

**FATHER MULLER MEDICAL COLLEGE, MANGALORE**

**IQAC MEETING MINUTES**

**24<sup>th</sup> September 2019 at 11.00 am at Senate Hall**

**Agenda:**

1. To review the previous meeting.
2. To discuss report of Academic and Administrative Audit held on 20<sup>th</sup> & 21<sup>st</sup> Sept. 2019.
3. Any other related matters.

**Members Present:**

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| 1. Rev. Fr. Ajith Menezes, Administrator, FMCC.     | 8. Dr. K Varadaraj Shenoy, Member, IQAC |
| 2. Dr. B Sanjeev Rai, Chief of Research, FMCI       | 9. Dr. Smitha Bhat, Member, IQAC        |
| 3. Dr. Jayaprakash Alva, Dean & Chairperson, IQAC.  | 10. Dr. Prathvi Shetty, Member, IQAC    |
| 4. Dr. Padmaja Udaykumar, Vice-Dean & Member, IQAC. | 11. Dr. Anup Kumar Shetty, Member, IQAC |
| 5. Sr. Janet Dsouza, Chief Nursing Officer          | 12. Mr. Sudeep Pais, Member, IQAC       |
| 6. Dr. Ramesh Bhat, Co-ordinator, IQAC,             | 13. Sr. Cynthia Santhomayor             |
| 7. Dr. Hareesh S Gouda, Secretary, IQAC             |   |

**Members absent/on leave:** Dr. Namratha S, Member, IQAC.

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

The Administrator, FMCC welcomed the gathering and conveyed his thanks and appreciation to all the members for their contribution and co-operation during the Academic & Administrative Audit held on 20<sup>th</sup> & 21<sup>st</sup> September 2019. The Secretary read the minutes of previous meeting held on 13<sup>th</sup> September 2019.

**Agenda 2. To discuss report of Academic and Administrative Audit held on 20<sup>th</sup> & 21<sup>st</sup> September 2019.**

The Secretary presented the AAA report and discussions were held regarding weaknesses, challenges and opportunities suggested by the auditors.

Following are the suggestions were made by the members:

- To appoint full time faculty for IQAC.
- To include IQAC in the Organogram.
- To strengthen student support and mentoring system by training the mentors.
- To appoint preferably junior faculty as mentors.
- To have MoU with other units of Fr Muller Charitable institutions.
- To organize more activities by the Alumni.
- To encourage faculty to enrol for e-courses and develop e-modules for teaching learning.
- To strengthen IT section.
- To start more value added and add on courses.

The Administrator informed the members that institution is planning to introduce Student profile system and existing mentor-mentee activity book will be modified to include more details about the student. He also informed that there will be a workshop on formulation of strategic plan of the institution and department on 28<sup>th</sup> September 2019 for HODs and Prof. Aloysius H Sequeira, Dean, Faculty Welfare, NITK, Surathkal will be the resource person.

**Agenda 3. Any other related matters.**

The meeting concluded with the words of thanks by the Chairperson, IQAC at 12.15 pm.

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