



**VYDEHI INSTITUTE OF DENTAL SCIENCES & RESEARCH CENTRE**  
**82, EPIP AREA, NALLURAHALLI, WHITE FIELD,**  
**BANGALORE -560 066**

**E-MAIL: [vids\\_principal@vimsmail.com](mailto:vids_principal@vimsmail.com) WEB SITE: <https://www.vids.ac.in/>**

---

**6.2.1: The Institutional has well defined organisational structure, Statutory Bodies/committees of the College with relevant rules, norms and guidelines along with Strategic Plan effectively deployed**

### **INDEX**

<b>S.NO</b>	<b>DESCRIPTION</b>	<b>PAGE NUMBER</b>
<b>1</b>	<b>Certificate of the Head of the Institution</b>	<b>2</b>
<b>2</b>	<b>Organizational structure</b>	<b>4</b>



**VYDEHI INSTITUTE OF DENTAL SCIENCES & RESEARCH CENTRE**  
**82, EPIP AREA, NALLURAHALLI, WHITE FIELD,**  
**BANGALORE -560 066**

**E-MAIL: [vids\\_principal@vimsmail.com](mailto:vids_principal@vimsmail.com) WEB SITE: <https://www.vids.ac.in/>**

---

## **CERTIFICATE OF THE HEAD OF INSTITUTION**



**VYDEHI INSTITUTE OF DENTAL SCIENCES & RESEARCH CENTRE**  
**82, EPIP AREA, NALLURAHALLI, WHITE FIELD,**  
**BANGALORE -560 066**

**E-MAIL: [vids\\_principal@vimsmail.com](mailto:vids_principal@vimsmail.com) WEB SITE: <https://www.vids.ac.in/>**

---

**Dr. MOHAN THOMAS NAINAN, MDS.,**  
**PRINCIPAL**

**TO WHOMSOEVER IT MAY CONCERN**

**This is to certify that our Institution has well defined organisational structure, Statutory Bodies/committees of the College with relevant rules, norms and guidelines along with Strategic Plan effectively deployed details are given :**

**PRINCIPAL**  
Dr. Mohan Thomas Nainan, MDS.,  
Principal  
Vydehi Institute of Dental Sciences  
& Research Centre  
#82, EPIP Area, Whitefield, Nallurahalli  
Bangalore-560066.





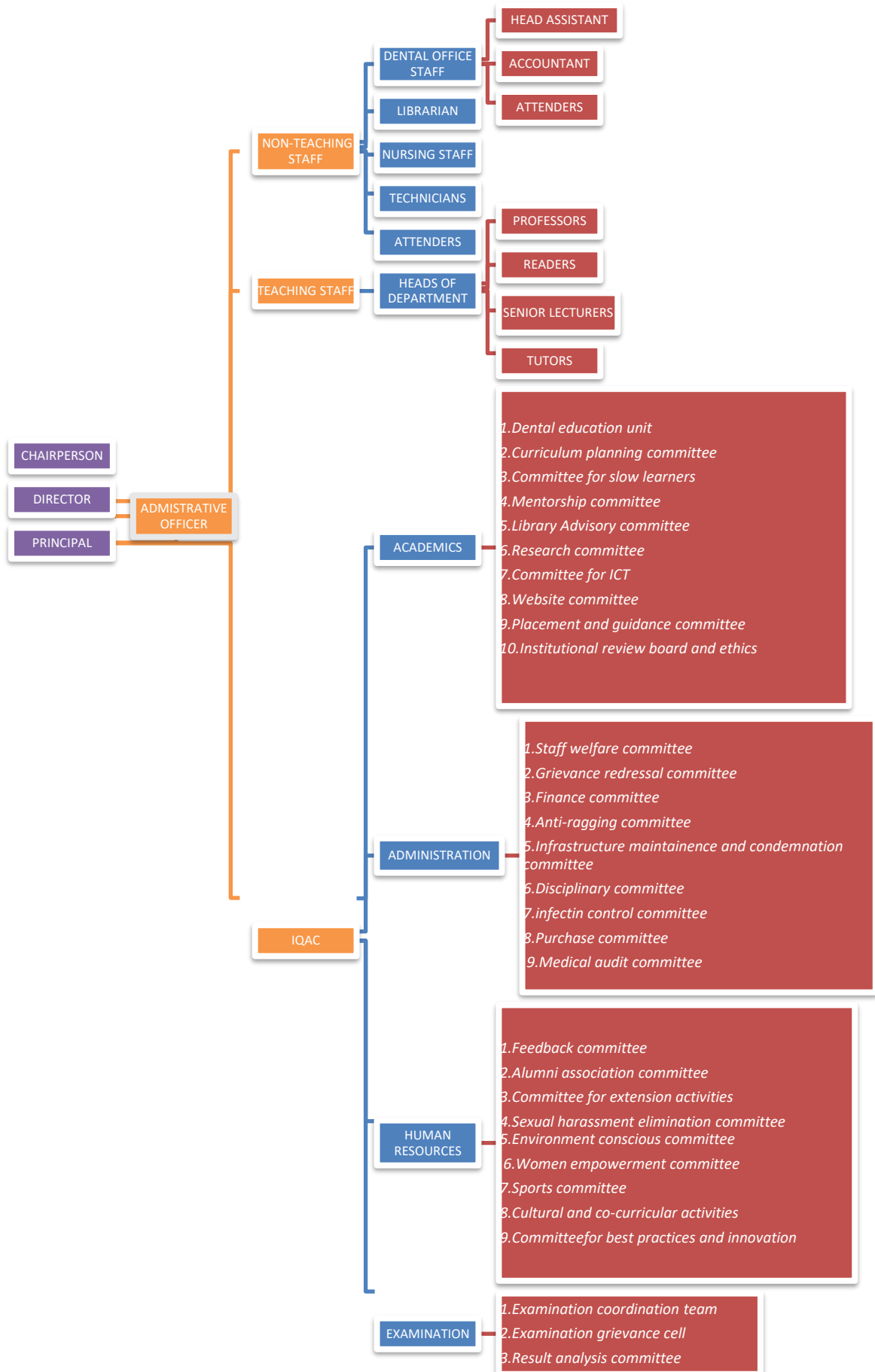
**VYDEHI INSTITUTE OF DENTAL SCIENCES & RESEARCH CENTRE**  
**82, EPIP AREA, NALLURAHALLI, WHITE FIELD,**  
**BANGALORE -560 066**

**E-MAIL: [vids\\_principal@vimsmail.com](mailto:vids_principal@vimsmail.com) WEB SITE: <https://www.vids.ac.in/>**

---

## **ORGANISATIONAL STRUCTURE**

# ORGANISATIONAL STRUCTURE



# **ORGANISATIONAL STRUCTURE**

**The organisation of the VYDEHI INSTITUTE OF DENTAL SCIENCES AND RESEARCH CENTRE is structured as follows:**

**MANAGEMENT**: includes the Chairperson, Director, Dean and Principal or any other Authorised officer duly constituted by Srinivasa Trust. The Chairperson is duly appointed by Srinivasa Trust, who is the overall in-charge of the VYDEHI INSTITUTE OF DENTAL SCIENCES AND RESEARCH CENTRE. The Director is appointed by the Chairperson, who is the overall in-charge of the Institute.

## **PRINCIPAL**

The Principal along with the Administrative Officer are involved in the implementation of the perspective plans of the College. They ensure that academic and administration functions efficiently through the departments and various committees constituted for the respective cause.

The Principal of the institution is responsible for the academic wellbeing of the Institute and the moral, social and physical wellbeing of the students and they have all powers necessary to carry out their responsibility. They shall carry out faithfully and diligently all the directions, which the Trust/ Governing Body may give from time to time.

## **HEAD(S) OF DEPARTMENTS**

The Heads of Departments ensure that the academic calendar provided by the university/college is implemented properly and efficiently. Heads are also responsible to administer their respective department, run academics as per the curriculum, conduct curricular and extra-curricular activities for their respective students. All members of a department are subordinate to the Head of the Department

## **A] Teaching staff**

These are employees who are actively involved in giving lectures/seminars with the objective of imparting technical/non-technical knowledge/skill to the students. Teaching staff include Professors, Readers, Senior Lecturers, Lecturers and Tutors.

# **ORGANISATIONAL STRUCTURE**

## **B] Non-Teaching Staff**

These are employees who are not directly involved in the teaching/training the students. The Non-Teaching staff can take any one of the following roles:

- i. Laboratory In-charges/Assistants
- ii. Administrative Executives
- iii. House Keeping Executives
- iv. Drivers / Securities
- v. Amenity Centre In-charges, Mess Executives, etc

## **INTERNAL QUALITY ASSURANCE CELL (IQAC):**

IQAC has been established in the college, which meets regularly to assess the quality deliverance of dental education in the Institute leading to achieve the course and program outcomes. The information about the achievements, curricular, co-curricular activities and extra-curricular activities carried out, participation of students in various activities and their achievements and participation of teachers in national and international conferences, seminars and workshops, etc. are taken up in the IQAC.

## **COMMITTEES FOR SPECIFIC TASK**

Various academic and administrative committees, under the IQAC, are constituted at the beginning of the year or as and when required and specific tasks are allotted to it as per the academic and administration plans of the college.

The Committees are grouped under 4 main categories: academics, administration, human resources and examination cells. The committees under these cells include:

### **Academic**

1. Dental education unit
2. Curriculum planning committee
3. Committee for slow learners
4. Mentorship committee
5. Library Advisory committee
6. Research committee
7. Committee for ICT
8. Website committee
9. Placement and guidance committee
10. Institutional review board and ethics

# **ORGANISATIONAL STRUCTURE**

## Administration

1. Staff welfare committee
2. Grievance redressal committee
3. Finance committee
4. Anti-ragging committee
5. Infrastructure maintenance and condemnation committee
6. Disciplinary committee
7. Infection control committee
8. Purchase committee
9. Medical audit committee

## Human resources

1. Feedback committee
2. Alumni association committee
3. Committee for extension activities
4. Sexual harassment elimination committee
5. Environment conscious committee
6. Women empowerment committee
7. Sports committee
8. Cultural and co-curricular activities
9. Committee for best practices and innovation

## Examination

1. Examination coordination team
2. Examination grievance cell
3. Result analysis committee

## **OFFICE STAFF**

The key roles of the dental office comprises of collection of fees and issue of receipts, maintaining records related to admission, examination and fee collection. They are also responsible for the day to day administration responsibilities assigned by the Principal or Head Assistant in the office.

**The organisation structure of the VYDEHI INSTITUTE OF DENTAL SCIENCES AND RESEARCH CENTRE is pictographically represented below:**