

MEGHNA INSTITUTE OF DENTAL SCIENCES (MIDS), NIZAMABAD

MINUTES OF GENERAL BODY MEETING

Date : 20th January 2021.

Location : Dept of Pedodontia

Presided by : Dr.P.V. Ravindranath Reddy, Convenor.

Members Attended: Dr. C. Hemachandra Babu, Dr. Sushma Naag, Dr.B.Praveen Kumar, Dr. Shobarani, Dr. Vengal Rao & Mrs. N. J. Mary.

Absentees: Dr E. Seena Naik

1. Dr. Vengal Rao added to the General Body.
2. Requesting HODs to mention any pending or new civil works in all PG departments.
3. Staff quarters civil work – to be initiated very soon. Work informed and discussed with Dr. Laxman
4. Books and instruments list checked and confirmed with Dr Avinash. Advised to collect uniform fees after college commences for 1st year freshers. All the other former years' list along with sizes handed to office clerk soumya in 2019.
5. All the HODs are requested to cooperate for PG Admissions. Any queries to be brought to the notice of HOD also, along with other officials for fruitful negotiations. PG seat amount to be mentioned and discussed with HOD's also, for the benefit of the department.
6. Mess shifting to Girls Hostel is under progress. Girls Hostel warden was called for discussing about number of beds, tables, rooms and any other pending works. Work progression discussed with Dr.Laxman and Dr. Bhanu.
7. College is ready for taking care of Students:
 - a) Banners about COVID-19 protocol to be displayed.
 - b) Exclusive batch wise timetable for practicals charted out for 1st to 3rd year BDS students.

- c) Dr Laxman was appointed as Nodal officer along with ETF which includes Dr.P.V. Ravindranath Reddy, Dr.C. Hemachandra Babu, Dr. Sushma Naag, Dr.B.Praveen Kumar, Dr. Saichand and Dr. Apoorva.
- d) More dustbins required for disposal.
- e) Orientation classes about SOP & protocols to be delivered to Students.

Pratap

PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES (MIDS), NIZAMABAD

MINUTES OF GENERAL BODY MEETING

Date : 13 January 2021.
Time : 10.00 AM. --- 10.40 P.M.
Location : Board Room
Presided by : Dr.P.V. Ravindranath Reddy, Convenor.
Members Attended: Dr E. Seena Naik , Dr. C. Hemachandra Babu, Dr. Sushma Naag, Dr. B.Praveen Kumar, Dr. Shobarani & Mrs. N. J. Mary.

1. Fees collection:-

Requesting parents to pay fees at the earliest

2. Admission :-

- a) Motivating PG Students and stay to help each other for admissions as incentives are given.
- b) Follow up on paper ads, consultancies and phone calls to NEET rank holders by staff done.

3. PG Students curriculum :-


It is followed regularly in all departments.

4. Self Appraisals :-

Submitted by all departments.

5. Software entry :-

Reminded the concerned personnel about updating us and demonstration of software.


PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 24th Feb' 2021

Time : 11:00 AM. --- 12:30 P.M.

Location : Board Room

Presided by : Dr. P.V. Ravindranath Reddy, Convener.


Members Attended: Dr. Sushma Naag, Dr. B.Praveen Kumar,
Dr. C. Hemachandra Babu, Dr. B. Shobarani

Members Absent : Dr. E. Seena Naik

Agenda received date : 17/02/2021, Time:11:00 am

Minutes submitted date : 01/03/2021, Time: 10:00 am

S. No.	Agenda	Description	Responsibility Assigned	Target Date
1.	Updates regarding Software	Request to implement software from 01.03.2021 as suggested		
2.	OMR PG's for City clinic	OMR PG's continue to be posted in City Dental Clinic		
3.	Senior Lecturers to be posted in City clinic	Requesting HOD's to post Sr. Lecturers in City Dental Clinic on rotation basis.		
4.	Year program schedule for this academic year (Dept. wise)	Requesting all HOD's to submit yearly Planner at the earliest for the Academic year 2021-22.		


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Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES
Mallaram (V), Nizamabad.

CIRCULAR

Lr.No.MIDS/Circular/Acad /2020-21/ 06

Date:02nd Mar'2021

This is to inform all the department HOD's are requested to submit Yearly planner at the earliest for the Academic year 2021-22.


PRINCIPAL

Copy to all Departments

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 23rd June' 2021

Time : 10:00 AM. --- 12:00 P.M.

Location : Board Room

Presided by : Dr. P.V. Ravindranath Reddy, Convener.

Members Attended: Dr. Sushma Naag, Dr. B.Praveen Kumar, Dr. E. Seena Naik

Dr. C. Hemachandra Babu, Dr. B. Shobarani, Dr. Vengal Rao


Agenda received date : 23/06/2021, Time:9:30 am

Minutes submitted date : 24/06/2021, Time: 9:50 am

S. No.	Agenda	Description	Responsibility Assigned	Target Date
1.	Interview for the post of Sr. Lecturer in the Dept. of Prosthodontics	Interview of Dr.L.Satya Sri for post of Sr. Lecturer is taken and she can be recommended for the same	Forwarded to Admin Director for Approval.	24/6/21
2.	Updating regarding OP statistics Online	All the members have suggested and requested for a technical support person to overcome the glitches and to obtain systematic functioning of the software for time being.	Already informed to Admin Director	
3.	Equipment requirement for forthcoming DCI Inspection and updating Staff details and their certificates for Inspection	Requesting HOD's to check all the desired equipments and any other requirements for the anticipated DCI inspections. HOD's are also instructed to ask their respective staff members to provide all the necessary certificates, TSDC renewals / Registrations / AP renewals, of the current year 2021.	Already informed to Dept. H.O.'s to submit the list of Equipment required	

mail sent to
Dr. V. Megash Sir
on 24/06/2021
Ceg

4.	Dental Technicians and Dental Hygienist courses to start up	Recommended technician and hygienist courses (Post pandemic crisis)		
5.	Diploma courses in Conservative and Orthodontics departments	After achieving fruitful requisites of PG admissions, it is advised / recommended to closely watch the effective distribution of cases to UG / PG students, and then proceed with Diploma courses in Conservative and Orthodontics over the course of time. (Owing to pandemic crisis)		
6.	Fees collection	Staff / Mentors are requested to call the parents and request them for payment of fees / dues if any.	Already instructed to staff & mentors.	
7.	PG admissions updates.	Reminders to all the staff, HOD's are given with regards to PG admissions to be brought to the notice of the Management for negotiations.	Informed to all H.O.D's to prepare power point presentation & initiative for P.G admissions	


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MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 07th July' 2021

Time : 10:00 AM. --- 12:00 P.M.

Location : Board Room

Presided by : Dr. P.V. Ravindranath Reddy, Convener.

Members Attended: Dr. Sushma Naag, Dr. B.Praveen Kumar, Dr. E. Seena Naik

Dr. C. Hemachandra Babu, Dr. B. Shobarani, Dr. Vengal Rao, Mrs. N J Mary

Agenda received date : 07/07/2021, Time:9:30 am

Minutes submitted date : 09/07/2021, Time: 9:00 am

S. No.	Agenda	Description	Responsibility Assigned	Target Date
1.	Calling Final year BDS students from 15.07.2021 and Other years decide ?	Need not open college for Final year / Other years until any notifications issued by DCI / KNRUHS / Statutory bodies / Unanimous decisions made by Principals of Telangana State.		
2.	PG Mock Practical Exam ?	PG Practical Mock exam to be conducted.		
3.	Online Department programmes	Online department classes / programs are conducted smoothly till date. 1st BDS Internal assessments was conducted from 28.06.2021 to 30.06.2021 on Google meet app.		
4.	Review of existing rules and regulations for Staff, Students and workers.	Review of Rules :- Requesting the authorities to kindly review. a) To re implement Second Saturday holiday as per previous regulation. b) To be implement 2.5 days leaves, with ½ day leave to be taken in the Second ½ of the day i.e. (2 to 4 pm) afternoon session. c) To re-implement compensation days in the same month after obtaining prior permission from Principal. d) To issues Holidays as per Govt. of Telangana		

may / sent to
Dr. Uma Megash S
on 09/07/2021
Gg

- | | | |
|--|---|--|
| | <ul style="list-style-type: none"> e) To extent the flexibility of using CL from 3 months to 6 months (Biannually) f) To submit leave from, ½ day leaves, early in – out permissions prior and submit the same slips at office. In case of emergency leave the HOD should be informed along with principal to avoid LOP without following the above protocol LOP is mandatory to be implemented. g) Labour holiday on 1st May to be given. h) To consider emergency leaves as OD for any staff (owing to pandemic OD to be considered) i) Owing to pandemic, to consider emergency leaves as OD with proper intimation to higher authorities for Teaching staff | |
|--|---|--|

Rules for Students :-

- a) To maintain 85% attendance in Online mode.
- b) To make sure that fees is paid on time
- c) To be attentive in listening to classes
- d) To sincerely appear for Internal Assessment when scheduled. No Leaves or excuses will be allowed for students not appearing for Internal assessment.
- e) No uninformed CL will be entertained for Interns
- f) Interns have to do the work allotted by the departments before obtaining completion and No dues certificates.

Rules for Workers:-

- a) Prior leave, ½ day leaves to be informed.
- b) They should not be irregular to their duties.
- c) Salaries will be deducted if more than required leaves in a month is noticed.
- d) Biometric timings for workers to be monitored.
- e) No usage of cell phones by workers.
- f) They are not supposed to indulge in any protests against college. If done, show cause notice will be issued immediately.
- g) Labour holiday on 1st May to be given.

Discussion was not as per the Agenda.
 Perhaps
 9/7/21.
 Forward to Admin Director.

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 27th July' 2021

Time : 10:00 AM. --- 11:30 P.M.

Location : Board Room

Presided by : Dr. P.V. Ravindranath Reddy, Convener.

Members Attended: Dr. Sushma Naag, Dr. B.Praveen Kumar, Dr. E. Seena Naik,
Dr. B. Shobarani, Dr. B. Laxman, Dr. Vengal Rao, Mrs. N J Mary

Members Absent : Dr. C. Hemachandra Babu

Agenda received date : 27/07/2021, Time:9:05 am

Minutes submitted date : 28/07/2021, Time: 12:30 pm

- 1) It is suggested to issue official notice about college reopening and to emphasis on payment of Fees, Obtain NO Dues prior to entering postings and classes.
- 2) Issue notice to obtain Certificate from COWIN, Minimum compulsory 1st Dose for every student as per KNRUHS notification.
- 3) Time Tables are enclosed.
- 4) Task force & Emergency Medical Treatment to be monitored by Dr. Vengal Rao, Dr.R. Avinash, Dr. Apoorva and Dr. Kiranmayee.
- 5) Dr. R. Avinash, Dept. of Prosthodontics recommended for Reader post.
- 6) Dr. B. Santosh Reddy, Dept. of Orthodontics recommended for Professor post.

B. R. A. P. A.
PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD

Mallaram (V), Nizamabad.

NAME OF THE DEPARTMENT:

PROSTHODONTICS & ORTHODONTICS

Date: 28/07/2021.

Sl. NO.	Name of the Candidate	ON PAPER DOJ IN MIDS	REGULAR DOJ IN MIDS	Duration in MIDS	Conference Attended		Papers Published		DCI Norms Required / Not Required	HOD Recommendations
					Local	National / International	Local	Pubmed		
1.	D. RAVINAKH	—	✓		✓	✓	✓	✓		16/09/2019 28/8/2019
	D. SANTOSH REDDY	—	✓		✓	✓	✓	✓		

Mallaram (V), Nizamabad.

RESUMES

Date:

28/7/2024

NAME OF THE DEPARTMENT:

ORTHODONTICS:

[illegible]

MEGHNA INSTITUTE OF DENTAL SCIENCES
Mallaram (V), Nizamabad.

Lr.No. MIDS/Circular/Admn/2019-20/ 49

Date: 02nd June '2020

CIRCULAR

The Management has decided to form the 'Governing Body' to discuss the following issues.

- 1) Administrative matters
- 2) Grievances represented by the students, faculty and others.
- 3) Purchases
- 4) Developmental activities, etc.

Agenda (issues) will be prepared by Vice Principal on every Tuesday and sent to the convener.

The Governing Body will meet on every Wednesday in board Room between from 9:30am to 10:30am.

Convener should report to the Principal after meeting and submit the minutes of the Meeting.

Members of the Governing Body:

Convener : Dr. P.V. Ravindranath Reddy

Members : Dr. E. Seena Naik
Dr. C. Hemachandra Babu
Dr. B. Praveen Kumar
Dr. Sushma Naag
Dr. B. Shobarani
Mrs. N. J. Mary

Pratap. K
Dr. M. PRATAP KUMAR

Copy to the above staff members for information

MEGHNA INSTITUTE OF DENTAL SCIENCES
Mallaram (V), Nizamabad.

The following Points were discussed from Governing Body on 10.06.2020.

- 1) Deficiencies submitted by total departments except Physiology department.
- 2) Staff Self appraisals pending from the month of MAR'2020 onwards.
- 3) PG seminars have to cross check and monitor the time table, if the seminars was not happening will forwarded to management.
- 4) Publications for all department staff members should be mandatory time frame of six months.
- 5) Department wise Deficiencies material of all the departments - concerned person _____ who to inform.
- 6) To conduct every month meeting of PG students to address the governing body to their difficulties.
- 7) Teaching and Non-Teaching staff not allowed to go Lunch hours.
- 8) To assign the receptionist of every department to monitor the function and condition of the instruments and equipment of the end of each day, and to report if any problem arises immediately in the next day.
- 9) Assigning all the Attenders and Sweepers to their concerned departments not to go anywhere without prior permission from the Manager.
- 10) Discussed the workers are attended the Dharna without permission on 27.05.2020.



PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

GB - Agenda-10-06-2020

Request-Dept wise infrastructure requirements

Reviewing-Teaching staff self appraisal for the past 3 years

Planning-Covid time - students clinical training with live demonstration through AV/Microscope

Reviewing-Workers working schedule

Disciplinary- Issuing MEMO to workers who participated in strike during college hours.

Pratap


PRINCIPAL

Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES
Mallaram (V), Nizamabad.

The following Points were discussed from Governing Body on 10.06.2020.

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- 10) Discussed the workers are attended the Dharna without permission on 27.05.2020.


PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

GB-17-6-20

Starting webinar/ online demonstration for interns

Starting research activities through KNR
university(ICMR)

Requesting and compiling of dept activities in
general like implementation of any new and
advanced treatments .

Pratap

PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES
MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : June 17, 2020.

Time : 10.00 AM, --- 10.40 P.M.

Location : Board Room

Presided by : Dr.P.V. Ravindranath Reddy, Convenor.

Members Attended: Dr. Sushma Naag, Dr. B.Praveen Kumar, Dr. Shobarani & Mrs. N. J. Mary.

Absentees: Dr E. Seena Naik , Dr. C. Hemachandra Babu

Agenda received date : 17/06/2020 Time:09:41

Minutes submitted date: 19/06/2020, Time: 11:00am

S. No.	Agenda	Description	Responsibility Assigned	Target Date
1.	Starting of webinar/online demonstration for interns	<ul style="list-style-type: none">HOD'S are requested to come up with detailed plan and were asked to give clinical training through AV/Microscope for the interns.Prepare time schedule for the demonstrations.Provide work station to give the demonstrations.Arrangement of audio visual aids.	HOD's	
2.	Starting Research activities through KNR University (ICMR).	<ul style="list-style-type: none">Encouraging all the staff members to participate in research activity according to KNR University (ICMR) guidelines.Providing the knr university guidelines regarding research activities to all the departments.	Teaching Fraternity	
3	Requesting and compiling of department activities in general like implementation of any new and advanced treatments	<ul style="list-style-type: none">Coordinating with different departments for necessary information.	HOD's	

- Any attachments required.

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM(V), NIZAMABAD

TASK COMPLETION REPORT

Date : June 17, 2020.


Time : 10.00 AM, --- 10.40 P.M.

Location : Board Room

Presided by : Dr.P.V. Ravindranath Reddy, Convenor.

Members Attended: Dr. Sushmanaag, Dr. B. Praveen Kumar, Dr. B. Shobarani & Mrs. N. J. Mary.

S. No	Agenda	Description	Responsibility Assigned	Meeting Date	Target Date	Completion/ Submitted Date	Remarks
1	Request for department wise infrastructure requirement	Received and Compiled the Infrastructure requirement as submitted by Dental departments.	Dr. R. Avinash	10 th June 2020		17 th June 2020	Medical department requirement details not submitted


PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

Agenda for 24-06-2020 – GB

- 1) Starting of webinar/online demonstration for interns
- 2) Starting Research activities through KNR University (ICMR).
- 3) Requesting and compiling of department activities in general like implementation of any new and advanced treatments
- 4) Staff Timings
- 5) Lunch Timings

Pratapa

PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 24th June, 2020.

Time : 10.35 AM. --- 12:00 P.M.

Location : New Auditorium (3rd Floor) & Board Room

Presided by : Dr.P.V. Ravindranath Reddy, Convener.

Members Attended: Dr. Sushma Naag, Dr. B.Praveen Kumar, Dr. E. Seena Naik,

Dr. C. Hemachandra Babu, Dr. B. Shobarani & Mrs. N. J. Mary.


Agenda received date : 24/06/2020, Time:10:35

Minutes submitted date: 26/06/2020, Time: 11:30 am

S. No.	Agenda	Description	Responsibility Assigned	Target Date
1.	Starting of webinar/online demonstration for interns	<ul style="list-style-type: none">HOD'S are requested to come up with detailed plan and are asked to give clinical training through AV/Microscope for the interns.Prepare time schedule for the demonstrations.Provide work station to give the demonstrations.	HOD's	
2.	Starting Research activities through KNR University (ICMR).	<ul style="list-style-type: none">Encouraging all the staff members to participate in research activity according to KNR University (ICMR) guidelines.Providing the knr university guidelines regarding research activities to all the departments.	Teaching Fraternity	
3	Requesting and compiling of department activities in general like implementation of any new and advanced treatments	<ul style="list-style-type: none">Coordinating with different departments for necessary information.Compiling of any new / advance treatments from the departments and submitted the photographs to website committee.	HOD's	

4.	Staff Timings	<ul style="list-style-type: none"> Chronic LOP's will be monitored and asked for explanation of the same. No half day leaves in the morning session (8.30am-1pm) henceforth are not allowed/ accepted/ issued. Half day leave permitted only for the noon session (1-4pm) after obtaining HOD permission. 		
5.	Lunch Timings	<ul style="list-style-type: none"> Teaching staff movement during Lunch hours from 1pm to 2pm is permitted and allowed with principal permission, however they have to report to the department by 2 pm. The timing of the staff movement would be monitored on a monthly basis and violators asked for the explanation of the same. 		

- Any attachments required.


PRINCIPAL
 Meghna Institute of Dental Sciences
 MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES
Mallaram (V), Nizamabad.

Lr.No. MIDS/Circular/Admn/2019-20/ 50

Date:03rd July '2020

CIRCULAR

This is for kind information to all Teaching and Non-Teaching staff following rules will come into action w.e.f.

- 1) Staff are not permitted to avail Half day leave during morning session, Half day leave is considered only afternoon session from 1 to 4pm after obtaining the HOD and Principal permission.
- 2) Teaching and Non-Teaching are not allowed to leave the campus during Lunch break from 1 to 2pm, prior permission from HOD and Principal should be taken to leave campus during lunch time.
- 3) In view of COVID-19, all Teaching and Non-Teaching staff are strictly informed not to leave their respective departments during college timings.
- 4) Visiting hours to meet principal are 10:30am to 11:30am for HOD's. Staff other than HOD's wants to represent to Principal should come through proper channel (HOD).

Copy to all Departments for information

Pratap A
Dr. M. PRATAP KUMAR
PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

Agenda for 1-7-20-GB

- 1, MIDS syllabus formation(adding new advancements in the teaching schedule)
- 2, Firming new Academic calendar with planner includes dept programmes etc
- 3, Forming and Reworking on quota system for students for better exposure.
- 4, Forming Staff recruitment and promotion protocols.
- 5, Restricting staff movements out of dept during OP hours.
- 6, Principal office visiting hours to be decided for HOD . (Restricting staffs from directly approaching principal during op hours. HOD s are only permitted to meet principal,)
Insisting discipline for all Teaching Staffs to strictly follow through proper channel .
Too much of time is been wasted in principal office to address every staff issues .

Pratap

PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES
MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 01st July 2020.

Time : 12:00PM. --- 01:00 P.M.

Location : New Auditorium (3rd Floor) & Board Room

Presided by : Dr. P.V. Ravindranath Reddy, Convener.

Members Attended: Dr. Sushma Naag, Dr. B.Praveen Kumar, Dr. E. Seena Naik,
Dr. C. Hemachandra Babu, Dr. B. Shobarani & Mrs. N. J. Mary.


Agenda received date : 01/07/2020, **Time:** 10:30 am

Minutes submitted date : 03/07/2020, **Time:** 09:00 am

S. No.	Agenda	Description	Responsibility Assigned	Target Date
1.	MIDS syllabus formation(adding new advancements in the teaching schedule)	<ul style="list-style-type: none">Suggest to introduce any new teaching methods to improve student competitive exam based training methods.Asking an UG to present a pedagogy in their posting tenure.		
2.	Firming new Academic calendar with planner includes dept programmes etc	<ul style="list-style-type: none">Giving timeframe to the departments to give a layout of their schedule and planner and the same to be handed over to the UG's		
3	Forming and Reworking on quota system for students for better exposure.	<ul style="list-style-type: none">Reemphasizing and encouraging students to try newer treatment modalities, after their due completion of prescribed quota by the DCI		
4.	Forming Staff recruitment and promotion protocols.	<ul style="list-style-type: none">Requesting timeframe to form guidelines for the same		

5.	Restricting staff movements out of dept during OP hours.	<ul style="list-style-type: none"> Staff movement register to be duly filled by the staff and maintained on daily basis. 		
6.	<p>Principal office visiting hours to be decided for HOD . (Restricting staffs from directly approaching principal during op hours. HOD s are only permitted to meet principal,) Insisting discipline for all Teaching Staffs to strictly follow through proper channel . Too much of time is been wasted in principal office to address every staff issues .</p>	<ul style="list-style-type: none"> Requesting all the Teaching staff to discuss any issue with their HOD, prior to direct meeting with the Principal. 		

- Any attachments required.


PRINCIPAL
 Meghna Institute of Dental Sciences
 MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES


Mallaram (V), Nizamabad.

Lr.No.MIDS/Circular/Acad /2019-20/ 25

Date:06th July 2020

CIRCULAR

- 1) All the HOD's are requested to incorporate Practical / Clinical demonstrations along with theory classes via ZOOM as per original class schedule.
- 2) Operating microscope available in Conservative may be utilized by other department faculty for clinical demonstration.
- 3) HOD's are requested to screen and select few topics ready for Research work and same may be allotted to forthcoming MDS students (Batch of 2020-21) for their dissertation work.



Dr. M. PRATAP KUMAR

Agenda for GB - 08-07-2020

1. All staffs will go on rotation duty for University Theory Examination for both dental and Nursing. The medical staffs based on the availability and eligibility can be utilised with their cader. A list has to be prepared drs eligible for chief, deputy and invigilator etc and should be called on rotation.

The remuneration has to be paid on date for invigilators and for deputy, chief and all associated sub staffs the remuneration should be paid on the last day of examination in the respective examination hall by the accounts person. Any changes or alterations requested by staff can be availed with written permission prior to examination.

The office should make sure to prepare the list within one day after receiving the letter from university.

A Pre examination meeting should be held by Principal with Chief, deputy and invigilators .

2. Ethical committee should be formed and students dissertation should be approved in the following sequences

a) 5 topics should be selected by the student with abstract and submitted to the committee

b) 3- in vivo and 2 in vitro can be accepted

c) clinical research should be given priority

4. Of the 5 one will be selected and student should present the same to the committee

5, the follow up should be done by 6 months by the committee.

Pratap

PRINCIPAL

Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 08th July 2020.

Time : 10:00 AM. --- 11:30 A.M.

Location : Board Room

Presided by : Dr. P.V. Ravindranath Reddy, Convener.

Members Attended: Dr. Sushma Naag, Dr. B.Praveen Kumar, Dr. E. Seena Naik,
Dr. C. Hemachandra Babu, Dr. B. Shobarani & Mrs. N. J. Mary.

Agenda received date : 08/07/2020, Time:09:40 am

Minutes submitted date : 10/07/2020, Time: 09:30 am

S. No.	Agenda	Description	Responsibility Assigned	Target Date
1.	<p>All staffs will go on rotation duty for University Theory Examination for both dental and Nursing. The medical staffs based on the availability and eligibility can be utilised with their cader. A list has to be prepared Drs eligible for chief, deputy and invigilator etc and should be called on rotation.</p> <p>The remuneration has to be paid on date for invigilators and for deputy, chief and all associated sub staffs the remuneration should be paid on the last day of examination in the respective examination hall by the accounts person. Any changes or alterations requested by staff can be availed with written permission prior to examination.</p> <p>The office should make sure to prepare the list within one day after receiving the letter from</p>	<p>Appreciate the timely payment of remuneration. Recommended to proceed with rotation duty for University Theory exams of the dental subjects, followed by sharing the duties of Nursing subjects amongst senior faculty. (Chief and Deputy cader). However it is requested and recommended to consider University practical exam days as working days.</p>		

	<p>university. A Pre examination meeting should be held by Principal with Chief, Deputy and invigilators .</p>			
2.	<p>Ethical committee should be formed and students dissertation should be approved in the following sequences</p> <p>a) 5 topics should be selected by the student with abstract and submitted to the committee</p> <p>b) 3- in vivo and 2 in vitro can be accepted</p> <p>c) Clinical research should be given priority</p> <p>d) Of the 5 one will be selected and student should present the same to the committee</p> <p>e) The follow up should be done by 6 months by the committee.</p>	<p>Requesting to form the Ethical committee.</p> <p>Recommending the following protocols for dissertation.</p>		

- Any attachments required.

Pratap
PRINCIPAL
 Meghna Institute of Dental Sciences
 MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES
Mallaram (V), Nizamabad.

Lr.No. MIDS/Circular/Admn/2019-20/ 53

Date: 28th July 2020

CIRCULAR

This is to inform all staffs will go on rotation duty for University Theory Examination for both dental and Nursing. The medical staffs based on the availability and eligibility.

Staff posted as Chief, Deputy or Invigilator for Theory exam and staff posted as Internal Examiner, days cannot be compensated.

Ethical committee should be formed and students dissertation should be approved in the following sequences

- a) 5 topics should be selected by the student with abstract and submitted to the committee
- b) 3- in vivo and 2 in vitro can be accepted
- c) Clinical research should be given priority
- d) of the 5 one will be selected and student should present the same to the committee
- e) The follow up should be done by 6 months by the committee

Pratap R

Dr. M. PRATAP KUMAR
PRINCIPAL

Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

copy to all departments

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 19th Aug 2020.

Time : 9:30 AM. --- 11:00 A.M.

Location : Board Room

Presided by : Dr. P.V. Ravindranath Reddy, Convener.

Members Attended: Dr. Sushma Naag, Dr. B.Praveen Kumar, Dr. E. Seena Naik,

Dr. C. Hemachandra Babu, Dr. B. Shobarani

Agenda received date : 19/08/2020, Time:09:10 am

Minutes submitted date : 24/08/2020, Time: 11:30 am

S. No.	Agenda	Description	Responsibility Assigned	Target Date
1.	Teacher Training for Reader and Associate Professor according to DCI	Need some time frame to know the details about Teacher training programme		
2.	Staff Points verification	All the PG department HOD's are requested to verify staff points according to the DCI guidelines		
3.	Inspection	1)Manpower is required to complete the OP records 2)All the HOD's are requested to check the Journals, Infrastructure and Equipment deficiencies and submit to the Office.		

Pratap
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MEGHNA INSTITUTE OF DENTAL SCIENCES
MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 30TH SEP 2020.

Time : 9:30 AM. --- 11:00 A.M.

Location : Board Room

Presided by : Dr. P.V. Ravindranath Reddy, Convener.

Members Attended: Dr. Sushma Naag, Dr. E. Seena Naik,

Dr. C. Hemachandra Babu, Dr. B. Shobarani

Member absent : Dr Praveen


Agenda received date : 30/09/2020, **Time:**09:10 am

Minutes submitted date : 01/10/2020, **Time:** 11:00 am

S. No.	Agenda	Description	Responsibility Assigned	Target Date																		
1.	The following is the list of deficiency / shortage of staff.	<table><tr><td></td><td>Deficiency</td><td>Substitute</td></tr><tr><td>1.Conservative</td><td>Reader(01)</td><td>Dr.S.Sandeep Dr.G.Sairam</td></tr><tr><td colspan="3">Resume of Dr.S.Sandeep Received.</td></tr><tr><td>2.Prostho</td><td>(01)Sr.lecturer</td><td></td></tr><tr><td>3.Periodontics</td><td>None</td><td>Dr.Naresh(on paper needed) Dr.Asma (on paper needed)</td></tr><tr><td>4.Orthodontics</td><td>None</td><td>Dr.Srikanth(Due for Reader)</td></tr></table>		Deficiency	Substitute	1.Conservative	Reader(01)	Dr.S.Sandeep Dr.G.Sairam	Resume of Dr.S.Sandeep Received.			2.Prostho	(01)Sr.lecturer		3.Periodontics	None	Dr.Naresh(on paper needed) Dr.Asma (on paper needed)	4.Orthodontics	None	Dr.Srikanth(Due for Reader)		
	Deficiency	Substitute																				
1.Conservative	Reader(01)	Dr.S.Sandeep Dr.G.Sairam																				
Resume of Dr.S.Sandeep Received.																						
2.Prostho	(01)Sr.lecturer																					
3.Periodontics	None	Dr.Naresh(on paper needed) Dr.Asma (on paper needed)																				
4.Orthodontics	None	Dr.Srikanth(Due for Reader)																				
2.	Central Library	<p>To make a through check of T.B & Journals of Oral path & PHD.</p> <p>01 National journalof each subject in 8 basic medical sciences is not present.</p> <p>To check 06 Titles for all specialities plus 5 copies each of all subjects of 1st – IV year BDS</p> <p>Back volumes of all National Journals of 9 specialities (OP & PHD deficient).</p>																				

mail sent to H.O on 09/10/20

3.		Merging Pedo and Ortho with Oral surgery (COVID Protocols) for treatment. Chlorhex mouthwashes, U.V.light boxes,exhaust fans (Mandatory). •		
4.		To host webinars on IDA Nizamabad platform by staff.		
5.		To check medical staff list ?? Possibility of attendary inspection during COVID time.		
6.		Deficiency of equipment is Oral Pathology and also infrastructure by 800 sq.ft (2800sft required).		
7.		Deifciency of 1600sft in PHD department.Total required area is 3600 sft, 03 Chairs shortage.		
8.		Fine during the COVID period is waved off for late submission of books in Library. Fine before COVID i.e upto 22 March 2020 has to be collected, Paid at the office for NO Dues.For exam purpose.		


PRINCIPAL
 Meghna Institute of Dental Sciences
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Meghna Institute of Dental sciences, Nizamabad

Governing Body Meeting

Date: 23-9-2020

Members absent: Dr. Shoba, Dept of Oral Pathology.

Minutes:

1. Final Year Attendance:

- Attendance of all students after discussing is to be considered: Cut off percentage is suggested to be 60% (Theory & practical).
- The above is given as consideration to the ongoing pandemic for benefit of students.
- Students who fall under 60 %, are left to the discretion of the HOD & Principal.

2. Interns Attendance:

- Awaiting the rules and regulations from the DCI / Statutory body about the fate of Interns joining the college.
- The Governing Body is considering the possibility of Interns to resume work if SOP is followed strictly.

(or)

- Requesting the authority to issue circular for charting out ONLINE INTERN TRAINING PROGRAMME.

3. Dental Management Software:

- Site opened successfully. Need timeframe of 1 week to receive inputs from each department.

forward to H.O. 1

Pratap R

(Mail Sent to Dr. Uma Megesh, Sir on 24/09/2020)

Dt. 18/09/2020

Library Issue:

- As per discussion and enquiry, It is mandatory to give Apology Note by the librarian.
- Implementation of New Rules.
 - a) Introduction of fine receipt for late submission and loss of books./Damage of books./Binding books.
 - b) Day-to-day submission of Library amount at the office and updating of records.
 - c) Every 3months Library Auditory mandatory by Auditing incharge.Dr. Sushmanag, Dr. Shobha along with Mrs. Mary, Mrs. Kalyani, Mr. Praneeth.
 - d) Requesting to appoint junior librarian for smooth conduction of work.

Pratap
PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES
MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 9TH SEP 2020.

Time : 9:30 AM. --- 11:00 A.M.

Location : Board Room

Presided by : Dr. P.V. Ravindranath Reddy, Convener.


Members Attended: Dr. Sushma Naag, Dr. B.Praveen Kumar, Dr. E. Seena Naik,
Dr. C. Hemachandra Babu, Dr. B. Shobarani

Agenda received date : 9/09/2020, Time:09:10 am

Minutes submitted date : 11/09/2020, Time: 11:30 am

S. No.	Agenda	Description	Responsibility Assigned	Target Date
1.	DUE DATES FOR FEE COLLECTION FOR UG AND PG STUDENTS FOR FULL ACADEMIC YEAR	<p>Head of the departments will follow up into the fees dues of PG students.</p> <p>Notice issual proposed about last date for fee payment of all students.</p> <p>1.First 15 days from last date of regular fee payment to be considered as grace period</p> <p>2.After grace period, to implement a fine 2.5% of the outstanding amount with 1% additional hike for consecutive months till the full payment of outstanding amount</p>		

2.	COLLEGE SOFTWARE	Requesting the HOD's to look into the college software and provide their valuable suggestions		
3	ETHICAL COMMITTEE	Proposed 1.All HOD's Of the Department 2.Statistician : Dr Arun Shyam 3.Biochemist: Mrs Mary 4. Pathologist: Dr Suman 5. Microbiologist: Mr Praneeth 6.Pharmacist: Mrs Kalyani 7.Nutritionist: Mrs Aruna Devi		


PRINCIPAL
 Meghna Institute of Dental Sciences
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MINUTES OF THE MEETING

GOVERNING BODY MEETING HELD ON 09.12.2020

Members Attended : Dr. P.V.Ravindranth Reddy, Dr.Sushma Naag, Dr. Seena Naik,
Dr. C. Hemachandra Babu, Mrs. N. J. Mary

Members Absent : DR. B. Praveen Kumar, Dr. B. Shobarani

Time : 10:35am, Report submitted on 10.12.2020 at 11:10am

The following are minutes held on 09.12.2020.

- 1) The Staff HOD's are requested to submit DCI Inspection report to the office.
- 2) There is a proposal to offer 25,000/- to Staff / PG student (From their fees Rs.25,000/- is waived off) as incentive if there is successful BDS admissions at the lucrative rate (Rs.3,50,000/- per year and Other fees)
- 3) All the Mentors are once again requested to make phone calls to mentees for fee payment. To explain the hardships faced by college and convince fee parents to pay the fees at the earliest.
- 4) Admission Committee: -

The following the members are suggested for committee:

- 1) Dr. E. Seena Naik
- 2) Dr. A. Kalyan Chakravarthy
- 3) Dr. R . Avinash
- 4) Dr. G. Saichand
- 5) Mrs. N.J.Mary

For smooth conduction of admission process.

forward to H.O for Approval.

Pratap

10/12/20.

Mail sent to
Dr. Uma Nagaraj S.
G

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM(V), NIZAMABAD

Minutes of the Governing body meeting

Date : 18 NOVEMBER 2019

Time : 09:30 AM – 11:00 AM

Location : Board room

Presided by : Dr. P. V. Ravindranath Reddy, Convenor.

Members Attended: .Dr.C. Hemachandra Babu, Dr. Sushma Naag, Dr. Shobarani,

Dr.Praveen Kumar, Dr.E. Seena Naik, Mrs.N.J.Mary.

AGENDA:

1. To encourage our students to attend and participate in international conferences.
2. To organize more faculty development programs for teaching and non-teaching faculties towards improving quality practices.
3. International interactions with foreign universities to update the knowledge for faculties.
4. To establish MOU with research centers as measure to promote the research activity of Faculty.

Pratibha
PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM (V), NIZAMABAD

Minutes of the Governing body meeting

Date : 11 MARCH 2019

Time : 09:30 AM – 11:00 AM


Location : Board room

Presided by : Dr. P. V. Ravindranath Reddy, Convenor.

Members Attended: Dr.C. Hemachandra Babu, Dr. Sushma Naag, Dr. Shobarani,
Dr. Arun Shyam, Dr.E. Seena Naik, Mrs.N.J.Mary

AGENDA:

1. To organize various workshops and seminars related
Quality improvement.
2. To promote high quality curriculum based Interactive E-content and audio
visual Videos.
3. Online assignments and feedbacks.
4. To improve skills in communication and approach with patients.
5. To improve interpersonal skills-barriers in
communication.
6. To constitute research advisory board to get the experts'
advice for research initiatives.


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MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM(V), NIZAMABAD


Minutes of the Governing body meeting

Date : 06 NOVEMBER 2018
Time : 09:30 AM – 11:00 AM
Location : Board room
Presided by : Dr. P. V. Ravindranath Reddy, Convenor.

Members Attended: Dr.C. Hemachandra Babu, Dr. Sushma Naag, Dr. Shobarani, Dr. Arun Shyam, Dr.E. Seena Naik, Mrs.N.J.Mary

AGENDA:

1. To implement advanced dental technologies
2. To collaborate with other institutes and industries
3. To start up exclusive digital marketing team for institutional promotion and excellence.
4. To plan and organize curricular, co-curricular and extra-curricular toppers and further shape them to achieve.
5. To introduce Relevant Add on Courses (Root canal treatment, implantology and laser dentistry). To help them in their subsequent clinical practice and employability.


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MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM (V), NIZAMABAD

Minutes of the Governing body meeting

Date : 20 November 2017

Time : 09:30 AM – 11:00 AM

Location : Board room

Presided by : Dr. P. V. Ravindranath Reddy, Convenor.

Members Attended: Dr.C. Hemachandra Babu, Dr. Sushma Naag, Dr. Shobarani, Dr. Arun Shyam, Dr.E. Seena Naik, Mrs.N.J.Mary

AGENDA:

1. Planning to increase the no of seats in Prosthodontics and Crown & Bridge, Conservative dentistry and Endodontics.
2. To encourage and motivate students to participate in external training programs, research activities, social welfare activities
3. To exclusively create necessary dental awareness to general public for oral hygiene maintenance.
4. To be designed to bridge the gap in teaching learning process and improvise teaching skills.
5. To organize and conduct institutional webinar series to effectively enable UG, PG and staffs to witness an optimal improvement in their overall academic clinical and research performance and activities.

Pratapa

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MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM (V), NIZAMABAD

Minutes of the Governing body meeting

Date : 6 MARCH 2017
Time : 09:30 AM – 11:00 AM
Location : Board room
Presided by : Dr. P. V. Ravindranath Reddy, Convenor.

Members Attended: Dr.C. Hemachandra Babu, Dr. Sushma Naag, Dr. Shobarani, Dr. Arun Shyam, Dr.E. Seena Naik, Mrs.N.J.Mary

AGENDA :

1. Application for commencing of postgraduation programs in field of Orthodontics, Periodontics, Conservative Dentistry & Endodontics, Prosthodontics and Crown & Bridge.
2. To Motivate Faculties to carry out PHD
3. To encourage Students and Faculties in Scientific research activities
4. To Implement digital patient data
5. To implement digital software to carry out academic & administration activities which aids in communication with parents and institution
6. To motivate students and faculties active participation in global dental education program

Principal
PRINCIPAL
Meghna Institute of Dental Sciences
MALLARAM (V), NIZAMABAD.

MEGHNA INSTITUTE OF DENTAL SCIENCES

MALLARAM (V), NIZAMABAD

Minutes of the Governing body meeting

Date : 08 MARCH 2018

Time : 09:30 AM – 11:00 AM

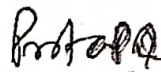
Location : Board room

Presided by : Dr. P. V. Ravindranath Reddy, Convenor.

Members Attended: Dr.C. Hemachandra Babu, Dr. Sushma Naag, Dr. Shobarani, Dr. Arun Shyam, Dr.E. Seena Naik, Mrs.N.J.Mary

AGENDA:

1. Student participation in International levels conferences
2. Aim for up gradation in Post graduate seats in field of orthodontics, Periodontics.
3. Aims for startup post-graduation in Department of Paedodontics and Preventive dentistry.
4. To implement fellowship programs.
5. To Motivate Faculties to carry out PHD & Scientific research activities.



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