



YENEPOYA

(DEEMED TO BE UNIVERSITY)
Recognized under Sec. 3(A) of the UGC Act 1956
Accredited by NAAC with 'A' Grade

Minutes of the 17th IQAC Meeting held on Tuesday, 16th April 2019 at 11:00 AM in the IQAC Board Room (Second Floor) of the Yenepooya Medical College.

Members:

Sl. No	Name	Designation	Position	Present/Absent
1.	Dr. M. Vijayakumar	Vice Chancellor	Chairman	Present
2.	Dr. Gangadhara Somayaji	Registrar	Member	Present
3.	Dr. Nandish B T	Controller of Examinations	Member	Present
4.	Mr. Farhaad Y	Director (R & F)	Member	Absent
5.	Mr. Mahammad Bava	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	Present
8.	Dr. M. S. Moosabba	Principal, Yenepooya Medical College	Member	Absent
9.	Dr. B. H. Sripathi Rao	Principal, Yenepooya Dental College	Member	Present
10.	Dr. Leena K C	Principal, Yenepooya Nursing College	Member	Present
11.	Prof. Padma Kumar. S	Principal, Yenepooya Physiotherapy College	Member	Present
12.	Mr. Kurshid Y	Director, Stores & Purchase, YU	Member	Absent
13.	Mr. Yenepooya Javeed	Director-Operations, YSH, Mangalore	Member	Absent
14.	Dr. K. K. Achary	Professor, Biostatistics, 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	Present
18.	Dr. Vina Vaswani	Professor & HoD, Dept. of Forensic Medicine, YMC	Member	Present
19.	Dr. Vijayalakshmi. S	Professor, Dept. of E.N.T, YMC	Member	Present
20.	Dr. Uma Kulkarni	Professor, Dept. of Ophthalmology, YMC	Member	Absent
21.	Dr. Ashwini Dutt	Professor & HoD, Dept. of Physiology, YMC	Member	Present
22.	Dr. Ashwini Shetty	Asst. Professor, Dept. of Anatomy, YMC	Member	Present
23.	Dr. Sudheendra Prabhu	Reader, Dept. of Oral Pathology, YDC	Member	Present
24.	Dr. Mallika Shetty	Reader, Dept. of Prosthodontics, YDC	Member	Present
25.	Mrs. Veena Pais	Assoc. Professor, YPC	Member	Present
26.	Mr. Rajesh Karkera	Dy. Director, Information Technology	Member	Present
27.	Mr. Parameshwar R Hegde	JRF, Yenepooya Research Centre	Member	Present
28.	Ms. Mufida Munawar	Student Rep.	Member	Absent
29.	Ms. Nusaiba	Student Rep.	Member	Absent
30.	Ms. Muthulakshmi P Uthaman	Student Rep.	Member	Absent
31.	Mr. Sahaluddeen Ahammed K	Student Rep.	Member	Absent
32.	Dr. Arun A. B	Co-ordinator, IQAC & NAAC Steering Committee	Coordinator	Present

Special Invitees				
33.	Prof. (Dr.) C.V. Raghuv eer	Pro Vice-Chancellor	Invitee	Present
34.	Dr. Mohammed Gulzer A	Principal, Yenepoya Pharmacy College & Research Centre.	Invitee	Present
35.	Dr. Parvadhavardini G	Principal, Yenepoya Arts, Science, Commerce & Management	Invitee	Present
36.	Dr. Vivekanand. V. Vernekar	Dean, Yenepoya Homeopathy College	Invitee	Present
37.	Dr. S G Prasanna Aithal	Dean, Yenepoya Ayurveda College	Invitee	Absent
38.	Dr. S Padmanabha	Chief Operating Officer, YMCH	Invitee	Present
39.	Dr. Abhay Nirgude	HoD, Dept. of Community Medicine, YMC	Invitee	Present
40.	Dr. Prabha Adhikari M.R.	HoD, Dept. of General Medicine, YMC	Invitee	Present
41.	Dr. Vidya Bhat	Professor, Dept. of Prosthodontics, YDC	Invitee	Present
42.	Dr. Imran Pasha M	Lecturer, Dept. of Public Health Dentistry, YDC	Invitee	Absent
43.	Dr. Umarani J.	Professor, Yenepoya Nursing College	Invitee	Present
44.	Dr. Rashmi Jain	Co-ordinator, ACTS-YEN	Invitee	Absent
45.	Dr. Bhagya Sharma	Asst. Director, Centre for Environmental Studies	Invitee	Present
46.	Mrs.Sujith	Physical Director	Invitee	Present
47.	Dr. Mamatha	Chief Librarian	Invitee	Present
48.	Dr. Jenita Fernandes	Prof. & HoD, Dept. of Organon Medicine, YHMC&H	Invitee	Present
49.	Dr. Shubada	Prof. & HoD, Dept. of Shareera Rachana, YAMC	Invitee	Present
50.	Dr. Thanusree	Asst. Professor, Dept. of Samhita Siddantha, YAMC	Invitee	Present

The Vice Chancellor welcomed all the members present. He informed the members that our University stands in the 95th place in NIRF ranking. He also informed that a Company under Section 8 of the Companies Act has been formed by name “Yenepoya Foundation for Technology Incubation” to facilitate start-ups in the campus and carry on the activities relating to Innovation and Incubation.

The following agenda were discussed.

1. Minutes of the 16th IQAC meeting held on 19th November 2018.

Read and Approved.

2. Action taken report of the 16th IQAC meeting held on 19th November 2018.

Took note of the action taken report. No pending action.

3. Progress on the In-Pods software Outcome Based Education (OBE).

The results of the pilot study which included departments of Anatomy, Physiology and Biochemistry were presented by Dr. Ashwini Dutt, Professor and HOD, Department of Physiology and it was resolved to extend the study to other departments and other constituent colleges also. Some of the observations made will be discussed thread bare with the vendor before implementation in a separate meeting that is scheduled for 9th of May 2019.

4. Progress on the KRAMAH Software for Auditing and preparing template for NAAC Scoring.

Kramah software for auditing and NAAC scoring was implemented in three colleges and initial training has been imparted to the college coordinators, criterion coordinators and department coordinators of three colleges. The data uploading for the year 2017-2018 will be evaluated in the second round. The format for the University will also be implemented once the data collection from the Department/Sections has reached satisfactory levels. The result of the pilot study will be made available by 15th June 2019 and the progress made in this regard will be appraised during the next meeting.

5. Establishment of Centres:-

- a) **Centre for International Relations:** The draft proposal was placed before the members for discussion. The external member was of the view that the Centre for International Relations be renamed as Office of International Relations in order to avoid confusion in the stake holders mind regarding the functioning of the centre in terms of services.
- b) **Centre for Personal and Professional Development:** The draft proposal was placed for discussions. The external member proposed that the vision mission of the Centre may be taken into consideration outlining training, team building and collaborations. He suggested to rename the English lab as Communication lab and that a team could visit some Centers to have a firsthand experience regarding the working of such Centers.

It was resolved by the Committee to implement the recommendations of the external member before submitting the final proposal to the Board of Management.

6. Status of ranking of our University with:

- a) **National Institutional Ranking Framework (NIRF):** It was brought to the notice of the members that our University was ranked 95 and that a Committee needs to be formed to carry out the detailed analysis of the parameters wherein the Institution has scored low (Research and public perception).

The University will notify a committee to work on the detailed analysis regarding implementation of new initiatives and improve the existing mechanism in those parameters.

It was stressed that efforts need to be made to improve on Research and Public Perception where we have lost substantially in scoring.

- b) **Atal Ranking of Institutions on Innovation (AIIRA):** Only five institutions have been awarded ranking this year. The University was not among the five but it has been proposed to identify and constitute a team of faculty to work on the parameters and implement new programs and suggest a road map for achieving targets and better the ranking in coming years.

7. Proposal to conduct a workshop for the non teaching staff on “Administration Reforms and e-governance in Higher Education Institutions” (Human Resource, Administration & Finance and Academic & Evaluation):

The proposal for conducting a workshop for non teaching staff was approved. The same may be carried out in the workshop mode to provide hands on training to the non teaching staff and spread across three days by making use of the e-learning centre where 40 computers can be made available for hands on training.

8. Status of the identified gaps on NAAC key indicators and suggest methods for implementation.

The status report was placed before the Committee and it was resolved to deliberate this report in detail over the next one month.

Necessary action to be taken will be outlined by the Vice Chancellor through a series of interaction meetings before implementation.

9. Implementation of the Feedback forms based on the revised NAAC Manual for Health Sciences Universities.

It was brought to the notice of the members that the feedback forms in line with the revised NAAC manual have been developed, reviewed and hosted in the website with effect from 1st April 2019 for implementation by contacting the IT department.

The Vice Chancellor authorized the Dy. Director, IT to contact the individual departments of all colleges, constitute a task force to implement and evaluate the same as per the organogram outlined. In case there is a difficulty to implement, the same may be brought to the notice of the Vice Chancellor.

10. To take note of UGC letter D.O.F.No.18-33(Kerala)/2018(L) dated 12th March 2019 in respect of clause 6.0.11 of UGC (Minimum Qualification for Appointment of Teachers & Other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education)Regulation, 2010.

It was resolved to implement the contents of the UGC letter on minimum qualification for appointment of Teachers and other Academic staff in all the branches apart from the branches that are under the statutory councils. For the branches under statutory councils the same may be as per the minimum standard requirement of the respective statutory body.

11. Any other matter:-

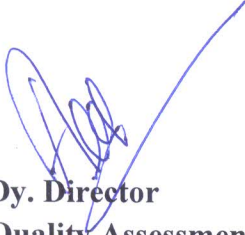
Report on the various sessions regarding NAAC accreditation conducted to the staff of Homeopathy and Ayurveda colleges in month of December 2018 and January 2019 was discussed.

The Committee resolved to conduct more such sessions on the parameters and metrics whenever needed in these colleges. The Committee also recommended implementing the same in Yenepoya Institute of Arts, Science, Commerce and Management (YIASCM) in next few weeks.

12. Conduct of Academic and Administrative Audit (AAA) and initiation of follow up action:-

It was resolved to conduct the AAA audit for the year 2019 in the month of August 2019. Members for the audit team to be selected by the Vice Chancellor and Mr. Abdul Rahiman. Detailed time table for the auditing process to be outlined in due course.

The Vice Chancellor stressed on the members to see that the job is done.



Dy. Director
Quality Assessment and Compliance

Dr. Arun Bhagwath
Dy. Director
Quality Assessment & Compliance