

FATHER MULLER MEDICAL COLLEGE, MANGALORE

IQAC MEETING MINUTES

22nd April 2017 at 3 pm at Senate Hall

Agenda:

1. To review the previous meeting.
2. To formulate Plan of action for proposed plans 2016-17.
3. To discuss midterm academic audit 2016-17.
4. Any other related matter.

Members Present:

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| 1. Rev. Fr. Rudolph Ravi D'sa, Administrator, FMMC Rev. | 5. Dr. Anup Kumar Shetty, Member, IQAC. |
| 2. Dr. Jayaprakash Alva, Dean, FMMC & Chairperson, IQAC. | 6. Dr. Namratha S., Member, IQAC. |
| 3. Dr. Padmaja Udaykumar, Vice-Dean & Member, IQAC. | 7. Mr. Sudeep Pais, Member, IQAC. |
| 4. Dr. Hareesh S Gouda, Secretary, IQAC. | |

Members absent/ on leave: Dr. Ramesh Bhat, Co-ordinator; Dr. K Varadaraj Shenoy, Member; Dr. Smitha Bhat, Membe; Dr. Prathvi Shetty, Member.

Agenda 1: Review the previous meeting.

The Administrator, FMMC welcomed the gathering. The Secretary, IQAC read the minutes of previous meeting. The Administrator informed the members that the IQAC office has been relocated to Medical College building and new secretarial staff has been appointed.

Agenda 2. To formulate Plan of action for proposed plans 2016-17.

Discussions were held about the Proposed plans under Criteria 1 to 4. The Administrator, FMMC informed the members that discussion was held and decisions were taken to promote research activities during Managing Committee members meeting.

Following decisions were taken with respect to the Criteria 1 to 4.

- Conduction of CBL sessions more frequently and strengthen CBL activity in the following departments – Pharmacology, Pathology, Microbiology, Forensic Medicine, Paediatrics, General Medicine and General Surgery. At least one CBL session to be conducted by these departments per month.
- Visit of members of Institutional Research Committee to Research Centres of other reputed Institutions.
- Formulation of selection criteria for Research award.
- Compilation of soft copy of presentations of Resource persons of Conferences/ Seminar/ CME etc.
- Creation of e-mail ID fmmeiqac@fathermuller.in for online correspondence of matters related to IQAC, FMMC.

Following suggestions were made by the members:

- Obtaining feedback from the students and faculty through MIS at respective departments.
- To decide frequency of obtaining feedback from various stakeholders.
- Leave application through MIS for Teaching faculty and Residents.

Agenda 3: To discuss midterm academic audit 2016-17.

It was decided to discuss about the audit during next meeting.

Agenda 4: Any other related matter – Nil.

The meeting concluded with the words of thanks from The Administrator, FMMC at 4.45 pm.



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