



INTERNAL QUALITY ASSURANCE CELL

Sri Devaraj Urs Academy of Higher Education & Research

A DEEMED TO BE UNIVERSITY
TAMAKA, KOLAR-563 103, KARNATAKA, INDIA

Ph: 08152-210604, 243009, Fax: 08152-243008, E-mail: iqac@sduu.ac.in website: www.sduu.ac.in



No: SDUAHER/KLR/IQAC/05 /2021-22

Dated: 01-07-2021

Proceedings of the Quarterly Meeting of the *Internal Quality Assurance Cell (IQAC)* of Sri Devaraj Urs Academy of Higher Education and Research, Kolar held on **23rd June 2021 at 11.00am** at Council Hall of the Academy under the Chairmanship of **Prof. Pradeep Kumar. G, Hon'ble Vice Chancellor, SDUAHER.**

MEMBERS ATTENDED THE MEETING:

Dr.K.N.V.Prasad	Registrar
Dr.P.N.Sreeramulu	Principal/ Dean, SDUMC/SDUAHER
Dr.Madhavi Reddy	I/c Dean, Faculty of AH&BS
Dr.Sarala.N	Director Academics
Dr.Vinutha Shankar	Prof. & HoD, Dept. of Physiology
Dr.K.N.Shashidhar	Director Research and Innovation
Dr.Suresh T N	Prof. of Pathology
Dr.Sridevi.N.S	Prof. & HoD, Dept. of Anatomy
Dr.C.D.Dayanand	Coordinator, AHS
Dr.Prabhakar	Convenor, Criteria IV, Prof. Dept. of Gen. Medicine
Dr.Sarulatha.H	Prof. of Physiotherapy
Dr.Sujay Prasad	Neuburg Anand Diagnostic Laborator
Dr.D.G.Prakash	Dean, College of Horticulture, Kolar
Mr.J.Rajendra	Director (A & F), SDUAHER, Kolar
Dr.M.L.Harendra Kumar	Director of IQAC/ Coordinator
Dr.Asha.B	Deputy Coordinator IQAC
Dr.Hemalatha.A	Deputy Coordinator IQAC

Could not Attended the Meeting

Mrs.Beenamma Kurian	Director, Quality RLJH & RC
Mr.Balaji	Finance Officer
Mr.Yateesh.A	Head, HRM, SDUAHER
Dr.Raveesha.A	Prof. & HoD, Dept. of General Medicine
Mr.Suresh.B	Journalist, Kolar
Dr.Bhavana Chowdhary.M	(PG Medical Student, 2 nd year)
Mr.Bhuvaneshwar Yadav	(Ph.D. Scholar)
Miss.Bhavanam Sravani	(UG Medical Student 6 th Term)
Mr.Rakshith.U	(AH & BS Student 2 nd year)
Dr.Azeem Mohiyuddin	Medical Superintendent
Dr.Muninarayana.C	Controller of Examinations
Dr.Manjula	Prof. & HoD, Dept. of Ophthalmology
Dr.D.K.Ramesh	Surgeon, SNR Hospital, Kolar, (Alumnus)



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Dr. Harendra Kumar. M.L, Coordinator IQAC, SDUAHER welcomed all the members and requested Hon'ble Vice Chancellor Dr. Pradeep Kumar. G to chair the meeting. Vice Chancellor welcomed all the external and internal members. He requested the coordinator of IQAC to take up the agenda for the meeting.

Agenda-1

SDUAHER/IQAC-II/01/2021-22

Subject: Approval of the Proceedings of 1st Meeting of the IQAC held on 31st March 2021.

Dr. Harendra Kumar M. L. informed that the proceeding of meeting of the IQAC held on 31st March 2021 was sent to all the members, as there were no suggestions or modifications intimated to IQAC, it was deemed to have been approved. However, the proceedings were brought forward for formal approval and it was unanimously approved.

Agenda-2

SDUAHER/IQAC-II/02/2021-22

Subject: Action Taken Report on the decision taken in the 1st Meeting of the IQAC held on 31st March 2021.

Dr. Harendra Kumar informed the Academy that after discussion with Dean, Faculty of Medicine, the fellowship in Critical Care Medicine and Blood bank to be started.

The Academy has listed 17 value added course, out of which 10 have been conducted in this Academic year and others will be held in the subsequent year.

Dr. Sarala clarified that out of 10 value added courses 5 are old and the rest 5 courses are new for this year.

The coordinator informed that CBME curriculum is effectively implemented in Undergraduate phase I, II and others are in the process of implementation. The Entrustable Professional Activity and Work Place Based Assessment (WPBA) have to



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be implemented across all PG programs.

Registrar informed that the departments have not prepared the framework of Competency Based Curriculum (CBC) for post graduates. He further added that three years back our Academy had taken initiative to implement CBC including EPAs and WPBA in post graduate program which was above the regulatory mandate and the same have been documented in Academic council and Board of Management Meeting.

He also mentioned that the documentation for the same to be maintained in the departments offering PG program during NAAC peer team visit.

In this regard Dean, Faculty of Medicine was requested to collect data from all departments to address the lacunae and action to be taken to ensure all departments follow CBC for post graduates.

Dr. Sarala informed that the departments have submitted curriculum books along with EPAs, but the implementation should happen at the department level under the concerned HoD.

Vice Chancellor expressed that the implementation to complete within 3 months at all departments offering PG program.

Registrar suggested to prepare Program Outcome (PO) and Course Outcome (CO) analysis for phase I and II departments and AH& BS programs.

The IQAC coordinator informed about the mock inspection, expert team visit and feedback to departments occurred as per plan. He further added that once SSR DVV clarification is submitted, the Academy has to prepare for Peer team visit within 45 days which could be for 2 to 3 days. In this regard the cultural program for one hour has to be planned to showcase the student talent in all areas and diversity.



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Vice Chancellor suggested Dr. Sridevi, Director Student Welfare and Cultural Convenor to plan the cultural program and submit to the Academy.

Registrar explained the probable interaction of the peer team with all the departments, students and hence the supporting documents with explanation to be prepared.

Dr. Sujay Prasad suggested that, each action taken to be clarified with the person in charge and time line for the effective implementation of the quality initiatives.

The registrar informed that the office of the Registrar and IQAC would prepare Gant chart for HoDs to facilitate the time line of implementation across departments.

Dr. Sreeramulu informed that from Faculty of Medicine, other than Fellowship in Blood Banking and immunohematology and MD Transfusion Medicine, MD Emergency Medicine and MD Critical Care.

The new programs planned under FOM are Mc.H. Surgical oncology, Neurosurgery and MD Radiation Oncology.

Dr. Sarala informed that three Ph.D. programs have been started under AH&BS and students have joined from Jan 2021.

Sri. Rajendra A & F enquired regarding new courses under AH&BS for which Dr. Madhavi Reddy informed that the Academy is waiting for new National Commission rule for AH&BS in September 2021, after which the courses will be planned.

Dr. Shashidhar, Director Research and Innovation informed regarding the progress of Clinical Trial Monitoring Center. The building is planned on the first floor in new animal house building and the logistics have been submitted to the Academy. He further said that Experts from Premium Institute will be invited to orient the function of Clinical Trial Monitoring Center.



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The IQAC coordinator informed that with respect to NABH accreditation few Non Conformities needs to be closed and will be addressed by Medical Superintendent. He informed that the details of training programs to be obtained from HR department and training in ISO certification.

Registrar expressed that the regular training for non-teaching staff to be conducted. He mentioned that AAA audit to be conducted in the year 2021. Due to current pandemic the audit could be planned in August 2021 as it has to be conducted on site.

The IQAC coordinator informed to conduct internal AAA audit along with mock inspections before external audit.

Dr. Sridevi informed that two events have been planned each month to commemorate 75th Independence Day celebration as per the Govt. Order No. 14-4/2021(CPP-II). The events have been initiated from April 4th week and will continue till August 2023.

Agenda -3

SDUAHER/IQAC- II/03/2021-22

Subject: Preparation for NAAC peer team visit for 2nd cycle re accreditation process

Discussed in Previous agenda

Agenda - 4

SDUAHER/IQAC- II/04/2021-22

Subject: Plan of action for the year 2021 to 2022

Dr. Harendra Kumar informed that the annual plan of action 2021-22 document is prepared and circulated to all the convenors for the input, as there were no suggests, the plan is open for discussion.



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The IQAC will keep a track on plan of action in the form of excel sheet that will be updated as and when the plan is implemented.

Vice Chancellor enquired regarding the time frame to upload AQAR 2020-21, for which the Coordinator informed that the last date to submit older pending AQARs is August 2021 and current AQAR 2020-21 has to be submitted by December 2021.

The Registrar expressed that the INPODS software is not utilized to prepare AQAR, for which IQAC coordinator added that the software and data sheets are updated in INPODS and the conveners can use the same to upload AQAR 2020-21.

Vice Chancellor asked the members for the suggestions regarding plan of action.

Dr. Sujay Prasad suggested including the data sheet for reporting the evidence regularly. For which the IQAC coordinator informed that the plan of action is from the current June 2021 to May 2022, so the progress will be presented in next quarterly meeting.

Agenda - 5

SDUAHER/IQAC-II/05/2021-22

Subject: Preparation and submission of AQAR for the year 2020-21

Dr. Harendra Kumar informed that the AQAR format for the year 2020-21 is downloaded and sent to all the conveners to compile the data. The conveners will be uploading data in INPODS software and latter it will be verified and uploaded in NAAC portal.

Agenda - 6

SDUAHER/IQAC-I/06/2021-22

Subject: To review status of incubation center

Dr. Harendra Kumar informed that Academy has notified the policy for the implementation of RLJH and RC incubator and request the Dr. Sharath to update.



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Dr. Sharath informed that an orientation cum training program for 4 to 6 months has been planned for undergraduate and post graduate students of both Faculty of Medicine and AH&BS to train regarding startups in Health Sciences. First there will be seminars on capacity building followed by opportunities to propose the research ideas by students.

Dr. Sujay Prasad expressed that the current situation can be looked upon as an opportunity to explore areas of research.

Agenda - 7

SDUAHER/IQAC-I/07/2021-22

Subject: Stock register maintenance and audit in departments

The IQAC Coordinator informed that during DVV clarification, emphasis has been given on stock register maintenance; hence this agenda has been taken up. The stock registers, inventories have to be maintained in all sections, offices and departments for facilitating audit.

Registrar highlighted the importance of the visibility of the inventory, in this regard each equipment to be labeled with the details of year of purchase, number and department/section. All the equipments should be linked to the register maintained in the respective departments.

Dr. Sujay Prasad expressed that if there could be an established procedure to maintain assets of the organization then it would be easy to follow and maintain uniformity across all departments.

Agenda - 8

SDUAHER/IQAC-I/08/2020-21

Subject: Any other matter

Dr. Harendra Kumar informed that for Unified Manual for Health Sciences released by NAAC also has criteria 8. He further informed that though NAAC will only assess till criteria 7 but for Medical Colleges, Dental colleges have criteria 8.1 to 8.11



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which may be assessed by the NMC member who are part of the NAAC peer team, hence he suggested the Dean, FOM to monitor the progress made in the criteria 8. Dean FOM informed that the criteria 8 indices have been updated and if any lacunae are noted, it will be addressed after discussion with the IQAC coordinator.

Registrar expressed that the qualitative initiative proposed by IQAC needs to be maintained and a bench for development to be identified through these initiatives. The quality implementation and sustenance have to be done at department or section level and the report to be sent to IQAC for documentation.

Dr. Harendra Kumar thanked everyone for their active participation and suggestions.

Prepared by:
Dr. Asha. B
Dr. Hemalatha. A
Mr. Natesh Gowda.K



IQAC Coordinator

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