



Minutes of the 11th IQAC Meeting held on Tuesday, 22nd November 2016 at 12.00 noon in the IQAC Board Room (Second Floor) of the Yenepoya Medical College.

Members:

Sl. No	Name	Designation	Position	Present/ Absent
1.	Dr. M. Vijayakumar	Vice Chancellor	Chairman	Present
2.	Dr. G. Shreekumar Menon	Registrar	Member	Present
3.	Dr. Nandish B T	Controller of Examinations	Member	Present
4.	Mr. Farhaad Y	Director (R & F)	Member	Absent
5.	Mr. Mohammed Bawa	Finance Officer	Member	Present
6.	Prof. M. Abdul Rahiman	Former VC of Kannur & Calicut Universities	Member	Present
7.	Prof. K. Kunhi Krishnan	Former Pro-Vice Chancellor, Calicut University	Member	Absent
8.	Dr. Ghulam Jeelani Qadiri	Principal, Yenepoya Medical College	Member	Present
9.	Dr. B. H. Sripathi Rao	Principal, Yenepoya Dental College	Member	Present
10.	Dr. Asha P Shetty	Principal, Yenepoya Nursing College	Member	Present
11.	Prof. Padma Kumar. S	Principal, Yenepoya Physiotherapy College	Member	Present
12.	Mr. Kurshid Y	Director, Store & Purchase, YU	Member	Absent
13.	Mr. Yenepoya Javeed	Director-Operations, YSH, Mangalore	Member	Absent
14.	Dr. K. K. Achary	Professor, Biostatics, YRC	Member	Present
15.	Dr. Sham S. Bhat	Vice Principal, YDC	Member	Present
16.	Dr. Rekha P. D	Dy. Director, YRC	Member	Present
17.	Dr. Ravi Vaswani	Professor, Dept. of General Medicine, YMC	Member	Absent
18.	Dr. Vina Vaswani	HoD, Dept. of Forensic Medicine, YMC	Member	Absent
19.	Dr. Vijayalaxmi	Assoc. Professor, Dept. of E.N.T, YMC	Member	Present
20.	Dr. Uma Kulkarni	Professor, Dept. of Ophthalmology, YMC	Member	Present
21.	Dr. Ashwini Dutt	Assoc. Professor, Dept. of Physiology, YMC	Member	Present
22.	Dr. Ashwini Shetty	Assoc. Professor, Dept. of Anatomy, YMC	Member	Present
23.	Dr. Mallika Shetty	Reader, Dept. of Prosthodontics, YDC	Member	Present
24.	Dr. Sudheendra Prabhu	Reader, Dept. of Oral Pathology, YDC	Member	Present
25.	Mr. C. Thangadurai	Assoc. Professor, YPC	Member	Present
26.	Mr. Rajesh Karkera	Dy. Director, Information Technology	Member	Absent
27.	Mr. Parameshwar R Hegde	JRF, Yenepoya Research Centre	Member	Present
28.	Ms. Mufida Munawar	Student Rep.	Member	Absent
29.	Ms. Nusaiba	Student Rep.	Member	Present
30.	Ms. Muthulakshmi P Uthaman	Student Rep.	Member	Present
31.	Mr. Sahaluddeen Ahammed K M	Student Rep.	Member	Present
32.	Dr. Arun A. B	Co-ordinator, IQAC & NAAC Steering Committee	Co-ordinator	Present

The following agenda were discussed.

Agenda 1: Minutes of the meeting held on 08th March 2016

Read and Approved.

Agenda 2: Action taken report of the 10th IQAC meeting held on 08th March 2016

Action taken report of the 10 th IQAC meeting was read and following observations were recorded.	
Agenda 2: Discussion on Annual Quality Assurance Report (AQAR) Format	
Point No. 4: It was resolved to carry out Academic & Administrative Audit (AAA) each year and two mock NAAC visits prior to applying for second cycle of NAAC accreditation (20 th November 2020)	The Vice Chancellor will notify the internal audit committee by December 2016. The internal audit will be carried out during February 2017. The external Academic & Administrative Audit will be carried out during August 2017.
Agenda 3: Discussion on strategic plan on the recommendation and observation of the peer team report	The University will notify the task force for implementing the recommendation and observation of the peer team observations. The same will be placed in the next Planning & Monitoring Board meeting for implementation.
Agenda 4: Organizing Guest Lecture and Workshop on quality assurance	No action needed
Agenda 5: Feedback collection and analysis	Yenepoya Medical College has developed feedback collection format. The same format will be circulated to all the other colleges and will be uploaded for online feedback collection system by IT department. The feedback analysis will be placed for discussion during next IQAC meeting.

Agenda 3: Establishment of World Class Institutions

UGC (World Class Institutions Deemed to be Universities) Regulations, 2016: Pages 13 to 29 were read and opinion was sought from the members. Most of the members opined that it is a good proposal provided that the kind of finances required to establish can be arranged. The main focus of the discussions was to identify the parameters which can be adopted to proposed vision document of the University and implement many of those recommendations in order to further consolidate the existing position. It was also resolved that the said regulation of the UGC be circulated among all the colleges, faculty and their feedback can be collected. It was resolved that the detailed report on the steps to be taken from each institutions/units of the university can be placed during next IQAC meeting for further discussion.

Agenda 4: New Education Policy of Govt. of India

Noted and discussed.

Agenda 5: Discussion on Massive Open Online Courses (MOOCs)

The National Institute of Open Schooling to create MOOC under SWAYAM programme of HRD ministry was deliberated in detail after going through the whole set of the documents. It was observed that currently there are no courses uploaded for Health Science subjects other than Forensic Medicine in SWAYAM portal. It was resolved to take up the matter once the content and courses for health science institutions are uploaded.

Agenda 6: Discussion on K-SURF and NIRF

Noted.

Agenda 7: Discussion on National Academic Depository

National Academic Depository of Govt. of India which is a spinoff of the new education policy was discussed in detail. The IQAC anonymously recommended appointing a full time co-ordinator. The co-ordinator will also be responsible to collect, collate and analyze data pertaining to NIRF, SURF, UGC statistics, AISHE and all other central/state data submission tasks including newly created National Academic Depository.

The Vice Chancellor will take up the matter with the Board of Management and Director, Finance regarding creation of such position considering the workload and appointment.

Agenda 8: Annual Quality Assurance Report (AQAR) – Information from the Department

The draft AQAR was approved with minor modifications. Suggested modifications will be incorporated in the final draft. The committee authorized the Vice Chancellor to approve the same. AQAR will be submitted to NAAC during the first week of January 2017.

Agenda 9: Organizing Seminar on “Quality Sustenance and Quality Enhancement Measures in Health Science Institutions”

The communication regarding organizing the seminar was communicated to NAAC during 14th September 2016. The same will be followed up at NAAC, Bangalore. The new dates will be communicated to the University, once the confirmation from the NAAC is obtained.

Agenda 10: Online Feedback System

Members opined that the current feedback system using software is very helpful and it can be continued with some modifications. The committee resolved to arrange/organize a workshop/seminar to train the faculties and students about the importance, design, collection, analysis, actions to be taken and make the system feedback responsive.

Agenda11: Any other matter

Based on the advice of the Vice Chancellor, a draft report will be prepared by IQAC to reform the governance structures. The details of the steps to be taken to improve effective implementation of the programs will be taken up in the task force meeting of Governance & Leadership & Innovative Practices.

The Vice Chancellor and Registrar initiated the discussion on reforming the existing governance system, in order to make it more efficient and up to date.

The committee resolved to take following steps-

- a. Identify the limitations with the existing mechanism and reasons for it.
- b. Suggest appropriate modifications in the rules of the university for better functioning of administrative structures.
- c. Ways and means to implement the recommendations of various bodies, internal committees and taskforces.
- d. Prepare a detailed action plan for implementation of reforms and recommendations in a timely manner.
- e. Organize an on job training workshop for creating awareness among the staff regarding administrative processes of the University in January 2017.

The meeting ended with thanking the chair.



(Dr. Arun A.B.)

Co-ordinator, IQAC

Co-ordinator - NAAC
YU, Deralakatte, Mangalore

Cc to:

1. Office of the Hon'ble Chancellor
2. Office of the Vice Chancellor
3. Office of the Registrar (for necessary action)
4. Dept. of IT (with a request to upload the soft copy on webpage of the IQAC)
5. Members Concerned
6. For file
