



IQAC OFFICE

Ref: SBV/IQAC/Circular/dt 13th August 2016

MEETING CIRCULAR

Greetings from IQAC.

Heartfelt thanks to all for contributing to the successful conduct of the Internal Administrative and Academic Audit (2015-16) on the 3-5th August 2016.

A review meeting has been scheduled to analyse the report on 24. 8.16 from 2 – pm in the Boardroom.

Kindly make it convenient for yourself to attend.

IQAC, SBV



To
The Heads of the Institutes
IQAC members

Copy to
The Office of the Chancellor
The office of the Pro-Chancellor
The Vice-Chancellor, SBV
The Registrar, SBV



IQAC OFFICE

Ref: SBV/ IQAC/Minutes/dt 26th August 2016

Minutes of the Meeting

The meeting was held at the Board room on 24th August 2016, from 2 – 4 pm to review the internal AAA audit done from 3-5th August 2016.

The following are vital issues discussed and resolved:

1. IQAC coordinator explained that the last QER for the academic year was not done due to the Internal AAA; that quarter data was included in the AAA. This is the first AAA post NAAC accreditation in November 2015. Thus in essence only Jan to July performance has been audited.
2. The institutes used the same 20 files format, and the departments used the 40 files format for the audit. It was suggested by the Vice-Chancellor to relook at the templates given in NAAC 2015 and modify to suit the growth of SBV.
3. The Administrative departments were not visited this time. Dean emphasised that next time the audit must be done there also.
4. The files had been well maintained by all; can be attributed to the training given during NAAC 2015; all agreed that this must continue.
5. The quality related program conducted on Bench marking and perspective planning and two national conferences, one on chronobiology and the other on the introduction of yoga into the curriculum of Health professions education were the highlights of last years programs. The cell unanimously agreed that more such programs must be included in the next year plan.



6. The Medical Education Unit of MGMCRI and Dental Education Unit of IGIDS, under the aegis of Dept of Health Professions Education & Internal Quality Assurance Cell organized a three-day National Conference on “Changing Trends in Health Professions Education (NC-CTHPE 2016), on 18-20th August. The Vice-chancellor appreciated the innovative concept.
7. The activities of the committees, cell and students activities were not well reflected in the AAA audit. The chairman suggested that they may be included in the next audits/ in the QER.
8. It was observed that the events conducted by the departments are not reported on time as well as reported in different format. Resolved to streamline the event report forms.
9. It was also noted that the IPR activities and consultancy activities are less; resolved to talk to Dean research for sensitisation and training workshops.
10. The PG dissertations must be converted to publications as much as possible, to improve the status of publications of SBV. The Dean Research shall conduct workshops on how to convert dissertations to publications for the PG students and the Faculty.
11. Every QER the annual plans proposed must be verified by IQAC, as suggested by the Dean-Faculty. The same may be consolidated and presented after the AAA audits every year.
12. It was resolved to commence the external AAA audits from the next academic year.



13. IQAC must commence the outcome analysis of all the post accreditation initiatives and assess the impact of the same during the AAA audit. Vice Chancellor suggested that a SOP be made for the Impact analysis.

14. The meeting adjourned with thanks from the coordinator.

Prepared by


IQAC Coordinator

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The Registrar, SBV



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INTERNAL QUALITY ASSURANCE CE

Chaired by Vice Chancellor

Name	Designation	Sign	Apologies if any
Prof. A R Srinivasan	Registrar		
Dr. Pajanivel	Coordinator IQAC		
Teacher Members			
Dr. N Anathakrishnan	Dean Faculty		
Dr. Ravishankar M	Dean MGMCRI		
Prof. Premanatha Fakirayya Kotur	Dean SSSMCRI		
Dr. Renuka K	Principal KGNC		
Dr. Carounanidy Usha	Principal IGIDS		
Dr. Jagan Mohan R	HOD, Medical Informatics		
Management Member			
Mrs. Asha Suresh Babu	GM - Administration		
Administrative Member			
Mr. Suriyanarayanan	Secretary to chairman		
Mr. Joseph Naresh	Deputy Registrar		
Local Society Member			
Dr. E R Vijaya Krishna	Principal RGCET		
Employer Member			
Mr. Ravishankar K	CEO, SBECT		
Institutional Coordinators			
Dr. David Livingstone	Assistant Professor, IGIDS		
Dr. Glad Mohesh	Assistant Professor, SSSMCRI		
Dr. Senthil M	Assistant Professor, IGIDS		
Ms. Kripa Angeline A	Associate Professor, KGNC		
Student Members			
Dr. Sindu	Student, MGMCRI		
Dr. Preethi	Student, SSSMCRI		

REGISTRAR
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INTERNAL QUALITY ASSURANCE CE

Name	Designation	Sign	Apologies if any
Ms. Mr.Mahesh	Students, KGNC		
Ms. Lidya	Students, IGIDS		
Alumni Members			
Dr. Praveen Charles M.V	Alumni, MGMCRI		
Dr. Sahaya Sona Theresa	Alumni, SSSMCRI		
Dr. Savitha	Alumni, IGIDS		
Ms. Nandhini D	Alumni, KGNC		
External Member			
Dr. Baskaran A	Professor, Periyar Govt. Arts College, Cuddalore		

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