The Minutes of the IQAC Meeting held on 23rd July, 2016 at 12.30 pm

Members present:

The Vice-Chancellor welcomed all the members of the committee. The importance of IQAC decisions in the functioning of the University was explained. The Minutes of the previous meeting was confirmed.

Agenda:

1. Establishing a benchmarking process at institutional level:

The Vice Chancellor directed to set up task forces for each of the seven criteria of NAAC accreditation with a co-ordinator and few members. The task force shall have terms of reference and should meet once in 3 months with mandatory agendas to be discussed and present the reports to IQAC. The director of IQAC will form the task forces in consultation with the Registrar and the Dean of SDUMC. The benchmarking for the various academic, research and patient care activities of the academy has to be decided based on the inputs from the task forces, the SSR of the university, inputs from the faculty generated in the monthly departmental meetings, NABH and NABL committee meetings. Members discussed about the need to hold a workshop to sensitize the faculty in benchmarking process. The laid down benchmarks of the institute can be compared with other institutes of importance and gradually improved upon.

There is a need to stress that quality is crucial in all the departmental activities. Hence all the faculty of the university should be made involved in the NAAC and IQAC process. The faculty should be encouraged to read the SSR reports of the university. The website of the university is to be updated and the website co-ordination committee has to look into the matter. The forthcoming events of the university like CME, workshops, guest lectures, etc. should be made known on the website. It was decided to have a benchmark for quality publications in terms of number of publications to be made in journals with good impact factors in six months period.

2. Streamlining of Research:

The functioning of the university research committee and the central ethics committee was appraised. Vice Chancellor said that the university provides seed money to initiate research to the faculty. The researchers based on their preliminary research findings should apply for extramural fundings from various government and private agencies. The funding agencies display the thrust areas for funding on the websites. The research officer of the university should update the various funding agencies, the thrust areas of these agencies periodically and circulate the information to all the departments. The research officer has

to facilitate the compile the research ideas of the faculty and students and convert them to research questions and writing proposals. Dr. Satish Rao was given the responsibility of research officer and to undertake the same as a top priority. Institutional research priorities has to be developed through these process and multidisciplinary approach has to be adopted.

The co-ordinator of IQAC suggested developing a clinical epidemiology unit involving interested faculty and students through INCLEN. This would improve the quality of research and publications. Vice-Chancellor stressed on the need to identify research priorities based on the local problems and suggested fluorosis research and to consult Dr.P.K.Susheela and Dr.Vikas Desai for the same.

Dr.S.R.Prasad said that some of the funded projects were discontinued as the faculty leave the institute. Vice-Chancellor said that compulsory research progress review of projects receiving seed money should be done six monthly and should be a mandatory agenda in the R&D committee meetings. Publications incurring publication charges will be funded by the university after scrutiny and based on merit.

Dr. S.R.Prasad opined that research quality and publications may improve if the faculty are motivated to register for PhD. He said that student research should not be restricted to one guide but instead should be multidisciplinary as there will be inputs from many faculty and hence improve the students performance. Vice-Chancellor told that giving a PhD allowance will attract the faculty to register for the same. Posting of JRFs to clinical departments to work on the research ideas are necessary and should be looked into by the research officer.

Dr.Suresh told that many proposals were sent by the faculty for external funding and there were no responses received. Vice-Chancellor advised that there should be attempts made to communicate with these funding agencies repeatedly to get a response. Also a visit to their offices should be made to follow the applications made. Vice-Chancellor suggested the faculty to explore many of the trusts and agencies who grant small amounts for research.

3. Developing standards for patient care:

The co-ordinator suggested developing a patient trajectory from hospital entry to exit which requires implementing electronic health records instead of the current practice of writing on OPD cards and forms. Such a step of adopting IT technology would improve quality of health care, reduce medical errors and better file organization and documentation. Dr.KNV Prasad said that HMIS was available in RLJH & RC, but LAN connections to the OPDs were to be made. He said that NABH accreditation was a important step to improve the quality of patient care. Vice-Chancellor told to discuss with

the IT section for the faesiblity of the EHR system. The available computers in the OPDs and in the hospital floors should be made use of efficiently through LAN connections and EHR use should be promoted. HIS use training is to be provided to PGs and certificates can be given for the same. Members discussed that the quality of the IT department services has to improve.

4. Preparation of AQAR:

Registrar mentioned that the AQAR has to be submitted to NAAC in another 3 months. Vice-Chancellor mentioned that the NAAC co-ordinator has to prepare the report. The IQAC co-ordinator was told to prepare the AQAR.

Other matters:

Principal mentioned that the IQAC details have to be displayed in the university website and the IQAC logo is to be chosen. Members told that departmental information to be updated on the website was regularly sent to the IT section but was not being undertaken. Vice-Chancellor observed that the university website is not updated and the ongoing activities, CME, conferences and workshop details are to be updated and displayed on the website. A website committee with a coordinator and few members should be entrusted with the responsibility.

The meeting ended with the Vice-Chancellor thanking all the members.