

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

The Core Committee meeting was held Online on Zoom on 07/04/2020 (Tuesday) at 7.00 pm.

Zoom meeting invitation- Core Committee Meeting- April 2020

Location:<https://us04web.zoom.us/j/649831624?pwd=T01EeU1LdDNmYy9YZWtnbFhuK01VQT09> Password: 4WSI5m

The Minutes of this Core Committee are presented herewith:

Updates:

1. On 4th March, 2020, Dr. Amol Patil has updated all Teaching Faculty on '**Publications as well as Regulations of DCI in this regard**'.
2. A Guest Lecture on "Prevention of Acute High Altitude Mountain Illness" was organized on 4th March, 2020. Guest speaker for the session was Surg. Captain Dr. Gaurav Sikri, Professor & Head, Department Of Physiology, AFMC, Pune. The lecture highlighted precautionary measures which can be taken before starting or planning for any high altitude (2500 feet or above) trekking/climbing. The response from the audience was overwhelming and overall the lecture was informative and beneficial for one and all. Department of Basic Medical Sciences had organized this lecture.
3. **Parents Teachers Meeting** was conducted on 7th March 2020. Parents interacted with teachers regarding academic performance of their wards. All the parents were satisfied with academic and extracurricular activities of the college. Some doubts of the parents were clarified by the Principal Dr. Rajesh Kshirsagar.
4. **Observing Late Hon'ble Dr. Patangrao Kadam's Death Anniversary:** All Teaching and Nonteaching staff paid tributes to our Founder-Chancellor Dr. Patangrao Kadam Saaheb on 9th March 2020.
5. Due to an alert with Covid-19 spreading rapidly, meeting was conducted with all HoDs/ Incharges on 12th March 2020 to ensure adequate supply of masks, hand sanitizers and soap in respective departments. Wearing of a mask made mandatory by all the staff members and students in college premises. All the staff and students are instructed not to remove the mask when talking to the patient as we are close to the patient. All the staff and students were asked to follow hand hygiene. Students working in departments on patients were instructed to use face screen/ shield in addition to masks, cap and gloves to protect themselves and others. The

dental chair, the door knob and furniture were wiped regularly with disinfectant.

Due to genuine risk of transmission of Covid-19 infection from patient to the clinician, faculties were asked to enquire Patient's and his family's travel history and treat or refer (to other departments) only those patients who require immediate/early intervention. The decision in this regard was taken by HoDs in consultation with department colleagues. References to other departments were carefully decided on the merit (difficulty and urgency) of the care required. Only emergency treatment was given for the patient with a cough or cold.

In an attempt to control the spread of Corona virus it is necessary to restrict the assembly of individuals. In this regard all Teaching Faculty members were informed not to organize any Workshop/Symposium/Conference/Guest Lecture etc until further orders. Any events previously planned may be postponed until the situation is suitable for the conduct of such programs. It would be most appropriate to consider conduct of events at a later date after evaluation of the situation at that point in time.

6. All HoDs / Incharges must ensure that at least one Non-teaching staff shall be responsible for managing cleanliness and hygiene.
7. Institutional Research and Ethics Committee has organized a Guest lecture on, "**Writing a Research Proposal - Study Design and Statistical Considerations**" by Dr. Supriya Bhalerao on 13th March, 2020 for PG students and faculty members. She had clarified most of the doubts related to research. 35 PG students and 20 faculty members attended the lecture.
8. The coordinators have communicated with their respective classes and obtained information regarding foreign visits by students or their relatives who have visited a foreign country after 14th February 2020 after verifying from their passport and submitted the same in writing (the complete details of the country visited, duration and date of return) on 16th March 2020. Similar information for the staff has been submitted in writing by Dr. Amol Patil.
9. As per instructions received from the University, classes (lectures/ practicals/ clinics) for all Undergraduate Students (including Interns) were discontinued from 16th March 2020 until further orders. In this regard, Coordinators informed the respective classes immediately.

10. The Reading Hall (Library) except Return-Issue counter kept closed from 19th March 2020. Students were requested to refrain from using the seating area of the Library until further orders.
11. All PG students (MDS I, II, III) were asked to stop attending their academic and clinical duties from 21st March 2020 as per instructions received from the University.
12. BVDU Dental College and Hospital Pune remained closed from 21st March 2020 until further orders as per the instructions from the concerned authorities. You are instructed to remain at home. Any change in the above shall be communicated to you. Take care and Stay Safe.
13. Teaching faculty and Non-teaching staff were asked to stop attending duties from 22nd March 2020 until further orders.
14. Principal has sent a communication to parents and students to reassure them through Whatsapp on 27th March 2020. 'Dear Parents/ Students: We hope this communication finds you in good health and spirits. As you are aware these are unfortunate, unforeseen circumstances and the situation is not yet suitable for your/ your ward's return to the college. The University and the College are aware of the condition and shall abide by the instructions/directives given by the Central/ State Government from time to time. We wish to reassure you that the University and the College shall ensure that the academic and clinical activities are completed satisfactorily before the conduct of the University Examinations. We urge you to Stay Home and Stay Safe. We shall intimate you regarding the appropriate time for you to return to college and continue your studies. Regards, Principal and Faculty.'
15. Principal has communicated with staff through Whatsapp on 31st March 2020. 'Good evening everyone: As you are aware the conditions at present are not suitable to conduct regular classes and render services to all patients. You are therefore requested to 'Stay Home' and follow all instructions given by the concerned authorities. At an appropriate time you will be informed regarding your return to duties. Please use suitable technology and social media to maintain contact with students and assist them in their academic endeavours. Patients who require immediate services/ treatment may be directed to the Casualty/ Emergency Section at Bharati Hospital. All PG Teachers are requested to contact each of their PG students and ensure that they are safe and taking necessary precautions.

Please use this time to reconnect with your family and rejuvenate yourselves.

With warm regards, Rajesh Kshirsagar

16. The following Teaching Faculty had undergone a 3 days Online Workshop: **'Online Learning for Faculty; what you need to know and prepare for a successful transition of your curriculum'** from 1st to 3rd April, 2020 organized by QASPIR (Quality Assurance Strategic Planning Institutional Research), United Kingdom, and an International Consultancy Specialising in Quality Assurance, Program Accreditation and Student Success.

- Dr. Abhijeet Jadhav, Department of Oral Medicine & Radiology
- Dr. Yogesh Khadtare, Department of Periodontology
- Dr. Sudhir Pawar, Department of Oral & Maxillofacial Surgery
- Dr. Mrunal Shinde, Department of Conservative Dentistry & Endodontics
- Dr. Pankaj Kadam, Department of Prosthodontics and Crown & Bridge
- Dr. Rohan Shah, Department of Pedodontics & Preventive Dentistry
- Dr. Praveena V Kulkarni, Department of Oral & Maxillofacial Pathology & Microbiology
- Dr. Siddharth A Shinde, Department of Orthodontics & Dentofacial Orthopedics
- Dr. Saurabh P Kakade, Department of Public Health Dentistry
- Mr. Shivdas M Mali, Department of General Pathology & Microbiology
- Mr. Gaurav B Deshmane, Department of Pharmacology
- Dr. Nimty Raina, Department of General Physiology & Biochemistry

Agenda:

1. All faculty members who have been allocated tasks pertaining to DCI Self Assessment are requested to mail the documents of completed tasks to rajeshkshirsagar40@gmail.com
2. All patients (New and Recall) must be entered in OPD Register. Subsequent to this entry patients may be given an appointment or sent to UG/ PG sections for dental treatment. UG and PG sections should have independent Work Done Registers only. In all each department will have Three Registers (OPD, UG work done and PG work done). Departments should send xerox copies of only UG and PG Work Done Registers to OPD at 4pm every day. In addition if desired an Appointment Register may be maintained by concerned departments at their discretion.

3. Coordinators of the committees are requested to send the scanned copies of the Meetings of the Committees under their charge. Reports of at least 2 meetings conducted from June 2019 to December 2019 should be included considering that each Committee meets at least once every three months (Quarterly). All reports should be signed by the Chairman and members of the Committee. Please send the scanned copies to enamelpearl87@gmail.com All the committees to submit the typed committee meeting report in following format
 - Agenda of the meeting
 - Minutes of meeting
 - Signatures of the member who attended the same
4. Henceforth, the photographs taken as a record representing our institute, honours & awards received have to be Geotagged. Geotag application needs to be downloaded from the Playstore. Geotagging is a GPS equipped camera which gives geographical location [date, time, location etc] to the photographs.
5. ICT committee has made an online form to evaluate student satisfaction. All student coordinators circulated the link to all students.
https://docs.google.com/forms/d/e/1FAIpQLSczly4Y0Y9CJAAqkcb9INxAc9iOP7x02i3pWRRGkoZ9X0hVWA/viewform?usp=sf_link All coordinators are requested the students of respective classes to fill and submit the Student Satisfaction Survey.
6. Preliminary examinations will be postponed until further notice.
7. Online Teaching methods: A minimum of 2 lectures per week need to be conducted online for each subject. Faculty need to be familiar with either Google Class or Zoom meetings where 100 students can join at one time. Faculty who has undergone training from the department will assist other faculty for online classes. The classes will be taken by the teachers as per the allotment. All details of such online lectures needs to be kept with the respective teachers as a proof that we have conducted the lecture and the topic is completed, so that we need not take it again when college reopens. Theory lectures can be completed in this manner but the practical classes will be conducted only in college and will be fulfilled before the University examinations. The class coordinators to contact the class representative and are requested to coordinate these classes. Faculty can contact me anytime if any difficulty or for discussion about the online classes.

8. All undergraduate students' coordinators are required to send one question/assignment topic in their subject everyday to the students on their respective Whatsapp groups. This has to be done till the students join back. All the assignments should be collected back from them and evaluated. All coordinators are to provide Assignments and Teaching Material to UG students as per guidelines given below:

- Written Assignments (Most Likely Questions) should be from the topics/portion already covered before 15th March 2020. One Question from each Exam-going subject per day. These assignments should be submitted by students on resuming classes.
- Teaching material in the form of PowerPoint presentations, written notes, or book/chapter references of topics to be taught /covered in the remainder of this term. This should also be of Exam-going subjects only.
- Use of WhatsApp or email is recommended.

These steps shall greatly aid in completion of the syllabus in time. We intend to conduct the University Examinations of Summer 2020 as early as possible.

9. All PG Teachers should instruct their postgraduate students to compile and send for publication at least one article in a Pubmed/ Scopus indexed journal. In addition postgraduate students may be given written assignments to complete. These should comprise Questions from previous University Examinations and /or Preliminary Examinations. One Long Question a day would be satisfactory.

10. BVDU Dental College and Hospital, Pune is now an approved International Training Centre (ITC) for the American Heart Association (AHA). We are at present permitted to conduct Workshops on Basic Life Support (BLS) & Advanced Cardiac Life Support (ACLS).

The Team includes:

1. Dr. Rajesh Kshirsagar
2. Dr. Amod Patankar
3. Dr. Shweta Chaudhary
4. Dr. Vasantha
5. Dr. Priya Lele
6. Dr. Swapna Patankar
7. Dr. Abhijit Jadhav
8. Dr. Aarti Gachke

9. Dr. Laxmi Lakade
10. Dr. Mrunal Shinde
11. Mr. Arvind Chinchawade

Upcoming events

1. Workshops on Basic Life Support (BLS) in May 2020 by BVDU Dental College and Hospital, Pune International Training Centre (ITC) for the American Heart Association (AHA).

Thank you for your support over the past few weeks. It has been a trying time for all of us. I am sure this difficult time shall pass uneventfully for all of us if we take care and follow instructions given by concerned authorities. Please Stay Home and Stay Safe.

Dr.Rajesh Kshirsagar
Chairman