



ANNOOR DENTAL COLLEGE & HOSPITAL



Recognized by the Dental Council of India, New Delhi,
Affiliated to Kerala University of Health Sciences
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6.2.1 - The Institutional has well defined organizational structure, Statutory Bodies/committees of the College with relevant rules, norms, and guidelines along with Strategic Plan effectively deployed.

INDEX SHEET

| S.NO | DESCRIPTION | PAGE NUMBER |
|------|--|-------------|
| 1 | Certificate of the Head of the Institution | 02 |
| 2 | Minutes of the College Council/ other relevant bodies for deployment/ deliverables of the strategic plan | 04 |



ANNOOR DENTAL COLLEGE & HOSPITAL



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CERTIFICATE OF THE HEAD OF INSTITUTION



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TO WHOMSOEVER IT MAY CONCERN

This is to Certify that The Institution has well defined organizational structure, Statutory Bodies/committees of College with relevant rules, norms and guidelines and the following are the minutes of the committees attached below.

Dr. GIJU GEORGE BABY, M.D.S.,

PRINCIPAL



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MINUTES OF THE COLLEGE COUNCIL/ OTHER RELEVANT BODIES FOR DEPLOYMENT/ DELIVERABLES OF THE STRATEGIC PLAN



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6.2.1: The institutional has well defined organizational structure, statutory bodies/committees of the college with relevant rules and guidelines along with strategic plan effectively deployed.

STATUTORY BODIES

Academic Monitoring Committee

As per KUIIS Act 2010, Chapter II6 (xx) the University has to monitor and evaluate the academic performance of the affiliated institutions. For this, Academic Monitoring Cell was constituted in the college which helps to improve the academic performance in a proactive manner. It consists of the Principal (Chairman), Vice -Principal (Co-Chairman), Heads of Departments, Unit Chiefs, Course Co-Ordinator's and Co-Ordinator's of the House Surgeons and PG Programs as members.

Anti-Ragging Committee

In view of directions of Hon'ble Supreme Court in SLP No 2,1295 of 2006 dated 16/10/2007 and civil appeal no 887 of 2009 dated 8/05/2009 to prevent and eliminate the scourge of ragging, an anti-ragging cell is functioning in the college nominated by Principal and representatives of faculty members, parents, students, non teaching staff, local media, non government organization involved in youth activities, hostel wardens.

Institutional Ethical Committee

In accordance with the Declaration of Helsinki and other international guidelines for biomedical research, it is necessary for all research proposals involving human subjects to be cleared by an appropriately constituted Institutional Ethics Committee (IEC) to safeguard the welfare and rights of participants.



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The Ethics Committee in this college is entrusted with the initial review of the proposed research protocols prior to initiation of the projects and also have a continuing responsibility to regularly monitor compliance with all ethical requirements, till the completion of study.

Institutional Research Committee

In order to promote and monitor the Research activities in this college, a functioning institutional research committee is formulated.

NAAC committee

To enhance the quality of academic process and also as a pre-accreditation exercise, a committee is formed in the college with principal as chairman. It promotes quality enhancement through internalization of quality culture and institutionalization of best practices.

PTA committee

In accordance to the instruction and guidelines from the university, an active PTA is functioning in the institution.

Student Support Cell

As per the KUHS notification on 10/05/2017, the Student Support and Guidance Cell have been established in the college to improve the social and technical skill of students for various academic activities.

Internal Quality Assurance Cell

In pursuance of the National Assessment and Accreditation Council's (NAAC) Action Plan for accreditation and quality up-gradation of higher educational institutions, an Internal quality Assurance Cell (IQAC) is established as quality sustenance measure. The objective of the cell is



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to develop a system for consistent improvement in the overall performance of the institution at all levels.

Editorial committee for Journal of Oral and Biological Sciences

In order to provide a clear statement of the Journal's policies on authorship criteria and guidelines to authors for preparing and submitting manuscripts, a committee is functioning in this college for its prestigious journal Journal of Oral and Biological Sciences.

College council

As per KUHS Circular No. 8747/AC1/GenA2/KUHS/2016 Dated 07.02.2017 our college has constituted College Council for the year 2018-19.

College Union

As per the guidelines of the university, a college union is constituted where the students are the elected members amongst the house surgeons and also has representative from the various year UG and PG students. The union coordinates various activities that are carried out throughout the year.

Grievance Cell

The institution has constituted the grievance cell to assist the students with the grievances associated with academics and personal issues.

Mentor Mentee Committee

A mentor mentee committee is constituted in accordance with the university guidelines where the students are assigned a mentor who monitors the students activities.

Anti Sexual harassment committee



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A sexual harassment committee was constituted as per the guidelines to monitor any cases of sexual harassment and gender inequality.

Women Empowerment Committee

The women's empowerment committee was constituted to uplift the women in the institution. The committee is actively involved in organizing various activities for the upliftment and for making the women self-reliant and succeed in life.

Annoor Alumni Association

The Annoor Alumni Association was constituted according to the university guidelines, and it is a registered association. The committee holds regular meetings and provides opportunities to the alumni to enhance their skills by organizing various learning programs.

Maintenance committee

The maintenance committee oversees the upkeep and functionality of the college's facilities and equipment. Their duties include scheduling regular maintenance checks, coordinating repairs, ensuring compliance with safety regulations, and managing budgets allocated for maintenance expenses. They also play a role in evaluating and prioritizing maintenance needs based on urgency and available resources, aiming to create a conducive environment for teaching, research, and patient care within the dental college.

Mentor mentee committee

The mentor-mentee committee facilitates mentorship relationships between faculty members and students. Their role involves matching mentors with mentees, organizing mentorship programs and workshops, providing resources for mentorship development, monitoring the progress of mentor-mentee relationships, and addressing any issues or concerns that may arise. They aim to



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support the personal and professional growth of students by fostering meaningful connections with experienced faculty members, ultimately enhancing the educational experience and career development within the dental college community.



ANNOOR DENTAL COLLEGE & HOSPITAL



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LIST OF COMMITTEES

| Sl. No. | Names of Committee |
|---------|--|
| 1. | Academic Monitoring Cell |
| 2. | Antiragging Committee |
| 3. | Institutional ethical committee – list updated, to attach minutes pdf |
| 4. | Institutional Research Committee – list updated, to attach minutes pdf |
| 5. | NAAC committee – minutes updated, to attach list |
| 6. | PTA committee – minutes updated, to attach list |
| 7. | Student Support Cell – minutes updated, to attach list |
| 8. | Institutional Quality Assurance Cell |
| 9. | Editorial committee for Journal of oral and biomedical sciences |
| 10. | College Union |
| 11. | Grievance cell |
| 12. | Anti Sexual harassment committee |
| 13. | Women's empowerment committee |
| 14. | Annoor Alumni Association |
| 15. | Maintenance committee |
| 16. | Mentor mentee committee |



ANNOOR DENTAL COLLEGE & HOSPITAL



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MINUTES OF VARIOUS COMMITTEE MEETINGS



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MENTOR MENTEE COMMITTEE 2022 – 23

Chairman: Dr. Giju George Baby, Principal

Vice Chairperson: Dr. Liza George, Vice Principal

Secretary: Dr. Jose Paul, Students Dean

Committee Members

1. Dr. Deepu George
2. Dr. John Joseph
3. Dr. Paul Stephen
4. Dr. Nirupa Thomas
5. Dr. Sinju Paul
6. Dr. Veena Paul
7. Mrs. Josphine
8. Mr. Arun K Thomas
9. Ms. Mereena Mathew
10. Ms. Suvarna T P

Administrative Staff

1. Ms. Sandhiya C S
2. Ms. Mareena



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Proceedings from the minutes of the meeting (mentor-Mentee) held on 10.02.2023.

Venue: Principal's Chamber

Time: 12.30 PM

Date: 10.02.2023

Agenda: New Academic Year Planning for I BDS Students; Interactive session with new Mentee Students.

The Mentors meeting with Principal Sir began with a silent prayer followed by Principal's address.

Reviewed about last years result and the efforts taken by all mentors were appreciated.

Decision Taken/Guidelines to Mentors

1. To identify the learning difficulties of students and help them to perform well.
2. Identify slow learners and tracking their academic improvement.
3. Frequent evaluation of academic performance.
4. Progress tracking and maintain feedback.

Guidelines to Students

1. Meet your mentors frequently as possible (weekly once on Thursday).
2. Any leaves or absents of any form should be informed to the mentor prior to the leave.
3. In case of any difficulties in curriculum, academics, hostel or any personal issues (with willingness) of students should be informed to the mentor.
4. Any issues of ragging can be addressed to the concerned mentor.



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An interactive session with the Mentee students was organized which was very fruitful.

The following mentors and department representatives have attended the meeting.

| | |
|---|--|
| DR. GJU GEORGE BABY | |
| DR. LIXA | |
| DR. VINEETH ALEX | |
| DR. JOHN JOSEPH (Dept. representatives) | |
| DR. SINJU PAUL | |
| DR. ALEESHA | |
| DR. VEENA | |
| DR. JISS | |
| DR. JESLIN | |
| DR. BENJU | |
| DR. ANJANA | |
| DR. RONIN | |
| MR. ABUN K THOMAS | |
| MS. MEREENA MATHEW | |
| MS. JOSEPHIN JOSEPH | |
| MS. SUVARNA | |
| DR. SRIJHA C.K | |
| MS. RAJJI | |
| MS. ANEENA | |
| MS. REMYA | |
| MS. SHEENA | |



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INSTITUTIONAL ETHICS COMMITTEE 2022-23

Chairperson: Dr. Badmanaban, M. Pharm, PhD

Basic Medical Scientist:

1. Dr. K.S Rishad, PhD – Microbiology
2. Dr. Jaimon Yohannan, PhD – Microwave Engineering
3. Dr. Rakesh S, Oral Pathologist

Pharmacologist: Dr. Badmanaban, M. Pharm, PhD

Clinician:

1. Dr. Abraham Ittyachen, MD- General Medicine, PGD Epidemiology
2. Dr. Binoy Mathai, MD- General Medicine

Legal Expert: Adv. Johny Methipara, BA, LLB

Epidemiologist: Dr. Pooja Latti, MDS- Public Health Dentistry

Social Scientist: Dr. Leena George, MSc. Philosophy- Child Development

Member: Mrs. Somy Peter, MA Economics

Lay person: Mr. Kareem, B.Com

Member Secretary: Dr. Priya Thomas, MDS- Oral Pathology, PGDBE

MINUTES OF 10th INSTITUTIONAL HUMAN ETHICS COMMITTEE MEETING

The tenth IHEC meeting was held in college auditorium on 17.05.2023, from 9:00 am to 2:00pm.

The meeting commenced with a silent prayer and the meeting was presided by the IHEC Chairman - Dr. Jaimon Yohannan

The meeting was attended by 6 IHEC members (4 external and 2 internal). 9 subject experts from the college, constituting the Board of Institutional Research Committee were referred on the projects related to their area of expertise.

Confidentiality agreement forms were declared, and the forms were mailed and filled prior to the meeting by the IHEC members and the subject experts.

List of members attendees:**IHEC members**

1. Dr Jaimon Yohannan (Chairman)
2. Dr. Badmanaban R (Pharmacologist)
3. Dr. Abraham Ittyachen (Clinician)
4. Dr. Rakesh S (Basic Medical Scientist)
5. Dr. Pooja Latti (Epidemiologist)
6. Dr. Priya Thomas (Member Secretary)

Subject Expert Panel Referred

1. Dr Giju George Baby
2. Dr. Liza George
3. Dr. Jose Paul
4. Dr. Josey Mathew
5. Dr. Joby Peter
6. Dr. Annie Susan George
7. Dr. Hima John
8. Dr. Senny Thomas
9. Dr. Gopikrishnan

Minutes of the meeting

The EC review meeting commenced with the presentation of the agenda by the Member secretary.

Agenda of the Ninth Institutional Human Ethics Committee Meeting

The Committee meeting will proceed in the following sequences:

1. Presentation and approval of Minutes of the previous meeting, Approval of agenda of the day's meeting, Declaration of Conflict, Confidentiality Agreement by IHEC Members and subject experts
2. Presentation of **17 Protocols** (14-major protocol & 3 minor projects) by Investigators
3. Review and discussion of research protocols and reaching a decision to approve/raise queries
4. Resubmission for revised protocols
5. Review of completed studies
6. Appointment of new members and term of reference & reconstitution of ethics committee
7. Registration renewal
8. Next IHEC meeting date to be proposed and to review the policy decisions if any
9. Other points for discussion and issues of interest to the members

The agenda was approved by the ethical committee members present for the meeting.

This was followed by the presentation of minutes of the 9th meeting held on 28.07.2023, by the ethics committee chairman and approved and passed by all the board members present for the meeting.

The ethical committee review of the 10th meeting was conducted as an expedited review. The principal investigators / co-investigators presented the research protocol as a 5 minutes Power

point presentation. The proposals included 14 major & 3 minor projects. The presentation was followed by discussions and queries by the primary reviewers. The guides of principal investigators (student projects) were also invited for the meeting along with their research scholars. The queries to the investigators were also responded by the guides. Queries were also attended by the subject expert panel who were invited for the review meeting. The list of protocol reviewed, IHEC number and the modifications suggested are attached as Annexure I. The names of **Primary Reviewers** are listed below:

1. Dr. Badmanaban R
2. Dr Abraham Ittyachen
3. Dr Rakesh S
4. Dr Pooja Latti

Discussions were deemed appropriate by the Chairperson. A final discussion on the acceptance of the projects were done in the absence of the PI/ Co-PI, guides and subject expert panel. Minor modifications discussed during the review is to be conveyed to the investigators through reference letters signed by member secretary. The IHEC approval certificate will be issued only to those who submit the modifications. The final decision on the protocol was conceded by the IHEC panel since no major modifications were present. The modifications of review process have been attached as annexure 1.

Other points of discussion as per the agenda:

Appointment of members/ renewal of appointment orders

The second term of appointment of all existing ethical committee members has expired on 1.5.23. Following the decision and discussion with the head of the institution, it has been decided that the ethical committee members will continue in their current posts due to their significant contribution to the past ethical committee as per the Standard operating procedures, with a rotation of the chairperson. The basic medical scientist (pharmacologist- Dr. Badmanaban R) was decided to be assigned to the post of chairperson (dual role) and the appointment order to be continued with the previous date. The current chairperson will be maintained as the scientific member of ethical committee. Furthermore, Dr. Deepak, ethicist - member of the ethics committee, has discontinued from the institution. Consequently, his term will be discontinued

from the members' list as per the decision. The other members present in the ethical committee like Mr Denny Sebastian (Member) has also discontinued from the committee. A new member in the post of basic medical scientist (Dr Rakesh S) with a reference from the dental aspect has been added to the current committee.

It was decided to have a training program for the ethics committee members and also to proceed with the permanent registration of the committee.

Note: The modifications suggested during the review has been communicated by the member secretary on **19.05.2023** and the date assigned for the resubmission of modified protocols would be on **24.05.23** for issue of IHEC approval Certificate.

Prepared By: Dr. Priya Thomas, Member secretary - Date: 26/05/2023

Reviewed By: Dr. Badmanaban, Member, IEC - Date:28/05/2023

Approved by Dr. Abraham, & Dr. Rakesh - Member, IHEC - Date 1.6.2023

Annexure 1

| SI | PI | Guide | IHEC Number | Title of Project | Modifications suggested |
|----|---------------------|------------------------|---------------------------|--|---|
| 1. | Dr Anjana R | Dr Joby Peter | 023-A/01 | Evaluation of Bite Force in Pre- and Post-Cementation of Preformed Zirconia Crowns in Children of Age Group 4-7 Years Using T-Scan Analysis- A Clinical In-Vivo Study | Informed consent not needed for children Change consent to verbal consent information sheet (6-7 yrs). Modify title as either in-vivo study or clinical study |
| 2. | Dr. Ammu Sasidharan | Dr Gopikrishnan S | 023-A/02 | Evaluation of Acid and Alkaline Phosphatase Activity in the Gingival Crevicular Fluid of Orthodontic Patients During En Masse Retraction Using Two Different Retraction Methods – An In Vivo Study | Format the rationale adding the importance of study Combine both objectives Exclusion criteria other systemic diseases to be added, diseases with increased levels in ALP To elaborate on calorimetric method Add correlation to statistics |
| 3. | Dr Rohini H | Dr Josey Mathew | 023-A/03 | Percentage of Guttapercha, Sealer and Voids in Oval Shaped Root Canals Obturated with Four Different Techniques: A Confocal Laser Scanning Microscopy Study | Add on transportation of the materials Correct on the references |
| 4. | Dr Rohini H | Dr Josey Mathew | Short project 023-B/01 | Comparative Evaluation of Bio Ceramic Sealer Penetration in Simulated Lateral Canals of 3D Resin Tooth Models Obturated with Four Different Obturation Techniques - An In-Vitro Study | No modifications |
| 5. | Dr. Rebeca George | Dr. Jose Paul | 023-A/04 | Evaluation of the Efficacy of Cissus Quadrangularis as a Herbal Bone Graft Substitute in the Management of Periodontal Bone Defects – A Clinical Study | Modify the title Sample size to be inclusive of dropouts since it's a follow up study Modify the protocol as per the KUHS guidelines |
| 6. | Dr. Devika. S | Dr. Annie Susan Thomas | 023-A/05 | Comparative evaluation of tensile bond strength of two soft liners on denture bases | Grammatical change in materials and methods |

| | | | | | |
|-----|-------------------------|----------------------------|----------|---|--|
| | | | | fabricated using injection molding and 3D printed technologies: An- invitro study | Add JJ murphy to study setting |
| 7. | Dr Sonu Raju | Dr Deepu George Mathew | 023-A/06 | Comparative study of E - cadherin and MCM 2 Expression in Oral Epithelial Dysplasia and Control Tissue | Modify title- add OSCC to it. Duration of archives taken Interobserver variability |
| 8. | Dr. Miliya T Sebastian | Dr Krishna Kumar R | 023-A/07 | Evaluation of Bite Force in Pre- and Post-Cementation of Preformed Bioflex Crowns in Children of Age Group 4-7 Years Using T-Scan – A Clinical In-Vivo Study | Modify title as either in-vivo study or clinical study. Modify study design |
| 9. | Dr. Deepthy B Nair | Dr Senny Thomas Parackal | 023-A/08 | Evaluation of the Efficacy Of 1% Melatonin Gel as an Adjunct to Scaling and Root Planning in Patients with Chronic Periodontitis – A Randomized Controlled Clinical Trial | Triplicate determination for streptococcus mutans Modify the rationale. Strengthen rational for microbial analysis. Remove the conclusion part |
| 10. | Dr. Abijith P U | Dr. Gopikrishnan S | 023-A/09 | Comparative Assessment of Bracket Survival Rate Between Colour-Changing and Conventional Adhesive Resins: An In-Vivo Study | Triplicate determination for streptococcus mutans Modify the rationale. Strengthen rational for microbial analysis. Remove the conclusion part |
| 11. | Dr Mary | Dr Annie Susan Thomas | 023-A/10 | Three-dimensional analysis of marginal fit and internal adaptation of copings fabricated with PEEK, Zirconia and Co-Cr -an invitro study | Combine objectives 1 & 2 |
| 12. | Dr. C.M.Shadiya Shareef | Dr. Johnson Prakash D'Lima | 023-A/11 | Assessment of the Correction of Occlusal Discrepancies Identified Using T-Scan in the Management of Periodontal Diseases | Modify title, Objective, study design, elaborate on statistics Sample size clarification – mention about group wise sample size Add as interventional study Clarify the rationale on anterior posterior teeth |
| 13. | Dr Sumi C Antony | Dr Pradeep Philip George | 023-A/12 | To analyze the pullout strength of orthodontic mini-implants after insertion and reinsertion: An invitro study | EM usage to be justified. alternative method for SEM- optical microscope |

| | | | | | Mention which t test is used |
|-----|-----------------|-----------------------|---------------------------|---|---|
| 14. | Dr. Gancy Gimmy | Dr Liza George | 023-A/13 | Comparative Evaluation of the Effect of Blood Contamination and Different Hemostatic Agents on The Pushout Bond Strength of Three Different Perforation Repair Materials: An In Vitro Study | Modify title- Suggestion- Maintenance of observation data sheet |
| 15. | Dr. Gancy Gimmy | Dr Liza George | Short Project 023-B/02 | Comparative Evaluation of The Effect of Three Perforation Repair Materials on the Pull-Out Bond Strength of Fiber Post Luted with Two Different Resin Cements: An Invitro Study | No modifications |
| 16. | Dr Ajna Aysha | Dr Annie Susan Thomas | 023-A/14 | A Clinical study to evaluate the difference in Relative Occlusal Bite Force Percentage after occlusal equilibration in Unilateral habitual chewers-A T-scan Analysis | No modifications |
| 17. | Dr Ajna Aysha | Dr Annie Susan Thomas | Short Project 023-B/03 | A clinical evaluation of relative occlusal bite force percentage of young adult dentition with unilateral & bilateral chewing habits – a T-Scan analysis | No modifications |

MINUTES OF 11th INSTITUTIONAL HUMAN ETHICS COMMITTEE MEETING

The eleventh IHEC meeting was held online on Zoom Platform on 3.10.2023, from 7:00 pm to 10:00pm.

The meeting commenced with a silent prayer and the meeting was presided by the IHEC Chairman - Dr. Badmanaban R

The meeting was attended by 6 IHEC members (3 external and 2 internal). 11 subject experts from the college, constituting the Board of Institutional Research Committee and guides of students were referred on the projects related to their area of expertise.

Confidentiality agreement forms were declared, and the forms were mailed and filled post the meeting by the IHEC members and the subject experts.

List of members attendees:**IHEC members**

1. Dr. Badmanaban R (Chairman & Pharmacologist)
2. Dr Jaimon Yohannan (Chairman)
3. Dr. Abraham Ittyachen (Clinician)
4. Dr. Pooja Latti (Epidemiologist)
5. Dr. Priya Thomas (Member Secretary)

Subject Expert Panel Referred

1. Dr Giju George Baby
2. Dr. Liza George
3. Dr. Josey Mathew
4. Dr. Johnson Prakash
5. Dr. Joby Peter
6. Dr. Annie Susan George
7. Dr. Senny Thomas
8. Dr. Deepu George Mathew
9. Dr. Krishna Kumar
10. Dr. Anakha Ashok
11. Dr. Gejo Johns

Minutes of the meeting

The EC review meeting commenced with the presentation of the agenda by the Member secretary.

Agenda of the Eleventh Institutional Human Ethics Committee Meeting

The Committee meeting will proceed in the following sequences:

- Presentation and approval of Minutes of the previous meeting, Approval of agenda of the day's meeting, Declaration of Conflict, Confidentiality Agreement by IHEC Members and subject experts
- Presentation of 13 Protocols (minor projects) by Investigators
- Review and discussion of research protocols and reaching a decision to approve/raise queries.
- Resubmission for revised protocols
- Progress of Registration renewal
- Next IHEC meeting date to be proposed and to review the policy decisions if any.
- Other points for discussion and issues of interest to the members

The agenda was approved by the ethical committee members present for the meeting.

This was followed by the presentation of minutes of the 10th meeting held on 17.05.2023, by the ethics committee chairman and approved and passed by all the board members present for the meeting.

The ethical committee review of the 11th meeting was conducted as an expedited review. The principal investigators / co-investigators presented the research protocol as a 5-minute Power point presentation. The proposals included 13 minor projects. The presentation was followed by discussions and queries by the primary reviewers. The guides of principal investigators (student projects) were also invited for the meeting along with their research scholars. The queries to the investigators were also responded by the guides. Queries were also attended by the subject

expert panel who were invited for the review meeting. The list of protocol reviewed, IHEC number and the modifications suggested are attached as Annexure I. The names of **Primary Reviewers** are listed below:

1. Dr Abraham Ittyachen
2. Dr. Jaimon Yohanan
3. Dr Pooja Latti

Discussions were deemed appropriate by the Chairperson. A final discussion on the acceptance of the projects were done in the absence of the PI/ Co-PI, guides, and subject expert panel.

The decisions for Project numbers 023-B/12 and 023-B/16 were made in the absence of the EC Members, Dr. Pooja Latti and Dr. Priya Thomas, who serve as Guides for the same. The decisions were communicated by the chairperson to the member secretary.

Minor modifications discussed during the review is to be conveyed to the investigators through reference letters signed by member secretary. The IHEC approval certificate will be issued only to those who submit the modifications. The final decision on the protocol was conceded by the IHEC panel since no major modifications were present. The modifications of review process have been attached as annexure 1.

Other points of discussion as per the agenda:

As per the decision in the previous ethics committee, an online training on ICMR ethical guidelines was conducted on 7.8.23. It was attended by all ethical committee members. It has also been informed by the member secretary that the ethics committee permanent registration was in progress.

Note: The modifications suggested during the review has been communicated by the member secretary on **10.10.2023** and the date assigned for the resubmission of modified protocols would be on **12.10.23 for issue of IHEC approval Certificate.**

Photos of the meeting have been archived below.

Prepared By: Dr. Priya Thomas, Member secretary - Date: 18/10/2023

Reviewed By: Dr. Badmanaban, Member, IEC - Date:20/10/2023

Approved by Dr. Abraham, & Dr Pooja - Member, IHEC - Date 22.10. 2023

A handwritten signature in blue ink, appearing to read 'Priya', written over a horizontal line.

Signature of Member Secretary

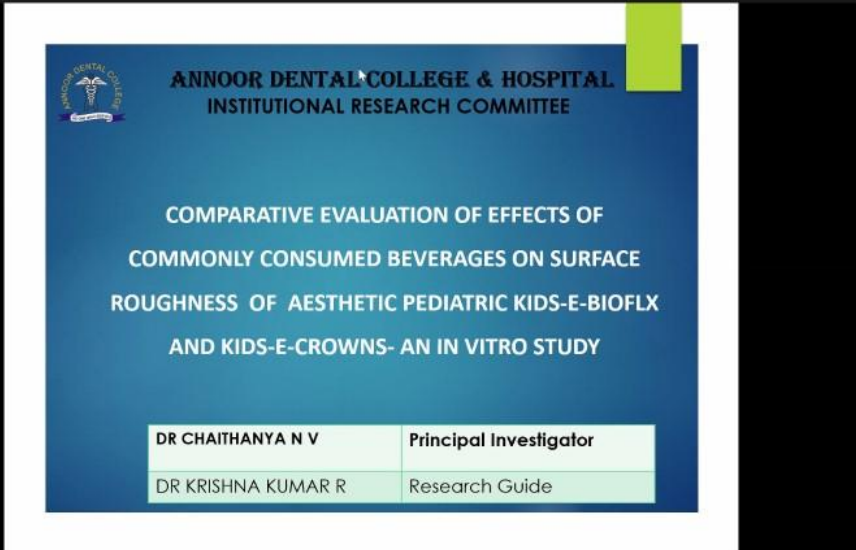
Dr Priya Thomas


Annexure 1

| SI | PI | Guide | IHEC Number | Title of Project | Modifications suggested |
|----|------------------------|-------------------------|-------------|--|---|
| 1. | Dr Aathira Vijay | Dr Liza George | 023-B/04 | Effect of three Commercially Available Mouthwash on Colour Stability of Three Nano Hybrid Universal Restorative Composites Using Digital Image Analysis - An Invitro Study | Suggestion to include pH factor for mouthwashes |
| 2. | Dr. Miliya T Sebastian | Dr. Krishna Kumar R | 023-B/05 | Effect of Screen Media on The Behavioral Changes in Children: A Questionnaire Survey | Add the relevance from dental aspect |
| 3. | Dr. Anjana R | Dr. Joby Peter | 023-B/06 | Oral Health Status of Children of Age Group 3- 12 Years, In Ernakulam District Kerala – A Prevalence Study | No modification suggested |
| 4. | Dr. Chaithanya N V | Dr. Krishna Kumar R | 023-B/07 | Comparative Evaluation of Effects of Commonly Consumed Beverages on Surface Roughness of Aesthetic Pediatric Kids-E-Bioflx And Kids-E-Crowns- An In Vitro Study | Justify the use 55° in the methodology Ad on the quantity of carbonated drinks and number of intakes |
| 5. | Dr Amina Sherafudheen | Dr. Joby Peter | 023-B/08 | Comparative evaluation of shear bond strength of different luting cements in pediatric aesthetic crowns– an invitro study | No modifications suggested |
| 6. | Dr. Sonu Raju | Dr. Deepu George Mathew | 023-B/09 | Effect of oil pulling using cold pressed virgin coconut oil, refined coconut oil and virgin olive oil on oral health. A randomized control trial | To submit COI and agreement with the company & FASI certification |
| 7. | Ms. Naseehath M P | Dr Eldhose KG | 023-B/10 | Comparative study of oral manifestations and complications in controlled and uncontrolled diabetic patient with healthy individual | Divide the study population the age groups as per the ADA Diabetes guidelines |
| 8. | Ms. Alphonsa Joshy | Dr. Giju George Baby | 023-B/11 | Evaluating the Correlation Between Clinical Diagnosis and Histopathologic Diagnosis of Oral Carcinoma and Oral Potentially Malignant Disorders - A 15 Year | Modify the rationale |

| | | | | | |
|-----|--------------------------|-------------------------|----------|---|---|
| | | | | Institutional Cross sectional Study | |
| 9. | Mr. Joel Anto Varghese | Dr Pooja Latti | 023-B/12 | Estimation of fluoride levels in commercially available health foods that contain jowar, bajra, oats & ragi for infants, toddlers and preschool children in India | Add on the percentage of fluoride on the packets |
| 10. | Mr. Abin T Emmatty | Dr. Deepu George Mathew | 023-B/13 | Comparative study of cancer cell muscle infiltration in oral squamous cell carcinoma from lateral border of tongue and buccal mucosa | No modifications suggested |
| 11. | Ms. Nafeesathul Misiriya | Dr. Gejo john | 023-B/14 | Parents awareness and attitude towards children's primary teeth and their desire for treatment | No modifications suggested |
| 12. | Ms. Asmina | Dr. Jose Paul | 023-B/15 | Comparative evaluation of short-term adverse effects of 0.2% and 0.12% Chlorhexidine Digluconate mouthwashes | To inclusion criteria specify on systemic good health |
| 13. | Ms Ardra Sajimon | Dr Priya Thomas | 023-B/16 | Prevalence and Characteristics of Pulp Stones in Dental Patients: A Cross-Sectional Study | No modifications suggested |

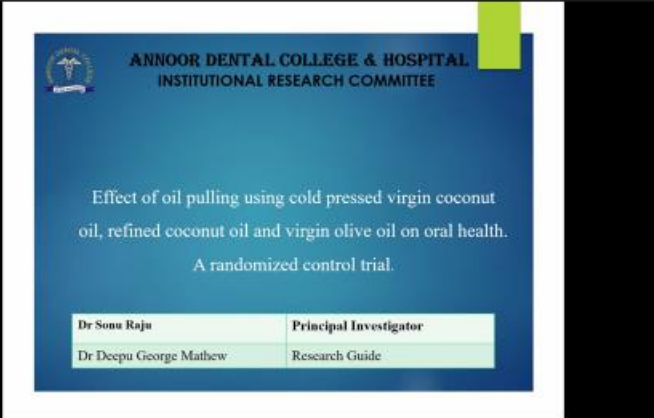
Recording...






Zoom Meeting

Recording...





Participants (16)

Find a participant

- Dr. Jambhuri Kishanani
- AS Ardra Sajimon
- d Deepu George Mathew
- DG DR GIJU GEORGE ANNOOR DC
- DS Dr Senny Thomas
- DA Dr. Anakha Ashok
- DA Dr. Annie Susan Thomas
- Dr. Pooja Latti
- joby peter
- Krishna Kumar
- L Liza.dr
- MT MILIYA T SEBASTIAN
- Principal Pharmacy

Invite Mute All

Zoom Meeting
Recording...

ANNOOR DENTAL COLLEGE & HOSPITAL
INSTITUTIONAL RESEARCH COMMITTEE

ESTIMATION OF FLUORIDE LEVELS IN COMMERCIALY AVAILABLE HEALTH FOODS THAT CONTAIN JOWAR, BAJRA, OATS AND RAGI FOR INFANTS, TODDLERS AND PRE-SCHOOL CHILDREN IN INDIA

| | |
|------------------------|------------------------|
| Mr. Joel Anto Varghese | Principal Investigator |
| Dr. Pooja Latti | Research Guide |

03-10-2023

Video feed: Annoor

Participants (16)

Find a participant

- Principal Pharmacy
- AS Ardra Sajimon
- d Deepu George Mathew
- DG Dr Gejo
- DA Dr. Anakha Ashok
- DA Dr. Annie Susan Thomas
- DJ Dr. Jaimon Yohanan
- Dr. Pooja Latti
- joby peter
- J Johnson
- Krishna Kumar
- L Liza.dr

Invite Mute All

Zoom Meeting
Recording...

ANNOOR DENTAL COLLEGE & HOSPITAL
INSTITUTIONAL RESEARCH COMMITTEE

TITLE: COMPARATIVE EVALUATION OF SHORT-TERM ADVERSE EFFECTS OF 0.2% AND 0.12% CHLORHEXIDINE DIGLUCONATE MOUTHWASHES

| | |
|------------------------|---------------|
| Principal Investigator | Asmina Akbar |
| Research Guide | Dr. Jose Paul |

Video feed: Annoor

Participants (17)

Find a participant

- d Deepu George Mathew
- DG DR GIJU GEORGE ANNOOR DC
- DS Dr Senny Thomas
- DA Dr. Anakha Ashok
- DA Dr. Annie Susan Thomas
- DJ Dr. Jaimon Yohanan
- Dr. Pooja Latti
- joby peter
- J Johnson
- Krishna Kumar
- L Liza.dr
- MT MILIYA T SEBASTIAN

Invite Mute All



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INSTITUTIONAL RESEARCH COMMITTEE MEMBERS 2022-23

Chairman: Dr. Giju George Baby, Principal

Vice Chairman: Dr. Liza George, Vice Principal

Member Secretary: Dr. Priya Thomas, Prof, Dept. of Oral Pathology

Members

1. Dr. Deepu George Mathew, HOD; Professor, Dept. of Oral Pathology
2. Dr. Pooja Latti, Professor and HOD Dept. of Public Health Dentistry
3. Dr. Hima John, Reader, Dept. of OMR
4. Dr. Josey Mathew, HOD & Professor, Dept. of Conservative
5. Dr. Vineeth R V, Reader Dept. of Conservative
6. Dr. Jose Paul, HOD & Professor, Dept. of Periodontics
7. Dr. Johnson Prakash D'Lima, Professor, Dept. of Periodontics
8. Dr. Senny Thomas, Professor, Dept. of Periodontics
9. Dr. Annie Susan Thomas, HOD & Professor, Dept. of Prosthodontics
10. Dr. Sapna Bhaskaran, Professor, Dept. of Prosthodontics
11. Dr. Manu Johns, Reader, Dept. of Prosthodontics
12. Dr. Prabhu S, Professor, Dept. of Prosthodontics
13. Dr. Joby Peter, HOD & Professor, Dept. of Pedodontics
14. Dr. Krishna Kumar, Professor, Dept. of Pedodontics
15. Dr. Gopi Krishnan, HOD & Professor, Dept. of Orthodontics
16. Dr. Pradeep George, Professor, Dept. of Orthodontics
17. Dr. Eldhose K George, HOD & Professor, Dept. of Oral Surgery



15th Institutional Research Committee Meeting

Date: 21/9/2023

Venue: Lecture hall

Time: 9:00 am - 12:00 pm

Agenda for meeting

1. Presentation of research protocols by PGs & UGs of various departments. Total 12 short projects.
2. Review and modification of projects submitted.

Minutes of meeting

The review board meeting commenced at 9:00 am with a silent prayer. 12 members from the review board and 2 guides were present for the meeting. 12 short projects (PG projects & 6 UGs projects approved by ICMR under the category of STS 2023) were placed under review. All research protocols were presented by the Principal / Co – investigators. Power point presentation was done for 5 minutes. Queries, Suggestions and modification were put forth by the research board members. One PG project was cancelled due to the absence of the principal investigator. Decisions were made in the absence of the investigators on the approval of the projects. The projects with minor modifications could be approved following submissions of modification. The projects without modifications were approved. The reviewed protocols were decided to place before ethical committee.

Note:

1. Modifications suggested during the review board were forwarded to the principal investigators on 23/09/23.
2. Modifications to reach the office on 26.9.23.
3. All protocols placed to the respective protocol files and forwarded to ethical committee for review.
4. List of attendee and modifications are attached as annexure



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List of Attendees

Review Board Members:

1. Chairman: Dr. Giju George baby
2. Vice Chairman: Lisa George

Members:

3. Dr. Jose Paul
4. Dr. Josey Mathew
5. Dr. Joby Peter
6. Dr. Pooja Latti
7. Dr. Pradeep Philip George
8. Dr. Deepu George Mathew
9. Dr. Eldhose K G
10. Dr. Krishna Kumar
11. Dr. John Joseph
12. Dr. Hima John

Guides:

13. Dr. Anagha
14. Dr. Gejo John

List of Presenters:

1. Ms. Naseehath M P (3rd year)
2. Dr. Sonu Raju (PG OP)
3. Dr. Athira Vijay (PG endo)
4. Dr. Miliya T Sebastian (PG Pedo)
5. Dr. Anjana R (PG Pedo)
6. Dr. Chaithanya N V (PG – Pedo)
7. Ms. Asmina Alebar (Part I)
8. Ms. Nafeesathul Mizyrya (3rd Year)
9. Ms. Alphonsa (3rd year)
10. Mr. Joel Anto (Part 1 Year)
11. Mr. Abin Emmatty (Part 1 Year)



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Annexure 1

Institutional Research Committee- 21.9.2023

List of projects

| SI | PI | Guide | IRC Number | Title of Project |
|--|------------------------|-------------------------|------------|---|
| 1. | Dr Aathira Vijay | Dr Liza George | IRC/17/23 | Effect of three commercially available mouthwash on colour stability of three nano hybrid universal restorative composite using digital image analysis- A invitro study |
| 2. | Dr. Miliya T Sebastian | Dr. Krishna Kumar R | IRC/18/23 | Effect of screen media on psychological behavior of children: a questionnaire study |
| 3. | Dr. Anjana R | Dr. Joby Peter | IRC/19/23 | Oral health status and treatment need of children of age group 3-12 years in Ernakulum district Kerala- A prevalence study |
| 4. | Dr. Chaithanya N V | Dr. Krishna Kumar R | IRC/20/23 | Comparative evaluation of effects of commonly consumed beverages on surface roughness of aesthetic pediatric KIDS- E BIOFLX & IKDS-E Crowns – An invitro study. |
| 5. | Dr Amina Sherafudheen | Dr. Joby Peter | IRC/20/23 | Comparative evaluation of shear bond strength of different luting cements in pediatric aesthetic crowns- an invitro study |
| 6. | Dr. Sonu Raju | Dr. Deepu George Mathew | IRC/21/23 | Effect of oil pulling using cold pressed virgin coconut oil, refined coconut oil and virgin olive oil on oral health- a randomized control trial |
| ICMR approved STS Projects (2023) | | | | |
| 7. | Ms. Naseehath M P | Dr Eldhose KG | IRC/22/23 | A comparative study of oral manifestations and complications in controlled and uncontrolled diabetic patients with healthy individuals |
| 8. | Ms. Alphonsa Joshy | Dr. Giju George Baby | IRC/23/23 | Evaluating correlation between clinical diagnosis and histopathological diagnosis of oral carcinoma and oral potentially malignant disorders- a 15 year institutional cross sectional study |
| 9. | Mr. Joel Anto Varghese | Dr Pooja Latti | IRC/24/23 | Estimation of fluoride levels in |



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| | | | | |
|-----|--------------------------|-------------------------|------------------|--|
| | | | | commercially available health foods that contain jowar, bajra, oats & ragi for infants, toddlers and preschool children in India |
| 10. | Mr. Abin T Emmatty | Dr. Deepu George Mathew | IRC/25/23 | Comparative study of cancer cell muscle infiltration in oral squamous cell carcinoma from lateral border of tongue and buccal mucosa |
| 11. | Ms. Nafeesathul Misiriya | Dr. Gejo john | IRC/26/23 | Parents awareness and attitude towards children's primary teeth and their desire for treatment |
| 12. | Ms. Asmina | Dr. Jose Paul | IRC/27/23 | Comparative evaluation of short-term adverse effects of 0.2% and 0.12% Chlorhexidine Digluconate mouthwashes |



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Annexure II

Modifications suggested

| PI | Title of Project | Modifications suggested |
|------------------------|--|--|
| Ms. Asmina | Comparative evaluation of short-term adverse effects of 0.2% and 0.12% Chlorhexidine Digluconate mouthwashes | Methodology – add on standard brushing technique Study population- mention age group Gingival index to be added to parameters Modify plan of analysis- add non parametric test – Kruskal Wallis test |
| Ms. Naseehath M P | A comparative study of oral manifestations and complications in controlled and uncontrolled diabetic patients with healthy individuals | Oral complications should be specified (periodontal abscess, gingival abscess) - add on fungal infection and remove caries from the criteria Split the objective & remove the 2 nd & 3 rd one Change the study design as cross sectional Sample size calculation as 50 each in 3 groups Modify plan of analysis- add non parametric test – Kruskal Wallis test |
| Dr. Anjana R | Oral health status and treatment need of children of age group 3-12 years in Ernakulum district Kerala- A prevalence study | Add the WHO assessment form to the check all the parameters included Modify plan of analysis- add non parametric test – Chi square test |
| Mr. Abin T Emmatty | Comparative study of cancer cell muscle infiltration in oral squamous cell carcinoma from lateral border of tongue and buccal mucosa | - |
| Dr. Miliya T Sebastian | Effect of screen media on psychological behavior of children: a questionnaire study | Questions to assess the mental health of the child to be added Elaborate on outcome measurement To validate questionnaire Elaborate on the title |
| Dr. Sonu Raju | Effect of oil pulling using cold pressed virgin coconut oil, refined coconut oil and virgin olive oil on oral health- a randomized control trial | - |



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| | | |
|--------------------------|---|---|
| Dr. Chaithanya N V | Comparative evaluation of effects of commonly consumed beverages on surface roughness of aesthetic pediatric KIDS- E BIOFLX & IKDS-E Crowns – An invitro study. | Sample size to be increased to 5 nos Statistical analysis to change as t- test |
| Dr Amina Sherafudheen | Comparative evaluation of shear bond strength of different luting cements in pediatric aesthetic crowns- an invitro study | Not presented & reviewed |
| Ms. Alphonsa Joshy | Evaluating correlation between clinical diagnosis and histopathological diagnosis of oral carcinoma and oral potentially malignant disorders- a 15-year institutional cross-sectional study | Study design – cross sectional Modify plan of analysis- correlation analysis- Pearson's Correlation Coefficient test |
| Dr Aathira Vijay | Effect of three commercially available mouthwash on colour stability of three nano hybrid universal restorative composite using digital image analysis- A invitro study | Justify methodology |
| Mr. Joel Anto Varghese | Estimation of fluoride levels in commercially available health foods that contain jowar, bajra, oats & ragi for infants, toddlers and preschool children in India | - |
| Ms. Nafeesathul Misiriya | Parents awareness and attitude towards children's primary teeth and their desire for treatment | Modify hypothesis Modify objective – add as to assess the habits and attitudes of parents about the oral hygiene practice their child's primary teeth To validate questionnaire |

Signature of Member Secretary

Dr Priya Thomas



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14th Institutional Research Committee Meeting

Date: 08/5/2023 & 9/5/2023

Venue: Lecture hall IV

Time: 9:00 am - 2:00 pm

Agenda for meeting

1. Presentation of research protocols by PGs of various departments. Total 16 projects (14 major projects, 2 short projects).
2. Review and modification of projects submitted.

Minutes of meeting

The review board meeting commenced at 9:00 am with a silent prayer. 13 members from the review board were present. 14 major projects were placed under review. All research protocols were presented by the Principal / Co – investigators. Power point presentation was done for 5 minutes. Queries, Suggestions and modification were put forth by the research board members. 2 short projects by the PGs were also presented. Decisions were made in the absence of the investigators on the approval of the projects. The projects with minor modifications could be approved following submissions of modification. The projects without modifications were approved. The reviewed protocols were decided to place before ethical committee. 2 projects from the department of pedodontics were done in the same manner on 8/5/23.

Note:

1. Modifications suggested during the review board were forwarded to the principal investigators on 12/5/23.
2. Modifications to reach the office on.
3. All protocols placed to the respective protocol files and forwarded to ethical committee for review.



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List of Attendees

Review Board Members:

Chairman: Dr. Giju George baby

Vice Chairman: Dr. Lisa George

Members:

1. Dr. Jose Paul
2. Dr. Senny Thomas
3. Dr. Josey Mathew
4. Dr. Joby Peter
5. Dr. Pooja Latti
6. Dr. Priya Thomas
7. Dr. Gopi Krishnan S
8. Dr. Pradeep Philip George
9. Dr. Deepu George Mathew
10. Dr. Johnson D`Lima
11. Dr. Annie Susan Thomas

List of presenters:

1. Dr. Ammu Shashidaran
2. Dr. Rohini H
3. Dr. Rebecca George
4. Dr. Devika S
5. Dr. Sonu Raju
6. Dr. Deepthi B Nair
7. Dr. Abhijith P V
8. Dr. Mary
9. Dr. C M Shadiya Shereef
10. Dr. Sumy C Antony
11. Dr. Gancy Gimmy
12. Dr. Ajna Aysha

Signature of member secretary

Dr Priya Thomas



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56

Chairman : Dr. Giju George Babu
Vice Chairman : Dr. Liza George
Members : Dr. Jose Paul
 Dr. Semmy Thomas
 Dr. Josey Mathew
 Dr. Joby Peter
 Dr. Pooja Latti
 Dr. Priya Thomas
 Dr. Gopikrishnan S
 Dr. Pradeep Philip George
 Dr. Deepu George Mathew
 Dr. Johnson D'Lima
 Dr. Annie Susan Thomas

[Handwritten signatures corresponding to the list of members]

58

List of Presenters

1. Amma Saaidharan
2. Rohini H
3. Rebecca George
4. Devika S
5. Sonu Raju
6. Deepthi B Nair
7. Abhijith P U
8. Mary
9. C M Shadiya Shareef
10. Sumi C Anthony
11. Ganey Jimmy
12. Agna Aysha
13. D

[Handwritten signatures corresponding to the list of presenters]



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Chairman - Dr. Giju George Baby

Secretary - Dr. Jose Paul

Members:

- 1) Dr. Liza George
- 2) Dr. Joby Peter
- 3) Dr. Gopi Krishnan
- 4) Dr. Annie Susan Thomas
- 5) Dr. Eldhose K G
- 6) Dr. Bharath Mohan
- 7) Dr. Pooja Latti
- 8) Dr. Sruthi Nair
- 9) Dr. Lekshmi Venugopal
- 10) Dr. Suvarna T P
- 11) Dr. Saliha
- 12) Mrs. Mereena Mathew
- 13) Dr. Simi S
- 14) Mr. Arun Thomas
- 15) Dr. Saju Joseph
- 16) Dr. Sreekumar Sarma
- 17) Dr. Abraham Mathew
- 18) Dr. Ceby George
- 19) Mr. Biju K Joseph



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20) Dr. Tharian B Emmatty

21) Dr. Josey Mathew

22) Dr. Johnson Prakash



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ANTI SEXUAL HARASSMENT CELL 2022-23

| Sl. No. | Name | Position |
|---------|----------------------|-----------|
| 1. | Dr. LIZA GEORGE | CHAIRMAN |
| 2. | Dr. JOSE PAUL | SECRETARY |
| 3. | Dr. JOSEY MATHEW | MEMBER |
| 4. | Dr. CEBY GEORGE | MEMBER |
| 5. | Mrs MEREENA MATHEW | MEMBER |
| 6. | Dr. JISS MARY GEORGE | MEMBER |
| 7. | Dr. ELSA BENNY | MEMBER |
| 8. | Dr. ANJANA THOMAS | MEMBER |
| 9. | Mr. BIJU K JOSEPH | MEMBER |



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Meeting Minutes

Date: 20/9/2022

Time: 10.30 am-12.30 pm

Location: Lecture hall 4

Agenda: Discussion on Issues Related to Untoward Incidents on Campus, Particularly Sexual Harassment

Meeting Proceedings:

The meeting was called to order at 10.30AM by Chairman of this committee.

Opening Remarks: The primary agenda for the meeting was outlined: to discuss any untoward incidents, especially related to sexual harassment, on the campus.

Roll Call: All committee members were present.

Enquiry: Committee members were invited to share any concerns or matters related to sexual harassment on the campus. After a thorough discussion, it was noted that there were no reported incidents or issues during the recent period.

Conclusion: Given the absence of any reported incidents, it was unanimously agreed to conclude the meeting. Committee members were encouraged to remain vigilant and promote a safe and respectful environment on the campus.

Next Meeting: The date and time for the next meeting will be communicated to all members.

Adjournment: The meeting was adjourned at 12.30 pm.



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JOURNAL OF ORAL AND BIOMEDICAL SCIENCES EDITORIAL BOARD 2022-23

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Minutes of the Editorial Board Meeting – JOBS

Date: 2nd February 2023

Time: 10:30 am to 11.30 am

Venue: Dept. of Oral Pathology

Members Present:

1. Dr. Deepu George Mathew (Editor-in-Chief)
2. Dr. Gejo (Editorial Board Member)
3. Dr. Jeslin (Editorial Board Member)
4. Dr. Priya (Editorial Board Member)
5. Dr Jiss Mary George (Editorial Board Member)
6. Dr Jeason (Editorial Board Member)

Agenda:

1. ISSN Application:

- Dr. Deepu George Mathew informed the editorial board that the application for ISSN (International Standard Serial Number) is in progress.
- The ISSN is crucial for the identification and recognition of the journal.

2. Website Status:



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- The website is reported to be running smoothly, providing a user-friendly interface for both contributors and readers.
- No issues or concerns reported regarding the functionality of the website.

3. Publication Updates:

- Two issues of JOBS (Journal of Oral Pathology and Medicine) have been successfully released.
- The editorial board is currently working on the next issue, with ongoing reviews and contributions.

4. Review Process:

- Dr. Gejo and Dr. Jeslin provided updates on the ongoing review process.
- Emphasized the importance of maintaining high-quality standards in the selection and review of articles.

4. ISSN Documentation:

- Dr. Priya is assigned the responsibility of documenting the necessary details for the ISSN application.
- Required information includes editorial board details, publication frequency, and other relevant information.



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6. Plagiarism Check Software:

- The suggestion to invest in plagiarism check software was discussed.
- The editorial board agreed on the importance of ensuring the originality of submitted articles.
- Dr. Priya is tasked with researching and suggesting suitable plagiarism check software.

7. Future Planning:

- Discussions on future planning, including potential themes for upcoming issues and strategies to increase journal visibility.
- Input from all editorial board members is encouraged for continuous improvement.

8. Open Floor for Suggestions:

- Members were given the opportunity to provide additional suggestions or concerns.
- Encouraged open communication and collaboration among editorial board members.

9. Next Steps and Assignments:

- Dr. Priya to document necessary information for the ISSN application.
- Dr. Priya to research and provide recommendations for plagiarism check software.
- Ongoing work on the next issue, including the review process and article selection.



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10. Closing Remarks:

- Dr. Deepu George Mathew thanked the editorial board for their dedication and efforts.
- Encouraged continued collaboration and excellence in journal management.



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WOMEN EMPOWERMENT COMMITTEE (2022-23)

Chairman : Dr. Liza George, Vice Principal

Chief Co-ordinator : Ms. Sumary Abraham, Tutor, Dept. of Oral & Maxillofacial Surgery

Executive Members

1. Dr. Jiss, Reader, Dept. of Oral medicine and radiology
2. Dr. Saliha C K, Reader, Dept. of Physiology
3. Dr. Ceby George, Physical Director
4. Dr. Anjana Thomas, Senior Lecturer, Dept. of Prosthodontics
5. Dr. Lekshmi Venugopal, Senior Lecturer, Dept. of Oral Pathology
6. Dr. Nidhi Mary Thampi, Tutor, Dept. of Pedodontics
7. Ms. Suvarna T P, Lecturer, Dept. of Anatomy
8. Ms. Josphin Joseph, Lecturer, Dept. of Microbiology
9. Dr. Pooja Latti, Professor & Head, Dept. of Public Health Dentistry
10. Dr. Priya Thomas, Professor, Dept. of Oral Pathology



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Minutes of the Women Empowerment Committee Meeting

Date: 18th October 2023

Time: 10:00 am to 11.00 am

Venue: Lecture Hall IV

Present:

- Dr. Liza George (Chairperson of WINGs)
- Members of the Women Empowerment Cell

Agenda:

1. Opening Remarks:

- The meeting commenced at 10:00 am in Lecture Hall IV.
- Dr. Liza George, Chairperson of WINGs, addressed the members and welcomed everyone.

2. Overview of Past Initiatives:

- Dr. Liza George briefly discussed the previous initiatives taken by the Women Empowerment Cell and highlighted the positive impact.

3. Planning for the Next Year:

- The plan for the upcoming year was charted out, emphasizing active participation from each department.



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- Each department was assigned specific responsibilities related to social service, camp conduction, or organizing women empowerment programs.

4. Departmental Assignments:

- Dept of Oral Pathology: Assigned the responsibility of cloth donation drive.
- Conservative and Pedo Dept: Entrusted with organizing a women empowerment program.
- Dept of Prostho and Public Health: □ Given the responsibility of conducting a health camp with a focus on women& health.

5. Roles and Responsibilities:

- Dr. Liza George outlined the roles and responsibilities of each department in executing their assigned tasks.
- Emphasized the need for coordination and collaboration among departments.

6. Timeline and Reporting:

- Departments were urged to adhere to a timeline for their respective initiatives.
- Reporting mechanisms were discussed, and regular updates were requested.

7. Discussion and Suggestions:

- Members were encouraged to share their ideas and suggestions for the successful execution of the planned initiatives.
- Open floor for any concerns or clarifications.

8. Closing Remarks:



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- Dr. Liza George thanked everyone for their participation and commitment.
- Encouraged active involvement and collaboration to make the upcoming year initiatives successful.

9. Next Meeting:

- The next meeting is scheduled for 27.1.23.
- Departments were reminded to come prepared with progress reports and updates on their assigned tasks.

List of participants

1. Dr Liza George
2. Dr Sumary
3. Dr Pooja Latti
4. Dr Nirupa Thomas
5. Mrs. Mereena Mathew
6. Dr Priya Thomas
7. Dr Aleesha Joy
8. Dr Navami
9. Dr Elsa Benny
10. Dr Sruthi



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ACADEMIC MONITORING COMMITTEE (2022-23)

| Sl. No. | | Members Name | Department |
|---------|--|----------------------------|---|
| 1 | Principal (Chairman) | Dr. Giju George Baby | Dept. of Oral Medicine & Radiology |
| 2 | Vice Principal (Co Chairman) | Dr. Liza George | Dept. of Conservative Dentistry |
| 3 | Course CoOrdinator | Dr. Jose Paul | HOD, Dept. of Periodontics |
| 4 | Research Coordinator | Dr. Deepu George Mathew | HOD, Dept. of Oral Pathology & Microbiology |
| 5 | Member (Head of All Departments) | | |
| | | a Dr. Jiss Mary G | Reader, Dept. of Oral Medicine & Radiology |
| | | b Dr. Josey Mathew | HOD, Dept. of Conservative Dentistry |
| | | c Dr. Deepu George | HOD, Dept. of Oral Pathology & Microbiology |
| | | d Dr. Jose Paul | HOD, Dept. of Periodontics |
| | | e Dr. Eldhose K.G | HOD, Dept of Oral Surgery |
| | | f Dr. Annie Susan Thomas | HOD, Dept of Prosthodontics |
| | | g Dr. Joby Peter | HOD, Dept of Pedodontics |
| | | h Dr. Gopikrishnan S | HOD, Dept of Orthodontics |
| | | i Dr. Pooja Latti | HOD, Dept of Public Health Dentistry |
| 6 | Co ordinator of House Surgeons | Dr. John Joseph Methippara | Reader, Dept. of Pedodontics |
| | | Dr. Paul Stephen | Reader, Dept. of Oral Surgery |
| 7 | Co ordinator of PGs | Dr. Deepu George | HOD, Dept. of Oral Pathology |
| 8 | Clinical Co ordinator – 1 st Year BDS | Ms. Suvarna T.P. | Lecturer, Dept. of Anatomy |



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| | | | |
|----|---|---------------------|---|
| 9 | Clinical Co ordinator – 2 nd Year BDS | Mr. Arun Thomas | Lecturer, Dept. of Pharmacology |
| 10 | Clinical Co ordinator – 3 rd Year BDS | Dr. Nirupa Thomas | Reader, Dept. of Oral Pathology |
| 11 | Clinical Co ordinator – Final Year Part I | Dr. Pooja Latti | Professor, Dept of Public Health Dentistry |
| 13 | Clinical Co ordinator – Final Year Part II | Dr. Krishna Kumar R | Professor, Dept of Pedodontics |
| 14 | Clinical Co ordinator – Final Year Part II | Dr. Sinju Paul | Reader, Dept of Endodontics |



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ACADEMIC MONITORING COMMITTEE MEETING MINUTES

Date: 8/12/2022

Time: 11:30 am to 12.30 pm

Venue: Lecture hall 4

- All the details regarding classes, already sent to AMC, has to be filed in the department for further reference.
- Weekly report has to be prepared and send to the respective email ID
- Take necessary steps for the time bound completion of syllabus and schedule a revision plan too.
- Monthly attendance of students in each subject should be submitted to exam cell and the same will be analysed in every three months.



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ACADEMIC MONITORING COMMITTEE MEETING MINUTES

Date: 14/03/2023

Time: 11:30am

Venue: Lecture hall 4

- Appreciated all in charges for the time bound submission of AMC in new format.
- Directed to adhere to the academic plan submitted to AMC in the beginning of academic year.
- Reminded to include all department activities and details of publications in the report
- In charges have to make sure that the classes start on time and the notes should be given supported with library reference.



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GRIEVANCE CELL 2022-23

Committee Members

- Dr. Liza George, Chairperson (Vice Principal)
- Dr. Jose Paul, Secretary
- Mr. Savad, College Union Chairman
- Mr. Athul T P, College Union General Secretary
- Mr. Sangeeth Sunil, UUC – UG
- Dr. Alan Joseph, UUC – PG
- Mr. Arun K Thomas, Staff Representative
- Mrs. Mereena Mathew, Staff Representative
- Dr. Paul Steaphen, Deputy Warden
- Dr. Priya Thomas, Deputy Warden
- Mr. Abdul Jabbar K A, Boys Hostel warden
- Ms. Sindhu O S, Girls Hostel warden
- Dr. John Joseph, SSGP Nodal Officer
- Dr. Nirupa Thomas, SSGP Nodal Officer
- Dr. Tharian B Emmatty, PTA Representative
- Mr. Biju K Joseph, Chief Operating Officer



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MEETING MINUTES

Date: 19/12/2022

Time: 10:30 am – 11:30 am

Venue: Lecture Hall IV

Participants:

1. Dr. Liza George
2. Mr. Athul T P
3. Mr. Savad
4. Dr. Jose Paul
5. Ms. Mereena Mathew
6. Mr. Arun K Thomas
7. Mr. Jabbar
8. Ms. Sindhu
9. Dr. Paul Stephen
10. Dr. Priya Thomas
11. Dr. John Joseph
12. Dr. Nirupa Thomas
13. Mr. Biju K Joseph
14. Dr. Tharian B Emmatty
15. Dr. Alan Joseph

Agenda:



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The agenda for this meeting centered on addressing the concerns raised by PG students regarding the need for an extension of working hours in the clinic. The primary objective was to provide additional time for PG students to complete their laboratory works.

Minutes:

During the meeting, participants engaged in a comprehensive discussion about the request from PG students. Recognizing the importance of laboratory work in their academic pursuits, it was decided to extend the working hours in the clinic until 8:00 pm. The flexibility offered aimed to facilitate PG students in fulfilling their academic requirements. Additionally, a protocol was established requiring permission from the respective heads of departments for any extension beyond 8:00 pm.

Action Taken Report

In response to the request, the decision was made to extend the working hours in the clinic until 8:00 pm. Any extension beyond this time would require permission from the respective heads of departments. This action was taken to accommodate the needs of PG students and facilitate the completion of their laboratory works.



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PTA COMMITTEE

| SINo | Post | Staff/Parent |
|------|------------------------|---|
| | Patron | Dr. Giju George Baby, Principal |
| 1 | PTA President | Mr. M V George (F/o Ms. Mary Sandra M G) |
| 2 | PTA Secretary | Dr. Liza George, Vice Principal |
| 3 | Treasurer | Dr. Priya Thomas, Professor, Dept. of Oral Pathology |
| 4 | Staff Representatives | Dr. Jose Paul, HOD, Dept. of Periodontics |
| 5 | | Mrs. Suvarna TP, Lecturer, Dept. of Anatomy |
| 6 | | Mr. Arun K Thomas, Lecturer, Dept. of Pharmacology |
| 7 | | Dr. John Joseph, Reader, Dept. of Pedodontics |
| 8 | | Dr. Pradeep Philip George, Professor, Dept. of Orthodontics |
| 9 | Parent Representatives | Dr. Mathew Varghese, (Spouse of Dr. Rebecca) |
| 10 | | Mr. Jagan (F/o Dr. Renu Jagan) |
| 11 | | Ms. Razeena Pareed (M/o Ms. Sona Jennath) |
| 12 | | Mr. CO Pathrose (F/o Ms. Hanna Peter) |
| 13 | | Dr. Tharian B Emmatty (F/o Mr. Abin T Emmatty) |
| 14 | | Mr. F Chandy (F/o Mr. Powel F Chandy) |



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MINTUES OF THE MEETING (PTA)

Venue:- Auditorium (Annoor dental college)

Date :-19/05/2023

Time ;- 9.30 am to 12.30 pm

After the 1 st internal examination the college has organized a parent- teachers meeting on 19/05/2023 Friday at 9.30am in college auditorium .

The meeting commenced with silent prayer. The main propose of the meeting was to create a common platform where teachers & parents come together to enrich their students educational level & discuss the variety of issues , regarding all round development of students progress in wards .

- Interaction between parents & teachers began at 9.30 am in the college auditorium .
- Parents of 41 students attended in the meeting . each student along with their parents, discuss the progress of their wards with teachers .
- The teachers briefed the parents about their students activates & also explained how the department offer's the best possible learning environment for the academic performance & other special programs .



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- We clearly mention that 40% internal marks 80% attendance is mandatory for writing KUHS exam .
- The teacher's told the parents that students should not to take leave unnecessarily .
- Mentors also meet the parents in the auditorium .
- At around 12.00 pm the principal addressed the parents
- The meeting was dispersed at 12.30pm .

PROBLEMS IDENTIFIED

- Identified the week students
- Mandatory library hrs
- To reduce the time of physical activity

ACTION TAKEN

- Decided to conduct week students special coaching classes & weekly class test.
- Mandatory library hours (5.00pm- 6.00pm)
- Physical activity time rescheduled (6.00pm -7.00pm)



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FIRST PTA MEETING 2022-2023 BATCH

| STUDENTS NAME | PARENTS NAME | SIGNATURE |
|----------------------------|--------------------------------------|--------------------|
| 1. ADHEENDRA AJITH | x NAME SUSITHA AJITHKUMAR | <i>[Signature]</i> |
| 2. AKBAR SHAJI | A SHAJI HUSSAN | <i>[Signature]</i> |
| 3. ALEESHA MARIA SHAJU | x Sajanood P. C | <i>[Signature]</i> |
| 4. ANJALY P. RAJESH. | Rajesh | <i>[Signature]</i> |
| 5. ANJANA JITH.K.V | v Chandrajith.k.v | <i>[Signature]</i> |
| 6. ANNA MARIA .P.C | CHACKOCHAN.P.C. | <i>[Signature]</i> |
| 7. ATHULYA JOTHI | JYOTHIKUMAR P.K | <i>[Signature]</i> |
| 8. BHEBA SASI | x Seetha - | <i>[Signature]</i> |
| 9. CINJU SIJO | Sijo Jose | <i>[Signature]</i> |
| 10. DEEPHY MARY AGINES | x Sheeba Antony | <i>[Signature]</i> |
| 11. EYA MERLYN SHAJI | x Roslini .K. Paul | <i>[Signature]</i> |
| 12. FARHA FATHIMA. | VICKASSIMI | <i>[Signature]</i> |
| 13. FIDA FATHIMA. | NAVAS E.A | <i>[Signature]</i> |
| 14. GAYATHI K.N | KAIDUKAS.K.N. | <i>[Signature]</i> |
| 15. GIPIKA NABR | Sreya .ST (mother) | <i>[Signature]</i> |
| 16. GIPIKA M:B | Bindhulekha (mother) | <i>[Signature]</i> |
| 17. GIOURI .S | | <i>[Signature]</i> |
| 18. GIOURY PRAKASH | x Prakashan .K. | <i>[Signature]</i> |
| 19. GREESHMA .RAMACHANDRAN | Ramechandran. | <i>[Signature]</i> |
| 20. HISNA .M | Jasmin (mother) | <i>[Signature]</i> |
| 21. KRISHNA PRADEEP | Indira Pradeep (Mother) | <i>[Signature]</i> |
| 22. LAKSHMI DEVI .R | ANILKUMAR .M.S | <i>[Signature]</i> |
| 23. LAKSHMI R. MADHU. | x Madhu | <i>[Signature]</i> |
| 24. LIPNA.S | | <i>[Signature]</i> |
| 25. MASHOOGA NASREEN | | <i>[Signature]</i> |
| 26. MIYA JOY | Minidattas Shukla | <i>[Signature]</i> |
| 27. MIZBA KAMAL | A E, Kamal | <i>[Signature]</i> |
| 28. MUHAMMED FATHAH | Shereena Shereenattas | <i>[Signature]</i> |
| 29. NANDINI K.S | Sajan .K.S | <i>[Signature]</i> |
| 30. NAVYA SAJEEV | Shandrika Sajeev | <i>[Signature]</i> |



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| | | | |
|-----|-----------------------|-----------------------|--|
| 31, | NIKHITHA .P. | x Sathisponkal . P | |
| 32, | PRIYA LAKSHMI . P.T. | x Beena E.V | |
| 33, | PRIYANKA DHANAPAL | - Preemamma R | |
| 34, | RESHMI REVEENDRAN | x Soudamini Ravendran | |
| 35, | SEABA SITHARA SUBAIR. | - Nizar Haheefa | |
| 36, | SABA RAZACK. | x Jazmie. | |
| 37, | SANDRA SEN | x A.R.P Sen | |
| 38, | SARIGIA K.SABU | - Sabu V. | |
| 39, | SHYAM PRAKASH | prakashan P.T | |
| 40, | SUHANA .ALI .P. | | |
| 41, | UNNI MAYA. | x Liji .P | |
| 42, | UNNIMAYA SUNIL | x Rekha K.S | |
| 43, | VARSHA VINIT | - Vinu Jayaraj | |
| 44, | WAFEEQ IBRAHIM. | I . Y . Sarabhanu | |

TEACHING STAFF

Dept of Oral Pathology

Dr. Deepu

Dr. Priya Thomas

Dr. Nishu Thomas

Dr. Keshini

Dept of Anatomy

Ms. Suvaina T.P

Ms. Aparna S. Menon

Dept of Physiology

Dr. Salika .C.K

Ms. Reshmi A.R

Dept of Biochemistry

Ms. Ananya Elchosa

Ms. Sheena

Dr. Ciju George Baby
Principal.



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ANTI RAGGING COMMITTEE 2022-23

Chief Co-Ordinators:

- Dr. Liza George, Vice Principal & Professor, Dept. of Conservative Dentistry
- Dr. Jose Paul, HOD, Dept. of Periodontics

Chairman:

- Dr. Josey Mathew, HOD, Dept. of Conservative Dentistry

Co-Ordinators:

- Dr. Joby Peter, HOD, Dept. of Paediatric & Preventive Dentistry
- Dr. Deepu George Mathew, HOD, Dept. of Oral Pathology
- Dr. Pooja Latti, HOD, Dept. of Public Health Dentistry
- Dr. Gopikrishnan, HOD, Dept. of Orthodontics
- Mr. Arun K Thomas, Lecturer, Dept of Pharmacology

Boys Hostel Warden

- Dr. Vineeth Alex, Professor & HOD, Dept. of Oral Medicine & Radiology
- Dr. Vineet R.V, Reader, Dept. of Conservative Dentistry

Ladies Hostel Warden

- Dr. Priya Thomas, Reader, Dept. of Oral Pathology
- Dr. Monisha J, Senior Lecturer, Dept. of Orthodontics
- Dr. Jiss George, Reader, Dept of Oral Medicine & Radiology



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Anti-Ragging Squad 2022-23 (Gents Hostel)

- Dr. Jose Paul
- Dr. Eldhose George
- Dr. Vineet Alex
- Dr. Gopikrsihnan S
- Dr. Deepu George
- Dr. Pradeep Philip
- Dr. Mohammed Jiffery

Anti-Ragging Squad 2022-23 (Ladies Hostel)

- Dr. Liza George
- Dr. Pooja Latti
- Dr. Priya Thomas
- Dr. Jiss George
- Dr. Aleesha Joy
- Ms. Mereena Mathew



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MEETING MINUTES

Date: 02/01/2023

Venue: Lecture Hall 4

Members present:

Chief Co-Ordinators:

1. Dr. Liza George, Vice Principal
2. Dr. Jose Paul, HOD, Dept. of Periodontics

Chairman: Dr. Josey Mathew, HOD, Dept. of Conservative Dentistry

Co-Ordinators

1. Dr. Joby Peter, HOD, Dept. of Pedodontics,
2. Dr. Deepu George Mathew, HOD, Dept. of Oral Pathology,
3. Dr. Pooja Latti, HOD, Dept. of Public Health Dentistry,
4. Dr. Gopi Krishnan S, HOD, Dept of Orthodontics
5. Mr. Arun K Thomas, Lecturer, Dept of Pharmacology



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Boys Hostel Warden

- 1) Dr. Vineeth Alex, HOD, Dept. of Oral Medicine & Radiology
- 2) Dr. Vineet R.V, Reader, Dept. of Conservative Dentistry

Ladies Hostel Warden

- 1) Dr. Priya Thomas, Professor, Dept. of Oral Pathology
- 2) Dr. Monisha J, Senior Lecturer, Dept. of Orthodontics
- 3) Dr. Jiss George, Reader, Dept. of Oral Medicine & Radiology

Agenda

1. Review of anti -ragging measures in college
2. Anti -ragging awareness for students
3. Complaints received if any
4. Any other matters



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Minutes of meeting Antiragging:

- The meeting was presided by the chairman started with a silent prayer at 1.00 PM. The Chairman appreciated all the members for maintaining a ragging free Campus.
- Antiragging measures adopted by the college was reviewed. To support wardens of both Men's and ladies Hostel Anti-ragging squad was formed as given in Annexure 1.
- Daily inspection of the hostels needs to be done by the anti-ragging squad without fail.
- Anti-ragging awareness program- Chairman Dr. Josey Mathew was entrusted to conduct antragging awareness program for first year BDS on 06 Jan 2023.
- Meeting expressed happiness that there was no complaint regarding ragging has been received.
- Meeting was adjourned at 2.00 PM. Next meeting was scheduled in April 2023.



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Annexure 1

DUTY SCHEDULE OF ANTI RAGGING SQUAD GENTS HOSTEL

Monday- Co-ordinator – Dr. Vineet Alex, HOD, Dept of Oral Medicine & Radiology

Members 1. Dr. Sarath S, Sr. lecturer, Dept. of Prosthodontics 2. Dr. Renju M Kunjumon, Sr. lecturer, Dept. of Oral Medicine 3. Dr. Midhun Chandran, PG Student, Dept. of Prosthodontics

Tuesday- Co-ordinator Dr. Jose Paul, HOD, Dept. of Periodontics

Members 1. Dr. Vineeth R V, Reader, Dept. of Conservative Dentistry 2. Dr. Syed Mohammed Jiffry CA, Tutor, Dept. of Periodontics 3. Dr. Alex Rajan, PG Student, Dept. of Conservative Dentistry

Wednesday - Co-ordinator - Dr. Gopikrishnan S. HOD, Dept of Orthodontics

Members – 1. Dr. Renju Kunjumon, Sr. lecturer, Dept. of Oral Medicine & Radiology 2. Dr. John Joseph, Reader, Dept. of Pedodontics

Thursday - Co-ordinator – Dr. Eldhose George, HOD, Dept. of Oral Surgery

Members 1. Dr. Adarsh Varma, Sr. Lecturer, Dept. of Prosthodontics 2. Mr. Arun Thomas Lecturer, Dept. of Pharmacology 3. Dr. Akhil Vikraman, PG Student, Dept. of Orthodontics

Friday -Co-ordinator – Pradeep Philip, Professor, Dept. of Orthodontics



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Members 1. Dr. John Joseph Methippara, Redaer, Dept. of Pedodontics 2. Dr. Mohammed Jiffery, Tutor,
Dept. of Periodontics

Saturday - Co-ordinator Dr. Deepu George, HOD, Dept. of Oral Pathology

Members 1. Mr. Arun K Thomas, Lecturer, Dept. of Pharmacology 2. Dr. Adarsh Varma R, Sr.
Lecturer, Dept. of Prosthodontics

Sunday - Co-ordinator Dr. Mohammed Jiffery, Tutor, Dept. of Periodontics

Members 1. Dr. Renju M Kunjumon, Sr. lecturer, Dept. of Oral Medicine 2. Dr. Ashad Ayubkhan,
PG Student, Dept. of Orthodontics 3. Dr. Alex Rajan, PG Student, Dept. of Conservative Dentistry

DUTY SCHEDULE OF ANT RAGGING SQUAD

LADIES HOSTEL

Monday - Co-ordinator - Dr. Liza George, Professor, Dept of Conservative Dentistry

Members – Dr. Aneeta Sajan, Tutor, Dept. of Oral Medicine & Radiology, Dr. Nidhi Mary Thampi, Tutor,
Dept. of Pedodontics, Dr. Jiss Mary G, Sr. Lecturer, Dept. of Oral Medicine & Radiology

Tuesday - Co-ordinator Dr. Pooja Latti, HOD, Dept. of Public Health Dentistry

Members Dr. Lekshmi Venugopal, Sr. Lecturer, Dept. of Oral Pathology Dr. Serin Sarah John, Sr. Lecturer,
Dept. of Orthodontics Dr. Sinju Paul, Reader, Dept. of Conservative Dentistry



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Wednesday - Co-ordinator -Ms. Mereena Mathew, Lecturer, Dept. Of Microbiology

Members- Dr. Sneha Lembai, PG Student, Dept. of Endodontics 2. Dr. Sumary Abraham, Tutor, Dept.of Oral & Maxillofacial Surgery, Dr. Veena Paul, Sr. Lecturer, Dept. Of Prosthodontics

Thursday - Co-ordinator Dr. Jiss George, Senior Lecturer Dept. of Oral Medicine

Members- Dr. Aebeena Babu, PG Student, Dept. of Oral Pathology, Dr. Anjana Thomas, Sr. Lecturer, Dept. of Prosthodontics, Dr. Nirupa Thomas, Reader, dept. of Oral Pathology

Friday - Co-ordinator Dr. Aleesha Joy, Sr. Lecturer, Dept. of Endodontics

Members Dr. Aneta K Abraham, PG Student, Dept. of Periodontics, Dr. Elsa Benny Tutor, Dept. of Oral Medicine & Radiology, Dr. Nidhi Mary Thampi, Tutor, Dept. of Pedodontics, Ms. Josphin Joseph, Lecturer, Dept. of Microbiology

Saturday - Co-ordinator Dr. Jiss Mary, Reader, Dept. of Oral Medicine & Radiology

Members 1. Dr. Serin Sarah John, Sr. Lecturer, Dept. of Orthodontics 2. Dr. Panicker Aiswarya Suresh, PG Student, Dept. of Orthodontics 3. Dr. Margret Rose Johnson, PG Student, Dept. of Pedodontics

Sunday - Co-ordinator Dr. Priya Thomas, Professor, Dept. of Oral Pathology

Members- Dr. Nirupa Thomas, Sr. Lecturer, Dept. of Oral Pathology, Dr. Jiss Mary G, Sr. Lecturer, Dept. of Oral Medicine & Radiology, Dr. Swathy V, PG Student, Dept. of Pedodontics



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ANTI RAGGING COMMITTEE MEETING MINUTES

DATE-03 APR 2023

VENUE-LEC HALL 4

MEMBERS PRESENT

Chief Co-Ordinators: 1. Dr. Liza George, Vice Principal

Chairman: 1. Dr. Josey Mathew, HOD, Dept. of Conservative Dentistry

Co-Ordinators

1. Dr. Deepu George Mathew, HOD, Dept. of Oral Pathology,

2. Dr. Pooja Latti, HOD, Dept. of Public Health Dentistry,

3. Mr. Arun K Thomas, Lecturer, Dept of Pharmacology

Boys Hostel Warden 1. Dr. Vineet R.V, Reader, Dept. of Conservative Dentistry

Ladies Hostel Warden 1) Dr. Priya Thomas, Professor, Dept. of Oral Pathology 2) Dr. Monisha J, Senior Lecturer, Dept. of Orthodontics

AGENDA

1. Review of daily hostel inspection



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2. Review of anti Anti -ragging awareness program conducted
3. Anti-ragging awareness program by DCImember
4. Complaints received if any
5. Any other matters

ACTIONS TAKEN

Daily hostel inspection was carried out by the anti-ragging squad. The Chairman of anti-ragging committee Dr. Josey Mathew conducted anti-ragging awareness program for first year BDS (seniors and juniors) on 06 Jan 2023. MINUTES The meeting was presided by the chairman started with a silent prayer at 1.00 PM. Minutes of previous meeting was proposed by Dr. Deepu George Mathew and seconded by Dr.Pooja Latti. Anti-ragging measures adopted by the college was reviewed. Reviewed about Daily hostel inspection by the anti-ragging squad.

Meeting expressed satisfaction that inspections are conducted regularly. Anti-ragging awareness program conducted by Dr. Josey Mathew was appreciated by the meeting. Anti-ragging awareness program- it's decided to invite the DCI member Dr. Aseem Hassali for the next anti-ragging awareness program on 08 MAY 2023. Meeting expressed happiness that there was no complaint regarding ragging has been received. Meeting was adjourned at 2.00 PM. Next meeting was scheduled in August 2023.



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MAINTENANCE AND CONDEMN COMMITTEE (2022-23)

MEMBERS:

1. Dr.Giju George Baby ,Principal As Chairperson
2. Dr Liza George, Vice Principal As Co- Chairperson
3. Dr .Jose Paul Students Dean
4. Biju K Joseph Chief Operating Officer
5. KC Murali Maintenance In Charge
6. Elju K P Chair Technician
7. Bibin Scariah System Administrator(It)
8. Nikhil MR, Electrician



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MINUTES OF MEETING

Maintenance Committee Meeting

Date: October 22, 2022

Location: Lecture hall no.:03, Annoor Dental College

Members Present:

1. Dr. Giju George Baby - Principal (Chairperson)
2. Dr. Liza George - Vice Principal (Co-Chairperson)
3. Dr. Jose Paul - Student Dean
4. Biju K Joseph - Chief Operating Officer
5. KC Murali - Maintenance In Charge
6. Elju K P - Chair Technician
7. Bibin Scariah - System Administrator (IT)
8. Nikhil MR – Electrician
9. Head of the departments

Agenda:

- Review of current maintenance and condemn committee activities.
- Discussion of ongoing maintenance projects and issues.
- Planning for future maintenance and improvement projects.



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MEETING OF MINUTES

The meeting was called to order by Dr. Giju George Baby, the Principal, at 12 PM on October 22, 2022. The Chairperson welcomed all members and expressed gratitude for their participation.

Item 1: Review of Current Maintenance and Condemn Committee Activities

Dr. Jose Paul, the Student Dean, provided an update on the current status of maintenance and condemn committee activities. He mentioned that the committee has been actively monitoring the maintenance of the campus facilities and had recently conducted a condemn exercise to identify areas that require immediate attention. The report on condemned items was circulated among the members for their reference.

Item 2: Discussion of Ongoing Maintenance Projects and Issues

KC Murali, the Maintenance In Charge, reported on the progress of ongoing maintenance projects. He highlighted some of the key issues faced, including the need for additional resources and the schedule for completion. The committee discussed these issues and agreed to allocate necessary resources to expedite the maintenance projects.

Item 3: Planning for Future Maintenance and Improvement Projects

Biju K Joseph, the Chief Operating Officer, presented a proposal for future maintenance and improvement projects. The proposal included plans for upgrading electrical systems, HVAC maintenance, and campus beautification. The committee discussed the proposal and decided to prioritize and allocate budgets for these projects in the upcoming fiscal year.



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Elju K P, the Chair Technician, raised a concern regarding the shortage of maintenance staff and suggested hiring additional personnel to address the workload. The committee agreed to explore options for recruitment.

Bibin Scariah, the System Administrator (IT), provided updates on the campus IT infrastructure. He mentioned the need for regular updates and maintenance of IT equipment and software. The committee agreed to ensure timely IT maintenance to prevent any disruptions.

Nikhil MR, the Electrician, shared insights into the electrical systems' performance and highlighted the importance of preventive maintenance to avoid electrical failures.

Next Meeting:

The next Maintenance Committee meeting was scheduled for 06.03.23 at 12 PM at the same location.

Adjournment:

The meeting was adjourned at 1 PM by Dr. Giju George Baby, the Principal.

These minutes were recorded and approved by the Chairperson.

Dr. Giju George Baby

Chairperson

22.10.22



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IQAC Committee (2022-23)

Chairman: Dr. Giju George Baby, Principal

Chief Co-ordinator: Dr. Liza George, Vice Principal

Joint Co-ordinator: Dr. Priya Thomas, Professor, Dept. of Oral Pathology & Microbiology

Management: Mr. Binyamine T.S, Director, Annoor Dental College & Hospital

IQAC Members

1. Dr. Abraham Ittyachen M, Professor, Dept. of General Medicine, MOSC, Kolenchery
2. Dr. Jose Paul, Professor & HOD, Dept. of Periodontics
3. Dr. Gopikrishnan S, Professor & HOD, Dept. of Orthodontics
4. Dr. Pooja Latti, Professor & HOD, Dept. of Public Health Dentistry
5. Dr. John Joseph Methippara, Reader, Dept. of Pedodontics and Preventive Dentistry
6. Dr. Anjana Thomas, Senior Lecturer, Dept. of Prosthodontics
7. Dr. Aleesha Joy, Senior. Lecturer, Dept. of Conservative Dentistry
8. Mr. Arun K Thomas, Lecturer, Dept. of Pharmacology
9. Mr. Biju K Joseph, Chief Operating Officer
10. Mr. Ebin Elias, CA to Principal
11. Ms. Sandhiya C S, Executive



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Minutes of IQAC Meeting held on 30-01- 2023 in the lecture hall IV at 1.00 P.M.

Action Plan towards enhancement of Quality in the institution for the academic year 2023

- The IQAC meeting was presided over with the presence of all the committee members, The report of the previous meeting was given by the Principal, Dr. Giju Baby George.
- The Vice Principal Dr. Liza George explained about the action plan for the expected NAAC meeting and the document arrangement for IQAC cell.
 - The IQAC co-ordinator Dr.Vineet Alex, stressed the importance of IQAC in playing the major role conducting various quality enhancement programs for the betterment of the institution.
 - All research activities to be updated and reported to the IQAC cell and all activity should go through the scientific committee of the institution.
 - The Journal of Oral and Biomedical Sciences committee was asked to come up with more Research publications. And to go for E-ISSN number application.
 - All the documents and data's needed for the AQAR submission was made on a monthly basis submission and updated and store to the G Drive.
 - The CDE chairman Dr. Jose Paul requested the HOD's to hand over the list of CDE programs for the upcoming year to be conducted in the following months
 - To promote faculty and students to attend national and international conferences and present papers and to give lectures in their respective academy conferences.
 - List of all incubation centre to be maintained in IQAC identifying the roles in promoting innovative and research learning and formation of a Central Research Lab for the application of SIRO.
 - Registration with K-Disc and Young Innovative Program for building the undergraduate students towards developing new products.



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It is decided to implement following activities towards quality enhancement in the institution during 2023.

- a) It was decided to monitor the progress for all the years and specific mentor mentee system to be reviewed for the year.
- b) Make efforts for linkages, MOU with new institutions and to renew the expired MOUs
- c) BLS course and Yoga programs were made compulsory all the years inclusive of UGs and PGs
- d) Training and hands on courses for the use of high end instruments like endo microscope and CBCT for interns and PGs were proposed.
- e) New value added and add on courses were to be framed and delivery of these courses to be carried out.

It was suggested by IQAC Chairman that following programs to be conducted for the year 2022-23.

- CBCT hands on
- Posterior tooth RCT training
- Preclinical training courses in Orthodontics and Prosthodontics
- ASCON Surgical Conference
- Tribal and Palliative care outreach programs

Committee reviewed adequate facilities available in the institution – classrooms laboratories and computing equipment's and decision was taken to change the classroom projectors to interactive smart board. Adequate Budget allocation requested from the management to improve teaching and learning facilities for the year 2023.

Overall improvement of college infrastructure was decided with budget allocation for the same.

The meeting ended by 2.30 PM.



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COLLEGE UNION 2022-23

Following are the union members for the year 2022-23

Chairman: Dr. David Godwin

Vice chairman: Dr. Riyana Anaz & Dr. Diya C Ouseph

General secretary: Dr. Aslam Nazar P M

Joint Secretary: Mr. Roshin Sony

Treasurer: Dr. Sunaina M S

UUC: Dr. Al Ameen A(UG) & Dr. Midhun Chandran (PG)

Sports secretary: Mr. Jerin John & Dr. T O Snehalekshmi

Arts secretary: Dr. Harikrishnan C & Dr. Nandana Jayachandran

Cultural Co-ordinators : Dr. Hannanath M A & Dr. Shifa Basheer

Magazine editor : Ms. Haneena Sherin & Ms. Samiyya K S

Lady Representative: Dr. Maria Sony & Dr. Niloofar P N

Batch Representatives:



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1. Dr. Abhijith P V (Over all PG)
2. Dr. Jancy Jimmy (1 st year PG)
3. Dr. Ashhad Ayubkhan (2 nd year PG)
4. Dr. Alex Rajan (3 rd year PG)
5. Dr. Nazrin Muhammed Anzar (Intern)
6. Ms. Fathima Zuhra Mr. Siva B Ravi (part1)
7. Ms. Aadhila & Mr. Prithvijith(third year)
8. Mr. Naveen & Ms. Rusfidha(second year)
9. Mr. Akbar Shaji & Ms. Saeba Sithara (first year)
10. SC/ST Representative : Ms. Aneena Ajith



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UNION INAUGURATION

- Conducted on 1st November 2022 at 9 30 am in the college auditorium.
- Official inauguration and lamp lighting were conducted at the auditorium and logo launch and flash mob by union batch were conducted at the reception area.
- Directors T S Binyamin sir, Rasheed sir , principal Dr Gigu sir ,vice principal Dr Liza ma'am ,students dean Dr Jose paul sir, HOD's of various departments , teaching and non teaching staffs and all students were gathered at the auditorium for the function.
- MC for the function was Dr Arsha and Jerin ,welcome speech by Dr Anitta .
- Lamp lighting and inauguration done by respected dignitaries followed by oath taking ceremony for all union representatives under the guidance of Dr Jose Paul sir.
- Union chairmans speech by Dr Savad and union programme list presentation by general secretary Dr Athul T P.
- Felicitation talk by Dr Liza ma'am and Dr Vineet Alex Daniel.
- Vote of thanks by Dr Samya vice chairperson meliora.



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REPORT OF STUDENT UNION ACTIVITIES

The Student Council plays a pivotal role in fostering a vibrant and inclusive campus environment, ensuring student welfare, and representing the student body in academic and administrative spheres. This report highlights the various activities organized by the Student Council throughout the academic year, ranging from cultural celebrations to academic presentations at intercollege levels.

Student Welfare and Representation:

Student Representation in Academic Bodies: The Student Council actively participates in academic committees, ensuring the student perspective is considered in decision-making processes. Representatives attend faculty meetings, providing valuable input on matters related to curriculum, assessment, and student engagement.

Student Representation in Administrative Bodies: Council members engage with administrative committees to address issues related to student services, campus facilities, and overall student experience. Regular meetings with university administrators facilitate communication and collaboration in implementing student-centric policies.

Activities Organized:



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Cultural Celebrations:

- **Onam Celebrations:** The Student Council organized a vibrant Onam celebration, showcasing the rich cultural diversity within the student community. Traditional dances, music, and a grand feast marked the festivities.
- **Christmas Celebration:** A festive atmosphere enveloped the campus during the Christmas celebration. Events included carol singing, a Christmas tree lighting ceremony, and a charity drive to support the less fortunate.
- **Iftar Gathering:** In the spirit of inclusivity, the Student Council hosted an Iftar gathering during Ramadan, providing a platform for students of diverse backgrounds to come together and share a meal.
- **Halloween Party:** The Student Council organized a lively Halloween party, creating a fun and interactive environment. Costumes, games, and a spooky ambiance contributed to the success of the event.

Social Activities:

- **Cloth Donation Drive:** The Council initiated a Cloth Donation Drive, encouraging students to contribute gently used clothing. Collected items were then distributed to



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underprivileged communities, promoting sustainable practices and meeting the basic needs of those in need.

- **Food Distribution Program:** In collaboration with local NGOs, the Student Council organized a Food Distribution Program. Surplus food from campus events and canteens was collected and redistributed to homeless and low-income individuals, addressing food insecurity in the community.
- **Collaboration with Palliative Care Institutions:** The Student Union actively collaborates with local palliative care institutions to strengthen ties between the student community and these essential healthcare providers. This collaboration facilitates potential internship opportunities, research projects, and a better understanding of the practical aspects of palliative care.

Academic Presentations:

- **Intercollege Paper Poster Presentations:** Students showcased their research and innovative ideas through intercollege paper poster presentations, fostering academic exchange and collaboration.
- **Attending Conferences:** The Student Council facilitated students' participation in conferences, offering opportunities to learn from experts and network with peers from other institutions.



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- Paper Publications: Recognizing academic achievements, the Council supported students in publishing papers, contributing to the dissemination of knowledge.
- The Student Council remains committed to enhancing student welfare and ensuring effective representation in academic and administrative affairs. Through a diverse range of activities, from cultural celebrations to academic presentations, the Council strives to create a holistic and enriching college experience for all students.



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NAAC COMMITTEE 2022-23

Committee Members

1. Dr Vineet Alex (NAAC Coordinator)
2. Dr Giju George Baby (Principal)
3. Dr Liza George (Vice Principal)

NAAC Criteria Incharges

1. Criteria I : Dr. Lekshmi Venugopal, Reader
2. Criteria II : Dr. John Joseph , Reader
Dr. Nidhi Mary Thampi, Lecturer
Dr. Gejo Johns, Senior Lecturer
3. Criteria III : Dr. Priya Thomas, Professor
4. Criteria IV : Dr. Anjana Thomas, Senior Lecturer
5. Criteria V : Dr. Nirupa Thomas, Reader
Ms. Suvarna T P, Lecturer
6. Criteria VI : Dr. Pooja Latti, Professor & HOD
7. Criteria VII : Dr. Aleesha Joy, Senior Lecturer
8. Criteria VIII : Mr. Arun K Thomas, Lecturer & Ms. Mereena Mathew, Lecturer



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Minutes of the NAAC Meeting

Date: 30th September 2022

Time: 10:30 am - 1:00 pm

Venue: Lecture Hall IV

Present:

- Dr Vineet Alex (NAAC Coordinator)
- Dr Giju George Baby (Principal)
- Dr Liza George (Vice Principal)
- NAAC Criteria Incharges
- Department NAAC Coordinators
 1. Elsa Benny
 2. Dr Navami Ashok
 3. Ms. Remya
 4. Ms. Aneena
 5. Dr Aneena
 6. Dr Bibina

Agenda:

1. Introduction and Opening Remarks:

- The meeting was called to order by Dr Vineet Alex, the NAAC Coordinator, at 10:30 am in Lecture Hall IV.
- Dr Giju George Baby and Dr Liza George were also present, representing the institution's leadership.

2. Documentation Process:



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- All department incharges are required to submit relevant documents to criteria incharges or the office by the 26th of every month.
 - Monthly events collected by department incharges need to be compiled and submitted on time.
 - Criteria incharges emphasized the importance of documents being in the proper format and completeness.
- 3. Upcoming Document Submission Deadline:**
- The cut-off time for NAAC incharges to collect documents for the year-end assessment is from October 22nd to October 23rd.
- 4. Responsibilities of Department Incharges:**
- Department incharges are instructed to hand over documents promptly to the criteria incharges or the office by the specified date.
 - All documents should be thoroughly checked for adherence to the required format.
- 5. Soft Copy Submission:**
- NAAC incharges are required to collect soft copies of documents according to their respective criteria.
 - Emphasis on the importance of electronic documentation for efficient processing.
- 6. Discussion of Points:**
- Dr Vineet Alex led the discussion on various aspects of the NAAC process.
 - Points related to documentation, assessment criteria, and the overall evaluation processes were thoroughly discussed.
- 7. Role of NAAC Coordinators:**
- NAAC Coordinators play a vital role in facilitating communication between departments and criteria incharges.



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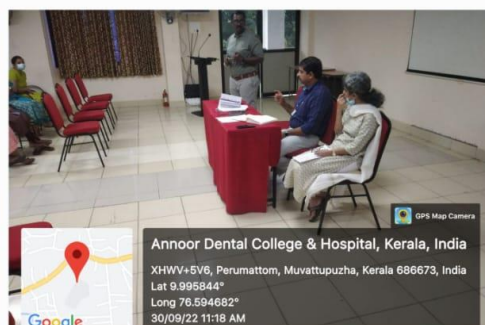
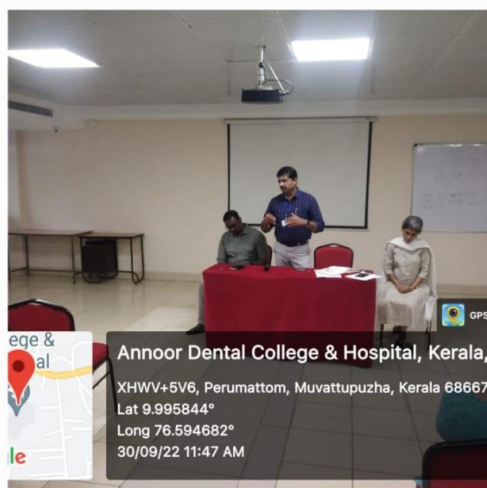
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- Coordination efforts should ensure a smooth flow of information and documentation.

8. Next Meeting and Closing Remarks:

- The next meeting is scheduled for [1.4.23, 12:20 pm].
- Dr Vineet Alex thanked everyone for their active participation and urged timely compliance with the discussed directives.

Meeting concluded at 1:00 pm.





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Minutes of the NAAC Meeting

Date: 15th December 2022

Time: 12:30 pm

Venue: Principal Chamber

Members Present:

1. Dr. Giju George Baby (Principal)
2. Dr. Priya Thomas (NAAC Coordinator)
3. NAAC Criteria Incharges
4. Department NAAC Coordinators

Agenda:

1. Introduction and Opening Remarks:

- The meeting commenced at 12:30 pm in the Principal's Chamber.
- Dr. Giju George Baby, the Principal, welcomed the attendees.
- Dr. Priya Thomas, the newly appointed NAAC Coordinator, introduced herself and expressed her commitment to the NAAC process.



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2. Submission of Online Documents:

- Principal suggested that department incharges should submit online documents by the 26th of each month.
- Soft copies of documents should be mailed to the new NAAC mail ID created for efficient document management.

3. Appointment of New NAAC Coordinator:

- Dr. Priya Thomas has been appointed as the new NAAC Coordinator, and she will oversee the coordination and facilitation of the NAAC process.

4. Responsibilities and Deadlines:

- All criteria incharges are responsible for collecting documents from department incharges and compiling them by the 5th of every month.
- The collection of documents for the next AQAR (Annual Quality Assurance Report) will be from October 2022 to October 2023.
- The compilation of the next AQAR is expected to be completed by December 2023.

5. Formats and Guidelines:



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- Dr. Priya Thomas announced that formats for all documents will be provided to the department incharges.
- Emphasized the use of the given formats and adherence to criteria-wise compilation.

6. Communication and Coordination:

- NAAC Coordinator highlighted the importance of effective communication and coordination between criteria incharges and department incharges for a successful NAAC process.

7. Next Steps and Future Meetings:

- The NAAC Coordinator outlined the next steps in the NAAC process and discussed the timeline for future meetings.
- The next meeting is scheduled for 30.11.23.

8. Closing Remarks:

- Dr. Priya Thomas thanked all the attendees for their cooperation and participation.
- The meeting concluded with a reminder of the importance of timely and accurate document submission.



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STUDENTS SUPPORT CELL 2022-23

Committee members

Chief Coordinator: Dr Giju George Baby

Vice Coordinator: Dr Liza George

Students Dean: Dr Jose Paul

Student support cell & representatives to university

1. Dr John Joseph
2. Dr Nirupa Thomas

Other members

1. Mrs Suvarna TP
2. Dr Deepu George Mathew
3. Dr Priya Thomas
4. Mr Arun Thomas
5. Mrs. Mereena Mathew

Student representative

1. Mr. Savad
2. Mr. Athul TP
3. Ms. Ardra Sajimon



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Minutes of the Student Support Cell Meeting

Date: 21st October 2023

Time: 12:30 pm

Venue: Lecture Hall IV

Members Present:

- Dr. Giju George Baby (Principal)
- Dr. Jose Paul (Students Dean)
- Members of the Student Support Cell Committee (Staff and Student Representatives)

Agenda:

1. Opening Remarks:

- The meeting began at the scheduled time in Lecture Hall IV.
- Dr. Giju George Baby, the Principal, and Dr. Jose Paul, Students Dean, addressed the committee members.

2. Introduction and Roll Call:



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- Members of the Student Support Cell Committee, including both staff and student representatives, were present.
- Roll call was conducted to ensure the presence of all committee members.

3. Overview of the Student Support Cell:

- Dr. Jose Paul provided an overview of the purpose and objectives of the Student Support Cell.
- Emphasized the importance of collaboration between staff and students for effective support services.

4. Address by Principal and Students Dean:

- Dr. Giju George Baby and Dr. Jose Paul addressed the committee, expressing their support for the initiatives of the Student Support Cell.
- Highlighted the significance of student welfare and the role of the committee in enhancing the overall student experience.

5. Planned Advanced Programs:

- The committee discussed organizing advanced training programs for students, focusing on topics such as implant training and basic life support.



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- Emphasis on providing students with practical skills that go beyond the regular curriculum.

6. Student Activities Planning:

- The committee proposed the planning of student activities, including sports and cultural events.
- College Union to take an active role in organizing and executing these activities.

7. Collaboration with College Union:

- The College Union was highlighted as a key partner in planning and executing student activities.
- Suggestions were sought from both staff and student representatives for diverse and inclusive events.

8. Timeline and Preparation:

- A tentative timeline for the advanced programs and student activities was discussed.
- Committees were assigned responsibilities for planning and execution.

9. Open Floor for Suggestions:



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- Committee members were encouraged to provide suggestions and ideas for both advanced programs and student activities.
- Discussions on creating a supportive and inclusive environment for all students.

10. Closing Remarks:

- Dr. Giju George Baby and Dr. Jose Paul thanked the committee members for their commitment and participation.
- Encouraged ongoing collaboration and communication.



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ANNOOR ALUMNI ASSOCIATION 2022-23

List of Alumni Members 2022-23

1. Dr Deepak Thomas - President
2. Dr Renu Christopher - Vice President
3. Dr Ronin Sebastian - Secretary
4. Dr Sinju Paul - Vice- Secretary
5. Dr Anaz Kamal - Treasurer
6. Dr Sibi Geroge - Committee member
7. Dr Asharaff Jaseem - Committee member
8. Dr Shameer - Committee member
9. Dr Rahul S Thalanany - Committee member



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Minutes of Annoor Alumni Association Meeting

Date: February 6, 2023

Venue: Auditorium

Time: 10:30 am – 11:30pm

Attendees:

1. Dr Giju George Baby
2. Dr Liza George
3. Dr Jose Paul

Alumni members:

4. Dr Ronin
5. Dr Sinju Paul
6. Dr Nirupa Thomas
7. Dr Sibi
8. Dr. Thoufeek



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9. Dr. Anaz

10. Dr. Reshma Sunny

11. Dr Arun Shyam

12. Dr Riswana

Agenda:

- Proposal to Pool Funds for Purchase of Water Cooler with College
- Holding of Regular Meetings - 3 Meetings Annually
- Academic Meetings in College
- Continuing Charity Work in Association with the College

Meeting Proceedings:

1. Proposal to Pool Funds for Purchase of Water Cooler with College:

The proposal to pool funds for the purchase of a water cooler in collaboration with the college was discussed. Members expressed the importance of providing a basic amenity like clean drinking water for students and faculty and patients. Unanimous agreement was reached to allocate a specific amount (Rs 3000) from the association's funds for this initiative.



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A committee was formed to coordinate with the college administration for the procurement and installation of the water cooler.

2. Holding of Regular Meetings - 3 Meetings Annually:

The idea of holding regular alumni association meetings was discussed, and it was suggested that three meetings should be held annually. The proposed schedule for the meetings will be communicated to the members well in advance to ensure maximum attendance. Members agreed that regular meetings would strengthen the bond among alumni and provide a platform to discuss and plan various initiatives.

3. Academic Meetings in College:

The importance of academic meetings within the college premises was highlighted.

"Repenso," an academic event initiated by the department of periodontics, received positive feedback, and members expressed their desire to continue organizing such events.

It was suggested to collaborate with college authorities to streamline the process of hosting academic meetings, workshops, or seminars that contribute to the educational development of current students.



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4. Continuing Charity Work in Association with the College:

The association has a history of engaging in charitable activities, and members expressed their commitment to continuing and expanding these efforts. It was proposed to identify specific areas where the association could contribute, such as scholarship programs, supporting underprivileged students, or infrastructure development and donations of clothes or books to the underprivileged.

Future Plans:

The committee responsible for the water cooler initiative will initiate discussions with the college administration.

A schedule for the three annual meetings will be proposed and shared with members.

The academic meetings subcommittee will liaise with the college to plan and organize upcoming events.

The charity subcommittee will explore potential initiatives and present them to the association for approval.

Adjournment:



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The meeting was adjourned, and the next meeting date was proposed on 7.7.2023 and communicated to all members.

Respectfully submitted,

Dr. Riswana