



Office of IQAC

Ref: SBV-IQAC/ 2019-20/Circular/dt 13.01.20

Circular for IQAC meeting

❖ **Time/ Venue: Boardroom; 21st January 2020 / 11 am**

❖ **The Agenda of the meeting is as follows.**

SL. NO	AGENDA
1.	Calling of meeting to order
2.	Quorum confirmation; Apologies if any
3.	Action taken/ pending action report of the meeting held on 15.11.19.
4.	<p>New matters/agenda</p> <ul style="list-style-type: none"> a. Review the AAA proceedings 2018-19 and Last QER b. ISO Internal audit proceedings and ISO certification audit c. Proposal on Value added courses and FDP d. Report on Student Satisfaction Survey e. Report on the Quality programs done f. Submission of AQAR 18-19 g. Others
5.	Any point from the floor
6.	Closure of meeting

To
The IQAC members

Copy to
The Vice-Chancellor, SBV
The Registrar, SBV
The GM, Admin, SBV

Dr. CAROUNANIDY USHA
Director - Accreditation
Sri Balaji Vidyapeeth Deemed to be University.
Pillayarkuppam, Puducherry - 605 402.
INDIA



Office of IQAC

Ref: SBV-IQAC/ 2019-20/MOM/dt 23.01.20

Minutes of the Meeting: 21st January 2020 / 11 am

SL. NO.	AGENDA	DISCUSSION POINTS IF ANY	RESOLUTIONS & RESPONSIBILITY
1.	Review of AAA report 2018-19; as given by the experts pointwise were discussed	<p>Recommendations: 1</p> <p>As SBV seems to be innovative on the choice of the new programs, other innovative courses and programs in the emerging field of sciences such as Biotechnology and Artificial intelligence may be considered.</p> <p>Recommendations: 2</p> <p>With a fast pace of growth, SBV must participate in International rankings and must also focus on NABL and GLP accreditations for its labs.</p> <p>Recommendations: 3</p> <p>More peripheral postings, Health sector Care Skill (HSSC) council courses, Industrial collaborations must be focused.</p> <p>Recommendations: 4</p> <p>International Student admission and NRI admissions to be increased. Admission in the PG program must be improved. Pass percentage in the UG program must be improved. Progression to placement and higher education is less. Must be improved with more training, strengthening of the placement cell and with intense career guidance.</p> <p>Recommendations: 5</p> <p>Faculty with PhD qualifications/ DM/ MCh may be recruited more. International/ Prestigious National</p>	<p>CIDRF proposes a School Biological Sciences with such programs. The Director, CIDRF, may be asked to submit the proposal at the earliest.</p> <p>HOD microbiology and the MS shall initiate the process and ensure application at the earliest.</p> <p>IQAC started the process of application for the HSSC courses. All Institute Heads must explore the possibility of external posting.</p> <p>VP students' affairs may be sensitized. This was raised in the last year AAA also. Heads of the institutes to take initiatives.</p> <p>Recruitment policy to be addressed; Registrar to discuss with the HR manager.</p>



		<p>awards for the faculty must be improved.</p> <p>Recommendations: 6</p> <p>Please ensure the presence of parents, students and alumni in as many committee/ cells as possible. Identify a strategy to bridge the communication between the top-level administrators with all stakeholders including the class IV employees, to effectively spread the ethos of SBV. Must conduct more quality related workshops for faculty and students</p>	<p>Registrar/ IQAC must ensure that all stakeholders are represented in the committees and cells.</p> <p>Vice-Chancellor also suggested a podcast or webinar to get in touch with the other employees.</p>
2.	ISO internal Auditing process	<p>The Internal Auditors training, and certification was given by the ISO Lead audit Mr. Anil Patil Kulkarni.</p> <p>The teams who visited the main and off campus from 7th to 9th January (the Lead auditors and the internal ISO members) highlighted the NC reports in the hospitals and the Institutes.</p> <p>The Vice-Chancellor advised individual meetings with respective In-charges or departments to sort out the non-conformities at the earliest before the final certification audit decided for the February first week. IQAC to organize these meetings and close all the NCs before the final certification audit</p>	
3.	Proposal on value added courses and FDP	<p>Based on the lacunae generated by the NAAC teams, it was observed that value added courses for students and FDP for faculty must be enhanced. An external resource team has been identified for the value-added courses. Topics for FDP that are prioritized are e-learning and consultancy.</p> <p>All members consented. Vice-Chancellor advised IQAC to write a Consultancy Policy for SBV. Registrar reported that a Consultancy Cell has been established and the same team can take up the assignment.</p>	
4.	Report on the Student Satisfaction Survey	<p>The student's satisfaction Survey was obtained and analyzed. The details were submitted to the members. The above proposals are based on this.</p> <p>Vice-Chancellor asked IQAC to submit the same to the BOM.</p>	
5.	Report on the Quality programs done	<p>To commemorate the birth centenary and birth anniversary of Mahatma Gandhi and Dr. APJ Abdul Kalam, respectively, Photo contest and slogan contest was done online for the students of SBV; 14th and 15th November.</p>	



		<p>Collaborative activity done with SAATHI (Solidary and Acton against the HIV Infection in India) along with IQAC, KGNC; Training of trainers for delivery of transgender curriculum.</p> <p>Quality program for sensitization on the new health sciences manual by Prof. YM Jayaraj, VC, Pravara university; A lecture by him on the role of IQAC members in quality sustenance. 20-21st Dec 2019.</p> <p>Consultancy FDP 28th Nov 2019 and FDP on LMS on 23rd December</p>
6.	Report on submission of AQAR 18-19	<i>Director reported that AQAR was submitted on Dec 31st.</i>
7.	Any point on the floor	<i>KGNC Principal reported that the Transgender curriculum incorporation into the nursing programs was approved in the AC meeting. She also informed about KGNC receiving the award for best RRC. The members congratulated her for her laudable achievements.</i>
8.	Closure	<i>Director thanked one and all for their valuable time</i>

Prepared by IQAC-SBV

Approved by The Director Accreditation

Dr. CAROUNANIDY USHA
Director - Accreditation
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INDIA

Copy to:

The Vice-Chancellor, SBV

The Registrar, SBV

The GM Admin, SBV

Internal Quality Assurance

Name	Designation	Signature
1. Dr. M. Shivarakthy	Deputy Director, CHRE	M. Shivarakthy
2. Dr. Vidhya A	Senior Lecturer, IQAC	Vidhya A
3. R. Sri	CO-ORD	R. Sri
4. Dr. David	Professor	Dr. David
5. Dr. Valentine Y	Asst. Prof	Dr. Valentine Y
6. D. SIVAPRASAN B	Prof. HOD, Psychology	D. SIVAPRASAN B
7. Mrs. Aruna Devi. M	Asst. Prof. KMC	Mrs. Aruna Devi. M
8. P. Jayash	Asst. prof, KMC	P. Jayash
9. V. Subasanth	Asst. Prof. KMC	V. Subasanth
10. SANGUIDA A	Reader	SANGUIDA A
11. VIKARANI A	reader, IQAC	VIKARANI A
12. SUGANYA M	Reader, IQIDS	SUGANYA M
13. P. Lavanya	Tutor - AHS	P. Lavanya
14. K. Vignesh	Student - KMC	K. Vignesh
15. Bhuvaneshwari Damesh	Tutor - CHRE	Bhuvaneshwari Damesh
16. AGIESH KUMAR	Dy. Dirct - CIDRF	AGIESH KUMAR
17. S. RAJESWAR	Professor	S. RAJESWAR
18. Dr. Kartik J. Salwa	Professor	Dr. Kartik J. Salwa
19. Dr. A. N. Uma	Principal, AHS	Dr. A. N. Uma
20. Dr. Renuka K	Principal KMC	Dr. Renuka K
21. Dr. B. Sarawana Kumar	Principal, KMC	Dr. B. Sarawana Kumar
22. Ache	GM-SB	Ache
23. Dr. Shree Kalshmi devi	Prof. Pharmacology, SSSMCR	Dr. Shree Kalshmi devi
24. Dr. M.D. Gildan Mohan	Associate Prof Physiology, SSSMCR	Dr. M.D. Gildan Mohan
25. Dr. R. Vani	Prof. ENT (IQAC)	Dr. R. Vani
26. Dr. Abdulk. Sa.	Prof. Pathology, VP Shub	Dr. Abdulk. Sa.
27. JOSEPH ARCHER	ADMIN - NAAC	JOSEPH ARCHER
28. K. Mahalaxmi	N/A	K. Mahalaxmi
29. PRABHA	N/A	PRABHA