

FATHER MULLER MEDICAL COLLEGE, MANGALORE

IQAC WORKING COMMITTEE MEETING MINUTES

26th August 2023 at 3 pm in Senate Hall

Agenda:

1. To review Annual Academic Audit 2022-23.
2. To discuss preparation of AQAR 2022-23.
3. To discuss Plan of Action for 2023-24.
4. Any other matter.

Members Present:

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| 1. Dr Antony Sylvan Dsouza, Dean, FMMC | 8. Dr Prashanth Y M, Member IQAC |
| 2. Dr Ramesh Bhat, Vice-Dean, FMMC | 9. Dr Sa Ribeiro Karl Nicholas, Member IQAC |
| 3. Dr Hareesh S Gouda, Co-ordinator, IQAC. | 10. Dr Rochelle Cheryle Monteiro, Member IQAC |
| 4. Dr Padmaja Udaykumar, Member IQAC | 11. Dr Chandraleka N, member IQAC |
| 5. Dr Maitreyee D S, Member IQAC | 12. Ms Cherishma Dsilva, Member IQAC |
| 6. Dr Sudhir Prabhu H, Member IQAC | 13. Dr Achal Shetty, Member IQAC |
| 7. Dr Varsha Shenoy, Member IQAC | |

Members absent/on leave:

1. Dr Shivashankara A R, Secretary, IQAC

Agenda 1. To review of Annual Academic Audit 2022-23.

The Co-ordinator welcomed the members of newly constituted IQAC working committee. He informed that the annual academic audit 2022-23 was held from 5th to 7th of August 2023. He thanked the auditors for conducting the same and also informed that the observations given by them are sent to the respective departments. He presented the strengths, weaknesses and suggestions of the auditors. Discussion was held and following suggestions were made:

- Proper documentation of identification of low performers and remedial measures taken.
- To send list of E-learning resources so that the same can be shared with other departments.
- Organise yearly training about use of LMS in association with the MEU.
- Conduct at least two to three extension activities yearly by each department.
- Encourage faculty to develop e-module for teaching-learning.
- Green Audit.
- Departments to take Geo tagged photos of the events conducted by them.

Agenda 2. To discuss preparation of AQAR 2022-23.

The Co-ordinator informed the members that tentative plan of action regarding AQAR 2022-23, which is as follows: Compilation of department information by 4th week of October 2023, presentation of AQAR to IQAC members by 1st week of November 2023. Co-ordinator requested the criterion in-charges to contribute towards preparation of the AQAR.

Agenda 3. To discuss Plan of Action for 2023-24.

Following Recommendations of Peer Team during 2nd cycle assessment were discussed; Dean informed that same will be discussed with the management for phase wise implementation:

- Out of hour access to food.
- Aptitude testing before insistence on research, publications and presentations.
- Allowing non-polluting two wheeler vehicles for students and residents in the campus.
- Dedicated Alumni resource officer.
- Post qualification access to library and its resources.
- Free medical care for all students, permanent employees and dependents.

Agenda 5. Any other related matter:

Members requested for,

- Annual Performance Appraisal allowance on monthly basis.
- Holiday on 3rd Saturday of every month.

The meeting concluded with the words of thanks by the Dean, FMMC at 4.30 pm.


Internal Quality Assurance Cell
Father Muller Medical College
Mangaluru-575002

Plan of Action 2023-24:

Criteria	Proposed activities
Criteria 1	<ul style="list-style-type: none">• Feedback on CBME Curriculum from stakeholders.• Audit of implementation of CBME Curriculum.
Criteria 2	<ul style="list-style-type: none">• Introduce innovative interactive teaching learning methods for effective implementation of CBME curriculum.• Develop in-house interactive teaching learning videos.
Criteria 3	<ul style="list-style-type: none">• Training on Good Clinical Practice (GCP) .• Hands on Workshop on Research Grant Proposal Writing• Guest lecture on IPR for faculty.• Research Paper writing and Biostatistics• Student Innovation and Research Program: FMMC (SIRP FMMC)
Criteria 4	<ul style="list-style-type: none">• Lecture Hall complex.• Lecture recording studio.
Criteria 5	<ul style="list-style-type: none">• Muller Cup- Intercollegiate badminton championship.• Career guidance talks.• Restart Adrenaline.
Criteria 6	<ul style="list-style-type: none">• Healthcare and pension facilities for retired employees.• Revision of financial support for attending conference.
Criteria 7	<ul style="list-style-type: none">• Father Muller Centre for Integrated Medicine care.• Community based mental health service scheme.• Emergency primary health care training of health care professionals and community.