously approved by other committee members.
- The lesson plans of all departments were meticulously reviewed and necessary rectifications were duly suggested.
- Dr. Nishin put forward that value added programmes like Yoga, spoken English, personality development, soft skill development etc. would help to boost the mental wellbeing of the students. Dr. Jayesh seconded his suggestion.
- Dr. Joby suggested that installing smartboards in lecture halls would make both the teaching and learning experience a lot better. All committee members unanimously supported the suggestion. Dr. Harvey Thomas instructed Dr. Litto to gather quotations for the same.
- Dr. Litto Manuel suggested that Dr. Nishin take over as incharge for LMS software implementation and form a committee for the same.
- Add on programmes for the upcoming year were duly selected based on the current prospects. The topics were unanimously approved by all faculty members.
- It was also recommended to increase the number of dental camps to facilitate patient inflow and promote enhanced student-patient interaction.
- Dr. Harvey Thomas announced that the next committee meeting would be scheduled on 13/12/2022 at 10:00 am. The meeting was adjourned at 1:00pm.

Action taken report of the previous meeting

- The number of value added courses, interactive classes and workshops for the students were increased.
- The quotation for online library software EBSCO was approved.
- More faculty training programmes were conducted.
- The academic calendar for the upcoming year was discussed and finalized.



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

ACADEMIC CURRICULUM COMMITTEE


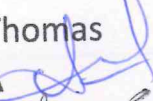
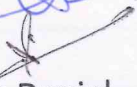

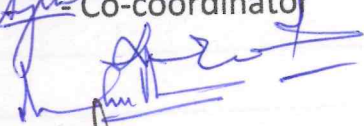
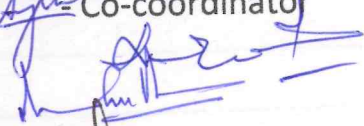

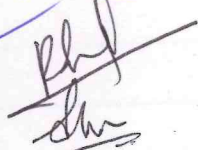
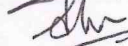
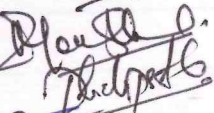
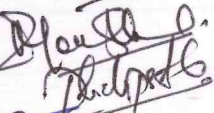


MINUTES OF THE MEETING

Date: 13/12/2022

Time: 10:30am

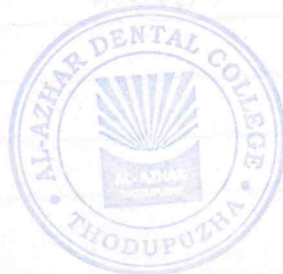
Venue: Lecture Hall 1


Members present:

1. Dr. Harvey Thomas - Principal 
2. Dr. Amal E A - Administrative Officer 
3. Dr. Sajil John - Coordinator 
4. Dr. Augustine Daniel - Co-coordinator 
5. Dr. Litto Manuel 
6. Dr. Nishin K John 
7. Dr. Joby Paulose 
8. Dr Renu Ann Mathew 
9. Dr. Jayesh J Unnithan 
10. Dr. Moushmi C B 
11. Dr. Philips Abraham 
12. Dr. Naveen K 
13. Dr. Shreya M A 

Agenda

- To review the academic status of the current year.
- To review Add on, value added and faculty enrichment programmes of the current year.
- To discuss the procurement of LMS software




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


Meeting Minutes

- The meeting was headed by Dr. Harvey Thomas in lecture hall 1 at 10:30 am.
- Dr. Litto Manuel reviewed the add on and value added programmes of the current year. He disclosed that there was good student participation across all programmes.
- Dr. Harvey Thomas stressed on the importance of mentor-mentee programme for connecting with the students better. This was seconded by Dr. Sajil John.
- Dr Harvey Thomas approved the quotation for the procurement of EMBASE, an LMS software. He added that the purchase would be confirmed after final round of talks with the management.
- Dr. Nishin was entrusted to structure the academic calendar for the upcoming year.
- Dr. Nishin informed that LMS software purchase was approved and the committee was working towards implementation of the same.
- The meeting was adjourned at 11:30pm.
- Dr. Harvey Thomas announced that the next committee meeting would be scheduled on 09/05/2023.

Action taken report of the previous meeting

- The internal exams for regular and supplementary batches from 1st year to final year were conducted as per academic calendar.
- Emphasis was given to include more number of value added programmes like Yoga, spoken English, personality development, soft skill development etc. as per previous discussions.
- All the lecture halls were provided with smartboards.
- Add on programmes by various departments were conducted periodically.
- Increase in the number of dental camps were monitored.




Prof. Dr. Harvey Thomas MDS
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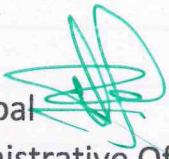
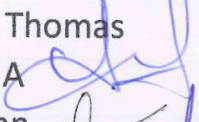



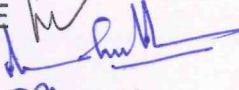
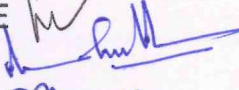


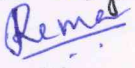

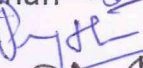
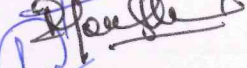

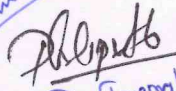


ACADEMIC CURRICULUM COMMITTEE MINUTES OF THE MEETING

Date: 24/04/2023

Time: 10:30am

Venue: Lecture Hall 1

Members present:

- 1. Dr. Harvey Thomas - Principal 
- 2. Dr. Amal E A - Administrative Officer 
- 3. Dr. Sajil John - Coordinator 
- 4. Dr. Augustine Daniel - Co-coordinator 
- 5. Dr. Litto Manuel 
- 6. Dr. Lakshmipriya E 
- 7. Dr. Nishin K John 
- 8. Dr. Joby Paulose 
- 9. Dr. Biji Mol Jose 
- 10. Dr. Rema J 
- 11. Dr. Jayesh J Unnithan 
- 12. Dr. Prijitha Alex 
- 13. Dr. Moushmi C B 
- 14. Dr. Anu Mathew 
- 15. Dr. Philips Abraham 
- 16. Dr. Reny Jayaprakash 
- 17. Dr. Basheer M P 

Agenda

- To reconstitute academic curriculum committee.



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

Meeting Minutes

- The meeting was chaired by Dr. Harvey Thomas in lecture hall 1 at 10:30 am and headed by Dr. Sajil John and Dr. Augustine Daniel.
- Dr. Litto Manuel welcomed the new members to the committee. This was followed by their self-introductory session and further interaction with the other committee members.
- Dr. Harvey Thomas pointed out that change is inevitable and that this major reconstitution of the committee would bring about new heights in quality of education in the institution.
- Dr. Sajil John assigned Dr Anu Mathew to aid Dr. Nishin in structuring the academic calendar.
- The meeting was adjourned at 11:30pm.
- Dr. Harvey Thomas announced that the next committee meeting would be scheduled on 09/05/2023 as previously decided.

Action taken report of the previous meeting

- The upcoming Mentor-mentee programmes were discussed
- EMBASE, an LMS software was procured.



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

ACADEMIC CURRICULUM COMMITTEE


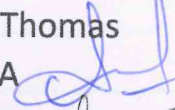
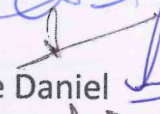
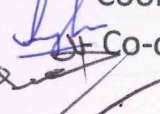
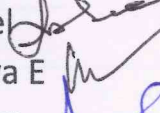

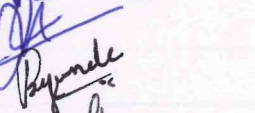
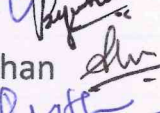
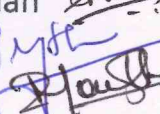
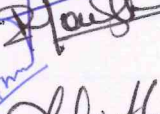
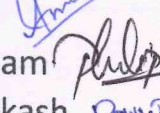
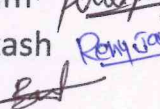
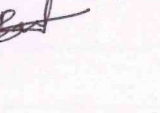


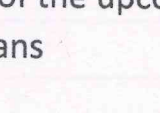
MINUTES OF THE MEETING

Date: 09/05/2023

Time: 10:30am

Venue: Principal's office

Members present:

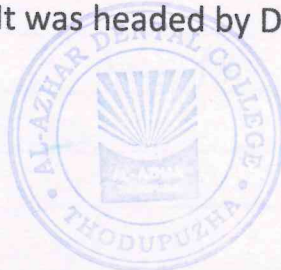
1. Dr. Harvey Thomas - Principal 
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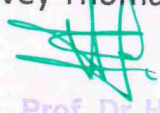
Agenda

- To review the academic calendar of the upcoming year (2023-2024)
- To approve department lesson plans

Meeting Minutes

- The meeting was called to order on 09/05/2022 at 10:30am at the Principal's office. It was headed by Dr. Harvey Thomas and Dr. Sajil John.

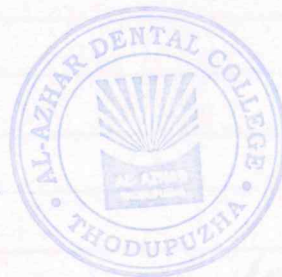



Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605

- The academic calendar for the upcoming year was presented by Dr. Shreya. The schedule for the internal exams of regular and supplementary batches year were decided. The committee members put forward certain suggestions and necessary amendments to be made before the final approval.
- The lesson plans of all departments were reviewed and refinements were recommended.
- Topics for the value added and add on programmes for the upcoming year were decided by the committee members based on the current trends. The topics were unanimously approved by all faculty members.
- Dr Harvey Thomas acknowledged the efforts of the faculty in successfully executing the mentor mentee program. He added that the program had greatly influenced the students and helped the faculty to better understand the students' perspectives.
- Dr. Sajil lauded Dr. Nishin and his committee for implementing EMBASE LMS software.
- Dr. Harvey Thomas announced that the next committee meeting would be scheduled on 14/12/2023 at 10:00 am. The meeting was adjourned at 12:10 pm.

Action taken report of the previous meeting

- The new committee members took charge.
- The academic calendar for the upcoming year was structured and discussed.



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

**ANTI-RAGGING COMMITTEE
MINUTES BOOK**

**MINUTES OF
MEETING
ANTI-RAGGING
COMMITTEE**

**ANTI-RAGGING COMMITTEE
MINUTES BOOK**

MINUTES OF THE MEETING

ANTI-RAGGING COMMITTEE

15.1.2018

Members Present:

1. Prof. Dr. V. A. Afzal
2. Dr. Arun Thomas Alappatt
3. Prof. Dr. Lillo Manuel
4. Dr. Renu Ann Mathew
5. Prof. Dr. Shiny Joseph
6. Dr. Anjana M.K.
7. Dr. Tomy Mathew

Member Absent : Prof. Dr. Muhammed Afnan.

AGENDA :- Anti ragging seminar and activities to be conducted in the upcoming year 2018.

The anti-ragging committee for the academic year 2018 was constituted on January 9th 2018. The meeting was held on 15th January at 10:00 am in the committee room. The meeting was attended and chaired by Prof. Dr. V. A. Afzal, Principal Al Azhar dental college, Thalupuzha. The previous meeting was passed cordially by all the members. It was proposed by Prof. Dr. Lillo Manuel and supported by Prof. Dr. Shiny Joseph.

1. The committee decided to conduct an anti-ragging awareness programme for the student on February 3rd 2018.
2. The committee decided to take anti-ragging regulations and



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

COLLEGE COMMITTEE FOR PREVENTION OF RAGGING ACTIVITIES

Pursuant to the supreme court order dated. 24-06-2004 & in compliance with the prohibition of Ragging Act 1998 and the order from the Govt. of Kerala, Higher Education Dept. GORT NO. 1943/05/H.Edn. Dated 21-11-05, a College committee for prevention of ragging was reconstituted on 09-01-2018 for the academic year 2018-19

Following are the members of the committee.

- | | | |
|-----------------------------|---|--------------|
| 1. Chairman | : Prof. Dr. Afzal V.A (Principal) | - 9447035553 |
| 2. Convener | : Dr. Arun Thomas Alapatt(Administrative Officer) | - 7025091040 |
| 3. Management Nominee | : Adv. K. M. Mijas (Managing Director) | - 9747410069 |
| 4. Senior Faculty Member | : Prof. Dr. Muhammed Afnan(Professor) | - 8547542231 |
| 5. Senior Faculty Member | : Prof. Dr. Litto Manuel (Professor) | - 9496633333 |
| 6. Lady faculty | : Prof. Dr. Shiny Joseph (Professor) | - 9447145636 |
| 7. Lady faculty | :Dr. Anjana Mohnkumar | -9446567822 |
| 8. Lady faculty | : Dr. Renu Ann Mathew | -9447717842 |
| 9. Lady faculty | : Dr. Tency Mathew | - 8921853500 |
| 10. PTA Nominee | : Mrs. Rasiya V A | |
| 11. Local nominees | : Mrs. Laila Kreem | |
| 12. Student Representatives | : Kailas Nair (2017) | |
| | : Aparna Ajith (2016) | |
| | : Afiya T.S(2018) | |

The committee shall

- Keep continuous watch & vigil on ragging incidents
- Promptly deal with the incidents of ragging brought to the notice & summarily punish the guilty putting forth its finding/suggestion before the authority competent to take action.
- Ensure compliance of the provisions of the Kerala Prohibition Ragging Act 1998 (Act 10 of 1998)

PRINCIPAL



- measures to ensure that no ragging takes place in the institute and its hostel premises.
- 3. The committee has also decided to give printed leaflet to fresher's and their parent or guardian at the time of admission to create awareness on anti-ragging.
- 4. A sign up board was put up in the college premises and students from all the years were asked to sign on the board availing a ragging free camp.
- 5. The committee decided to design anti-ragging posters to be displayed in corridors and lecture halls.

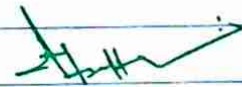
Action taken report of the previous meeting.

- A short skit programme inaugurated by IPS officer Rishiy Singh was conducted on 9.05.2017.

The meeting was concluded by vote of thanks delivered by Dr Terry Mathew.



Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 065




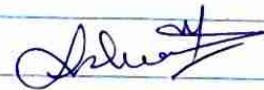

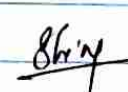


Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Perumpitichira P.O., Thodupuzha - 685 065

MINUTES OF THE MEETING

ANTI-RAGGING COMMITTEE

4.4.2018

Members Present:

- 1. Prof Dr VA Afzal 
- 2. Dr Anu Thomas Alapattu 
- 3. ~~Prof Dr Sajil John~~ 
- 4. Prof Dr Litto Manuel 
- 5. Prof Dr Muhammed Afnas 
- 6. Prof Dr Shiny Joseph 
- 7. Dr Remy Ann Mathew 
- 8. Dr Anyana MK 

Members Absent: Dr. Tenny Mathew.

AGENDA :- To discuss the measures taken for anti-ragging within the campus.

The anti-ragging committee for the academic year 2018-19 was reconstituted. The meeting was held on 4th April Wednesday at 10:30 am in the committee room to analyze various measures taken for anti-ragging within the campus. The meeting was attended and chaired by Prof Dr VA Afzal principal Al-Azhar dental college Madurai



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COLLEGE COMMITTEE FOR PREVENTION OF RAGGING ACTIVITIES

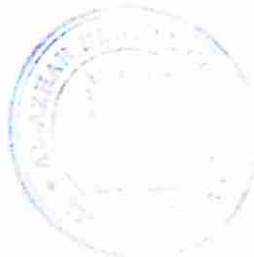
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Following are the members of the committee.

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| 2. Convener | : Dr. Arun Thomas Alapatt(Administrative Officer) | - 7025091040 |
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| | : Afiya T.S(2018) | |

The committee shall

- a. Keep continuous watch & vigil on ragging incidents
- b. Promptly deal with the incidents of ragging brought to the notice & summarily punish the guilty putting forth its finding/suggestion before the authority competent to take action.
- c. Ensure compliance of the provisions of the Kerala Prohibition Ragging Act 1998 (Act 10 of 1998)



PRINCIPAL

The previous meeting was passed by cordially by all the members. It was proposed by Prof Dr Sajil John and supported by Prof Dr Muhammed Afraz.

- 1. The committee decided to conduct a poster making competition promoting no ragging campus.
- 2. The committee has decided to install c-cv cameras in the college premises to monitor the movements of the students.
- 3. The committee has decided to brief the students about ragging and ethics during assembly and value education class.

Action taken report of the previous meeting.

- The Posters were designed with the help of public health department.
- Various Posters were displayed on college campus.

The meeting was concluded by vote of thanks delivered by Dr Anjana Mohan Kumar.

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


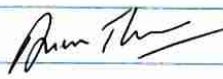
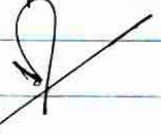

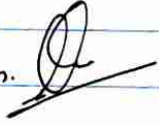




MINUTES OF THE MEETING

ANTIRAGGING COMMITTEE

28.1.2019.

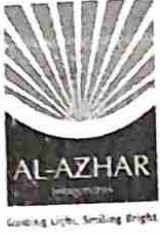
Members Present:

1. Prof. Dr. VA Afzal. 
2. Dr. Anus Thomas Akapattu 
3. Prof. Dr. Sajil John. 
4. Prof. Dr. Litto Manuel 
5. Prof. Dr. Muhammed Afnan. 
6. Prof. Dr. Shiny Joseph 
7. Dr. Anjana MK 

Members Absent: Dr. Renu Ann Mathew.

AGENDA:- Anti ragging seminar and activities to be conducted in the upcoming year 2019-20.

The anti ragging committee for the academic year 2019-20 was constituted on 7.1.2019. The meeting was held on 28th January 2019 at 10:30 am in the committee room. The meeting was attended and chaired by Prof. Dr. VA Afzal, Principal, Al Azhar Dental College, Thodupuzha. The previous meeting was passed cordially by all the members. It was proposed by Prof. Dr. Shiny Joseph and supported by Prof. Dr. Litto Manuel.



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COLLEGE COMMITTEE FOR PREVENTION OF RAGGING ACTIVITIES

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| 1. Chairman | : Prof. Dr. Afzal V.A (Principal) | - 9447035553 |
| 2. Convener | : Dr. Arun Thomas Alapatt(Administrative Officer) | - 7025091040 |
| 3. Management Nominee | : Adv. K. M. Mijas (Managing Director) | - 9747410069 |
| 4. Senior Faculty Member | : Prof. Dr. Muhammed Afnan(Professor) | - 8547542231 |
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| | : Murshitha Parveen P(2019) | |

The committee shall

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- Ensure compliance of the provisions of the Kerala Prohibition Ragging Act 1998 (Act 10 of 1998)


PRINCIPAL



1. To create an awareness about the legal consequences of ragging to the students.
2. The committee decided to distribute pamphlets to the students containing information about anti ragging.
3. The committee decided to educate fresh students on the proper channel of reporting any type of harassment.
4. Establishing an active parent teacher association for the welfare of students.

Actions Taken Report Of The Previous Meeting.

- Installation of more CCTV camera was taken up by management.
- The meeting was concluded by vote of thanks delivered by Dr. Anjana.



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



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

MINUTES OF THE MEETINGANTI-RAGGING COMMITTEE

22.4.2019

Members Present:

1. Prof Dr VA Afzal

2. Dr Arun Thomas Alapattu

3. Prof Dr Sajil John

4. Prof Dr Litto Manuel

5. Prof Dr Muhammed Afran

6. Dr Renu Ann Mathew

7. Dr Anjana MK

Members Absent: Prof Dr Shiny Joseph.AGENDA:- Organizing essay writing competition on the topic 'Be a change maker: make your campus ragging free!'

The anti-ragging committee was held on 22nd April 2019 at 10:00 am in the committee room. The meeting was attended & chaired by Prof Dr VA Afzal, Principal, Al Azhar Dental College, Thodupuzha. The previous meeting was passed cordially by all the members. It was proposed by Dr Renu Ann Mathew and supported by Dr Anjana MK.



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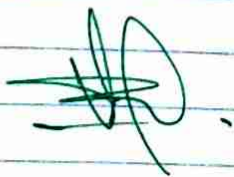

PRINCIPAL



1. The committee decided to conduct an essay writing competition on anti ragging.
2. Committee decided to invite Mr. Somasekharan (Principal, Al Azhar arts college) as judge for the same.
3. Topic was decided to be 'be a change maker: make your campus ragging free!'
4. Committee decided to display posters of the programme.
5. Refreshments for the programme was arranged.

Action Taken Report Of The Previous Meeting.

- # Pamphlets containing anti-ragging information were distributed to the students.
- The meeting was concluded by vote of thanks delivered by Dr. Awin Thomas Alapattu.



Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 696

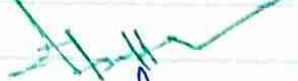










Prof. Dr. V.A. AFZAL, M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha - 685 696

MINUTES OF THE MEETING.ANTI-RAGGING COMMITTEE

16.1.2020

Members Present:

1. Prof. Dr. VA Afzal. 
2. Dr. Amal EA 
3. Prof. Dr. Sajid Johns. 
4. Prof. Dr. Litto Manual. 
5. Prof. Dr. Muhammed Afnan. 
6. Dr. Rene Ann Mathew. 
7. Prof. Dr. Shiny Joseph. 
8. Dr. Anjana MK. 

Members Absent: Nil.

AGENDA :- Anti ragging seminar and activities to be conducted in the upcoming academic year of 2020-21

The anti-ragging committee for the academic year 2020-21 was constituted on 02.01.2020. The meeting was held on 16 January 2020 at 10:30 am in the committee room. The meeting was attended and chaired by Prof. Dr. VA Afzal, Principal, Al Azhar Dental College, Thodupuzha. The previous meeting was passed unanimously by all the members. It was



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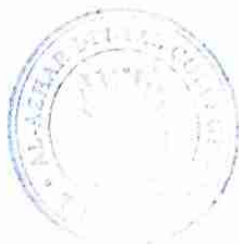
Following are the members of the committee.

- | | | |
|-----------------------------|--|--------------|
| 1. Chairman | : Prof. Dr. Afzal V.A (Principal) | - 9447035553 |
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| | :Akshay P.V | |

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PRINCIPAL



proposed by Dr Anjana MK and supported by Prof Dr Shiny Joseph.

1. The committee decided to conduct an active parent teacher association in the institution.
2. The committee decided to be educational on the proper channel of reporting any type of harassment.
3. To involve the senior students and educate the seniors about legal consequences of ragging.
4. To create an awareness with the incidents of ragging using banners & posters.

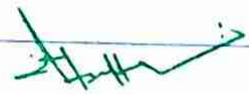
Action Taken Report Of The Previous Meeting.

- Essay writing competition was held on 25.05.2019.

The meeting was concluded by vote of thanks delivered by Dr Anjana Mohan Kumar.



Prof. Dr. Harvey Thomas MDS
Principal
Al Azhar Dental College
Thodupuzha - 685 695

Prof. Dr. V.A. AFZAL, M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha-685 695

MINUTES OF THE MEETING:ANTI-RAGGING COMMITTEE

20.11.2020

Members Present:

1. Prof Dr VA Afzal. 
2. Dr Amal EA 
- 3 Prof Dr Litto Manual 
4. Prof Dr Muhammed Afnan. 
5. Prof Dr Shiny Joseph. 
6. Dr Renu Ann Mathew. 
- 7 Dr Anjana Mohan Kumar. 

Members Absent: Prof Dr Sajil John.

AGENDA:- To discuss the measures to be taken for anti-ragging within the campus.

The online meeting was held on 20th November 2020 at 11:00 am via zoom to analyze various measures taken for anti-ragging within the campus. The meeting was attended and hosted by Prof Dr VA Afzal Principal, Al Azhar Dental College, Thodupuzha. The previous meeting was passed cordially by all the members. It was proposed by Prof Dr Litto Manual and supported by Prof Dr Muhammed Afnan.



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| 12. Student Representatives | : Kailas Nair (2017) | |
| | : Aparna Ajith (2016) | |
| | : Afiya T.S(2018) | |
| | : Murshitha Parveen P(2019) | |
| | :Akshay P.V | |

The committee shall

- Keep continuous watch & vigil on ragging incidents
- Promptly deal with the incidents of ragging brought to the notice & summarily punish the guilty putting forth its finding/suggestion before the authority competent to take action.
- Ensure compliance of the provisions of the Kerala Prohibition Ragging Act 1998 (Act 10 of 1998)

PRINCIPAL



1. The committee members are requested to organize meeting with the fresh students to educate on the proper channel of reporting any type of harassment.
2. It was also decided to daily monitor and raids should be conducted by anti-ragging squads in the college as well as in the hostels.
3. The committee analyzed this among students about the ill effect of ragging and the punishment for the offenders.
4. It was also decided to display anti ragging toll free number at prominent places in the college campus.

Action Taken Report Of The Previous Meeting.

- Various anti ragging measures to be taken under Covid protocol was discussed with the management.

The meeting was concluded by vote of thanks delivered by Dr. Renu Ann Mathew.



Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha-686 895



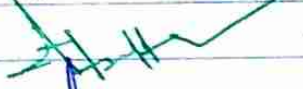
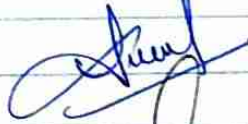


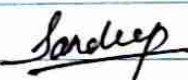




Prof. Dr. V.A. AFZAL, M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha

MINUTES OF THE MEETING HELD ON 28/01/2021

The Antiragging Committee for the academic year 2020-21 was constituted on 11/01/2021.

The meeting was held on 28th January 2021 at 10:30 am in the committee room.

The meeting was attended & chaired by Prof. Dr. VA Afzal, Principal, Al Azhar Dental College, Thodupuzha. The meeting was attended by the following members:

1. Prof. Dr. VA Afzal. 
2. Dr. Amal EA 
3. Prof. Dr. Sajil John 
4. Prof. Dr. Lito Manuel. 
5. Prof. Dr. Sandeep Mathew 
6. Dr. Renu Ann Mathew 
7. Prof. Dr. Shiny Joseph 
8. Dr. Shanika Abdul Majeed 



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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

COLLEGE COMMITTEE FOR PREVENTION OF RAGGING ACTIVITIES

Pursuant to the supreme court order dated. 24-06-2004 & in compliance with the prohibition of Ragging Act 1998 and the order from the Govt. of Kerala, Higher Education Dept. GORT NO. 1943/05/H.Edn. Dated 21-11-05, a College committee for prevention of ragging was reconstituted on 02-07-2020 for the academic year 2020-21

Following are the members of the committee.

- | | | |
|-----------------------------|--|--------------|
| 1. Chairman | : Prof. Dr. Afzal V.A (Principal) | - 9447035553 |
| 2. Convener | : Dr. Amal E.A(Administrative Officer) | - 9497720069 |
| 3. Management Nominee | : Adv. K. M. Mijas (Managing Director) | - 9747410069 |
| 4. Senior Faculty Member | : Prof. Dr. Muhammed Afnan(Professor) | - 8547542231 |
| 5. Senior Faculty Member | : Prof. Dr. Sajil John (Professor) | - 9447774777 |
| 6. Senior Faculty Member | : Prof. Dr. Litto Manuel (Professor) | - 9496633333 |
| 7. Lady faculty | : Prof. Dr. Shiny Joseph (Professor) | - 9447145636 |
| 8. Lady faculty | :Dr. Anjana Mohnkumar | -9446567822 |
| 9. Lady faculty | : Dr. Renu Ann Mathew | -9447717842 |
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| | : Aparna Ajith (2016) | |
| | : Afiya T.S(2018) | |
| | : Murshitha Parveen P(2019) | |
| | :Akshay P.V | |

The committee shall

- Keep continuous watch & vigil on ragging incidents
- Promptly deal with the incidents of ragging brought to the notice & summarily punish the guilty putting forth its finding/suggestion before the authority competent to take action.
- Ensure compliance of the provisions of the Kerala Prohibition Ragging Act 1998 (Act 10 of 1998)

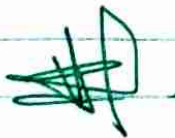


PRINCIPAL

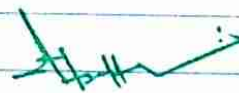
AGENDA: Antiragging seminar and activities to be conducted in the upcoming academic year 2020-21

1. The committee decided to organize a seminar as part of first year orientation program on February 20th 2021 to impart awareness on antiragging to students
2. The committee decided to conduct meeting with students regularly
3. The committee decided to advise students to strictly follow dress code.
4. To involve the senior students of II & III years as mentors to monitor the junior students and inform the faculty immediately if any sort of ragging activity is seen in the college campus.
5. To create an awareness to students about legal consequences of ragging.

The meeting was concluded by, vote of thanks delivered by Dr. Shanika Abdul Majeed.



Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha-686 605

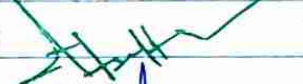
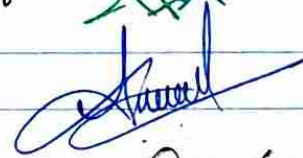
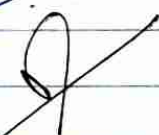
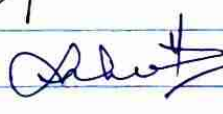

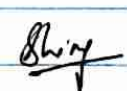

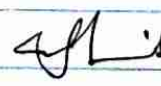
Prof. Dr. V.A. AFZAL, M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha

MINUTES OF THE MEETING HELD ON 20/07/2021

The Anti-ragging Committee for the academic year 2020-21 was reconstituted on

The meeting was held on 20th July 2021 at 11:00 am in the committee room to analyze various measures taken for anti-ragging within the campus.

The meeting was attended and chaired by Prof. Dr. V. A. Afzal, Principal, Al Azhar Dental College, Thodupuzha. The meeting was attended by following members:

1. Prof. Dr. V. A. Afzal 
2. Dr. Anmol EA 
3. Prof. Dr. Sajil John 
4. Prof. Dr. Litta Mammal 
5. Prof. Dr. Sandeep Mathew 
6. Prof. Dr. Shiny Joseph 
7. Dr. Remu Ann Mathew 
8. Dr. Shamika Abdul Majeed 



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AL-AZHAR DENTAL COLLEGE

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RUN BY NOORUL ISLAM TRUST

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

COLLEGE COMMITTEE FOR PREVENTION OF RAGGING ACTIVITIES

Pursuant to the supreme court order dated. 24-06-2004 & in compliance with the prohibition of Ragging Act 1998 and the order from the Govt. of Kerala, Higher Education Dept. GORT NO. 1943/05/H.Edn. Dated 21-11-05, a College committee for prevention of ragging was reconstituted on 02-07-2020 for the academic year 2020-21

Following are the members of the committee.

- | | | |
|----------------------------|--|--------------|
| 1. Chairman | : Prof. Dr. Afzal V.A (Principal) | - 9447035553 |
| 2. Convener | : Dr. Amal E.A(Administrative Officer) | - 9497720069 |
| 3. Management Nominee | : Adv. K. M. Mijas (Managing Director) | - 9747410069 |
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| 9. Lady faculty | : Dr. Renu Ann Mathew | -9447717842 |
| 10. PTA Nominee | : Mrs. Rasiya V A | |
| 11. Local nominees | : Mrs. Laila Kreem | |
| 12 Student Representatives | : Kailas Nair (2017) | |
| | : Aparna Ajith (2016) | |
| | : Afiya T.S(2018) | |
| | : Murshitha Parveen P(2019) | |
| | :Akshay P.V | |

The committee shall

- Keep continuous watch & vigil on ragging incidents
- Promptly deal with the incidents of ragging brought to the notice & summarily punish the guilty putting forth its finding/suggestion before the authority competent to take action.
- Ensure compliance of the provisions of the Kerala Prohibition Ragging Act 1998 (Act 10 of 1998)



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PRINCIPAL

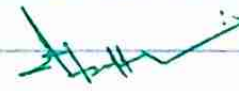
AGENDA :- To discuss the measures taken for anti ragging within the campus.

1. The committee members are requested to organize meeting with students to make campus a ragging free zone.
2. It was also decided to frequently visit to check hostel and departments to avoid any form of ragging activities in the campus.
3. The committee analyzed that measures taken were adequate and no issues of ragging were reported in the campus so far.
4. It was also decided to display anti ragging toll free number at prominent places in the college campus.

The meeting was concluded by, Vote of thanks delivered by. Dr. Rene Ann Mathew.



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


Prof. Dr. V.A. AFZAL, M.D.S.
Principal
Al-Azhar Dental College
Perumpilichira P.O., Thrissur, Kerala


MINUTES OF THE MEETING HELD ON 10/3/2022


The Anti-ragging Committee for the academic year 2021-22 was constituted on 16/2/22.


The meeting was held on 10th March 2022 at 11:00 am in the committee room.


The meeting was attended and chaired by Prof Dr Harvey Thomas, Principal, AT Azhar Dental College, Thodupuzha. The meeting was attended by the following members.


1. Prof Dr Harvey Thomas. 

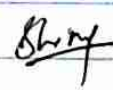
2. Dr Amal EA 


3. Prof Dr Sajil John. 


4. Prof Dr. Litto Manuel. 

5. Prof Dr. Joby Paulose. 

6. Dr Rahul J 

7. Prof Dr Shiny Joseph. 

8. Dr. Elizabeth Sojan 

9. Dr. Anu Mathew. 



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AL-AZHAR DENTAL COLLEGE

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

COLLEGE COMMITTEE FOR PREVENTION OF RAGGING ACTIVITIES

Pursuant to the supreme court order dated. 24-06-2004 & in compliance with the prohibition of Ragging Act 1998 and the order from the Govt. of Kerala, Higher Education Dept. GORT NO. 1943/05/H.Edn. Dated 21-11-05, a College committee for prevention of ragging was constituted on 16-02-2022 for the academic year 2021-22

Following are the members of the committee.

- | | |
|-----------------------------|--|
| 1. Chairman | : Prof. Dr. Harvey Thomas (Principal) - 9610169970 |
| 2. Convener | : Dr. Amal E A (Administrative Officer) - 9497720069 |
| 3. Management Nominee | : Adv. K. M. Mijas (Managing Director) - 9747410069 |
| 4. Senior Faculty Member | : Prof. Dr. Sajil John (Professor) - 9447774777 |
| 5. Senior Faculty Member | : Prof. Dr. Litto Manuel (Professor) - 9496633333 |
| 6. Senior Faculty Member | : Prof. Dr. Joby Poulouse (Professor) - 9446323720 |
| 7. Faculty Member | : Dr. Rahul J (Reader) - 9645454284 |
| 8. Lady faculty | : Prof. Dr. Renu Ann Mathew (Professor) - 9447717842 |
| 9. Lady faculty | : Dr. Elizabeth Sojan (Sr. Lecturer) - 9632863361 |
| 10. Lady faculty | : Dr. Anu Mathew (Sr. Lecturer) - 9497333562 |
| 11. PTA Nominee | : Mrs. Rasiya V A |
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| | : Murshida Praveen P (2019) |
| | : Afiya T. S (2018) |
| | : Kailas Nair (2017) |
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The committee shall

- Keep continuous watch & vigil on ragging incidents
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- Ensure compliance of the provisions of the Kerala Prohibition Ragging Act 1998 (Act 10 of 1998)



PRINCIPAL

AGENDA: Anti-ragging seminar and measures to be taken in the upcoming academic year 2021-2022.

1. The committee decided to organize a seminar as part of 1st year orientation programme in May 2022, to impart awareness on anti-ragging to students.
2. It was decided to display anti-ragging placards and banners in each block.
3. The committee decided to advise students to strictly follow code of conduct within the campus.
4. To create awareness to students about legal consequences of the ragging.

The meeting was concluded by, Vote of thanks delivered by ✓ Dr Elizabeth Sojan.




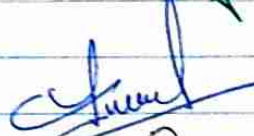
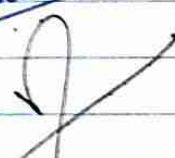





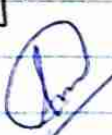
Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 635



MINUTES OF THE MEETING HELD ON 23/5/2022.

The anti-gagging committee meeting was held on 23/5/22 at 10:15 am in the committee room.

The meeting was attended and chaired by Prof Dr Harvey Thomas, Principal, Al Azhar Dental College, Thodupuzha. The meeting was attended by following members:

1. Prof Dr Harvey Thomas. 
2. Dr Amal EA 
3. Prof Dr Sajil John. 
4. Prof Dr Litta Mammatt. 
5. Prof Dr Joby Poulouse. 
6. Dr Rahul J 
7. Prof Dr Shiny Joseph 
8. Dr Elizabeth Sojan. 
9. Dr Anu Mathew. 



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

COLLEGE COMMITTEE FOR PREVENTION OF RAGGING ACTIVITIES

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Following are the members of the committee.

- | | |
|-----------------------------|--|
| 1. Chairman | : Prof. Dr. Harvey Thomas (Principal) - 9610169970 |
| 2. Convener | : Dr. Amal E A (Administrative Officer) - 9497720069 |
| 3. Management Nominee | : Adv. K. M. Mijas (Managing Director) - 9747410069 |
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| 7. Faculty Member | : Dr. Rahul J (Reader) - 9645454284 |
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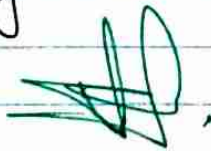


PRINCIPAL

AGENDA: Organizing anti ragging awareness programme.

1. The committee decided to conduct anti ragging awareness programme on 30/5/22 at 10-10:1 pm at Lecture hall 1.
2. Committee decided to invite Mr. Krishnan Nair (Subinquest of police and PRO), Thodupuzha for the same.
3. Topic was decided to be "ZERO TOLERANCE TO RAGGING" and main points were noted to be discussed.
4. Committee decided to display Plaques and banners of the programme.
5. Refreshment for the programmes was arranged.
6. Show using anti ragging awareness videos and posters.

The meeting was concluded by, vote of thanks delivered by Dr Anil Mathew.



Prof. Dr. M. Jay Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 505

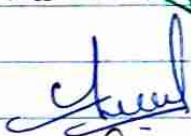


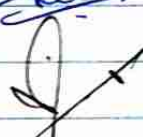
MINUTES OF THE MEETING HELD ON 17/6/22.

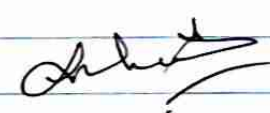
Anti ragging committee meeting was held on 17/6/22 at 10:00 am in the committee room. As per DCI mandate vide circular No: DCI/ARPH/ARC/ARM, The committee decided to organize anti ragging awareness programme.


The meeting was attended and chaired by Prof Dr Harvey Thomas, Principal, Al Azhar Dental College, Thodupuzha. The meeting was attended by the following members:


1. Prof Dr Harvey Thomas. 

2. Dr. Amal EA 

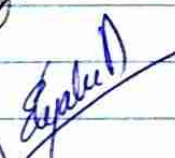
3. Prof Dr Sajit John. 

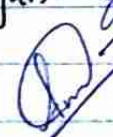
4. Prof Dr Litto Manuel. 

5. Prof Dr Joby Poulous. 

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7. Dr Rahul J 

8. Dr Elizabeth Sojan. 

9. Dr Anu Mathew. 



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COLLEGE COMMITTEE FOR PREVENTION OF RAGGING ACTIVITIES

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Following are the members of the committee.

- | | |
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| 7. Faculty Member | : Dr. Rahul J (Reader) - 9645451284 |
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- Ensure compliance of the provisions of the Kerala Prohibition Ragging Act 1998 (Act 10 of 1998)



PRINCIPAL

AGENDA: Organizing anti-ragging awareness programme as per DCI Circular NO: DCI/ARPM/ARC/ARM/Gen/167/2022.

1. As per the decision taken in the previous meeting anti-ragging awareness programme was conducted with 115 participants and Mr. Kishan Nair A R as resource person.
2. The committee decided to conduct the programme on 30/6/22 at 10:00 am to 1:00 pm at lecture hall 1 as per DCI mandate.
3. The committee decided to invite Prof. Dr. Muhammed Sagor (Member of Dental Council of INDIA) as the resource person.
4. Committee decided to display placards and banners of the programme.
5. Refreshments for the programme was arranged.

The meeting was concluded by vote of thanks delivered by Dr. Anu Mathew.



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

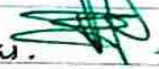
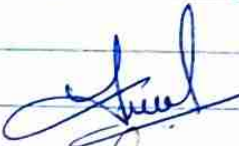

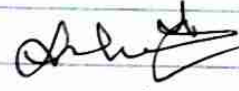


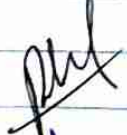
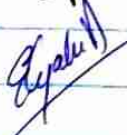



MINUTES OF THE MEETING HELD ON 27/12/22

The anti ragging committee for the academic year 2022-23 was constituted on 20/12/22.

The meeting was held on 27/12/22 at 11:00am in the committee room.

The meeting was attended and chaired by Prof Dr Harvey Thomas, Principal, Al Azhar dental college, Thodupuzha. The meeting was attended by the following members:

1. Prof Dr Harvey Thomas. 
2. Dr Amal & A 
3. Prof Dr Sajil John 
4. Prof Dr Lillo Manuel 
5. Prof Dr Joby Poulonse 
6. Dr Rahul J 
7. Prof Dr Renee Ann Mathew 
8. Dr Elizabeth Sojan 
9. Dr Anu Mathew. 



Off : 04862 224396
Fax: 04862 229586

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- 685 605

Date: 20-12-2022

COLLEGE COMMITTEE FOR PREVENTION OF RAGGING ACTIVITIES

Pursuant to the supreme court order dated. 24-06-2004 & in compliance with the prohibition of Ragging Act 1998 and the order from the Govt. of Kerala, Higher Education Dept. GORT NO. 1943/05/H.Edn. Dated 21-11-05, a College committee for prevention of ragging was constituted on 20-12-2022 for the academic year 2022-23

Following are the members of the committee.

1. Chairman	: Prof. Dr. Harvey Thomas (Principal)	- 9610169970
2. Convener	: Dr. Amal E A (Administrative Officer)	- 9497720069
3. Management Nominee	: Adv. K. M. Mijas (Managing Director)	- 9747410069
4. Senior Faculty Member	: Prof. Dr. Sajil John (Professor)	- 9447774777
5. Senior Faculty Member	: Prof. Dr. Litto Manuel (Professor)	- 9496633333
6. Senior Faculty Member	: Prof. Dr. Joby Poulouse (Professor)	- 9446323720
7. Faculty Member	: Dr. Rahul J (Reader)	- 9645454284
8. Lady faculty	: Prof. Dr. Renu Ann Mathew (Professor)	- 9447717842
9. Lady faculty	: Dr. Elizabeth Sojan (Sr. Lecturer)	- 9632863361
10. Lady faculty	: Dr. Anu Mathew (Sr. Lecturer)	- 9497333562
11. PTA Nominee	: Mrs. Rasiya V A	
12. Local nominees	: Mrs. Laila Kreem	
13. Student Representatives	: Akshay P. V(2020)	
	: Murshida Praveen P (2019)	
	: Afiya T. S (2018)	
	: Kailas Nair (2017)	
	: Aparna Ajith (2016)	

The committee shall

- Keep continuous watch & vigil on ragging incidents
- Promptly deal with the incidents of ragging brought to the notice & summarily punish the guilty putting forth its finding/suggestion before the authority competent to take action.
- Ensure compliance of the provisions of the Kerala Prohibition Ragging Act 1998 (Act 10 of 1998)



PRINCIPAL

AGENDA: Antiragging awareness programmes and measures to be taken in the upcoming academic year 2022-23

1. The committee decided to organize a seminar as part of 1st year orientation programme, to impart awareness on anti ragging rules and regulations.
2. It was decided to display anti ragging posters in front of lecture halls and entrance.
3. It was decided to conduct code of conduct sensitization awareness programme on behalf of orientation.

The meeting was concluded by, Vote of thanks delivered by Dr. Anu Mathes.

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Trichy, Tamil Nadu - 685 665



**INTERNAL COMPLAINTS
COMMITTEE MINUTES BOOK**

INTERNAL

COMPLAINTS

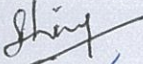
COMMITTEE


Internal complaints committee meeting minutes


Date 07-06-2018


The meeting of internal complaints committee was conducted on 07-06-2018 at LH1 at 11am.


The members present


Dr Shiny Joseph 

Dr Lakshmi Priya 

Dr Renu Ann Mathew 

Dr Anjana Mohan Kumar 

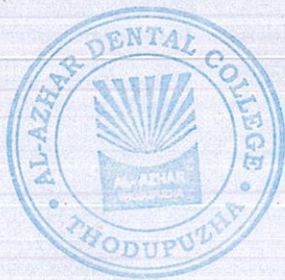
Naseera M H 

Adv r M Saneer 


Agenda

1. Reconstitution of the committee
2. Reformulation of guidelines

The internal complaints committee was reconstituted and Dr Shiny Joseph was nominated as the chairperson of the committee. The chairperson welcomed the members and gave her best wishes for the smooth functioning and carrying out the duties of the committee in an unbiased manner. A general discussion on the guidelines of the committee was done and the meeting was adjourned at 12.30pm



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



Dr. Shiny Joseph


Internal complaints committee meeting minutes


Date 08-11-2018


The meeting of internal complaints committee was conducted on 08-11-2018 at LH1 at 11am.

The members present

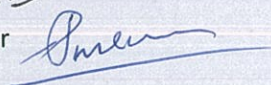
Dr Shiny Joseph 

Dr Lakshmi Priya 

Dr Renu Ann Mathew 

Dr Anjana Mohan Kumar 

Naseera M H 

Adv PM Saneer 

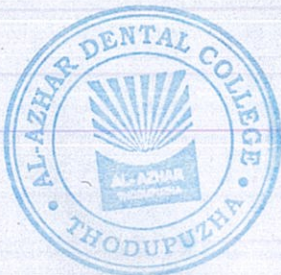
Agenda

1. Approval of the previous minutes of meeting.
2. Annual report compilation

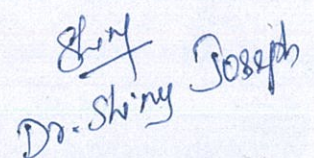
The meeting was called to order by the Chairperson Dr Shiny Joseph, at 11am at Lecture Hall 1. The minutes of the previous meeting was read and approved by the committee. The agenda was taken up for discussion. Dr Renu and Dr Anjana were requested to compile the annual report of the committee. It was noted that in the year 2018 no internal complaints were registered with the committee. The meeting was dispersed at 12.45pm after refreshments.

Action Taken Report of Previous meeting Report of Previous meeting

1. Guidelines of the committee was reformulated.



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


Dr. Shiny Joseph

Internal complaints committee meeting minutes

Date 06-03-2019

The meeting of internal complaints committee was conducted on 06-03-2019 at LH1 at 11am.

The members present

Dr Shiny Joseph

Dr Lakshmi Priya

Dr Renu Ann Mathew

Dr Anjana Mohan Kumar

Naseera M H

Adv PM Saneer

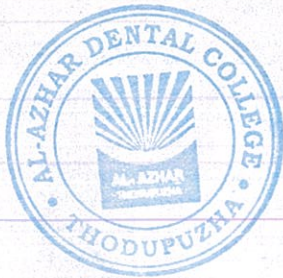
Agenda

1. Approval of the previous minutes of meeting.
2. Submission of annual report for 2018

The meeting was called to order by the Chairperson Dr Shiny Joseph, at 11am at Lecture Hall 1. The minutes of the previous meeting was read and approved by the committee. The agenda was taken up for discussion. Dr Renu and Dr Anjana submitted the annual report for the year 2018 to the committee. The meeting was dispersed at 12.00pm after refreshments.

Action Taken Report of Previous meeting

1. Approval of the annual report



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


Shiny Joseph
Dr. Shiny Joseph

Internal complaints committee meeting minutes


Date 06-11-2019


The meeting of internal complaints committee was conducted on 06-11-2019 at LH1 at 11am.


The members present

Dr Shiny Joseph 

Dr Lakshmi Priya 

Dr Renu Ann Mathew 

Dr Anjana Mohan Kumar 

Naseera M H 

Adv PM Saneer 

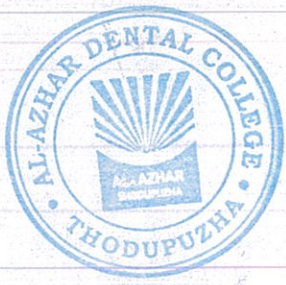
Agenda

1. Approval of the previous minutes of meeting.
2. Compilation of report for 2019.


The meeting was called to order by the Chairperson Dr Shiny Joseph, at 11am at Lecture Hall 1. The minutes of the previous meeting was read and approved by the committee. The chairperson advised the members to interact with the staff of the college to ensure a smooth functioning of the work place. Dr Lakshmi Priya and Dr Anjana were asked to compile the annual report for the year 2019. The meeting was dispersed at 12.30pm after refreshments.

Action Taken Report of Previous meeting

1. The annual report for 2018 was submitted to the college office.



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


Dr. Shiny Joseph

Internal complaints committee meeting minutes

Date 17-04-2020

The meeting of internal complaints committee was conducted on 17-04-2020 at LH1 at 11am.

The members present

Dr Shiny Joseph

Dr Lakshmi Priya

Dr Renu Ann Mathew

Dr Anjana Mohan Kumar

Naseera M H

Adv PM Saneer

Agenda

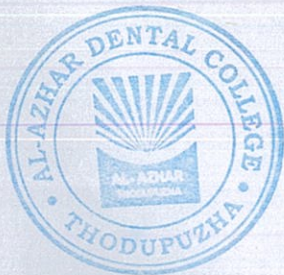
1. Approval of the previous minutes of meeting.
2. Submission of annual report for 2019.

The meeting was called to order by the Chairperson Dr Shiny Joseph, at 11am at Lecture Hall 1. The minutes of the previous meeting was read and approved by the committee. Dr Lakshmi Priya presented the annual report for the year 2019. The members reported that they interacted with various staff members and there were no complaints.

Action Taken Report of Previous meeting

1. The annual report for 2019 was approved.
2. Interaction done with staff members.

The meeting was dispersed at 12.30pm after refreshments.



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

Shiny
Dr. Shiny Joseph

Internal complaints committee meeting minutes

Date 08-01-2021

The meeting of internal complaints committee was conducted on 08-01-2021 at LH1 at 11am.

The members present

Dr Shiny Joseph

Dr Vinni Mary Oomen

Dr Renu Ann Mathew

Dr Rema J

Rasheela AA

Adv PM Saneer

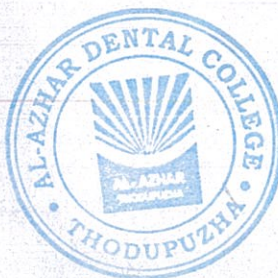
Agenda

1. Approval of the previous minutes of meeting.
2. Reconstitution of the committee

The meeting was called to order by the Chairperson Dr Shiny Joseph, at 11am at Lecture Hall 1. The minutes of the previous meeting was read and approved by the committee. The new members Dr Vinnie Dr Rema and Rasheela AA were welcomed heartily by the chairperson. Dr Renu was asked to compile the annual report for 2020. The members of the committee were asked to continue interacting with staff members. The meeting was dispersed at 12.30pm after refreshments.

Action Taken Report of Previous meeting

1. Submission of 2020 report to college office.



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

Dr. Shiny Joseph

Internal complaints committee meeting minutes

Date 23-11-2021

The meeting of internal complaints committee was conducted on 23-11-2021 at conference hall at 11am.

The members present

Dr Shiny Joseph *Shiny*

Dr Vinni Mary Oomen *Vinni*

Dr Renu Ann Mathew *Renu*

Dr Rema J *Rema*

Rasheela AA *Rasheela*

Adv PM Saneer *Saneer*

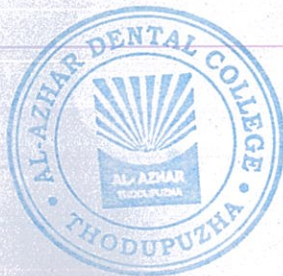
Agenda

1. Approval of the previous minutes of meeting.
2. Presentation of the annual report for 2020

The meeting was called to order by the Chairperson Dr Shiny Joseph, at 11am at Conference Hall. The minutes of the previous meeting was read and approved by the committee. Dr Renu presented the annual report for 2020 and it was approved by the committee. The chairperson commented that no complaints were received for the year 2020. Dr Vinnie and Dr Renu were asked to compile the annual report for 2021. The meeting was dispersed at 12.30pm after refreshments.

Action Taken Report of Previous meeting

1. Approval of annual report for 2020.
2. ICC committee reconstituted.



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

Shiny
Dr. Shiny Joseph

Internal complaints committee meeting minutes

Date 18-02-2022

The meeting of internal complaints committee was conducted on 18-02-2022 at conference hall at 11am.

The members present

Dr Shiny Joseph *Shiny*

Dr Vinni Mary Oommen *Vinni*

Dr Renu Ann Mathew *RAM*

Dr Rema J *Rema*

Rasheela AA *Rasheela*

Adv PM Saneer *Saneer*

Agenda

1. Approval of the previous minutes of meeting.
2. Presentation of annual report of 2021

The meeting was called to order by the Chairperson Dr Shiny Joseph, at 11am at Lecture Hall

1. The minutes of the previous meeting was read and approved by the committee. Dr Vinnie presented the annual report for 2021 and it was approved by the committee. No complaints were reported for the year 2020. The meeting was dispersed at 12.15pm after refreshments.

Action Taken Report of Previous meeting

1. Submission of 2020 report to college office.
2. Annual report for 2021 was approved



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


Shiny
Dr. Shiny Joseph


Internal complaints committee meeting minutes


Date 10-11-2022

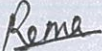
The meeting of internal complaints committee was conducted on 10-11-2022 at LH1 at 11am.

The members present

Dr Shiny Joseph 

Dr Vinni Mary Oommen 

Dr Renu Ann Mathew 

Dr Rema J 

Rasheela AA 

Adv PM Saneer 

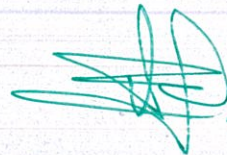
Agenda

1. Approval of the previous minutes of meeting.
2. Compilation of annual report for 2022

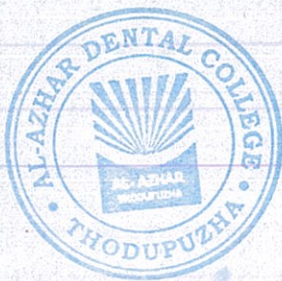
The meeting was called to order by the Chairperson Dr Shiny Joseph, at 11am at Lecture Hall 1. The minutes of the previous meeting was read and approved by the committee. The committee members reported that no complaints were reported on interaction with the staff. Dr Renu and Dr Vinni were asked to compile the annual report for 2022. The meeting was dispersed at 12.30pm after refreshments.

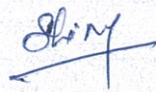
Action Taken Report of Previous meeting

1. Submission of 2021 report to college office.



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





Dr. Shiny Joseph


Internal complaints committee meeting minutes


Date 13-04-2023

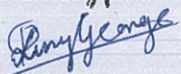
The meeting of internal complaints committee was conducted on 13-04-2023 at conference hall at 11am.

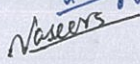
The members present


Dr Bijimole Jose 

Dr Lakshmi Priya 

Dr Anjana Mohan Kumar 

Dr Riny George 

Naseera M H 

Adv Madhuri Anand 

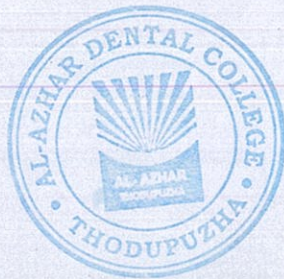
Agenda


1. Approval of the previous minutes of meeting.
2. Reconstitution of the committee
3. Presentation of annual report for 2022

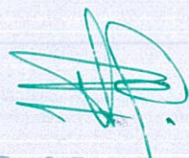
The internal complaints committee was reconstituted and Dr. Bijimole Jose was nominated as the chairperson of the committee. The chairperson welcomed the members and gave her best wishes for the smooth functioning and carrying out the duties of the committee in an unbiased manner. The minutes of the previous meeting was read and approved by the committee. The committee members reported that no complaints were reported on interaction with the staff. Dr Anjana presented the annual report for 2022 which was approved by the committee. The meeting was dispersed at 12.30pm after refreshments.

Action Taken Report of Previous meeting

1. Approval of annual report for 2022
2. ICC members interacted with the staff members.




Dr. Bijimole Jose


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

The book cover features a repeating pattern of small red squares with white outlines, creating a grid effect. A solid green triangle is located in the top right corner. The title is centered on a white rectangular background.

**MINORITY CELL
MINUTES BOOK**

MINORITY
CELL.

Minority Cell

Minutes of the meeting

Date: 11-6-2018

Time: 11:00 am

Venue: Lecture Hall 1, AADC

Attendees of the meeting

Dr. Afzal V A

Dr. Aby Kuruvilla

Dr. Sonia P P

Dr. Noufal P K

Rasheela A A

Agenda

- 1) Dr. Afzal V A suggested reconstitution of the minority cell
- 2) Dr. Aby Kuruvilla insist on reevaluation of the guidelines for the minority cell

The meeting was called to order by the coordinator Dr. Aby Kuruvilla, at 11 am at lecture hall 1. The meeting was attended by all the committee members. The agenda for the day was taken up for discussion regarding reconstitution of minority cell. The present members agreed to reconstitute the minority committee with Dr. Noushin Faisal.

Dr. Aby Kuruvilla has insisted on reevaluation of the guidelines for the minority cell.

The meeting was adjourned at 12:30 pm after refreshments



Minority Cell
Minutes of the meeting

Date: 10-04-2019

Time: 10:00 am

Venue: Lecture Hall 1, AADC

Attendees of the meeting

Dr. Afzal V A

Dr. Aby Kuruvilla

Dr. Noushin Faisal

Rasheela A A

Agenda


1. To create awareness among students regarding the rights of minority community

The meeting was called to order by the chairperson Dr. Afzal VA, at 10 am in lecture hall 1. The minutes of the previous meeting was read by the coordinator Dr. Aby Kuruvilla and was approved by other committee members. The agenda was taken up for discussion regarding creating awareness among minority students about their rights.


The meeting was adjourned at 12:00 pm after refreshments


Action Taken

1. Dr. Noushin Faisal were welcomed to the minority cell by the chairperson Dr. Afzal V A
2. No changes were made regarding the reevaluation of the guidelines for the minority cell


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


Coordinator

Minority Cell
Minutes of the meeting

Date: 12.07.2019

Time: 10:00 am

Venue: Lecture Hall 1, AADC

Attendees of the meeting

Dr. Afzal V A

Dr. Aby Kuruvilla

Dr. Noushin Faisal

Rasheela A A

Agenda

1. To identify the minority students who are facing emotional difficulties
2. Extending the library time

The meeting was called to order by the chairperson Dr. Afzal V A, at 10 am in lecture hall 1. The minutes of the previous meeting was read and approved by the committee. The agenda regarding identification of minority students who are facing emotional difficulties was take into discussion by Dr. Afzal V A .Dr. Aby Kuruvilla has backed the agenda.

The members insisted on extending the library time for the students. The meeting was adjourned at 12:45 pm after refreshments.

Action Taken

1. Class was conducted for the students regarding the rights of minority community

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

coordinated

Minority Cell
Minutes of the meeting

Date: 7.02.2020

Time: 11:00 am

Venue: Lecture Hall 1, AADC

Attendees of the meeting

Dr. Aby Kuruvilla

Dr. Noushin Faisal

Rasheela A A

Agenda


- 1) Proposal to arrange special classes for minority students who are identified as slow learners.

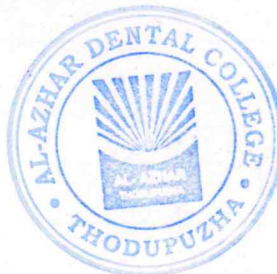
The meeting was called to order by the coordinator Dr. Aby Kuruvilla, at 11 am. The minutes of the previous meeting was read and approved by the committee. The agenda was taken up for discussion regarding conducting classes for slow learners. The committee has backed the suggestion put forward by Dr. Aby Kuruvilla.


The meeting was adjourned at 12:30 pm after refreshments

Action Taken

1. Informed the students to meet the members of the cell individually, if they are facing any emotional difficulties
2. Counselling was arranged for the students who have met the members of the cell for their emotional difficulties
3. Suggestion for extending the library time was approved.


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


Coordinator

Minority Cell
Minutes of the meeting

Venue: Lecture Hall 1, AADC

Date: 09-12-2020

Time: 10:00 am

Attendees of the meeting

Dr. Afzal V A

Dr. Aby Kuruvilla

Dr. Amal E A

Rasheela A A

Dr. Noushin Faizal

Agenda

1. To arrange counselling for students facing mental stress during Covid lockdown
2. Welcoming of new member to the committee

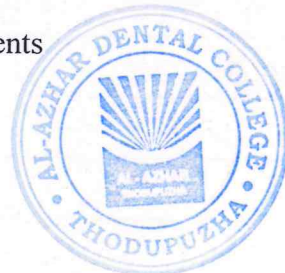
The meeting was called to order by the chairperson Dr. Afzal V A, at 10 am. The minutes of the previous meeting was read and approved by the committee. The agenda was taken up for discussion regarding the stress faced by students due to lockdown. The coordinator Dr. Aby Kuruvilla and other members of the committee has backed the agenda put forward by the chairperson.

The meeting was adjourned at 12:00 pm after refreshments

Action Taken

1. The proposal was taken to higher authority for further approval

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



Coordinator

Minority Cell

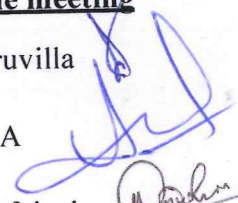
Minutes of the meeting

Date: 14-4-2021


Time: 10:00 am


Venue: Lecture Hall 1, AADC


Attendees of the meeting

Dr.Aby Kuruvilla 

Dr.Amal E A

Dr.Noushin faizal 

Rasheela A A 

Dr.Afzal V A 

Agenda

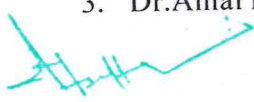
1. To find out any minority students suffering from financial crisis due to Covid scenario

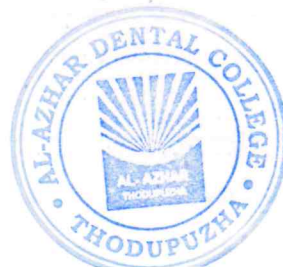
The meeting was called to order by the coordinator Dr. Aby Kuruvilla, at 10 am. The minutes of the previous meeting was read and approved by the committee. The agenda was taken up for discussion and committee decided to put in charge Dr. Noushin Faisal to summon the list of the students regarding the aforesaid matter


The meeting was adjourned at 12:30 pm after refreshments

Action Taken

1. Students were identified by the members of the minority committee
2. Counselling was arranged for students who were facing mental stress due to Covidlockdown
3. Dr.Amal E A was welcomed to the committee


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 Principal
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 Perumpillichira P.O., Thodupuzha-685 605




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


 coordinator

Minutes of the meeting

Date: 15-6-2021

Time: 10:00 am

Venue: Lecture Hall 1, AADC

Attendees of the meeting

Dr. Afzal V A

Dr. Aby Kuruvilla

Dr. Amal E A

Dr. Noushin faizal

Rasheela A A

Agenda


1. Request the management to extend the time of fee payment for students facing financial crisis due to Covid lockdown
2. Reconstitution of minority cell

The meeting was called to order by the coordinator Dr. Aby Kuruvilla, at 10 am. The minutes of the previous meeting was read and approved by the committee. The agenda was taken up for discussion and committee decided to give extension to the students who were undergoing financial crisis due to the Covid Lockdown.

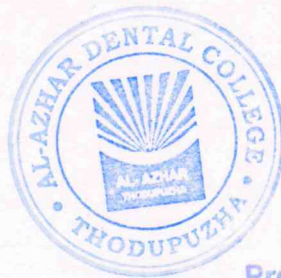
The meeting was adjourned at 12:30 pm after refreshments


Action Taken

1. The students were identified by the in charges from 1st year to final year who are financially suffering from Covid lockdown.



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Thodupuzha-685 605


coordinator

Minority Cell


Minutes of the meeting

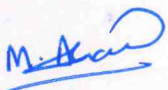
Date: 17-5-2022

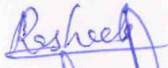
Time: 10:00 am


Venue: Lecture Hall 1, AADC

Attendees of the meeting

Dr. Aby Kuruvilla 

Dr. Mazood Ahamad 

Rasheela A A 

Dr. Amal E A 

Agenda

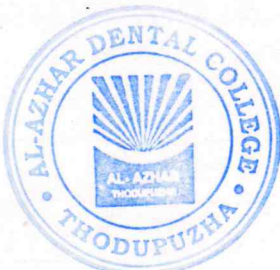
1. Reconstitute the minority cell
2. Welcoming new members to the committee


The meeting was called to order by the chairperson Dr. Aby Kuruvilla, at 10 am. The minutes of the previous meeting was read and approved by the committee. The agenda was taken up for discussion and the chairperson has suggested on reconstitution of the cell with new members.


The meeting was adjourned at 12:30 pm after refreshments.

Action Taken

1. The management agreed to extent time for fee payment among the minority students facing financial crisis from Covid lockdown
2. Reconstitution of committee done




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Coordinator

MINUTES OF THE MEETING

Date: 16-8-2022

Time: 10:00 am

Venue: Lecture Hall 1, AADC

Attendees of the meeting

Dr.Aby Kuruvilla

Dr.Amal E A

Dr.Mazood Ahamad

Rasheela A A

Agenda

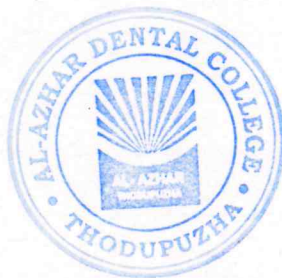
1. Reconstitute the minority cell

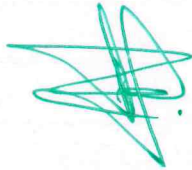
The meeting was called to order by the chairperson Dr. Aby Kuruvilla, at 10 am. The minutes of the previous meeting was read and approved by the committee. The agenda was taken up for discussion and committee decided to reconstitute the minority cell.


The meeting was adjourned at 12:00 pm after refreshments

Action Taken

Dr.Mazood Ahamad was welcomed to the committee by the chairperson.




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Coordinators

Minority Cell

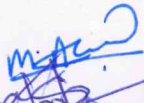
Minutes of the meeting


Date: 09-1-2023

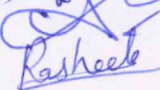
Time: 11:00 am

Venue: Lecture Hall 1, AADC

Attendees of the meeting

Dr. Mazood Ahamad 

Dr. Afsal S M 

Dr. Aby Kuruvilla 

Dr. Amal E A

Rasheela A A 

Agenda

1. Revising and Planning the policies of minority cell
2. Welcoming of new member

The meeting was called to order by Dr. Mazood Ahamad, at 10 am. The minutes of the previous meeting was read and approved by the committee. The agenda was taken up for discussion and committee decided to oversee the agenda for the day. The agenda was backed by other members of the committee.

The meeting was adjourned at 12:30 pm after refreshments

Action Taken

1. The committee was reconstituted with new member, Dr. Afsal S M



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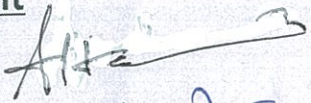

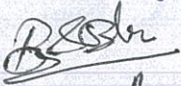
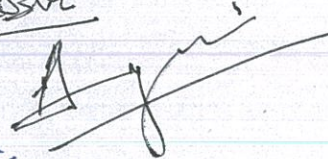


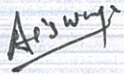

Coordinator

**OBC COMMITTEE MINUTES
BOOK**

OBC COMMITTEE
MINUTES OF MEETING

06.02.2018

Members present

1. Dr. Afzal V A 
2. Adv. Thajudeen. S.S 
3. Dr. Binila S Babu 
4. Dr. Anjum Baker 
5. Dr. Vishnu Thomas 
6. Simi Benny 
7. Aiswarya Sivaraman 
8. Arsal K 

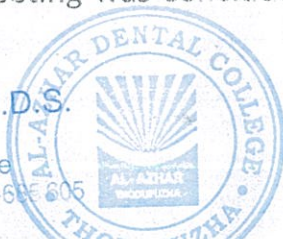
Agenda

1. Reformation of the committee
2. Evaluation of the protocol and guidelines
3. Assigning duties to the members

The first meeting of OBC committee for the year was held on 06.02.2018 in the conference room from 10:30 am to 11:30 am. Dr. Afzal V A (Principal, Al azhar Dental College) announced the team members of committee and warmly welcomed the members to the committee.

The key points of discussion of the meeting was the evaluation of protocol and guidelines for the committee. Dr. Binila S Babu was selected as the Coordinator. The meeting discussed about the functions and responsibilities of the committee. OBC committee was formed to deal with representations from OBC students and teaching and non-teaching staffs and render necessary help in solving their academic and administrative problems. Various duties were assigned to the members of the committee. The meeting was concluded at 11:30 am by vote of thanks delivered by Dr Anjum Baker.

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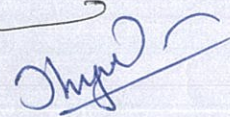
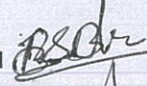
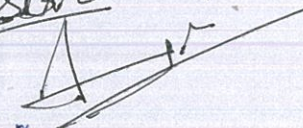




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OBC COMMITTEE
MINUTES OF MEETING

11.09.2018

Members present

1. Dr. Afzal V A 
2. Adv. Thajudeen. S.S 
3. Dr. Binila S Babu 
4. Dr. Anjum Baker 
5. Dr. Vishnu Thomas 
6. Simi Benny 
7. Aiswarya Sivaraman 
8. Amal K 

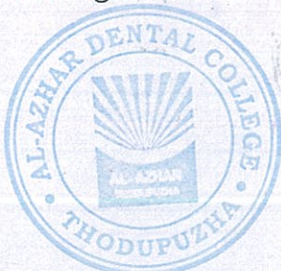
Agenda

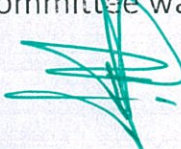
1. Discussion on the prepared protocol and guidelines
2. Discussion on implementing reservation policy for students in the institution.
3. Maintenance of reservation register.


The second meeting of the committee was held on 11.09.2018 in conference hall from 10:30 am to 11:30 am. The committee discussed on implementing reservation policy for students in the institution. The committee members were insisted to collect data regarding the implementation of policies in respect of admissions, appointments, promotions to teaching and non-teaching positions in the institution to analyze the data that shows the trends and changes towards fulfilling the required quota. The meeting concluded by stating that the committee will provide special inputs in areas where the students experience difficulties. Vote of thanks was delivered by Dr Vishnu Thomas.

Action taken report of the previous meeting

Protocol and guidelines for the committee was made and implemented.

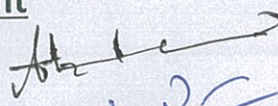


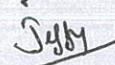

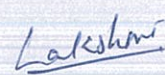
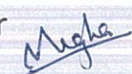



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Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
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OBC COMMITTEE
MINUTES OF MEETING


Members present1. Dr. Afzal V A 2. Adv. Thajudeen S.S 3. Dr. Binila S Babu 4. Dr. Faraz Afzal 5. Dr. Jeffy Ann Jose 6. Simi Benny 7. Lakshmi Ajith 8. Megha D Kumar **Agenda**

1. Formation of the new committee
2. Discussion of the protocol and guidelines with committee members
3. Assigning duties to the members
4. Ensure OBC scholarship for deserving students

The first meeting of the committee for the academic year was conducted on 17-01-2019 in the conference room from 10:30 am to 11:30 am. Dr. Afzal V A (Principal, Al azhar Dental College) congratulated the previous committee members for their active participation throughout the year. He announced the new committee members. Protocol and guidelines were discussed with committee members and duties were assigned to the members. The members were instructed to check the admission and scholarship registers and ensure that the reservation quota will be observed during the admission and the scholarships due to them will be distributed. The meeting concluded by 11:30 am by vote of thanks delivered by Dr. Binila S Babu.


Action taken report of the previous meeting

The matters discussed in the previous meeting were implemented. Reservation registers were maintained.


Prof. Dr. V.A. AFZAL., M
Principal
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Perumillichira P.O., T

Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
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OBC COMMITTEE
MINUTES OF MEETING

09.10.2019

Members present

1. Dr. Afzal V A

2. Adv. Thajudeen S.S

3. Dr. Binila S Babu

4. Dr. Faraz Afzal

5. Dr. Jeffy Ann Jose

6. Simi Benny

7. Lakshmi Ajith

8. Megha D Kumar

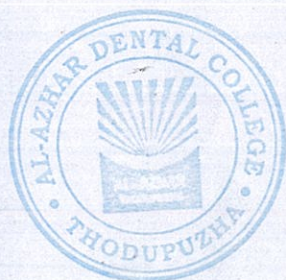
Agenda


1. Manage a complaint register
2. Awareness regarding UGC circular and other statutory provisions.

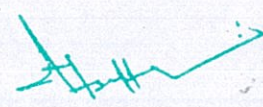
In the meeting held on 09-10-2019 from 10:30-11:30 am in the conference hall, Dr. Binila S Babu highlighted the importance of maintaining a complaint register. In the discussion followed by this, committee members suggested to give an awareness regarding UGC circulars and other statutory provisions to the students.

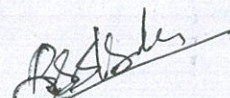
Action taken report of the previous meeting

OBC scholarship for deserving students were ensured. Admission and scholarship registers were periodically checked.




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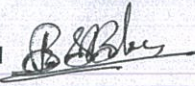






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Principal
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OBC COMMITTEE
MINUTES OF MEETING

05-02-2020

Members present

1. Dr. Afzal V A 
2. Adv. Thajudeen.S.S 
3. Dr. Binila S Babu 
4. Dr. Ameen Mohammed 
5. Dr. Basil 
6. Simi Benny 
7. Sarin Saju 
8. Aaruni Madathil 


Agenda

1. Formation of the new committee
2. Discussion of the protocol and guidelines with committee members
3. Assigning duties to the members
4. Ensure the compliance of orders of reservation issued and other benefits admissible in favor of OBC.

In the meeting conducted on 05-02-2020 in the conference room from 10:30 am to 11:30 am, Dr. Binila S Babu welcomed the new committee members and spoke about the role of OBC cell of the college. The committee made a list of students who joined in the academic year 2020-2021 belonging to the OBC category. The meeting also had a discussion on the overview of the UGC circulars and guidelines regarding prevention of caste based discrimination. The meeting concluded at 11:30 am and vote of thanks was delivered by Dr. Ameen Mohammed.

Action taken report of the previous meeting

Complaint registers were maintained and awareness regarding UGC circulars and other statutory provisions were given to the students.


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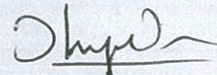







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Principal



OBC COMMITTEE
MINUTES OF MEETING

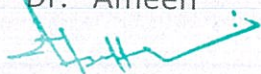
04-11-2020

Members present

1. Dr. Afzal V A 
2. Adv. Thajudeen.S.S 
3. Dr. Binila S Babu 
4. Dr. Ameen Mohammed 
5. Dr. Basil 
6. Simi Benny 
7. Sarin Saju 
8. Aaruni Madathil 

Agenda

1. Discussion about scholarships and funding from various schemes
2. Maintenance of Records


In the meeting conducted on 04-11-2020 in the conference room from 10:30 am to 11:30 am, Dr. Binila S Babu welcomed the committee members. The meeting stressed on the following: to give awareness to the students of OBC communities regarding the various schemes and programmes of the State as well as of Central Government. Dr Binila S Babu nominated Dr Basil as the in charge for disseminating the information regarding scholarships and other educational funding available to the students. The meeting concluded at 11:30 am by vote of thanks delivered by Dr. Ameen Mohammed 

Prof. Dr. V.A. AFZAL., M.D.S.
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Action taken report of the previous meeting

The Committee ensured the compliance of orders of reservation issued and other benefits admissible in favor of OBC.





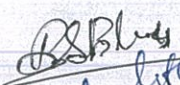
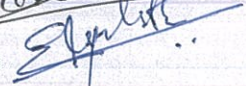
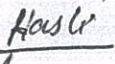
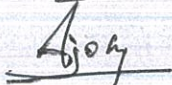


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OBC COMMITTEE
MINUTES OF MEETING

05-02-2021

Members present

1. Dr. Afzal V A 
2. Adv. Thajudeen.S.S 
3. Dr. Binila S Babu 
4. Dr Elizabeth Sojan 
5. Dr Hasli Sultana 
6. Ajoby B Joy 
7. Sachu Dinesh 


Agenda

1. Formation of the new committee
2. Discussion of the protocol and guidelines with committee members
3. Assigning duties to the members
4. Discussion of scholarship sources and forms


In the meeting conducted on 05-02-2021 in the conference room from 10:00 am to 12:30 pm, Dr. Afzal V A welcomed the committee members. Duties were assigned to the members of the committee. Discussion on the scholarship schemes and forms were made. Dr Elizabeth Sojan suggested to display the sample scholarship form on the notice board. The meeting concluded by 12:30 pm and vote of thanks was delivered by Dr Binila S Babu.

Action taken report of the previous meeting

Scholarships and funding from various schemes were cross checked and checking of records by the committee members.


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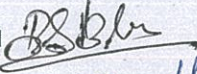
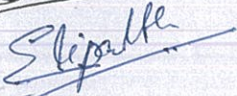
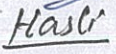
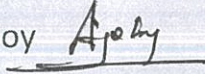
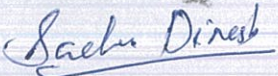

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Principal
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OBC COMMITTEE
MINUTES OF MEETING

10-08-2021

Members present

1. Dr. Afzal V A 
2. Adv. Thajudeen.S.S 
3. Dr. Binila S Babu 
4. Dr Elizabeth Sojan 
5. Dr Hasli Sultana 
6. Ajoby B Joy 
7. Sachu Dinesh 

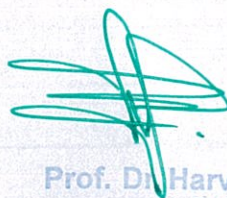
Agenda

1. Discussion about the rejection of scholarship forms
2. Discussion of non- creamy layer

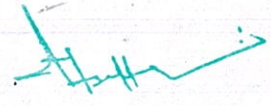
In the meeting conducted on 10-08-2021 in the conference room from 10:00 am to 11:00 am, discussion was about the rejection of scholarship forms. The procedure of getting a non-creamy layer certificate was discussed with students and decision on displaying the same on the notice board was made. The meeting concluded by 11:00 am by vote of thanks delivered by Dr. Hasli Sultana.

Action taken report of the previous meeting

Scholarship sources and forms were collected and discussed with students and among the members.



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Thodupuzha - 685 605





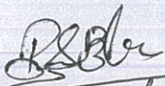
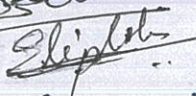
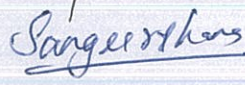
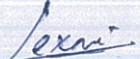
Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha-685 605



OBC COMMITTEE
MINUTES OF MEETING

04-01-2022

Members present

1. Dr. Harvey Thomas 
2. Adv. Thajudeen S.S 
3. Dr. Binila S Babu 
4. Dr Elizabeth Sojan 
5. Sangeerthana D 
6. Lexmi Aby 

Agenda

1. Formation of the committee
2. Discussion of protocol and guidelines committee
3. Assigning duties to the members
4. Discussion about scholarship sources and forms

The first meeting for the implementation of new OBC committee was held on 04-01-2022 in the conference room from 10:30 am to 11:30 am. Dr. Harvey Thomas (Principal, Al azhar Dental College) announced the team members of committee and warmly welcomed the members to the committee. Various duties were assigned among Committee members. Discussion on the scholarship schemes and forms were made. Dr Basil suggested to display the sample scholarship form on the notice board. The meeting concluded at 11: 30 am and vote of thanks was delivered by Dr.Elizabeth Sojan.

Action taken report of the previous meeting

List of students whose application forms were rejected was taken from the office and reason for rejection was found out.



Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha, 685 007




OBC COMMITTEE


MINUTES OF MEETING

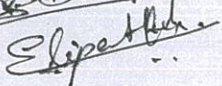
17-08-2022


Members present

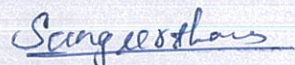
1. Dr. Harvey Thomas 

2. Adv. Thajudeen S.S 

3. Dr. Binila S Babu 

4. Dr Elizabeth Sojan 

5. Dr Basil 

6. Sangeerthana D 

7. Lexmi Aby 

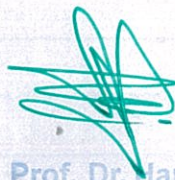
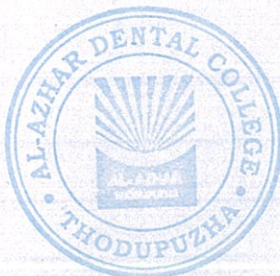
Agenda

1. Discussion about any queries of OBC students
2. Career guidance to OBC students

In the meeting conducted on 17-08-2022 in the conference room from 10:00 am to 11:00 am discussion was about solving the queries raised by the students in the OBC category. Dr Basil was assigned to check on the timely resolution of the mentioned problems. The Committee members discussed on personally guiding the students and also to nominate their names in the university reservation cell for getting job opportunities. The meeting concluded at 11:00 am and vote of thanks was delivered by Dr. Binila S Babu .

Action taken report of the previous meeting

Scholarship sources and forms were collected and discussed with students and among the members.



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




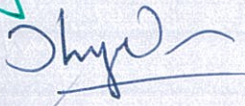
OBC COMMITTEE

MINUTES OF MEETING

07-02-2023

Members present

1. Dr. Harvey Thomas 

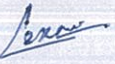
2. Adv. Thajudeen.S.S 


3. Dr. Binila S Babu 

4. Dr. P R Sreekala 

5. Dr. M A Shreya 

6. Simi Benny 

7. Lexmi Aby 

8. Sonu Joy 

Agenda

1. Formation of the committee
2. Discussion of protocol and guidelines committee
3. Assigning duties to the members
4. Ensure OBC scholarship for deserving students
5. Discussion about scholarship sources and forms

The meeting was held on 07-02-2023 in the conference room at 10:30 am. Dr. Harvey Thomas announced the team members of committee and warmly welcomed the members to the committee and duties were assigned.

The members were instructed to check the admission and scholarship registers and ensure that the reservation quota will be observed during the admission and the scholarships due to them will be distributed. Discussion on the scholarship schemes and form was made. The meeting concluded at 12: 30pm by vote of thanks delivered by Dr.Shreya

Action taken report of the previous meeting

The queries raised by the students were timely resolved. Students were personally guided and also their names were nominated in the university reservation cell for getting job opportunities.


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







OBC COMMITTEE
MINUTES OF MEETING

03-05-2023

Members present

1. Dr. Harvey Thomas 


2. Adv. Thajudeen.S.S 


3. Dr. Binila S Babu 

4. Dr. P R Sreekala 

5. Dr. M A Shreya 

6. Simi Benny 

7. Lexmi Aby 

8. Sonu Joy 

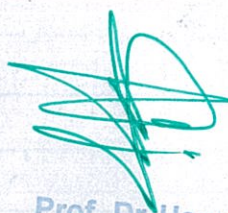
Agenda

1. Discussion on various scholarship schemes


In the meeting conducted on 03-05-2023 in the conference room from 10:00 am to 11:00 am discussion was about displaying a list of various website site links of government and non-government on notice board regarding scholarships for the guidance of students. Dr Sreekala was assigned to maintain a record of the same. The Committee members discussed on personally guiding the students and also to nominate their names in the university reservation cell for getting job opportunities. The meeting concluded at 11:00 am by vote of thanks delivered by Dr. Binila S Babu

Action taken report of the previous meeting

OBC scholarship for deserving students were ensured and scholarship registers were checked and updated.



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



**SC-ST CELL
MINUTES BOOK**

SC - ST CELL

SC-ST CELL

MINUTES OF MEETING


Date: 18.06.2018

The first meeting was called to order at 10:15 am on 18th January 2018. The meeting was chaired by the principal Dr Afzal V.A.

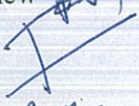
AGENDA


To reconstitute the SC -ST committee student and staff members and to reformulate the committee policies.

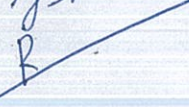
Staff members:

Dr Afzal V A 


Dr Renu Ann Mathew 


Dr Tinu George 

Dr Joyce Thomas 


Dr Rinas P M 


Student members:

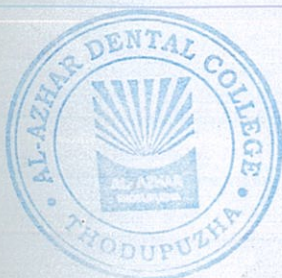
Aryamol M S 

Arunima M D 

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


Coordinator


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

SC-ST CELL
MINUTES OF MEETING

Date: 18.09.2018

Members present

Staff members:

Dr Afzal V A

Dr Renu Ann Mathew

Dr Tinu George

Dr Joyce Thomas

D: Rinas P M

Student members:

Aryamol M S

Arunima M D

Agenda

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

The meeting was called to order on 18.09.2018 at 10 am at the Principals office. It was presided by Principal Dr Afzal V A. Dr Renu Ann Mathew proposed the formal policies of the SC- ST cell. Certain rectifications were proposed by Dr Joyce Thomas and Dr Tinu George. The policies were finalized after necessary rectifications and handed over to the Principal. The meeting was adjourned at 11:30 AM after tea and refreshments.

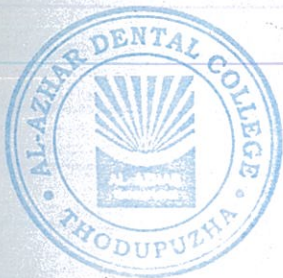
Action taken report of the previous meeting:

New SC-ST committee members were nominated.


Coordinator



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

SC-ST CELL

MINUTES OF MEETING

Date: 12.02.2019

Members present

Staff members:

Dr Afzal V A

Dr Renu Ann Mathew

Dr Tinu George

Dr Joyce Thomas

Dr Rinas P M

Student members:

Aryamol M S

Arunima M D

Agenda

To discuss about Conducting counselling sessions for SC ST students to help them cope with academic and personal challenges

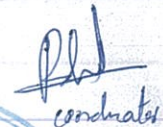
The meeting was called to order on 12.02.2019 at 10 am at the Principals office. It was presided by Principal Dr Afzal V A. The committee decided to conduct a counselling session to help them cope with academic and personal challenges. It was decided to create a support network for the students by connecting them with alumni mentors and resources. The meeting was adjourned at 11:30 AM after tea and refreshments.

Action taken report of the previous meeting:

The policies were finalized and handed over to the principal.



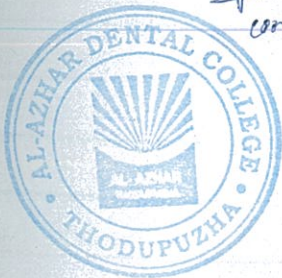
Prof. Dr. V.A. AFZAL., M.D.S.
Principal
Al-Azhar Dental College
Perumpillichira P.O., Thodupuzha-685 605


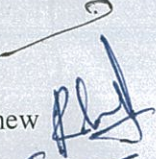
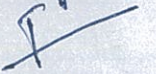







conductor



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



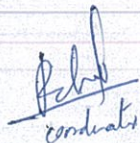
Members present**Staff members:**Dr Afzal V A Dr Renu Ann Mathew Dr Tinu George Dr Joyce Thomas Dr Hisham Ibrahim **Student members:**Aryamol M S Arunima M D Adithya T B **Agenda**

Discussion on creating awareness about the rights and entitlement of SC ST Communities among the general public


The meeting was called to order on 24.09.2019 at 10 am at the Principals office. It was presided by Principal Dr Afzal V A. The minutes of the previous meeting was approved. There was an interactive and fruitful discussion about how to create awareness about the rights and entitlement of SC ST Communities among the general public. The meeting was adjourned at 11:30 AM after tea and refreshments.

Action taken report of the previous meeting:

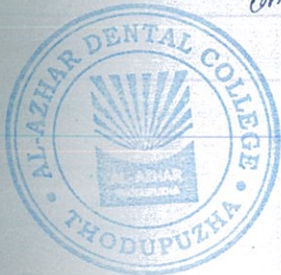

Counselling session were conducted under the guidance of senior faculty members of the dental college.



Dr Afzal V A
Principal



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

SC-ST CELL
MINUTES OF MEETING


Date: 23.02.2020


Members present

Staff members:


Dr Afzal V A 


Dr Renu Ann Mathew 


Dr Joyce Thomas 

Dr Hisham Ibrahim 

Student members:

Aryamol M S 

Arunima M D 

Adithya T B 

Meenu V Narayan 

Members absent

Dr Tinu George

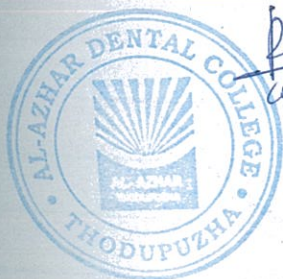
Agenda


Discussion on ensuring proper implementation of government schemes and programs for the welfare of SC-ST communities


The meeting was called to order on 23.02.2020 at 10 am at the Principals office. It was presided by Principal Dr Afzal V A. The minutes of the previous meeting was approved. It was proposed by Dr Joyce Thomas and seconded by Dr Hisham Ibrahim. There was lively discussion on implementation of various government schemes and programs for the SC-ST students welfare. The meeting was adjourned at 11:30 AM after tea and refreshments.

Action taken report of the previous meeting:

Poster presentation was conducted by the union members to create awareness about the rights and entitlement of SC ST Communities among the general public.




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

SC-ST CELL
MINUTES OF MEETING

Date: 23.02.2021

Members present


Staff members:

Dr Afzal V A 


Dr Renu Ann Mathew 


Dr Joyce Thomas 


Dr Hisham Ibrahim 

Dr Vishnu Thomas 

Student members:

Aryamol M S 

Arunima M D 

Adithya T B 

Meenu V Narayan 

Agenda

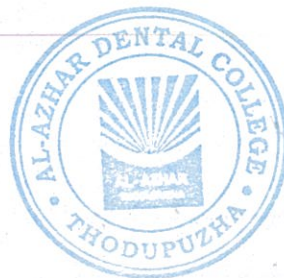
Introduce mentorship programs to SC-ST students


The meeting was called to order on 23.02.2021 at 10 am at the Principals office. It was presided by Principal Dr Afzal V A. The minutes of the previous meeting was approved. It was proposed by Dr Joyce Thomas and seconded by Dr Hisham Ibrahim. It was decided to provide mentorship programs to SC ST students and help them excel in their academic and professional pursuits. The meeting was adjourned at 11:30 AM after tea and refreshments


Action taken report of the previous meeting:

It was decided to implement government schemes and programs for the student's welfare. after discussing with the management


Prof. Dr. V.A. Afzal




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

SC-ST CELL
MINUTES OF MEETING

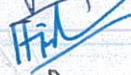
Date: 26.10.2021

Members present

Staff members:

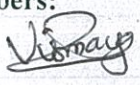
Dr Harvey Thomas 


Dr Renu Ann Mathew 

Dr Hisham Ibrahim 

Dr Vishnu Thomas 

Student members:

Vismaya M S 

Adithya T B 

Meenu V Narayan 

Agenda

Welcoming new committee members

The meeting was called to order on 26-10-2021 at 10 am at the Principals office. It was presided by coordinator Dr. Renu Ann Mathew. She welcomed Dr. Harvey Thomas to the committee. The minutes of the previous meeting was approved. It was proposed by Dr Renu Ann Mathew and seconded by Dr Athira Benny. The committee ensured that all the decisions taken by the committee is carried out smoothly. The meeting was adjourned at 11:30 AM after tea and refreshments

Action taken report of the previous meeting:

Mentorship programs were introduced


Renu Ann Mathew





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

SC-ST CELL

MINUTES OF MEETING

Date: 15.01.2022

Members present

Staff members:

Dr Harvey Thomas

Dr Renu Ann Mathew

Dr Bharath Shekhar Nayanar

Dr Athira Benny

Dr Amal E A

Student members:

Vismaya M S

Adithya T B

Meenu V Narayan

Agenda

Plan to celebrate important festivals and reconstitution of the committee

The meeting was called to order on 15-01-2022 at 10 am at the Principals office. It was presided by Principal Dr Harvey Thomas. He welcomed new members to the committee. It was decided to organize and celebrate important festivals and events of SC-ST communities to promote cultural diversities and inclusivity in the college. The meeting was adjourned at 11:30 AM after tea and refreshments

Action taken report of the previous meeting:

Decision to celebrate important festivals and events of SC-ST community

Handwritten signature
Secretary



Handwritten signature

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

SC-ST CELL
MINUTES OF MEETING

Date: 23.10.2022

Members present

Staff members:

Dr Harvey Thomas

Dr Renu Ann Mathew

Dr Bharath Shekhar Nayanar

Dr Athira Benny

Dr Amal E A

Student members:

Vismaya M S

Aneeshya V

Akshara Jayan

Agenda

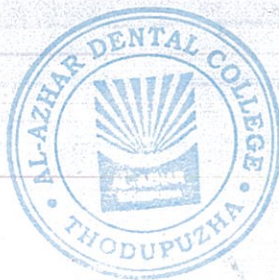
Implementation of reservation policy

The meeting was called to order on 23.10.2022 at 10 am at the Principals office. It was presided by Principal Dr Harvey Thomas. It was decided by the cell to ensure the effective implementation of reservation policy. The minutes of the previous meeting was approved. It was proposed by Dr Renu Ann Mathew and seconded by Dr Athira Benny. The meeting was adjourned at 11:30 AM after tea and refreshments

Action taken report of the previous meeting:

New SC-ST committee members were nominated.

Handwritten signature
Coordinator



Handwritten signature

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

The book cover features a repeating pattern of concentric circles in red, white, and blue. A white rectangular label is centered on the cover, containing the title text. The corners of the cover are reinforced with blue material.

**STUDENTS GRIEVANCE
REDRESSAL COMMITTEE
MINUTES BOOK**

STUDENTS

GRIEVANCE COMMITTEE








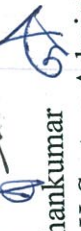


Minutes of the meeting

Grievance Committee

Date: 18-08-2018

The first meeting of the grievance committee was called to order on 18-08-2018 at 10 am at the Principal's office, Al Azhar Dental college, Thodupuzha. The meeting was chaired by principal Dr V.A Afzal









Members present:

1. Dr V.A Afzal: Chairperson 
2. Dr Amal E.A.: Co-ordinator 
3. Dr Sajil John 
4. Dr Augustine Daniel 
5. Dr litto Manuel 
6. Dr Muhammed Afnan 
7. Dr Joe Manuel 
8. Dr Anjana Mohankumar 
9. Ms Naseera M.H-System Administrator 
10. Ms Rasheela A.A-Office Clerk 

Agenda:

To nominate members and to formulate guidelines.

The following members were nominated as Committee members and was seconded by Dr Litto Manuel

1. Dr V.A Afzal: Chairperson 
2. Dr Amal E.A.: Co-ordinator 
3. Dr Muhammed Afnan 
4. Dr Sajil John 
5. Dr Joe Manuel 
6. Dr Anjana Mohankumar 
7. Ms Naseera M.H-System Administrator 
8. Ms Rasheela A.A-Office Clerk 

The Principal welcomed all the nominated members in the committee and gave his best wishes for the smooth functioning and carrying out of the duties. He asked everyone to work within the committee in an unbiased manner. Guidelines were formulated, approved and handed over to the Chairperson by the Co-ordinator. The meeting was adjourned at 12:00 pm after tea and refreshments.





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

Minutes of the meeting

Grievance Committee

Date: 21.12.2018

Members present.

1. Dr V.A Afzal : Chairperson
2. Dr Amal E.A. : Co-ordinator
3. Dr Sajil John
4. Dr Muhammed Afnan
5. Dr Joe Manuel
6. Ms Naseera M.H-System Administrator
7. Ms Rasheela A.A-Office Clerk
8. Dr Anjana Mohankumar

Agenda

1. Concerns regarding the unavailability of drinking water for patients in various department OPDs were put forward.
2. Lack of furniture in girls hostel study rooms (chairs and tables)

The second meeting of the grievance committee was called to order on 21-12-2018 at 10 am at the principal's office. It was presided by Principal Dr V.A.Afzal. Agenda were taken up for discussion. Concerns regarding the unavailability of drinking water for patients in various department OPDs were put forward by Dr Muhammed Afnan. The committee had a discussion on complaints received from the students regarding the lack of furniture in girls hostel study rooms (chairs and tables)

Action taken report of the previous meeting:

1. Members of the grievance committee was nominated
2. Guidelines of the committee was formed

The meeting was adjourned at 12:00 pm after tea and refreshments.




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

Minutes of the meeting

Grievance Committee

Date: 29. 06.2019

Members present.

1. Dr V.A Afzal : Chairperson
2. Dr Amal E.A. : Co-ordinator
3. Dr Sajil John
4. Dr Muhammed Afnan
5. Dr Joe Manuel
6. Dr Anjana mohankumar
7. Ms Naseera M.H-System Administrator, *Naseera*
8. Ms Rasheela A.A-Office Clerk *Rasheela*

Agenda:

1. Discuss on lack of parking space for students within campus
2. Rash driving without helmets during morning hours as reported by watchmen

The meeting of the grievance committee was called to order on 29-06-2019 at 10 am at the principal's office. It was presided by Principal Dr V.A, Afzal. Agenda were taken up for discussion. The committee discussed on the complaints received from the security officials regarding the rash driving without helmets in the college campus and lack of parking space for student vehicles.

Action taken after previous meeting:

1. Steps to make portable water available in the departments were taken
2. It was decided to procure new furniture (chairs and tables) for the girl's hostel study rooms after approval from the management

The meeting was adjourned at 12:00 pm after tea and refreshments.









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

Minutes of the meeting

Grievance Committee

Date: 21.12.2019

The following members were present:

1. Dr V.A Afzal : Chairperson 
2. Dr Amal E.A.: Co-ordinator 
3. Dr Sajil John 
4. Dr Anjana Mohankumar 
5. Ms Naseera M.H-System Administrator  *Naseera*
6. Ms Rasheela A.A-Office Clerk  *Rasheela*

Members Absent:

1. Dr Muhammed Afnan
2. Dr Joe Manuel

Agenda:

1. Discuss about concerns regarding recurrent power failure and subsequent interruption in the theory classes were brought forward.

The meeting of the grievance committee was called to order on 21.12.2019 at 10 am at the principal's office. It was presided by Principal Dr V.A. Afzal: Dr Anjana Mohankumar raised a concern regarding recurrent power failure and subsequent interruption in the morning lecture classes.

Action taken after the previous meeting:

1. Parking lots were allotted in front of the college and decision not to allow student vehicles from entering the campus before college working hours were taken.
2. Safety measures to be put forward for the students commuting in their own vehicles including helmets

The meeting was adjourned at 12:00 pm after tea and refreshments.



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









Minutes of the meeting

Grievance Committee

Date: 12.02.2020

The meeting of the grievance committee was called to order on 12-02-2020 at 10 am at the Principal's office. It was presided by Principal Dr V.A.Afzal.

Members present.

- 1. Dr V.A Afzal : Chairperson 
- 2. Dr Amal E.A. : Co-ordinator 
- 3. Dr Sajil John 
- 4. Dr Muhammed Afnan 
- 5. Dr Joe Manuel 
- 6. Dr Anjana Mohankumar 
- 7. Ms Naseera M.H-System Administrator,  Naseera
- 8. Ms Rasheela A.A-Office Clerk  Rasheela

Agenda

- 1. Discuss about complaints received from students regarding reduced number of patients in OPD's
- 2. Discuss about the issues raised by the patients regarding the lack of signboards

The committee discussed on the complaints received from students regarding reduced number of patients in OPD's. Ms Rasheela raised an issue reported by the patients regarding the lack of signboards. The committee had a fruitful discussion regarding the same

Action taken after previous meeting:

- 1. Steps to use generator back up for lecture halls were taken after discussing with the management

The meeting adjourned at 12:00 pm after tea and refreshments.



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









Minutes of the meeting

Grievance Committee

Date: 21.01.2021

The sixth meeting of the grievance committee was called to order on 21.01.21 at 10 am at the Principal's office, Al Azhar Dental college, Thodupuzha. The meeting was chaired by principal Dr V.A Afzal

The following members were present for the meeting.

1. Dr V.A Afzal : Chairperson 
2. Dr Sajil john 
3. Dr Muhammed Afnan 
4. Dr Joe Manuel 
5. Dr Anjana Mohankumar 
6. Dr Amal E.A 
7. Ms Naseera M.H-System Administrator 
8. Ms Rasheela A.A-Office Clerk 

Agenda

1. Discuss whether the suggestion put forward in the previous meeting were smoothly implemented
2. Discuss about issues raised by students about quality of food catered in girl's hostel
3. Concerns regarding insufficient space in girls hostel study hall

Dr Anjana Mohankumar opened a discussion regarding the complaints raised by students about quality of food catered in girl's hostel and insufficient space in girl's hostel study hall. The committee decided to address this issue immediately after discussing with the management.

Action taken after previous meeting:

1. Steps to conduct more camps were taken to increase the number of patients in the OPDs
2. Decision to place more sign boards were taken to guide the patients to their respective departments.

The meeting adjourned at 12:00 pm after tea and refreshments.



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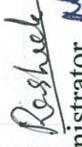



Minutes of the meetingGrievance Committee

Date: 22.7.21

The seventh meeting of the grievance committee was called to order on 22.7.21 at 10 am at the Principal's office, Al Azhar Dental college, Thodupuzha. The meeting was chaired by principal Dr V.A Afzal







The following members were present for the meeting.

1. Dr V.A Afzal : Chairperson 
2. Dr Amal E.A: co-ordinator 
3. Dr Sajil John 
4. Dr Muhammed Afnan 
5. Dr Anjana mohankumar 
6. Dr Joe Manuel 
7. Ms Rasheela A.A-Office Clerk 
8. Ms Naseera M.H-System Administrator 

Agenda :

1. To nominate members and to re-formulate guidelines.
2. To make sure the concerns discussed in the previous meeting were taken care smoothly

The following members were nominated as Committee members.

1. Dr V.A Afzal : Chairperson
2. Dr Amal E.A. : Co-ordinator
3. Dr Muhammed Afnan 
4. Dr Sajil John 
5. Dr Anjana mohankumar 
6. Dr Joe Manuel 
7. Ms Naseera M.H-System Administrator 
8. Ms Rasheela A.A-Office Clerk 

The Principal welcomed all members to the meeting and asked everyone to work in an unbiased manner for the smooth functioning of the committee.

Action taken after previous meeting

1. Measures to improve the quality of food catered in hostels were taken. It was decided to revise the menu and to periodically inspect the food served in hostel
2. Hostel committee made necessary arrangements for a study hall for students staying in girls hostel

The meeting adjourned at 12:00 pm after tea and refreshments



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

Minutes of the meeting

Grievance Committee

Date: 22.12.21

The meeting of the grievance committee was called to order on 22.12.21 at 10 am at the Principal's office, Al Azhar Dental college, Thodupuzha. The meeting was chaired by principal Dr Harvey Thomas

Members present:

1. Dr Harvey Thomas: Chairperson
2. Dr Amal E.A.: Co-ordinator
3. Dr Sajil John
4. Dr Muhammed Afnan
5. Dr Joe Manuel
6. Dr Anjana Mohankumar
7. Ms Naseera M.H-System Administrator
8. Ms Rasheela A.A-Office Clerk

Agenda:

1. To discuss the functions and decisions of the Grievance Committee and to brief the new members regarding the functioning of the committee.
2. Discuss about the purchase of latest edition textbooks to central library
3. Discuss about lack of parking facility raised by senior faculty and patients

The Principal interacted with all the members and gave his best wishes for the smooth functioning and carrying out of the duties. He asked everyone to work within the committee in an unbiased manner. Dr Amal E.A briefed the new members regarding the functioning of the committee. The committee members discussed on the lack of parking facility raised by senior faculty and patients. The committee decided to purchase latest edition textbooks to central library

The meeting was adjourned at 12:00 pm after tea and refreshments



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Minutes of the meeting

Grievance Committee

Date: 23.7.22

The 9th meeting of the grievance committee was called to order on 23-07-2022 at 10 am at the Principal's office. It was presided by Principal Dr Harvey Thomas.

Members present:

1. Dr Harvey Thomas : Chairperson 
2. Dr Amal E.A. : Co-ordinator 
3. Dr Muhammed Afnan 
4. Dr Joe Manuel 
5. Dr Anjana mohankumar 
6. Dr Anjali 
7. Dr Diana Kuriachan 
8. Ms Naseera M.H-System Administrator 
9. Ms Rasheela A.A-Office Clerk 

Agenda :

1. To nominate new members to the committee
2. To discuss the function and decisions of the committee and brief the new members regarding the function of this committee
3. Concerns regarding crowding in hostel room (girls hostel)

The following members (Dr Anjali and Dr Diana Kuriachan) were proposed as new members which was seconded by Dr Anjana Mohankumar. Principal welcome new members to the committee and asked them to work in an unbiased and coordinated manner. Dr Anjali raised a concern regarding crowding in girls hostel room. Principal agreed to discuss with the management and make necessary arrangements immediately.

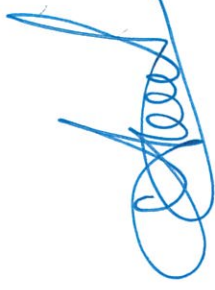
Action taken after previous meeting:

1. Measures to procure latest edition books for the central library were taken.
2. Separate car parking space were allotted for faculty members and patients visiting dental college

The meeting was adjourned at 12:00 pm after tea and refreshments.



Prof. Dr. Harvey Thomas MDS
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Al-Azhar Dental College
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Minutes of the meeting

Grievance Committee

Date: 12.12.22

The 10th meeting of the grievance committee was called to order on 12-12-2022 at 10 am at the Principal's office. It was presided by Principal Dr Harvey Thomas.

Members present:

1. Dr Harvey Thomas : Chairperson
2. Dr Amal E.A. : Co-ordinator
3. Dr Anjana mohankumar
4. Dr Muhammed Afnan
5. Dr Joe Manuel
6. Dr Anjali
7. Dr Diana Kuriachan
8. Ms Naseera M.H-System Administrator
9. Ms Rasheela A.A-Office Clerk

Agenda:

Concerns regarding insufficient furniture in the study rooms (boys and girls hostel)

A detailed and interactive session was led by the principal regarding the above agenda. It was decided to take necessary action without delay after discussing with hostel committee and the management.

Action taken after previous meeting:

1. A list of overcrowded rooms were made and hostel warden was instructed to do the needful without causing inconvenience to the students.
2. Steps were taken to shift the students from the room that were crowded to other rooms so that they are equally distributed

The meeting was adjourned at 12:00 pm after tea and refreshments.



Prof. Dr. Harvey Thomas MDS
Principal
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Minutes of the meeting

Grievance Committee

Date: 22.2.23

The 10th meeting of the grievance committee was called to order on 22.2.2023 at 10 am at the Principal's office. It was presided by Principal Dr Harvey Thomas.

Members present:

1. Dr Harvey Thomas : Chairperson
2. Dr Amal E.A: Co-ordinator
3. Dr Renu Ann Mathew
4. Dr Anjana mohankumar
5. Dr Joe Manuel
6. Dr Anjali
7. Ms Rasheela A.A-Office Clerk
8. Dr Diana Kuriachan
9. Ms Naseera M.H-System Administrator

Agenda:

1. Nominate new members and discuss the guidelines
2. Discuss about the purchase of journals to central library

The Principal welcomed all members to the meeting and asked everyone to work in an unbiased manner for the smooth functioning of the committee. Dr Renu Ann Mathew was nominated as a new member which was seconded by Dr Anjana Mohankumar. A detailed and interactive session was led by the principal regarding the purchase of journal to the central library.

Action taken after previous meeting:

Steps were taken to procure new chairs and tables for the hostel. A list of required furnitures were made and send for approval from management and proceed with the purchase.

The meeting was adjourned at 12:00 pm after tea and refreshments.



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