

Date / No	25.06.2021/ MOM No:01/ 2021-22	Venue	College Council Hall	Time	11.00 AM to 12.00PM
Chairperson	Dr.R.N.Kagne, Deputy Director / Dean				
IQAC Coordinator	Dr.G.Kalaiselvan, Dean (Research)	IQAC Coordinator cum secretary	Dr.Deepika		
Agenda:	1. To approve the minutes of the previous meeting and action plan report of the year 2. Discussion on Academic calendar 3. Review of NIRF data – 2020 4. Review of AQAR -2018-2019 & 2019-2020		5. Review on the quality initiatives taken for the year 2020-2021. 6. Analytical report on stakeholders feedback of 2020-2021 7. Any other issues with the permission by chair		

Committee Members

Dr.R.N.Kagne	Present	Dr.Mangaikarasi.T	Present	Dr.M.Rajalakshmi	Apologies
Dr.D.Rajagovindan	Apologies	Dr.Udhayasankar.R	Present	Mr.M.Dhanasekaran	Apologies
Dr. K.Karthikeyan	Apologies	Dr.T.Preethi	Apologies	Dr. V.S.K. Venkatachalapathy	Present
Dr.M.Pragash	Present	Dr.T.Kanimozhi	Apologies	Dr.Kalyani .R	Present
Dr.M.Vimal,	Apologies	Dr.DeepaSomnath	Present	Dr.Ramya.G,	Apologies
Dr.Soundariya.K,	Present	Miss Sri harini	Present	Dr.S.Subalakshmi	Apologies
Dr. D. Duraimurugan	Present	Dr.S. Vijayasundaram	Apologies	Dr.Balasubramanian.S	Present

Agenda No	Discussion	Response	Action taken / Action to be taken	Responsible person	Target date
1	The minutes of meeting held on was presented by the Dr.G.Kalaiselvan, IQAC coordinator	The minutes was approved by the committee	-	-	
2	The Academic calendar was presented for discussion	Approved by the members	-		
3	The NIRF committee presented the report of NIRF 2020 and was reviewed by the members Improvement Plan of action for 2021 ranking was presented by the NIRF team members	The External Expert commented to 1.strengthen the Research and Professional Practice (RP) and Perception 2. Proposed to increase the proportion of funded projects IQAC coordinator mentioned that the institute should have SIRO registration	Apply to Pondicherry University for recognition as Research Institute To apply for SIRO registration	Dean / Dean (Research) Dean (Research)	August 2021 December 2021
4	AQAR 2018-2019 and 2019-2020 data was presented by the IQAC Coordinator	Members approved the AQAR data	To be submitted before the due date	IQAC Coordinator	August 2021
5	Annual Report MEU - The report for teaching learning was presented by Dr.Soundariya – Co-coordinator MEU	The following FDPs were approved by IQAC, workshop on PBL & assessment,workshop on Literature search and reference The members requested to prepare time plan.	Training calendar for same to be prepared	MEU Coordinator	July 2021
	MEU would take the following activity related to Students welfare: Mentorship program, Appoint counselor separately for students and Coordinate with student's welfare council	MEU coordinator mentioned that the activities are in progress.	The report to submitted	Coordinator of Student Support System	Next IQAC meeting
	Report on Research and publication was presented by Secretary research committee	... suggested conduct a workshop on Research Methodology for the Guides and Co-guides To conduct workshop on RCT	Training of how to write an article		
	Course and program objectives and its achievements	Course and program objectives and its achievements was presented		Dr.Deepika	15 days
	Assessing student's performance and their competencies				

	Institute Innovation Council (IIC)	Dean Research briefed about the benefits of IIC	Chairman assigned the responsibility for registration	Dr.Deepika	August 2021
	Unlocking IPR	Training Program			
6	Stake holders feedback report and action taken report was discussed	Approved by the members	The Chairperson recommended to submit to the Governing Body		
7	Publication and Patent	... recommended prepare the plan of action to increase the number of publication / Patent	The plan of action and the implementation plan to be submitted.	Secretary of Research Committee	February 2022
	All the committees should prepare Standard Operating Procedure (SOP)	Circular has to be sent regarding this		Dean Research	July 2022



Coordinator

IQAC


Chairperson

IQAC

Dr. KAGNE. R.N

DEAN

SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
PUDUCHERRY-605107.

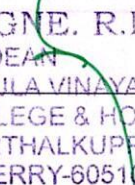
Date / No	25.02.2022 / MOM No:02 / 2021-22	Venue	College Council Hall	Time	11.00 am to 12.00
Chairperson	Dr.R.N.Kagne, Deputy Director / Dean				
IQAC Coordinator	Dr.G.Kalaiselvan, (Research)	Dean	IQAC Coordinator cum secretary	Dr.Deepika	
Agenda:	1. To approve the minutes of the previous meeting and action plan report of the year 2. Review of metric related NIRF 3. Action Plan for quality initiatives for the year 2022-2023 4. Update on the process of NAAC 5. Any other issues with the permission by chair				
Committee Members					
Dr.R.N.Kagne	Present	Dr.Mangaikarasi.T	Apologies	Dr.M.Rajalakshmi	Apologies
Dr.D.Rajagovindan	Apologies	Dr.Udhayasankar.R	Apologies	Mr.M.Dhanasekaran	Apologies
Dr. K.Karthikeyan	Present	Dr.T.Preethi	Present	Dr.V.S.K.Venkatachalapathy	Present
Dr.M.Pragash	Present	Dr.T.Kanimozhi	Present	Dr.Kalyani .R	Present
Dr.M.Vimal,	Present	Dr.DeepaSomnath	Present	Dr.Ramya.G,	Apologies
Dr.Soundariya.K,	Present	Miss Sri harini	Present	Dr.S.Subalakshmi	Apologies
Dr. D. Duraimurugan	Present	Dr.S.Vijayasundaram	Apologies	Dr.Balasubramanian.S	Present
Dr.G.Kalaiselvan	Present	Dr.V.Deepika	Present	-	-

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1	The minutes of meeting held on was presented by the Dr.G.Kalaiselvan, IQAC coordinator	The minutes was approved by the committee after review by the members			
	Apply to Pondicherry University for recognition as Research Institute	Dean (Research) update the status	Application submitted	Dean	-
	SIRO registration	Institute should have status of Research Institute and Bank account with audited for 3 years	In process	Dean (Research)	Next 6 months
	Status of AQAR	IQAC coordinator undated about the status	Submitted	IQAC coordinator	-
	Training calendar of MEU	-	Training calendar was prepared and implemented	MEU Coordinator	Completed
	Student Support System report	The report was reviewed	-	Coordinator	-
	Workshop s on Research methodology	Dean (Research) submitted the training calendar	Members approved the training calendar	Member secretary	-
	Increase the number of publication / Patent	Plan of action to increase the number of publication / Patent was submitted	Members approved and forwarded for approval	Dean (Research)	-
		All the committees should prepare Standard Operating Procedure (SOP)Circular has to be sent regarding this		Dean Research	July 2022
	NABL Accreditation	The CL head informed that the Stage I of NABL accreditation was received by September 2021			
2	Review of NIRF				
	Teaching Learning	MEU coordinator presented the activities initiated and to be initiated	Members approved the same	-	-
	Research and Professional practice	Number of research projects and Publication to increased	Circular to be sent to department with target	Dean	In next one month
	Graduation outcome	Dr.Deepika updated about the CO-PO mapping Dean informed about the UG/ PG students performance	The results should be shared with the head of criteria-7 for best practice	-	-
	Perception	External member suggested the	Immediate upload in the website and	NIRF coordinator	March

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		visibility of the activities conducted by the department	social media To have a dedicated team with a faculty and Clerk for the same		
3	Action Plan for quality initiatives for the year 2022-2023				
	Implementing Blueprinting & competency mapping	The members reviewed the status of Blueprinting and competency mapping status	Review meeting with faculty on Blueprinting is planned. Dean(Academic) informed that all departments are submitting the blueprint along with the IA question paper	MEU coordinator -	March -
	Learning Management System	MEU coordinator updated the status of Learning Management System	Training program on how to use Learning Management System was planned The technical issues faced were to be rectified	MEU coordinator Manager, IT	April Immediately
	Clinical Clerkship	Members asked the status of Clinical Clerkship	Sensitization of the faculty in the clinical departments to "Clinical Clerkship" or "Student Doctor Method" of clinical training is completed	Dean (Academic)	-
4	Update on the process of NAAC				
	AQAR status	IQAC coordinator informed that AQAR is submitted	AQAR of 2018-2019 and 2019-2020 was submitted on 28.08.2021	-	-
	Re-assessment for NAAC	Gap analysis of cycle -1 results were presented and Action Plan for reassessment was discussed	The gap analysis report will be shared with the Criteria –In charges, ask to submit action plan to fill the gap	IQAC coordinator	March
	Certificate and value added courses	The status of this was discussed	The in-charges of the these courses will be asked to submit the lesson plan to curriculum committee	Criteria- In-charges	March
	Best practices and Institute distinctiveness	Best practices and Institute distinctiveness mentioned below was presented by the Dr.Ramya, In-charge of Criteria-8. The best practices are, 1.Modular teaching for undergraduate students, 2.Outcome based education	The Dean mentioned to monitor the implementation and present the update in the next meeting.	Dr.Ramya, In-charge of Criteria-8.	Next meeting


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		<p>The best practices are, 1.Modular teaching for undergraduate students, 2.Outcome based education ,3.Access to specialist care in Rural Health Centre Regular 4.Internal Assessment exam for students</p> <p>Institute distinctiveness are 1. Quality education and free services to the society and Department monthly meeting facilitated by the administrators</p>			
5	Any other issues with the permission by chair				
	Alumni outcome	The outcome of the alumni is not complete	The external member suggested to call all the currently available alumni and asked to update the same.	Alumni secretary	15 days
	Website updation	The IQAC requested Dean to send circular to update the website.	To issue circular and IT department to coordinate the same	Dean office	15 days
	Stack holders feedback	The feedback report and action to take report was presented by the feedback committee	The external member asked to share the feedback report to MEU for action	Feedback team	-
	Strategic Plan 2018-2023	The Action plan of strategic plan was discussed	The progress report and strategic plan was planned	Dr.Rajaram	-
	Conference committee cum Co-curricular Committee	Action plan for 2021-22 and 2020-21 report was presented	The Action plan and 2020-2021 report was approved	Dr.Ganesh	-


Coordinator
IQAC


Chairperson
IQAC