

FATHER MULLER MEDICAL COLLEGE, MANGALORE
IQAC MEETING MINUTES
22nd October 2016 at 3 pm at Senate Hall

Agenda:

1. To review the previous meeting.
2. To discuss Annual Academic audit 2015-16 report.
3. Any other related matters.

Members Present:

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| 1. Dr. Jayaprakash Alva, Dean, FMMC & Chairperson, IQAC. | 5. Dr. Padmaja Udaykumar, Member, IQAC. |
| 2. Dr. Ramesh Bhat, Co-ordinator, IQAC. | 6. Dr. Smitha Bhat, Member, IQAC. |
| 3. Dr. Hareesh S Gouda, Secretary, IQAC. | 7. Dr. Anup Kumar Shetty, Member, IQAC. |
| 4. Dr. K Varadaraj Shenoy, Member, IQAC. | 8. Dr. Prathvi Shetty, Member, IQAC. |

Members absent/ on leave: Dr. Namratha S. And Mr. Sudeep Pais.

Agenda 1. To review the previous meeting.

The Chairperson, IQAC welcomed the gathering. The Secretary, IQAC informed the members that AQAR for 2015-16 has been prepared after incorporating all the suggestions made by the internal and external members of IQAC. The AQAR was placed before the members of Governing Board and it has been approved.

Agenda 2. To discuss Annual Academic audit 2015-16 report.

The Secretary presented collated report of the Annual academic audit 2015-16. Discussions were held on the following suggestions made by the audit team.

1. To increase collaborative associations with related external agencies and consultancy.
 - Decided to identify and have a talk from competent person regarding scope of collaboration and consultancy. It was also decided to plan for more effective collaborations; and, to formulate norms and policy for consultancy.
2. To increase funded research projects.
 - Members were requested to give their suggestions to increase the funded research projects and to motivate the faculty to take up research projects.
3. All the published articles from the faculty and students needs to be compiled as a volume annually and made available in the central library.
 - The committee decided to have volume of all published research articles from faculty and students from post NAAC period and to keep them during NAAC re-accreditation assessment.
 - If any article is authored by two or more faculty from different departments of FMMC, the article has to be considered as the publication of 1st author's department for NAAC purpose.
4. Achievements and contributions of individual faculty to the growth of Institution and community should be given due recognition during promotion and career advancement.
 - Dean informed the members that a contribution of the faculty to the growth of the institution is being considered during promotion if there is vacancy for the respective cadre.

5. On small group teaching, feedback of staff and students to be taken and analysis needs to be done (As there is informal mixed feedback about the system from the faculty)
 - Dean informed the members that this matter will be discussed during HODs meeting.
6. Incentives should be offered to the faculty for quality publications in reputed research journals. Journal publications which do not carry FMMC affiliation or non-indexed or non-domain should not be encouraged.
7. The college pass percentage (UG & PG) may be compared with that of the overall University pass percentage.
8. All departments should be encouraged to start new add on courses/ certificate/ fellowship courses.
9. Feedback from the patients regarding the clinical facility and treatment needs to be maintained in each department.
 - Dean informed that feedbacks from the patients are being taken and they are maintained at the hospital level.

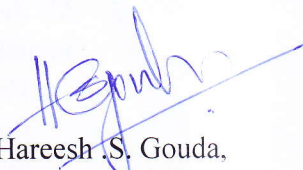
Discussions were also held about the following suggestions made by the audit team for the departments in general

- Common template for power point presentation with header, footer and slide number.
- All departments to include best practices adopted in the presentation.
- The expenses involved in the conduction of Infrastructure upgrading, Extension activities, and public awareness programmes needs to be highlighted in the presentation.
- Interdepartmental research and interdisciplinary research needs to be initiated.
- Departments need to identify thrust areas for research which help them in applying for extramural grants
- Inter-departmental clinical/ academic activities need to be enhanced.

Dean informed the members that above mentioned suggestions will be discussed during HODs meeting.

External members of the audit suggested to define assessment evaluation metrics (low, medium and high) for each statement of Academic audit tool. The Secretary was instructed to work on this.

The meeting concluded with the words of thanks from The Chairperson, IQAC at 4.45 pm.


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