



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/01/2021-22

Dated: 14-06-2021

MEETING NOTICE

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

All the members of the IQAC are requested to attend the meeting without fail.

Agenda with Notes follows

To,
All the members of IQAC Committee of
Sri Devaraj Urs Academy of
Higher Education and Research,
Kolar.



IQAC Coordinator

SDUAHER
Co-ordinator
Internal Quality Assurance Cell (IQAC)
Sri Devaraj Urs Academy of
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AGENDA

Agenda for the quarterly meeting of the *Internal Quality Assurance Cell (IQAC)* of Sri Devaraj Urs Academy of Higher Education and Research, Kolar scheduled on 23rd June 2021 at 11.00am.

Number	Agenda
SDUAHER/IQAC- II/01/2021-22	Approval of the Proceedings of previous meeting of the IQAC held on 31 st March 2021
SDUAHER/IQAC- II/02/2021-22	Action Taken Report on the decision taken in the previous meeting of the IQAC held on 31 st March 2021
SDUAHER/IQAC- II/03/2021-22	Preparation for NAAC peer team visit for 2 nd cycle re accreditation process
SDUAHER/IQAC- II/04/2021-22	Plan of action for the year 2021 to 2022
SDUAHER/IQAC-II/05/2021-22	Preparation and submission of AQAR for the year 2020-21
SDUAHER/IQAC-II/06/2021-22	To review status of incubation centre
SDUAHER/IQAC-II/07/2021-22	Stock register maintenance and audit in departments
SDUAHER/IQAC-II/08/2021-22	Any other matter


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No: SDUAHER/KLR/IQAC/01/2021-22

Dated: 16-06-2021

AGENDA WITH NOTES

Agenda-I SDUAHER/IQAC-II/01/2021-22

Subject: Approval of the Proceedings of previous meeting of the IQAC held on 31st March 2021.

The proceedings of previous quarterly meeting of the IQAC held on 31st March 2021 were dispatched to all the members. The IQAC had not received any modifications in the proceedings. Though it was deemed to have approved by the members, the proceedings are brought before this meeting for formal approval.

Agenda -II SDUAHER/IQAC-II/02/2021-22

Subject: Action Taken Report on the resolutions and decision taken in the meeting of the IQAC held on 31st March 2021.

Note: The following were the action taken on the decisions taken on the various agendas of the meeting of the IQAC.

Number	Agenda	ATR
SDUAHER/IQAC-I/03/2020-21	To review the progress on establishment of Sub Specialty clinics and fellowship program	The fellowship program can be started in some departments after having sufficient patient load.
SDUAHER/IQAC-I/04/2020-21	To review progress made with new value added courses by the Academy	The Academy has listed 17 value added courses, out of which 6 are conducted and rest are in process of completion.
SDUAHER/IQAC-I/05/2020-21	To review progress made on the implementation of CBME on UG /PG Program	CBME is effectively implemented in phase I and II and curriculum of phase III was presented in respective Board of Studies meeting. The Entrustable Professional Activity (EPAs) and Work Place Based Assessment have been started in few departments and



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		needs to be implemented across all PGs programs. The competency based framework to be validated by internal and external experts.
SDUAHER/IQAC-I/06/2020-21	To review department performance for the NAAC inspection	The MOCK inspection followed by expert visit was completed. The feedback was sent to all the departments for further improvement.
SDUAHER/IQAC-I/07/2020-21	To start new programs under Faculty of Medicine and AH & BS	The new programs planned under Faculty of Medicine are Fellowship in Blood Banking and immunohematology and MD Transfusion Medicine. Other programs in pipeline are MD Emergency Medicine and MD Critical Care. Under the faculty of Allied Health and Basic Sciences. B.Sc. Emergency Medicine Technology and B.Sc. Speech Pathology and Audiology has been started in the academic year 2020-21.
SDUAHER/IQAC-I/08/2020-21	To start and progress made on Clinical Trial Monitoring Centre	The logistics have been discussed and the proposal has been submitted to the Academy.
SDUAHER/IQAC-I/09/2020-21	Progress made in the NABH accreditation	The RL Jalappa Hospital and Research Center underwent NABH inspection successfully on 19 th to 21 st March 2021 and all the non-conformities were closed
SDUAHER/IQAC-I/10/2020-21	To review progress made on computer and soft-skills training for non-teaching staff	The details of the training programs to be obtained from HR department and training in ISO certification suggested.
SDUAHER/IQAC-I/11/2020-21	To prepare calendar of events / activities to commemorate 75 th Independence day celebration as per the Govt. Order No. 14-4/2021(CPP-II)	The IQAC Coordinator had convened the meeting with Director Student welfare, Coordinator Sports, cultural and NSS and the weekly activities are planned and implemented.



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Agenda -III SDUAHER/IQAC- II/03/2021-22

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

The Academy has received clarifications from DVV and the team is working towards reply to the clarifications with supporting documents. The clarifications have been uploaded on 16-06-2021 successfully.

The academy has to plan for the preparation for onsite visit of NAAC peer team.

Agenda - IV SDUAHER/IQAC- II/04/2021-22

Subject: Plan of action for the year 2021 to 2022

The IQAC has chalked out the plan of action for the year 2021-22 which emphasizes on the qualitative aspects in curricular revision, value added courses, teaching learning methods, induction programs for teaching and non-teaching staff, training in delivery of e content, intramural and extramural research grants, publications, augmentation of infrastructure, strengthen Alumni association and environmental sustainability.

Sl. No.	Plan of action 2021 to 2022	Target(s)	Review Process
1.	Revision of curricula a. Identify programs which have not seen major curricular revision in last 3 / 5 years b. Revise with Outcomes based framework in mind c. Opportunity to introduce electives	All programs which have not seen major revisions in last 3 years (for programs of 3 or lesser years duration) / 5 years (programs of 4 or more years duration) to be revised	
2.	Value added courses	a. Offer at least 10 to 15 Value Added Courses b. At least 30% of students to complete One VAC during the year	
3.	Student-centric methods of teaching-learning	a. Each department to introduce at least one innovative student- centric method of teaching- learning. b. Practice to be documented	



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4.	Faculty development	<ul style="list-style-type: none">a. At least 80% of faculty to undergo minimum 30 hours of faculty development programb. FDP to be created and implemented by UCHPE	
5.	Induction programs	100% of staff recruited newly during the year (teaching and non-teaching) to undergo Induction program developed by UCHPE	
6.	Training of teachers for development and delivery of e-content / online learning	<ul style="list-style-type: none">a. At least 60% of faculty to undergo minimum of 6 hours of training for development and delivery of e-content / online learningb. Training opportunities to achieve above targets to be created in partnership with UCHPE	
7.	Student Satisfaction Survey	To be conducted in month of March 2022	
8.	Intramural research support (SDUAHER research Grants)	Approximate Budget to be fixed	
9.	No. of externally funded research projects to be initiated		
10.	Workshops/seminars conducted on Intellectual Property Rights (IPR) Research methodology, Good clinical Practice, Research Grant writing and Industry-Academia Collaborations	At least 3-5 activities to be conducted per year by each section	
11.	No. of indexed papers to be published (2021-22)	At least increase of 20% to be targeted	
12.	Infrastructure Augmentation / Creation of facilities	<ul style="list-style-type: none">a. Hospital Canteenb. Dormitory for Patients relativec. AH & BS Administrative/College Buildingd. University administrative buildinge. University officers' quarters	



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13.	Placement cell activities	<ul style="list-style-type: none">a. To conduct at least 2-4 activities related to career guidance, placement, entrepreneurship and employability enhancementb. Track placement / progression information of at least 80% of graduates of last three years (in association with Alumni Association)	
14.	Alumni Association	<ul style="list-style-type: none">a. To conduct at least one alumni meetb. Obtain alumni support for student exchange / placements / endowments	
15.	Academic support for teachers	Support at least 30% of faculty to attend workshops / conferences / professional body memberships	
16.	Professional development / administrative training for non-teaching staff	<ul style="list-style-type: none">a. At least 2 programs per year for every 100 staffb. At least 80% of staff to have attended at least 6 hours of trainingc. Training opportunities to achieve above targets to be created in partnership with HRM	
17.	Developmental Plan	Each department to develop Developmental Plan with short term (3 years) goals and long term (5 to 7 years) goals.	
18.	Environmental sustainability activities	To organize at least 2-4 activities Conduct annual green audit and energy audit.	
19.	Extension and outreach activities	To be planned by community medicine department / NSS	
20.	To identify one area of functioning which requires quality enhancement, formulate a specific plan for addressing it and implement it to develop it into a best practice		

Agenda -V SDUAHER/IQAC-II/05/2021-22

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

The AQAR format has been revised and the tenure is fixed from June 1st 2020 to May 31st 2021.

The criterion conveners to prepare the data and documents required as per the new AQAR guidelines and templates and upload the AQAR 2020-21 within the stipulated time.



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Agenda -VI SDUAHER/IQAC-I/06/2021-22

Subject: To review status of incubation centre

The Academy has formulated and notified a policy to govern the use and operation of R. L. J. Health Science Incubator.

Agenda - VII SDUAHER/IQAC-I/07/2021-22

Subject: Stock register maintenance and audit in departments

The various sections and departments need to maintain stock register and annual audit to be conducted regularly. This data is required for AQAR and SSR. Hence actions should be taken to maintain and update the stock register regularly.

Agenda - VIII SDUAHER/IQAC-I/08/2020-21

Subject: Any other matter

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