

The Dental Education Unit

The Dental Education Unit (DEU), an initiative created to develop a single point contact between the institution administration, teaching faculty, clinical\non-clinical departments and the students for the welfare of the students. The DEU was formed in February 2012 as a six member unit with the principal, Chettinad dental college & RI as the chief advisor. DEU at present consist of 11 faculty members. It collaborates with the dental administration office, individual department, and other students oriented committees of the institution like the parent-teachers association, students counseling and guidance centre and strives for the academic excellence of the students.

Composition of the committee:

Chief advisor: Dr. P. Rajesh, Principal, Chettinad Dental College & Research Institute

Chairperson: Dr. Jagath Reddy, M.D.S (Dept. of oral medicine & radiology)

Convener: Dr.R.Sathish Muthukumar, M.D.S (Dept. of Oral & Maxillofacial Pathology)

Course incharges for academic year 2016-17	
Year of the course	Course in charges
First Year	Dr.Merlin,Dr.Padmashree
Second year	Dr.Saritha,Dr.Mannu Unnikrishnan
Third year	Dr.Bhavana Pandey,Dr.Agila S
Final year	Dr.Ashwath,Dr.Thailavathy
CRI	Dr.Jagath reddy

Student representatives for the academic year 2016-17	
First Year	Ms.Adhithi,Mr.Sadasivam
Second year	Ms.Bhavna,Mr.Vignesh
Third year	Ms.Bharathi,Mr.Shah Aqil Khan
Final year	Ms.Amirtha,Mr.Naveen
CRI	Ms.Ranjitha,Mr.Mithul

Responsibilities of the members:

Chairperson: Take care of the overall functioning of the committee and policy implementation

Convener: Conveys the meeting, documents the proceedings and maintain records.

Members: The members otherwise the incharge of the individual year of course study (I to IV & CRRI), follow the academic performance and attendance of each student, register the same periodically and thereby meticulously monitor the academic progress of the students.

All the members are responsible individually for their respective roles and overall functioning of the DEU.

Frequency of the meeting: The committee meets once in three months on a regular basis in the month of March, June, September and December. However, unscheduled and emergency meetings are called as and when required.

Objective of the DEU:

1. The DEU is an integral part of the Chettinad Dental College & RI that works for the welfare of the students.
2. Acts as a single point contact between the institution, medical & dental teaching departments, and students.
3. It works in tandem with other committees of the institution like the parent-teachers association (PTA), students counseling & guidance centre (SCGC), sports and cultural committee, anti ragging committee, student's grievance committee.
4. Students of each year of the course is monitored by the designated course incharge, register the academic performance and attendance particulars.
5. Monitoring the clinical work done by the students and communicates to whomsoever concerned.
6. Identify the underperforming student and helps in their academics accomplishment.
7. Communicates with PTA and collaborates in organizing the PTA meet and convey the parent their ward's progress.
8. Periodic communication to the parent and students through letters, notice board, telephone, and electronic communication (SMS and Email).
9. Monitors the university results and play an active role in the improvement and sustenance of the results.
10. Designs the academic calendar. Plans the academic timetable events and communicates to the students.
11. Programs the schedule and monitor the conduction of internal & model examination.