MEENAKSHI ACADEMY OF HIGHER EDUCATION AND RESEARCH (MAHER) - (MEENAKSHI UNIVERSITY)

(Declared under section 3 of the UGC Act, 1956)

Accredited by NAAC with 'B' Grade (CGPA 2.49 on a 4 point scale)

ANNUAL QUALITY ASSURANCE REPORT (AQAR) 2016-17

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

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The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A

1. Details of the Institution

1.1 Name of the Institution	MAHER UNIVERSITY
1.2 Address Line 1	12, Vembuliammam Koil Street
Address Line 2	K.K. Nagar
City/Town	Chennai
State	Tamilnadu
Pin Code	600078
Institution e-mail address	info@maher.ac.in

Contact Nos.	044-23643955 / 24643956
Name of the Head of the Institution:	Dr. Geetha Prakash
Tel. No. with STD Code:	044-23643955 / 24643956
Mobile:	9840204196
Name of the IQAC Co-ordinator:	**Prof. Dr.M.Chandrasekar**
Mobile:	9444026787
IQAC e-mail address:	Iqacmaher@gmail.com
1.3 NAAC Track ID (For ex. MHCOGN 18879)	TNUNGN11418
1.4 Website address:	www.maher.ac.in
Web-link of the AQAR:	www.maher.ac.in

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	2.49	2015	5 years
2	2nd Cycle	Not Applicable	Not Applicable	Not Applicable	Not Applicable
3	3rd Cycle	Not Applicable	Not Applicable	Not Applicable	Not Applicable
4	4th Cycle	Not Applicable	Not Applicable	Not Applicable	Not Applicable

1.6 Date of Establishment of IQAC: DD/MM/YYYY 06/04/2012

1.7 AQAR for the year *(for example 2010-11)* OCT.2017 – 30.JULY.2018

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

i. **AQAR** _____**(DD/MM/YYYY)**

1.9 Institutional Status

University State [ ] Central [ ] Deemed [✓] Private [ ]

Affiliated College Yes [ ] No [✓]

Constituent College Yes [✓] No [ ]

Autonomous college of UGC Yes [✓] No [ ]

draoitaharry@gmail.com

M@her2020

Regulatory Agency approved Institution Yes [✓] No [ ]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education [✓] Men [ ] Women [ ]

Urban [ ] Rural [✓] Tribal [ ]

Financial Status [-] Grant-in-aid [-] UGC 2(f) [-] UGC 12B

Grant-in-aid + Self Financing [ ] Totally Self-financing [✓]

1.10 Type of Faculty/Programme

Arts [-] Science [-] Commerce [-] Law [-] PEI (Phys Edu) [-]

TEI (Edu) [-] Engineering [-] Health Science [✓] Management [-]

Others (Specify) [—]

1.11 Name of the Affiliating University *(for the Colleges)* MAHER UNIVERSITY

1.12 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc.,

Autonomy by State/Central Govt. / University No

University with Potential for Excellence No UGC-CPE No

DST Star Scheme No UGC-CE No

UGC-Special Assistance Programmes | No | DST-FIST | Yes

UGC-Innovative PG programmes | No | Any other (*Specify*) | Nil

UGC-COP Programmes | No

2. IQAC Composition and Activities

S.No	Participants	Total
2.1	No. of Teachers	14
2.2	No. of Administrative/Technical staff	2
2.3	No. of students	2
2.4	No. of Management representatives	2
2.5	No. of Alumni	3
2.6	No. of any other stakeholder and community representatives	1
2.7	No. of Employers/ Industrialists	1
2.8	No. of other External Experts	1
2.9	Total No. of members	27
2.10	No. of IQAC meetings held	5

2.11 No. of meetings with various stakeholders:

No | 10 | Faculty | 6 | Non Teaching staff | 2

Students [2] Alumni [1] Others [-]

2.12 Has IQAC received any funding from UGC during the year?

Yes [-] No [✓]

If yes, mention the amount [–]

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. [6] International [-] National [1] State [–]

Institution Level [5]

(ii) **Themes:**

- Dengue awareness program
- Celebration of world mental health program.
- Implementation of infection control practices in the hospital on April 28th 2017
- Awareness program on post exposure prophylaxis on Needle stick injury in HIV
- General Hospital Psychiatry-an update"
- International yoga day

- Outreach camps to create awareness on prevention of communicable diseases
- Basic and advanced life support training for all staff

2.14 Significant Activities and contributions made by IQAC:

The university was awarded the grade "Good" from the National Assessment and Accreditation Council in the year 2015. So all the activities were carried out in the previous academic year by emphasizing the lacunae to miss A grade from NAAC.

- Faculty development programs are conducted.
- Implementation of innovative Teaching and Learning methods
- Students and faculties were encouraged to do funded projects and publish the articles in indexed journals.
- Internal auditors training program for NABH and NABL
- Organisation of workshops and seminars on Quality issues in labs, clinical care,
- research and academics
- Academic and clinical audits
- Implementation of infection control practices in the hospital

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year .

Plan of Action	Achievements
Faculty development programs are conducted	Workshops were conducted quarterly by Medical Education Unit.
Implementation of innovative Teaching	Usage of Digital library among students

and Learning methods	was increased. More videos were downloaded for web based learning.
NABL/NABH Accreditation	Training of Staff including non teaching staff from all departments completed.
Improvising the spectrum of research.	Funded projected ICMR sanctioned Project (2)
Implementation of infection control practices in the hospital	CME program was conducted by the department of Microbiology on 28th April 2017.
Mentorship Program for all the batches	Improvement in the results in both formative and summative assessment. Gross Improvement in the result by effective mentoring.
Students progress Intimation through SMS to parents	Feed backs from parents are very positive and definitive change in attitude of students
Promotion of extracurricular activities	Mr. Mohamed Adil - student of final year MBBS in Meenakshi Medical College has represented Tamil Nadu in National Karate Championship held at J.J Indoor Stadium held on 28th and 29th April 2017 and has won the first prize in the following events: 1. Individual Kumite 2. Individual Kata 3. Team Kumite Mr.Mohith Sudhan of 2nd year MBBS won the first prize in the Lawn Tennis Singles Mens trophy.

	Mr.Mohith Sudhan and Mr.Shakthi Saravanan won the runner up prize in the Lawn Tennis Doubles Mens in the Inter Medical College Sports and Cultural Events **"Pegasus 2017"** on 13th to 16th July 2017 at CMC Vellore.
Preparation of Convocation report	Report prepared and submitted in Oct 2017
Awareness programs for environmental protection	Several programs conducted on important days
Outreach programs for community health	Several camps organized in rural areas
Action plans were drawn criterion wise	Action plans implemented in all the key aspects criterion wise.

2.16 Whether the AQAR was placed in statutory body Yes [✓] No [ ]

Management [ ] Syndicate [ ] Any other body [✓]

Provide the details of the action taken

MAHER : AQAR for 2015-2016 approved

Criteria-wise Inputs

Curricular Aspects

PART –B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD/DM, M.Ch	12	-	-	-
PG	38	-	-	-
UG	11	3	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	1	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	62	3	-	-
Interdisciplinary	-		-	-
Innovative	-	-	-	-

Graduation	Courses
PhD (5)	Medicine, Dentistry, Nursing, Physiotherapy, Allied Health Sciences
PG (24)	MD, MS,M.SC, M.P.T, DM, M.Ch,
UG Faculty of Medicine	M.B.B.S
Nursing	B.SC , Post basic B.Sc
Faculty of Physiotherapy (1)	B.P.T
B.Sc Health Sciences (7)	1.Anesthesia Technology, 2. Cardiopulmonary Technology, 3. MLT, 4. Perfusion Technology, 5. Physician Assistant Technology, 6. Radiology imaging Technology, 7. Renal Dialysis Technology 8. Radio imaging 9. Ophthalmic assistant 10. Optometry
Faculty of Humanities and science (12)	B.A, BBA, BCA, B.Sc Computer Sciences, B.Sc Information System Management, B.Sc Physics, B.Sc Visual Communication, B.Com (General, Computer Application, Corporate secretaryship) MBA (General, Fiancé Management)

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open Options

(ii) Pattern of programmes:

Pattern	No. Of programmes
Semester	-
Trimester	-
Annual	15

1.3 Feedback from stake holders of MMCH & RI, MADC and MNOC ***(On all aspects)***

Alumni [✓] Parents [✓] Employers Students [✓]

Mode of feedback: Online [✓] Manual [✓] Co-operating schools (for PEI) [NA]

Analysis of feedback annexure I

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The syllabus was modified and restructured in Dec 2016. The salient features are as follows:

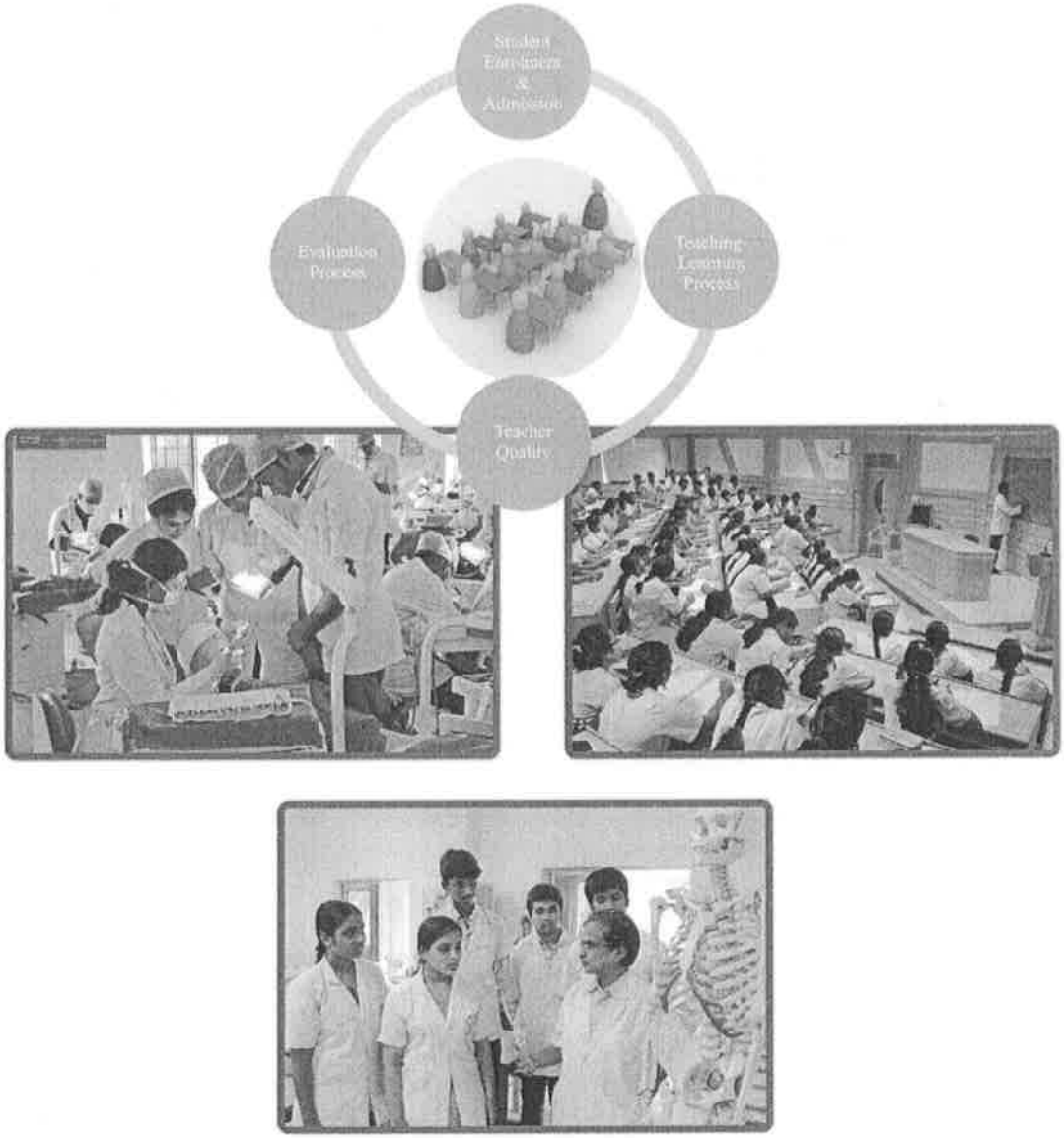
- Additional 3 courses were included in Allied Health Sciences courses
- Extra credits for independent research, internships, projects, certificate courses, and vocational courses are awarded.
- The teaching-learning process – thrust on skill development and Community-oriented assignments and course work.
- De-addiction and Suicide counselling was added in M.D Psychiatry programme.
- Revision has been done as per the guidelines laid by Meenakshi Academy of Higher sciences and research. There was an update of MD/MS, DM, AHS regulations last year from 2016 to 2017.
- Need Based Revision

1.5 Any new Department/Centre introduced during the year. If yes, give details.

1. Radio imaging
2. Ophthalmic assistant
3. Optometry

Criterion -II

Teaching-Learning & Evaluation



CRITERION – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

College	Asst. Professors	Associate Professors	Professors	Others
Total	159	93	91	255

2.2 No. of permanent faculty with Ph.D.

18

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Colleges	Asst. Professors		Associate Professors		Professors		Others	
	R	V	R	V	R	V	R	V
Total	50	3	22	-	15	-	122	-

2.4 No. of Guest and Visiting faculty and Temporary faculty:

2	-	-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	21	76	110
Presented papers	4	50	47
Resource Persons	2	22	24

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Early clinical exposure in first year
- Inter-professional team building
- Skill & Community based learning approach
- Best use of skill lab & E-learning modules
- Innovative teaching Methods like Role play and Interactive Teaching in all subjects
- Self-directed active learning through assignments.
- CDE programme / workshops organised by college.
- Integrated seminars for undergraduates.
- Problem based learning through group discussion.
- Problem Solving and Project-Based Learning
- Demonstration using Models and Simulations
- Flipped Classroom
- Article Reviews in Journal club
- Experiential learning to reinforce the fundamentals of the subjects
- The institution follows learning that involves using various information technologies to help students learn. The students are shown introductory materials before attending a particular class session.
- Interactive methods of teaching, debates, discussions, UG presentations, quiz competitions and other co-curricular activities were encouraged.
- Integrated teaching between traditional subject areas using a problem based learning approach. Stress was laid on clinical patient based teaching practices.
- Simulators for clinical & pre clinical student OSPE / OSCE, Workshops.
- Workshop on Journal browsing "How to choose a research topic and publication of research articles".

2.7 Total No. of actual teaching days during this academic year | 275 |

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- CCTV and Jammer facility in examination hall.
- Bar coding identification on answer booklet.
- OCR Sheet for MCQ Photocopy
- Continuous internal assessment
- Flying squads visits examination hall.
- Double Evaluation
- Photocopies of Supplementary Examination answer scripts are given to students who requested them.
- Question Bank was used to generate undergraduate supplementary exam question papers.
- Testing using online multiple choice questions is already part of the system.
- Intimation of results through SMS / email.
- Three external evaluators for PhD, thesis evaluation.

2.9 No. of faculty members involved in curriculum restricting / revision / syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

41

2.10 Average percentage of attendance of students 94%

2.11 Course/ Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %

MBBS	699	20	60.20	12.50	7.40	89
MD/MS	48	2	55.6	40.2	2. 2	92
DM/M.Ch	4					
BDS	315	5.38	70.37	19.19	5.05	94.28
MDS	41		59	40	-	97
B.Sc (N)	147	13	84			13
P.B.B.Sc. (N)	1	1	-	-	-	-
M.Sc (N)	1	1	-	-	-	-
B.Sc (AHS)	100	5	27	38	-	-

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- IQAC collects the syllabus, clinical and academic time-tables and reviews teaching programs as per academic calendar in its meetings
- IQAC conducts Workshops / training programs for faculty on various teaching methodologies.
- IQAC evaluates Teaching-learning process of the constituent colleges during the presentations by heads of the institutions and suggests inputs for quality enhancement
- IQAC analyze feedback by students on teacher quality, teaching methods etc. and provides suggestions for improvements.
- The IQAC periodically assesses the feedback taken from the students, alumni, parents and faculty and suggests suitable changes to the academic section. Most of the feedbacks are taken online through Survey monthly and through the Management Information System (MIS) of the University.
- The IQAC also works closely with the Centre for Continuous and Life Long Learning for Professional Excellence(CCLPE) of the MAHER University

and the Medical Education Unit of the MMCH & RI conducting faculty development programmes for the faculty of MAHER University and updates them on the various teaching – learning and evaluation methods.

- The IQAC has been periodically Organizes Seminars and workshops to enrich the academic climate and enhance the learning process.
- Orientation classes for the teaching faculty to scale up with newer and advanced methods of imparting higher education.
- IQAC Member monitors and evaluates the performance of the faculty by performance committee by way of regular departmental visits both at the college level as well as at the Management level.
- Extends necessary infrastructure and timely encouragement to materialize and implement new methods of teaching.
- Ensures that the quality of both the academic & non academic activities.
- Assesses the learning output via continuous evaluation and student's feedback.
- Unitized teaching plan from All the HODs
- Time to time meeting with Academic Heads, Deans & Co-ordinators of various committee
- The feedback is worked upon and reports drawn for individual teachers
- Awards by management for outstanding performance of faculty and Department
- Senior faculty and administrative heads make plans for the future of the institution and prepare a road map for quality assurance and enhancement.
- The Dean and Principal, along with the IQAC Coordinator periodically review testing and evaluation patterns which encourage creativity, originality and analytical thinking.

- Faculty members are motivated to design contemporary, skill- based and value-added courses.
- Regular and rigorous review of the functioning of the various units of the College is a part of quality enhancement/sustenance measures such as:

  Reviewing and revising the curriculum once in three years

  Periodic review of the teaching-learning process at the end of every semester
- IQAC analyses the feedback received from the students and suggests steps to improve and implement those suggestions wherever possible. By suggesting the conduct of remedial programmes, the functioning of Mentor system is successful and no. of suggestions was provided for improvement.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	-
UGC – Faculty Improvement Programme	26
HRD programmes	-
Orientation programmes	214
Faculty exchange programme	-
Staff training conducted by the university	32
Staff training conducted by other institutions	50
Summer / Winter schools, Workshops, etc.	24
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	42	-	-	4
Technical Staff	254	-	7	-

Criterion -III

Research, Consultancy and Extension

CRITERION – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Research Methodology workshop was conducted on 28th July 2017.
- Assessment of Research Scholar's progress through timeline presentation
- Encourages faculty members with Doctorate to become research guides, to give course work class to PhD students and to do Collaborative Research.
- Encourages teachers to participate in International, National and State level seminars.
- Provides research facilities like SPSS (Research facilitator software) , free Internet.
- INFLIBNET, Research journals, Equipment for Inter-departmental research etc.
- Assists in procuring funds from UGC, DST as well as from the management to purchase new and necessary equipments.
- Invites eminent resource persons to conduct lectures/ workshops/ seminars on relevant topics.
- Constituted Research Committee in all three constituent colleges.
- Regular reviews to encourage the progress of research, constituting committees comprising of external experts, conducting course work and comprehensive viva, encouraging publication and paper presentation.
- The IQAC meets regularly to discuss various plans to promote research climate and motivate the faculty for academic advancement.
- Faculties are encouraged to submit the proposal to obtain research grants.
- The institutional research committee exists and it evaluates the research proposals of the UG, PG & Research students and monitors research projects.
- The University has a separate budget in the form of seed money to support

3.5 Details on Impact factor of publications:

College	Range	Average	H-intex	Nos. in SCOPUS
MMCH&RI	0-0.6	0.3	9	5
MADC	0-3.4	0.28	48	28
MNOC	-	-	-	2

3.6 Research funds sanctioned and received from various funding agencies, industry and other organizations

Nature of the Project	Duration (Year)	Name of the funding Agency	Total grant sanctioned	Received
Major projects		DST SERB	35,13,455/-	5,41,250/-
Minor Projects	_		_	_
Interdisciplinary Projects	_	_	_	_
Industry sponsored	_	_	_	_
Projects sponsored by the University/ College	2016-17	MAHER university		
Students research projects *(other than compulsory by the University)*	2016-17	ICMR	20,000	
Any other(Specify)	_	_		
Total	2016-17			

the research activities and development.

- MAHER University conducts regular training programs for research scholars on Research Methodology.
- Human and institutional Ethical committee exits to monitor the Research activity.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	6	18	15	15
Outlay in Rs. Lakhs	3	12	5.6	5.6

3.4 Details on research publications

	International	National	Others
Peer Review Journals	167	82	-
Non-Peer Review Journals	-	-	=
e-Journals	13	-	-
Conference proceedings	3	6	10

3.7. No. of books published 2

1	Manual of Research Methodology on July 2017
2	Human Papillomavirus, Research in a Global Perspective on October 2016.

3.8 No. of University Departments receiving funds from

UGC-SAP ICMR	CAS	DST-FIST	DPE	DBT Scheme/funds
2	-	-	-	-

3.9. For colleges MMCH&RI, MADC and MNOC

Autonomy	-	CPE	-	DBT Star Scheme	-
INSPIRE	-	CE	-	Any Other (specify)	-

3.10 Revenue generated through consultancy of

3.8 Crores (CM Health Insurance Scheme, Cleft lip foundation)

3.11 No. of conferences organized by the Institution MMCH&RI

Level	International	National	State	University
Number	-	-	3	-
Sponsoring agencies	-	-	1	-

3.12 No. of faculty served as experts, chairpersons or resource persons 78

3.13 No. of collaborations International [-] National [2] Any other [4]

3.14 No. of linkages created during this year [4]

3.15 Total budget for research for current year in lakhs :

From Funding agency [-] From Management of University/College [15 lakhs]

Total [15 lakhs]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	12
	Granted	2
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
21	-	2	19	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them [5]

3.19 No. of Ph.D. awarded by faculty from the Institution [-]

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF [-] SRF [-] Project Fellows [-] Any other [-]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Faculty and students are encouraged to participate in collaboration with other organizations in carrying out social outreach programs. Information regarding these programs is disseminated through notices and Heads of Departments. Institute appreciates the services provided by students and faculty by considering their working for such activities as on duty.

2. Most courses (MBBS, B.Sc Nursing, Allied health sciences) have extension program incorporated as part of the field practices at Primary Health Centers (PHC), Urban Health Centers (UHC) and Rural Health training Centers (RHTC). These are utilized as training program for the undergraduates who are posted regularly at these centers and are included in their academic curriculum. Interns are also posted on rotational basis in health centers as a part of rural and urban health postings for Compulsory Rotatory Residential Internship. Undergraduate and postgraduates students of MBBS are taken for field work in the community as a part of their training.

Some of the salient contributions of Meenakshi Medical College to institutional social responsibilities (ISR) include:

Serving public through PHCs:

- **National Rural Health mission**: Providing specialty services to the patients attending the Primary Health Centers one of the major highlights is provision of field services at uthiramerur, Vadamavandhal Primary Health Centres which includes daily out-patient and other specialty"s services on specific days of the week days. Assistant professors, Postgraduates and MBBS students participate in providing these services.

Participation in Government recognized health care programs:

Faculty, staff and students participate regularly in various health care programs, dengue epidemics, AIDS awareness and leprosy awareness programe.

3.21 No. of students Participated in NSS events:

University level [ ] State level [-]

National level [_] International level [-]

3.22 No. of students participated in NCC events:

University level [_] State level [75]

National level [_] International level [-]

3.23 No. of Awards won in NSS:

University level [Nil] State level [Nil]

National level [Nil] International level [Nil]

3.24 No. of Awards won in NCC:

University level [-] State level [-]

National level [_] International level [-]

3.25 No. of Extension activities organized

University	University forum	College forum	NCC	NSS	Any other
MAHER	-	14	-	18	_

- Dengue awareness campaign was conducted in the field practice area of UHC, Kancheepuram and RHTC, Vadamavanthal 28/11/16 to 19/12/16.
- *'Varumun Kappom Thittam'* a Government of Tamil Nadu initiative stressing on preventive strategies in health maintenance from 2010 to till date.
- Participation in the Government of Tamil Nadu sponsored Health Insurance Scheme to provide tertiary care services including hi-tech, expensive operations for Below Poverty Line (BPL) population.
- Screening and treatment camps for various conditions are also provided within MMCH & RI on a weekly, monthly or specialty basis as shown below:

• Pulse polio Program • Cardio - diabetic camps • World Heart Day camps • School health camps • Mental Health camps • Asthma detection camps • Dermatology screening camps • Ophthalmology screening programme • Leprosy clinics • Oral hygiene and Dental camps • Cleft- Lip Palate diagnostic and therapy camps; Bhutan Cleft Care program; • Assessment and distribution of hearing aids • Fitness Evaluation, toning and shaping abdominal muscles services	• Cancer screening Programs • Urogynaecology and infertility screening • Blood donation camps • Hearing Loss camps • Speech screening camps • Hepatitis B and C serological markers by medical Gastroenterology Department • Immunization camps • Neck and low - back pain camps • Revised National Tuberculosis Control Program (RNTCP) • Integrated Child Development Scheme (ICDS)

MBBS students are posted in the patient counseling area. The faculty and the students of the department have prepared patient education leaflets on common diseases and drugs both in English and vernacular language and distribute them on regular basis for the benefit of the patients.

Social camps and surveillance: MBBS internship students have been a part of various surveillance programme for the Investigation of Dengue epidemic along with the district surveillance unit they investigated the outbreak of dengue in Kanchipuram District.

Date / Month/ Year	Village	No. of beneficiaries
04/10/16	Hariharapakkam	57
18/10/16	Thalikal	42
25/10/16	Pilanthangal	69
08/11/16	Hariharapakkam	75
15/11/16	Namandi	113
29/11/16	Pilanthangal	65
20/12/16	Hariharapakkam	71
27/12/16	Pilanthangal	78
	TOTAL	**570**

The institution promote university-neighborhood network and student engagement, contributing to the holistic development of students and sustained community development

The university-neighborhood network and student engagement is promoted by the university through the following stages.

a. Curricular components of community services to inculcate the spirit of student participation in all these activities at the field level. Such components are there for all courses both at UG and PG levels of the university
b. Enrichment of students" sustained involvement in the community healthcare by their participation at the Primary Health Centres of MMCH
c. The neighborhood networking is sustained through linkages with health services to industries
d. Services through mobile healthcare & mobile telemedicine along with students also facilitate engagement.
e. Sustenance is achieved by successive batches of students.

Social surveys, research or extension work, if any, undertaken by the institution to ensure social justice and empower the underprivileged and the most vulnerable sections of society

Various faculties of the university conduct health related social surveys,

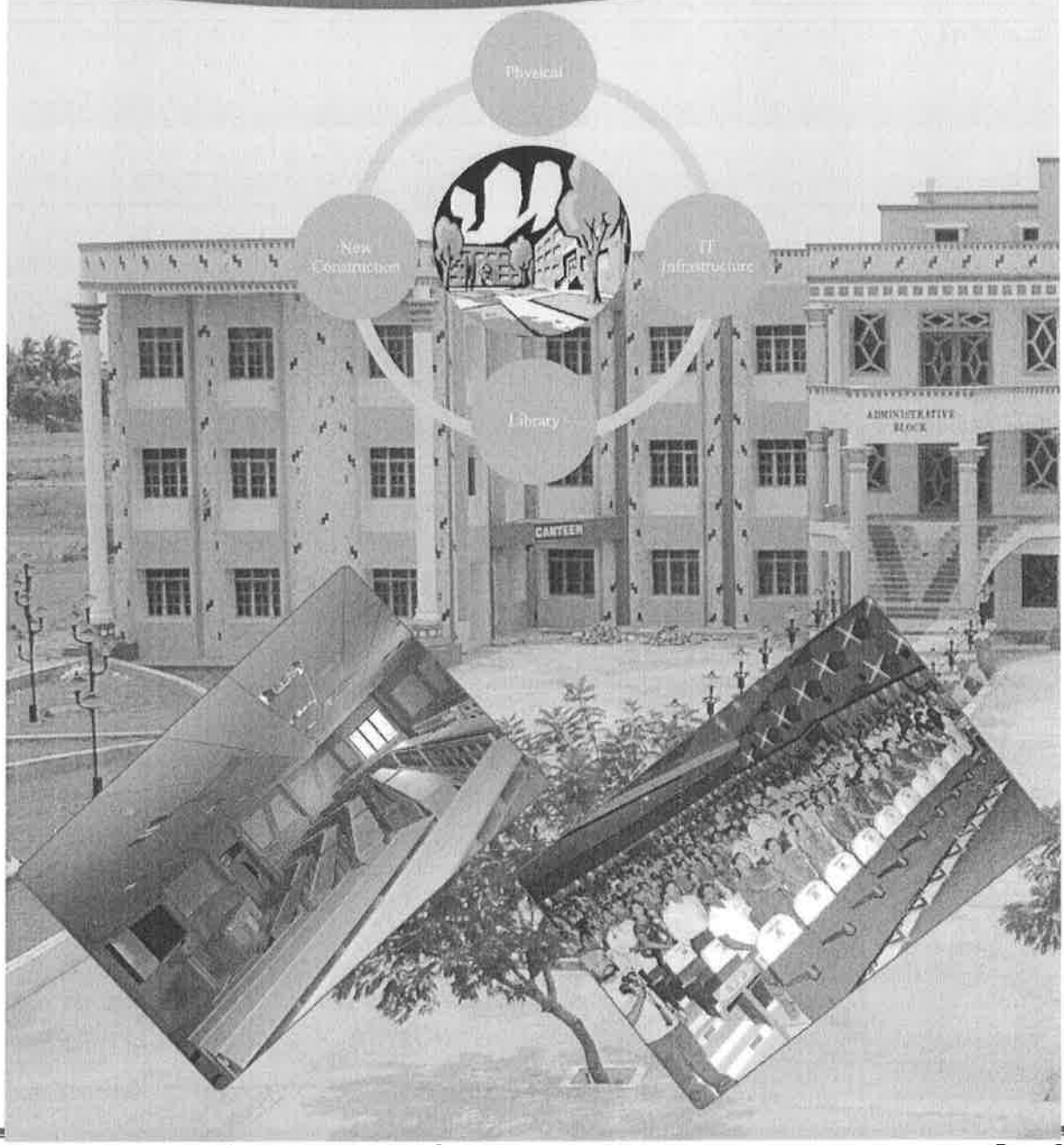
extension work and operational research projects resulting in empowering the under privileged and vulnerable sections of Society. They are:

Community service through media and camps:

Institution encourages its faculty from various departments to participate in television and radio programs and participate in question and answer session by which, the general public is able to clarify their doubts.

Criterion -IV

Infrastructure and Learning Resources



CRITERION – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities: MMCH&RI

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	39.08 acre	-	Maher university	39.08acre
Class rooms	5.lecture halls	3	Maher university	
Laboratories	24	-	Maher university	24
Seminar Halls	28	18	Maher university	40
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	42	14	Maher university	
Value of the equipment purchased during the year (Rs. in Lakhs)	14	600 lakhs	Maher university	
Others				

MADC

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5.12acres	-	-	5.12
Class rooms	5	-	-	-
Laboratories	-	-	-	-

Seminar Halls	-	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	2	-	MAHER	2
Value of the equipment purchased during the year (Rs. in Lakhs)	12	-	MAHER	12
Others	-	-	-	-

MNOC

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1 acre 48 cent	-	MAHER University	1 acre 48 cent
Class rooms	8 Lecture Hall	-	MAHER University	8
Laboratories	6	-	MAHER University	6
Seminar Halls	2	-	MAHER University	2
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others				

4.2 Computerization of administration and library

- Network Enhancement done in the campus
- The library is fully computerized. This facility provides information about the library to the users with the help of library management software

- All administrative procedures including, admission, payment of fees, maintenance of students records and the entire examination procedure are fully automated.
- Campus management system is in existence for the maintenance of students' attendance, continuous assessment marks and internal marks.
- Computers are used extensively for the administration in Medical & Dental colleges. The biometry system (Savoir system), patient registry at counter, billing and HRD and accounts are also computerised. Each Department is provided with a computer and peripherals including printers, scanners etc. with current configuration to record all patients related data in patient management software. (In house developed patient management system). A team of system engineers is appointed to look after the maintenance of the computers and its accessories.
- Library- Biometric access in library
- Remote access to library e-resources (journals) through ez proxy software
- The central library has a online in house developed book management system .Online journals and periodicals are available.

4.3 Library services: MMCH&RI

	Existing		Newly added		Total	
	No.	Value Rs in lakhs	No.	Value Rs in lakhs	No.	Value Rs in lakhs
Text Books	11157	183.91	7782	172.07	355.93	501.98
Reference Books	3039	151.72	-	-	151.72	151.74
e-Books	-	-	-	-	-	-
Journals	162	78.14	-	-	162	80.04
e-Journals	1541	1.89	52	-	1593	1.89
Digital Database	DELE NET	0.115	-	-	DELEN ET	0.115

CD & Video	730	-	307	-	1037	-
Others (specify)	-	-	-	-	-	-

MADC

	Existing		Newly added		Total	
	No.	Value Rs in lakhs	No.	Value Rs in lakhs	No.	Value Rs in lakhs
Text Books	10336	30,00,000/-	248	1,55,784/-	10584	31,55,784/-
Reference Books	4653	-	134	-	4787	-
e-Books	-	-	-	-	-	-
Journals (Subscription)	31	13,55,941/-	31-2 = 29	13,59,601/-	29	27,15,542/-
e-Journals (Subscription)	18	14,55,896/-	18+2 = 20	19,57,565/-	20	35,13,461/-
Digital Database	-	-	-	-	-	-
CD & Video	319	6,00,000/-	-	-	319	6,00,000/-
Others (specify) Dissertation	1169	-	50	-	1219	-

MNOC

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4080	9,18,164	-	-	4080	9,18,164
Reference Books	339	-	-	-	339	
e-Books	-	-	-	-	-	-
Journals	25	3,65,022	-	-	25	3,65,022
e-Journals	36	-	-	-	36	-
Digital Database	-	-	-	-	-	-
CD & Video	78	-	36	-	114	-
Others (specify) Dissertation	186	-	1		187	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	168	2	6Mbps	1	1	26	24	11
Added	220	-	8Mbps	39	-	6	5	36
Total	388	2	14 Mbps	40	1	32	29	47

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

- Faculties are trained to conduct test for each class in online services.
- Providing training to teachers and students to use computers and access internet; frequent up gradation in this field.

  1) Information and Communication Technology services (ICTS) are an integral part of the University, providing computing resources for all academic, research, and administrative needs.

  2) Well equipped systems with latest hardware configuration and upgraded versions of software supported by internet facility of ***14Mbps leased line***.

  - ***Wi-Fi*** facility is provided in the academic block for easy access of Internet to staff and students.
- Students are encouraged to learn by using e- learning modules.
- Each faculty member is provided with individual cubicles along with easy and free access to computer and internet facility.

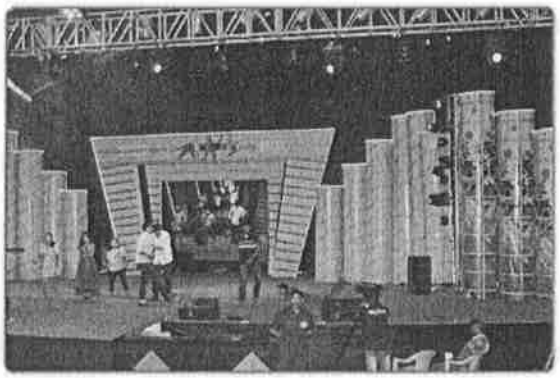
- All our faculty members and staff have unlimited access to the internet. Most of the students have their own laptops and our computer lab has 49 Ethernet ports. Since the college building is Wi-Fi enabled, our students have unlimited access to the internet. The ICT facilities at our College are managed by the trained computer technicians who give us excellent support. We have adopted the MAHER University Management System which is a paperless approach to manage academic related activities like Student registration for courses, attendance, record of marks and grades, academic related resources sharing. All our faculty and staff members have undergone training on how to integrate MUMS in their work. Students are given training on how to use the different educated website.
- Regular training programs were conducted for all employees in Hospital Information System and other Software.
- All the departments are connected via intranet. We give professional training to the students and faculty in computer.
- Video conferencing facilities for online programs and sessions.

4.6 Amount spent on maintenance in lakhs :

i) ICT	44.31
ii) Campus Infrastructure and facilities	785.76
iii) Equipments	568
iv) Others	1525
Total :	**2923.07**

Criterion - V

Student Support and Progression



CRITERION – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Development of students from rural backgrounds

S. No.	Development Activities of rural students	Beneficiary group of students
1.	Fees waivers and Fees subsidy	Economically weaker side students
2.	Book Bank facilities	To all BPL students and rural
3.	English communication skills through the language laboratory	To all Tamil medium, rural students and their needs
4.	Bridge and Remedial courses	To all slow learners and needy students screened after the initial student - induction orientation programs
5.	Entrepreneurship skills through the E-learning	In partnership with Elsevier
6.	Women Empowerment programs	Through the SR Centre for Women"s Advancement.
7.	Providing Employment	MBBS, MD/MS Nursing, Allied Health Sciences,

- IQAC works in coordination with students section to resolve all grievances of students.
- The IQAC also monitors the feedback taken from the students and provides

recommendations to the authorities for needful action and also at same time monitoring the activities of various cells like mentor counselling cell, parents teachers committee and women grievance cell.

- Each Faculty is a mentor for 25 Students. They offer counseling for students regarding their educational and personal problems. At the end of each semester the progress of their wards is apprised to their parents.
- In addition to this, each class has one faculty member as an advisor, who will take care of the students in all aspects like attendance, examinations, discipline, counseling, arranging for extra classes etc.,
- To improve communication skill and personality development of the students, a number of seminars and personality development programs are organized in which students are equipped to meet the challenges in the future.
- The annual seminars and workshops conducted regularly, help in widening the knowledge in the field, promote the students' capacity to interact and communicate with experts in the field.
- Student members of the IQAC are encouraged to come out with their views and suggestions for the enhancement of quality of the institution.
- IQAC of all constituent colleges organise orientation classes to fresher's regarding students support services like mentorship programme, availability of Counsellor, remedial class for slow learners etc.
- Collects feedback from stakeholders conducts parent teacher meetings regularly and analyzes it.
- Academic guidance and financial assistance are given to students to participate in various inter-collegiate, state level and national level competitions / conferences. Information on such events is displayed on

the departmental and common notice boards.

- Students are encouraged to publish in magazine and newsletters. Students write articles, jokes, poems and health talk in the annual souvenir.

5.2 Efforts made by the institution for tracking the progression

The systematic approach of Institution to track the progress of the student is as follows:

- Updates on notice boards and college website to ensure active participation by students in various activities.
- Monthly attendance report generating and its review.
- Academic council board meeting to review the performance of student in Internal Assessment examination.
- Reports are sent to parents after every internal Assessment examination.
- Parent teacher meetings are conducted to discuss about the student's performance.
- Annual Feedback on Facilities & Infrastructure, Teaching and Curriculum
- Summative and formative assessment was done.
- Internal assessment exams for UG's and PG are conducted periodically. .
- Student feedback about teachers is regularly done to correct and improve the teaching methods.
- Passed out students – Alumni association helps in maintaining communication and track progress of these students and guide in their studies and clinical case presentation.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1387	156	6	13

(b) No. of students outside the state 260

© No. of International students 89

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
554	93	3	846	Nil	1496	512	4	1	870	Nil	1387
Demand ratio 95%						Drop out 0.2%					

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Career Guidance Cell provides details of the competitive examinations and awareness about various career options to the students.
- Library is well equipped with periodicals, competitive examination books and other required materials for preparation.
- Computer labs with internet and Wi-Fi are provided to students to utilize beyond
  the class hours and prepare for competitive exams.
- MCQ's based Internal Assessments
- Placement cell organizes career guidance lectures for interns and final

years in different specialities & scope for higher education in India and abroad.

- Personal counselling is done to students by respective mentors.
- Students are encouraged to attend coaching classes for competitive exams outside the campus.

No. of students beneficiaries | 37 |

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	-	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	7	UPSC	-	Others	-

5.6 Details of student counseling and career guidance

- University constituent colleges have full time student counsellor who is involved in academic, personal and career counselling.
- Counselling of students is done by respective mentors from faculty on various matters arising during their course. The institution arranges orientation lectures to help students in career guidance.
- Personality development programme and Yoga and meditation classes are organized for all the first year UG students.
- The Career Guidance and Placement Cell of constituent colleges are active and provide appropriate information about the procedures for applying for higher studies and employment.
- Recommendation / Reference letters to students are processed faster for higher education and placement.
- Letters of enquiry for credential verification of students who go abroad for higher studies or employment are promptly replied to help the students.

- Personality and skill development programmes / workshops, CME and orientation programs are conducted for interns and PG's wherein the issues on setting up a private nursing home, group practice dynamics, rural practice, techniques of successful interview, leadership, etc. are addressed to enhance entrepreneurship skills.
- Students are posted to hospitals/PHC training and around 10% of our students are employed in the same centres after completion of the course.
- Institutes conduct regular meets of Alumni Associations which provide a forum for students to interact for career guidance and job placement

No. of students benefitted | 164 |

5.7 Details of campus placement

On campus		*Off Campus*	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	35	142

5.8 Details of gender sensitization program

- Women's Grievance Committee of MMCH & RI conducted an awareness programme on "Women Empowerment "on 18/04/2017. Mime show, debate and role play were done by the students. **THEME - "GENDER EQUALITY: THE POWER WITHIN – CREATE THE WORLD YOU WANT TO LIVE IN".**
- The committee responsibly deals with complaints of student harassment, sexual or of any other form.
- The University constituent Cell for Women grievance conducts regular

programmes like entrepreneurships, leadership education, legal rights of women, Human Trafficking, women's health and safety, harassment at work place, Women rights and cyber law etc.

- Sensitization on health issues, self protection and self motivation are part of routine programs organized by constituent units.
- International Women's Day is celebrated on March 8th every year.
- 24 X 7 help line for girl students is available in all three constituent colleges.
- Self defence training for girls students is organized yearly by NSS.
- Women students were given counselling separately
- Anti-ragging committee was coordinated by the advisors, counsellors. Grievance redressal committee was there to handle gender related issues
- Women development cell conducted awareness program for all UG women students
- Professional counsellor is appointed to conduct programs for women staff and girls students at regular intervals

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level | 2 | National level | 1 | International level | - |

No. of students participated in cultural events

State/ University level | 5 | National level | - | International level | - |

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level | 8 | National level | 5 | International level | - |

Cultural: State/ University level | 5 | National level | - | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from Institution	-	-
Financial support from Government	-	-
Financial support from other sources	-	-
Number of students who received International/National recognitions	-	-

5.11 Student Organized / initiatives

Fairs : State/ University level [-] National level [-] International level [-]

Exhibition: State/ University level [-] National level [-] International level [-]

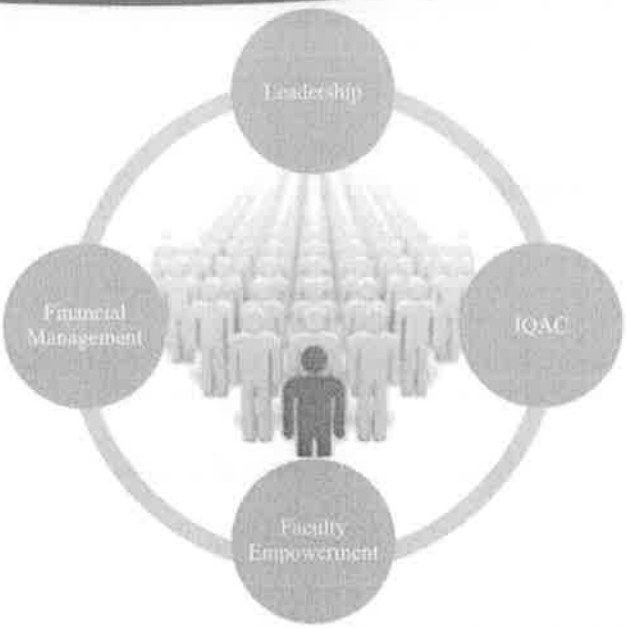
5.12 No. of social initiatives undertaken by the students [87]

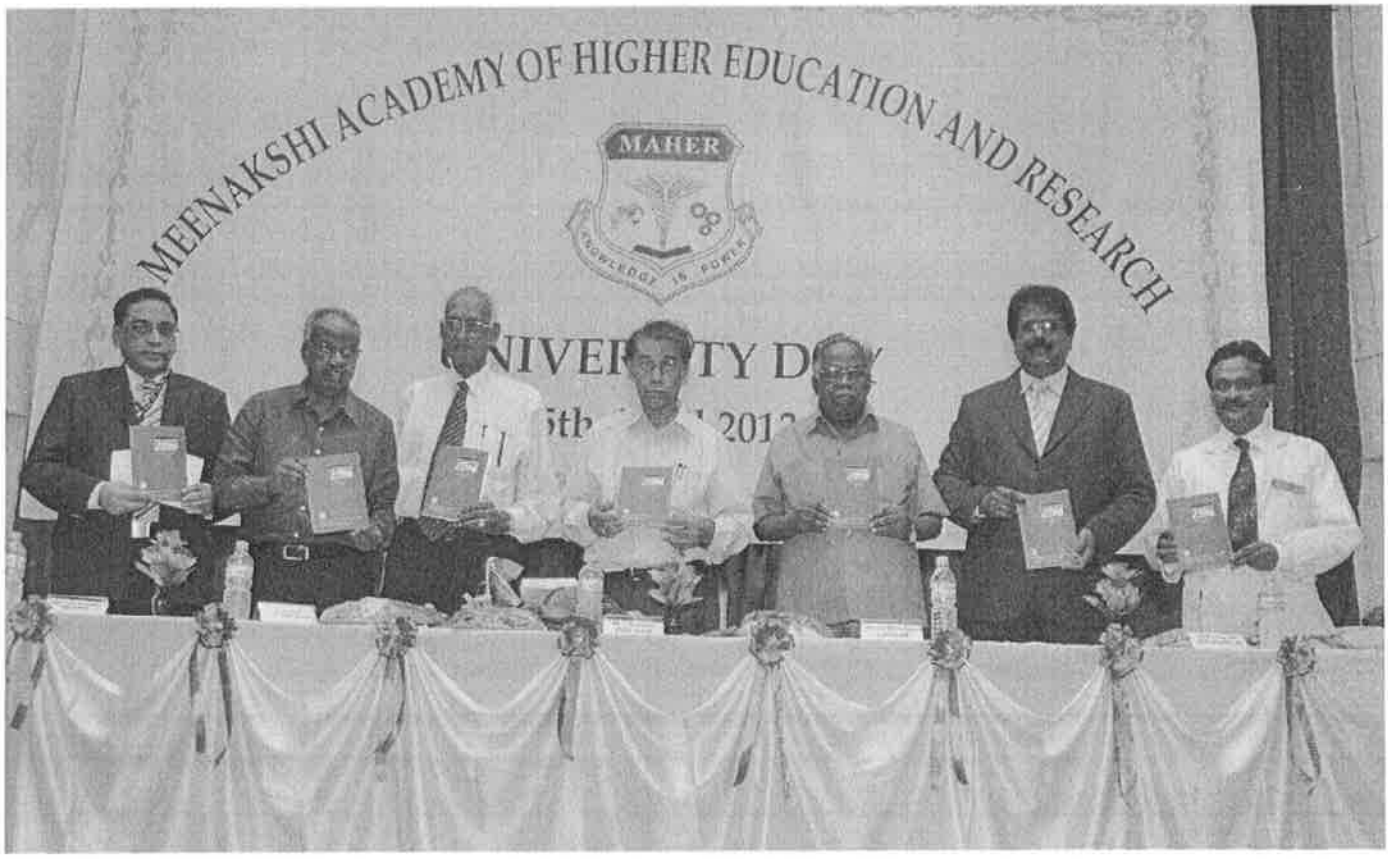
5.13 Major grievances of students (if any) redressed:

- Transport facility is to be enhanced for students, faculty and staff
- Additional hostel facilities are to be provided
- Improved Wi-fi connectivity in the camps

Criterion - VI

Governance and Leadership





Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

- To mould a future generation of empowered students through sound health education adhering to the underlying principles of truth and traditional values, revitalized by scientific medical outlook and strengthened by the moral and social responsibility to the health of the community

Mission:

- The Institution aims at the all-round development of students, empowering them with entrepreneurial and decision making skills by providing an excellent academic environment, inculcating values of discipline, dignity, dedication and devotion to higher learning along with empathy to make them better Doctors.
- The Mission of MAHER University is to nurture and develop the talents of students and to create applicable knowledge in order to support social and health advancement.
- Academic excellence in health for a healthy society & perseverance for better growth

6.2 Does the Institution has a management Information System

1. **Administrative procedures including finance**
   - Class Time table
   - Staff Time table
   - Fees collection
   - Class cancellation / modification etc.
   - Generation of Transfer Certificate

- Students posting including CRRI

2. Student admission

- Registration
- Generation of merit list
- Generation of Selection List and Waiting List
- Student name list

3. Student records

- Progress report generation
- Attendance Entry
- Consolidated attendance list for month and for the semester
- Attendance defaulters list
- SMS messaging to parents about attendance and progress
- CRRI – online temporary and permanent registration

4. Evaluation and examination procedures

- Nominal Roll generation
- Payment of exam fees
- Generation of examination time table
- Hall ticket distribution
- Subject control – subject and number of students appearing for the exam per session
- Entry of internal assessment marks
- Tabulation of marks and publishing of reports online.

5. Research administration:

- Research students admitted – year-wise
- Seed money for Research projects sanctioned
- Ensuring publications in Indexed journals
- Encouraging patent registration
- Organizing Research Advisory (Internal) & Research Council (External experts) meetings

6. Others

- New Website for college with latest web technology
- Expansion of Campus Wi-Fi
- E-Content
- Online examination
- Student Feedback
- Self Appraisal of staff
- Alumni Database

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

- Tutorial classes for slow learners
- Counselling cell in the department
- Use of ICT in teaching and learning
- Visit to research stations and academic Centre of excellence
- Obtaining feedback on curriculum from students alumina and subject experts
- Workshop for faculties curriculum development

6.3.2 Teaching and Learning

- Detailed course plan in line with prescribed syllabus for every theory / practical classes ensures the smooth conduct of class
- Periodic class committee meetings: chairperson, faculty advisor, course teachers and two student representatives of the class meet and ensure transparency in curriculum delivery and evaluation pattern
- Objective assessment of faculty member through student feedback administered during the semester helps to improve the content

delivery

- Continuous Internal Assessment system is followed
- Orientation program for the faculty members were also conducted for effective delivery
- Enhancing the quality of input to the teaching by referring text books by resourceful authors
- Enriching learning by visualization through demonstration of models, cut-sections and role plays
- Deployment of student centric methods like group discussions, hands on training and handling seminars for enhancement of learning capability

- Remedial coaching classes
- Peer Teaching
- Innovative teaching methods like Role play and Interactive teaching.
- Conduct regular Faculty Development Programmes (FDP's) for faculty through the MEU for continuous and lifelong learning for professional teaching excellence.
- The university conducts academic audits for departments wherein innovations in teaching learning process are one of the agenda. All departments are encouraged to inculcate innovation and best practice in teaching and learning. Promotion of self directed learning across all the courses.
- The learning process is student centred in our University. The students are assigned tutorials, assignments, project works, seminars, and participatory learning activities and e-learning is are encouraged and promoted in big way.

- Field activity and community based learning is encouraged so that students are exposed maximally and learn better the community problem which gives them a practical understanding of the health situation.
- Simulation labs and high tech skills labs make the student competent to perform and improve the practical skills of the students
- Maintenance of log books, clerkship records and teaching records at post graduate level teaching.

6.3.3 Examination and Evaluation

- The examination and evaluation process of the university is designed within the framework of the guidelines stipulated by the respective apex bodies, after discussion in several boards of studies. The evaluation process so designed is approved by the Academic Council and ratified by the Board of Management.
- The constituent colleges are actively involved in framing the policies, through their representatives who constitute the boards of studies and the Academic Council. They are also actively involved in constitution of panel of approved external and internal examiners.
- A rational examination schedule has been prepared in consultation with the constituent Colleges and having duly considered the examination schedules of universities in the region, to ensure timely conduct of examinations and to avoid clash of dates. The schedule is also designed to ensure that fresh graduates are able to pursue further studies in India or abroad without any break of loss of academic years.
- A feedback from the external examiners & students were taken on the examination pattern and analyzed. The suggestions are passed on to the

members of BOS and academic Central valuation Question paper vetting by the chief mentor before the exams and auditing after the exam.

- Monitoring the performance of the students by means of Internal Exams, End Semester Exams, and Continuous Evaluation Communication of evaluation methods to the students by faculty at the beginning of each semester
- Declaration of Results and conducting supplementary / arrear examination for failed students.
- Timely result publication within 10-12 days from the last day of the end semester examination
- Student progress report sent eight times a year and access to parent portal for student performance & attendance resulted in increased rapport with stakeholders.
- Continuous Internal Assessment (CIA) through tests, assignments and seminar presentations
- On line multiple choice question pattern as a part of both internal and end semester examinations
- Central valuation method is followed
- Transparency in revaluation, re-totaling and the Xerox copy of the answer sheets system are followed as per the university norms
- Revaluation on request
- External review of the PG projects
- Results of the examination is declared in time (within 15 days)
- ICT facilitated teaching.

6.3.4 Research and Development

- Research methodology workshop was conducted on 28th July 2017.
- Every year all PG students were trained about " How to do Research and Statistics.

- Doctoral committee meetings are compulsory for PhD scholars
- Publication in reputed journal is mandatory for the submission of Ph.D. thesis
- The university has a research committee to monitor and address the issues related to research
- Faculty members are informed about the various fellowships available and they are encouraged to apply for the same
- Faculty members who do not have a doctoral degree are encouraged to register for PhD program. They are given fees concession.
- University provides fund to faculty members to participate and present their research work in conferences / workshops /symposia etc.
- Frequent research oriented lectures by eminent academicians on research is organised regularly.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The e-Learning digital Centre in the library provides access to the e-learning modules and web based learning Archive.
- Classrooms, Seminar Halls and Conference Rooms are equipped with Computers and Video Projectors / LED Panels.
- Round the clock internet connectivity with 20 mbps (leased line) speed both for staff and students
- Wi-Fi connectivity to the staff members & students
- Subscription to research databases (Science Direct, Scopus, Springer, Proquest) for research references
- Sophisticated software for design, simulation, modeling, computing, etc.

6.3.6 Human Resource Management

- Human resources are effectively and efficiently utilized for the development of departmental activities and community extension activities.

- Annual orientation programmes for teachers are conducted by all the three constituent colleges.
- Various committee comprising of the staff coordinate different activities throughout the year
- The institution has sincere, dedicated and committed faculty and visionary management.
- The constituent college has an adequate number of qualified and competent teachers to handle all the courses.
- The faculty members have access to the computer and internet facility that are available in the departments.
- Workshops and training programs are arranged for the faculty to enrich their knowledge in handling the computers effectively
- Encouragement and support are provided to faculty members for participating and organizing of faculty development programs.

6.3.7 Faculty and Staff recruitment

- The university has laid down norms for the recruitment of teaching and non teaching staff as per the norms of the statutory bodies. The recruitment is by open advertisement and the selection is by the Selection committee constituted based on the university bye-laws and UGC guidelines. The vacancies are as determined by requirements as prescribed by various governing authorities like MCI, DCI, NCI, UGC and as well as the workload of individual departments.
- The recruited faculty are assessed annually by self appraisal method and peer evaluation and student feedback the analysis of which gives way for further enhancement and up gradation of their skills and knowledge. The University also encourages faculty participation in continuing education

programmes as well as various national and international training programs, workshops and conferences.

6.3.8 Industry Interaction / Collaboration

- Students are encouraged to visit reputed hospitals in health sciences and to research institutions as part of their research projects and for advanced clinical training.
- To build and maintain excellent rapport with the top management of various organizations and industries and forge collaborative industry-academia alliances.
- Initiating Memoranda of Understanding with major companies, research agencies and institutions to fetch funded projects and bring about improvement in infrastructure and teaching methodologies to enhance exposure of students and faculty to Medical practices and developments in their respective field.
- Facilitating visits by reputed orators for interaction with faculty and students through CME, CDE.

6.3.9 Admission of Students:

- The admission process is based on the philosophy that access to quality education is the fundamental right of all citizens. The MAHER University is committed to serving the economically and socially marginalised sections of society and to this end, privileges them in the admission process.
- The prime aim of the University being quality education through teaching and learning which is possible to achieve through a thorough transparency in admission process. The college strictly follows the recommendation of the admission committee constituted as per MAHER University norms and

reservation policies. The process is reviewed annually and required improvements are made and implemented. Also information regarding admission procedure, infrastructure, fee, last date for admission, various activities of the college and achievements of the students in academics and sports and other relevant information is conveyed or provided through the prospectus.

- Admission of students to different courses is as per the prescribed norms of UGC, MCI, DCI, INC, etc.
- The intake of students for the MBBS and PG courses in MMCH &RI is based on the merit rank secured entrance examination in the conducted by the University.
- A separate admission cell in the university coordinates the admission of students for various courses
- Information regarding the hostel is enunciated in the prospectus clearly.
- The college has an official website and the relevant details are placed on the college website to facilitate online access to the requisite information about the admission rules, procedures, available courses and eligible criteria as per university norms.
- Faculty is available in the college as per the schedule for the help and admission of the students in all courses as per their duties in different streams/Admission to every course is conducted under the supervision of the admission committee constituted for the same purpose for various course.
- Through All India Entrance exam – (NEET).
- The admission process for Ph.D., programmes in all courses is as per UGC norms.

6.4 Welfare schemes for

Teaching	➢ MAHER Health Cards ➢ MAHER Health Scheme ➢ Staff Quarters ➢ Wi-Fi Connection ➢ Loan Facility ➢ Maternity leave Flexi-timings provided for medical reasons
Non teaching	➢ MAHER Health Cards ➢ MAHER Health Scheme ➢ Staff Quarters ➢ Loan Facility ➢ Staff welfare fund and PPF. ➢ Advance amount to meet emergency expenditure. ➢ Uniforms for the support staff
Students	➢ Students Community Committee ➢ Students grievance cell ➢ MAHER free Health Scheme ➢ Hostel facility ➢ Special mess for students ➢ Wi-Fi Connection ➢ Transport facility

6.5 Total corpus fund generated --

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (A √) has b one?

Audit Type	External		Internal	
	Yes/No	Agency	**Yes**/No	Authority
Academic	Yes	IQAC	Yes	IQAC
Administrative	Yes	IQAC	Yes	IQAC

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes [√] Yes [ ] No

For PG Programmes [√] Yes [ ] No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- Examination schedule is prepared well ahead by the CoE office
- The time table is displayed in the notice board
- Unique security futures are included in the statement of mark sheet, povisional certificate and degree certificates printed in Government of India approved press
- Work of examination section is computerized. This facilitates declaration of results within 15 working days from the last date of examination.
- This has facilitated smooth conduct of academic session.
- Double valuation and provision of third valuation for PG. Three external examiners are appointed for evaluation of Ph.D., thesis.
- Question paper moderation is compulsory. No complaints registered against question papers so far. Structuring of questions; marks allocation, divided.
- OSCE, OSPE method is adopted during the internal assessment examination.
- Consolidated internal assessment marks are displayed on the examination cell notice board for any discrimination

.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- The institution and its leadership are defined within the university structure. The university and institution policies and procedures clearly define respective authority and responsibility
- The university and institution leadership collaborate to secure adequate human, physical, technological, educational, and financial resources to maintain and advance the program.
- The institution contributes to the activities and governance of the university.

The following mechanisms provide for autonomy of the institutions

- The Governing body for individual college comprising of representatives from University decide the strategic plan and requirements of the institutions
- The Board of Studies (BOS) at each institutional level is empowered to recommend syllabus/curriculum changes or changes to the evaluation/assessment methods
- The Deans/Principals of the individual colleges are members of the Board of Management (BOM), the highest decision making body where they can raise their Constituent colleges Principals/Senior faculty are members of academic council, planning and monitoring board, library committee, hostel committee, research coordination council, hostel committee, IQAC and many others wherein they can raise concerns pertaining to individual institutions. Further it is expected that academic staff of the college will have the responsibility and Opportunity to suggest the changes to any and all of these policies, as the need arises.

6.11 Activities and support from the Alumni Association

- Provide educational assistance to financially backward students.

- Members support the college by providing the students with lectures, seminars and counseling classes.
- Yearly alumni meeting provide the students, a golden opportunity of interaction.
- Each constituent college has a registered alumni association with a calendar of events for Alumni association.
- The alumni association also plays a vital role in providing feedback to the parent institutions. The alumni also take pride in being a part of the programmes organized by the alma mater or parent department from which the student graduated or post graduated.
- Most of the Alumni have a strong attachment to their parent organization and have taken up academic positions at their alma mate
- Alumni have their representation in the IQAC and executive committee of the management. The representatives forward the vital concerns of the students.

6.12 Activities and support from the Parent – Teacher Association

- Parent-Teacher Meetings were organised at regular intervals (yearly twice).
- The parents are also encouraged to give feedback on the educational process, infrastructure, faculty and hostel facilities and the feedback is used for constant up gradation of facilities
- The mentorship programme also has strengthened the PTA as the teachers communicate more frequently with parents regarding their student's progress
- Departments organise a one-on-one dialogue with parents whose children need further support and counselling services to enhance performance..

- The parents are intimated timely about the academic performance of the pupil. The marks obtained by the pupil in the House tests and cases of prolonged absenteeism of the ward in college are informed to the parents when required.

6.13 Development programmes for support staff

- Basic life support- CPR training was given to paramedical staff and ambulance drivers.
- Meditation Program for all staff. Teaching and Non- teaching staff were instructed to follow simple yogic techniques and meditation every day before starting the work in department.
- Celebration of Yoga day. – All staff was trained about simple yogic techniques by experts from that field.
- Faculty development programs were conducted by the Medical Education Unit to improve their academic level.

The following training programmes are conducted regularly which are related to

- Bio Medical Waste disposal
- Immunization for Hepatitis B
- Computer training and communication skills workshops for steno and library staff conducted.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Our college is known for its eco friendly, vibrant green foliage landscaping with extensive gardens and lawn spaces, maintain by using recycled water.
- Environmental day was conducted in the month of May to sensitize the youngsters to protect the atmosphere as part of Ozone.

- Garden-maintenance activities were undertaken by the students.
- Rain water harvesting system is maintained in the UG campus.
- Waste bins are placed in all department premises to keep the area clean.
- Group activities related to vermin composting and composting using biobin were assigned to students to promote awareness and there by minimize the amount of wastes in the premises
- Incinerators are provided in the college and hostel for eco- friendly disposal of sanitary napkins.
- Segregation of degradable and non-degradable waste is done in the college campus and the degradable waste is taken for composting and plastic waste for recycling.

- The energy conservation measures are adopted by college by using low power consuming items, promote use of CFL lights. Since the construction of the college allows natural light in most of the classrooms, it helps in minimal use of electricity

Criterion - VII

Innovative Practices

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Case Based Learning & e-learning modules for M.B.B.S students
- Computer Assisted Teaching and Learning.
- Paperless e- communication
- Biometric attendance system across all institutions and in the campuses
- CCTV surveillance to ensure safety and discipline in the campuses
- CME Program was conducted by the woman grievance committee on woman empowerment. UG students were done debate, mime and role play. Worlds Women's Day and other days of national importance for creating social responsibility and national integration was conducted with guest speaker and full participation of students.
- E-learning: Currently E-learning modules made are available in the central library which also provides online Web and Video courses in the Medical, Dental and Nursing sciences.
- Regular feedback and recommendations were discussed and implemented.
- Regular Guest lectures, Seminars on current Medical issues, interaction initiative Orientation programme before beginning of the programme Formative seminar, journal club evaluation of post graduate students by faculty, Paperless E-communication.
- IQAC has been established with self regulated responsibilities aimed at continuous improvement of quality for achieving academic excellence.

- Digital display of university and college events in the respective website is regularly updated to assist students and visitors regarding information of upcoming events of various departments and important circulars.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

S.No	Plan of AQAR 2015-16	Action Taken AQAR 2016-17
1	IQAC to undertake internal academic audit	Conducted
2	Create continuous internal feedback system by creating student faculty committees	Obtained
3	Increase MBBS seats from 150 to 250.	Two rounds of MCI inspection got over to increase number of seats. Waiting for the final inspection.
4	To conduct more quality improvement programs for non teaching staff	Training programs are conducted.
5	To start a Centre of research in the University	Under process
6	Institutional facilitation of the expansion of e-Governance access to all the departments of the University	Yes, processed.
7	Up gradation of Laboratories with latest scientific equipments	Yes, processed.
8	Up gradation of the existing	Yes, processed.

	college canteen.	
9	To establish a general dentistry clinical rural and urban Kanchepuram.	Yes, processed.
10	Establishing Smart class rooms by Incorporating ICT resources in Teaching and Learning.	Under process

7.3 Give two Best Practices of the institution ***(please see the format in the NAAC Self-study Manuals)***

PRACTICE -1- Small group teaching for MBBS - Tutorials

Objectives of the Practice

- ✓ Enhance the interaction between students and faculty
- ✓ Allow faculty to have closer understanding of students social, and professional life.
- ✓ Allow students to address their doubts and issues on a one to one basis
- ✓ This should result in improved faculty student interaction, enhanced motivation of students and better outcomes.

The Context

This required a change in attitude amongst faculty and students. The new methods demand a greater involvement of faculty and students in the teaching learning process. Small group teaching help the student to discuss about the topic in person.

The Practice

During practical session the batch of 75 students is divided into small groups. Each

group consists of 10 -11 students and one faculty. The specific learning objectives are shared between all the faculties, to ensure uniformity and a certain standard of teaching learning. The HOD regularly monitors the classes and takes feedback from the students on the teaching learning flow.

Evidence of Success

- ✓ The small groups were much appreciated by faculty and students alike. The feedback from both faculty and students was highly positive.
- ✓ Here in the students are active participants, and take responsibility for learning.
- ✓ The faculty reported greater involvement of students, much better understanding of students learning needs, and an opportunity to go the depths of a subject. It also allowed the faculty to tailor makes the learning opportunities based on the interest and knowledge levels of the various students.
- ✓ Students reported greater interest in the classes, attendance improved.
- ✓ The outcome was visibly evident in the final year results, the numbers of distinctions in the subjects increased remarkable, as well the pass percentage saw a remarkable improvement.

Best Practice 2 :

Title of the Practice: Innovation in Faculty development program

Objectives of the Practice

The objective of the improving teaching-learning methods is to deliver the learning content to all students from highly qualified faculties and would also be available through ICT round the clock.

To train the health science professionals in basics and advances in educational science and technology.

- To develop competence in clinical and educational research.
- To achieve excellence in patient care, through evidence based practice, clinical decision making and good clinical practice.
- To impart leadership qualities, social and executive communication skills in order to achieve continued professional excellence.
- To provide medical/dental /nursing students the opportunities to interact with students and faculty from other reputed national colleges in academic, co and extracurricular aspects and promoting use of technology so that they are competitive at national & global Level.

1. The Context

- The vision and mission statements of MAHER reflect to desire of the institution to be amongst the best medical, dental and nursing institutions nationally as well as internationally. Towards this end MAHER & management have been tirelessly working for improving its infrastructure for teaching and learning, the quality of training imparted, and motivating and changing the attitude of its students towards quest for excellence.
- Department of Medical & Dental Education of the Constituent Colleges of the University conduct regular educational programmes to cater to the needs of the respective health science professionals.
- Due to ever-growing demand for skilled professionals and rapidly expanding science of education, there has been a paradigm shift in practice of health educational science and technology.
- Devoting substantial faculty time into such training programs.
- Resistance to change and adapt to the newer technologies.
- Lack of mandate on quality of teaching and learning, patient-care and research

by the regulatory councils.

- Lack of motivation

2. The Practice

- The university offers an excellent campus life that is comparable to the facilities offered at best medical/dental and nursing colleges. The teaching training infrastructure, faculty, IT infrastructure, research facilities, equipment at training hospitals and more than anything else they never say die attitude and competitiveness inculcated in the students fosters national and global competencies amongst them. In addition the students are provided opportunities to interact with students and faculty from other reputed national and international medical schools in academic, co and extracurricular aspects so that they are competitive at the national & global Level.
- The constituent college IT infrastructure and medical equipment are state of the art. There is a very productive integration of computers in teaching/learning activities both by students and faculty. Self learning is promoted by provision of internet facilities and by excellent e-learning facilities. Many areas of the college are wi-fi zones.
- The college invests a lot of its resources on procuring mannequins and other advanced teaching learning resources for simulated training to its students.
- All the lecture halls have computers with Multimedia facilities and LCD projection system for teaching. The hospitals an equipped with state of the art equipment for practical training.
- Currently to create a learning environment seminars, symposium, workshops and faculty development program and talks are renowned guest speakers of repute are few highlights of expanded learning by the constituent college. As a

method to reach out to other institutions the college has proposed in collaboration with CMC, Vellore for teacher training. Perspective plan for the same has been approved and will be implemented in the coming years.

3. **Evidence of Success**

- The Meenakshi Ammal Dental College is rated 9th amongst the best teaching Dental Colleges all over India.
- Our Meenakshi Medical College and Research Institute is the 2nd best in the state of Tamil Nadu when it comes to academics.
- Our students bring laurels to the institute in all academic and extracurricular activities regularly which shows the calibre of the faculties of the university.
- Our quality and the quantity of research, extension and publication is excellent considering that ours is new university.
- Analysis of the feedback on these programs by the participants is highly encouraging and has shown that there is improved personal and professional development in-terms of, knowledge gain, skills acquired, enhanced communication, organizational and managerial skills.
- The Constituent Colleges have highly qualified faculties who are experts in their own specialized field and their expertise is variable in training the UG and PG students to the highest level. This is been possible because of the support and encouragement provided by the University and Management in terms of adequate infrastructure, good faculties and excellent teaching and learning ambience
- Value added learning have produced students of the constituent colleges to face any type of situation apart from their regular academic program, such as participating in various intercollegiate cultural and sports competition and

bringing laurels to the University year after year.

7.4 Contribution to environmental awareness / protection

One of the primary objectives of the institution is to sensitize students on environmental issues and to motivate them to promote ecological justice and sustainable development. The College, on a regular basis, makes a thorough environmental assessment of the campus and implements healthy ecological practices in water and energy conservation and waste management. The three „R"s: "Reduce", "Reuse" and "Recycle" form the essence of every eco-friendly practice adopted in the College. Some of the eco initiatives of the campus include:

- Proper dumping of hazardous waste through certified agency
- Use of plastic is discouraged inside the campus
- Save water and electricity campaign
- Massive plantation drive inside and outside the campus
- Promotion of use of CFL lamps in the campus
- Green cover with seven hundred-odd trees
- Reverse Osmosis plant
- Rain water harvesting
- Herbal garden
- Waste management (Composting and Vermicomposting)
- Safe disposal of laboratory wastes
- Sensitizing the public on environmental issues and reaching out to the community on working towards environmental protection.
- Commitment to the environment and fostering student involvement for "green" campus initiatives has always been our priority at MAHER.
- NSS activities like tree plantation, water conservation, etc.

- Strict implementation of Swachh Bharat Abhiyaan by devoting 2 hrs per week. Department lectures on World Environment Day.
- Regular participation in Swachh Bharat Abhiyaan.
- Plastic free zone campus.
- Radiation safety measures as per guidelines.
- As a token of honour and gratitude for the guests, flower or bouquet is replaced by saplings.
- Faculty and students are instructed that the campus is smoke / pollution free, mobile free.
- Campus has banned the use of tobacco and tobacco products to be eco friendly.

7.5 Whether environmental audit was conducted? Yes [✓] No [ ]

7.6 Any other relevant information the institution wishes to add. (for example SWOC Analysis)

Strength:

- Meenakshi Medical College Hospital has extended its services making it attractive and accessible to the citizens with low income. It provides cost effective quality health care by a devoted team of Health professionals. It is also the centre for skill training for Medical and Para-Medical students.
- Moving towards more technology integration, Skill labs, ICT enabled modules have been added to promote learner-centric education.
- The thrust towards ICT use in the University has resulted in provision of ICT devices in all departments of University and increase the broad band

connectivity by tenfold (10 Mbps to 100 Mbps). The IQAC conducted a National Conference on "Setting benchmarks in Teaching & Learning through ICT" during the year. A large number of faculty of SRU and other universities were trained.

- High quality academic programmes at both graduate levels
- Strong commitment to community service, social justice, empowerment of women
- Excellent forum of mentorship programs for slow learners. Mentoring system well structured
- A strong focus on high quality, student- centered teaching-learning processes committed and dedicated faculty
- Environment -friendly measures undertaken
- Positive and sustained approach to research and related academic activities
- Excellent library facilities
- Well maintained and safe residential facilities for students
- Well-equipped high tech labs
- Positive experience with all external stakeholders

Weakness:

- Technology infusion in education, research and information management needs to be fine tuned to keep pace with international standards.
- The Alumni foundation of MAHER has been reorganised but, there is scope for further expansion of activities.
- More number of publications in indexed databases is required.
- Wi-Fi facilities in the campus need further enhancement.

- Placement activities including tracking of progression of students placed in our own institution has to be strengthened.
- Improving the public perception of the University

Opportunities:

- NAAC Reaccreditation to obtain high A^{++}grade
- Collaborative learning and research through ICT with other Universities
- Expertise of faculty to tap the corporate sector for consultancy and funding for research projects
- To inculcate higher levels of interest in NGO sector to tap student potential for internships, projects and research-related activities
- Well-established partnerships with other higher education institutions and research institutes
- Positive and sustained approach to research and related academic activities
- Good Research facility and clinical material.
- To organize national seminars/conferences with renowned speakers participation.
- Digitalization and up gradation of the Departmental Libraries
- Introduction of new certificate courses.
- Intercollegiate and Interdepartmental competitions
- Exhibition of Medical and Dental advancements.
- Floodlighting of Volleyball and basketball courts.
- Programmes in Cardiology, Nephrology and PG programme in transfusion medicine.
- Establish a state of the art drug and division information centre at MMCH & RI.

- Increasing possibilities for partnerships, networking and collaborations with the setting up of the International Research Centre
- Expanding opportunities for under taking multidisciplinary and interdisciplinary research activities at both national and global levels.
- Increased opportunities to develop and establish new programmes to meet the new and growing health demands of the community
- Increasing collaborative exchange programme with foreign institutions

Challenges:

- To strengthen further infrastructural facilities for sports.
- To establish a general dentistry clinic in rural and urban Kancheepuram.
- Strengthening of interdisciplinary research activities
- New Major and Minor research projects from external agencies
- Contribute to open online course for the University of Students.
- Swelling strength of students requires expansion of the infrastructure, which remains a challenge
- High cost of maintenance of Infrastructure
- Focus on higher education in future policy making
- Perception that all educational processes should be directed towards preparing students for taking up entrance exam

8. **Plans of Institution for next year**

- Biometric attendance in all lecture class rooms.
- Introduction of integrated UG and PG programs.
- To revise the curriculum to integrate the new requirement from the university of a Masters' level thesis which every MD/MS/MDS student needs to submit before graduation

- Starting MD courses in Emergency Medicine and Critical Care
- Creation of SOP manual for all department.
- To collect continuous internal feedback system by creating student faculty committees
- Augmenting the sponsored research projects
- Setting up of e-class room to facilitate web based class room learning.
- To conduct more quality improvement programmes for non teaching staff
- To organize national seminars/conferences with renowned speakers participation.
- To start a Centre of research in the University.
- Inclusion of Yoga classes for all the students
- Swatch Bharat

Name: ***Prof.Dr.M.Chandrasekhar*** ***Name: Dr.Geetha Prakash***

Signature of the Coordinator, IQAC *Signature of the Chairperson, IQAC*

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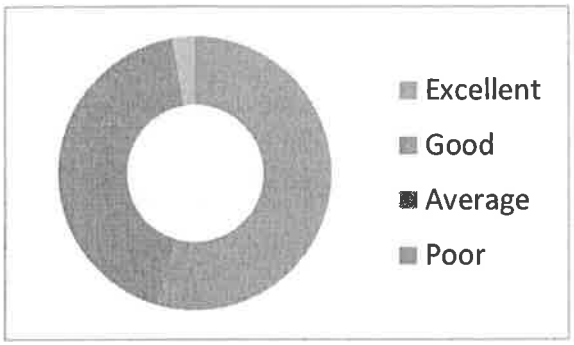
Annexure 1

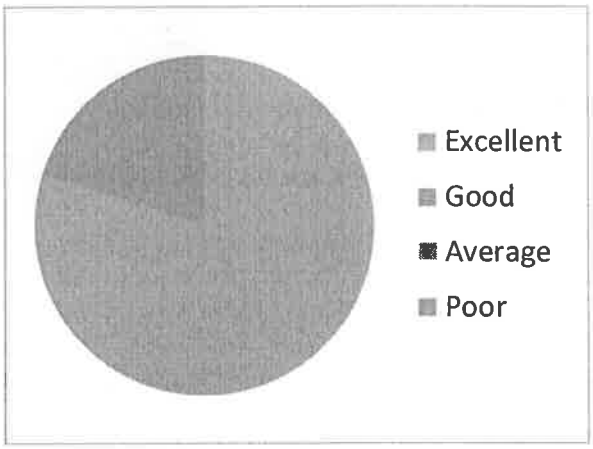
Feedback analysis

ALUMINI FEEDBACK

I feel proud to be the alumni of MMCH & RI

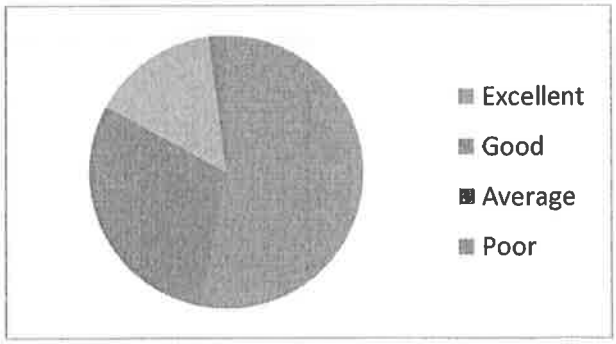


I shall recommend this college to others

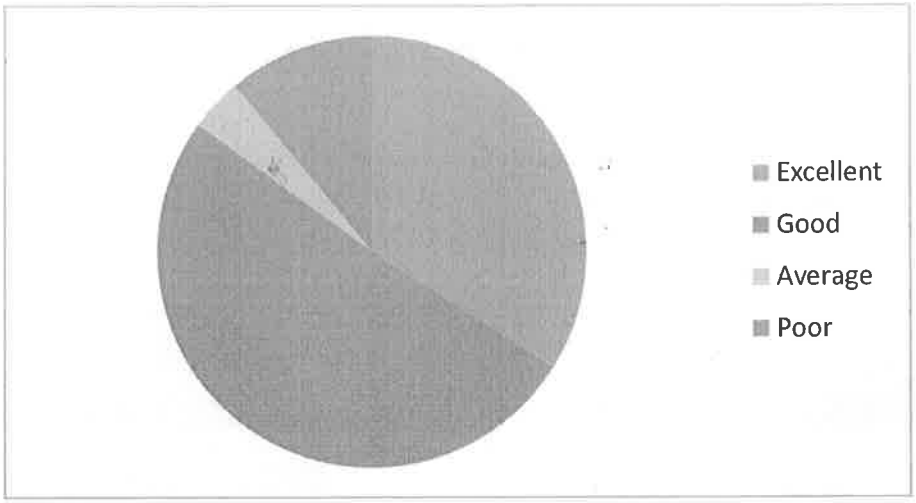


How do you rate the learning experience in terms of their relevance to the real life application?

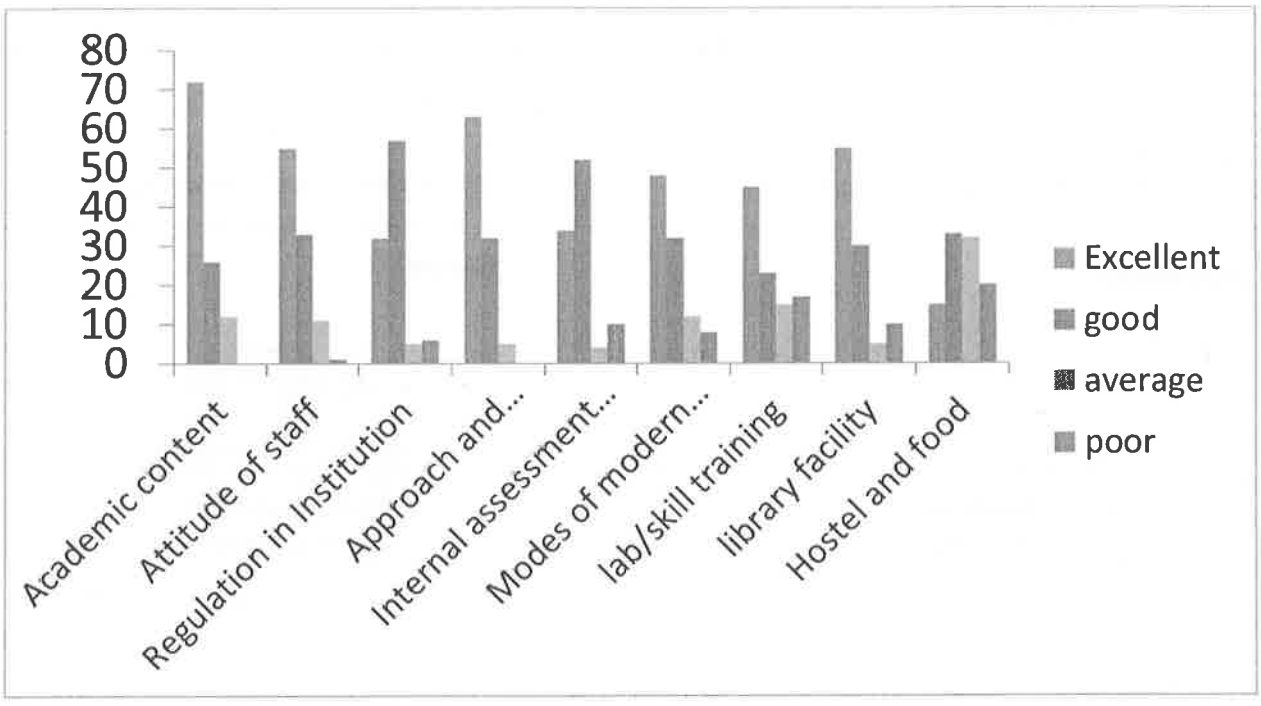
The alumni have a role to play in academically strengthening the University further.



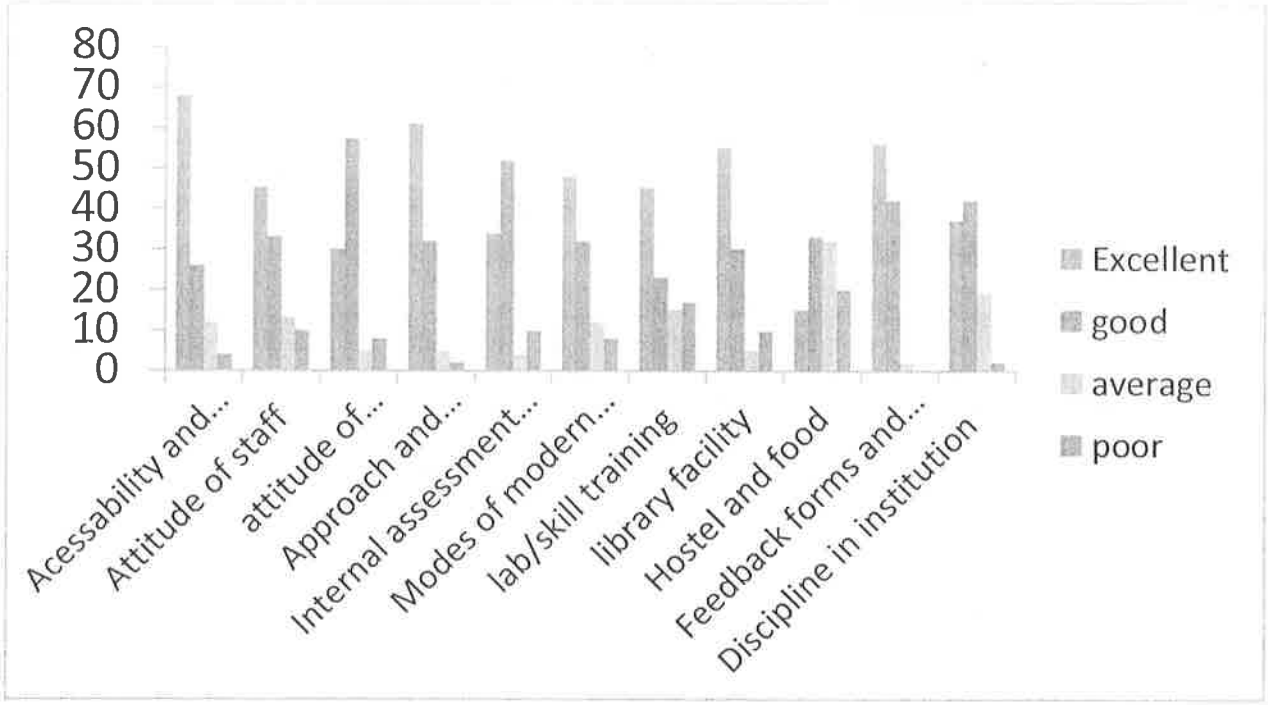
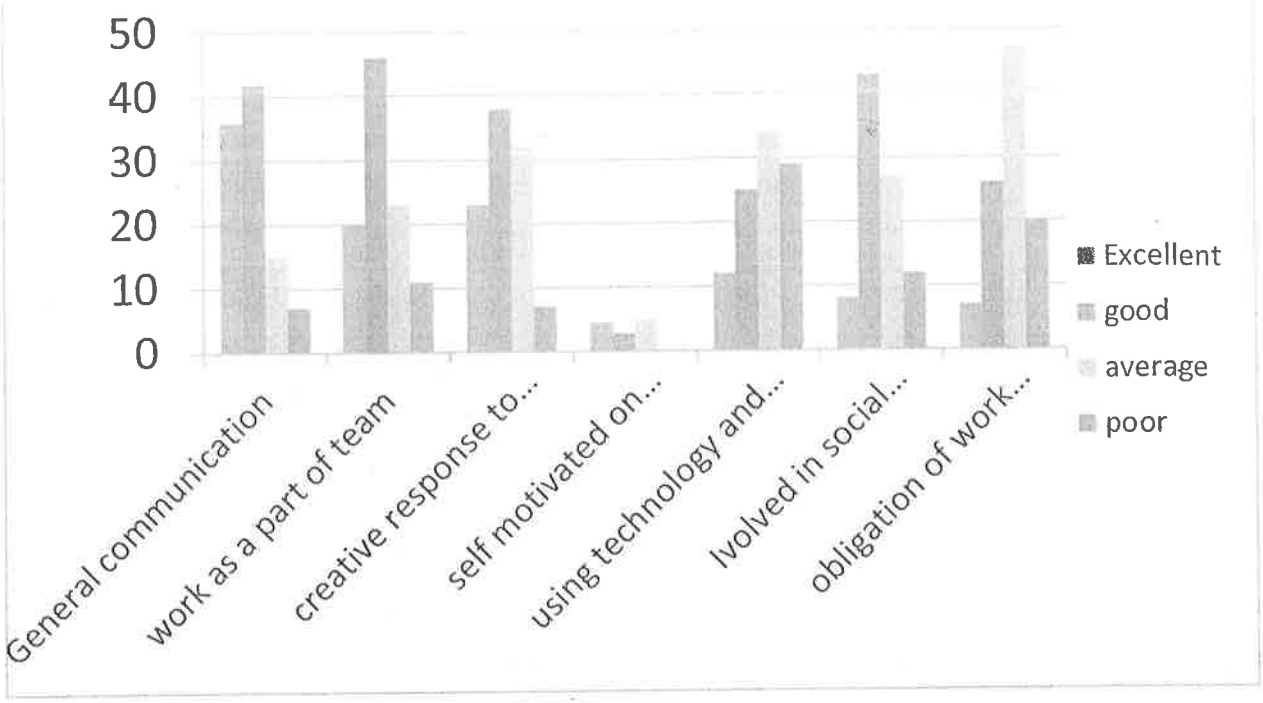
Institution is involving alumni in its activities



STUDENTS FEEDBACK



PARENTS FEEDBACK



FACULTY FEEDBACK