

I.T.S Dental College, Hospital and Research Centre

47, Knowledge Park III, Greater Noida

NOTICE FOR IQAC MEETING

Ref. No. IQAC/ITSDCGN/2023-24/05

March 3, 2024


The IQAC meeting will be conducted on **March 9, 2024** at **02:30 pm** in **New Boardroom**.

The agenda of this meeting is as follows:

1. Discussion with Deans regarding their responsibilities
2. Student Feedback Mechanism
3. Career Counseling Initiatives
4. Alumni Talks and Engagement
5. Workshops for Faculty Development
6. Mental Health and Wellness Programs
7. Community Outreach Programs


[Dr. Anshul Singla]
IQAC Coordinator

Dr. Anshul Singla
IQAC Coordinator
I.T.S Dental College
Hospital & Research Center
Gr. Noida


Dr. Sachit Arora
Principal
I.T.S Dental College, Hospital & Research Centre
47, Knowledge Park-III, Gr. Noida (U.P.)

CC:
Chairman
Vice Chairman
Secretary
Principal
IQAC Members

I.T.S Dental College, Hospital and Research Centre

47, Knowledge Park III, Greater Noida

MINUTES OF IQAC MEETING HELD ON 9th MARCH, 2024

Location: New Board Room

Date: 9th Mar, 2024

Time: 2:30 pm Onwards

Attendees:

1. Hon'ble Vice Chairman- Mr Sohil Chadha
2. Hon'ble Secretary- Mr. B K Arora
3. Chair person- Dr Sachit Anand Arora (Principal, ITS Dental College, Hospital and Research Centre)
4. IQAC Coordinator- Dr. Anshul Singla (Prof. & HOD , Orthodontics)
5. Faculty:
 - Dr. Mousumi Goswami (Prof. & HOD, Pedodontics)
 - Dr. Rohit Kochhar (Prof. & HOD, Endodontics)
 - Dr. Ashish Sharma (Prof. & HOD, Oral Surgery)
 - Dr Puneet Khurana (Prof. & HOD, Prosthodontics)
 - Dr. Manisha Lakhanpal (Prof. & HOD, OMR)
 - Dr. Vikram Arora (Incharge, PHD)
 - Dr Amrita Puri (Dean Alumni and placements)
 - Dr Himanshu (Dean student affairs)
 - Dr Kartika (Faculty Co-incharge Naac)

Agenda Items:

1. Discussion with Deans regarding their responsibilities
2. Student Feedback Mechanism
3. Career Counseling Initiatives
4. Alumni Talks and Engagement
5. Workshops for Faculty Development
6. Mental Health and Wellness Programs
7. Community Outreach Programs

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Issues Raised

1. Discussion with Deans regarding their responsibilities

Dr. Sachit Anand Arora held a discussion with Deans regarding their responsibilities and issues (if any) they were facing.

2. Student Feedback Mechanism

Dr. Sachit Anand Arora proposed a revision of the current feedback mechanism. It was suggested that feedback be taken at multiple intervals during the academic year to ensure continuous improvement.

3. Career Counseling Initiatives

The need for more structured career counseling for students was discussed. Mr Bhushan Arora emphasized that external industry experts should be invited for career guidance and internship opportunities.

4. Alumni Talks and Engagement

Dr. Amrita Puri suggested initiating regular alumni talks to foster stronger ties with past graduates. The committee agreed to schedule quarterly alumni events.

5. Workshops for Faculty Development

Dr Mausumi emphasized the importance of FDPs. It was decided that a series of workshops focusing on the latest educational technologies, teaching methodologies, and research would be organized.

6. Mental Health and Wellness Programs

Dr. Sachit stressed the importance of mental health and wellness programs for students and faculty. The committee agreed to collaborate with external counselors and organize wellness sessions.

7. Community Outreach Programs


Dr. Vikram Arora suggested organizing more community outreach programs. The committee agreed to expand existing programs to include dental camps and health awareness workshops in nearby areas.

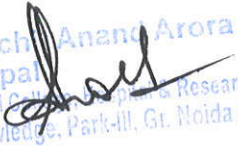
Action#	Issue Summary	Detailed Action	Owner	ETA
1	Student Feedback Mechanism	Revise feedback system, incorporate multiple intervals, and improve online surveys.	IQAC team	20-03-24
2	Career Counseling Initiatives	Invite external experts for career counseling sessions, internship placements.	Dr. Amrita	30-03-24
3	Alumni Talks and Engagement	Schedule quarterly alumni talks, send invitations to alumni for the next event.	Dr. Amrita	25-03-24
4	Workshops for Faculty Development	Organize workshops focusing on educational technologies and research.	Dr. Mousumi	05-04-24

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5	Mental Health and Wellness Programs	Collaborate with counselors, organize wellness sessions for students and faculty.	Principal	10-04-24
6	Community Outreach Programs	Plan expanded dental camps and health awareness workshops for the community.	Dr. Vikram	20-03-24


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Dr. Sachin Anand Arora
Principal
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NOTICE FOR IQAC MEETING

Ref. No. IQAC/ITSDCGN/2023-24/04

Dec 7, 2023


The IQAC meeting will be conducted on Dec 12, 2023 at 02:30 pm in New Boardroom.

The agenda of this meeting is as follows:

1. Development of Research and Innovation Programs
2. E-learning and Online Resources
3. Strengthening Industry Collaborations
4. Student Clubs and Extracurricular Activities
5. Performance Review of Departments
6. Regular Monitoring of Academic Progress


[Dr. Anshul Singla]
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CC:
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Vice Chairman
Secretary
Principal
IQAC Members


Dr. Sushil Anand Arora
Principal
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MINUTES OF IQAC MEETING HELD ON 12th December, 2023

Location: New Board Room

Date: 12th Dec, 2023

Time: 2:30 pm Onwards

Attendees:

1. Hon'ble Vice Chairman- Mr Sohil Chadha
2. Hon'ble Secretary- Mr. B K Arora
3. Chair person- Dr Sachit Anand Arora (Principal, ITS Dental College, Hospital and Research Centre)
4. Director Administration: Mr Vijay Sharma
5. IQAC Coordinator- Dr. Anshul Singla (Prof. & HOD , Orthodontics)
6. Faculty:
 - Dr. Mousumi Goswami (Prof. & HOD, Pedodontics)
 - Dr. Rohit Kochhar (Prof. & HOD, Endodontics)
 - Dr. Ashish Sharma (Prof. & HOD, Oral Surgery)
 - Dr Puneet Khurana (Prof. & HOD, Prosthodontics)
 - Dr. Manisha Lakhanpal (Prof. & HOD, OMR)
 - Dr. Vikram Arora (Incharge, PHD)
 - Dr Amrita Puri (Dean Alumni)
 - Dr Himanshu (Dean Student Affairs)

Agenda Items:

1. Development of Research and Innovation Programs
2. E-learning and Online Resources
3. Strengthening Industry Collaborations
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6. Regular Monitoring of Academic Progress

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Issues Raised

1. Dr. Sachit Anand Arora emphasized the importance of enhancing research programs and innovation to improve the quality and scope of academic offerings.
2. A quality assurance audit was discussed to ensure adherence to national and international standards for accreditation.
3. Dr. Sachit Anand Arora highlighted the need to digitize academic processes for efficiency and improved accessibility.
4. E-learning platforms and online resources were discussed to enhance student engagement and learning.
5. Strengthening collaborations with industries for student exposure and internships was proposed to benefit the institution.
6. Dr. Sachit Anand Arora stressed the role of student clubs and extracurricular activities in fostering holistic development.
7. A performance review of each department's progress was discussed to assess academic outcomes.
8. The regular monitoring of academic progress and tracking of students' performance was proposed for better intervention strategies.

Action #	Issue Summary	Detailed Action	Owner	ETA
1	Development of Research and Innovation Programs	Develop and introduce new research programs. Encourage faculty and students to apply for grants.	HODs	20-12-24
4	E-learning and Online Resources	Expand e-learning platforms and integrate more online resources in the curriculum.	Principal	15-01-25
5	Strengthening Industry Collaborations	Establish stronger ties with industries for research collaborations and internships.	Dr. Manisha Lakhnarpal	10-01-25
6	Student Clubs and Extracurricular Activities	Promote and organize more student clubs and extracurricular events for overall development.	Dean Student affairs	30-12-24
7	Performance Review of Departments	Collect department performance data and prepare a summary for review in the next meeting.	All HODs	20-12-24

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8	Regular Monitoring of Academic Progress	Implement regular academic monitoring for each department and report progress.	Principal	10-01-25
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NOTICE FOR IQAC MEETING

Ref. No. IQAC/ITSDCGN/2023-24/03

Oct 6, 2023

The **IQAC** meeting will be conducted on **Oct 12, 2023** at **02:30 pm** in **New Boardroom**.

The agenda of this meeting is as follows:

1. Follow up of points discussed in previous IQAC meeting
2. Reviews of AQAR Points of all criterions

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MINUTES OF IQAC MEETING HELD ON OCTOBER 12, 2023

Date: 12.10.2023

Time: 02:30 pm

Location: New Board Room

Attendees:

1. Management Representative – Mr. B.K. Arora (Secretary, ITS Education Group)
2. Chairperson- Dr. Sachit Anand Arora (Principal, ITS Dental College, Hospital & Research Centre)
3. Faculty:
 - Dr. Mousumi Goswami (Professor and Head, Pedodontics)
 - Dr. Rohit Kochhar (Professor and Head, Conservative Dentistry)
 - Dr. Manisha Lakhanpal (Professor and Head, OMDR)
 - Dr. Punit Khurana (Professor and Head, Prosthodontics)
 - Dr. Amrita Puri (Dean – Placement and Alumni)
 - Dr. Himanshu Bhutani (Dean – Students Affair)
3. IQAC Coordinator- Dr. Anshul Singla (Professor & Head, Orthodontics)
5. Administrative/ Technical Staff: Mr. K.K. Jha (Librarian)

Agenda: Reviews of AQAR Points of all criterions

Action:

S. No.	Issue Summary	Detailed Action	Owner	ETA
1	Fulltime teachers participating in BoS /Academic Council of Universities during the year.	HODs to initiate action for same.	HODs	Progress to be shared by 31.10.2023
2	Inter-disciplinary / inter-departmental courses /training across all the Programmes	Proposal and planning to be shared by HODs with principal office	HODs	25.10.2023
3	Teachers trained for development and delivery of e-content / e-courses	# Proposal and planning for E-Content training of faculty. # 10 percent of content delivery has to be via e resources. Lecture schedule with e-content link to be shared by HODs.	IT / Principal Office HODs	31.10.2023

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4	Journal, books and chapters in edited volumes/books published and papers published in national/international conference proceedings indexed in UGC-CARE list on the UGC website/Scopus/Web of Science/PubMed/ during year	UGC-Care list to be shared by Librarian.	Librarian	14.10.2023
5	Extension and outreach activities carried out in collaboration with National and International agencies, Industry, community, Government and Non-Government organizations engaging NSS / NCC / Red Cross / YRC / Institutional clubs etc.	Need collaboration with NSS / Red Cross / YRC/ Orphanage and Old age homes & activities	HOD- Prosthodontics, PHD	31.10.2023
6	E-content resources used by teachers: 1. NMEICT / NPTEL 2. other MOOCs platforms 3.SWAYAM 4. Institutional LMS 5. e-PG-Pathshala	25% faculty to complete the online course in first three months.	HODs	31.10.2023
7	Strategic Plan document	Strategic plan need to be revised	Dr. Puneet Khurana (HOD-Prosthodontics)	Progress to be shared by 31.10.2023
8	Feedback Systems	SOP for feedback committee to be prepared by IQAC	IQAC - Coordinator	31.10.2023
9	Institution ensures implementation of its stated Code of Ethics for research	Code of Ethics documents need to be revised	Dr. Keerti / Dr. Mousumi Goswami	31.10.2023
10	Institution have an e-Library with membership / registration for the following: 1. e-journals / e-books consortia 2. E-Shodh Sindhu 3. Shodhganga 4. SWAYAM 5. Discipline-specific Databases.	E-Shodh Sindhu need to be subscribed. Discipline-specific Databases (EBSCO) already subscribed.	Librarian	16.10.2023
11	Awards/medals for outstanding performance in sports/ cultural activities at State/Regional (zonal)/ National / International levels during the year	Award letters / certificates Participation of students need to be increased	Dean student affairs	

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12	Areas of contribution by the Alumni Association / chapters during the year	placement, student exchanges, donation of books, financial / kind, institutional endowments. Activities & MoM of Alumni Association	Dean alumni	Progress to be shared by 31.10.2023
13	Students provided training and guidance for competitive examinations and career counseling offered by the Institution	Competitive examinations and career counseling program: Cracking NEET MDS, Road map to NEET MDS, After completing BDS, Health management program after BDS	Dean alumni	Progress to be shared by 31.10.2023
17	Professional development / administrative training programmes organized by the Institution for teaching and non-teaching staff during the year	Proposal and planning to be shared by principal office.	Principal Office, Dr. Tushar, IT	Progress to be shared by 31.10.2023
18	Gender equity sensitization programmes organized by the Institution during the year	Need to be organised seminar / webinar, etc. with NGOs	Principal office / Secretary office	Progress to be shared by 31.10.2023
19	Establishment of Dental Education Department by the College for the range and quality of FDP in emerging trends in Dental Educational Technology organized by it	Research to be done regarding this point.	Principal office / Conference in-charge	Progress to be shared by 31.10.2023


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NOTICE FOR IQAC MEETING

Ref. No. IQAC/ITSDCGN/2023-24/02

Sep 21, 2023

The IQAC meeting will be conducted on **Sep 26, 2023** at **02:00 pm** in **New Boardroom**.

The agenda of this meeting is as follows:

- Review of various committee members and criteria incharges
- Revision of Vision and Mission of the College
- Strategic Plan to be proposed for the next academic year
- Progress on Faculty Development Programme to be conducted by the Institute for the faculty
- Status of collaboration with NSS/ Red Cross and extension activities with NGO, orphanage and old age homes
- Capacity Enhancement Schemes to be organised by an external agency.
- MOUs and collaboration activities associated.


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CC:

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MINUTES OF IQAC MEETING HELD ON SEPTEMBER 26, 2023

Date: September 26, 2023

Time: 02:00 pm

Location: New Board Room

Attendees:

1. Chairperson- Dr. Sachit Anand Arora (Principal, ITS Dental College, Hospital & Research Centre)
2. Faculty:
 - Dr. Mousumi Goswami (Professor and Head, Pedodontics)
 - Dr. Rohit Kochhar (Professor and Head, Conservative Dentistry)
 - Dr. Manisha Lakhanpal (Professor and Head, OMDR)
 - Dr. Puneet Khurana (Professor and Head, Prosthodontics)
 - Dr. Heena Gohil (Professor and Head, Anatomy)
 - Dr. Vikram Arora (Reader, PHD)
 - Dr. Swati Choudhary (Reader, Oral Pathology)
 - Dr. Kartika N. Kumar (Reader, Prosthodontics)
3. IQAC Coordinator- Dr. Anshul Singla (Professor & Head, Orthodontics)
5. Administrative/ Technical Staff: Mr. Shailesh Kumar (Registrar), Mr. K.K. Jha (Librarian)
6. Alumni: Dr. Shivesh Mishra
7. Student Representative: Victor Pathak, Shreya Rai

Agenda:

- Review of various committee members and criteria in-charges
- Revision of Vision and Mission of the College
- Strategic Plan to be proposed for the next academic year
- Progress on Faculty Development Programme to be conducted by the Institute for the faculty
- Status of collaboration with NSS/ Red Cross and extension activities with NGO, orphanage and old age homes
- Capacity Enhancement Schemes to be organised by an external agency.
- MOUs and collaboration activities associated.

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Discussion and Issue Raised:

Confirmation & Action of Previous Meeting: Dr. Sachit Anand Arora (Chairperson) discussed minutes of the meeting of the previous meeting and actions taken thereof.

Introduction to the Meeting: Dr. Anshul Singla (IQAC-Coordinator) welcomed all committee members to the meeting and briefed the members regarding the agenda.

Review of various committee members and criteria in-charges: Names of various committee members were reviewed by the IQAC & approved. Change in the constitution of placement cell as suggested by Dr. Sachit Anand Arora was approved by IQAC.

Dr. Sachit Anand Arora (Chairperson) instructed that all criteria in-charges of AQAR 2022-23 to be informed to complete the documentation as per timeline.

Revision of Vision and Mission of the College: After discussion, the IQAC members suggested that vision, mission needs to be revised with suggestions and ideas from all the stakeholders.

Strategic Plan: IQAC members suggested that the strategic plan of the institution needs to be revised and opinion for the same should be taken from senior faculty members and management representatives and presented to the board for approval.

Faculty Development Programme: Dr. Mousumi Goswami formally announced that FDP will be conducted on 17th & 18th October 2023 on the topic 'Teaching Learning Methodology and Outcome Based Education'. It was proposed to conduct this FDP in hybrid mode.

Collaboration with NSS/ Red Cross and extension activities: Dr. Anshul Singla (IQAC-Coordinator) informed that documents for collaboration with NSS have been submitted from the college.

Dr. Punit Khurana informed IQAC that extension activities are being planned with old age homes. Also suggestions for more extension activities were invited by the IQAC coordinator.

Capacity Enhancement Schemes: The Chairperson, Dr Sachit Anand Arora, suggested that the Principal office will actively conduct programs under seven capability enhancement schemes more frequently.

Functional MOUs /collaboration activities: Dr. Anshul Singla (IQAC-Coordinator) encouraged all members that regular collaboration activities need to be conducted under the functional MoUs.


Feedback System: Dr. Sachit Anand Arora (Chairperson) informed the IQAC that online feedback had already been taken and will be shared to the particular responsible person.

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Action:

S. No.	Issue Summary	Detailed Action	Owner	ETA
1	Various Committee Members	All Committee members names to be shared	Principal Office	04.10.2023
2	AQAR criteria in-charges	Conduct a meeting with AQAR criteria in-charges for preparation of documents.	IQAC Coordinator	04.10.2023
3	Revision of Vision & Mission	Mail to be sent to all faculty members for suggestions	IQAC Coordinator	27.09.2023
4	Strategic Plan	Mail to be sent to all senior faculty and the management.	IQAC Coordinator	09.10.2023
5	Faculty Development Programme	To be conducted on 17 th & 18 th October 2023	Principal Office & IQAC	18.10.2023
6	Collaboration with NSS and extension activities	Extension activities to be planned with NGO, Old age homes, Orphanage Appreciation certificates to be received for all extension activities. Format for the same to be drafted.	Dept of PHD	06.10.2023
7	Capacity Enhancement Schemes	Program to be planned under 07 CE schemes.	Principal Office	10.10.2023
8	Functional MOUs /collaboration activities	Regular activities to be conducted under functional MoUs	Principal office & HoDs	10.10.2023


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NOTICE FOR IQAC MEETING & UPDATED MEMBER LIST 2023-24

Ref. No. IQAC/ITSDCGN/2023-24/01

June 05, 2023

IQAC Member list for IQAC meetings 2023-24 is listed below:

1	Dr. Sachit Anand Arora (Principal, ITS Dental College, Hospital & Research Centre)	Chairperson
2	Mr. Sohil Chadha, (Vice Chairman, ITS- The Education Group)	Employer/ Industrialist
3	Mr. B K Arora (Secretary, ITS- The Education Group)	Management Representative
4	Dr. Anshul Singla (Professor, Department of Orthodontics)	IQAC Coordinator
5	Dr. Mousumi Goswami, (Professor and Head, Pedodontics)	Member (Faculty)
6	Dr. Rohit Kochhar, (Professor and Head, Endodontics)	Member (Faculty)
7	Dr. Manisha Lakhanpal, (Professor and Head, OMR)	Member (Faculty)
8	Dr. Puneet RS Khurana, (Professor & Head, Prosthodontics)	Member (Faculty)
9	Dr. Ashish Sharma, (Professor and Head, Oral Surgery)	Member (Faculty)
10	Dr. Gunjan Gupta, (Professor, Periodontics)	Member (Faculty)
11	Dr. Heena Gohil, (Professor and Head, Anatomy)	Member (Faculty)
12	Dr. Vikram Arora, (Reader, Public Health Dentistry)	Member (Faculty)
13	Dr. Swati Choudhary, (Reader and Head, Oral Pathology)	Member (Faculty)
14	Dr. Kartika N. Kumar, (Reader, Dept. of Prosthodontics)	Member (Faculty)
15	Mr. Shailesh Kumar, Registrar	Administrative/ technical Staff
16	Mr. Krishan Kr. Jha, Librarian	Administrative/ technical Staff
17	Dr. Shivesh Mishra	Alumni
18	Dr. Shikha	Alumni
19	Mr. Victor Pathak	Student Representative
20	Dr Amrita Puri	Dean Alumni and placements
21	Dr Himanshu	Dean student affairs

The 1 st quarterly IQAC meeting for 2023-24 will be conducted on 15 th June, 2023 (Thursday) at 10:30am in New Boardroom.

Agenda Items:

1. Confirm the minutes of last meeting (held on 9th March, 2023)
2. To discuss about responsibilities of new appointed deans and faculty incharges
3. To plan placement drives in the institute
4. To work for research grants and publications
5. Any other matter with permission of chair

[Dr. Anshul Singla]

IQAC Coordinator

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MINUTES OF IQAC MEETING HELD ON 15th June, 2023

Location: New Board Room

Date: 15th June, 2023

Time: 10:30 am Onwards

Attendees:

1. Hon'ble Vice Chairman- Mr Sohil Chadha
2. Hon'ble Secretary- Mr. B K Arora
3. Chair person- Dr Sachit Anand Arora (Principal, ITS Dental College, Hospital and Research Centre)
4. IQAC Coordinator- Dr. Anshul Singla (Prof. & HOD , Orthodontics)
5. Faculty:
 - Dr. Mousumi Goswami, (Professor and Head, Pedodontics)
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 - Dr. Puneet RS Khurana, (Professor & Head, Prosthodontics)
 - Dr. Ashish Sharma, (Professor and Head, Oral Surgery)
 - Dr. Heena Gohil, (Professor and Head, Anatomy)
 - Dr. Vikram Arora, (Reader, Public Health Dentistry)
 - Dr. Swati Choudhary, (Reader and Head, Oral Pathology)
 - Dr. Kartika N. Kumar, (Reader, Dept. of Prosthodontics)
 - Mr. Shailesh Kumar, Registrar
 - Mr. Krishan Kr. Jha, Librarian
 - Dr. Shivesh Mishra (Alumni)
 - Mr. Victor Pathak
 - Dr Amrita Puri (Dean Alumni and placements)
 - Dr Himanshu (Dean Student affairs)

Agenda Items:

1. Confirm the minutes of last meeting (held on 9th March, 2023)
2. To discuss about responsibilities of new appointed deans and faculty incharges
3. To discuss About inter departmental meetings/ workshops
4. To plan placement drives in the institute
5. To work for research grants and publications
6. Any other matter with permission of chair

Issues Raised

1. Dr Sachit Anand Arora discussed minutes and actions of the previous meeting.
2. **Discussion with Deans regarding their responsibilities**
Dr. Sachit Anand Arora congratulated the newly appointed deans and faculty in charges. He said that it is a very important step towards decentralization. He discussed with Deans regarding their responsibilities.

All the committee members to work in unison with the deans and incharges to ensure structural harmony and decentralization in the college.

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3. **To discuss About inter departmental meetings/ workshops-** Dr Mousumi mentioned about the interdepartmental course of pedo with ortho and endo department. Dr Sachit encouraged all heads to hold more such programs.
4. **To plan placement drives in the institute**
Dr Amrita was directed to hold more placement drives in institute by fostering tie ups with different clinics. The need for more structured career counselling for students was discussed.
5. **To work for research grants and publications**
Dr Mousumi Goswami (Dean Research) was directed to ensure that all departments are sending research publications and research work for grants. Also, provide regular training and guidance to faculty for research purpose.

Action#	Issue Summary	Detailed Action	Owner	ETA
1	Dean appointments	To forward any issue in work to principal	Deans and incharges	22-06-23
2	To plan placement drives in the institute	to hold more placement drives in institute.	Dr. Amrita	-
3	To discuss About inter departmental meetings/ workshops	To plan more such program between departments	HODs	Plan to be shared by 25-06-23
4	To work for research grants and publications	Plan for regular training and guidance to faculty for research purpose.	Dr. Mousumi	-


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