

The proceedings of the 21<sup>st</sup> meeting of IQAC held online on 9<sup>th</sup> August 2021.

Sl. No	Name	Designation	Status
1.	Dr. M.Vijayakumar	Vice Chancellor	Present
2.	Dr. B.H.Sripathi Rao	Pro- Vice Chancellor	Present
3.	Dr. Gangadhara Somayaji	Registrar	Present
4.	Dr. Haziell Diana Jenifer	Asst. Registrar	Present
5.	Dr. Nandish B T	Controller of Examinations	Present
6.	Mr.Mahammad Bava	Finance Officer	Present
7.	Prof. Abdul Rahiman	Former Vice Chancellor of Kannur & Calicut Universities(External member)	Present
8.	Prof. K. Kunhi Krishnan	Former Pro-Vice Chancellor, Calicut University (External member)	Present
9.	Dr. A V M Kutty	Special Invitee	Present
10.	Dr. M.S.Moosabba	Principal, Yenepeya Medical College	Present
11.	Dr. Akhter Husain	Principal, Yenepeya Dental College	Present
12.	Dr. Leena K C	Principal, Yenepeya Nursing College	Present
13.	Prof. Padma Kumar S	Principal, Yenepeya Physiotherapy College	Present
14.	Dr. Mohammed Gulzar A	Principal, Yenepeya Pharmacy College & Research Centre	
15.	Dr. Parvadhavardhini G	Principal, Yenepeya Institute of Arts, Science, Commerce & Management	Present
16.	Dr. Vivekanand V Vernakar	Principal, Yenepeya Homeopathic Medical College & Hospital	Present
17.	Dr. Gururaja H	Principal, Yenepeya Ayurveda Medical College & Hospital	Present
18.	Dr. Sunita Saldanha	Dean, Faculty of Allied & Healthcare Professions	Present
19.	Dr. Prakash Saldanha	Medical Superintendent, YMCH	Present
20.	Dr. Abhay Nirgude,	Professor , Dept. of Community Medicine & Associate Dean, YMC	Present
21.	Dr. Aswini Dutt R.,	Professor , Dept. of Physiology, & Associate Dean, YMC	Present
22.	Dr. Sham S. Bhat	Professor, Dept. of Pedodontics & Vice Principal, YDC	Present
23.	Dr. Umarani J	Professor & Vice Principal, YNC	Present
24.	Mrs. Veena Pais	Assoc. Professor & Vice Principal, YPC	Absent
25.	Dr. Vijayalakshmi Subramaniam	Professor & HoD, Dept. of E.N.T, YMC	Present
26.	Dr. Rekha P D	Dy. Director, YRC	Present
27.	Dr. Vina Vaswani	Professor, Forensic Medicine & Toxicology	Leave of absence
28.	Dr. Ravi Vaswani	Professor, Dept. of General Medicine, YMC	Present
29.	Dr. Uma Kulkarni	Professor, Dept. of Ophthalmology, YMC	Present
30.	Dr. Prabha Adhikari	Professor & HOD, Dept. of Geriatric Medicine, YMC	Present
31.	Dr. Ashwini S. Shetty	Associate Professor Stage-1, Dept. of Anatomy, YMC	Present

32.	Dr. Sudheendra Prabhu T.V	Professor, Dept. of. Oral Pathology, YDC	Present
33.	Dr. Mallika Shetty	Additional Professor, Dept. of Prosthodontics, YDC	Present
34.	Dr. Vidya S. Bhat,	Professor, Dept. of Prosthodontics, YDC	Present
35.	Mr. Kurshid Y	Director, Purchase & Stores	Absent
36.	Mr. Parameshwar R. Hegde,	Design Engineer, Yenepoya Centre for Innovation & Incubation	Absent
37.	Dr. Imran Pasha M,	Reader, Dept. of Public Health Dentistry, YDC	Present
38.	Mr. Yenepoya Javeed	Director – Operations, Yenepoya Speciality Hospital, Kodialbail, Mangalore	Absent
39.	Dr. Jenita Fernandes	Professor, Dept. of Organon Medicine, YHMC&H	Present
40.	Dr. Thanusree Nair	Asst. Professor, Dept. of Samhita Siddantha, YAMC&H	Present
41.	Mr. Rajesh Karkera	Dy. Director, Information Technology	Present
42.	Dr. Rashmi Jain	Additional Professor, Dept. of Ophthalmology, YMC & Co-ordinator, ACTS-YEN	Present
43.	Dr. Bhagya Sharma	Asst. Director, Centre for Environmental Studies	Present
44.	Physical Director	Yenepoya (Deemed to be University)	Present
45.	Chief Librarian	Yenepoya (Deemed to be University)	Present
46.	Dr. Arun A.B	Professor & Dy. Director, Quality Assessment & Compliance, Coordinator, IQAC.	Present
47.	Student members		Absent

Hon'ble Vice Chancellor Dr. M Vijayakumar chaired the meeting, welcomed all the members and requested the IQAC coordinator, Dr. Arun Bhagwath to start with the agenda for the meeting.

**Subject 1:**

**Approval of the minutes of the 20<sup>th</sup> IQAC meeting held on 30<sup>th</sup> November 2020:-**

**Discussion:**

The minutes of the 20<sup>th</sup> IQAC meeting held on 30<sup>th</sup> November 2020 was placed before the 21<sup>st</sup> meeting held on 9<sup>th</sup> August 2021 for formal approval.

**Resolution:** Resolved to approve the proceedings of the 20<sup>th</sup> IQAC meeting held on 30<sup>th</sup> November 2020.

**Subject 2:**

**Action taken report on the resolutions/decisions taken in the 20<sup>th</sup> IQAC meeting held on 30<sup>th</sup> November 2020:-**

**Discussion:**

The action taken report of the 20<sup>th</sup> IQAC meeting was presented by the coordinator IQAC, and sought for the approval of the actions taken on the resolutions/decisions taken.

**Resolution:** It was resolved to approve the action taken report of the 20<sup>th</sup> IQAC meeting.

**Subject 3:**

**To take note of the Institutional Information for Quality Assessment (IIQA) approval by NAAC for submission of SSR and proposal of action plan for submission of SSR:-**

**Discussion:**

It was brought to the notice of the members that Yenepoya (Deemed to be University) had submitted the IIQA for second cycle of accreditation by NAAC and its subsequent acceptance. Dr. Arun Bhagwath informed that NAAC had opened up the portal for the submission of the SSR and the University had to complete the process within 45 days as stipulated by NAAC and the same is being completed.

The information was noted.

**Subject: 4**

**To conduct mock student satisfaction survey – Post sensitization:-**

**Discussion:**

The members were informed that, as part of the SSR preparation under criterion II, key indicator 2.7.1 a mock student satisfaction survey was conducted between September and December 2020 (survey start date from 26.09.2020 - survey end date: 01.12.2020) involving the students of eight constituent units. The responses were analyzed and it was found not in alignment with the NAAC requirement. The coordinator IQAC informed about the need to conduct an additional mock SSS to ensure that the students would respond appropriately when the NAAC performs the survey. He added that necessary steps had been initiated for the conduct of the survey and sought for the opinion of the esteemed members and invited Dr. Aswini Dutt, Associate Dean to brief on the processes and the new format of the SSS.

In response Dr. Dutt clarified on the processes and appraised the preparedness for the conduct of the mock survey soon after the submission of the SSR.

**Resolution:** Resolved to conduct a mock survey as proposed by IQAC.

**Subject 5:**

**To introduce CBCS in all the programs where regulatory provision is made by UGC/regulatory bodies:-**

**Discussion:**

The attention of the members was drawn to the UGC academic reforms for implementation of CBCS which had been made mandatory in all the programs where provisions were made by regulatory bodies. It was felt necessary that all programs curricular comply with CBCS scheme from the academic year 2021-2022 onwards.

Dr.Sunita Saldanha, Dean, Faculty for Allied and Healthcare Professions informed that all programs under faculty of Allied Healthcare had been brought under the CBCS scheme with effect from the academic year 2021-2022.

Prof. Abdul Rahiman suggested that all newly appointed teachers need to be sensitized on the process of CBCS system.

Dr. Arun Bhagwath informed about the recent communication regarding the Guidelines for Multiple Entry and Exit in Academic Programmes offered in Higher Education Institutions and sought the opinion of the members on the implementation of the same. The Vice Chancellor sought the advice of the senior members and in response, Dr. Kutty, Special invitee, responded stating that it was too early to debate on this and needed to deliberate on this and the extent of its implementation in other institutions. He added that at this juncture the priority was to effectively implement the CBCS scheme in all the programs offered in the University as mandated.

Prof. Kunhi Krishnan also informed that the proposal of UGC was in its preliminary stage of implementation and lots needed to be deliberated. The multiple entry and exit points from one institution to another would be highly complicated; hence a lot of home work needs to be done. Further, the feasibility of the NEP 2020 aspects in professional colleges had to be studied in depth. The Vice Chancellor requested the concerned Heads of the constituent units to look into the UGC guidelines and bring necessary agenda in the next Academic Council Meeting for deliberations as it had been given priority by UGC as part of NEP implementation.

**Resolution:** Resolved to implement CBCS in all the programs from the next academic year and also decided to constitute a steering /monitoring committee to deliberate the feasibility for implementing NEP 2020.

**Subject 6:**

**To evolve strategies for utilization of the seed grant for research:-**

**Discussion:**

The IQAC coordinator briefed the members that though the University was providing seed grant for carrying out research with an objective to inculcate the culture of conduct of research among the faculty, it was noted that the quantum of funds utilized by the faculty under this scheme was found meager and needed improvement. Prof. Abdul Rahiman stated that the seed money was to be utilized by the teachers to carry out research and based on the outcomes they would be able to publish the research findings and apply for external funding. Dr.Kutty opined that the senior faculty also could request for research grant and utilize the services of the JRFs to carry out research. However, he cautioned that the quality of such proposals should be of greater impact. Dr. Sripathi Rao, Pro Vice Chancellor also

suggested the need for encouraging the faculty to utilize the research seed grant facility and suggested involving the interns/PGs in the research projects. Prof. Kunhi Krishnan stated that teams could be formed with senior teachers and junior faculty so that the seniors could mentor the junior staff in the conduct of research. This would also nourish the confidence and more research knowledge in the youngsters.

The Vice chancellor taking cue from the discussions suggested that there was need for sensitizing the junior faculty on the availability of seed grants for research and its utilization.

**Resolution: Resolved to conduct the sensitization program to enhance the research seed grant utilization.**

**Subject 7:**

**To discuss on the report of the publication outcome of the constituent units:-**

**Discussion:**

The coordinator IQAC informed that on scrutiny of the report of the publications for the last 5 years the contribution to research (in terms of quality and quantity of publication) was found to be not sufficient from the constituent units of the University. He suggested that there was an urgent need to improve the number of publications and add credibility to the research profile of the University. Prof. Kunhi Krishnan stated that unless the constituent colleges focused on research activity and publications the overall performance will be affected adversely. Therefore this point had to be attended on a priority. He added that the seed money concept should be strengthened and implemented effectively to upgrade the research output of the constituent units. Vice Chancellor informed that teaching faculty was given instructions to effectively utilize the spare time available during lockdown for preparing manuscripts of the dissertation work of postgraduate students for publication. He also stated teachers were advised to take up research projects. Coordinator, IQAC informed that the University should evolve benchmarks to be attained by the constituent units in terms of publication so that the overall research output would improve. Dr. Sripathi Rao stated that to get the quality publications more encouragement needed to be given to the faculty to take up PhD so that few quality publications could come out.

**Resolution:** Resolved to reinforce concept of availability of seed money for research and ensure its utilization by the faculty for improving the research activity in the constituent units.

**Subject 8:**

**Formation of Internal Quality Assurance Units (IQAU) in all constituent units:-**

**Discussion:**

Coordinator IQAC briefed on the functioning of the internal quality assurance cell of the University and appraised the need for establishing internal quality assurance units in the constituent colleges to streamline the data input in terms of regularity and quality. He also suggested a tentative structure of the internal quality assurance cell for constituent units.

Prof. Kunhi Krishnan appreciating the initiative suggested for training the personnel involved in the process to realize the objectives envisaged and the required inputs should be given by the main IQAC. Dr.Kutty referring to the NAAC statement on internalization of

quality culture expressed that quality should grow as a culture in the system and it should be understood and practiced by all stake holders. Dr.Sripathi Rao requested for the composition structure and if the IQAC had noticed some talented staff during the course of the SSR work their names could be proposed while forming the units. Vice Chancellor endorsing the proposal assured that it would be implemented soon after the SSR for the 2<sup>nd</sup> cycle is uploaded.

**Resolution:** It was resolved to constitute IQAUs in all the constituent units for effective transmission of data to the University.

### **Subject 9:**

#### **Establishment of Directorate of Curriculum and Student Affairs:**

##### **Discussion:**

Dr. Arun Bhagwath informed that in realization of the curricular diversification the University had established 11 Faculties of Studies and was offering large number of programs and the possibilities of starting new programs. He added that this demands a need for well developed curriculum system in the University which currently is handled by the curriculum development committee. In response to the briefing Vice Chancellor informed that the University priority was to set up the Directorate and preliminary discussions had been initiated. Currently the University had a curriculum development committee in place to ensure curriculum development and implementation however, it needed enrichment which would be established at the earliest possible and in this direction appropriate office space had to be identified.

Dr. Arun also informed the need for establishment of a well organized Directorate for Student Affairs which currently was addressed by the Office of the Student Welfare Officer. He said that it should be an all in one facility so that at one point students can get all the needed support. Prof. Kunhi Krishnan appreciated both the initiatives proposed and suggested renaming the Directorate of Student Affairs as Directorate of Student Support.

**Resolution:** Resolved to establish the Directorates of Curriculum Development and Student Support in a time bound manner.

### **Subject 10:**

#### **Updating of the website of individual constituent units:-**

##### **Discussion:**

The IQAC coordinator informed that IT department had taken up the updating of the website of the University and a reasonable refinement had achieved with the support of the IT department. He added that the websites of the constituent units needed to be brought in alignment with the University website and requested the Deans to support the cause. Mr. Rajesh Karkera, informed that as per the observations of IQAC and Prof.Kutty all needed corrections had been incorporated and stated that the information currently available on the website of the University was relevant and useful for the stakeholders. He added that we

should work out strategy to improve the quality of information on the website of the constituent units.

Vice Chancellor instructed that the process of updating of the website of the constituent units/centres and other support facilities should be completed earliest possible as the NAAC was constantly referring to the website to match the claims made by the University. He advised the Deans to look into the update process on priority and to give only relevant data pertaining to their respective college to match with the data in the University website. Dr. Sripathi Rao, proposed for providing a standard template for information compilation.

**Resolution:** It was resolved to update the website of the constituent units at the earliest in coordination with the IT department.

**Subject 11:**

**Status update on the recommendations/suggestions made by AAA team:-**

**Discussion:**

The IQAC coordinator informed that the University had conducted the Administrative and Academic Audit in the month of January 2021 and the Committee had made certain recommendations/suggestions to improve the functioning of the Colleges/University. The recommendations/suggestions should be addressed on priority by the University and in this direction it was proposed that a task force to be formed and actions taken to comply with the recommendations/suggestions of the AAA Committee.

**Resolution:** Resolved to form a task force by the University and initiate action to comply with the recommendations/suggestions of the AAA Committee.

**Subject 12:**

**Presentation to be made by the Departments/Centres in the Academic Council on academic and research activities:-**

**Discussion:** IQAC coordinator informed that in order to monitor the functioning of the various departments of the University it was necessary to review the outcomes of each department on a common platform. He added that though it was recommended to review the functioning in the academic council it would not be possible due to time constraints. Therefore he requested for an alternative arrangement for the review process.

Dr. Sripathi Rao expressed that it would not be feasible for the Academic Council to do the assessment in view of many other agendas. Prof. Abdul Rahiman suggested forming a sub-committee from the Academic Council.

Dr. Kutty stated that the Academic council can meet as many times as required as there is a provision in the byelaws but the committee should have an external member. Prof. Kunhi Krishnan opined that when a curriculum directorate is being constituted the standing committee of the Academic Council and the curriculum directorate can work out the modalities instead of having several small committees. The Vice Chancellor stated that sub-committee will be formed and the modalities will be worked out.

**Resolution:** Resolved to constitute a sub-committee to monitor the functioning of the various departments of the University and review the outcomes of each department on a common platform.

As there was no other matter for discussions the Vice Chancellor thanked all the members for their active participation.



Dr. Arun Bhagwath  
Dy. Director, QAC & Coordinator, IQAC

**Dr. Arun Bhagwath**  
**Dy. Director**  
**Quality Assessment & Compliance**