



MEENAKSHI ACADEMY OF HIGHER EDUCATION AND RESEARCH
(MEENAKSHI UNIVERSITY)

(Established under Section 3 of the UGC Act, 1956 vide Notification No.F.9-5/2002-U.3,dt.31.03.2004)

Ref: MAHER/048/2016

Date : 04.02.2016

To:

The Members

Sir/Madam

Sub: Meenakshi Academy of Higher Education and Research (Meenakshi University) --
IQAC -- Constituted-Meeting convened;

Ref: MAHER/040/2016 dated 28.01.2016

I am by direction to state that the 1st IQAC Meeting of Meenakshi Academy of Higher Education and Research (Meenakshi University) is convened at 11 am on 17.02.16 in the Board Room of this University. I am request you to kindly make it convenient to attend the meeting.


Registrar

Copy to COE/FO/Director (Research)

I- IQAC Minutes of Meeting held on 17.02.2016

MEMBERS PRESENT

1	Dr.Geetha Prakash M.D., Vice Chancellor,MAHER(Head of the institution)	Chairperson
2	Dr.P.R.Thenmozhivalli, Dean, MMCHRI,Enathur, Kanchipuram	Senior Administrative Officer
3	Dr.M.Chandrasekar, Vice Principal, MMCH&RI,Enathur, Kanchipuram	Coordinator of NAAC
4	Dr.R.S.Neelakandan,Principal,MADC, Maduravoyal, Chennai.	Administrative Member
5	Dr.C.Kanniammal,Principal, MCON,Mangadu, Chennai.	Member
6	Dr.N.Velmurugan,Professor & HOD of Conservative Dentistry,MADC	Member
7	Dr, Titus Thomas Kuttappan, Professor of Oral Surgery, MADC	Member
8	Dr.K.V.Rajasekar, Professor & HOD Radiology, MMCH&RI, Kanchipuram	Member
9	Mrs.Jemima Jayakumari, Assoc.Prof and N.S.S Coordinator, MAHER	Member
10	Thiru.Varadarajan,Former Director of Technical Education(Nominee of the Management)	Member
11	Mr.Ramki,II BDS,MADC, Chennai (Students Nominee)	Member
12	Dr.Harish,MMCH&RI, Enathur, Kanchipuram (Alumini)	Member
13	Thiru.Karthick,Placement Officer, Meenakshi College of Engineering	Member

MAHER UNIVERSITY

NAAC IQAC AGENDA

17.02.2016

Welcome to IQAC Committee Members.

1. Responsibility of IQAC.
2. Institutional activities/ performances to be uploaded every month in the institutional website (University / Constituent Colleges).
3. AQAR report to be sent to NAAC by October 2016.
4. NAAC curriculum - Innovation - New courses to be started.
5. NABH and NAB, accreditation compulsory.
6. Trust to Research activities.
7. Separate Research section for obtaining grant from funding agencies.
8. Patency promotion.
9. Ethics committee meeting to be conducted every three month for (University / Constituent Colleges).
10. Incentives for publication.
11. Functioning and report of 20 committees of the constituent colleges to institutional IQAC coordinator for forwarding to the University IQAC coordinator.
12. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes;
13. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
14. Documentation of the various programmes/activities with photos leading to quality improvement – Display banners - whenever necessary.
15. Development and maintenance of institutional database through Management Information System (MIS) for the purpose of maintaining/enhancing the institutional quality;
16. IQAC funding from UGC/NAAC.
17. Guest lectures by visiting faculties/ National /International - Honorarium.
18. Initiative undertaken for refresher course, faculty improvement program, Orientation program, Exchange program and Training program conducted by other institution
19. NSS activities - Every month from each constituent colleges report to be submitted.
20. MAHER University Voice of Meeenakshi to be submitted every three month.



**Meenakshi Academy of Higher Education and Research
(Meenakshi University)**



**Internal Quality Assurance Cell
2015-2016**



**Minutes of Meeting
(1st Meeting Date: -17.02.2016)**



Vice Chancellor

**Meenakshi Academy of Higher Education and Research
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NAAC Track Id: TNUNGN11418

Minutes of IQAC first meeting held on 17/02/16.

The IQAC meeting of MAHER (MU) was held at 11 A.M on 17.02.2016 in the Board Room of MAHER (MU) under the chairmanship of Dr. Geetha Prakash, vice Chancellor.

The following persons attended the meeting

1. Geetha Prakash, Vice Chancellor, MAHER.
2. Dr. P.R. Thenmozhivalli, Dean, MMCH & RI, Kancheepuram
3. Dr. R.S. Neelakandan, Principal, MADC, Maduravoyal.
4. Dr. C. Kanniammal, Principal, MCN, Mangadu.
5. Dr. Velmurugan Prof & HOD of conservative Dentistry, MADC, Maduravoyal
6. Dr. Titus Thomas Kuttappan, Prof. of Oral Surgery, MADC.
7. Mrs. Jemima Jayakumari, Assoc. Prof. and N.S.S. Coordinator, MAHER
8. Dr. S. Varadharajan, Former Director of Technical Education.
9. Thiru. Ramki, II BDS, MADC, Maduravoyal.
10. Dr. Harish, MMCH&RI, Kancheepuram (Alumini)
11. Thiru. Karthick, Placement Officer, Meenakshi College of Nursing,
12. Dr. M. Chandrasekar, Vice Principal, MMCH&RI -- Coordinator

Dr. K.V. Rajasekar, Prof and HOD of Radiology, MMCH&RI requested leave of absence.

The Vice Chancellor welcomed the members for the 1st IQAC committee meeting. She then requested IQAC committee Co-ordinator Prof.Dr.M.Chandrasekar to highlight the work ahead and the activities of the year.

He mentioned that, the primary aim of this committee should be the academic and administrative performances of the university as well as the constituent colleges. IQAC can bring forth best practices and innovations in curriculum and other six important criteria of the NAAC guidelines.

The website of all the three Constituent Colleges must be active and all the activities of every month must be uploaded in the website and also a copy sent to the university and the Convener. If the website is not active, the Head of the constituent Colleges should create a new website and maintain the website throughout the Academic year.

At the end of first year, that is October 2016, the final Annual Quality Assurance Report is to be submitted and uploaded in the NAAC website.

Being a Deemed University, the UGC and NAAC expects innovation in the curriculum and also gives credit to the new courses started by the University. In this connection, the convener requested the Constituent Colleges to come out with new programmes and Courses. It was suggested to examine the feasibility of starting fellowship Programmes in one or two specialties in Dentistry and medicine, after verifying whether the approval of DCI/MCI is needed.

The Convener enforced that NAAC was very particular in getting the entire Institute under NABH and NABL accreditation. The Dean informed that Meenakshi Medical College is organizing a workshop

by a reputed National agency on NABH and NABL, accreditation next month and had requested the members of the constituent colleges to participate in this workshop and get benefited.

The research activities of the University may be activated by organizing Research Methodology workshops, training the post graduates, Ph.D., scholars and the facilities to obtain the nuances of obtaining grant from the funding agencies.

Seed money should be given for all research projects which are worth publishing and of good quality. The appointment of Research scientist who will be responsible in drafting the research proposals and to secure funds from research funding/bodies like ICMR/UGC/DST and also collaborating with other industries for research with a memorandum of understanding may be considered by the University.

The Ethical committee meeting may be conducted every four months and research proposal called for from the Constituent Colleges. The convener also mentioned that though four potencies were shown for the NAAC inspection, still none of them have gone for public viva and requested the constituent colleges head to give some incentives for the people involved in patency research.

There must be proper documentation of Ph.D., and M.Phil., Programmes.

He also mentioned that if the publication is in the Indexed Journal with a good impact factor with a reasonable citation index, they can be given an incentive of Rs.5000 for each article published in the Indexed Journal. This will encourage the faculties and the Ph.D., scholars to go in for more publications and bring laurel and reputation to the University.

He informed that the composition and details of twenty committees which are the backbone of any Institute have already been given and they must function to the maximum for the enhancement of quality in academic, research and students progression.

It was suggested that the Alumni Association in constituent Colleges shall be registered first. The feedback of students, parents and other stake holders must be analyzed and then identify the strength, weakness, opportunities, challenges and their report must be submitted by the co-ordinator of the constituent colleges to the IQAC co-ordinator of the University.

The student's progress and their activities promotion is must for all the three constituent colleges and they must be encouraged to participate in various inter and intra institutional sports activities, culturals, debates, workshops, seminars and prizes to be given for encouragement. The talented students must be identified and given attendance and other incentives for him/her to take part at the National level. Any activity whether it is academic or extra-curricular activity must have a short write-up of the programme with equal number of photos, display of banners and it should be uploaded in the website at the end of every month and also the activities must be forwarded to the University which will be useful for UGC, MCI and NAAC documentation about Voice of Meenakshi Bulletin.

Management information system in each of the constituent colleges must be implemented and maintained and an institutional database should be created through which all the activities mentioned are to be channelized and this forms the core of institutional quality. The outcome of this analytic database should be uploaded in the website and a copy to be sent to the University.

All the constituent colleges head were advised to conduct regular National and International conferences. The Dean / Principal has to identify the potential Departments to organize such event and a detailed proposal to be sent to the University for Minimal funding. It is mandatory that either university or its constituent colleges should conduct International conferences/workshops atleast once in a year preferably in the month of December/January and the respective Dean/Principal of the constituent college should identify the Departments to conduct the programmes.

The Convener also suggested that the Guest lectures by Regional, National and International faculties should be arranged every month and an honorarium of Rs.2000/- can be given to them apart from providing local transport. CME programmes and integrated teaching programmes should be conducted vertically as well as horizontally and all these must have a short write-up, photos, banners, participation attendance and to be uploaded in the website and forwarded to the University.

Faculty development programme must be instituted in all the constituent colleges for junior teachers. There must be an initiative taken for refresher course, orientation programme and training programme and Heads of the Departments requested to identify potential sincere faculties who would stay and work in this Institution for a longer period to be selected and encouraged to participate in this above said programmes and implement in the parent institution. The college Head can give official leave to them to attend these programmes and can provide 25% of registration fee for attending such programme.

The convener requested the co-ordinator of NSS to conduct regular NSS programmes in the institution, select villages in and around the constituent colleges and take the students, NSS volunteers to these places and create awareness on health aspects in the villages. This report must be submitted every month and uploaded in the website and forwarded to the University.

Action may be taken to release The MAHER University, Voice of Meenakshi, on regular basis. If the above said activities are uploaded in the respective constituent colleges website, it can be easy for the IQAC committee of the University to identify and select the best activities to get in the print form for Voice of Meenakshi.

The meeting ended with the Vice Chancellor thanking all the members.


Vice Chancellor



MEENAKSHI ACADEMY OF HIGHER EDUCATION AND RESEARCH
(MEENAKSHI UNIVERSITY)

(Established under section 3 of the UGC Act, 1956 vide Notification No.F.9-5/2002-U.3, dt.31.3.2001)

Ref: MAHER-.....

Date : 19.04.2016

To:

The Members

Sir/Madam

Sub: Meenakshi Academy of Higher Education and Research (Meenakshi University) – IQAC –
Constituted-meeting convened;

Ref: MAHER/ dated

I am by direction to state that the 2nd IQAC Meeting of Meenakshi Academy of Higher Education and Research (Meenakshi University) is convened at 11 am on 25.04.16 in the Board Room of this University. I am request you to kindly make it convenient to attend the meeting.

Registrar

Copy to COE/FO/Director (Research)

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MAHER UNIVERSITY

AGENDA for 2nd IQAC Meeting on 25.04.2016

1. Functioning and report of 20 committee of the constituent colleges to institutional IQAC coordinator for forwarding to the university IQAC coordinator.
2. Arrangement for feedback response from students, parents and other stake holders on quality –related institutional process;
3. Organization of inter and intra institutional workshop, seminars on quality related themes and promotion of quality circles;
4. Documentation of the various programmes / activities with photos leading to quality improvement- Display banners – whenever necessary.
5. Development and maintenance of institutional database through Management Information quality;
6. Choice Based Credit Based System implementation in the University-Presentation of Progress to-date
7. E-Governance initiatives.
8. Status of computerization of Library and converting it into an academic information hub.



MAHER UNIVERSITY

II- IQAC Minutes of Meeting held on 25.04.2016

MEMBERS PRESENT

1	Dr.Geetha Prakash M.D., Vice Chancellor,MAHER(Head of the institution)	Chairperson
2	Dr.P.R.Thenmozhivalli, Dean, MMCHRI,Enathur, Kanchipuram	Senior Administrative Officer
3	Dr.M.Chandrasekar, Vice Principal, MMCH&RI,Enathur, Kanchipuram	Coordinator of NAAC
4	Dr.R.S.Neelakandan,Principal,MADC,Maduravoyal,Chennai.	Administrative Member
5	Dr.C.Kanniammal,Principal, MCON,Mangadu,Chennai.	Member
6	Dr.N.Velmurugan,Professor & HOD of Conservative Dentistry,MADC	Member
7	Dr, Titus Thomas Kuttappan,Professor of Oral Surgery, MADC	Member
8	Dr.K.V.Rajasekar, Professor & HOD Radiology, MMCH&RI, Kanchipuram	Member
9	Mrs.Jemima Jayakumari, Assoc.Prof and N.S.S Coordinator, MAHER	Member
10	Thiru.Varadarajan,Former Director of Technical Education(Nominee of the Management)	Member
11	Mr.Ramki,II BDS,MADC, Chennai (Students Nominee)	Member
12	Dr.Harish,MMCH&RI, Enathur, Kanchipuram (Alumini)	Member
13	Thiru.Karthick,Placement Officer, Meenakshi College of Engineering	Member



MAHER UNIVERSITY, (T.S.)

Internal Quality Assurance Cell (IQAC)

Meenakshi Medical College Hospital and Research Institute



Internal Quality Assurance Cell 2015-2016



Minutes of Meeting (2nd Meeting Date:- 25.04.2016)



Dean

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Institution Track Id: TNUNGN11418



MAHER UNIVERSITY

Minutes of IQAC second meeting held on 25.04.2016

The IQAC meeting of MAHER (MU) was held at 11 am on ~~16/8/16~~^{25.04.2016} in the Board Room of MAHER (MU) under the chairmanship of Dr. Geetha Prakash, Vice Chancellor.

The Vice Chancellor welcomed the members of the IQAC committee meeting. She then requested IQAC committee Co-ordinator Prof. Dr. M. Chandrasekhar to highlight the work ahead and the activities of the year.

The Minutes of the previous meeting was confirmed.

The following decisions were taken during the meeting.

1. The following issues were raised during the discussion on the Action Taken Report.

- a. The IQAC Coordinator informed about setting-up of IQAC Website. The Committee recommended that all information including forms etc. may be uploaded on the website. It is also agreed that the lecture schedule for all courses of different Colleges including reading materials should also be put up in the website. Vice chancellor informed that this matter will be discussed in the Principal meeting for implementation.
- b. Regarding the setting-up of Advisory/Mentor group for Colleges, it was decided that setting up of such a group will be left to the respective Dean/Principal. The University will provide necessary financial support for holding these meetings.
- c. Faculty Self Assessment Form as well as Student Evaluation Form has been modified. It was decided that Deans/Chairpersons will take care of getting feed-back from students and Faculty. The Colleges can utilize the information for improving courses and infrastructure and will be requested to send a summary of the findings to IQAC.
- d. IQAC Coordinator is planning to hold a Work shop in order to familiarize people about its functioning.

2. The coordinator briefed the Committee regarding the genesis of new UGC guidelines for recruitment and promotion and setting-up of a committee for implementation.

The Committee discussed different issues related to implementation of new Scheme including the report of a committee headed by a members and agreed to a step-wise procedure for recruitment of Assistant Professors including forms that will be used for verification and reporting of applicants background and research performance.

3. IQAC Coordinator informed the Committee that IQAC has not received list of Journals with ABCD classification from a few the constituent colleges. It was pointed out by the members that

it is not an easy task and there is subject bias in placing Journals under different categories. The Committee agreed that IQAC should check if the Colleges have followed three basic principles during categorization. These are:

- a. A distinction between refereed and non-refereed journals.
- b. Journals to be placed in all four (ABCD) categories.
- c. The total number of Journals should be realistic.

It was also decided to link recruitment in Colleges with receiving proper Journal classification list.

1. The Committee agreed to develop a policy against plagiarism and other ethical practices and decided to set-up a Committee to look into this matter.

2. The Committee agreed in principle to set-up a Centre for academic output, which will be involved in developing methods and tools for determining academic output both with respect to global scenario as well as under Indian context.

The Coordinator of, IQAC mentioned that the Cell has already carried out a brief study on “academic output” and made a presentation on results of this study.

The coordinator (IQAC) apprised members that the ‘Student Charter’ and ‘Feedback Form for Teacher Evaluation by Students’ have been sent for approval before the Executive Council in the meeting held on 17.04.2016. He requested the members to go through these documents and give suggestions/inputs for their effective implementation leading to quality assurance on the MAHER University constituent colleges more vigorously.

Thereafter, the eight agenda items were taken up for deliberations with the permission of the Chair.

1. Functioning and report of 20 committee of the constituent colleges.

Prof.Dr.M.Chandrasekhar, the co-ordinator, thanked all the members for their valuable inputs and congratulated all the constituent colleges for performing better in all aspects. He suggested that the 20 committees which were formed during the NAAC peer committee inspection should submit the appropriate report to the IQAC co-ordinator of the University for identifying the deficiency and promoting competency based performance.

2. Feedback response from students on quality related institutional process.

The feedback forms from the students, parents, non-teaching staff and Alumni have to be obtained from all the constituent colleges and a detailed report on the Quality related Institutional process should be analyzed and the necessary recommendation to be sent to the University for appropriate action.

3. Organization of institutional workshop, seminars on quality related themes.

It has been found that only few workshops have been conducted by the constituent colleges related to academic activities. Workshops on Research Methodology, Faculty Development Programme on Molecular biology could be conducted at the University and the Constituent Colleges for the benefit of the junior faculties.

4. Documentation of the various programmes.

Though we did have good amount of documentation substantiating with photos of various activities held in all the constituent colleges, of late there has been few documentation which needs to be improved every month. This is an essential component of the "Best Practices" and the best way to show case our original activities that has been happened in our constituent colleges.

5. Development and maintenance of institutional database.

The Vice Chancellor had requested that all the constituent colleges should be ready with the six monthly report of all the activities of the 20 committees, its recommendation and action taken. As this takes time for the co-ordinator to analyze and prepare a the final report to submit to the NAAC.

6. Choice Based Credit Based System implementation in the University.

The coordinator IQAC informed the members that University is on the threshold of unfolding introduction of Choice Based Credit System (CBCS) at UG and PG level for which the working group of IQAC under the chairmanship Vice chancellor has been paving the way for the last one year. Now that initiative has been further pushed by forming a subcommittee of the Deans / principal committee to sensitize teachers and other stake holders in this direction and to prepare draft regulations for systematic introduction of CBCS in semester format. A presentation on "*Moving Towards Choice Based Credit System (CBCS) in UG and PG Programs.*"

IQAC for their perusal and for inviting suggestions from the members in enriching this initiative. Members were informed about the time bound programme chalked out for implementing CBCS from the 2015-16 academic session. Vice-Chancellor emphasized the need of such reforms and expressed happiness over the systematic planned steps being taken to bring change in the academic landscape of the state through the participation of a wide section of stake holders.

The co-ordinator thanked the members for attending this meeting and giving their valuable time and requested to all the constituent colleges co-ordinator to see that all

these activities are also simultaneously uploaded in their website.

7. E-Governance initiatives.

Dr. Velmurugan apprised the members of the IQAC about the initiatives being taken by the Establishment Branch for putting in place **Personnel Information Management System (PIMS)**. He further informed that it involves digitization of service books of the employees and the data entry in this regard is proposed to be got done through data entry operators by outsourcing. Once the data entry is done this step is likely to place a very big e-governance structure in the University administration. He also informed that as regards web interface for providing e-solution to the problems of stake holders

8. Status of computerization of Library and converting it into an academic information hub.

Deputy Librarian, MAHER University informed the members that computers have been installed in various sections. However, because of non-availability of patch cords the systems are yet to be brought on the network of the library. Deputy Librarian was requested to coordinate with Computer operator to get the problem resolved at the earliest so that Library may proceed further with the digitization work.

The meeting ended with thanks to the Chair.



MEENAKSHI ACADEMY OF HIGHER EDUCATION AND RESEARCH
(MEENAKSHI UNIVERSITY)

(Established under section 3 of the UGC Act, 1956 vide Notification No.F.9-5/2002-U.3, dt.31.3.2001)

Ref: MAHER.....Dated

Date : 20.05.2016

To:

The members

Sir/Madam

Sub: Meenakshi Academy of Higher Education and Research (Meenakshi University) – IQAC –
Constituted-meeting convened;

Ref: MAHER/... dated

I am by direction to state that the 3rd IQAC Meeting of Meenakshi Academy of Higher Education and Research (Meenakshi University) is convened at 11 am on 27.05.16 in the Board Room of this University. I am request you to kindly make it convenient to attend the meeting.

Registrar

Copy to COE / FO / Director (Research)

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MAHER UNIVERSITY

III-IQAC Minutes of Meeting held on 27.05.2016

MEMBERS PRESENT

1	Dr.Geetha Prakash M.D., Vice Chancellor,MAHER(Head of the institution)	Chairperson
2	Dr.P.R.Thenmozhivalli, Dean, MMCHRI,Enathur, Kanchipuram	Senior Administrative Officer
3	Dr.M.Chandrasekar, Vice Principal, MMCH&RI,Enathur, Kanchipuram	Coordinator of NAAC
4	Dr.R.S.Neelakandan,Principal,MADC, Maduravoyal, Chennai.	Administrative Member
5	Dr.C.Fabiloa,Principal, MCON,Mangadu, Chennai.	Member
6	Dr.N.Velmurugan,Professor & HOD of Conservative Dentistry,MADC	Member
7	Dr, Titus Thomas Kuttappan, Professor of Oral Surgery, MADC	Member
8	Dr.K.V.Rajasekar, Professor & HOD Radiology, MMCH&RI, Kanchipuram	Member
9	Mrs.Jemima Jayakumari, Assoc.Prof and N.S.S Coordinator, MAHER	Member
10	Thiru.Varadarajan,Former Director of Technical Education(Nominee of the Management)	Member
11	Mr.Ramki,II BDS,MADC, Chennai (Students Nominee)	Member
12	Dr.Harish,MMCH&RI, Enathur, Kanchipuram (Alumini)	Member
13	Thiru.Karthick,Placement Officer, Meenakshi College of Engineering	Member



MAHER UNIVERSITY

AGENDA for 3rd IQAC Meeting on 27.05.2016

1. Management Information System – Implementation.
2. DST Funding to MADC.
3. Guest lectures by visiting faculties' / National/ International – Honorarium.
4. Initiative undertaken for refresher / Orientation Program/ faculty improvement program/Exchange program and Training program conducted by other institution.
5. NSS activities- Every month from each constituent colleges report to be submitted.
6. MAHER University voice of Meenakshi to be submitted every three month.



MAHER UNIVERSITY, (T.S.)

Internal Quality Assurance Cell (IQAC)

Meenakshi Medical College Hospital and Research Institute



Internal Quality Assurance Cell 2015-2016



Minutes of Meeting (3rd Meeting Date:- 27.05.2016)



Dean

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Institution Track Id: TNUNGN11418

IQAC 3rd Minutes of Meeting Date: 27.05.2016



MAHER UNIVERSITY

Minutes of IQAC 3rd meeting held on 27.05.2016

The IQAC meeting of MAHER (MU) was held at 11 am on 27/05/16 in the Board Room of MAHER (MU) under the chairmanship of Dr.Geetha Prakash, Vice Chancellor.

The Vice Chancellor welcomed the members of the IQAC committee meeting. She then requested IQAC committee Co-ordinator Prof.Dr.M.Chandrasekhar to highlight the work ahead and the activities of the year.

The Minutes of the previous meeting was confirmed.

1. Management Information System – Implementation.

The IQAC co-ordinator thanked the members for giving all the information that was asked during the 2nd meeting and he congratulated the co-ordinator of each college for uploading the activities in the website.

The Management Information System has been procured and installed in the constituent colleges but it is not been utilized to its full capacity. Management Information System can be used for the students' attendance, generation of marks statement and results uploading. He requested that this system must be followed meticulously and a separate trained person should be appointed to utilize this valuable system for quality purpose.

2. DST Funding to MADC.

The Vice Chancellor congratulated the Principal of the Dental College and its research committee for procuring Rs.25 lakhs of grants from DST for 2 projects and she asked them to upgrade the central research lab. As outside grants has been obtained for the 1st time, the co-ordinator insisted that it should be also followed by the Medical and Dental College and all new proposals can be sent to our newly joined Research Director for its approval. The Research Director also requested the faculties of the constituent colleges to send all the minor and major research proposal for seed money and for applying for fundings from various agencies.

3. Guest lectures by visiting faculties.

The co-ordinator also appreciated that external experts have been giving regular lectures in the constituent colleges and honorarium has been given to them. He also requested that the Faculty Development Programme should be organized regularly in all the three constituent colleges and he appreciated the faculties who had participated in various training programmes

organized by the regional centre on revised basic course workshop on teaching technology at Christian Medical College, Vellore regularly.

4. Initiative undertaken for refresher.

Orientation programme for the new comers and the CRRIs have been organized by the Medical College and Dental College and had requested the Nursing College to follow the same.

5. NSS activities.

The NSS activities of each constituent colleges have not been submitted so far and a consolidated report from the NSS co-coordinator was requested to see whether new awareness programmes can be organized for the benefit of the rural population.

Presentations of IQAC activities by Vice Principal of the 3 Constituent colleges.

MMCH & RI Sports and Other Activities:

Prof.Dr.Rajashekar presented the details of the requirement needed for the sports facilities in the Medical College. The Vice chancellor was requested to prepare concrete proposal for each suggestion made in the meeting of the Constituent colleges.

MADC ICT Intervention in Quality Assurance:

The Vice Principal presented the proceedings of their college group and reported that members have felt that ICT services on the campus needs to be integrated for which group proposes to submit an ICT integration plan by conducting a survey of ICT resources and manpower available on the campus.

MCON Biometric Attendance:

The Vice principal of the Nursing College mentioned that the biometric system of attendance will be started soon in their college.

Providing Bio-metric attendance system in the constituent colleges: Dean of MMCH & RI brought up the matter of introduction of Bio-metric system of attendance on the campus as has been mandated by MCI in all its offices to bring punctuality and efficiency in the work culture. After due deliberations it was decided that a working group under the chairmanship of Registrar, MAHER University be constituted a committee for a comprehensive scheme for implementation of the same along with the estimated cost for the same

In the end the Vice Chancellor appreciated the remarkable work being done by members of the IQAC which has started yielding results and desired that the efforts be made more focused to put the decisions into action in a time bound manner so that the decisions do not remain on papers. She further emphasized that only through fast implementation of the decisions taken by

IQAC quality assurance can be made a living culture of MAHER University.

The meeting ended with thanks to the Chair.