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IQAC/KIMSRC/CII/04/08/21

1.8.2021

NOTICE

Members, IQAC-Karpaga Vinayaga Institute of Medical Sciences are requested to attend meeting at college conference room, 1st floor scheduled on 5.8.2021 at 11.00am.

Agenda for the Meeting:

- 1. Discussion on CBME syllabus implementation
- 2. Discussion on organization of CME
- 3. Any other matter for the discussion.

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IQAC Coordinator

IQAC Chair Person

PRINCIPAL
Karpaga Vinayaga Institute of Medical Science & Research Centre
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Palayanoor Post, Maduranthagam Taluk,
Chengalpattu - 603 308.

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MINUTES OF MEETING

IQAC- Karpaga Vinayaga Institute of Medical Sciences has conducted meeting on 5th August 2021 at 11.00 am.

- 1. Meeting was welcomed by Chairperson Dr. Sufala Sunil Vishwasrao.
- 2. Previous minutes of meeting was read & confirmed.
- 3. Action taken report was read by Chair person.
- 4. There was elaborative discussion on CBME syllabus about its planning, implementation, challenges. Chair person, Dr Sufala Sunil Vishwasrao asked all the members to provide suggestions for planning & implementation. She also stressed the core members to provide technical support in online CME, Workshop as well as integrated sessions.
- Member, Dr. M Kannaki requested all the members to motivate all the departments for conducting a greater number of CME's for academic and Research excellence. Members assured their positive support.
- 6. Next meeting is scheduled in the month of November.
- 7. Vote of thanks was given by IQAC Coordinator Dr.Sunil Vishwasrao.

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IQAC/KIMSRC/CII/05/12/21

14.12.2021

NOTICE

Members, IQAC-Karpaga Vinayaga Institute of Medical Sciences are requested to attend meeting at college conference room, 1st floor scheduled on 16.12.2021 at 11.00am.

Agenda for the Meeting:

- 1. Discussion on AQAR submission
- 2. Discussion on Alumni Association
- 3. Any other matter for the discussion.

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IQAC Coordinator

IQAC Chair Person

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MINUTES OF MEETING

IQAC- Karpaga Vinayaga Institute of Medical Sciences has conducted meeting on 16th December 2021 at 11.00 am.

- 1. Meeting was welcomed by Chairperson Dr. Sufala Sunil Vishwasrao.
- 2. Previous minutes of meeting was read & confirmed.
- 3. Action taken report was read by Chair person.
- 4. There was elaborative discussion on AQAR submission. Last date of AQAR submission is 1.2.2022. All the documents have been made ready and planned to upload the documents on or before 15th Jan 2022.
- 5. Dr Norman asked to create online platform for alumni so that we can bring all of them under a single umbrella. Principal Dr.Sufala Sunil Vishwasraoinformed that management is discussing with the private agency who is going to provide online support for alumni.
- 6. IAQC coordinator, Dr Sunil stressed to have single mentor mentee card for the students so that their yearly performance can be evaluated. In response to that, Dr. Sufala S Vishwasrao mentioned that Mentor-Mentee card is being prepared and will be put forth in front members in next meetings.
- 7. Vote of thanks given by IQAC coordinator.

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IQAC/KIMSRC/CII/06/03/2207.01.2022

NOTICE

Members, IQAC-Karpaga Vinayaga Institute of Medical Sciences are requested to attend meeting at college conference room, 1st floor scheduled on 07.03.2022 at 11.00am.

Agenda for the Meeting:

- 1. Discussion on department wise SOP
- 2. Promotion of research activities
- 3. Any other matter for the discussion.

IQAC Coordinator

IQAC Chair Person

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MINUTES OF MEETING

IQAC- Karpaga Vinayaga Institute of Medical Sciences has conducted meeting on 7th March 2022 at 11.00 am.

- 1. Meeting was welcomed by Chairperson Dr. Sufala Sunil Vishwasrao.
- 2. Previous minutes of meeting was read & confirmed.
- 3. Action taken report was read by Chair person.
- 4. As hospital is going for full accreditation for NABH, chairperson asked to prepare the Standard Operating Procedures (SOP) for all the departments as well as policies for the department. All members supported the opinion of chairperson.
- 5. Dr. Norman said that the genomic research related activities to be promoted. In this connection Chairperson informed that institute is in communication with some research organization and planning to collaborate with them for promotion of genomic research.
- 6. Vote of thanks given by IQAC coordinator.

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IQAC/KIMSRC/CII/07/06/22

22.06.2022

NOTICE

Members, IQAC-Karpaga Vinayaga Institute of Medical Sciences are requested to attend meeting at college conference room, 1st floor scheduled on 24.06.2022 at 11.00am.

Agenda for the Meeting:

- 1. Conduction of Internal and external academic audit
- 2. Inclusion of new members in IQAC
- 3. Discussion on green audit
- 4. Plan for research audit
- 5. Smoothening of data collection process
- 6. Reinforcement of NAAC accreditation process among faculty
- 7. Discussion on curriculum and facility development feedback
- 8. Any other matter for the discussion

IQAC Coordinator

Javah was no.

IQAC Chairperson

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MINUTES OF MEETING

IQAC- Karpaga Vinayaga Institute of Medical Sciences has conducted meeting on 24.06.2022 at 11.00 am.

Meeting was welcomed by Chairperson Dr. Sufala Sunil Vishwasrao. Previous minutes of meeting was read & confirmed. Action taken report was read by Chairperson.

Agenda of the meeting was presented by IQAC coordinator and following items were discussed in the meeting.

- Internal academic audit planning and execution was discussed with the members. It was decided to include senior faculty members and IQAC members in the team.
- Principal requested Mr. S P K Chidambaram to search for Experts for conduction
 of External academic audit. It was decided that it will be done after completion
 of internal audit.
- Dr. Norman requested for recruitment of additional members in IQAC. Principal assured to support in this regard.
- It was discussed to plan green audit. Mr. Chidambaram said that he will provide the details about conduction of green audit.
- 5. IQAC coordinator requested to plan Research audit once in a year. Format for research audit presented by IQAC coordinator and discussed for approval. Mr. Chidamabaram, CAO suggested to take the opinion of Research Advisor Dr. Murugesan for conducting internal and external audit planning.
- Dr. Tejas suggested to use a separate email ID for each Criteria for the data collection. Principal assured to provide the same.
- It was decided to plan orientation program for department coordinators to make data collection process easy. Half day orientation program was planned for department coordinators.
- Feedback on curriculum and infrastructure was placed in front of committee by IQAC coordinator, remedial action was suggested and feedback was forwarded to respective council for implementation.
- 9. Meeting was ended by Vote of thanks was given by Dr Sunil, IQAC coordinator.

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