

**Administrative Office:**

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THE OXFORD DENTAL COLLEGE**Accredited with 'A' grade by NAAC**

(Recognised by the Govt. of Karnataka, Affiliated to Rajiv Gandhi University of Health Sciences,
Karnataka & Recognised by Dental Council of India, New Delhi)

Bommanahalli, Hosur Road, Bangalore - 560 068.

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E-mail: deandirector@oxforddentalcollege.edu Website: www.theoxford.edu

Ref No: TODC/ 039A/2023-24

Date : 08 /06 /2023

Order

By the direction of the Governing body, undersigned is pleased to reconstitute Internal Quality Assurance Cell (IQAC) for the 2023-24. The cell shall report the work and activities of the cell once in three months, minimum four times in an academic year to the Governing body. These orders will come in to force from the day of issue of orders and they will be on same until further orders are issued. Following is the reconstitution of IQAC

S.no	Name of the member	Designation	Role
1	Dr. Priya Subramaniam	Principal	Chairperson
2	Dr. Veena Pal S	Prof,Dept. of Conservative Dentistry	Coordinator
3	Dr. Deepa Shetty	Sr.Lecturer, Dept. of Periodontics	Member
4	Dr. Leeky Mohanthy	Professor and HOD, Dept. of Oral pathology	Member
5	Dr. Neeraja	Sr.Lecturer, Dept. of Prosthodontics	Member
6	Dr. Shreyas S S	Sr.Lecturer, Dept. of Oral Surgery	Member
7	Dr. Swetha Bhat	Sr.Lecturer, Dept. of Oral Surgery	Member
8	Mrs.Hema	Member from Management	Member
9	Mr.Siddharamu	Office superintendent/manager member	Member
10	Dr. Shruthi	Reader, Dept of Oral Pathology	Trust/Alumni
11	Mrs.Rajeshwari	Parent member	Parent
12	Dr. Keerthan	Student member	Member - Male PG Student representative
13	Dr. Maria	Student member	Member - Female PG Student representative

Copy to:

1. Chairman and Vice Chairman
2. Committee Members
3. All the HOD'S
4. IQAC File

Principal, Chairperson IQAC

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Ref No: TODC/ 218A/2023-24

Date :24 /11/2023

Order

By the direction of the Governing body, undersigned is pleased to reconstitute Internal Quality Assurance Cell (IQAC) for the 2023-24. The cell shall report the work and activities of the cell once in three months, minimum four times in an academic year to the Governing body. These orders will come in to force from the day of issue of orders and they will be on same until further orders are issued. Following is the reconstitution of IQAC

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4	Dr. Sahithi V	Sr.Lecturer, Dept. of Conservative Dentistry	Member
5	Dr. Neeraja	Sr.Lecturer, Dept. of Prosthodontics	Member
6	Dr. Shreyas S S	Sr.Lecturer, Dept. of Oral Surgery	Member
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**CHILDREN'S EDUCATION SOCIETY (Regd.)****Administrative Office:**

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Ref No: TODC/039A/2023-24

Date : 25/11/2023

Internal Quality Assurance cell**Proceedings of the IQAC meeting held on**

The first meeting for the year 2023-24 of IQAC was held on 25/11/2023 at the board room of the college

Agenda:

1. Reconstitution of the IQAC as per new guidelines
2. Proposed plan of action for the academics in the year 2023-24
3. Discussion on curriculum feedback

Members Present

S.no	Name of the member	Designation	Role	Signature
1	Dr. Priya Subramaniam	Principal	Chairperson	
2	Dr. Veena Pal S	Prof, Dept. of Conservative Dentistry	Coordinator	
3	Dr. Deepa Shetty	Sr.Lecturer, Dept. of Periodontics	Member	
4	Dr. Sahithi V	Sr.Lecturer, Dept. of Conservative Dentistry	Member	
5	Dr. Neeraja	Sr.Lecturer, Dept. of Prosthodontics	Member	
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8	Mrs.Hema	Member from Management	Member	
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12	Dr. Keerthan	Student member	Member - Male PG Student representative	
13	Dr. Maria	Student member	Member - Female PG Student representative	

The meeting commenced with a warm welcome by the coordinator, who thanked all the members for their participation. The Coordinator acknowledged the importance of continuous quality enhancement in academic and administrative processes and highlighted the need for the reconstitution of the IQAC.

Agenda 1:

The Coordinator briefed the members about the necessity to reconstitute the IQAC as part of the institution's ongoing efforts to strengthen quality assurance mechanisms. A discussion was held regarding the selection criteria for members, ensuring a diverse representation from various departments, administrative units, and student bodies.

Resolution:

It was agreed that the reconstitution would focus on including faculty from different disciplines, administrative staff, student representatives, and external experts to ensure a holistic approach to quality enhancement. The members present in the meeting agreed for the decision and composition of IQAC

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1	Dr. Priya Subramaniam	Principal	Chairperson
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12	Dr. Keerthan	Student member	Member - Male PG Student representative
13	Dr. Maria	Student member	Member - Female PG Student representative

Agenda 2:

The Coordinator introduced the proposed academic plan, focusing on academic innovations, faculty development, and student-centric initiatives. The main points discussed were:

- **Curriculum Review:** A comprehensive review of the existing curriculum to align it with current trends and standards.
- **Online Learning and Hybrid Models:** The integration of online resources and hybrid learning models to provide more flexible learning opportunities for students.
- **Faculty Development Programs:** Organizing workshops, webinars, and training programs for faculty to keep them updated with the latest teaching methodologies and technologies.
- **Research and Development Initiatives:** Emphasis on enhancing the research culture within the institution by facilitating faculty research, student research programs, and promoting publication in high-impact journals.
- **Student Support Systems:** Strengthening counseling services, career guidance, and mentorship programs to ensure overall student well-being and academic success.
- **Accreditation and Ranking Goals:** The academic plan also focuses on preparing for upcoming accreditation cycles and improving the institution's ranking through improved teaching, learning, and research quality.

Resolution:

- The calendar of events has been approved with the inclusion of all the suggestions from the CDC and the heads of the department

Agenda 3:

The curriculum feedback analysis and action plan was discussed

Meeting concluded with the vote of thanks by the IQAC Coordinator

Principal, Chairperson IQAC

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Ref No: TODC/277-A23-24

Date :20 /02/2024

Internal Quality Assurance cell

Proceedings of the IQAC meeting held on

The second meeting for the year 2023-24 of IQAC was held on 20/02/2024 at the board room of the college

Agenda:

1. Review of Actions Taken on Proceedings of Previous Meetings
2. Review of Research and Extension Activities
3. Review of Co-Curricular Activities, Student Support, and Facilities
4. Action Plan on Institutional Values and Best Practices

Members Present

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1	Dr. Priya Subramaniam	Principal	Chairperson	
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The meeting commenced with a welcome address by the coordinator who thanked all the members for their participation and emphasized the importance of reviewing the actions taken in previous meetings, as well as discussing future plans to improve academic and institutional quality.

Agenda 1:

Review of Actions Taken on Proceedings of Previous Meetings

The **Coordinator** presented the progress on the action points discussed in the previous IQAC meetings. The key points reviewed were:

- **Curriculum Updates:** The decision to introduce new topics and subjects in the curriculum has been implemented, and feedback from students indicates a positive reception.
- **Faculty Development:** Several training programs were conducted, including workshops on innovative teaching methodologies. Faculty participation has been encouraging.
- **Research Initiatives:** A grant proposal for collaborative research was submitted.

Resolution:

- The members acknowledged the successful implementation of most action points.

Agenda 2:

Review of Research and Extension Activities

The **Research Coordinator** presented an update on the ongoing research projects and extension activities:

- **Research Output:** The institution has published several papers in peer-reviewed journals. Faculty and students have been encouraged to participate in national and international conferences.
- **Research Grants:** Applications for external research grants were submitted, and a few have been approved, which will provide financial support for upcoming research projects.
- **Extension Activities:** The dental college has organized free dental check-up camps in nearby rural areas and conducted awareness programs on oral health.

Resolution:

- The IQAC encouraged the continuation and expansion of these activities.



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- A suggestion was made to increase student involvement in research and extension programs, and the **Research and Extension Committee** was tasked with providing a proposal for student engagement.

Agenda 3:

Review of Co-Curricular Activities, Student Support, and Facilities

The **Coordinator** presented an overview of the co-curricular activities, student support systems, and campus facilities:

- **Co-Curricular Activities:** The college organized various co-curricular events, including seminars, workshops, and student conferences. There was significant participation from students.
- **Student Support Services:** The college has introduced counseling services, career guidance, and academic support to enhance student success.
- **Campus Facilities:** Enhancements to the campus, including additional recreational facilities, hostel improvements, and library resource upgrades, have been ongoing.

Resolution:

- Members appreciated the efforts made in the area of student support but suggested more student-centric activities to enhance engagement.

Agenda 4:

Action Plan on Institutional Values and Best Practices

The coordinator introduced a discussion on institutional values and best practices. The following points were raised:

- **Institutional Values:** The importance of instilling core values such as ethics, integrity, and community service was discussed. There was consensus on the need for the dental college to adopt and promote values that contribute to professional ethics and holistic development.
- **Best Practices:** The college has already implemented several best practices in teaching (student-centered learning), research (collaborative research with industry), and community engagement (outreach dental services). Implementing Augmented reality in dentistry and Finite element analysis was proposed.

Resolution:

- The **Values and Practices Committee** was asked to draft a more comprehensive action plan that integrates core values into the curriculum, teaching methodologies,



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community outreach and implimenting Augmented reality in dentistry and Finite element analysis

Meeting concluded with the vote of thanks by the IQAC Coordinator

Principal, Chairperson IQAC

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Ref No: TODC/053-A24-25

Date: 17/05/2024

Internal Quality Assurance cell

Proceedings of the IQAC meeting held on

The third meeting for the year 2023-24 of IQAC was held on 17/05/2024 at the board room of the college

Agenda:

1. Review of MOU's / Collaborative activities
2. Review of physical facilities and academic support facilities
3. Conducting parent teacher meetings
4. Review of mentoring system

Members present:

S.no	Name of the member	Designation	Role	Signature
1	Dr. Priya Subramaniam	Principal	Chairperson	
2	Dr. Veena Pai S	Prof, Dept. of Conservative Dentistry	Coordinator	
3	Dr. Deepa Shetty	Sr.Lecturer, Dept. of Periodontics	Member	
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The meeting was called to order by the coordinator who extended a warm welcome to all the members. The Chairperson emphasized the importance of reviewing the ongoing initiatives related to collaborative activities, physical and academic support facilities, and the mentoring system. The agenda also included discussions on parent-teacher meetings, aimed at enhancing communication between the college and stakeholders.

Agenda 1:

Review of Collaborative Activities

The **Coordinator** presented a comprehensive review of the collaborative activities in the current academic year. The key highlights discussed included:

- **Academic Collaborations:**

The institution has successfully partnered with several universities and research organizations, facilitating student exchange programs, joint research projects, and faculty development initiatives. Collaborative seminars and workshops have been held, fostering academic growth and intellectual exchange.

- **Community Outreach:**

Collaborative community outreach programs, including health camps and awareness drives, were successfully conducted in partnership with local health authorities and NGOs. These initiatives have positively impacted the community and increased the visibility of the institution.

Resolution:

- The collaborative activities have been successful, but it was suggested to increase student involvement in these partnerships, particularly in research and internships.
- A formal mechanism to evaluate the effectiveness and outcomes of these collaborations should be implemented.

Agenda 2:

Review of Physical and Academic Support Facilities

The **Facilities Coordinator** presented a report on the status of physical and academic support facilities in the institution:

- **Physical Facilities:**

- The institution's infrastructure, including 6 classrooms, 5 laboratories, 9 seminar halls and faculty rooms, is in good condition.



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- Smart classrooms have been installed in several departments, and Wi-Fi facilities are available across the campus.
- The college library rennovated and is well-stocked and has seen an increase in the use of digital resources. The library is having LIB Software with 9.5.0 limited version and provided 7018 books and 2676 titles.
- The library is collaborated with e platform of RGUHS
- **Academic Support Facilities:**
 - Academic support services, including online learning platforms, tutoring, and peer mentoring, have been functioning well.
 - The introduction of an academic counseling center has been beneficial for student performance, especially for first-year students who require additional guidance.
 - The mentorship program for students has been streamlined, with dedicated mentors assigned to each student group.

Resolution:

- It was agreed that the physical infrastructure improvements should continue, particularly in upgrading older classrooms and laboratory spaces.
- The academic support services should be expanded, especially with regard to personalized tutoring and the enhancement of digital learning resources.

Agenda 3:

Conducting Parent-Teacher Meetings

The **Coordinator** presented the plan for organizing parent-teacher meetings, highlighting the importance of parental involvement in student development.

- **Feedback on Current System:**

The parent-teacher meetings held year were well-attended, and feedback from parents suggested that these meetings were valuable in understanding student progress and addressing academic concerns.

However, a few parents suggested that more frequent meetings would help keep them informed about their child's academic performance and overall well-being.
- **Future Plan:**

It was proposed that the parent-teacher meetings should be held at regular intervals throughout the academic year. These meetings could focus on specific topics such as academic performance, career counseling, and addressing mental health and well-being.



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Resolution:

- A detailed schedule for the parent-teacher meetings will be sent to all parents at the beginning of each year.

Agenda 4:

Review of Mentoring System

The Coordinator provided an update on the current status of the mentoring system:

- **Overview of the Mentoring System:**
 - o The mentoring system has been in place for the past year, with faculty assigned to mentor groups of students in 1:4 ratio. Regular meetings between mentors and mentees have been taking place, focusing on academic guidance, career counseling, and personal development.
 - o The mentoring system follows academic as well as psychological well being of and active participation of the students
 - o Any students requiring psychological counselling is directed to the counselor

Resolution:

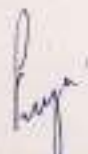
- The mentoring system will be enhanced by incorporating more structured guidelines, periodic progress reviews, and mentor training sessions.

Meeting concluded with the vote of thanks by the IQAC Coordinator

Principal, Chairperson IQAC

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Ref No: TODC/ 077-A24-25

28/06/2024

Date:

Internal Quality Assurance cell

Proceedings of the IQAC meeting held on

The fourth and final meeting for the year 2023-24 of IQAC was held on 24/06/2024 at the board room of the college

Agenda:

1. Significant contributions
2. Review of AQAR 2023-24

Members present:

S.no	Name of the member	Designation	Role	Signature
1	Dr. Priya Subramaniam	Principal	Chairperson	
2	Dr. Veena Pai S	Prof, Dept. of Conservative Dentistry	Coordinator	
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5	Dr. Neeraja	Sr.Lecturer, Dept. of Prosthodontics	Member	
6	Dr. Shreyas S S	Sr.Lecturer, Dept. of Oral Surgery	Member	
7	Dr. Swetha Bhat	Sr.Lecturer, Dept. of Oral Surgery	Member	
8	Mrs.Hema	Member from Management	Member	--
9	Mr.Siddharamu	Office superintendent/manager member	Member	
10	Dr.Shruthi	Reader, Dept of Oral Pathology	Trust/Alumni	
11	Mrs.Rajeshwari	Parent member	Parent	
12	Dr. Keerthan	Student member	Member - Male PG Student representative	
13	Dr. Maria	Student member	Member - Female PG Student representative	



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Agenda 1:

- The members discussed and reviewed the **significant contributions** made by the institution in the academic year 2023-24, which were also highlighted in the AQAR. Some of the key contributions included:
- **Interdisciplinary Collaboration:**
Successful collaboration with other medical and healthcare institutions was noted, particularly in research projects, joint seminars, and continuing dental education programs.
- **Technological Integration in Teaching:**
The adoption of digital tools and online platforms for teaching and assessments was a significant step in enhancing the learning experience. Virtual clinics and simulations were also introduced for students to practice skills in a controlled, digital environment.
- **Accreditation and Recognition:**
The institution's participation in the **NAAC accreditation process** and achieving significant improvements in quality metrics were noted as a major achievement. Several faculty members also received awards and recognition for their contributions to the field of dentistry.
- **Student Achievements:**
Outstanding performances by students in national and international dental competitions, publications, and contributions to community service were celebrated.

Resolution:

- The Coordinator commended the collective efforts of faculty, staff, and students in making these contributions.
- The need for continued support and recognition of such achievements was stressed, with more avenues for showcasing student and faculty accomplishments.

Agenda 2: Review of AQAR 2023-24:

- IQAC reviewed AQAR for 2023-24 and following are the activities conducted by different committees as per the suggestions of IQAC

Resolution:

- The IQAC reviewed the total Annual Quality Assurance Report for the year 2023-24 and approval was given to place before the governing council.



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IQAC Chairman briefed the following initiatives taken and activities conducted by the institution during 2023-24

- Value added courses conducted- 22
- Total number of permanent faculty - 116
- Research publications in the journal notified on UGC care list -59
- No of seminars/ workshops attended by the faculty - 13
- Extension activities conducted during the year 2023-24- 70
- Students benefited by guidance for competitive exams and career counselling - 1204
- Professional development/ administrative training programs organized by the college for teaching and non teaching staff respectively - 32
- BDS Result - Total pass percentage - 89%
- MDS Result - Total pass percentage - 100%
- Institutional best practices - Augmented reality in dentistry and Finite element analysis

Meeting concluded with the vote of thanks by the IQAC Coordinator

Principal, Chairperson IQAC

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ACTION TAKEN REPORT OF FIRST IQAC MEETING 2023-24

S.No	Points Discussed	Resolution	Action taken	Status
1	The necessity to reconstitute the IQAC and the selection criteria for members, ensuring diverse representation from departments, administrative units, and student bodies.	The reconstitution of IQAC would include faculty from different disciplines, administrative staff, student representatives, and external experts.	The members agreed to the decision and the composition of the IQAC.	Approved and finalized
2	Proposed academic plan focusing on: • Curriculum Review • Online Learning and Hybrid Models • Faculty Development Programs • Research and Development Initiatives • Student Support Systems • Accreditation and Ranking Goals	The calendar of events has been approved, including suggestions from CDC and department heads.	The academic calendar was updated with the agreed suggestions and initiatives.	Approved and updated
3	Enhancement in the quality and number of publications.	Instructed to publish in standard, indexed journals and avoid fake journals	Faculties have identified different journals and uploaded their manuscripts	Ongoing
4	To strengthen the feedback mechanism.	Analyzing feedback from stakeholders	Strategies are discussed with committee members	Ongoing
5	To organize various faculty development programs, add on courses, value added courses, etc.	Implementation of various programs as per the points discussed	Adequate number of programs are being conducted.	Ongoing

Principal, Chairperson IQAC

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ACTION TAKEN REPORT OF SECOND IQAC MEETING 2023-24

S.No	Points Discussed	Resolution	Action taken	Status
1	Curriculum Updates: New topics/subjects implemented; positive student feedback. - Faculty Development: Training programs conducted on innovative teaching methodologies; good participation. - Research Initiatives: Grant proposal for collaborative research submitted.	Members acknowledged the successful implementation of most action points.	- Curriculum updates were implemented as planned. - Several faculty development workshops on teaching methodologies were conducted. - Collaborative research grant proposal submitted.	Completed
2	Research Output: Several papers published in peer-reviewed journals; faculty/students participated in conferences. - Research Grants: External grants submitted, with some approved. - Extension Activities: Free dental check-up camps in rural areas; oral health awareness programs.	Encouraged continuation and expansion of research and extension activities. - Increased student involvement in research and extension suggested. Research & Extension Committee to propose student engagement.	Research publications and conference participation continued. - Research grants approved for upcoming projects. - Extension activities like dental check-up camps were organized.	Ongoing (Expansion in progress)
3	- Co-Curricular Activities: Various seminars, workshops, and student conferences were organized with significant student participation. - Student Support	- Appreciated efforts in student support but suggested more student-centric activities to enhance engagement.	Co-curricular events held with strong student participation. - Counseling and career guidance services introduced. - Campus	Ongoing



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	Services: Counseling, career guidance, and academic support introduced. - Campus Facilities: Enhancements like recreational facilities, hostel, and library upgrades.		Improvements continued.	
4	Institutional values and best practices Implementing Augmented reality in dentistry and Finite element analysis was proposed.	more comprehensive action plan that integrates core values into the curriculum, teaching methodologies, community outreach and Implementing Augmented reality in dentistry and Finite element analysis	Implemented Augmented reality in dentistry and Finite element analysis was proposed	Completed

Principal, Chairperson IQAC

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ACTION TAKEN REPORT OF THIRD IQAC MEETING 2023-24

S.No	Points Discussed	Resolution	Action taken	Status
1	<p>Academic Collaborations: Successful partnerships with universities and research organizations. Initiatives include student exchange programs, joint research projects, and faculty development programs. Collaborative seminars and workshops held.</p> <p>- Community Outreach: Health camps and awareness drives in collaboration with local health authorities and NGOs.</p>	<p>Suggested increasing student involvement in research and internships.</p> <p>- Implement a formal mechanism to evaluate the effectiveness and outcomes of collaborative activities.</p>	<p>Collaborative activities have been ongoing and successful.</p> <p>- Discussions on increasing student participation in research and internships are underway.</p>	Ongoing
2	<p>Physical Facilities: 6 classrooms, 5 labs, 9 seminar halls, faculty rooms in good condition. Smart classrooms and Wi-Fi installed. Library well-stocked with 7018 books and 2676 titles. Collaboration with e-platform of RGUHS.</p> <p>- Academic Support Facilities: Online learning platforms, tutoring, peer mentoring, and academic counseling</p>	<p>- Continue infrastructure improvements, especially for older classrooms and lab spaces.</p> <p>- Expand academic support services, particularly personalized tutoring and digital learning resources.</p>	<p>Upgrades to classrooms and labs have begun.</p> <p>- Academic support services, including online platforms and mentoring, continue to be provided.</p>	Ongoing



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	services have been functioning well. Mentorship system streamlined.			
3	Feedback on Current System: Parent-teacher meetings held last year were well-attended and valued by parents. Some parents suggested more frequent meetings to stay informed on student performance and well-being.	A detailed schedule for parent-teacher meetings will be sent to all parents at the beginning of each academic year.	Plan for parent-teacher meetings for the upcoming year is in place. - Schedule will be shared with parents at the start of the year.	Ongoing
4	Overview of Mentoring System: Faculty assigned to mentor groups. Regular meetings for academic guidance, career counseling, and personal development.	Enhance the mentoring system with more structured guidelines, periodic progress reviews, and mentor training sessions.	Regular mentoring sessions continue. Plans to structure mentoring guidelines and introduce mentor training are underway.	Ongoing

Principal, Chairperson IQAC

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ACTION TAKEN REPORT OF FOURTH IQAC MEETING 2023-24

S.No	Points Discussed	Resolution	Action taken	Status
1	Significant contributions	To highlight all the achievements	Actions initiated	Achieved
2	Review of Annual quality assurance report for the year 23-24	To conduct criteria wise review meetings to familiarize the accreditation norms and to foster the submission process	Actions initiated	Ongoing

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