

**BHARATI VIDYAPEETH
DEEMED TO BE UNIVERSITY
DENTAL COLLEGE AND HOSPITAL, PUNE**

Date: 07 /08/2019

The Minutes of Core Committee held on **31/07/19** (Wednesday) are presented herewith:

Updates:

1. Interns' farewell was organized for Interns batch of 2018-19 on 11th July 2019. The event was inaugurated by Principal Dr. Rajesh Kshirsagar. Dr. Jyoti Mandlik has given oath to become empathetic and responsible dentists. Each Intern was given a Memento to cherish the memories they had in the institute over last 5 years. Legacy was passed on and symbolized by the lighting of the candle. This was followed by some fun filled games.
2. NSS unit has conducted 'Pledge for Life- Tobacco-free Youth programme' on 11th July 2019. A motivational video was shown to the students. These students have taken the pledge 'Tobacco-free for Life'.
3. 'Tobacco Free Day' function was organized for students and staff at Bharati Vidyapeeth College of Architecture, Pune on 11th July 2019. These students have taken the pledge 'Tobacco-free for Life'. Dr. Santosh Jadhav and Dr. Shameeka Thopte delivered a lecture on 'Ill effects of tobacco on oral and general health'. This was followed by Dental Check-up Camp. Staff and students of the college were benefitted.
4. On 29th July 2019, Department of Prosthodontics and Crown and Bridge had organized Lecture followed by Hands -On "Digital Impressions – 3 Shape Trios 3", by Dr. Mazna Ashraf. If implemented it is one kind of joint venture between the Institute and Industry. It was a good step towards the digitalization of Dentistry and to explore full potential to achieve never before result and patient satisfaction.
5. Gypsum Recycling Unit is fully functional and 2-3 kg recycled dental gypsum is produced every day which will be used for Preclinical Laboratory Exercises from this academic year.
6. All University Examination results (BDS & MDS) have been declared except MDS results in the subjects of Prosthodontics and Crown and Bridge and Oral Medicine and Radiology which will be declared later.

7. All Internal Examiners have to be alert when compiling marks for Theory Examinations as well as Practical/Clinical Examinations. If failure of the number of students is very high then it must be reported to the Principal and Dean.
8. After suggestions from members, it has been decided that rotation of nurses will be only after a period of two years.
9. Please ensure that clerks must have completed their tasks till 31st July 2019 at department level, as Clerks Rotation is in offing.
10. Kindly ensure adequate stock of Consumable Materials for next 4 months in your respective departments to make sure continuous supply until next order is received. If additional material is required please place orders now itself.
11. **Purchase and Stores Committee** has been asked to analyze whether the purchase of Consumable Materials should be done quarterly (January, April, July and October) or every six months (January and July). Stock of consumable materials without expiry can be ordered for one year.
12. **BDS Admissions update:** 79 Status Retention Candidates in two rounds. Mop Up Round begins on 13th August 2019. Stray Round (University / Institutional Round) will be from 27th -31st August 2019.

Agenda and Upcoming events

1. Faculty of Public Health Department going to Panshet & Lavale may leave early at 3.30 pm (after submitting accounts in person) only on the days of their visit to satellite centers. Faculty going for dental camps will not be allowed to leave early.
2. The safety of the students is Institute's responsibility. Students must report to the concerned faculty in the college before going for any Dental Camp. It is compulsory for the concerned faculty to bring the students back from dental camps to the college. Ensure that all Dental Camps should conclude before 2.30 pm and the students must reach college before 4.00 pm. If screening of patients remains then the Dental Camp may be continued on next day.
3. **Internship:** The new batch of Interns joins on 1st August 2019. Ensure that the department rules and regulations are explained on the very first day by Interns In-charge. Every department should provide details on attendance, record maintenance, log books and extension rules.
4. **Research projects undertaken by faculty** should be completed and submitted for publications by December 2019.
5. **All records of Committee meetings / Committee Reports and events** have to be uploaded on College website every 15 days.

6. **Documentation of Undergraduate & Postgraduate students:** Students' record of leaves, misconduct, incomplete assignments, poor performance, etc. must be maintained in the department **in time** with remark from Head of the Department along with attendance and performance records. If the letter of apology is taken from the students for misconduct then it must be brought to the notice of Head of the Department and its photocopy must be forwarded to the Principal. Student must be asked to submit leave application/ medical certificate if applicable for his/her absence to In-charge of the subjects. Head of the Department must be informed regarding the frequent absentee of student and parents of the student should be intimated by email.
7. **Documentation of Weaker students:** After assessing the performance in Terminal Examination, if probability of a student failing in the University Examination is high then his/her parents should be informed. If necessity arises, assign these students some examination simulation exercises for that subject after Preliminary examination. Such exercise at subject level by faculty will encourage these students to perform better during University Examination and eventually help reduce potential failures. Prior to University Examination, such examination simulation exercises for the concerned subject should be given to repeaters also to help them improve their performance. These assignments must be duly signed by both student and Subject In-charge and kept as Documentation of Weaker students in the Department.
8. **Behavior of faculty with students:** Do not engage in social manner and on social media with postgraduate and undergraduate students either during or after college hours. Parties with students at clubs or restaurants should be avoided by faculty. Assessment of student's work should be done in Preclinical laboratory or in UG/PG Clinics and not in faculty rooms. Gender cognizance: Female staff presence is must while conducting viva for female student by male faculty.
9. **Parent Teachers Meeting for postgraduate students** is under consideration. Dr Vasantha is requested to pursue it to analyze its frequency & necessity among postgraduate departments.

Upcoming events

1. **Orientation Program for the newly admitted BDS students** will be conducted on 1st August 2019 in the Department of Oral Pathology by Department of Oral and Maxillofacial Surgery. Anti ragging online form and Oracle entries to be done on the same day.

2. **Flag Hoisting** will be organized on 15th August 2019 by Department of Paediatric Dentistry
3. **CDE Program on “Research Methodology”** will be organized for MDS Part I and PG Teachers by Department of Public Health Dentistry on 28th and 29th August 2019. Speakers will be Dr. Umesh Wadgave, Dr.Mahesh Khairnar, Dr. Amol Jamkhande.
4. **The next Parent Teacher Meeting** for all undergraduate students (I- IV year) together will be held on Saturday 21st September 2019 at 9.30am. Department of Public Health Dentistry has been given the responsibility of conducting the event.

Dr.Rajesh Kshirsagar
Chairman