

TAGORE DENTAL COLLEGE & HOSPITAL

Rathinamangalam, Melakkottaiyur Post, Chennai -600 127. Ph: 044-30102222

Recognized by The Dental Council of India, New Delhi

Affiliated to the Tamilnadu Dr. M.G.R. Medical University, Chennai.

MENTORSHIP COMMITTEE
Email: mentorship @tagoredch.in



- 1. Dr.P.Saikrishna
- 2. Dr. G.S. Asokan
- 3. Dr.B.Bhuvaneswari
- 4. Dr.Makeshraj
- 5. Dr. Jacob Mathew Philip

To

The Principal

Tagore Dental College and Hospital

Rathinamangalam, Chennai – 127

Respected Sir,

Sub: Annual Report regarding Mentor Meeting conducted for the year 2023

Based on the keynotes discussed in the mentor meeting, the following actions were taken.

- The committee allotted mentors to students (freshers) at the beginning of each academic year.
- They are in charge of attendance, academic performance and progress of the assigned students throughout entire academic session (From first year to Final year).
- Mentors maintained a mentor card for each student and maintained detailed profile of them.
- Mentors were instructed to meet mentees on weekly basis and collect their grievances reported to the mentor head during monthly meeting.

Dr. C.J.VENKATA KRISHNAN, M.D.S., Ph.D.,
PRINCIPAL
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TAGORE DENTAL COLLEGE & HOSPITAL <u>MENTORSHIP COMMITTEE</u>

ANNUAL REPORT 2022 – 2023

KEY NOTES OF THE MEETING:

- New batch (2022 23) of First BDS 79 students joined on 12.12.2022. Eight
 mentors allotted for the fresh year students.
- New batch (2023 24) of 100 First BDS students joined on 21.2.2023. Ten mentors allotted for the fresh year students.
- Mentor mentees and parents whatsapp group have started to post attendance, terminal exam schedule and marks.
- Mentors are instructed to verify mentees and their parent's details that entered in mentorship card.
- The mentors will be in charge of communicating with parents regarding attendance and marks of their respective mentees.
- Postgraduate students took revision classes for certain topics for duration of one week.
- Mentors are requested to meet their mentees on weekly basis and check their progress.
- Mentors are requested to follow up students and motivate them for model and university examination.
- Three terminal and model examinations have been conducted and marks were informed to respective wards parents.
- Staffs requested for offline PTA meeting during weekdays.
- Students have to register for next academic year after university exam irrespective of result.
- Students were instructed to collect their books and instruments.
- Students have to do NPTEL exam registration.
- One parent requested for daily attendance.

- Few students have low percentage of attendance.
- 5 PTA meeting were conducted through online mode and 4 meeting were conducted through offline mode. Students attended the meeting with their parents.
 Students and parents grievances forwarded to respective committees.
- Student's attendance average calculated for the past four months. Those who have attendance percentage below 80%, informed to their respective parents.
- Seven students have very low percentage attendance in anatomy department.

 Head of the department instructed their respective parents to meet him.
- Replacement of Dr.Kumararaja by Dr.Nandhini. .
- Students were availing too many days leave. Approval of HODs for leave letter is mandatory before they get the mentor sign.
- Scholarship Students are instructed to pay pending fees on or before July 31st 2023.
- Pathology HOD complained about poor performance of the students in terminal exams.
- Students have instructed to inform their mentors prior when they go for extracurricular activities.
- College reopens on 4/9/2023 for third year additional batch students for final year.
- Fees pending students have to pay on or before October 24th.
- Few parents have complained about water leakage in girl's hostel bathroom.
- Model practical exam timetable was rescheduled for final year BDS students due to college cultural.
- Final year additional batch student's normal class schedule started.
- Re model exam will be conducted for first year students from 30th October 2023 for absentees and failed students in model exams.
- University exam going to start for first year students from December 14th 2023 and informed to mentees and their parents.
- University practical exam conducted for first year students from 8th to 11th January and information given to mentees.

 Holidays will be from 12th January for first year students and second year classes will start from 29nd January, irrespective of results.

STUDENTS GRIEVANCES COLLECTED DURING THIS ACADEMIC YEAR:

- Students had asked for instruments and remaining books.
- Hostel students complained about water leakage in rooms.
- Students have requested time for fees payment.

Students grievances reported to the students grievances committee and rectification done regarding.

ACTION TAKEN:

- All the students regularly met their mentors and duly signed the meeting log book.
- Students were instructed to collect instruments and remaining books from stores.
- Hostel committee has taken the issue to the management and it was rectified.
- Students have requested time for fees payment and it was granted.

Dr. G.S. Asokan,

Professor and Head,

Mentor Head.

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