



srivenkateshwarra
Medical College Hospital and Research Centre

CREATING HEALTHIER SOCIETY

Arlyur, Puducherry-605 102



Ref. No. 487/DEAN/SVMCH&RC/2021

8th April 2021

CIRCULAR

This is to inform that, the Internal Quality Assurance Cell meeting has been scheduled on 9.4.2021 (Friday) between 2.30 pm and 3.30pm in College Council Hall. All the members of IQAC are directed to attend the meeting without fail.

Agenda:

1. Reconstitution of the IQAC.
2. Improvement in the activity of various existing committees.
3. Discussion on Feedback forms from Stakeholders (Students, Faculty and Alumni) on curriculum.
4. Discussion on organizing quality related and research related workshops.
5. Discussion on paper publications of teaching faculty.
6. Discussion conducting Workshops/ Conferences / CME programs by each department.
7. Any other matter with the permission of Chair.

S. V. V.
8/4/21
DEAN

To: All the members of IQAC

Copy to :

The Chairman (Through mail)

COO

The Dean (Research & PG studies)

The M.S

DMS

Vice Principals (Admin and Acad)

Special Invitees:

Dr. Sakthibalan, Associate Professor of Pharmacology (To discuss on feedback forms from stakeholders)

Guard file



**INTERNAL QUALITY ASSURANCE CELL
MINUTES OF MEETING**

Meeting Title	Internal Quality Assurance Cell (IQAC)
Date of meeting	09.04.2021
Time	2.30am – 3.30pm
Venue	College Council Hall
Chair person	Dr.S.Ratnasamy., Dean
Meeting Agenda	<ol style="list-style-type: none">1. Reconstitution of the IQAC.2. Improvement in the activity of various existing committees.3. Discussion on Feedback forms from Stakeholders (Students, Faculty and Alumni) on curriculum.4. Discussion on organizing quality related and research related workshops.5. Discussion on paper publications of teaching faculty.6. Discussion conducting Workshops/ Conferences / CME programs by each department.7. Any other matter with the permission of Chair
Key meeting activities	
<ul style="list-style-type: none">• The Dean and Chairperson of IQAC, Dr. S.Ratnasamy gave the welcome address to the IQAC members and to the special invitees Dr. Muthukumaravel and Dr.A.Mangaiarkarasi, Vice principals of SVMCH.• The reconstitution of IQAC was discussed. The Chairperson included the Vice Principals Dr. Muthukumaravel and Dr.A.Mangaiarkarasi in the cell and suggested replacement of Dr. Bindhu Menon, Associate Professor of Psychiatry with Dr. Madhan, Assistant Professor of Psychiatry.• Mr. Gnanasegaran, Advocate (Stakeholder) suggested the replacement of the Industrialist Mr. Vigneshas he had shifted out of Puducherry.• Dr.Suresh, Deputy Medical Superintendent, who was added as a teacher in the IQAC was decided to be included as Senior Administrative Officer. Mr.N.R.Pugazhenti who has been included local societymember was decided to be included as part of Management.• The Chairperson, Dr. Mahadevan (Dean Pg and Research), Mr. Gnanasegaran opined that anybody from Small scale industries of Ariyur can be included as Industrialist and a school headmaster or anyone in that cadre can be included as Local society member.	

- Suggestions on whom to add as members of local society member and Industrialist were asked from Mr.N.R.Pugahenti and Mr.A.Soundararajan. They have told that they will discuss and finalize the members.
- The list of existing 31 committees were read out by Dr.Suresh (Co-ordinator of IQAC). The Chairperson suggested that the 31 committees can be headed by Dr.Suresh, Deputy Medical Superintendent and the Vice Principals Dr. Muthukumaravel and Dr.A.Mangaiarkarasi. They can overview the work done by the committees and check if Standard operating Procedures has been created. They shall also review the past academic events like Agenda, Minutes of meetings and Action taken reports of the respective committees are maintained properly. Dr. Latha, Prof of Physiology suggested that an academic calendar can be prepared with dates of meetings of various committees, so that meetings are conducted regularly without any delay.
- The Chairperson accepted to it and asked Dr.Latha to start organizing the same.
- The Chairperson informed the members that Dr.Sakthibalan, Associate Professor of Pharmacology, who was assigned to present the feedback analysis, was not able to make the presentation due to some personal reasons and he shall make a presentation in June 2021 when the NABL inspection is expected.
- The Chairperson asked for opinion on Topics of quality related workshops and research related workshops that can be organized by SVMCH.
- Dr.Suresh (Co-ordinator of IQAC) opined that the Quality related workshop can be one Institutional Best Practices, Administrative workshops for Office non teaching staff and NAAC related or ISO related Workshops. Dr. Mahadevan said it would be very helpful for the faculty if Non teaching staff are trained. Dr. Surendar, Associate Professor of Community Medicine said Quality related workshops can be conducted for the community under the topics of Environment and Health awareness.
- Dr. Mangaiarkarasi opined that few Quality related workshops with regard to Pharmacology also can be conducted.
- Dean sir and Dr. Mahadevan informed that they will talk with the Chairman on increasing the grant amount towards journal charges in indexed national and international journals.
- Dr. Mahadevan opined that since Dr. S.S.Rajasekar, President of Institution Innovation Council of SVMCH will be able to give better ideas in this regard.
- The Chairperson asked the Co-Ordinator to invite Dr. Rajasekar as a Special Invitee to the next IQAC meeting so that he can present his views in this regard.
- Discussion on paper publications of teaching faculty was opened and the minimum number of publications yearly for each faculty were asked by Chairperson. Dr. Subashree, Assistant Co-Ordinator of IQAC said that according to NAAC there is no prescribed criteria as minimum number but at least two should be made by each faculty each year for good rankings in NAAC.

Dr.Latha made it a point that only those which were SCOPUS, Web of Science, UGC care will be accepted. The process of collection of articles published by faculty in the indexed journals has already started from the year 2015-2020 has already started. The Chairperson asked Dr.Latha to fasten the process with the HODs and DEOs of individual departments.

- The Workshops/ Conferences / CMEs to be organized by each department was emphasized.
- The Chairperson insisted that frequently state level conferences should be conducted in SVMCH.
- The Chairperson concluded the meeting.

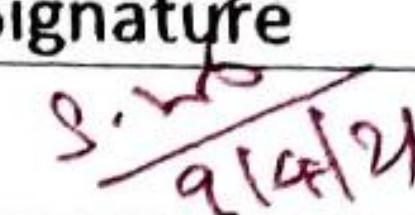
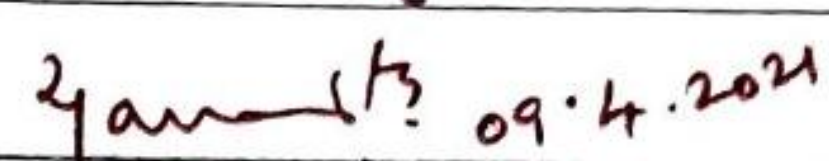

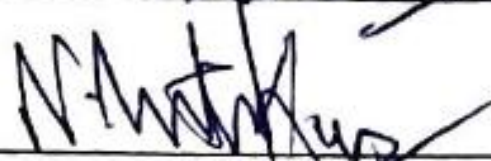
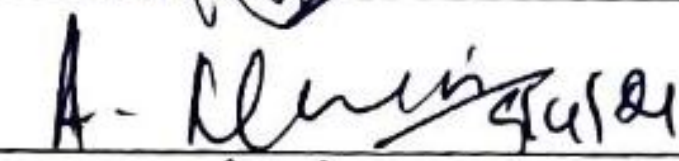
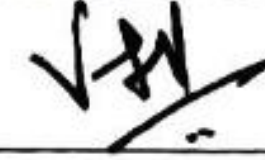
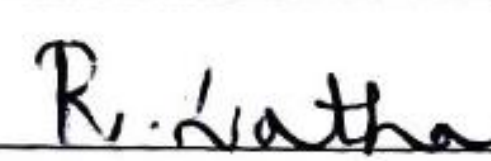

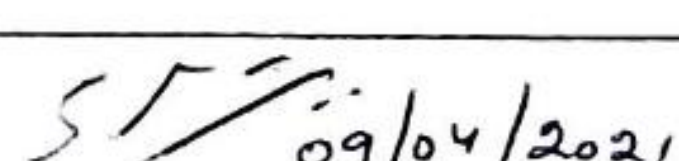
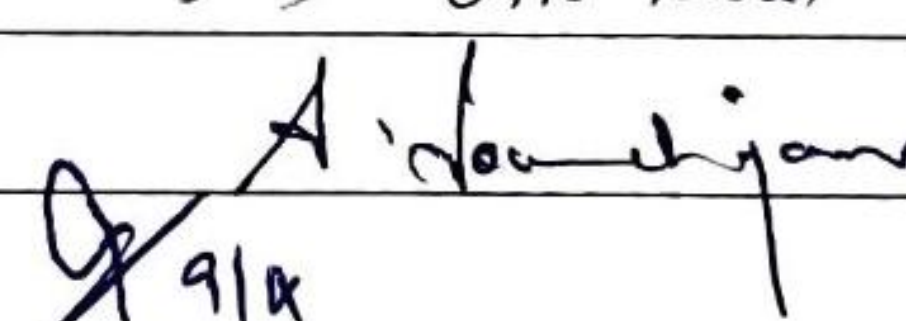
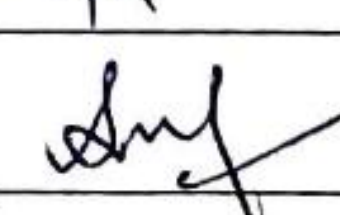
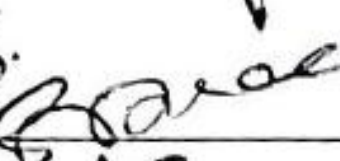


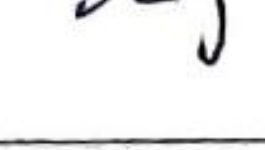

IQAC Co-ordinator 14/4/21

S. W
14/04/21
Chairperson IQAC

SECOND INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING ATTENDANCE

9.4.2021

Time: 2.30-3.30 PM

S.NO	Iqac members	Signature
1.	Dr. S. Rathnasamy.	 S. Rathnasamy 9/4/21
2.	Dr. S. Mahadevan	 S. Mahadevan 09.4.2021
3.	Dr. K. Suresh	 K. Suresh 09/4/21
4.	Dr. Muthukumaravel.	 Muthukumaravel
5.	Dr. Mangaiarkasasi.	 A. Mangaiarkasasi
6.	Dr. Vinod	 Vinod
7.	Dr. Ratha.	 R. Ratha
8.	Dr. V. Prabhu	
9.	Dr. G. Prabhee	 G. Prabhee
10.	Dr. Bindhu Menon	
11.	Dr. R. Susendar	 R. Susendar 09/04/2021
12.	Mr. A. Soundarajan	 A. Soundarajan 9/4
13.	Mr. N. R. Pukazandhi.	 N. R. Pukazandhi
14.	Miss amirhashivani.	 Miss amirhashivani
15.	Mr. U. Gnanasegaram.	 U. Gnanasegaram
16.	Dr. P. Suresh.	 P. Suresh
17.	Dr. K. Subashree.	 K. Subashree
18.	Dr. S. Amudha Ganesh.	


Dean signature