

FATHER MULLER MEDICAL COLLEGE, MANGALORE

IQAC MEETING MINUTES

17th August 2019 at 11.00 am at Senate Hall

Agenda:

1. To review the previous meeting.
2. To discuss NAAC Re-accreditation.
3. Any other related matters.

Members Present:

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| 1. Rev. Fr. Ajith Menezes, Administrator, FMMC. | 8. Dr. K Varadaraj Shenoy, Member, IQAC |
| 2. Rev. Fr. Nelson Pais, Asst Administrator, FMMCH | 9. Dr. Smitha Bhat, Member, IQAC. |
| 3. Dr. B Sanjeev Rai, Cheif of Research, FMCI | 10. Dr. Namratha S., Member, IQAC. |
| 4. Dr. Jayaprakash Alva, Dean & Chairperson, IQAC. | 11. Dr. Anup Kumar Shetty, Member, IQAC. |
| 5. Dr. Padmaja Udaykumar, Vice-Dean & Member, IQAC. | 12. Dr. Prathvi Shetty, Member, IQAC. |
| 6. Dr. Ramesh Bhat, Co-ordinator, IQAC, | 13. Mr. Sudeep Pais, Member, IQAC |
| 7. Dr. Hareesh S Gouda, Secretary, IQAC. | |

Members absent/on leave: Nil.

Agenda 1. To review the previous meeting.

The Administrator, FMMC welcomed the gathering. The Secretary read the minutes of previous meeting held on 27th June 2019. The Secretary informed the members about following matters:

- SSR for medical college has been revised by the NAAC on 2nd and 26th July 2019.
- E-mail has been sent to the NAAC for clarification regarding inclusion of activities of academic year 2018-19 for Re-accreditation assessment and as per NAAC Help desk, our e mail has been forwarded to the AQAR section.
- Metrics of SSR which were discussed during the previous meeting have been modified as per suggestions of the members.
- Awareness programme on 'Know your Rights' was organized by Internal Complaints Committee of the institution for staff and students on 18th & 19th of July 2019. Ms. Richa Chadha was the resource person.
- Draft of Qualitative metrics has been sent to the Criteria in-charges for their perusal and received suggestions from the in-charges.
- Collection of proofs of few metrics of SSR is pending and will be completed soon.

Agenda 2. To discuss NAAC Re-accreditation.

Following decisions were taken:

- To take part in NAAC re-accreditation process for the 2nd cycle.
- Submission of IIQA once the SSR is ready.
- SWOC analysis of the institution to be done by the internal members first and will be submitted to the external members for the review.
- Academic and Administrative (AAA) audit by the external members.
- To include data of academic activities from September 2013 to August 2019 for AAA.

Agenda 3. Any other related matter.

The Chairperson/ Dean asked the opinion of members, whether to continue with separate Internal Complaints Committee for students and staff or to have one combined committee for staff & student. It was decided to have one Internal Complaints Committee for the institution.

The meeting concluded with the words of thanks by the Administrator, FMMC at 12 noon.



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