



Off:04862224366
Fax:04862229586

AL-AZHAR DENTAL COLLEGE

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

RUN BY NOORUL ISLAM TRUST

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

6.4.2 Institution conducts internal and external financial audits regularly

INDEX SHEET

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





Off : 04862 224366
Fax: 04862 229586

AL-AZHAR DENTAL COLLEGE

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CERTIFICATE OF THE HEAD OF THE INSTITUTION



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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

PROF. Dr. HARVEY THOMAS, MDS

PRINCIPAL

TO WHOMSOEVER IT MAY CONCERN

This is to certify that our institution conducts internal and external financial audits regularly details are given:

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





**FINANCE COMMITTEE
MINUTES BOOK**

FINANCE

COMMITTEE


FINANCE COMMITTEE**Minutes of the Meeting**


Meeting Date: September 30, 2018

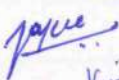
Meeting Time: 10:30 AM


Meeting Venue: Conference Room, Al-Azhar Dental College


Participants:


1. Dr. Sajil John 

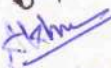
2. Dr. Sandeep Mathew 

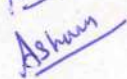
3. Dr. Joyce Thomas 

4. Dr. Vinni Mary Oommen 

5. Dr. Jayesh J Unnithan 

6. Mr. Jibumon C 

7. Mr. Akhil KN 

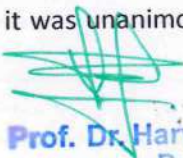
8. Ms. Ashwini 

Agenda:

1. Fund Allocation for College Union
2. Budget for Upcoming Convocation

**Proceedings:**

- The meeting was called to order by Dr. Sajil John at 10:30 AM. The participants introduced themselves and confirmed their attendance.
- Dr. Sajil John initiated the discussion on the allocation of funds for the College Union. The previous year's allocation and its utilization were reviewed. Dr. Joyce Thomas presented a detailed report on the activities and expenses of the College Union during the last academic year. After a thorough discussion, it was unanimously agreed upon to allocate a budget for the current academic year.


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 Thodupuzha - 685 605



 Coordinator


- Dr. Jayesh J Unnithan presented the agenda for the upcoming convocation and highlighted the estimated expenses for the event. After a detailed discussion, it was agreed to allocate a budget for the convocation.
- Dr. Joyce Thomas was assigned the responsibility of coordinating the College Union activities and ensuring proper utilization of the allocated funds.
- Dr. Jayesh J Unnithan was tasked with forming a convocation committee and overseeing the planning and execution of the event within the allocated budget.
- Mr. Jibumon C and Mr. Akhil KN were requested to provide their assistance and support to the respective coordinators.
- The meeting was adjourned at 11:45 AM. The next meeting was scheduled to be held on March 28th 2019, at 10.30 AM in the Conference Room.

Action Taken Report

- Financial report of the previous year was approved.
- Budget allocation for the upcoming year was finalized.




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


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


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FINANCE COMMITTEE



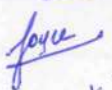





Minutes of the Meeting

Date: 28/03/2019

Time: 10:30am

Venue: Conference room.

Attendees:

1. Dr. Sajil John 
2. Dr. Sandeep Mathew 
3. Dr. Joyce Thomas 
4. Dr. Vinni Mary Oommen 
5. Dr. Jayesh J Unnithan 
6. Mr. Jibumon C 
7. Mr. Akhil KN 
8. Ms. Ashwini 

Agenda:

1. Financial report presentation
2. Budget allocation for the upcoming academic year

Meeting Minutes:

- Dr. Sajil called the meeting to order and asked Mr. Jibumon to present the financial report for the current fiscal year.
- Mr. Jibumon presented the financial report. The report included details of the college's revenue, expenses, and the overall financial status. The committee members discussed the financial highlights and expressed satisfaction with the positive trends. They acknowledged the efforts made to control expenses and increase revenue streams.




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- The committee reviewed the proposed budget for the upcoming academic year. They carefully examined each expense category and discussed any necessary adjustments based on anticipated needs and priorities. After thorough consideration, the committee agreed to recommend the budget for approval. They emphasized the importance of ensuring sufficient funding for educational resources, student scholarships, and faculty development programs.
- Mr. Akhil raised various matters related to financial management and resource allocation. The other committee members then discussed the need for regular financial audits and reviews to ensure transparency and accountability. The committee also explored potential cost-saving measures without compromising the quality of education and patient care. Additionally, they expressed interest in exploring grant opportunities and partnerships with external organizations to secure additional financial support for specific projects.
- Dr. Sajil announced that the next finance committee meeting would be scheduled on 26/09/2019. They requested all members to come prepared with updates on the progress in implementing the approved budget.
- The meeting was adjourned at 11:40 am and the committee members thanked each other for their contributions and commitment to the dental college's financial management.

Action taken Report

- The budget for the convocation was approved and the funds were dispensed.
- A committee was constituted to oversee the expenditure for the convocation.
- Fund allocation for the college union was approved.




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 Coordinator

FINANCE COMMITTEE


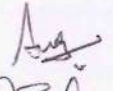
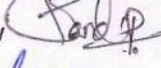
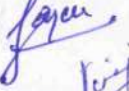





Minutes of the Meeting

Meeting Date: September 26, 2019

Meeting Time: 10:30 AM

Meeting Venue: Conference Room, Al-Azhar Dental College

Participants:

1. Dr. Sajil John 
2. Dr. Augustine Daniel 
3. Dr. Sandeep Mathew 
4. Dr. Joyce Thomas 
5. Dr. Vinni Mary Oommen 
6. Dr. Jayesh J Unnithan 
7. Mr. Jibumon C (Accounts Officer) 
8. Mr. Akhil KN (Accounts Department) 
9. Ms. Ashwini 

Agenda:

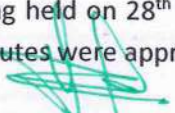
1. Approval of Previous Meeting Minutes
2. Fund Allocation for College Union
3. Purchase of Dental Materials & Instruments


Proceedings:

- The meeting was called to order by Dr. Sajil John at 10:30 AM. The participants introduced themselves and confirmed their attendance.

- The minutes of the previous meeting held on 28th March, 2019 were presented for review. After a thorough discussion, the minutes were approved with no amendments.




Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha, 686 005


Date: _____

- Dr.Sajil John initiated the discussion on the allocation of funds for the College Union. The previous year's allocation and its utilization were reviewed. Dr. Joyce Thomas presented a report on the activities and expenses of the College Union during the last academic year. After considering the current financial situation and the proposed activities for the upcoming year, it was decided to allocate a budget for the College Union. The budget breakdown will be provided by Mr. Jibumon C from the Accounts Department.
- Dr.Jayesh J Unnithan highlighted the need to purchase new dental materials and instruments for the college. The existing inventory was assessed, and the necessary requirements were discussed. Dr.Vinni Mary Oommen provided insights on the current market prices and available suppliers. After a comprehensive discussion, it was decided to form a committee consisting of Dr.Jayesh J Unnithan, Dr.Vinni Mary Oommen, and Mr. Jibumon C to prepare a detailed proposal regarding the required dental materials and instruments, including estimated costs, specifications, and suppliers. The committee was instructed to present the proposal in the next meeting for further evaluation and approval.
- Mr. Jibumon C was assigned the responsibility of preparing the budget breakdown for the College Union and presenting it in the next meeting.
- Dr.Jayesh J Unnithan, Dr.Vinni Mary Oommen, and Mr. Jibumon C were appointed as committee members to prepare the proposal for the purchase of dental materials and instruments.
- Dr. Augustine Daniel was requested to provide any additional input or suggestions related to the agendas discussed.
- The next meeting was scheduled to be held on 05/03/2020 at 10.00 AM in the Conference Room. The meeting was adjourned at 12.30 PM.

Action taken Report

- The financial report of the preceding year was presented and unanimously approved by the committee members.
- The annual budget for the upcoming year was approved



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

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FINANCE COMMITTEE






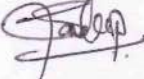



Minutes of the Meeting

Meeting Date: March 5, 2020

Meeting Time: 10:30 AM

Meeting Venue: Conference Room, Al-Azhar Dental College

Participants:

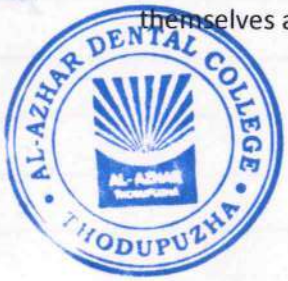
- 1. Dr.Sajil John 
- 2. Dr. Augustine Daniel 
- 3. Dr. Joyce Thomas 
- 4. Dr.Vinni Mary Oommen 
- 5. Dr.Jayesh J Unnithan 
- 6. Dr. Sandeep Mathew 
- 7. Mr. Akhil KN (Accounts Department) 
- 8. Ms. Ashwini 
- 9. Mr. Jibumon C (Accounts Officer) 

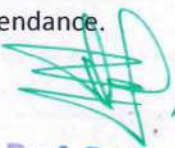
Agenda:

- 1. Approval of Previous Meeting Minutes
- 2. Reimbursement Amount for Faculties Attending Conferences, CDE's, Professional Body Membership Fees
- 3. Financial Planning for the Upcoming Year

Proceedings:

- The meeting was called to order by Dr.Sajil John at 10:30 AM. The participants introduced themselves and confirmed their attendance.





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

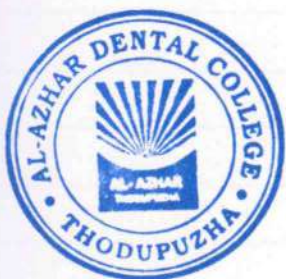
- The minutes of the previous meeting held on 26th September 2019 were presented for review. After a thorough discussion, the minutes were approved without any amendments.
- Dr. Augustine Daniel initiated the discussion on the reimbursement amount for faculties attending conferences, Continuing Dental Education (CDE) events, and professional body membership fees. After considering the current policies and budget constraints, it was decided to revise the reimbursement amount to better support faculty members' professional development activities. The revised reimbursement policy, including specific guidelines and documentation requirements, will be provided by Mr. Jibumon C from the Accounts Department.
- Mr. Jibumon C presented an overview of the college's financial status and proposed a financial plan for the upcoming year. The plan included a budget allocation for various departments, anticipated expenses, and revenue-generating initiatives. After a detailed discussion, it was agreed to further refine the financial plan and present it in the next meeting for approval.
- The meeting was adjourned at 11:45 AM. The next meeting was scheduled to be held on 30/09/2020 at 10.00AM in the Conference Room.

Action Taken Report

- Budget allocation for the college union was sanctioned unanimously.
- A committee to analyze the requirement of dental materials, instruments and other amenities for the college was constituted. The committee was also assigned to evaluate the estimated cost for the same.


Prof. Dr. V. A. KIFZAL., M.D.S.
Principal
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Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605




Coordinator

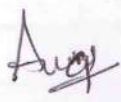

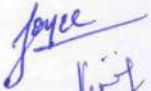






FINANCE COMMITTEE**Minutes of the Meeting**

Meeting Date: November 24, 2020

Meeting Time: 10:30 AM

Meeting Venue: Conference Room, Al-Azhar Dental College

Participants:

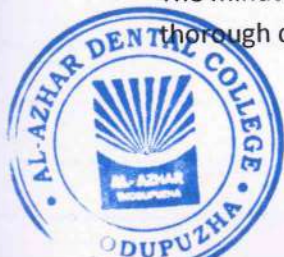
1. Dr. Augustine Daniel 
2. Dr. Sajil John 
3. Dr. Joyce Thomas 
4. Dr. Vinni Mary Oommen 
5. Dr. Jayesh J Unnithan 
6. Dr. Sandeep Mathew 
7. Mr. Akhil KN (Accounts Department) 
8. Ms. Ashwini 
9. Mr. Jibumon C (Accounts Officer) 

Agenda:

1. Approval of Previous Meeting Minutes
2. Discussion Regarding Increasing Income Generation
3. Revision of Hostel and Mess Fee

Proceedings:

- The meeting was called to order by Dr. Augustine Daniel at 10:30 AM. The participants introduced themselves and confirmed their attendance.
- The minutes of the previous meeting held on 05/03/2020 were presented for review. After a thorough discussion, the minutes were approved without any amendments.



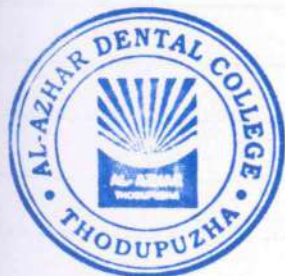
Prof. Dr. Harvey Thomas MDS
Principal
Al-Azhar Dental College
Thodupuzha - 685 605


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- Dr.Sajil John initiated the discussion on the need to increase income generation due to the significant downfall caused by the COVID-19 pandemic. Various suggestions were put forward, including exploring alternative revenue streams, conducting online courses, collaborating with other institutions, and enhancing marketing efforts. It was decided to form a committee consisting of Dr.Sajil John, Dr. Joyce Thomas, Mr. Jibumon C, and Ms. Ashwini to explore and implement strategies to boost income generation. The committee was instructed to present their findings and recommendations in the next meeting for further evaluation and implementation.
- Dr.Vinni Mary Oommen presented the current financial situation regarding hostel and mess fees. Due to the financial impact of the pandemic on students and their families, it was necessary to revise the fees to ensure affordability. After considering the expenses and maintaining a sustainable model, a revised fee structure was proposed. The revised fee structure will be communicated to the Accounts Department, and they will update the necessary documentation and communicate it to the students and their parents.
- The committee consisting of Dr.Sajil John, Dr. Joyce Thomas, Mr. Jibumon C, and Ms. Ashwini was assigned the responsibility of exploring and implementing strategies to increase income generation.
- The Accounts Department, led by Mr. Akhil KN, was instructed to update the hostel and mess fee structure based on the proposed revisions and communicate it to the students and their parents.
- The next meeting was scheduled to be held on 25/03/2021 at 10.00 AM in the Conference Room. The meeting was adjourned at 12.00 PM.

Action Taken Report

- Reimbursement amount for faculties attending conferences, CDE's, professional body membership was sanctioned.
- Budget for the next financial year was approved.



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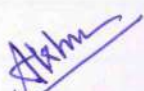
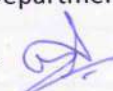


FINANCE COMMITTEE**Minutes of the Meeting**

Meeting Date: March 25, 2021

Meeting Time: 10:30 AM

Meeting Venue: Conference Room, Al-Azhar Dental College

Participants:

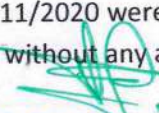
1. Dr. Nishin John 
2. Dr. Amal EA 
3. Dr. Sajil John 
4. Dr. Vinni Mary Oommen 
5. Dr. Jayesh J Unnithan 
6. Mr. Akhil KN (Accounts Department) 
7. Dr. Anjana Mohankumar 
8. Ms. Ashwini 
9. Mr. Jibumon C (Accounts Officer) 

Agenda:

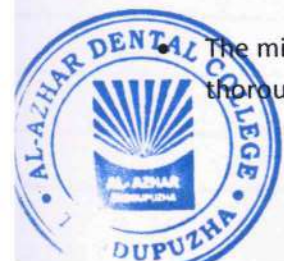
1. Approval of Previous Meeting Minutes
2. Budget Presentation for Next Financial Year
3. Proposal for Revision of Treatment Charges

Proceedings:

- The meeting was called to order by Dr. Nishin John at 10:30 AM. The participants introduced themselves and confirmed their attendance.
- The minutes of the previous meeting held on 24/11/2020 were presented for review. After a thorough discussion, the minutes were approved without any amendments.


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







- Dr. Sajil John presented the budget for the upcoming financial year. The budget included projected expenses, anticipated revenue sources, and allocation for various departments and initiatives. The participants reviewed the budget proposal and provided their inputs and suggestions. After careful consideration, the budget was approved with minor modifications. The revised budget will be communicated to the Accounts Department for implementation.
- Dr. Jayesh J Unnithan presented a proposal for the revision of treatment charges. The proposal aimed to ensure that the treatment charges align with the current market rates and cover the increasing costs of providing quality dental services. The participants discussed the proposal in detail, considering factors such as affordability for patients and the financial sustainability of the college. After thorough deliberation, it was decided to form a committee comprising Dr. Jayesh J Unnithan, Dr. Vinni Mary Oommen, and Mr. Jibumon C to further refine the proposal, taking into account the inputs received during the meeting. The committee was instructed to present the revised proposal in the next meeting for final approval.
- The Accounts Department, led by Mr. Akhil KN, was assigned the responsibility of implementing the approved budget for the next financial year.
- The committee consisting of Dr. Jayesh J Unnithan, Dr. Vinni Mary Oommen, and Mr. Jibumon C was tasked with refining the proposal for the revision of treatment charges and presenting the revised proposal in the next meeting.
- The next meeting was scheduled to be held on 23/09/2021 at 10.00 AM in the Conference Room. The meeting was adjourned at 11.45 AM.

Action Taken Report

- A committee was formed under Dr. Sajil to explore possibilities to increase income generation amidst Covid-19 pandemic.
- Revised fee structure for hostel and mess was proposed and the decision was communicated to the accounts department.


 Prof. Dr. V.A. AFZAL., M.D.S.
 Principal
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 Prof. Dr. Harvey Thomas MDS
 Principal
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 Thodupuzha -685 605




 coordinator.

FINANCE COMMITTEE**Minutes of the Meeting**

Meeting Date: September 23, 2021

Meeting Time: 10:30 AM

Meeting Venue: Conference Room, Al-Azhar Dental College

Participants:

1. Dr. Nishin John
2. Dr. Amal EA
3. Dr. Sajil John
4. Dr. Vinni Mary Oommen
5. Dr. Jayesh J Unnithan
6. Dr. Anjana Mohnkumar
7. Ms. Ashwini
8. Mr. Jibumon C (Accounts Officer)
9. Mr. Akhil KN (Accounts Department)

Agenda:

1. Approval of Previous Meeting Minutes
2. Discussion of Funds for Arts and Sports Inter College Competition
3. Plan for Appointing Security Officers on Contract Basis from Third Party Agency

Proceedings:

- The meeting was called to order by Dr. Nishin John at 10:30 AM. The participants introduced themselves and confirmed their attendance.
- The minutes of the previous meeting held on 25/03/2021 were presented for review. After a thorough discussion, the minutes were approved without any amendments.
- Dr. Sajil John initiated the discussion on the allocation of funds for the upcoming Arts and Sports Inter College Competition. The participants evaluated the budget requirements for organizing the event, including venue booking, equipment, prizes, and promotional activities.

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

[Signature]
Coordinator



After careful consideration, it was decided to allocate a specific budget for the event and form a committee consisting of Dr.Sajil John, Dr.Vinni Mary Oommen, and Mr. Akhil KN to oversee the financial management and execution of the competition. The committee was instructed to prepare a detailed budget proposal and present it in the next meeting for final approval.

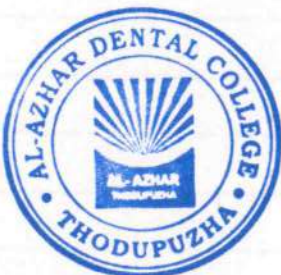
- Dr.Jayesh J Unnithan presented a plan for enhancing the security measures of the college by appointing security officers on a contract basis from a reputable third-party agency. The participants discussed the importance of ensuring a safe and secure environment for the college premises, staff, and students. After deliberation, it was agreed to proceed with the plan and authorize Dr.Jayesh J Unnithan and Mr. Jibumon C to identify suitable security agencies, evaluate their proposals, and make a recommendation for final selection. The chosen agency will be responsible for providing trained security personnel on a contract basis.
- The next meeting was scheduled to be held on 24/03/2022 at 10.00 AM in the Conference Room. The meeting was adjourned at 11.50 AM.

Action taken Report

- Fund allocation for organizing the upcoming intercollege arts and sports competition was approved.
- A special committee was appointed to supervise the financial management for the event.
- Proposal for appointing new security personnel to beef up security in the college premises was approved. Third party agencies were contacted for sealing the contract for the same.

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

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



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 coordinator

FINANCE COMMITTEE**Minutes of the Meeting**

Meeting Date: March 24, 2022

Meeting Time: 10:30 AM

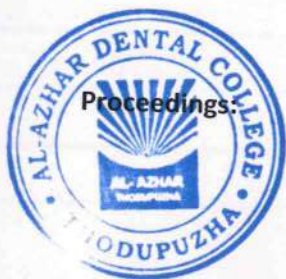
Meeting Venue: Conference Room, Al-Azhar Dental College

Participants:


1. Dr. Joby Paulose
2. Dr. Nishin John
3. Dr. Amal EA
4. Dr. Sajil John
5. Dr. Vinni Mary Oommen
6. Dr. Jayesh J Unnithan
7. Dr. Anjana Mohankumar
8. Ms. Ashwini
9. Mr. Jibumon C (Accounts Officer)
10. Mr. Akhil KN (Accounts Department)

Agenda:

1. Approval of Previous Meeting Minutes
2. Planning Fund Allocation for Upcoming Convocation
3. Financial Report Presentation Showing Positive Growth in Income
4. Reconstitution of the Committee members



Proceedings


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



- The meeting was called to order by Dr. JobyPaulose at 10:30 AM. The participants introduced themselves and confirmed their attendance.
- The minutes of the previous meeting held on 23/09/2021 were presented for review. After a thorough discussion, the minutes were approved without any amendments.
- Dr. Sajil John led the discussion on planning the fund allocation for the upcoming convocation. The participants assessed the requirements and estimated costs for organizing a successful convocation ceremony, including venue arrangements, invitations, stage setup, graduation gowns, certificates, and other related expenses. After considering various factors, it was agreed to allocate a specific budget for the convocation.
- Mr. Akhil KN presented the financial report, highlighting the positive growth in income for the college. The report included details of revenue generated from various sources, such as student fees, grants, donations, and other income streams. The participants acknowledged the efforts of the Accounts Department in managing the finances effectively. They also discussed strategies to further enhance the financial stability and explore new avenues for generating income. The financial report was accepted and appreciated by all participants.
- Reconstitution of the Criteria members were discussed and the constitution was finalised.
- The meeting was adjourned at 11.30 AM. The next meeting was scheduled to be held on 23/09/2022 at 10.00 AM in the Conference Room.

Action Taken Report

- The annual budget for the upcoming financial year was presented and approved.
- Proposal for revising existing treatment charges was approved.
- A committee was formed to assess and recommend the revised treatment rates.



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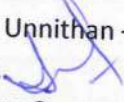




FINANCE COMMITTEE**Minutes of the Meeting**

Meeting Date: September 23, 2022

Meeting Time: 10:30 AM

Meeting Venue: Conference Room, Al-Azhar Dental College

Participants:

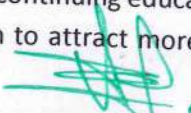
1. Dr. Jayesh J. Unnithan – Coordinator 
2. Dr. Amal E.A. 
3. Dr. Vinni Mary Oommen 
4. Jibumon C 
5. Akhil K.N 
6. Ashwini 

Agenda:

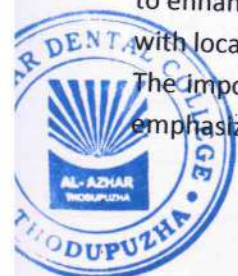
1. Approval of Previous Meeting Minutes
2. Review of Income Generation Strategies
3. Student Scholarships
4. Discounted Treatment Charges for Staff and Students

Proceedings:

- The meeting was called to order by Dr. Jayesh at 10:30 AM. The participants introduced themselves and confirmed their attendance.
- The minutes of the previous meeting held on 24/03/2022 were presented for review. After a thorough discussion, the minutes were approved without any amendments.
- Dr Jayesh initiated the discussion on reviewing the income generation strategies of the college. The participants analyzed the existing strategies and explored potential opportunities to enhance revenue. Various ideas, including organizing community dental camps, partnering with local clinics for referrals, and expanding continuing education programs, were discussed. The importance of marketing and promotion to attract more patients and participants was emphasized.


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





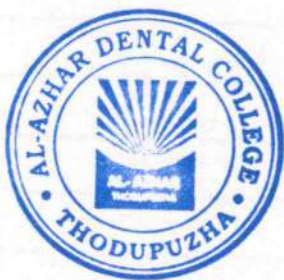
- Dr. Amal presented a proposal for establishing student scholarships to support deserving students in their dental education. The participants acknowledged the importance of providing financial assistance to talented and underprivileged students. After considering the budget constraints and eligibility criteria, it was agreed to allocate a specific portion of the college funds for student scholarships.
- Dr. Vinni Oommen discussed regarding discounted treatment charges for staff and students of the college. The participants discussed the benefits of providing affordable dental care to the college community, fostering a culture of oral health awareness and accessibility. It was unanimously agreed to implement the discounted treatment charges for staff and students. The Accounts Department, represented by Mr. Akhil KN and Mr. Jibumon C, was entrusted with the responsibility of updating the billing system and ensuring proper implementation of the discounted rates.
- The next meeting was scheduled to be held on 23/03/2023 at 10.00 AM in the Conference Room. The meeting was adjourned at 12.10 PM.

Action Taken Report

- Fund allocation for the convocation was finalized.
- The financial report of the preceding year was presented and unanimously approved.
- A proposal for the reconstitution of committee members was approved and the new committee members were finalized.



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



Coordinator.

FINANCE COMMITTEE

Minutes of the Meeting

Meeting Date: March 23, 2023

Meeting Time: 10:30 AM

Meeting Venue: Conference Room, Al-Azhar Dental College

Participants:

- 1. Dr. Jayesh J. Unnithan – Coordinator
- 2. Dr. Amal E.A
- 3. Dr. Vinni Mary Oommen
- 4. Jibumon C
- 5. Akhil K.N
- 6. Ashwini

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Agenda:

- 1. Approval of Previous Meeting Minutes
- 2. Budget Presentation for Next Financial Year
- 3. Discussion Regarding External Funding Source
- 4. Research Projects Funding from External Organizations
- 5. Funds for College Union for Onam Celebration 2023

Proceedings:

- The meeting was called to order by Dr. Jayesh Unnithan at 10:30 AM. The participants introduced themselves and confirmed their attendance.
- The minutes of the previous meeting held on 23/09/2022 were presented for review. After a thorough discussion, the minutes were approved without any amendments.
- Mr. Jibumon C, the Accounts Officer, presented the budget for the next financial year. He provided an overview of the projected income and expenses, highlighting the key areas of expenditure. The participants reviewed and discussed the budget in detail, raising questions and providing suggestions. After considering the inputs from the attendees, the budget was approved with minor modifications.

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

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- Dr Jayesh initiated the discussion on exploring external funding sources for the college. The participants brainstormed potential opportunities, including grants, research collaborations, and partnerships with organizations. The importance of developing strong proposals and networking with relevant stakeholders was emphasized
- Dr. Vinni Mary Oommen presented a proposal for securing funding from external organizations for research projects conducted by the faculty and students. The participants discussed the process of identifying suitable funding opportunities, preparing research proposals, and the benefits of securing external funding for advancing research activities.
- Dr. Amal raised the agenda of allocating funds for the college union to organize the Onam Celebration in 2023. The participants recognized the cultural significance of the event and the importance of promoting a sense of unity and celebration among the college community. After deliberation, a specific budget was allocated for the college union to plan and execute the Onam Celebration.
- The meeting was adjourned at 12.10 PM. The next meeting was scheduled to take place on 28 September 2023 at 10.00 AM in the Conference Room.

Action Taken Report

- Potential strategies to enhance income generation were explored. Decision was made to partner with local clinics and to increase the number of CDE programmes and dental camps.
- Proposal to allot a specific portion of the college funds for student scholarships was approved.
- Discounted treatment rates for faculty and students were implemented



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