

MAMATA MEDICAL COLLEGE
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Minutes of Meeting	
Date	30.01.2019
Time	2.30 PM
Venue	Conference Hall of Mamata Medical College
Present	Dr. K. Koteswara Rao, Dean - Chairperson Dr. B. Nageswara Rao, Assoc. Professor - NAAC Coordinator Members : Dr. B.P. Ravi Kumar, Professor of SPM Dr. B. Anuradha, Professor of Microbiology Dr. T. Jaya Sree, Professor of Pharmacology Dr. M. Vijaya Sree, Professor of OBGY Dr. M. Pramod Kumar Reddy, Assoc. Prof of Psychiatry Dr. B. Naveen Kumar, Assoc. Prof of Anatomy Dr. K. Kalyan Kumar, Assoc. Prof of Biochemistry Dr. S. Vijaya Durga, Assoc. Prof of Microbiology Dr. P. Srilakshmi, Asst Prof of Biochemistry
Absent	

Opening Address

Confirmation of the Preliminary Minutes of the IQAC meeting held on 30.01.2019 The preliminary minutes of the meeting of the IQAC held on 22.01.2018 is placed before the IQAC for confirmations.

Decision: The Preliminary Minutes of the IQAC meeting held on 22.01.2018 was approved by the council

Action Taken Report on decisions of the previous meeting

Decision	Action Taken
Strengthening of IQAC administrative setup	No action pending
Master Action Plan (MAP) to Improve Quality	On going
Best Researcher Award- IQAC approved the proposal and recommend that a award be instituted for best research/project work directed towards the college	No action pending
Establishing Idea Boxes: The IQAC resolved to approve the proposal.	Initiated
Department level quality plans - :The compilation was tabled and the council resolved to seek action taken reports from departments	Committee constituted, communication under process
Attracting Research Funding- Compilation of a handbook. :The Council approved the proposal and entrusted to constitute a committee to lead this.	Committee constituted, communication under process

1. Conducting Student Feedback

As second and fourth semester exams are nearing, the student feedback using the newly designed forms is to be done now. The modalities of conduct may be decided by IQAC.

2. Preparation of AQAR 2018-19:

As per the norms of the NAAC, the Annual Quality Assurance Reports have to be submitted each year covering the period of June to June. The next AQAR is due by July 2019.

3. Proposal for promoting Inter disciplinary

In recognition of the emerging view that knowledge is being generated in the interface of traditional disciplines. Universities world over are promoting inter-disciplinary studies, research and approaches. The draft master action plan already approved by the IQAC has also prioritized this. It is now proposed that enabling action in this regard be taken by the University as follows:

1. Every faculty member who is a research supervisor may consider accepting at least one student at any point of time in an interdisciplinary topic with joint supervisor from another department.
2. Every faculty member consider the possibility of seeking funding through collaborative proposals involving investigators from different departments.
3. Recognized departments to encourage PhD students to take up inter-disciplinary projects under supervision of teachers from different departments.
4. Every department consider organizing a seminar or other academic events in collaboration with a different Department.
5. Every department considers designing new certificate/diploma/masters or integrated masters programme involving different departments.
6. Every Department may organize inter-disciplinary talks, inviting experts from both allied and non-allied fields.

4. Waste Management: Proposal

Maintenance department presented the detailed waste management plan in the meeting. It is proposed to install dustbins in all the departments through a centralized purchase.

5. Proposal for new IQAC office and Boardroom

IQAC seeks an office with better space and facility of a board room with audio-visual facilities to accommodate 24 members. The space should be centrally located with due visibility and accessibility.

This report is to be presented in the next IQAC meeting for its approval and feedback

The meeting was ended with vote of thanks by IQAC Coordinator at 4.00 PM

IQAC Coordinator

Dr B Nageshwar Rao

IQAC Chairperson

Dr K Koteswara Rao