



sri venkateshwaraa

Medical College Hospital and Research Centre

CREATING HEALTHIER SOCIETY

Ariyur, Puducherry 605 102.



Ref. No. 91/IQAC/SVMCH&RC/2025

16.06.2025

CIRCULAR

This is to inform that the Internal Quality Assurance Cell (IQAC) meeting is scheduled on 19th June 2025 between 2.15pm and 3.30pm in College Council Hall. All members of IQAC are requested to attend the meeting without fail.

Agenda:

1. Short review of the previous IQAC Minutes of meeting (13th March 2025) and ATR
2. Reconstitution IQAC & NAAC Team
3. Presentation on Quality Initiatives Programs by IQAC
4. Presentation on Faculty & Students awards
5. Discuss the analysis of feedback forms from faculty (Curriculum, Teaching, Learning, Evaluation & Research, Infrastructure, Library and Governance), Students (Curriculum, Hostel and Library), Employers (Curriculum), Professionals and alumni (Curriculum) for the year (2024-25)
6. Discussion on II MBBS Result Analysis and Remedial Measures
7. IQAC proposed Calendar - (June 2025 to May 2026)
8. Students council proposed Calendar – (June 2025 to May 2026)
9. Discussion on Current status of NABH, ISO, NABL & NIRF
10. Release of Fourth Annual report of IQAC - June 2024 to May 2025
11. Any other matter with the permission of the Chair

R. Latha

IQAC Coordinator
Dr. R. LATHA
IQAC COORDINATOR
SVMCH & RC

To

The Members of IQAC & NAAC Criterion Heads

Copy to:

The Chairman - Mail
COO
Dean Research & PG Academics
MS
GM
DMSs
VPs
The HODs of concerned departments
MEU Coordinator

Research Coordinator
SO
DGM
AO
Academic Manager
HR (F)
Asst HR SVGI
Guard File

S.P. m6
16/06/25
DIRECTOR

DIRECTOR

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



INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

Department	Internal Quality Assurance Cell (IQAC)
Date of meeting	19.06.2025
Time	2.15 pm – 3.30 pm
Venue	College Council Hall
Chair person	Dr. S. Ratnasamy, Director
IQAC Coordinator	Dr. R. Latha
Meeting Agenda	<ol style="list-style-type: none"> 1. Short review of the previous IQAC Minutes of meeting (13th March 2025) and ATR 2. Reconstitution IQAC & NAAC Team 3. Presentation on Quality Initiatives Programs by IQAC 4. Presentation on Students awards 5. Discuss the analysis of feedback forms from faculty & Students for the year (2024-25) 6. Discussion on II MBBS Result Analysis and Remedial Measures 7. IQAC proposed Calendar - (June 2025 to May 2026) 8. Students council proposed Calendar – (June 2025 to May 2026) 9. Discussion on Current status of NABH, ISO, NABL & NIRF 10. Release of Fourth Annual report of IQAC - June 2024 to May 2025 11. Any other matter with the permission of the Chair

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

1. Short review of the previous IQAC MOM (13.03.2025) and action taken was presented by Dr. R. Latha, IQAC Coordinator

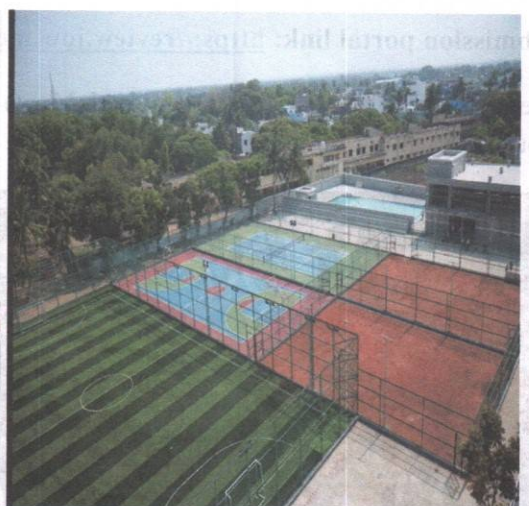
S. No	Points discussed	Action proposed	Action Taken
a.	The magazine to be released on the day of convocation.	Magazine committee is constituted	The magazine work is almost complete, as they have collected and segregated all data, including artworks, articles, and achievements & are planning to complete the magazine work within one week after the model exam
b.	Alumni should be informed earlier regarding submission of NEET Score cards and allotment orders	Google forms are created for this purpose	Alumni details are obtained on the day of Convocation
c.	Feedback from faculty and students to be obtained by IQAC.	Feedback is collected by IQAC and submitted to the Head of the Institution	The action proposed and action taken will be approved by the Director and will be displayed in Institutional website.
d.	The HODs are motivated to conduct more CMEs and Conferences	The departments have planned to conduct programs	Overall 52 CMEs are conducted from June 2024 to May 2025

S. M

ICC awareness program was conducted for nursing staff by Dr. S. Sri SaiPriya, of Psychiatry department on 8th April 2025.



The inauguration of Sports Complex comprising of Lawn Tennis, Basket Ball, Futsal, Volley Ball, Throw Ball Courts, Gymnasium and Swimming Pool was done by our Chairman of the SVGI. Special Pooja was held on 10th April 2025 in the Sports Complex to mark the occasion

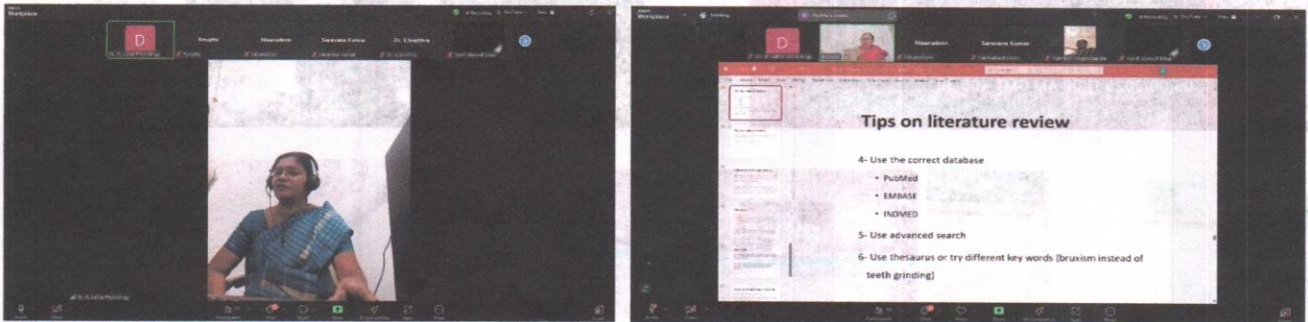


The Batch naming ceremony and **Fresher's party** was celebrated by **Majestronz**, on 11th April 2025





The IQAC organized “**Research Methodology Program**” (Online Webinar) – Guest Speakers were Dr. K. Revathi Research Coordinator, Dr. R. Latha Prof cum IQAC Coordinator & Dr. A. Arvind Asst Prof cum NIRF Coordinator on 23rd May, 2025 - (Participants – 59)



The Medical Education Unit organized “**Industrial Visit to Sterile gene, Caplin Point & Alliance Biosciences on 27th, 29th & 31st of May, 2025**” The II MBBS students have participated (Participants – 196).

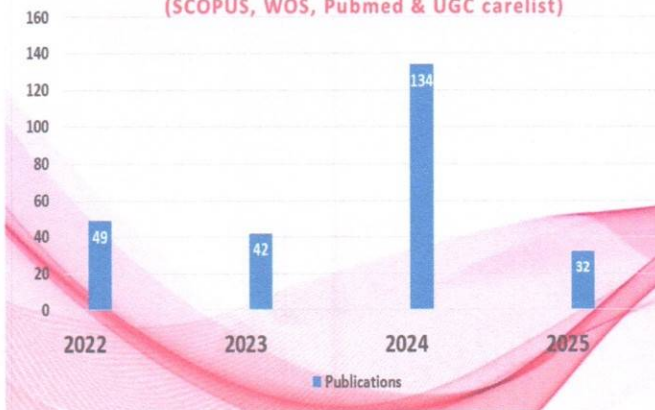


The IQAC along with Research Cell organized “**Are Women Safer at Workplaces Today than Were a Decade Ago?**” – Guest Speaker of Dr. Vidyaa RamKumar Chairperson, Dowry Prohibition Advisory Board, Government of Puducherry on 31st May, 2025- (Participants – 191).



Publications and Faculty Development Programs

PUBLICATIONS
(SCOPUS, WOS, Pubmed & UGC carelist)

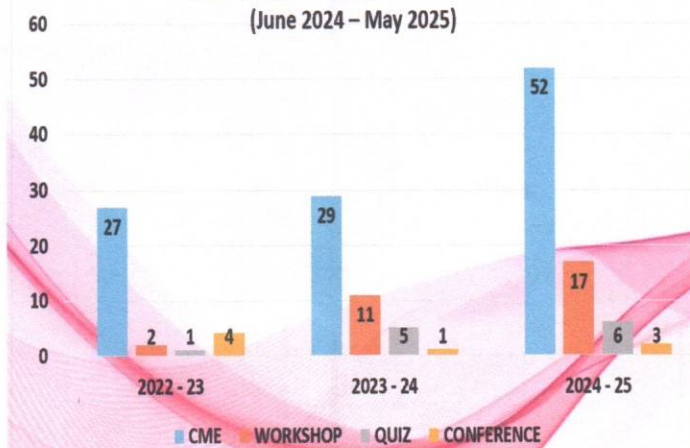


Faculty development program (From June 2024 to May 2025)

Total no of FDP – 27
 Faculty – 17
 Non – Teaching – 10 (Induction / Orientation)
 Reimbursement (June 2024 to May 2025)
 Publication – 5,64,160/-
 FDP/ Conference / Workshop – 5,49,084/-
 Student Welfare – 8,07,302/-

CME, Workshop, Quiz & Conference

CME's, Workshop, Quiz & Conference
(June 2024 – May 2025)



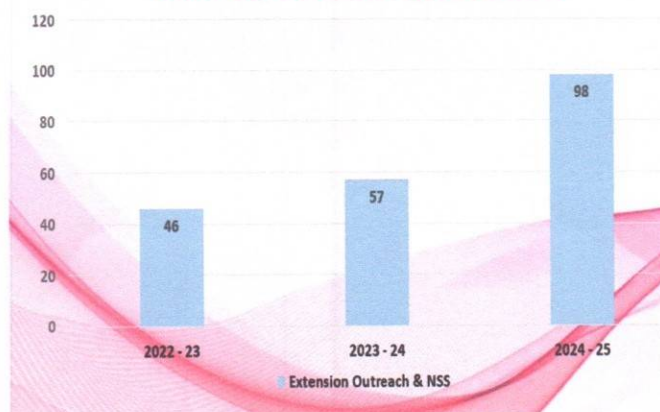
Overall Camps

Overall Camps



Extension Outreach & NSS activities

Extension Outreach & NSS Activities



5. Discussion on analysis of feedback forms from faculty & Students for the year (2024-25)

The action proposed and action taken was discussed and after the approval by the Director and will be displayed in Institutional website.

Faculty feedback – Curriculum, Overall Positive feedback percentage from 92% to 97%

S. No	Points discussed	Action proposed	Action Taken
a.	Infrastructure is very important implementation of the curriculum.	Infrastructure maintenance is being continuously monitored. Further improvements to be planned	Necessary action have been taken to improve the infrastructure. Lecture halls, demonstration rooms have been provided with ICT / Smart boards with Wi-Fi connectivity. Central library and labs are upgraded.
b.	The practical examinations require good infrastructure and well trained man power to be successful.	Adequacy of the demo rooms has to be ensured	Adequacy of the demo rooms ensured
c.	Experience of the seniors can be shared to the juniors as sessions	Already going on in the form of departmental meetings	HODs are requested to encourage more academic sessions in the departments.
d.	More hands-on training for the students will improve the Skills aspect	Skill labs equipment's are procured already	Faculty & MEU to encourage the students to make use of the Skill Lab.
e.	AETCOM can be evaluated during practical session instead of theoretical assessment	As per NMC, AETCOM can be discussed in theory sessions.	Both Pondicherry university and NMC mandates AETCOM discussion in theory sessions only.
f.	Integrated departmental meetings and academic programs for PGs should be increased.	Dean Research integrates the departmental meetings and academic programs for PGs periodically	Dean Research and HODs are requested to encourage more academic sessions & assessments in the departments
g.	Research works to be updated to the research committee by the PGs atleast once in 6 months.	Dean Research shall encourage the research activities.	Dean Research has been monitoring the departmental research activities periodically

Faculty feedback – Teaching, Learning, Evaluation & Research, Overall Positive feedback percentage from 72.4 % to 98.7%

S. No	Points discussed	Action proposed	Action Taken
a.	Academic calendar can be strictly followed sudden changes in the academic calendar disturbs the academic performance	Academic calendar is to be followed strictly	VP Academic has been monitoring regularly.
b.	E-learning platform can be improved	Podcast sessions to be completed and uploaded	Initiatives taken. Podcast is in process
c.	Ultrasound machine needed in the department for both learning and clinical purpose	It will be considered	To discuss with main clinical departments HODs

Faculty feedback – Governance, Overall Positive feedback percentage from 87.5 % to 94.1%

S. No	Points discussed	Action proposed	Action Taken
a.	Attendance of Conference, workshops to be encouraged, Examinerships as externals too, Academic leaves to be more in number, MEU should encourage the staff to enroll for various courses.	Faculty are given annual allowance and Academic leave	Given
b.	Institute can organise NPTEL courses which could be beneficial for students, faculty and the institution	NPTEL courses can be organised by the institute	NPTEL courses will be arranged in a short duration.

Student feedback –Curriculum, Overall Positive feedback percentage from 64.6 % to 76.8%

S. No	Points discussed	Action proposed	Action Taken
a.	Too many IA exams and less gap between each exams causing most of the class to fail	IA exams should be scheduled as per institute norms	IA exams are scheduled as per institute norms

Student feedback – Hostel, Overall Positive feedback percentage from 24 % to 86%

S. No	Points discussed	Action proposed	Action Taken
a.	Repair the items we are writing in the complaint note faster.	It will be provided	Complaints register will be monitored frequently and actions will be taken immediately
b.	Mosquito nets are mandatory in every windows!! So please arrange for it. Paint the roof because it's full of fungus and change the false ceiling	It will be considered as per institute norms	Maintenance team is informed to monitor the roofs and walls and arrange for mosquito nets

ISO

- Our ISO renewal certificate was received in the 2nd week of January and is valid till 07.10.2027.
- The internal audit for the month of June was conducted between 09.06.2025 to 13.06.2025.
- The ISO- Management Review Meeting was scheduled to be conducted on 02.07.2025.
- The First surveillance audit will be done in the month of September 2025.

NABL

- Central Lab services preparing documents for forthcoming NABH audit Scheduled on 18th – 20th July 2025.
- Internal audit is postponed to August month

NIRF

- Perception can be increased by marketing and advertising strategies:

Action proposed:

- The institute website should be updated regularly
- Regular conferences and workshops should be conducted.
- Intercollege cultural events should be organized annually.
- Research should be strengthened to enhance publications. Research students should be admitted.

Action taken:

- Digital marketing department instructed for actively posting all updates.
- Updates of Research papers published was uploaded.

9. Release of Fourth Annual report of IQAC – (June 2024 to May 2025)

