

**FATHER MULLER MEDICAL COLLEGE, MANGALORE**

**IQAC MEETING MINUTES**

**27<sup>th</sup> APRIL 2019 at 10.30 am at Senate Hall**

**Agenda:**

1. To review the previous meeting.
2. To review the Academic Audit.
3. To discuss Part- B of SSR.
4. Any other related matters.

**Members Present:**

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| 1. Rev. Fr. Ajith Menezes, Administrator, FMMC.     | 7. Dr. K Varadaraj Shenoy, Member, IQAC |
| 2. Rev Fr. Nelson Pais, Asst. Administrator, FMMCH. | 8. Dr. Namratha S., Member, IQAC.       |
| 3. Dr. Jayaprakash Alva, Dean & Chairperson, IQAC.  | 9. Dr. Anup Kumar Shetty, Member, IQAC  |
| 4. Dr. Padmaja Udaykumar, Vice-Dean & Member, IQAC. | 10. Mr. Sudeep Pais, Member, IQAC       |
| 5. Dr. Hareesh S Gouda, Secretary, IQAC.            | 11. Sr. Cynthia Santhomayor             |
| 6. <i>Sr. Janet Dsouza, member, IQAC.</i>           |   |

**Members absent/on leave:** Dr. Ramesh Bhat, Co-ordinator, IQAC, Dr. Prathvi Shetty, Member, Dr. Smitha Bhat, Member.

**Agenda 1. To review the previous meeting.**

The Administrator, FMMC welcomed the gathering. The Secretary read the minutes of previous meeting held on 23<sup>rd</sup> March 2019 and informed that Academic audit was done in second week of April 2019. The Secretary also informed that he is working on forming Guidelines for Best Teacher award.

**Agenda 2. To review the Academic Audit.**

The Secretary informed the members that Academic audit was done 8<sup>th</sup> to 13<sup>th</sup> of April 2019 and audit report has been sent to the departments. HODs are requested to provide report on corrective actions taken or planned and also informed that corrective actions report has been received from some departments.

**Agenda 3. To discuss Part - B of SSR.**

The Secretary presented the metrics of Part-B of SSR. Discussions were held and suggestions were given by the members.

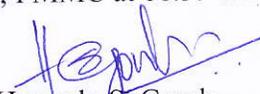
Following suggestions were made by the members:

- To have International student cell.
- To include sessions on Medical ethics and Professional Indemnity Insurance during orientation program for interns.
- To include sessions on Bio-medical waste management for undergraduate students when they begin their clinical postings.

**Agenda 4. Any other related matters.**

It was suggested to update website about renaming of Prevention of Sexual harassment committee for Staff & Student as Internal Complaints Committee for Staff & Student respectively.

The meeting concluded with the words of thanks by the Administrator, FMMC at 11.35 am.

  
Dr. Hareesh S. Gouda,  
Secretary, IQAC,  
FMMC, Mangalore.