




**Dayananda Sagar College of Dental Sciences**  
**Shavige Malleshwara Hills, Kumaraswamy Layout, Bengaluru**

**PROCEDURE FOR OPTIMUM UTILIZATION OF RESOURCES**

Institution monitors effective use of funds received from various sources and plans for optimal utilization of resources by following ways-

- **Planning:** Heads of the various departments conduct meetings and come-out with a proposal on the requirements and finances required for the same.
- **Budget formulation:** An annual budget of the department is prepared and forwarded by all hod's to the principal for his consent. The principal reviews the budget of all departments and ask the administrative office to prepare a consolidated budget of the institution and then forwards it to the management for its final approval.
- **Allocation:** Governing council reviews the proposed budget received from the head of the institution and then allocates the budget as per necessity of proposed expenses. If there is no disparity, then the budget is sanctioned and funds are released.
- **Expenses:** Funds are utilized for the development of laboratories, procurement of books, national/international journals, staff salary, development and maintenance activities. In case any additional funds are required for any other purpose, then the concerned faculty has to prepare a note stating the details of the importance with supporting documents. In exceptional cases, the concerned faculty may require to give a presentation to authorities before sanctioning the funds as per requirement. Based on the importance of the requirement, principal forwards the note to the management for its final approval. Once the approval is received from the management, principal directs the hod for the utilization of requested fund.
- **Audit:** The accounts section of administrative office verifies the expenses carried out under various institutional / departmental activities from supporting documents and give their remarks for the final settlement of the account. Audits are carried out by the chartered accountant at regular intervals to ensure a proper utilization of the funds as per their allocation.

  
**PRINCIPAL**  
**PRINCIPAL**  
Dayananda Sagar College of Dental Sciences  
Kumaraswamy Layout,  
Bengaluru - 560 078.



**DAYANANDA SAGAR COLLEGE OF DENTAL  
SCIENCES**

**Shavige Malleshwara Hills, Kumaraswamy Layout  
Bengaluru 560078**

**MINUTES OF MEETING OF THE GOVERNING  
COUNCIL**

**2018-19**



**DAYANANDA SAGAR COLLEGE OF DENTAL SCIENCES**

**Shavige Malleshwara Hills, Kumaraswamy Layout**

**Bengaluru 560078**

**GOVERNING COUNCIL MEETING**

**AGENDA**

**DATE: 17-07-2018**

**TIME: 11.00 AM**

**VENUE BOARD ROOM, HERITAGE BUILDING, DSI**

<b>Item No's</b>	<b>Points</b>
1.	Confirmation of minutes of meeting held on 12 <sup>th</sup> December 2017
2.	Revision of Vision and Mission
3.	Approval of E-governance, resource mobilization and utilization policy document
4.	Approval of policy documents/roles and responsibilities of various committees
5.	Confirmation of minutes of meeting of Academic Advisory Council meeting held for the academic year 2017-18
6.	MoU and collaborative activities for the academic year 2017-18
7.	Continuation of recognition of UG and PG courses
8.	Approval of RGUHS continuation of affiliation.
9.	Recognition of MDS in Public Health Dentistry
10.	Audited statement 2017-18
11.	Budget for the year 2018-19
12.	List of faculty appointed and resigned
13.	Students admitted during academic year 2017-18
14.	Departmental activities - IDM/CDE/seminars/workshops/faculty developmental programme(FDP)/conference - organized
15.	Departmental activities - IDM/CDE/seminars/workshops/faculty developmental programme(FDP)/conference – attended

<b>16.</b>	<b>Academic performance of students</b>
<b>17.</b>	<b>Research papers presented</b>
<b>18.</b>	<b>Presentation of annual report</b>

**Proceedings Of The Governing Council Meeting Held On 17<sup>th</sup> July 2018**

**Members Present :**

1.	<b>Dr. D. Hemachandra Sagar, MBBS, MS,</b>	<b>Chairman</b>
2.	<b>Dr. D. Premachandra Sagar, MBBS</b>	<b>Vice-Chairman</b>
3.	<b>Sri Galiswamy B. A. Educationist</b>	<b>Secretary MGVPT</b>
4.	<b>Ms. Tintisha H Sagar</b>	<b>Member</b>
5.	<b>Mr. Rohan P Sagar</b>	<b>Member</b>
6.	<b>Sri Chandrashekar Raju Educationist</b>	<b>Member</b>
7.	<b>Rajiv Gandhi University of Health Sciences nominee</b>	<b>Not nominated by the university</b>
8.	<b>Dr. Hemanth. M MDS, Ph.D Principal DSCDS</b>	<b>Ex-Officio-Member Secretary</b>
9.	<b>Dr Roopa. R. Nadig MDS Dean DSCDS</b>	<b>Member</b>

The Member Secretary welcomed the members present and requested the Chairman to conduct the proceedings. In his opening remarks, Chairman welcomed the members and the Member Secretary was asked to brief the members considering each agenda points. Some of the major observations made by the members during the discussions are enumerated in the succeeding paragraphs.

#### **Agenda 1 - Confirmation of minutes of meeting held on 12<sup>th</sup> December 2017**

Proceedings of previous meeting held on 12<sup>th</sup> December 2017 were placed in the meeting for approval. The proceedings were discussed and governing body confirmed the same. The Member Secretary informed the council that digitization of the radiology department was completed, the process of digitization of patient records has commenced with C-STONE technologies. Member Secretary also informed that 23 committees have been formed for decentralization, organize and monitor various activities. Member secretary also informed that Rs 1 crore supplementary budget for infrastructure augmentation has been utilized for the purchase of state of art-mobile dental unit and purchase of various major equipment.

#### **Agenda 2- Revision of Vision and Mission of the College**

Member Secretary informed that as the vision and mission had not been revised for quite a few years. The draft of the revised vision and mission document was placed before the council for approval. The council discussed and ratified the document for implementation.

#### **Agenda 3 – Approval of E-governance, resource mobilization and utilization policy document.**

The member Secretary placed before the council the draft of the E-governance, resource mobilization and utilization policy document. The council discussed and ratified the same.

#### **Agenda 4 - Approval of policy documents/Roles and responsibilities of various committees**

Member secretary informed the council that policy document was prepared and roles and responsibilities were defined for Academic Advisory Council, Alumni Coordination Committee, Institutional Review Board, Anti-Ragging Committee, A-V Photography Committee, Career Guidance and Placement Committee, DSCDS Code of Conduct Professional Ethics and Disciplinary Committee, Empanelment Committee, Facility

Management Committee, Feedback Committee, Hospital Infection Control Committee, Hostel Committee, Staff Welfare Committee, Internal Complaints Committee, Library Advisory Committee, Soft Skill Development Committee, Student Support welfare & Grievance Redressal Committee, Sports Committee, Cultural Committee, Purchase Committee, Interdepartmental Meeting Committee, Students Council and NSS Committee was placed for perusal of the council and approval. The council appreciated the amount of work that had gone into the preparation of policy document and the same was approved.

**Agenda 5 - Confirmation of minutes of Academic Advisory Council meeting held for the academic year 17-18**

Member Secretary informed about the proceedings of Academic Advisory Council for the academic year 2017-18 and the same was approved.

**Agenda 6 – MoU and collaborative activities for the academic year 17-18**

Member Secretary informed the members that dental college has got into 3 collaborative activities and MoU's. Members noted and appreciated.

**Agenda 7 – Continuation of recognition of UG and PG courses**

Member Secretary informed the members that DCI periodic inspection was held on May 2018 for continuation of recognition of UG and PG courses. The inspection went on smoothly with no compliance.

**Agenda 8 - Approval of RGUHS continuation of affiliation.**

Member Secretary informed the members that RGUHS-LIC inspection was held on 07/03/2018 and approval has been given by the university for the year 2018-19

**Agenda 9 - Recognition of MDS in Public Health Dentistry**

Member Secretary informed the members that recognition for MDS course in Public Health Dentistry was obtained from DCI. The members congratulated the principal and dean.

**Agenda 10 – Audited statement 2017-18**

Audited statement for the year 2017-18 was placed for perusal and information. Members noted and there were no specific comments

**Agenda 11– Budget for the year 2018-19**

Budget proposal for the year 2018-19 duly approved by the management was noted and ratified.

**Agenda 12 – List of faculty appointed and resigned**

The principal informed the members that in the last 12 months 16 faculty were appointed at various levels while 11 faculty resigned. The new appointments were ratified by the council.

**Agenda 13 - Students admitted during academic year 2017-18**

Members noted the number of students admitted during the academic year 2017-18

**Agenda 14 - Departmental activities seminars/ workshops/ symposium/ faculty developmental programme(FDP) organised**

The details of IDM/Seminars/ Workshop/ Guest Lectures/ Faculty Development Program organized by various departments in the last one year were presented. The members noted with appreciation.

Year	2017-2018
Number of programs conducted	28

**Agenda 15 - Departmental activities seminars/ workshops/ symposium/ faculty developmental programme(FDP)- attended**

The details of the Seminars/ Workshop/ Guest Lectures/ Faculty Development Program attended by various faculties during the last one year were noted by the members.

Year	2017-2018
Number of teachers attended	74

**Agenda 16 – Academic performance of students**

Member Secretary presented the academic performance of students with regard to ranks/distinctions for both BDS and MDS and also UG and PG awards won during the year 2017-18.



### Agenda 17 - Research papers presented

Principal informed the members regarding the Research Papers Presented by various faculties department wise as given below:

SL NO	DEPARTMENT	JOURNAL PUBLICATIONS	SCIENTIFIC PRESENTATIONS
1.	Oral Medicine and Radiology	12	2
2.	Public Health Dentistry	9	10
3.	Oral and Maxillofacial Surgery	5	2
4.	Conservative Dentistry and Endodontics	15	0
5.	Prosthodontics Crown and Bridge	8	0
6.	Paediatric and Preventive Dentistry	0	0
7.	Periodontics	9	3
8.	Orthodontics and Dentofacial Orthopaedics	3	1
9.	Oral Pathology	6	5

### Agenda 18 – Presentation of the annual report

Member Secretary presented the annual report for the year 2017-18 which was approved by the council.

The Meeting concluded with vote of thanks to the chair.

  
**DR. HEMANTH M**  
**MEMBER SECRETARY**

**PRINCIPAL**  
Dayananda Sagar College of Dental Sciences  
Kumaraaswamy Layout,  
Bangalore - 560 078.