

INDIAN SOCIETY OF PEDODONTICS AND PREVENTIVE DENTISTRY

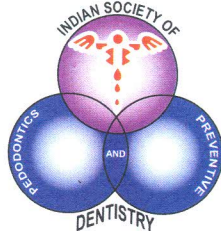
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Date: 10.05.2019

Minutes of the Meeting

The third EC meeting was held on 14th February, 2019, in the Council Hall of Subharti Dental College, Meerut from 2:30 pm onwards. The meeting began with the Secretary collaring the president Dr Baby John who declared the meeting open & requested to start the proceedings. Following discussions were held agenda wise-

Agenda 1. Confirmation of the minutes of 2nd EC meeting held at Hyderabad

The minutes were already circulated & no comments were received, considered as passed. It was proposed by Dr Muthu & seconded by Dr Nikhil Marwah.

Agenda 2. Progress in the formation of bylaws of state chapters

The committee for state chapter, headed by Dr Rupesh presented his views and there were following discussions on some thoughts.

- (i) The State nominee from each state has the right to be in executive committee of each state without voting rights but as special invitees.

We should have a mechanism to obtain feedback and thoughts from the non-ISPPD members. This was brought up because a number of Pedodontists are but not member of ISPPD, So in

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order to get them into ISPPD, we need to know what motivates them. We need to have a mechanism to get them to join.

- (ii) The discussion came up that the state chapters should be having office bearers or not. The programs already conducted in the state chapter are strictly on the cost sharing basis so that members are not burdened.

Any member belonging to ISPPD will automatically become members of state chapter without paying additional fees.

- (iii) If we are going to start a chapter, we have to abide by the rules and regulations of the HO.
- (iv) If some Pedo association is already running in a state, we will encourage them to become members but not force them. ISPPD state chapter will be separate from it. Later if this group wants to be a part of state unit it can pay the fee and do so.
- (v) Let us start a state chapter with HO guidance – for e.g. Kerala State Chapter is a model. If we are starting a state chapter and there is already a study group, they will have to come under ISPPD banner. Let this state chapter under HO and keep the present study group as an associate member and it is your capabilities to convert them as the responsibility ultimately lies with ISPPD. Then there is a point in our talking about membership drive. etc. suddenly we cannot stop them as they are the ones who are running around. So we cannot tell them not to join and let us not go to that level. Our main aim is to increase the membership and let them go in their own way but under the ISPPD umbrella. Let us not come into the state level work – that is an autonomous body and let them work and we are not going to work in that state chapter.
- (vi) It was opinioned by the CA that state chapters and ISPPD is one body and all the state chapters should be part of it including one financial set up. If any particular state chapter would like to conduct an event, they have to contact HO advising the financial

implications, etc. and they will direct them to the CA. Dr. Muthu opinioned that Kerala chapter is very effectively functioning the state chapter. So he felt that as HO we can recognize them as a separate entity/autonomous but again still under the banner of ISPPD. So we should recognize Kerala chapter as a model state chapter and they have to stand separately as far as finances are concerned as with HO having one financials itself is a night mare and in the days to come if we have more state chapters it will be difficult for HO to handle. These are the rules we have to follow and these basic guidelines HO has to give to the state chapter. They can have their own PAN for the state chapter.

Further discussions were held regarding fees to be collected, HO share, minimum members to start a state chapter etc. and it was decided that a minimum of 20 members, and annual fee to be collected is Rs. 5,000/-. Dr Rupesh was further requested to work on it and finalise it before the next EC.

Agenda 3. Progress in society's collaboration with NOHP

- (i) Dr Shantanu Choudhari appraised the progress about society's collaboration with National Oral Health Project (NOHP). He further informed that the authorities at NOHP were open to receive the proposal and requested to forward policy documents for collaboration. The drafting should be comprised of various projects to be collaborated with NOHP.
- (ii) It was decided that the detailed policy document for collaboration to be put forward for society's approval in next meeting.
- (iii) Dr Shantanu Choudhari further sought the help in drafting the policy by Dr Vijay Prakash Mathur .

- (iv) Dr Vijay Prakash Mathur suggested that since he would be on the other side of the table he may not be able to draft it but he would definitely push forward the letter to the authorities once the proposal is received
- (v) General Secretary requested to submit the proposal to ISPPD head office by 15th March 2019.

Agenda 4. Amendment in society's bylaws

The Honorary Secretary asked Dr.Sharath to present his report on the amendments needed in the society's bylaws. Dr.Sharath said that he had received inputs from all the committee members Dr.Anshula, Dr.Vinay Chandrappa and Dr.Gaghandeep. He added that he had received inputs from the Secretary Dr.Nikhil Srivastava also. He had consolidated the inputs from all the reports of the members and prepared the final report. There were a few clarifications which he sought answers from the executive committee members.

- 1) Society year has been revised from 1st January -31st December to 1st April to 31st March.
- 2) Treasurer post shall continue to be a nominated post and not an elected post.
- 3) The editor shall ask for the Journal fund from Head office on 1st April every year based on the sponsors received, expenses and needs for publishing the issues of the journal.
- 4) Service period of Secretary and Editor was revised to 3 years.
- 5) Information in the bylaws about the journal of society, journal committee were clubbed together and repeated information were deleted.

The details of election process, functioning of society, terminologies used for editor and secretary, subscription fees for journals and number of award winners were also discussed and the changes were unanimously accepted. Dr.Sharath was asked to submit the final report adding the inputs from the

discussions of the EC meeting in one month time by Dr.Muthu. Dr.Sharath agreed to submit the final report [without changing the information on conference and convention details, as that work has been designated to another committee].

Agenda 5. Next conference/ convention- bid received

- (i) The secretary presented all bids received for 2020 / 2021 Conferences and Conventions, KGMC Lko & ITS Murad Nagar for PG Conventions and JSS Mysore, ITS Murad Nagar, GDC Ahmedabad & IDC Bhubaneswar for conferences.
- (ii) There was a lot of discussion based on the lowest bids and best options
- (iii) It was suggested that we should also have scoring criteria – for the cost they have a score, for the venue they have a score, and so on to avoid ambiguity in future
- (IV) The president was given the final call to take the action based on all discussions and it was finalized that 2020 Conference would be by GDC Ahmedabad; 2021 Convention by KGMC Lucknow; 2021 Conference by IDC Bhubaneswar

Agenda 6. Presentation of Journal accounts & reply of query- Dr Baliga

- (I) The main concerns of all members was to put forward to the journal team regarding their non-answering to authors and time bound review process
- (II) The editor explained the review process and presented that the authors wanted a reply within one month of submission which was not possible due to various reasons like lack of man power, slow reviews and also because he is not a fulltime editor. He said that it is not possible to reply to all articles as they get more than 400 articles and more than 60-70 articles are in review at a single time and also presented that reviewers need to be more proactive for which the EC proposed to hold a reviewer workshop. He also informed the house about the withdrawal process of article

- (III) The house informed the editor that the main concern of the authors is non-reply from the office for more than 120 days and asked the journal office to be more transparent. The editor affirmed that he will try and get down the review cycle to 60-90 days. The EC also suggested that we can offload many complaints provided when the manuscript comes, we choose certain manuscript worthy of review and certain manuscript to go back immediately so they are free to submit to some other journal. The editor affirmed the same as the main concern of all EC was that our society members must get a proper reply on the status of the manuscript submitted by them.
- (IV) It was also suggested that to frame some kind of guidelines and to hold a seminar for the reviewers which can be partly funded by ISPPD and the interested reviewers could come and take part. Such activities can be made routine along with reviewer credit points system with a reward for the best reviewer each year.
- (V) Regarding GST and related account matters of the journal it was decided to hold a separate meeting between editor, office and CA.
- (VI) It was opinioned that instead of paying on parentage basis, we can pay journal a lump sum amount. This point was discussed in detail - about HO share of registration/ subscription/ printing charges/payment of loyalty/approximate expenses on account of journal etc. Finally it was concluded that HO will arrive at a fixed fee and will be paid at the beginning of the year.
- (VII) To give the benefit of membership we can always say that non-member publishing has to pay. Member publishing is free of cost. It was suggested that such payment should go to HO. Also we have to create a mechanism in the software to verify the membership number but since no consensus was arrived at, it is suggested to keep it pending.

Agenda 7. Presentation of society's account- CA Mr Dhunna

Mr Kawal jeet Singh Dhunna who was special invitee & attending the meeting for the first time, informed that IT returns have never been filed and he is working hard to do it provided all previous conference & convention chairmen submit documents. He also informed that few documents are pending from Vadodara which need to be submitted without delay. He informed the house that ITR will be filed within the current financial year.

Agenda 8- Children Week's report & winners

- (i) The Secretary informed the EC that there was a very good participation in Children week event all over the country and 27 reports were finally received and independently evaluated by experts.
- (ii) The 1st prize went to BJS Dental College, Ludhiana while 2nd prize went to ITS Murad Nagar. The 3rd prize was shared by Guntur & Sri Ramachandra Chennai while consolation prize was won by Sumandeep Vadodara.
- (iii) It was also informed by the secretary that all the participants would be getting a certificate of appreciation for the head office

Agenda 9- Action to be taken against the colleges who do not comply with point no 16

It was discussed that lot of colleges are now doing CDE according to DCI mandate but unfortunately sometimes these event clash with national convention or conference dates and even the speakers and topics are similar.

It was decided that advance information would be sent to all HODs and principals to avoid doing such programs within a 1 month before the national events & If anyone does not follow the ISPPD guidelines, the

college or the person will not be eligible for the privileges. This point was discussed in detail.

Agenda10. Official partner for the society

Dr. Muthu said we could write to all the major companies. We make a list of companies and write to all the heads of the company stating that ISPPD is looking for official partners on a long term. We have to give details of various type of partnership i.e. digital partner, media partner, press partner, sponsor, etc. depending upon what they are willing to take they can respond. Action on this will be taken by HO.

Agenda 11. Starting grants/ scholarships

- (I) The General Secretary proposed that 70-80% of money lying in account can be kept as FD and interest amount generated can be used for providing grants, scholarships & awards for members, PGs & students.
- (II) It was decided to come out with different awards in the next meeting.

Agenda 12- Any other agenda.

(I) International meetings

IAPD conf in Cancun was discussed and it was suggested that group package can be worked out if lot of people are interested. It was suggested that since Dr Muthu and Dr. Mathur are in touch with the organizers and part of their meeting, they would look into the matter and revert back to EC.

Global summit Bangkok report can be put on the web site & published in the journal also as there was lot of Pedo representation from India.

(II) **Conversion of PG students to life members**

Conversion is not happening that is the reason why our membership is going down. Ways and means to convert PGs to Life members was discussed and decided that HO will write letter to all HODs requesting them to ensure that all passed out PGs become life members.

(III) **Society's Assets**

The point of buying a property and having an office secretary has come up for head office

It was thought that we can have it in a center place in Delhi or NCR with one secretary can be employed, who will be the employee of the society working there.

It was discussed that such property belonging to any member can be which is not in use can be leased for long time duration

It was also evaluated if we can have a fixed address like prostho society or can share office with other society

It was also thought that we can publish and ask any members if they want to donate to ISPPD in their parents name irrespective of their location.

Dr Mathur said he is willing to give his place on long lease without any monetary benefit. It was decided to refer the matter for next EC.

(IV) **Misc-**The point of not mentioning the title of the abstract / paper presentation in the certificate and hence these certificates are not valid/get rejected. It was decided to print the title of abstract/title in the certificates.

"Teachers Training Program" was also discussed and it was thought that such a prog should be started

Venue & date of the next EC meeting was discussed and it was concluded that secretary would inform all members the next meeting venue and date in due course.

Expenses on account of Life Time Achievement Award were discussed and it was decided that: Registration of the awardee is waived off; Local hospitality will be taken care of by the Conference organizing team and Travel will be reimbursed by HO.

It was opinioned that it will be better to have one award per year then only it will have a value. It was agreed that BR Watcher award remains the most prestigious award.

Next conferences onwards it has to be standard one vendor for website, one CA and one Bank. The organizer of the conference will enter into a contact with ISPPD so that no legal issue of IT, GST etc come here on.

(V) **Awareness Program**-These points were discussed based upon the thoughts of Dr Muthu.

One of the most important things we should be doing as a society is to increase the awareness among the common man about pediatric dentistry has to be thought about conceptualize and developed across the country – like how we are doing children's day program. There should be one or two programs per region – can happen in malls. Dr. Muthu said during the Children's Day week, 3000 cards stating that I am a child dentist - distributed to 3000 people in the college – to everyone including nurses, etc. Another thing is PG students went to a mall and did a four hour program of

presentation. These are the small things which we have started. When you are assigning funds for grants and other things, you should assign some funds for awareness programs across the country. We can think it over – may be with our own plans and ideas we can take it forward from the next meeting.

We can put a video on our website. Regarding awareness program, I think we have already started with children's week and teacher's Day celebrations – the concentration was in the college alone. It should go out of the college. People who come to the college already know that pediatric dentistry specialty is there. We should take it to the common man – especially to the rural areas.

Ortho people are doing some marathon etc. Like that we have to come out with some innovative ideas. We draw 4-5 program and send letter to all the people and put in the website so that the college people can think well in advance. Usually, we think at the last minute and unable to plan and execute. We make a calendar of events creating awareness.

In the last General Secretary thanked all the members for attending the meeting. The president also thanked the members and adjourned the meeting.



Dr Nikhil Srivastava
General Secretary