GOVT. DENTAL COLLEGE AND HOSPITAL, JAMNAGAR
GUJARAT (INDIA)
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28 JUL 2026

8. Academic Audit Committee (Internal)

Sr. No.	Name	Designation	Role
1	Dr. Girish Chauhan	Professor & HOD (Oral Pathology)	Chairman
2	Dr. Jalpak Shukla	Tutor (Periodontia)	Co-Chairman
3	Dr. Keyur Joshi	Assistant Professor (Pedodontia)	Member
4	Dr. Smita Mirani	Tutor (Oral Pathology)	Member
5	Dr. Pankaj Sadarangani	Tutor (Orthodontia)	Member
6	Dr. Hardik Sheth	Tutor (Prosthetic)	Member

Meeting Frequency: Quarterly

Major Roles & Responsibilities:

- Conduct periodic internal academic audits to assess compliance with curriculum, academic regulations and institutional policies.
- Review teaching-learning processes, academic calendars, lesson plans and departmental teaching schedules.
- Monitor faculty and student attendance, academic performance and syllabus completion.
- Evaluate teaching methodologies, student assessment systems and feedback mechanisms.
- Review faculty workload, academic activities, mentoring programmes and faculty development initiatives.
- Verify maintenance of academic records, logbooks, student portfolios and examination records.
- Identify gaps in academic processes and recommend corrective and preventive actions (CAPA).
- Monitor implementation of audit recommendations and academic quality improvement initiatives.
- Ensure compliance with DCI, University and applicable regulatory requirements.
- Submit audit findings and recommendations to the Dean and Quality Assurance Committee.
- NDC Regulation Proforma and all amendments awareness monitoring

Dean
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