

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Meeting : 01/2018  
Date : 27.01.2018  
Time : 12.15 PM - 1.30 PM  
Venue : IQAC - VMKV. Medical College & Hospitals, Salem.  
Members : NAAC Steering Committee members  
AGENDA : Review meeting post UGC Inspection

### **MINUTES:**

- ❖ Dean, Medical superintendent RMO, VP and all the steering committee members attended the meeting.
- ❖ All the members were thanked and appreciated for their contribution to the UGC inspection.
- ❖ The difficulties faced by the members were discussed and suggestions were provided for rectification and further improvement.

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Meeting : 02/2018  
Date : 24.02.2018  
Time : 10.00 AM - 12.30 PM  
Venue : College Dean's Office - VMKV. Medical College & Hospitals, Salem.  
Members : NAAC Steering Committee members  
AGENDA : Regarding preparedness for VMRF - DU, IQAC team visit.

### **MINUTES:**

- ❖ Dean, Vice Principal & all the NAAC steering committee members attended the meeting
- ❖ NAAC - co ordinators are instructed to make a PowerPoint presentation of 5-10 minutes duration regarding their Respective criteria.
- ❖ Power point presentation must be presented on 02.03.2018 to the college Dean's office.
- ❖ All 23 files to be updated is their respective departments.

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting : 03/2018

Date : 02.03.2018

Time : 10.00 AM - 11.30 PM

Venue : College Dean's Office - VMKV. Medical College & Hospitals, Salem.

Members : NAAC Steering Committee members

AGENDA : PowerPoint presentation of all NAAC criteria

### MINUTES:

- ❖ All NAAC criteria incharges presented their power point to Dean regarding preparedness for visit by VMRF - IQAC team on 7<sup>th</sup> & 8<sup>th</sup> March 2018
- ❖ Few suggestion & correction were instructed to criteria incharges regarding that to maintain uniformity of slides without overlapping.

### INTERNAL QUALITY ASSURANCE CELL (IQAC)

Meeting : 06/2018  
Date : 01.08.2018/Ref/Circular - dated/ 30.07.2018/CDO - 39/2018  
Time : 11.00 AM - 12.45 PM  
Venue : College Dean's Office - VMKV. Medical College & Hospitals, Salem.  
Members : IQAC co - ordinators of all departments  
AGENDA : Demonstration to generate ORCID Linkage

MINUTES	ACTION TAKEN REPORT
<ul style="list-style-type: none"><li>❖ IQAC meeting was convened by prof. Dr. Milind V. Bhutkar , Deputy Dean (Admin)</li><li>❖ All the Departmental - IQAC Co - ordination are attended.</li><li>❖ Explained the importance of ORCID - ID.</li><li>❖ Demonstration was given through LCD projector on' live' to register and generate ORCID -ID and Add up.</li><li>❖ All the IQAC (department) Co - ordinators are instructed to submit ORCID -ID list of their department on or before 02.08.2018.</li></ul>	<p>All the departments have submitted RCiD - ID list.</p>

## **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Meeting : 09/2018  
Date : 18.12.2018/Ref/Circular - dated/ /CDO - 63/2018  
Time : 11.00 AM - 12.45 PM  
Venue : College Dean's Office - VMKV. Medical College & Hospitals, Salem.  
Members : VMKVMC - Dean's Chancellor  
AGENDA : IQAC - 99 files updation for UGC – inspection

### **MINUTES:**

- ❖ The meeting was convened by Prof. Dr. Deepti Shastri , Deputy Dean (Academics)
- ❖ IQAC steering committee was discussed about Compliance on UGC inspection
- ❖ A detail discussion was done on 99 files maintenance.
- ❖ IQAC has decided to conduct workshop on (Internal Compliance committee) gender sensitization