

**MAMATA MEDICAL COLLEGE**  
**INTERNAL QUALITY ASSURANCE CELL (IOAC)**

<b>Minutes of Meeting</b>	
<b>Date</b>	<b>21.01.2016</b>
<b>Time</b>	3.15 PM
<b>Venue</b>	Conference Hall of Mamata Medical College
<b>Present</b>	Dr. K. Koteswera Rao, Dean & Principal - Chairperson Dr. B. Nageswara Rao, Assoc. Professor - NAAC Coordinator <b>Members :</b> 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. V. Dharma Rao, Professor of General Medicine 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. A. Vamsidhar, Assoc. Prof of Pathology Dr. P. Srilakshmi, Asst Prof of Biochemistry Dr. Lokam Geetha, Asst. Prof. of OBGY
<b>Absent</b>	Dr. K.V. Phani Madhavi, Asst. Prof of Community Medicine Dr. D. Suseelamma, Professor of Anatomy

## **Opening Address**

The meeting of Research committee was held on 21.01.2016 under the Chairmanship of Dr. K. Koteshwer Rao, Dean & Principal at the Conference Hall of Mamata Medical College.

The following agenda was discussed

### **1. NAAC Accreditation Process:**

Outcome of NAAC Re-accreditation & Exit Report: The Principal led a detailed discussion on the Exit Report given by NAAC peer team. The 2<sup>nd</sup> cycle of NAAC accreditation process has been completed successfully and it is for the college to maintain the momentum achieved and March forward for achieving better results during the 3<sup>rd</sup> cycle process of NAAC Re-accreditation expected during the year 2020. As a step towards further qualitative improvement, the college under the auspices of IQAC has to make self-assessment/evaluation as to where it stands and evolve concrete steps for further improvement, relying on the suggestions/recommendations made by the NAAC Peer Team during its visit. The IQAC must adopt the suggestions/recommendations for qualitative improvement before the next visit of the NAAC. Ideas and inputs for further qualitative improvement based on the same should be obtained from each member of IQAC and a Sub Committee is formed to discuss and evolve measures for achieving each parameters. It was resolved that the IQAC shall take initiative to maintain the momentum achieved during the 2nd cycle of NAAC Accreditation process and evolve positive strategies for achieving better results during the 3rd Cycle Re-accreditation process.

### **2. Change in Coordinator of IQAC:**

The Dean & Principal, proposed to include Dr. B Nageshwar Rao., Assoc Professor, Department of Microbiology as Coordinator of IQAC in place of Dr. S K Kaja, who wishes to opt out due to retirement from service.

### **3. AQAR for the year 2015-16:**

A definite master plan to be charted out for ensuring that AQAR is prepared on time and submitted to NAAC each year, until the accreditation process expected during 2020 in time. The Director, IQAC should ensure AQAR is prepared and submitted to NAAC on time each year, until the next visit of the NAAC and to take immediate steps to submit the AQAR for the year 2015-2016 in time.

#### **4. Creation of a Website:**

Creation of a Website, linked with the college Website containing all important decisions and initiatives of the IQAC for the stakeholders to view and express their valuable suggestions/ comments is felt necessary. The Department of Computer and Technology of Mamata Medical College in consultation with the Director, IQAC, shall create a Website for IQAC, linked with the University Web Site.

#### **5. Placement Cell:**

As suggested by the NAAC peer team during their visit, the Director, IQAC shall take necessary steps towards the formation of a Placement Cell in the college under the auspices of IQAC.

**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 4.20 PM**

**IQAC Coordinator**

**Dr B Nageshwar Rao**

**IQAC Chairperson**

**Dr K Koteswver Rao**