



**INTERNAL QUALITY ASSURANCE CELL
 MINUTES OF MEETING**

Department	Internal Quality Assurance Cell (IQAC)
Date of meeting	27.11.2023
Time	2.15 pm – 4.00 pm
Venue	College Council Hall
Chair person	Dr. S. Ratnasamy, Director
Meeting Agenda	<ol style="list-style-type: none"> 1. Short review of the previous IQAC Minutes of meeting and action taken 2. Discussion AQAR report preparation & submission 3. Presentation on Quality Initiative programs by IQAC 4. Discussion on Feedback Outcome / Student Satisfaction Survey 5. Discussion on Institution's MoU based activities 6. Discussion on DSIR-SIRO renewal application requirements 7. Discussion on Current status of NABH & NIRF 8. Release of Annual Report year 2020 – 2022 & 2022 – 2023 9. Any other matter with the permission of Chair

Minutes of meeting of IQAC on 14.07.2023

The Director welcomed the gathering and mentioned the Agenda of meeting.

1. Short review of the previous IQAC MOM (14.07.2023) and action taken was presented by Dr. R. Latha, IQAC Coordinator.

S. No	Points discussed	Action proposed	Action taken
a.	AQAR report submission AQAR has been reconstituted on 19 th June 2023	The awareness program has been planned for AQAR team Members on AQAR report preparation and submission.	Orientation Program on Quality Indicators organized by IQAC on 27th - 28th October, 2023 (Dr. Chamundeeswari, Registrar of MAHER) for SVGI Mr. Rajendran, Technical Coordinator from PSQ Chennai, visited our Institution and faculty are procuring data for AQAR submission
b.	NEXT awareness programs	ALLEN Next awareness seminar on PG NEET planned on 26 th July 2023 by ALLEN Next	The Career Guidance Cell conducted program by DAMS, Puduchery on 30th August, 2023 and Prepladder on 20th October, 2023 for UG students

c.	Industrial Visits	There are two industrial visits planned. 1. Sterile Gene - UG 2. Appasamy Ocular company – UG & PG	Needs to be planned
d.	Programs based on National /International MOU's	Exchange programs with Institutions with whom MOU was made to be planned by MEU The project steering team to be constituted for coordinating in this connection.	CME on “Constructive alignment of Teaching, Learning And Assessment” by Dr. P.K. Rajesh, Deputy Vice Chancellor of AIMST University, Malaysia Lab Services, NABL Audit ILC MoU with SLIMS till February 2024 TB Active Case Finding completed at Ariyur PHC areas, ongoing at Villianur PHC area

Discussion on ITC inspection status of Skill lab / CME programs

S.No	Points discussed	Action proposed	Action taken
i.	Discussion on ITC inspection status of Skill lab / CME programs • ITC inspection completed successfully on 30 th June, 2023.	Organize the BLS, ACLS workshop for Final MBBS, Interns & PG's. Organize IIC Day in this year	The BLS, ACLS workshop for Final MBBS, Interns & PG's was organized by MEU on 25th -27th October, 2023. IIC day to be organised
ii.	CME programs • Enlighten the CME conducted in SVMCHRC	<ul style="list-style-type: none"> Organize the CME's on every Friday regularly Yearly CME schedule (Calendar) has to be complied as per last year schedule 	16 CME's / Programs Organized by MEU from July 2023 to till date

Discussion about final MBBS result analysis / Remedial measures taken

S.No	Points discussed	Action proposed	Action taken
1.	Final Year MBBS result Final year result status has been discussed. The result details are	<ul style="list-style-type: none"> More clinical sessions are arranged for failed students. 	<p>Revision classes were taken for the failed students.</p> <p>Final MBBS Part II results published.</p> <p>Pass Percentage is 86% (Outcome)</p>

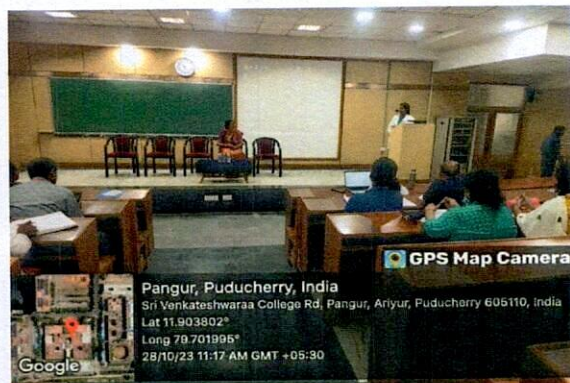
2. Discussion AQAR report preparation & submission

- It was presented by Dr. R. Latha, IQAC Coordinator that the documents review was done and gap analysis of all criteria done on 19.10.2023 on the preparation of AQAR & submission and Orientation Program by Dr. Chamundeewari, Registrar, MAHER on Quality Indicators was organized by IQAC from 27th -28th October , 2023.

AQAR Documents review and gap analysis of all criteria on 19.10.2023 on AQAR preparation & submission



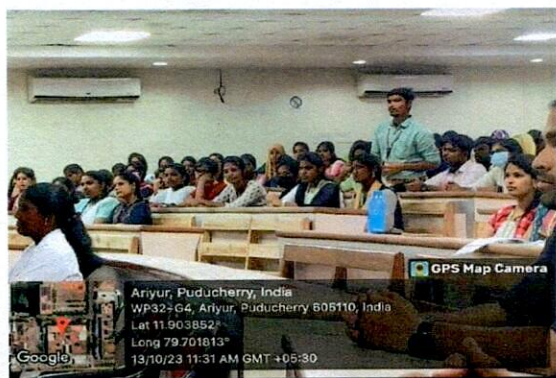
Orientation Program on Quality Indicators Organized by IQAC on 27th & 28th October, 2023



3. Presentation on Quality Initiative programs by IQAC

- It was presented by Dr. R. Latha, IQAC Coordinator.
- The Quality initiative programs and Glimpse of CME programs/events were discussed.
- The students awards (both academic and sports), faculty awards, Collaboration with other Institutions as the resource persons by our faculty have been discussed.

Good Clinical Laboratory Practices (GCLP) on 13th October 2023 - Organized by Departments of Biochemistry , Pathology & Microbiology & MEU



BLS /ACLS, W/S was conducted for the first time by our ITC Skill lab by MEU from 25th to 27th October 2023



4. Discussion on Feedback Outcome / Student Satisfaction Survey

- It was presented by Dr. R. Latha, IQAC Coordinator.
- The feedback outcome and Student Satisfaction Survey will be collected by IQAC through Google form.

5. Discussion on Institution's MoU based activities

- It was presented by Dr. R. Latha, IQAC Coordinator.
- CME on "Constructive alignment Of Teaching, Learning And Assessment" by Dr. P.K. Rajesh, Deputy Vice Chancellor of AIMST University, Malaysia
- Sri Lakshmi Narayana Medical Sciences - Lab Services, ILC for NABL, MoU with SLIMS till February 2024
- NTEP State TB Division (Govt of Puducherry) - TB Active Case Finding completed at Ariyur PHC areas, ongoing at Villianur PHC area.
- MVKM Trust – Yoga for I MBBS 2022-23 Batch

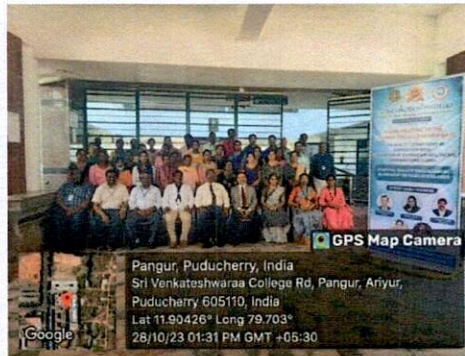
6. Discussion on DSIR-SIRO renewal application requirements

- It was presented by Dr. P. Suresh, Member Secretary of IQAC.
- Validity expired on 31.03.2024. DSIR - SIRO application under RET which include Medical, dental, Engineering, Nursing, pharmacy and paramedical including Physiotherapy.
- Requirements - Last 3 years details about 1. CME 2. Ongoing 3. Completed projects 4. Publications details 5. Patents 6. Audit statements 7. MoU collaborations
- We need to update the management and research advisory board members details.

7. Discussion on Current status of NABH

- Dr.N.Muthukumaravel, Associate Dean (Admin) cum NABH Co-ordinator elaborated about the recently organized NABH-CAHO workshop for the benefit of 45 staff members of the hospital including 12 doctors by the NABH Quality department on 27th, 28th and 29th of October, 2023 at Mini Lecture hall, 2nd floor of the Medical College. Five expert Trainers - 2 from Cochin, 2 from Chennai and one from Thirunelveli, who imparted their knowledge to the participants.

CAHO workshop on 27th, 28th & 29th October 2023 Organized by NABH Coordinator & Quality team



8. Discussion on Current status of NIRF

- It was presented by Dr. E. Kavitha, NIRF Coordinator.
- Our Institution has been registered for the 2024 NIRF Ranking application on 26th September, 2023 the broad parameter wise score for India rankings 2023 have already been shown to the institutions between 26th June to 30th June 2023, Hence, cannot be obtained from the portal.
- The major deficiencies in the NIRF data pertains to PhD students pursuing doctoral thesis which we are showing Nil. Also, non-availability of Patents which is also nil.
- Also, the research area and the current number of publications and research activities shown are less.
- The registration and payment done to attend the NIRF India rankings 2024 workshop through online mode, which will be conducted by Institute for Academic Excellence (IAE), Telengana on 13th and 14th December, 2023. Dr. R. Latha, IQAC Coordinator of our Institution will be the Moderator for the above 2 days.

9. Release of IQAC Annual Report year 2020 – 2022 & 2022 – 2023



Release of IQAC Annual Report (Years 2020 – 2022 & 2022 – 2023)



- The IQAC Annual Report year 2020 – 2022 & 2022 – 2023 was released by the Chief Operating Officer and the Director.

10. Any other matter with the permission of Chair

- The Director instructed IQAC Coordinator to list down and update the functional MoU's of our Institution and activities done.
- The COO insisted to send the proposal to DBT grants from departments of Microbiology, Pathology, Biochemistry before 11th April, 2024 in order to get the extramural funds for research in our Institution. In this regard, the Speaker for DBT grant writing to be brought in December.
- The COO appreciated MEU regarding the CMEs/ Workshop events conducted (Around 15 CME/Workshop events conducted since August). She also instructed to get the copyrights of all our Postgraduate students from a part of their Dissertations.
- It is the responsibility of IQAC to increase the perception of our Institution globally, we need to bring International speakers from reputed Institutions.
- The Director instructed to arrange Webinars through the International MoU's made with AIMST University, Malaysia and National University of Singapore through Hybrid Mode which to be followed by VP Admin.
- The COO insisted to honour our faculty who received the Awards as well as the faculty served as resource persons in National / International webinars/events.

- Dr. R. Latha, IQAC Coordinator requested the Management to Honor the Teaching and Non teaching staff who worked very hard to get the various accreditation status of our Institution.
- The COO asked Dr.N.Muthukumaravel, Associate Dean (Admin) cum NABH Co-ordinator whether Hospital Staff, one person from each department is trained after NABH accreditation and a close follow-up in this regard is needed.
- SVGI Journal committee list to be reconstituted with all SVGI members.
- The Director instructed the Newsletter Team headed by the VP Admin to prepare the Newsletter at the earliest which is planned to be released before 31st December, 2023.
- The Director informed that Dr. Mani Kathapillai, Professor of Anatomy will be the IIC President and IIC resolution, IIC Calendar activities for the year 2023-24 was discussed and IIC day to be organized shortly.
- The 2nd year PG's of all departments to be instructed to do 2 short studies and 1 dissertation compulsorily.



Vote of Thanks given by Dr. R. LATHA, IQAC Coordinator

R. Latha
6/12/23
IQAC Co-ordinator


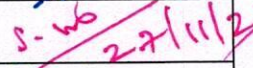
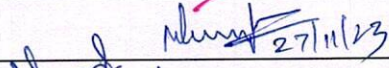
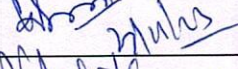
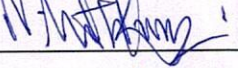

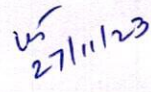
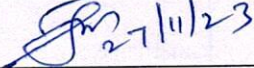
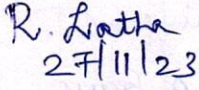
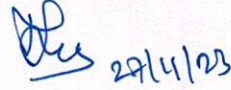
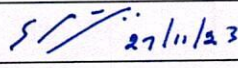
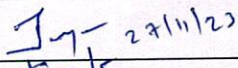
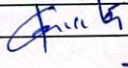
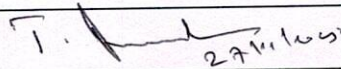
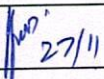
Dr. R. LATHA
IQAC COORDINATOR
SVMCH & RC

S. W6
06/12/23
Director

DIRECTOR
Sri Venkateshwaraa Medical College
Hospital & Research Centre
Ariyur, Puducherry - 605 102



Internal Quality Assurance Cell (IQAC) meeting on 27-11-2023 (2.15 pm – 4.00 PM)

Name	Affiliation	Signature
Dr. B. Vidhya	Chief Operating Officer	 27/11/23
Dr. S. Ratnasamy	Director	 S. Ratnasamy 27/11/23
Dr. M. Loganathan	Medical Superintendent	 27/11/23
Dr. K. Suresh	Deputy Medical Superintendent	 27/11/23
Dr. N. Muthukumaravel	Assoc. Dean (Admin) & (NABH)	 27/11/23
Dr. R. Vinod	Vice Principal (Admin) Prof & HOD of Microbiology	 27/11/23
Dr. K. Tamilselvan	Vice Principal (Acad) Prof & HOD of Physiology	 27/11/23
Dr. V. Prabu	Prof and Head of ENT	—
Dr. A. P. Jonathan Arnold	Prof of Pathology & Lab. Director (NABL)	 27/11/23
Dr. R. Latha	IQAC Coordinator Professor of Physiology	 27/11/23
Dr. P. Suresh	Member Secretary- IQAC Prof of Biochemistry	 27/11/23
Dr. R. Surendar	Prof of Community Medicine	 27/11/23
Dr. K. Mathan	Asso. Prof of Psychiatry	—
Dr. A.K. Jayamala	Prof of Physiology ISO Coordinator	 27/11/23
Dr. E. Kavitha	Asst. Prof of Microbiology (NIRF)	 27/11/23
Mr. A. Soundarajan	General Manager	—
Dr. T. Ramesh	Special Officer	 27/11/23
Mr. N.R. Pukazenti	Deputy General Manager	 27/11/23
Mr. James Teranace Sekar	Administrative Officer	—
Mr. Ramprasanth	Managing Director	—
Dr. N. Balaji	HOD of Homeopathy & Nodal Officer, DISM&H	—
Mr. S. Sathishkumar	Asst Manager – HR (Berger India Private Limited)	—



sri venkateshwaraa
Medical College Hospital and Research Centre

CREATING HEALTHIER SOCIETY
Ariyur, Puducherry 605 102.



Mr. B Prabeese	Lead Auditor, EOMS PS Quality, Chennai	—
Dr. A. Arvinth	Associate Prof of Pharmacology	—
Dr. S. Madhumadhi	Asst. Prof of Community Medicine	—
Mr. J. Alvin John	Final MBBS (Part – II) SVMCHRC	—
Miss. C. Reshma Priya	Final MBBS (Part – II) SVMCHRC	—
Dr. A.K. Jayamala	Criterion 1 – Nodal Officer	Res C 27/11/23
Dr. M. Lavanya	Criterion 2 – Nodal Officer	Sur 27/11/23
Dr. R. Surendar	Criterion 3 – Nodal Officer	—
Dr. S. Geethalakshmi	Criterion 4 – Nodal Officer	SS 27/11/23
Dr. P. Suresh	Criterion 5 – Nodal Officer	—
Dr. A.P. Jonathan Arnold	Criterion 6 – Nodal Officer	Re 27/11/23
Dr. M. Priyatharshini	Criterion 7 – Nodal Officer	S 27/11/23
Dr. Dinesh Vedanathan Syce	Criterion 8 – Nodal Officer	U 27/11/23

Dr Vidhya G
Neha Gaur

criteria 4 - Member
criteria - 8 member

Vive
27/11/23
Neha
27/11/23.

R. Latha

IQAC Coordinator

S. M. G.
6/12/23
DIRECTOR