



# SRI RAMACHANDRA UNIVERSITY

Declared U/s 3 of the UGC Act, 1956  
(NAAC Accredited CGPA 3.52 / 4.00)

Porur, Chennai - 600 116, Tamil Nadu, India.

[www.sriramchandra.edu.in](http://www.sriramchandra.edu.in)



## Minutes of the Meeting

<b>Name of the Meeting: Internal Quality Assurance Cell (IQAC)</b>			
<b>Venue:</b> Vice Chancellor's office		<b>Date:</b> 21.07.2015	<b>Time:</b> 2.30 - 4.30 P.M
<b>Chairperson</b>		Dr J S N Murthy	
<b>Senior Coordinator</b>		Dr Lt Col A Ravikumar	
<b>Coordinator</b>		Dr D Chamundeeswari	
<b>Minutes Secretary</b>		Dr S J Nalini	
<b>External Members</b>			
Prof Thangamuthu, Former V.C. , Bharathidasan University		Present	
Mr N Kanniah General Secretary (SRMU)		Apologies	
Mr V Ramesh GM, (GA), Hyundai Motors		Apologies	
<b>Members</b>			
Dr S P Thyagarajan		Present	
Prof K V Somasundaram		Present	
Thiru N Natarajan		Present	
Dr P V Vijayaraghavan		Present	
Prof K Balajisingh		Present	
Dr A Rekha		Present	
Prof D Prathiba		Present	
Dr S Rajendiran		Present	
Dr R Suresh		Present	
Prof Roopa Nagarajan		Present	
Dr T S Lokeswari		Present	
Dr P Venkatachalam		Present	
Dr A Anjana		Present	
Dr S J Nalini		Present	
<b>Alumni Members</b>		<b>Student Members</b>	
Dr. Naveen Alexander	Present	Mr. R R Harin	Present
Dr. Mohan Choudhary	Present	Ms Aravinda H Ram	Present
<b>Agenda</b>		<ol style="list-style-type: none"><li>1. Welcome and Opening remarks – Vice Chancellor.</li><li>2. Presentation of AQAR 2014 – 2015 – Senior Coordinator.</li><li>3. Presentation of year planner 2015 - Coordinator.</li><li>4. Progress report on e-Governance (SRU Connect) – Prof. T S Lokeswari.</li><li>5. Any other matter</li></ol>	

1. The Vice Chancellor Prof. J.S.N.Murthy welcomed the members of the IQAC.
2. Prof.Lt Col A Ravikumar, Senior Coordinator of IQAC presented the AQAR report for the year 2014-15. The presentation was made based on the NAAC criteria. The following aspects were showcased:
  - Revision of curriculum for certain courses and introduction of new courses besides value added courses. Feedback obtained from parents and students on curriculum was discussed. A structured questionnaire for parents on about twenty one parameters on various aspects was shown. The feedback showed 90% satisfaction among parents and students alike
  - Longitudinal mentoring, FDP programs conducted by MEU, DEU & PEU were discussed. An evaluation report on the pass percentage of UG, PG & super specialty courses was presented.
  - A significant rise in UG summer research fellowship projects during 2014 – 2015 was appreciated. An increase in the number of publications compared to previous years was noted. New & old MOU's were projected and also the various extension activities.
  - Infrastructure augmentation such as, installation of a new disabled friendly lift in the library for the physically challenged, biometric attendance for students, remote access to books and journals & augmentation of transport fleet was highlighted.
  - Introduction of a new format for online student feedback, increase in the number of NSS activities & sensitization of students about e-governance & NAAC was presented and appreciated by all members.
  - E-governance portal has been made functional for API & PLIS submission.
  - Two best practices were highlighted – Sustenance of quality in patient care by QIPST & Advanced courses for faculty development, including fellowship in medical education by MEU were presented and added as annexure's to AQAR.
  - Prof. Lt Col A Ravikumar explained that the Quality Cell has 33 members who were instrumental in collecting information towards preparing AQAR.
3. Dr. D Chamudeeswari, Coordinator of IQAC Presented the IQAC year planner for the period from June 2015 – May 2016. This was appreciated by Prof C Thangamuthu, external member of IQAC.
4. The Dean Research & Professor of Eminence Prof.S.P.Thyagarajan greeted the members and presented the 'SRU VISION-2025'. The aim was to make SRU emerge as one of the top twenty Universities in South East Asia by 2025. The various immediate, mid-term & long term goals of Vision 2025 were put forth and explained.
5. The report on the development of e-Governance/SRU Connect customized software was presented by Prof. T S Lokeswari. This was appreciated by Prof. C Thangamuthu. He also made a point that whatever has been done till now will not constitute as e-Governance unless entire administrative and academic processes are made transparent and accessible to all the stake holders.
6. Prof. C Thangamuthu, external member appreciated the AQAR presentation that was based

on NAAC format, in particular the two best practices. He had suggested the following:

- Addition of names of the value added courses.
- Addition of a column of 'Any other comments' to the structured feedback.
- A Grading based evaluation system, (CGPA) instead of the present practice of giving mark in University exams.
- To share expertise on Quality sustenance with other Universities.
- Vision 2025 should be a targeted document with an ultimate aim to focus on and identify the outstanding areas of strength and the areas where the university can excel.

7. Prof. S P Thyagarajan wanted the audit of last five years achievements to be carried out by IQAC along with external experts before end of 2015. Similarly the QIPST should audit the SRMC & SRH for the period from 2011 – 2015. He stated that there should be an analysis of the feedback about the conferences attended by faculty in both national and international for as well as those organised in our University.
8. Prof. P.V. Vijayaraghavan told the external expert that the Administrative and Academic decentralization process is in its very early stage. Longitudinal mentoring has not been a success model and efforts are being taken to revert back to the previous system for better effect. Prof.S.P.Thiyagarajan felt that an analysis should be done on the reasons for failure of longitudinal mentoring system.
9. Prof.S.P.Thyagarajan said that the road map for achieving medium term goals of SRU Vision 2025 should be done much earlier by September 2015 with sensitization of departments by IQAC. Prof. P.V. Vijayaraghavan suggested that the PowerPoint presentations should be given to all the departments for them to prepare accordingly.
10. Prof. Lt Col A.Ravikumar raised a query on the security of data on e-governance. Prof.Thangamuthu said that the e-governance is a big process and transparency is the base for e-governance and there is no necessity to keep data secretive. Right from the recruitment to the assessment of the faculty as well as all information should be reflected in e-governance.
11. While the members agreed to take this it was felt aspects such as disciplinary issues, Gender issues, financial data should not be made public and adequate safeguard should be in place in the e-Governance portal.
12. The Dean of Faculties mentioned that alumni cell has been strengthened and made functional. However there can be further improvement with more alumni contribution on regular basis. Online feedback from alumni should be improved. While structured format is commendable, there is a need to include a column as any other comments. This was agreed to and it will be added to the format.
13. Dr. N. Kanniah, External member of IQAC has suggested in his letter to the Vice Chancellor that:
  - All the departments of the University should be encouraged to conduct periodical conferences and seminars in focused areas. Reputed experts, both from India and abroad should be invited to give lectures. They should also participate in workshops and demonstrations, so that the students can learn from their expertise

- There should be a structured social and community service programme for all the departments, so that SRU will be able to fulfill its social commitment in the best possible manner. It will also earn the gratitude of the people of surrounding villages
- Of late, there has been an increasing trend of patients coming from Northern parts of India, especially from West Bengal and Assam. We could be able to provide better service to them, if we have necessary supporting and nursing staff who could communicate in Hindi and Bengali.
- Non availability of Interpreter on a regular basis might lead to miscommunication, unnecessary delays and will cause resentment and dissatisfaction to the patients and their family members.

The meeting concluded with a resolve to carry out IQAC activities as planned.

Vice Chancellor thanked the external, ex-officio and the core committee members for their presence and support. Meeting concluded at 4.30 P.M.

Dr. J. S. N. Murthy

Vice Chancellor



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## Minutes of the Meeting

<b>Name of the Meeting: Internal Quality Assurance Cell (IQAC)</b>			
<b>Venue:</b> Vice Chancellor's office		<b>Date:</b> 30.06.2016	<b>Time:</b> 2.30 - 4.30 P.M
<b>Chairperson</b>		Dr J S N Murthy	
<b>Senior Coordinator</b>		Dr Lt Col A Ravikumar	
<b>Coordinator</b>		Dr D Chamundeeswari	
<b>External Members</b>			
Prof Thangamuthu, Former V.C. , Bharathidasan University		Present	
Mr N Kanniah General Secretary (SRMU)		Apologies	
Mr V Ramesh GM, (GA), Hyundai Motors		Apologies	
<b>Members</b>		<b>Status</b>	
Dr S P Thyagarajan		Present	
Prof K V Somasundaram		Present	
Thiru N Natarajan		Present	
Dr P V Vijayaraghavan		Present	
Prof K Balajisingh		Present	
Dr A Rekha		Present	
Prof D Prathiba		Present	
Dr S Rajendiran		Present	
Dr R Suresh		Present	
Prof Roopa Nagarajan		Present	
Dr T S Lokeswari		Present	
Dr P Venkatachalam		Present	
Dr A Anjana		Apologies	
Dr S J Nalini		Present	
<b>Alumni Members</b>		<b>Student Members</b>	
Dr. Navin Alexander	Apologies	Mr. Harin R R	Present
Dr. Mohan Choudhary	Apologies	Ms. Aravinda Hari Ram	Present
<b>Agenda</b>		1. AQAR for the Academic Year 2015 - 16 2. National Institutional Ranking Framework (NIRF) – Report and Action taken 3. Plan for Vision 2025 – Medium Term Goals (2016 – 2020) 4. Any other matter.	

The Vice Chancellor welcomed the members of IQAC.

The minutes of the last GBM held on 12<sup>th</sup> January 2016 were approved.

Chairman requested the Senior Coordinator of IQAC to present the Annual report.

The IQAC Senior Coordinator Dr. A Ravikumar presented the Annual Quality Assurance Report for the year 2015-2016. The presentation was made under the heads Curricular reforms, Teaching learning aspects, Research & Extension activities, Infrastructure augmentation, Student support activities, Best practices, SWOC & Future Plans.

The following aspects were deliberated and suggestions made for action.

### **National Institutional Ranking Framework (NIRF)**

- Prof. S P Thyagarajan suggested that the feedback analysis report should be published in SRU website, to fulfill the perception criteria as required by NIRF.
- He appreciated that NIRF has considered our representation with regard to publications and consequently our ranking was changed to 41A from the earlier 58 among 233 Universities all over India. This was appreciated by all members present.
- Dr. Thangamuthu added that in Vellore Institute of Technology, the topper in Class 12 among Government schools in each District was identified and they are awarded scholarship to pursue higher studies in VIT. He asked the IQAC to get the Feedback (perception) of Students, Alumni, Patients, Parents and Employers and display in University Website. It could also be presented to the visiting faculty as required by NIRF.
- He suggested IQAC to take NIRF as an important task and concentrate on different dimensions of quality in the University. He advised to make strategic planning and institutional management based on New Education Policy. He suggested getting help from International experts, who come as visiting faculty.
- The Vice Chancellor asked to add the services of Medical faculty & Students to Voluntary Health Service as Institutional Social Responsibility of SRU instead of SRMC & RI for achieving higher ranking in NIRF.
- He said that Radiology Department of SRU provides online support to VHS in complex cases. Prof. Thangamuthu suggested converting such extension activities to mission mode project and each output should have research potential. He also added that all University sponsored projects should be valued in terms of infrastructure, working hours, material cost and other expenditure.

### **FEEDBACK**

- Dr. S P Thyagarajan suggested that the employer's satisfaction index should be analyzed by obtaining feedback from the students who take internship in industry. He suggested performing comparative analysis of the report for the past 3 years and representing it graphically.
- Dr. P V Vijayaraghavan emphasized that IQAC is a body which sets standards for the institution by collecting data, analyzing the feedback and by suggesting improvements for the institution.

- Prof. Thangamuthu said that responses like excellent, good and fair will not give real feedback. Hence, he stressed that suggestions for further improvement should to be acquired through open ended questions. To keep track of Alumni's progression, he advised to use Information Technology for periodical updating. As 360° feedback is essential, he insisted IQAC to spearhead this initiative.
- Dr. Ravikumar requested help from Registrar's office in the analysis of feedback.

### **RESEARCH & PUBLICATIONS**

- Dr. S P Thyagarajan suggested that the students projects in Pharmacy and other Allied courses if found suitable can be encouraged as 'Start Up' to promote entrepreneurship among students.
- Prof. S P Thyagarajan informed that two National Institute of Health (USA) projects were sanctioned last year and asked IQAC to compare and represent the data graphically on incremental addition of projects for the past 3 years
- Prof. Dr. Thangamuthu asked to add the publication analysis department wise.
- Dr Thangamuthu suggested on adoption of University rules to pay for the publication charges, in high impact journals. Prof. Dr. S P Thyagarajan added that the rules are already existing at SRU and it can be projected as one of the best practices.
- Dr. S P Thyagarajan added that Research Departments has been created where faculty carry out 75% research and 25% teaching.
- Regarding steps taken for commercialization of patent by the institution, Prof S P Thyagarajan said a Chief Scientific Officer has been appointed to help the process of patenting and to work on virtual concepts

### **ALUMNI & PLACEMENT**

- Dr. S P Thyagarajan asked IQAC to define placement for Medical, Dental and Para Medical profession. He insisted that as placement differs from course to course, the analysis of data is important to provide a novel projection of placement statistics for the entire University encompassing various courses.
- Dr. P V Vijayaraghavan, Director (Academic & Administration) said that 2 persons have been appointed a Placement Officer and one Executive as officer in charge of Alumni and Placement Cell of the University
- Dr. K. V Somasundaram, Dean of Faculties added that currently a criterion has been added by banks to sanction educational loan only after ascertaining the placement percentage of the University. He further added to include the Faculty Satisfaction Index too.
- Dr. P V Vijayaraghavan, stressed that Employee Satisfaction Index can be obtained from Medical Director
- To track of Alumni's progression, Prof. Thangamuthu advised to use technology for periodical updating. As 360° feedback is essential, he insisted IQAC to spearhead this initiative.
- Regarding projection of Alumni activity department wise, Prof. Thangamuthu emphasized to develop a Federation and coordinate with them and the departments with stronger activities related to alumni can be projected. Prof. P V Vijayaraghavan added that ID cards

for alumni have been distributed as per the feedback form.

### **UNIVERSITY WEBSITE**

- Registrar wanted clarification whether to put the whole questionnaire and analysis in the website
- Prof. Thangamuthu emphasized to give only the methodology and analysis data to be put in the website. Also to include some videos/ statements highlighting what students think of their own campus.

### **STUDENT'S SUPPORT**

- Regarding student support the Registrar asked to add in the report, award of merit cum means scholarship to 35 students in the last one year. A total of 14 lakhs has been sanctioned by the management.
- Dr. P V Vijayaraghavan said that Mentor – Mentee allotment is done phase wise in Medical College and suggested that the CV's of mentors be published in the website, to enable students to select on their own, and then try to match them with the request. Though the system of longitudinal mentoring existed initially, as students felt difficulty in it, currently the mentors are selected as per the student's year of study. The student representative also said that this process was effective.
- The student representative also said that mentee should be selected from the particular semester batch so that mentors – mentees meeting are feasible
- Prof. Thangamuthu insisted to obtain a structured feedback related to mentorship and emphasized that the student should be given choice for selecting the mentor.
- Dr. Rajendiran, IQAC member said that in collaboration with IIT, a virtual lab is being established
- Dr. Rekha explained about the EQUINOX program scheduled in August 2016. Dr. Thangamuthu suggested to conduct a Press Meet and also a Press Release for the program

### **BEST PRACTICES**

- The two best practices – “Safety and Utility Audit” and “Recognition of high quality research publications” identified was appreciated by the committee members.

### **SWOC Analysis**

- Prof. Thangamuthu appreciated the efforts of IQAC for performing SWOC analysis of the institution.
- Prof Thangamuthu suggested to include SRU to be within the top 100 world class University.
- Prof. P.V.Vijayaraghavan emphasized a near future vision of creation of a ‘Tech Park’ infrastructure by 2020, as seen in Melbourne University, Australia which gives access to any health care professional to utilize the facility for skill development. Prof. Thangamuthu added that under National Skill Development Program, to improve the professional care and promote Institutional Social Responsibility.
- Regarding Institutional Social Responsibility (ISR) Prof. S P Thyagarajan said that SRU is supporting manpower and infrastructure for VHS. PG and UG students have clinical exposure to AID's patients.



- Prof K V Somansundaram asked to add Nuclear Medicine as a new infrastructure created in the year 2015-16.

### **GOVERNANCE**

- Dr. S P Thyagarajan said SRU is one of the Universities adopting Academic Performance Indicator. Prof. P V Vijayaraghavan emphasized that “Introduction and conduct of API in Sri Ramachandra University” can be taken as one of the best practices.
- The Vice Chancellor emphasized that recently we signed MOU with TATA for CSR in which SRU will take an active partner to foster Medical Technology.

### **IQAC year planner June 2016- May 2017**

- Dr. Chamundeeswari, IQAC Coordinator presented the 2016-17 year planner. Prof. S P Thyagarajan highlighted on the visit of Prof Caven Mc Loughlin, a Fulbright Scholar from University of Kent (USA) for 45 days. He will support faculty and students in preparing research proposal and manuscript submission. He will also participate in the INSPIRE program organized by CRF.
- Prof. Thangamuthu accepted the inclusion of Senior Consultants in Medical Centre as visiting faculty.
- Prof. S P Thyagarajan remarked that eligibility for the number of days for conduct of Faculty Development Program has been decreased from 6 to 3 by NIRF. Hence he opined that all the departments should conduct Educational programs for 3 days.

The General Body approved the AQAR 2015- 16 with the inclusion of suggested modifications.

The meeting got adjourned and Senior Coordinator thanked the external expert. The Vice Chancellor thanked all the members for their active participation.

Dr. J. S. N. Murthy