



**ANNUAL REPORT OF IQAC FOR THE ACADEMIC YEAR 2021-2022.**

**MINUTE OF THE IQAC MEETING**

Sub: IQAC-SRMC- 1<sup>st</sup> meeting of IQAC-Minutes of meeting circulated - Reg.

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The first meeting for the Internal Quality assurance cell (IQAC) was held on 11.10.2021 at the college council hall from 10 am to 11 am

1. The Principal and the Chairperson of IQAC Dr D V Giddaiah, welcomed the all the members, initiated the meeting and the proceedings. In his speech, the Principal stated that the quality of services delivered at Pre and Para clinical department towards education and assessment are much appreciable, but they too need a measurable system so as to compare with their expectations and targets. However, the various services delivered at clinical departments and the supportive system required organization and standardization for the purpose of assessment and further improvement.
2. IQAC Co-ordinator introduced IQAC in terms of definitions expectations, standards, components, functional aspects, working modalities, contribution of internal and external members, assessment system, maintenance of records, registers, files etc., She also, requested the participants to prepare written guide lines / protocols and time schedule for the type of service and delivery of services. She explained the feasible working models for implementing IQAC in our institution and requested everyone to contribute their best to develop "Santhiram model for IQAC".
3. After that, the Dean asked each member to provide their suggestions for the improvement in education and health care delivered from SRMC&GH in a measurable manner.
4. Prof Dr. Krishna Rao, the Dean and Dr Madhusudhan Reddy, Medical Superintendent proposed continual training of all in service person and newly recruited employees on various components; and utilization of corporate responsibility of industry and banks for patient care. He suggested about financial allocation for implementing IQAC.
5. Prof Dr.S. Sreedevi, Microbiology Dept stated that we should exercise caution while handling and delivering information in view of confidentiality and privacy. She also suggested to go through current policies of Govt and expectations of National Medical Commission.
6. Prof Dr.R.D.Gaikwad, HOD, Dept of physiology suggested that any Prof of one department with her/his team shall make inspection of other department and assess the functional status and achievements in a measureable manner and contribute valuable and constructive suggestions for continual improvement.
7. Prof Dr.Pasha, Prof of Community Medicine suggested education and training of faculty and other employees are essential for enforcing internal quality; and an assessment system so as to achieve high quality in our health care delivery as well as education. He also suggested for quality improvement in laboratory services and maintenance of records.



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**NANDYAL-518501, A.P**

8. Prof Dr.Dharmadas, HOD of Anatomy suggested training of faculty on utilization of smart board for teaching purposes.
9. Prof Dr. Vasant Chavan, Prof of Pharmacology asked for delivery of correct medicine in pharmacy and thereby avoids medical errors. Efforts should be made to reduce waiting time in pharmacy.
10. Mr. M. Srikanth, administrative officer shared his experience on administrative training given to our office staff and asked then Dean for the conduct of additional in service training programmes on quality assurance to our administrative staff and all others..
11. Dr M. Madhavalatha, management representative assured of quality of lab services while giving instructions to Dr Shwetha, of Central laboratory..
- 12.Mr M.Raghuram Midde, Executive Director and Management representative suggested preparation and adherence to the protocols for procedures and treatment at all levels for the purposes of assured care.
13. Mr Vamsi Krishna and Miss Akhila, medical student representative of IQAC, have suggested transport facilities for poor patients coming from rural areas around the hospital and asked for adjustment of vehicle time which shall be patient friendly. They also asked for maintenance of audio visual system in the lecture theatre.
14. Leave of absence: Prof. Dr.Mastan Vali, department of Dermatology, Mr.S.Srinivas of Finance dept, and Dr Karthiki, HOD of OBG and Dr T.Praveena, member of alumni expressed their inability to participate in advance, in view of their pre occupations.
15. After a detailed in house discussion, the chairperson stressed on the responsibilities of members of IQAC, and assured that their valuable suggestions will be considered. As a part of it, training programme will be conducted to sensitize and enforce internal quality at all levels.
16. IQAC Co-ordinator thanked the Principal for initiating IQAC in our institution and every participant for their suggestions and contributions.

The meeting was adjourned with a vote of thanks.

PRINCIPAL

Copy to:

1. Chairman
2. Vice Chairperson.
3. All HODs
4. IQAC members.
5. File



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## MINUTE OF THE IQAC MEETING

Sub: IQAC - Work Allocation Meeting -Minutes Circulated-reg.

The IQAC Allocation Meeting was held on 07.01.2022 at Santhiram Medical College Council Centre.

The Dean presided over the meeting. He called the meeting to order.

Dean thanked Faculty Members, Administrators, Liaison Officers, Coordinators and all others involved in IQAC and would like to place on record the unstinted guidance provided by Honourable Chairman of our Institution. The Blue Print made by

Dr Madhavalatha Midde, the Vice Chairperson of Santhiram Medical College thanked Dr Giddaiah, for all his encouragement and support during his tenure as Principal and appreciated the Technical support provided by Dr. P. Ravi Babu, Managing Director.

Dr Vasant R Chavan, Principal of the Institution was made Incharge over the preparation of documents, SSR and related materials as well as the support provided at the time of IQAC peer team members visit.

Appreciation: The Dean appreciated each and everyone for their dedication, sincere work, timely suggestions, long hours of work and valuable contributions for the NAAC work. He placed on record the services rendered by the facilitators Dr. Janaki, Dr. Vijay Kumar, Dr. Narendrudu, Dr. Masthan Vali, Dr.Sarath Reddy, Dr. Frank Mohan, Dr. Naveen and Dr Uma Devi, who have allotted and contributed to each criteria of NAAC as well as Dr Anjaly Varghese, the Coordinator of NAAC and Mr. Srikanth, Dr. Madhusudhan Reddy, Mr V.A Sherwin Paul, Para Medical Staff, Administrative Staff, HR department, Finance Department, entrepreneurship development program EDP, Communications, Civil, Transport, Housekeeping, etc.

Constitution of IQAC: Since Work Allocation was over, the reconstituted IQAC Committee was presented. The need for this was explained by the Dean in order to evaluate the performance regularly, ensure continuous assessment, enforce quality and upgrade the same at all levels.

The Dean asked the HODs to contribute to IQAC on all aspects. Everyone agreed to the members of IQAC and assured of their contribution and enforce quality and to form College Level Committees.

Allocation of Depts and Sections to members: The Members were explained on the nature of work in the Departments and/ Sections allotted to them. The members concurred. They were asked to enforce and maintain quality on all aspects, such as service, academics, research, administration, etc., as well as to sensitize everyone in the Departments on matters related to IQAC and other Accreditation Processes, and make them accountable for the quality enhancement and Sustenance. The Members were informed that they are the actual workforce to strengthen quality in all their activities and contributions in a sustained manner with Records, Registers, Files and Photographs.

The meeting was adjourned with a vote of thanks.

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PRINCIPAL

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4. All HODs
5. File



# **SANTHIRAM MEDICAL COLLEGE**

**NANDYAL-518501, A.P**

## **MINUTE OF THE IQAC MEETING**

The meeting for the Internal Quality assurance cell (IQAC) was held on 11.04.2022 at the college council hall from 10 am to 11 am.

The Principal and the Chairperson of IQAC welcomed the all the members, initiated the meeting and the proceedings.

Action taken report for the IQAC meeting conducted on 07.01.2022 was presented.

The below committees were reviewed as per the MOM of 07.01.2022

1. Alumni Committee
2. Anti-Ragging Committee
3. Antibiotic Stewardship Committee
4. College Academic Committee
5. Curriculum Committee (CC)
6. Causality Assessment Committee (CAC)
7. Cultural Committee
8. Career Guidance And Placement Cell
9. Equipment Care Committee
10. Examination Cell

- Dr. T. Y Vishwarupachari, Prof of Surgery stressed on the need for adequate manpower and in service training of nurses as well provision of quality materials. He also wanted every medical and nursing staff should have completed Hepatitis B vaccination before attending to patients. He asked to enforce universal infection Control Practices (UICP) including the use of disposable gloves while handling patient

- Dr. M Janaki, the coordinator and faculty of research suggested for getting external funding for undertaking basic research works.

- Dr Vijay Kumar, Professor of General Medicine suggested for standardization of working system for administration and patient care, etc., He also requested for mock drill on fire safety measures and disaster management with maintenance of relevant registers and records.

- Annual sports meet AQUA-2022 was held from 07/04/2022 to 16/04/2022 with the active participation of the students and the unmatched contribution from the staff.

The meeting was adjourned with a vote of thanks.

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1. Chairman
2. Vice Chairperson
3. All HODs
4. IQAC members.
5. File

**PRINCIPAL**