

## MINUTES OF THE MEETING HELD ON 22<sup>nd</sup> July, 2024

The meeting of the Governing Body of K.L.E. Society's Institute of Dental Sciences was held on 22<sup>nd</sup> July 2024, at 2 pm at KLES' Pharmacy college, Bengaluru.

The following members were present at the meeting.

Sl no	Name	Designation
1	Dr. VS Sadhunavar Member, Board of Management KLE Society, Belagavi	Chairman, Governing body
2	Dr. V I Patil Member, Board of Management KLE Society, Belagavi	Member, Governing body
4	Dr. Shivayogi M Hugar Life Member & Joint member secretary of Health Sciences KLE Society, Belagavi	Member, Governing body
5	Dr. Praveen BN on behalf of the principal Vice Principal	Member Secretary

The member secretary welcomed the Chairman and all the Governing Body members for the meeting and made the presentation with due permission from the Hon Chairman on behalf of Dr. Srivatsa.G, Principal of KLES Institute of Dental Sciences, as per the agenda.

### Agenda 1: Read and Confirm the minutes of previous meeting

**Resolution 1:** Vice Principal read and confirmed the minutes of the previous governing body meeting held on 05/10/2023. He presented the action taken report of the meeting and it was noted by the committee members.

### Agenda 2: Academic details of the college

#### a) **Strength of Students for the academic year 2023-2024**

Vice Principal presented the students strength (Course and Class wise 2023-24) and it was noted by all the members. Present Student Strength- 310 (Girls- 243, Boys- 67)

	UG					PG
	I BDS	II BDS	III BDS	IV BDS	Interns	MDS
<b>Girls</b>	37	37	38	42	39	50
<b>Boys</b>	13	10	8	08	11	17
<b>Total</b>	50	47	46	50	50	67

b) **Admission status :**

The BDS and MDS admissions for the year 2024-25 is yet to be commenced. The admission details for the year 2023-24 and the present year are as follows.

BDS: 50

Year	Total admission	Remarks
2023-24	50	All seats filled
2024-25	Yet to start	KEA Registration in progress

MDS: 24

Year	Total admission	Remarks
2023-24	24	All seats filled
2024-25	Yet to start	KEA Counselling in progress

c) **Academic Results: -**

Year	Distinction	I Class	II Class	Pass	ATKT	Fail	Percentage
I BDS	21	25	0	0	1	2	47/49 (96%) ✓
II BDS	18	25	1	2	1	0	47/47 (100%) ✓
III BDS	0	12	26	0	1	1	39/40 (97%) ✓
IV BDS	5	34	1	0	0	3	40/43 (93%) ✓

	Appeared	Passed	Percentage
I MDS	24	22	92% ✓
III MDS	23	23	100% ✓

d) **Staff Details:**

**Total staff (permanent)- 132, Male staff- 52, Female staff- 80**

**Total staff (on contract)- 14**

<b>Teaching staff- 72</b>	
Dental staff	54
Medical staff	18
Professors	27
Readers	19
Lecturers	26

<b>Non- Teaching staff- 60</b>	
Clerical staff	16
Librarians	02
Paramedical staff	19
Attenders and Sweepers	23

**Resolution 2:** The members took note of the student strength, academic results, admission status and staff details. The results were appreciated.

### Agenda 3: Financial Status of the College

Vice-Principal presented the financial details - Proposed fee structure for the present year, DCB, Bank balance in all the accounts, Audited statement of the year 2023-24 and Auditor observations.

- **Fees Structure for the academic year 2024-25**

<b>UG - 50 Seats</b>		
Govt- 17 seats	Pvt- 23 seats	Management- 10 seats
1,33,358	4,08,500	4,08,500

<b>PG - 24 Seats</b>		
Govt- 08 seats	Pvt- 10 seats	Management- 06 seats
4,07,076	6,55,176	11- 14 Lakhs

- **DCB for 2024-2025 as on 15/7/2023**

SI NO	Course	Demand	Collection	Balance
1	I BDS	15,44,228.00	15,02,728.00	41,500.00
2	II BDS	16,55,128.00	1,98,308.00	14,56,820.00
3	III BDS	28,99,006.00	10,96,240.00	18,02,766.00
4	IV BDS	6,85,358.00	3,81,858.00	3,03,500.00
5	Repeaters (BDS)	20,16,984.00	3,05,908.00	17,11,076.00
6	I MDS	20,08,320.00	18,29,782.00	1,78,538.00
7	II MDS	16,98,576.00	6,88,000.00	10,10,576.00
8	III MDS	52,42,080.00	14,10,576.00	38,31,504.00
	<b>Total</b>	<b>1,77,49,680.00</b>	<b>74,13,400.00</b>	<b>1,03,36,280.00</b>

Hon Chairman advised the vice principal to make efforts to collect the pending fees as early as possible.

- **Audited statement for the year 2023-24**

<b>Expenses</b>		<b>Income</b>	
Salary to staff	5,50,68,450.00	Student fees	9,39,28,998.00
Establishment expenses	1,48,85,512.71	Specific fees	16,46,771.00
Departmental Current expenses	1,16,51,176.56	Interest from Bank	27,62,456.00
Expenses against specific fees	12,33,351.00	Rent	64,000.00
Repairs & Maintenance	27,39,466.00	Miscellaneous receipts	2,61,34,913.88
Depreciation amount	98,94,580.97	Deficit	.
Excess of Income over expenditure	2,90,64,601.64		.
<b>Total</b>	<b>12,45,37,138.88</b>		<b>12,45,37,138.88</b>

- **Bank Balance / Funds available as on 19/7/2024:**

Sl.No	Bank Details and Account No.	As on 19-07-2024
1	<b>President Account</b> Canara Bank, Tumkur Road branch SB A/C no 0882101016664	Rs 1,02,84,598
2	<b>Principal Account</b> Canara Bank, Tumkur Road branch SB A/C no 0882101016663	Rs 11,35,563
3	Fixed Deposits (President Account) Canara Bank, Tumkur Road branch	Rs 4,05,00,000

- **Audit report:** Auditor's observations of the year 2023-24 and our compliance are as follows.

Sl No	Auditors observations	Compliance
1	As informed physical verification of fixed assets was carried out by the institute. The institute has identified missing items, shortages, defective and damages, but no effect has been given in bank of accounts	Noted- enclosed with the audit report

**Resolution 3:** The members took note of the fee structure, DCB statement, bank balance, income and expenditure statement and auditor's observations. Vice Principal was advised to collect the balance fees. They also advised to comply with auditor's observations strictly.

**Agenda 4: Request for Staff Recruitment (Teaching and Non-Teaching).**

- Vice Principal presented the following requirements regarding the staff members.

Designation	Department	Requirement	Remarks
lecturer	Prosthodontics	01	Approved
Nursing Staff	Oral Surgery	01	Approved
Lab Technician	Oral pathology	01	Approved
Change of designation frompeon to receptionist	Implantology	01	Not approved
Contract to Society pay scale of attenders	Orthodontics Medical section	02	Not approved

**Agenda-5: Sanctioning of annual increments, Earned Leave and Maternity Leave.**

- Resolution 5:** Vice Principal presented the details of staff eligible for Earned leave and maternity leave. The earned leave of 04 staff, surrender leave of 10 staff and maternity leave of 01 Staff was approved.
- Regular annual increment of 11 teaching and 22 non-teaching staff was approved.

**Agenda 6: Pending bills and vouchers since October 2023 to June 2024 .**

**Resolution 6:** Vice- principal presented the pending bills and vouchers since last meeting and the same was noted by the members.

Queries were raised with respect to 13 dental chairs and 22 dental stools and the institution was asked to send the details of the same. Explanation was asked regarding Purchase of projector and audio systems to auditorium.

The convenience payment to office attenders and hostel warden on voucher was asked to be discontinued. They have to be paid on kilometers' basis for the work done outside.

Any purchases made / Expenditure, Should be mandatorily approved from the head office.

**Agenda 7: Any other subject with the permission of chair.**

- Resolution 7:** The committee members discussed and the following decision were made.

**Request for Equipments**

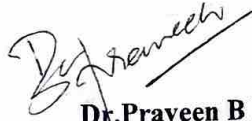
Intra oral scanner for Prosthodontics department- Decision pending  
Purchase of two Hanau Articulators was approved

- Salary hike of professors and readers is kept pending
- Property tax of KLESIDS building- Pending

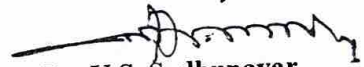
Meeting concluded with vote of thanks.

**Enclosed: Remarks and response: (attached as annexure)**

1. Signed copy of the last LGB – Minutes of meeting – Annexure 01
2. Demand, Collection and Balance of the financial year – 2023-2024-Annexure 02
3. Account numbers of all the accounts with bank names – Annexure 03
4. Total number of staff on society scale- Annexure 04
5. To explain the expenses towards refurbished dental chairs-Annexure 05
6. Permission for publication incentives for the staff
7. Permission for requirements for office attenders and hostel warden



**Dr. Praveen B N**  
Vice - Principal  
KLE Society's  
Institute of Dental Sciences, Bengaluru



**Dr. V.S. Sadhunavar**  
Chairman,  
Governing Body  
KLE Health Science institutions

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**G B MEETING**

**05.10.2023**

The Meeting of the Local Governing Body of K.L.E.Society's Institute of Dental Sciences, Bengaluru -22 is convened on 05<sup>th</sup> ~~September~~ September 2023.

The following members were present :-

1 Dr.V. S. Sadhunavar

  
Chairman

2 Shri V. I. Patil

  
Member

3 Dr. Deepa C Metgud

  
Member

4 Dr. Shivayogi M Hugar

  
Jt. Member Secretary

5 Dr. Srivatsa G

  
Principal

  
Principal

6. Dr. Mallikarjun  
Coordinator





# K. L. E. SOCIETY'S INSTITUTE OF DENTAL SCIENCES

(Recognised by Dental Council of India & Affiliated to RGUHS Karnataka)

No. 20, Yeshwanthpur Suburb, II Stage, Tumkur Road, Bangalore-560 022.

Karnataka State, INDIA. ☎ Off : 080-23474137

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E-mail : principal.klebllore@gmail.com Website : www.kledentalbengaluru.com

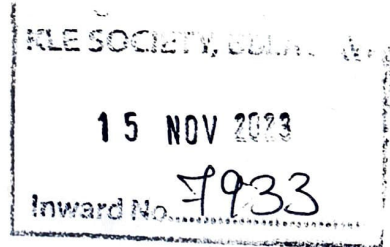
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1/10/2023

A meeting of the Governing Body of KLE Society's Institute of Dental Sciences, Bengaluru is convened on 5<sup>th</sup> Oct 2023 at 12:00am at KLE Society's School, Rajajinagar. All the members are requested to attend the meeting and offer their valuable suggestions.

## AGENDA

1. Read & Confirm the minutes of previous meeting held on 12/9/2022.
2. Academic records of the College
  - a. Students strength and New admission Status
  - b. Staff Details
  - c. Academic Result
3. Financial details of College
  - a. Proposed fees for the year 2023-24
  - b. DCB Statement
  - c. Income & Expenditure Statement
  - d. FD and Bank Balance in all accounts
  - e. Review of Audit Report & Observation
4. Sanction of Earned leave and Maternity leave
5. Annual Staff Increment (Teaching and Non Teaching)
6. Request for Staff promotion (Medical & dental)
7. Request for staff pay hike
8. Request for Staff Recruitment (Teaching and Non Teaching)
9. Approval & Sanction of Pending bills & vouchers from the last meeting
10. Any other Subject with permission of the Chair



*Srivatsa.G*  
Srivatsa.G

**PRINCIPAL**

**K.L.E. SOCIETY'S  
INSTITUTE OF DENTAL SCIENCES  
• BANGALORE**

Copy fwcs to:

- Dr. V. S. Sadhunavar – Chairman, Governing Body, KLE Health Science Institutions
- Dr. V.I.Patil - Member, Governing Body, KLE Health Science Institutions
- The Secretary, Board of management, KLE Society
- Dr. Preeti Doddwad- Member Secretary, Governing Body, KLE Health Science Institutions

## MINUTES OF THE MEETING HELD ON 5<sup>th</sup> October, 2023

The meeting of the Governing Body of K.L.E. Society's institute of dental sciences was held on 5<sup>th</sup> October, 2023, 11 am at KLE School, Rajajinagar.

The following members were present at the meeting.

Sl no	Name	Designation
1	Dr. VS Sadhunavar Member, Board of Management KLE Society, Belagavi	Chairman, Governing body
2	Dr. V I Patil Member, Board of Management KLE Society, Belagavi	Member, Governing body
3	Dr. Deepa C Metgud Life Member KLE Society, Belagavi	Member, Governing body
4	Dr. Shivayogi M Hugar Life Member & Joint member secretary of Health Sciences KLE Society, Belagavi	Member, Governing body
5	Dr. Srivatsa.G Principal	Member secretary

The member secretary welcomed the Chairman and all the Governing Body members for the meeting and made the presentation as per the agenda.

### Agenda 1: Read and Confirm the minutes of previous meeting

**Resolution 1:** Principal read and confirmed the minutes of the previous governing body meeting held on 12<sup>th</sup> September, 2022. He presented the action taken report of the meeting and it was noted by the committee members.

### Agenda 2: Academic details of the college

#### a) **Strength of Students for the academic year 2022-23**

Principal presented the students strength (Course and Class wise 2022-23) and it was noted by all the members. Present Student Strength- 282 (Girls- 223, Boys- 59)

	UG					PG	Total
	I BDS	II BDS	III BDS	IV BDS	Interns	MDS	
<b>Girls</b>	37	38	42	39	36	31	223
<b>Boys</b>	10	8	8	11	9	13	59
<b>Total</b>	47	46	50	50	45	44	282

#### **Admission details:**

The BDS and MDS admissions for the year 2023-24 have commenced and are in progress. The admission details for the year 2022-23 and the present year are as follows.

Course	Intake			Admitted		
	Merit Seats	Mgt. Seats	Total	Merit Seats	Mgt. Seats	Total
BDS [2022-23]	18	32	50	18	32	50
MDS [2022-23]	8	16	24	7	15	22
BDS [2023-24]*	17	33	50	12	19	31
MDS [2023-24]*	8	16	24	1	2	3

\*Admissions in progress with the last date being October 20<sup>th</sup> for MDS and Oct 31<sup>st</sup> for BDS

**b) Academic result analysis for the year 2022-23:**

Year	Distinction	I Class	II Class	Pass	Pass %	ATKT	Fail	Total
I BDS	9	19	12	3	91%	2	2	47
II BDS	11	29	0	4	94%	0	3	47
III BDS	0	12	26	0	95%	1	1	40
IV BDS	5	34	1	0	93%	0	3	43
I MDS				21	95%	-	-	22
II MDS				22	100%	-	-	22

**c) Staff Details: Total staff- 134**

Sl.No	Staff Details	No.
1	Dental teaching staff	53
2	Medical teaching staff	19
3	Support staff	62

SI No	Designation	No. Present
1	Professors	22
2	Readers	21
3	Lecturer	29
4	Clerical staff	16
5	Librarians	02
6	Para medical staff	19
7	Attenders & Sweepers	25
8	On contract	11

**Resolution 2:** The members took note of the student strength, admission status, staff details and academic results. They appreciated the staff for the excellent results and advised to keep it up.

**Agenda 3: Financial Status of the College**

- Principal presented the financial details - Audited statement of the year 2022-23, Auditor observations, proposed fee structure for the present year, DCB and Bank balance in all the accounts.

**a) Fees Structure for the academic year 2023-24**

BDS- 50 Seats			
Proposed fees for the Year 2023-24	Govt- 17 seats	Pvt- 23 seats	Management- 10 seats
	1,21,408	4,08,500	4,08,500

MDS- 24 Seats			
Proposed fees for the Year 2023-24	Govt- 10 seats	Pvt- 08 seats	Management-06 seats
	4,07,076	7,15,694	11-14 Lakhs

**b) DCB as on 5/10/2023**

Sl no	Class	Demand	Collection	Balance
1	Arrears fees to be collected for 2022-23	12457580.00	9802164.00	2655416.00
2	II BDS (Repeater)April 2023 to october 2023	28500.00	0.00	28500.00

3	III BDS (Repeater) April 2023 to October 2023	42500.00	0.00	42500.00
4	III BDS (Odd Batch) April 2023 to March 2024	1520030.00	510030.00	1010000.00
5	IV BDS (Odd Batch) April 2023 to March 2024	2682142.00	798036.00	1884106.00
6	I BDS admission cancelled student	400000.00	400000.00	0.00
	<b>Total</b>	<b>17130752.00</b>	<b>11510230.00</b>	<b>5620522.00</b>

c) **Bank Balance / Funds available as on 5/10/2023:**

Sl.No	Bank Details and Account No.	As on 30-09-2023
1	Canara Bank, Tumkur Road branch SB A/C no 0882101016664	Rs 46,00,260
2	Canara Bank, Tumkur Road branch SB A/C no 0882101016663	Rs 24,22,265
3	Canara Bank, Tumkur Road branch	Rs 1,20,00,000

d) **Income & Expenditure** : Income & Expenditure statement of the year 2022-23 was as follows.

Expenses		Income	
Salary to staff	5,21,13,255	Student fees	10,97,43,961
Establishment expenses	94,66,844	Specific fees	21,48,009
Current expenses	1,01,74,431	Interest from Bank	20,37,204
Expenses against specific fees	10,21,459	Rent	60,000
Repairs & Maintenance	21,18,509	Miscellaneous receipts	2,39,70,526
Depreciation amount	1,04,63,136	Deficit	00
Excess of Income over expenditure	5,26,02,064		
<b>Total</b>	<b>13,79,59,701</b>		<b>13,79,59,701</b>

**Actual excess Income over Expenditure- Rs 6,30,65,200**

e) **Audit report:** Auditor's observations of the year 2022-23 and our compliance are as follows.

Auditor's observations	Sl No	Our compliance
Monthly reconciliation of balance with HO to be followed	1	Awaiting yearly balance confirmation letter from HO.
To reconcile the bank balance every month in the system instead of doing in separate excel spread	2	Reconciliation of the bank balance every month in the tally (system) done.

sheet		
Most of the revenue expenditure capitalized to dental equipments and instruments even though they do not have useful life.	3	Noted
As informed physical verification of fixed asset was carried out by the institute. The institute has identified missing items, shortages, defective and damages, but no effect has been given in books of accounts.	4	Noted, the statement enclosed with audit report.
Tally has to be customized to prepare the DCB student wise and section wise.	5	Noted, we will do the needful.
Since KLE society has only one GST no for all the institutions, it is not possible to check whether party from whom institution purchased goods have uploaded in GSTR.	6	Noted, informed to HO.
Balance confirmation letter of KLE Basavaprabhu CBSE school to be included.	7	Received and they have reimbursed.

**Resolution 3:** The members took note of the fee structure, DCB statement, bank balance, income and expenditure statement and auditor's observations. Principal was advised to collect the balance fees. They also advised the principal to comply with auditor's observations strictly.

**Agenda 4: Request for Staff Recruitment (Teaching and Non-Teaching).**

Principal presented that the above staff were in shortage and requested the chairman to permit him to appoint them.

**Statement showing the new appointments of teaching faculty**

Sl.No.	Designation	Department	Requirement
1	Senior lecturer	Periodontics	01
2	Lecturer	Pathology	01
3	Lecturer	Microbiology	01
4	Lecturer	Biochemistry	01
5	Lecturer	Pharmacology	01

**Requirement of non-teaching staff:**

Sl.No.	Designation	Requirement
1	Nursing Staff	01

**Resolution 4:** The committee members discussed and on confirmation that there are clear vacancies, approved the new staff appointments

**Agenda 5: Approval of staff promotion & to Sanction annual increment to staff members.**

**Resolution 5:** The committee resolved to approve the promotion of three medical staff, Dr Shashikala, Dr. Gayathri [as the head of the depts are retiring shortly] and Dr Kavitha [as it is long due] from the post of lecturer to reader.

Respected chairman also permitted to propose promotion of 7 readers and 1 lecturer (dental staff) whose promotion is due since more than 5 years to the post of professor and reader respectively. He suggested to workout minimum pay hike [2 to 5 thousand] as these promotions are without vacancies.

The proposal to be sent by the principal will be discussed at the head office level.

It was also resolved to sanction the annual increment to the 9 teaching and 23 non teaching staff. 2 non-teaching staff were sanctioned time bound increment.

**Agenda-6: Sanctioning of Earned Leave and Maternity Leave.**

**Resolution 6:** Principal presented the details of staff eligible for Earned leave and maternity leave. The earned leave of 3 staff and maternity leave of 1 staff was approved.

**Agenda 7: Pending bills and vouchers since September 2022 to September 2023.**

**Resolution 7:** Principal presented the pending bills and vouchers since last meeting and the same was noted by the members.

Sl. No.	Period	Amount Less than Rs.15,000/-	Amount above Rs.15,000/-
1.	1 <sup>st</sup> September 2022 to 31st March 2023	Rs 4,80,231	Rs 1,66,26,737
2.	1st April 2023 to 30 <sup>th</sup> September 2022	Rs 3,78,788	Rs 1,31,85,000

**Agenda 8: Any other subject with the permission of chair.**

**Resolution 8:** The committee members discussed and sanctioned the following requirements:

• **Request for Equipments**


Intra oral scanner for Prosthodontics department- Committee members Advised to call for quotations and discuss it in the college purchase committee.


Sedation unit for Pedodontics department- committee members discussed that it may not be advisable to use sedation unit without the presence of a qualified anesthetist.

- **Staff salary hike-** Principal requested for salary hike of the medical staff and Chairman Sir informed principal to send the proposal to the head office for discussion and approval. Principal requested for 30% salary hike for all the dental staff members of the institution. Chairman sir informed that it will be discussed at the head office level.

- **Property tax of KLE site-** the property tax of the adjacent KLE site is to be paid as vacant site since 2021-22. BBMP officials have been giving notice to pay tax at commercial value. The chairman suggested Mr Wali, engineer to look into the same.

Meeting concluded with vote of thanks.

  
Dr. Srivatsa G  
**PRINCIPAL**  
KLE Society's  
Institute of Dental Sciences, Bengaluru  
**INSTITUTE OF DENTAL SCIENCES**  
• BANGALORE

  
Dr. V.S. Sadhunavar  
Chairman,  
Governing Body  
KLE Health Science institutions

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