



KRISHNA INSTITUTE OF MEDICAL SCIENCES DEEMED UNIVERSITY, KARAD

Accredited by NAAC with 'A' Grade (CGPA: 3.20 on 4 Point Scale)
An ISO 9001:2008 Certified University

Declared U/s 3 of UGC ACT, 1956 vide Notification no.F.9-15/2001-U.3 of the Ministry of Human Resource Development, Govt. of India
Karad, Dist : Satara (Maharashtra State) Pin : 415110
Website : www.kimsuniversity.in

Tel : 02164-241555-8 Fax: 02164-243272/242170
E-mail: registrar@kimsuniversity.in

11.09.2017

NOTICE

The meeting of Internal Quality Assurance Cell (IQAC) is scheduled on Monday, 25th September 2017, at 03.30 pm in IQAC Meeting Hall, Krishna Institute of Medical Sciences Deemed University, Karad.

All members are requested to attend the same.


Co-ordinator
IQAC

AGENDA

1. Action Taken Report of Internal Quality Assurance Cell (IQAC) Meeting held on Monday, 19th June 2017.
2. Matters arising out of the Minutes of previous Meeting.
3. Consideration of AQAR for Academic Year 2016-2017.
4. To approach NAAC for Seminar on AAA.
5. Consideration of Academic Administrative Audit (AAA) for the Academic Year 2016-17.
6. Feedback Analysis for the Academic Year 2016-2017.
7. Any other matter with the permission of the chair.



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MINUTES OF THE MEETING OF THE UNIVERSITY INTERNAL QUALITY ASSUARANCE CELL

HELD ON MONDAY, 25TH SEPTEMBER, 2017 AT 03.30 PM

The meeting of Revised University Internal Quality Assurance Cell was held on 25th September, 2017 at 03.30 pm in IQAC Meeting Hall. Hon'ble Vice-Chancellor, Dr. Mrs. Neelima Malik was in the Chair. Hon'ble Chancellor Dr. Vedprakash Mishra guided the proceedings.

Following members were present :

S. N.	Name	Designation	Designation
1	Dr. Mrs. Neelima Malik	Hon'ble Vice Chancellor	Chairperson
2	Dr. M. V. Ghorpade	Registrar	Co-ordinator / Director of the IQAC
3	Mr. P. D. John	Finance Officer	Member
4	Dr. Arun Risbud	Director of Research	Member
5	Dr. A. Y. Kshirsagar	Medical Director	Member
6	Dr. S. T. Mohite	Dean, Faculty of Medical Sciences	Member
7	Dr. G. Varadharajulu	Dean, Faculty of Physiotherapy	Member
8	Dr. Mrs. Vaishali Mohite	Dean, Faculty of Nursing Sciences	Member
9	Dr. S. C. Kale	Dean, Faculty of Allied Sciences	Member
10	Dr. P. M. Durgawale	Head, Department of Community Medicine, Faculty of Medical Sciences	Member
11	Dr. M. P. Ambali	Professor, Department of Anatomy, Faculty of Medical Sciences	Member
12	Dr. Sachin Gugwad	Reader, Department of Pedodontics,	Member

		Faculty of Dental Sciences	
13	Shri. Vinayak Bhosale	Member BOM	Member
14	Dr. S. R. Patil	President, KIMS Alumni Association	Member
15	Dr. R. C. Doijad	Dean, Krishna Institute of Pharmacy, Faculty of Allied Sciences	Invitee
16	Ms. Archana Kaulagekar	Assistant Registrar (Academics) & ISA	Invitee
17	Mr. S. A. Mashalkar	Assistant Registrar (Estate & Security)	Invitee
18	Mr. R. K. Salunkhe	Assistant Registrar (Administration)	Invitee
19	Dr. Supriya Patil	Dean Academics, Faculty of Medical Sciences	Invitee
20	Dr. Renuka Pawar	Dean Academics, Faculty of Dental Sciences	Invitee
21	Dr. Poovishnu devi	Dean Academics, Faculty of Physiotherapy	Invitee
22	Mrs. Snehal Masurkar	Dean Academics, Faculty of Allied Sciences	Invitee
23	Dr. Arun Patil	Deputy Director of Research	Invitee
24	Dr. Mahadeo Shinde	Professor, Faculty of Nursing Sciences	Invitee

Leave of absence was granted to:

S. N.	Name	Designation	Designation
1	Dr. (Mrs.) Rajani Gaonkar	Controller of Examination	Member
2	Dr. D. K. Agarwal	Additional Director of Research	Member
3	Dr. Shashikiran N. D.	Dean, Faculty of Dental Sciences	Member
4	Dr. Lalit Bhushan Waghmare	Dean of Interdisciplinary Health Sciences, DMIMSDU, Wardha	Member
5	Dr. Veena Prakash	Information Scientist, RTM Nagpur University, Nagpur	Member
6	Mr. Pavan Raje Bhosale	Vice-dean Faculty of Medicine	Member
7	Mrs. Sheetal Samson C. P.	Dean Academics, Faculty of Nursing Sciences	Invitee

Quorum being established, the meeting was duly constituted.

At the outset the Chairman welcomed all the members and expressed gratitude to Hon'ble Chancellor for his esteemed presence.

IQAC/01/01/17-18 Action Taken Report of Internal Quality Assurance Cell (IQAC) Meeting held on Monday, 19th June 2017.

Action taken report of last meeting held on Monday, 19th June 2017 were read out and noted.

IQAC/01/02/17-18 Matters arising out of the Minutes of previous Meeting.

No points came for discussion from the minutes of previous meeting held on Monday, 19th June 2017.

IQAC/01/03/17-18 Consideration of AQAR for Academic Year 2016-2017.

Co-coordinator of Internal Quality Assurance Cell (IQAC) informed the members that it was mandatory to submit the AQAR to NAAC and upload it on the University website.

In view of this the AQAR for the Academic Year 2016-2017 was presented before the members.

Hon'ble Chancellor suggested few corrections in the AQAR.

Apart from the corrections suggested the rest of the AQAR was noted with satisfaction.

It was resolved to submit the AQAR after making the necessary corrections to the Academic council and finally to Board of Management for the final approval before uploading it on the website and submitting it to NAAC.

IQAC/01/04/17-18 To approach NAAC for Seminar on AAA.

Coordinator IQAC proposed to conduct the Seminar on Academic Administrative Audit (AAA). He conveyed the meeting that NAAC has issued an advisory regarding AAA. NAAC also sponsored seminar on the theme of AAA.

It was discussed and resolved to approach NAAC for conduction of Seminar to update recent trends in AAA as tool for continuous quality improvement.

IQAC/01/05/17-18 Consideration of Academic Administrative Audit (AAA) for the Academic Year 2016-17.

Ms. Archana Kaulagekar, Assistant Registrar (Academics) & Member Secretary of Vice Chancellor Review Committee presented before the members the report of the Academic Administrative Audit for the Academic Year 2016-2017. Dr. Mrs. Neelima Malik was the Chairperson for this audit which was conducted by internal experts. It was conducted on 01st & 02nd September 2017.

The report of AAA presented by Ms. Archana Kaulagekar, Assistant Registrar (Academics) & Member Secretary with the action plan was noted with satisfaction.

IQAC/01/06/17-18 Feedback Analysis for the Academic Year 2016-2017.

Co-ordinator IQAC submitted the Feedback from the stake holders for the Academic Year 2016-2017. The analysis of the same was done and it was resolved to take action on the implementable points.

IQAC/01/07/17-18 Any other matter with the permission of the chair.

There being no other point raised by any member, the meeting was concluded with Vote of Thanks to the Chair.

The minutes were read out and confirmed.



**Co-ordinator / Director
Internal Quality Assurance Cell
KIMSDU, Karad**

**Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.**



**Vice-Chancellor & Chairman
Internal Quality Assurance Cell
KIMSDU, Karad**

**Vice Chancellor
Krishna Institute of Medical Sciences
Deemed University, Karad**



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To note the Action Taken Report on the points discussed in the Meeting of University Internal Quality Assurance Cell held on 19th June 2017.

Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 19th June 2017.

Resolution No. IQAC/04/03/16-17 To identify centre's of excellence in each constituent faculty.

Particulars	Action to be taken by	Status of compliance
Coordinator IQAC informed the members to increase the number of Centre's of Excellence. All the Head of Institution's and Dean (Academics) were requested to identify the Potential Centre's of Excellence in each constituent faculty.	All Head of Institutions and Dean (Academics)	Following Centers were identified and process initiated to see the feasibility of the same. <ul style="list-style-type: none">• Department of Molecular Biology & Genetics• Lead Referral Laboratory• Centre for Dental Implantology• Centre for Preventive, Curative and Rehabilitation of Spinal Dysfunction• Centre of Advanced stroke Rehabilitation• Centre for Geriatric Physical Health Care

Coordinator/Director, IQAC
KIMSDU, KARAD

Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.



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Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 19th June 2017.

Resolution No. IQAC/04/04/16-17 To identify and create Innovations in all seven criteria (NAAC) in each constituent faculty

Particulars	Action to be taken by	Status of compliance
Coordinator IQAC informed the members the need of creating innovations. After a lot discussion and deliberation it was resolved to request all the Conveners of the seven NAAC criteria to identify and create innovations in all seven criteria (NAAC) in each constituent faculty. Head of Institution's and Dean (Academics) were requested for their co-operation.	Conveners of seven criteria (NAAC)	Innovations identified.

Coordinator/Director, IQAC
KIMSDU, KARAD

Coordinator/Director
Internal Quality Assurance Cell
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Resolution No. IQAC/04/05/16-17 Targets of seven criteria (NAAC) for the Academic Year 2017-18.

Particulars	Action to be taken by	Status of compliance
Coordinator IQAC informed the members to plan criteria wise targets for academic year 2017-18. It was resolved to request all the Conveners of the seven NAAC criteria to identify targets in all seven criteria (NAAC) in each constituent faculty. Head of Institution's and Dean (Academics) were requested for their co-operation.	Conveners of Seven Criteria (NAAC)	Done.

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KIMSDU, KARAD

Coordinator/Director
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Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 19th June 2017.

Resolution No. IQAC/04/07/16-17 Creating SOP's for various events like Conferences, CME's & Workshops etc.

Particulars	Action to be taken by	Status of compliance
Registrar informed the need of creating SOP's for organizing of Conferences, CME's & Workshops etc. Finance Officer informed the members about the opening of a common university account for the organization of the same. The work of creating SOP's was entrusted to the Director of Research.	Director of Research	Done.

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Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 19th June 2017.

Resolution No. IQAC/04/09/16-17 Any other matter with the permission of the chair.

Particulars	Action to be taken by	Status of compliance
<p>1. Dr. D. K. Agarwal, Additional Director of Research informed the members of about the need of the role of information technology in the medicine profession. He suggested to conduct an one day orientation workshop to create the awareness about the various computer operations as was conducted for UG students.</p> <p>It was resolved to approve the same and include this in the research methodology Workshop conducted by research cell for PG students admitted in all faculties from the academic session 2017-2018 and on wards.</p>	<p>Additional Director of Research</p>	<p>The Directorate of research has noted to schedule at least one slot while preparing and notifying the time table on workshop for research Methodology.</p>

Coordinator/Director, IQAC
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20.12.2017

NOTICE

The meeting of Internal Quality Assurance Cell (IQAC) is scheduled on Wednesday, 03rd January 2018, at 11.30 am in IQAC Meeting Hall, Krishna Institute of Medical Sciences Deemed University, Karad.

All members are requested to attend the same.


Co-ordinator
IQAC

AGENDA

1. Action Taken Report of Internal Quality Assurance Cell (IQAC) Meeting held on Monday, 25th September 2017.
2. Matters arising out of the Minutes of previous Meeting.
3. To participate in National Institutional Ranking Framework (NIRF).
4. To get Department of Molecular Biology and Genetics accredited by NABL.
5. Workshops to be conducted under the auspices of IQAC.
6. To organize refresher course for enhancing computer skill and literary search for teachers under the aegis of Directorate of Research.
7. Development of Revised Self Appraisal System/Format for Teaching faculty.
8. Development of a Structured Meeting Programme for Parent - Teacher Association and Parent Feedback.
9. Development of Student Support Mechanism for Coaching for Competitive Examinations.
10. NAAC, NABH, NABL, ISO – Status Report.
11. Any other matter with the permission of the chair.



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MINUTES OF THE UNIVERSITY INTERNAL QUALITY ASSUARANCE CELL

HELD ON WEDNESDAY, 03RD JANUARY, 2018 AT 11.30 AM

The meeting of University Internal Quality Assurance Cell was held on 03rd January, 2018 at 11.30 am in IQAC Meeting Hall. Hon'ble Vice-Chancellor, Dr. Mrs. Neelima Malik was in the Chair.

Following members were present :

Sr. No.	Name	Designation	Designation
1.	Dr. Mrs. Neelima Malik	Hon'ble Vice Chancellor	Chairperson
2.	Dr. M. V. Ghorpade	Registrar	Co-ordinator / Director of the IQAC
3.	Dr. (Mrs.) Rajani Gaonkar	Controller of Examination	Member
4.	Dr. Arun Risbud	Director of Research	Member
5.	Dr. D. K. Agarwal	Additional Director of Research	Member
6.	Dr. A. Y. Kshirsagar	Medical Director	Member
7.	Dr. Shashikiran N. D.	Dean, Faculty of Dental Sciences	Member
8.	Dr. G. Varadharajulu	Dean, Faculty of Physiotherapy	Member
9.	Dr. Mrs. Vaishali Mohite	Dean, Faculty of Nursing Sciences	Member
10.	Dr. S. C. Kale	Dean, Faculty of Allied Sciences	Member
11.	Dr. P. M. Durgawale	Head, Department of Community Medicine, Faculty of Medical Sciences	Member
12.	Dr. M. P. Ambali	Professor, Department of Anatomy, Faculty of Medical Sciences	Member
13.	Shri. Vinayak Bhosale	Member BOM	Member

14.	Dr. R. C. Doijad	Dean, Krishna Institute of Pharmacy, Faculty of Allied Sciences	Invitee
15.	Ms. Archana Kaulagekar	Assistant Registrar (Academics) & ISA	Invitee
16.	Mr. R. K. Salunkhe	Assistant Registrar (Administration)	Invitee
17.	Dr. Supriya Patil	Dean Academics, Faculty of Medical Sciences	Invitee
18.	Dr. Poovishnu devi	Dean Academics, Faculty of Physiotherapy	Invitee
19.	Mrs. Sheetal Samson C. P.	Dean Academics, Faculty of Nursing Sciences	Invitee
20.	Mrs. Snehal Masurkar	Dean Academics, Faculty of Allied Sciences	Invitee
21.	Dr. Arun Patil	Deputy Director of Research	Invitee
22.	Dr. Mahadeo Shinde	Professor, Faculty of Nursing Sciences	Invitee

Leave of absence was granted to:

Sr. No.	Name	Designation	Designation
1.	Mr. P. D. John	Finance Officer	Member
2.	Dr. S. T. Mohite	Dean, Faculty of Medical Sciences	Member
3.	Dr. Sachin Gugwad	Reader, Department of Pedodontics, Faculty of Dental Sciences	Member
4.	Mr. Pavan Raje Bhosale	Vice-dean Faculty of Medicine	Member
5.	Dr. S. R. Patil	President, KIMS Alumni Association	Member
6.	Dr. Lalit Bhushan Waghmare	Dean of Interdisciplinary Health Sciences, DMIMSDU, Wardha	Member
7.	Dr. Veena Prakash	Information Scientist, RTM Nagpur University, Nagpur	Member
8.	Mr. S. A. Mashalkar	Assistant Registrar (Estate & Security)	Invitee
9.	Dr. Renuka Pawar	Dean Academics, Faculty of Dental Sciences	Invitee

Quorum being established, the meeting was duly constituted.

Co-ordinator IQAC of the University welcomed all the members. Business was transacted as per the agenda and following resolutions were adopted.

IQAC/02/01/17-18 Action Taken Report of Internal Quality Assurance Cell (IQAC) Meeting held on Monday, 25th September 2017.

Action taken report of last meeting held on Monday, 25th September 2017 were read out and noted .

IQAC/02/02/17-18 Matters arising out of the Minutes of previous Meeting.

No points came for discussion from the minutes of previous meeting held on Monday, 25th September 2017.

IQAC/02/03/17-18 To participate in National Institutional Ranking Framework (NIRF).

Additional Director of Research Dr. D. K. Agarwal informed all the members that the concept of NIRF was introduced in the year 2015. Initially though it was not advantageous for Health Sciences Universities to participate in the ranking frame work due to no clear guidelines, but since the year 2016 some changes have been incorporated in the NIRF. In the near future it may be mandatory to participate in the NIRF.

After a lot of deliberation and discussion it was resolved to start preparation for the same. Hon'ble Vice Chancellor suggested a committee to be formed under the Chairmanship of Dr. D. K. Agrawal, Additional Director of Research.

IQAC/02/04/17-18 To get Department of Molecular Biology and Genetics accredited by NABL.

Director of Research informed all the members that the Department of Molecular Biology and Genetics was created in the June 2017. It was also designated as a Centre of Excellence.

In view of this, he suggested that the laboratory be accredited by NABL. It was resolved to get the laboratory accredited by NABL. The responsibility of the same was assigned to Dr. Arun R. Risbud, Director of Research.

IQAC/02/05/17-18 Workshops to be conducted under the auspices of IQAC.

Co-ordinator IQAC informed the members the need to organize workshop related to quality enhancement at the Institutional level, state level and the national level.

It was resolved to identify themes related to Criterion I, II & VI and organize workshops in the next 6 months.

IQAC/02/06/17-18 To organize refresher course for enhancing computer skill and literary search for teachers under the aegis of Directorate of Research.

Co-ordinator IQAC informed the members the need to organize refresher course for enhancing computer skill and literary search for teachers under the aegis of Directorate of Research as done last year. This was needed so that all the staff (teaching & nonteaching) are covered and undergo the refresher course.

The responsibility of the same was assigned to Dr. D. K. Agrawal, Additional Director of Research.

IQAC/02/07/17-18 Development of Revised Self Appraisal System/Format for Teaching faculty.

Co-ordinator IQAC informed the need to develop a Self Appraisal System for Teaching Faculty.

There was a need that all the activities of the teaching faculty are put in a common format for all the constituent faculties.

After a lot of deliberation and discussion it was resolved to develop a Revised Appraisal system / format.

Hon'ble Vice Chancellor suggested a Committee be formed for this task and submit the format in the next meeting for approval.

IQAC/02/08/17-18 Development of a Structured Meeting Programme for Parent - Teacher Association and Parent Feedback.

Co-ordinator IQAC suggested that development of a Structured Meeting Programme for Parent - Teacher Association and Parent Feedback.

After a lot of deliberation and discussion it was resolved entrust this task to Dr. S. C. Kale, Dean, Faculty of Allied Sciences and to develop the same and present it in the next IQAC meeting.

IQAC/02/09/17-18 Development of Student Support Mechanism for Coaching for Competitive Examinations.

Co-ordinator IQAC suggested that in view of NEET and other competitive examinations, it was the need of the hour to develop a Student Support Mechanism for coaching for Competitive Examinations.

Dr. M. P. Ambali, Convener, Student Support and Progression was requested to develop a blueprint for the same and present it in the next meeting.

IQAC/02/10/17-18 NAAC, NABH, NABL, ISO – Status Report.

Co-ordinator IQAC requested all the Conveners of the NAAC Cells to present the status report in relation to the targets set at the beginning of the Academic Year 2017-18.

It was noted that there was a dip in the academic activities which need to be augmented and the pending targets achieved in the next six months.

IQAC/02/11/17-18 Any other matter with the permission of the chair.

There being no other point raised by any member, the meeting was concluded with Vote of Thanks to the Chair.

The minutes were read out and confirmed.



**Co-ordinator / Director
Internal Quality Assurance Cell
KIMSDU, Karad**

**Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.**



**Vice-Chancellor & Chairman
Internal Quality Assurance Cell
KIMSDU, Karad**

**Vice Chancellor
Krishna Institute of Medical Sciences
"Deemed To Be University", Karad**



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Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 25th September 2017.

Resolution No. IQAC/01/03/17-18 Consideration of AQAR for Academic Year 2016-2017.

Particulars	Action to be taken by	Status of compliance
<p>Co-coordinator of Internal Quality Assurance Cell (IQAC) informed the members that it was mandatory to submit the AQAR to NAAC and upload it on the University website.</p> <p>In view of this the AQAR for the Academic Year 2016-2017 was presented before the members.</p> <p>Hon'ble Chancellor suggested few corrections in the AQAR.</p> <p>Apart from the corrections suggested the rest of the AQAR was noted with satisfaction.</p> <p>It was resolved to submit the AQAR after making the necessary corrections to the Academic council and finally to Board of Management for the final approval before uploading it on the website and submitting it to NAAC.</p>	<p>Co-coordinator of Internal Quality Assurance Cell (IQAC)</p>	<p>AQAR for the Academic Year 2016-17 was submitted to Board of Management and approved in the meeting held on 27th September 2017 vide Resolution No. BOM-01/05/17-18.</p> <p>AQAR was uploaded on the website and subsequently submitted to NAAC Vide Communication No. Ref.: KIMSKARAD/REG./N-1(ii)/3832/2017 dated 24th November, 2017.</p>


Coordinator/Director, IQAC
KIMSDU, KARAD

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Resolution No. IQAC/01/04/17-18 To approach NAAC for Seminar on AAA.

Particulars	Action to be taken by	Status of compliance
Coordinator IQAC proposed to conduct the Seminar on Academic Administrative Audit (AAA). He conveyed the meeting that NAAC has issued an advisory regarding AAA. NAAC also sponsored Seminar on the theme of AAA. It was discussed and resolved to approach NAAC for conduction of seminar to update recent trends in AAA as tool for continuous quality improvement.	Coordinator IQAC	Communication No. KIMSKARAD/RO/N-1(ii)/3871/2017 dated 29 th November 2017 requesting NAAC for conduction of Seminar on AAA dispatched on 24 th November 2017.


Coordinator/Director, IQAC
KIMSDU, KARAD

Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.



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An ISO 9001:2008 Certified University

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Karad, Dist : Satara (Maharashtra State) Pin : 415110 Tel : 02164-241555-8 Fax: 02164-243272/242170
Website : www.kimsuniversity.in E-mail: registrar@kimsuniversity.in

To note the Action Taken Report on the points discussed in the Meeting of University Internal Quality Assurance Cell held on 25th September 2017.

Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 25th September 2017.

IQAC/01/06/17-18 Feedback Analysis for the Academic Year 2016-2017.

Particulars	Action to be taken by	Status of compliance
Co-ordinator IQAC submitted the Feedback from the stake holders for the Academic Year 2016-2017. The analysis of the same was done and it was resolved to take action on the implementable points.	Co-ordinator IQAC	<ul style="list-style-type: none">• Done• Feedback Analysis submitted to Academic Council and Board of Management

Coordinator/Director, IQAC
KIMSDU, KARAD

Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.



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05.03.2018

NOTICE

The meeting of Internal Quality Assurance Cell (IQAC) is scheduled on Monday, 19th March 2018, at 11.30 am in IQAC Meeting Hall, Krishna Institute of Medical Sciences "Deemed To Be University", Karad.

All members are requested to attend the same.


Co-ordinator
IQAC

AGENDA

1. Action Taken Report of Internal Quality Assurance Cell (IQAC) Meeting held on Wednesday, 03rd January 2018.
2. Matters arising out of the Minutes of previous Meeting.
3. Developmental Budgetary proposal for the year 2018-19.
4. New methodology of NAAC assessment.
5. To conduct Academic Administrative Audit.
6. UGC Expert Committee Visit – Report.
7. Workshops to be conducted under the auspices of IQAC
 - Workshop on office etiquettes and official writing skill for nonteaching staff.
 - Workshop on Students Induction Programme.
8. To discuss & approve Revised Performance Appraisal Policy for Teaching & Non Teaching Staff.
9. To approve the Revised Self Appraisal System/Format for Teaching faculty.
10. Any other matter with the permission of the chair.



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MINUTES OF THE UNIVERSITY INTERNAL QUALITY ASSUARANCE CELL

HELD ON MONDAY, 19TH MARCH, 2018 AT 11.30 AM

The meeting of University Internal Quality Assurance Cell was held on Monday, 19th March, 2018 at 11.30 am in IQAC Meeting Hall. Hon'ble Vice-Chancellor, Dr. Mrs. Neelima Malik was in the Chair.

Following members were present :

Sr. No.	Name	Designation	Designation
1.	Dr. Mrs. Neelima Malik	Hon'ble Vice Chancellor	Chairperson
2.	Dr. M. V. Ghorpade	Registrar	Co-ordinator / Director of the IQAC
3.	Dr. (Mrs.) Rajani Gaonkar	Controller of Examination	Member
4.	Dr. Arun Risbud	Director of Research	Member
5.	Dr. A. Y. Kshirsagar	Medical Director	Member
6.	Dr. S. T. Mohite	Dean, Faculty of Medical Sciences	Member
7.	Dr. Shashikiran N. D.	Dean, Faculty of Dental Sciences	Member
8.	Dr. G. Varadharajulu	Dean, Faculty of Physiotherapy	Member
9.	Dr. Mrs. Vaishali Mohite	Dean, Faculty of Nursing Sciences	Member
10.	Dr. S. C. Kale	Dean, Faculty of Allied Sciences	Member
11.	Dr. P. M. Durgawale	Head, Department of Community Medicine, Faculty of Medical Sciences	Member
12.	Dr. M. P. Ambali	Professor, Department of Anatomy, Faculty of Medical Sciences	Member
13.	Dr. Sachin Gugwad	Reader, Department of Pedodontics,	Member

		Faculty of Dental Sciences	
14.	Shri. Vinayak Bhosale	Member BOM	Member
15.	Dr. S. R. Patil	President, KIMS Alumni Association	Member
16.	Dr. Lalit Bhushan Waghmare	Dean of Interdisciplinary Health Sciences, DMIMSDU, Wardha	Member
17.	Dr. R. C. Doijad	Dean, Krishna Institute of Pharmacy, Faculty of Allied Sciences	Invitee
18.	Ms. Archana Kaulagekar	Assistant Registrar (Academics) & ISA	Invitee
19.	Mr. S. A. Mashalkar	Assistant Registrar (Estate & Security)	Invitee
20.	Mr. R. K. Salunkhe	Assistant Registrar (Administration)	Invitee
21.	Dr. Supriya Patil	Dean Academics, Faculty of Medical Sciences	Invitee
22.	Dr. Renuka Pawar	Dean Academics, Faculty of Dental Sciences	Invitee
23.	Dr. Poovishnu devi	Dean Academics, Faculty of Physiotherapy	Invitee
24.	Mrs. Sheetal Samson C. P.	Dean Academics, Faculty of Nursing Sciences	Invitee
25.	Mrs. Snehal Masurkar	Dean Academics, Faculty of Allied Sciences	Invitee
26.	Dr. Arun Patil	Deputy Director of Research	Invitee
27.	Dr. Mahadeo Shinde	Professor, Faculty of Nursing Sciences	Invitee

Leave of absence was granted to:

S. N.	Name	Designation	Designation
1.	Mr. P. D. John	Finance Officer	Member
2.	Dr. D. K. Agarwal	Additional Director of Research	Member
3.	Mr. Pavan Raje Bhosale	Vice-dean Faculty of Medicine	Member
4.	Dr. Veena Prakash	Information Scientist, RTM Nagpur University, Nagpur	Member

Quorum being established, the meeting was duly constituted.

Co-ordinator IQAC of the University welcomed all the members. Business was transacted as per the agenda and following resolutions were adopted.

IQAC/03/01/17-18 Action Taken Report of Internal Quality Assurance Cell (IQAC) Meeting held on Wednesday, 03rd January 2018.

The minutes of last meeting held on Wednesday, 03rd January 2018 were read out. It was resolved to pass and confirm the minutes.

Action taken report of last meeting held on Wednesday, 03rd January 2018 were read out and noted.

IQAC/03/02/17-18 Matters arising out of the Minutes of previous Meeting.

No points came for discussion from the minutes of previous meeting held on Wednesday, 03rd January 2018.

IQAC/03/03/17-18 Developmental Budgetary proposal for the year 2018-19.

Developmental Budgetary proposal for the year 2018-19 was presented by the Finance Officer. This was in respect to the perspective plan of the University

It was resolved to recommend and submit the same to the Finance Committee.

IQAC/03/04/17-18 New methodology of NAAC assessment.

Registrar informed the members that the Institute is going for NAAC assessment in the next 2 years. NAAC has introduced a new methodology for the assessment and this would be applicable from July 2017. The document was discussed in detail. Dr. Lalitbushan Waghmare gave inputs regarding the new methodology. It was resolved to immediately start working on it and take the necessary steps for the same.

IQAC/03/05/17-18 To conduct Academic Administrative Audit.

Hon'ble Vice Chancellor enlightened the meeting about AAA. Academic Administrative Audit (AAA) is a three tiered evaluation exercise to assess

the performance of the Institution based on seven criterion of NAAC and strengthen the weak areas and adopt to the new scheme.

In the first year the performance is audited by the Internal committee. In the second year the Internal committee evaluates the performance and submits the report to the Vice Chancellor committee for audit. In the third year after evaluation by Internal committee it is audited by the External Audit committee duly appointed by the Vice Chancellor. The External committee prepares its report based on the report of Internal Committee and physical verification of the facts. Accordingly this being the third year of the process the audit should be carried out by the External Committee.

After discussion it was decided that the process should be initiated well in time. Hon'ble Vice Chancellor is authorized to take necessary actions for the same.

IQAC/03/06/17-18 UGC Expert Committee Visit – Report.

Registrar informed the members that the UGC expert committee to review the functioning of Krishna Institute of Medical Sciences “Deemed To Be University”, visited KIMSDU during 08th to 10th December, 2017. Subsequently the report was submitted to UGC.

The commission in its 528th meeting (Item No. 2.02) held on 09th January, 2018 considered the report of the UGC Expert Committee which visited KIMS “Deemed to be University” during 08-10th December, 2017 to review its functioning, and recommended continuation of the Deemed to be University status to Krishna Institute of Medical Sciences “Deemed to be University”, Karad, Dt. Satara (Maharashtra).

The suggestions, which were suggested by UGC were discussed in detail. A detailed plan was made to complete and submit the compliance to UGC in the next 6 months.

IQAC/03/07/17-18 Workshops to be conducted under the auspices of IQAC

- **Workshop on office etiquettes and official writing skill for nonteaching staff.**
- **Workshop on Students Induction Programme.**

Co-ordinator IQAC informed the members the need to organize workshop related to quality enhancement at the Institutional level, state level and the national level.

Co-ordinator IQAC said that it was very essential to conduct a Workshop on office etiquettes and official writing skill for nonteaching staff and Students Induction Programme. This will enhance the image of the Institution because office etiquettes reflect the image of the Institute, like wise official writing skills would lead to better communication clarity and understanding. It was resolved to entrust this task to

1. Mrs. Sheetal Samson C. P. – Dean (Academics), Faculty of Nursing Sciences.
2. Dr. M. P. Ambali – Convener, Student Support and Progression Cell.

IQAC/03/08/17-18 To discuss & approve Revised Performance Appraisal Policy for Teaching & Non Teaching Staff.

Coordinator IQAC presented Revised Performance Appraisal Policy for Teaching, Non Teaching Staff.

The Revised Performance Appraisal Policy was prepared by a committee appointed by Hon'ble Vice Chancellor. The Revised Performance Appraisal Policy was discussed in detail by all the members.

After due deliberation on all relevant matters, it was resolved to approve the policy. Further it was resolved to recommend it to the BOM for approval.

IQAC/03/09/17-18 To approve the Revised Self Appraisal System/Format for Teaching faculty.

Coordinator IQAC presented Revised Self-Appraisal System/Format for Teaching faculty.

The Revised Self-Appraisal System/Format was prepared by a committee appointed by Hon'ble Vice Chancellor. The Revised Self-Appraisal System/Format was discussed in detail by all the members.

After due deliberation on all relevant matters, it was resolved to approve the format and submit it to the Board of Management for approval.

IQAC/03/10/17-18 Any other matter with the permission of the chair.

There being no other point raised by any member, the meeting was concluded with Vote of Thanks to the Chair.

The minutes were read out and confirmed.



**Co-ordinator / Director
Internal Quality Assurance Cell
KIMSDU, Karad**

**Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.**



**Vice-Chancellor & Chairman
Internal Quality Assurance Cell
KIMSDU, Karad**

**Vice Chancellor
Krishna Institute of Medical Sciences
"Deemed To Be University", Karad**



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To note the Action Taken Report on the points discussed in the Meeting of University Internal Quality Assurance Cell held on 03rd January 2018.

Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 03rd January 2018.

Resolution No. IQAC/02/03/17-18 To participate in National Institutional Ranking Framework (NIRF).

Particulars	Action to be taken by	Status of compliance
Additional Director of Research Dr. D. K. Agrawal informed all the members that the concept of NIRF was introduced in the year 2015. Initially though it was not advantageous for Health Sciences Universities to participate in the ranking frame work due to no clear guidelines, but since the year 2016 some changes have been incorporated in the NIRF. In the near future it may be mandatory to participate in the NIRF. After a lot of deliberation and discussion it was resolved to start preparation for the same. Hon'ble Vice Chancellor suggested a committee to be formed under the Chairmanship of Dr. D. K. Agrawal, Additional Director of Research.	Dr. D. K. Agrawal, Additional Director of Research	- Committee constituted. - Notification appended. - Work of the committee is in progress.


Coordinator/Director, IQAC
KIMSDU, KARAD

Coordinator/Director
Internal Quality Assurance Cell
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KIMSDU/N-3/45/18

Date: 04.01.2018

: NOTIFICATION :

It is notified for general information of all concerned that as per the IQAC meeting held on 03rd January 2018 vide resolution number IQAC/02/03/17-18 it was resolved to participate in National Institutional Ranking Framework (NIRF). The committee constituted to compile the data of the institute for participating in NIRF is as follows,

Sr. No.	Name	Designation	Designation
1	Dr. D. K. Agrawal	Additional Director of Research	Chairman
2	Dr. S. T. Mohite	Dean, Faculty of Medical Sciences	Member
3	Dr. Shashikiran N. D.	Dean, Faculty of Dental Sciences	Member
4	Dr. G. Varadharajulu	Dean, Faculty of Physiotherapy	Member
5	Dr. Mrs. V. R. Mohite	Dean, Faculty of Nursing Sciences	Member
6	Dr. S. C. Kale	Dean, Faculty of Allied Sciences (Microbiology, Biotechnology)	Member
7	Dr. R. C. Doijad	Dean, Faculty of Allied Sciences (Krishna Institute of Pharmacy)	Member
8	Dr. Arun Patil	Dy. Director of Research	Member
9	Dr. Mrs. S. S. Patil	Dean (Academics), Faculty of Medical Sciences	Member
10	Dr. Renuka Pawar	Dean (Academics), Faculty of Dental Sciences	Member
11	Dr. T. Poovishnu Devi	Dean (Academics), Faculty of Physiotherapy	Member
12	Mrs. Sheetal Samson C. P.	Dean (Academics), Faculty of Nursing Sciences	Member
13	Mrs. Snehal Masurkar	Dean (Academics), Faculty of Allied Sciences	Member
14	Mr. Dhirajkumar Mane	Statistician	Member



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15	Mr. Mahendra Alate	Statistician	Member
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The committee should submit the compiled data for participating in NIRF to the Internal Quality Assurance Committee (IQAC).


REGISTRAR

- C.C. Hon'ble Vice- Chancellor, KIMSDU
Finance Officer
Controller of Examinations
Director of Research
Additional Director of Research
Dean, Faculty of Medical Sciences
Dean, Faculty of Dental Sciences
Dean, Faculty of Physiotherapy
Dean, Faculty of Nursing Sciences
Dean, Faculty of Allied Sciences (Microbiology, Biotechnology & Krishna Institute of Pharmacy)
Dean (Academics), Faculty of Medical Sciences
Dean (Academics), Faculty of Dental Sciences
Dean (Academics), Faculty of Physiotherapy
Dean (Academics), Faculty of Nursing Sciences
Dean (Academics), Faculty of Allied Sciences
All members of IQAC
Chairman, Committee for compilation of data for NIRF
All Members of the Committee



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To note the Action Taken Report on the points discussed in the Meeting of University Internal Quality Assurance Cell held on 03rd January 2018.

Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 03rd January 2018.

Resolution No. IQAC/02/04/17-18 To get Department of Molecular Biology and Genetics accredited by NABL.

Particulars	Action to be taken by	Status of compliance
Director of Research informed all the members that the Department of Molecular Biology and Genetics was created in the June 2017. It was also designated as a Centre of Excellence. In view of this, he suggested that the laboratory be accredited by NABL. It was resolved to get the laboratory accredited by NABL. The responsibility of the same was assigned to Dr. Arun R. Risbud, Director of Research.	Dr. A. R. Risbud, Director of Research	Process initiated to identify the relevant new diagnostic tests and to include them under the existing scope of KIMS Diagnostic Laboratory. 1. Quality Manual draft is ready. 2. Inter Laboratory Comparison is in process. 3. Internal Audit is planned.

Coordinator/Director, IQAC
KIMSDU, KARAD

Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.



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To note the Action Taken Report on the points discussed in the Meeting of University Internal Quality Assurance Cell held on 03rd January 2018.

Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 03rd January 2018.

Resolution No. IQAC/02/06/17-18 To organize refresher course for enhancing computer skill and literary search for teachers under the aegis of Directorate of Research.

Particulars	Action to be taken by	Status of compliance
Co-ordinator IQAC informed the members the need to organize refresher course for enhancing computer skill and literary search for teachers under the aegis of Directorate of Research as done last year. This was needed so that all the staff (teaching & nonteaching) are covered and undergo the refresher course. The responsibility of the same was assigned to Dr. D. K. Agrawal, Additional Director of Research.	Dr. D. K. Agrawal, Additional Director of Research	Workshop schedule is as follows, <ol style="list-style-type: none">1st week of April 2018.3rd week of June 2018.


Coordinator/Director, IQAC
KIMSDU, KARAD

Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD



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To note the Action Taken Report on the points discussed in the Meeting of University Internal Quality Assurance Cell held on 03rd January 2018.

Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 03rd January 2018.

Resolution No. IQAC/02/08/17-18 Development of a Structured Meeting Programme for Parent - Teacher Association and Parent Feedback.

Particulars	Action to be taken by	Status of compliance
Co-ordinator IQAC suggested that development of a Structured Meeting Programme for Parent - Teacher Association and Parent Feedback. After a lot of deliberation and discussion it was resolved entrust this task to Dr. S. C. Kale, Dean, Faculty of Allied Sciences and Convener of the Standing Committee of Deans to develop the same and present it in the next IQAC meeting.	Dr. S. C. Kale, Dean, Faculty of Allied Sciences (Microbiology, Biotechnology)	- Complied. - Feedback form appended for discussion and approval.

**Coordinator/Director, IQAC
KIMSDU, KARAD**

**Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.**



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To note the Action Taken Report on the points discussed in the Meeting of University Internal Quality Assurance Cell held on 03rd January 2018.

Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 03rd January 2018.

Resolution No. IQAC/02/09/17-18 Development of Student Support Mechanism for Coaching for Competitive Examinations.

Particulars	Action to be taken by	Status of compliance
Co-ordinator IQAC suggested that in view of NEET and other competitive examinations, it was the need of the hour to develop a Student Support Mechanism for coaching for Competitive Examinations. Dr. M. P. Ambali, Convener, Student Support and Progression was requested to develop a blueprint for the same and present it in the next meeting.	Dr. M. P. Ambali, Convener, Student Support and Progression	- Complied. - Blue print appended for discussion and approval.

Coordinator/Director, IQAC
KIMSDU, KARAD

Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.

Blueprint for NEET Oriented Coaching

The coaching protocol can be started from the month of February till December (or Exam Day). It can be divided into different phases.

1. Preliminary Phase (February to August):

- Each Subject is allotted with certain no. of lecture hours (Ex. Anatomy – 25 hours, Periodontology – 20 hours etc) that will be taught by Respective faculty in a traditional class room environment on the prescribed days for 6 to 7 hours

2. Second Phase (September to November):

- Time to conduct Comprehensive Revision Tests, Solving Previous Years Papers and Doubt clearance etc

3. Final Phase (December to Exam day):

- It includes Final Mock Tests, and Last-Minute Tips and Tricks

Schedule of classes:

- The proposed classes can be scheduled on the weekend i.e. every Saturday and Sunday.
- Professional help can be sought by outsourcing the coaching module to any of the reputed academies.
- Teaching material would be made available by the academy involved.
- For E.g.:
 - ✓ Brihaspati Academy
 - ✓ Target MDS
 - ✓ Dental Pulse Academy
 - ✓ Or any other institute
 - ✓ DAMS

Requirements to be met for outsourcing:

- A minimum number of student enrollment is to be guaranteed. (Approx 50)
- The agency would charge a fixed amount per student. The amount depends on the number of enrolled students.
- Provision of basic infrastructure support like Class room with AV aids and accommodation for the Guest Teachers to be arranged.


Coordinator/Director
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12.06.2018

NOTICE

The meeting of Internal Quality Assurance Cell (IQAC) is scheduled on Tuesday, 26th June 2018, at 03.00 pm in IQAC Meeting Hall, Krishna Institute of Medical Sciences "Deemed To Be University", Karad.

All members are requested to attend the same.


Co-ordinator
IQAC

AGENDA

1. Action Taken Report of Internal Quality Assurance Cell (IQAC) Meeting held on Monday, 19th March 2018.
2. Matters arising out of the Minutes of previous Meeting.
3. New AQAR format.
4. Preparation of AQAR for Academic Year 2017-2018 as per the revised accreditation framework.
5. Develop course on Human Values and Professional Ethics.
6. To conduct Gender Equality Promotion Programmes.
7. Digital Initiatives to be undertaken in the University.
8. To identify best practices for institutionalization.
9. Workshops to be conducted under the auspices of IQAC
10. To approve the Plastic Policy of the University
11. To conduct Green Audit for the Academic Year 2017-18.
12. Any other matter with the permission of the chair.



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MINUTES OF THE UNIVERSITY INTERNAL QUALITY ASSUARANCE CELL

HELD ON TUESDAY, 26TH JUNE 2018, AT 03.00 PM

The meeting of University Internal Quality Assurance Cell was held on Tuesday, 26th June 2018, at 03.00 pm in IQAC Meeting Hall. Hon'ble Vice-Chancellor, Dr. Mrs. Neelima Malik was in the Chair.

Following members were present :

Sr. No.	Name	Designation	Designation
1.	Dr. Mrs. Neelima Malik	Hon'ble Vice Chancellor	Chairperson
2.	Dr. M. V. Ghorpade	Registrar	Co-ordinator / Director of the IQAC
3.	Dr. (Mrs.) Rajani Gaonkar	Controller of Examination	Member
4.	Mr. P. D. John	Finance Officer	Member
5.	Dr. Arun Risbud	Director of Research	Member
6.	Dr. D. K. Agarwal	Additional Director of Research	Member
7.	Dr. A. Y. Kshirsagar	Medical Director	Member
8.	Dr. S. T. Mohite	Dean, Faculty of Medical Sciences	Member
9.	Dr. Shashikiran N. D.	Dean, Faculty of Dental Sciences	Member
10.	Dr. G. Varadharajulu	Dean, Faculty of Physiotherapy	Member
11.	Dr. Mrs. Vaishali Mohite	Dean, Faculty of Nursing Sciences	Member
12.	Dr. S. C. Kale	Dean, Faculty of Allied Sciences	Member
13.	Dr. P. M. Durgawale	Head, Department of Community Medicine, Faculty of Medical Sciences	Member
14.	Dr. M. P. Ambali	Professor, Department of Anatomy,	Member

		Faculty of Medical Sciences	
15.	Dr. Sachin Gugwad	Reader, Department of Pedodontics, Faculty of Dental Sciences	Member
16.	Shri. Vinayak Bhosale	Member BOM	Member
17.	Dr. S. R. Patil	President, KIMS Alumni Association	Member
18.	Dr. Veena Prakash	Information Scientist, RTM Nagpur University, Nagpur	Member
19.	Dr. R. C. Doijad	Dean, Krishna Institute of Pharmacy, Faculty of Allied Sciences	Invitee
20.	Ms. Archana Kaulagekar	Assistant Registrar (Academics) & ISA	Invitee
21.	Mr. S. A. Mashalkar	Assistant Registrar (Estate & Security)	Invitee
22.	Mr. R. K. Salunkhe	Assistant Registrar (Administration)	Invitee
23.	Dr. Supriya Patil	Dean Academics, Faculty of Medical Sciences	Invitee
24.	Dr. Renuka Pawar	Dean Academics, Faculty of Dental Sciences	Invitee
25.	Dr. Poovishnu devi	Dean Academics, Faculty of Physiotherapy	Invitee
26.	Mrs. Sheetal Samson C. P.	Dean Academics, Faculty of Nursing Sciences	Invitee
27.	Mrs. Snehal Masurkar	Dean Academics, Faculty of Allied Sciences	Invitee
28.	Dr. Arun Patil	Deputy Director of Research	Invitee
29.	Dr. Mahadeo Shinde	Professor, Faculty of Nursing Sciences	Invitee

Leave of absence was granted to:

S. N.	Name	Designation	Designation
1	Dr. (Mrs.) Rajani Gaonkar	Controller of Examination	Member
2	Dr. D. K. Agarwal	Additional Director of Research	Member
3	Dr. Shashikiran N. D.	Dean, Faculty of Dental Sciences	Member
4	Dr. Lalit Bhushan Waghmare	Dean of Interdisciplinary Health Sciences, DMIMSDU, Wardha	Member
5	Dr. Veena Prakash	Information Scientist, RTM Nagpur University, Nagpur	Member
6	Mr. Pavan Raje Bhosale	Vice-dean Faculty of Medicine	Member
7	Mrs. Sheetal Samson C. P.	Dean Academics, Faculty of Nursing Sciences	Invitee

Quorum being established, the meeting was duly constituted.

Co-ordinator IQAC of the University welcomed all the members. Business was transacted as per the agenda and following resolutions were adopted.

IQAC/04/01/17-18 Action Taken Report of Internal Quality Assurance Cell (IQAC) Meeting held on Monday, 19th March 2018.

The minutes of last meeting held on Monday, 19th March 2018 were read out. It was resolved to pass and confirm the minutes.

Action taken report of last meeting held on Monday, 19th March 2018 were read out and noted (As per Appendix).

IQAC/04/02/17-18 Matters arising out of the Minutes of previous Meeting.

No points came for discussion from the minutes of previous meeting held on Monday, 19th March 2018.

IQAC/04/03/17-18 New AQAR format.

Registrar informed the members that NAAC has revised the process of accreditation and assessment, this was discussed in the last IQAC meeting. So also the AQAR format was revised and the AQAR for the Academic year 2017 -2018 was to be submitted in the new format. The new format was presented in front of the members. The new format was discussed in detail.

It was resolved to circulate the new AQAR to all the Conveners and the Conveners were requested to submit the information in the new format.

IQAC/04/04/17-18 Preparation of AQAR for Academic Year 2017-2018 as per the revised accreditation framework.

Co-ordinator IQAC informed the members that this was the third quarter of the Academic Year 2017-2018. The AQAR for the Academic Year 2017-2018 needs to be prepared, so that it can be submitted to NAAC in time. After a lot of discussion it was resolved to authorize Hon'ble Chairman to constitute an editorial board (core team) for preparation of the same.

IQAC/04/05/17-18 Develop course on Human Values and Professional Ethics.

Co-ordinator IQAC informed the members that Dr. Sujata Kanetkar, Convener of Value Education Cell, has proposed to design a course on Human Values and Professional Ethics. The cell is already engaged in imbuing in its students the importance of values and ethics in all aspects of life i.e. personal and professional. The course will strengthen these efforts. The course may be designed in the manner where students will get exposure to eminent personalities in the field as well as the practice sessions.

It was resolved entrust the responsibility of developing the course to Dr. Sujata Kanetkar, Convener and follow the Standard Operative Procedure for the same.

IQAC/04/06/17-18 To conduct Gender Equality Promotion Programmes.

Hon'ble Vice Chancellor informed the members that Women Empowerment Cell of the University is holding the responsibility to inculcate primarily among its students and employees and the society in general the awareness about gender parity by conducting various activities. The cell convener Dr. Mrs. C. C. Khanwelkar has expressed the need of more concentrated efforts in this regard. She explained that the United Nations, the Govt. of India and many NGOs are fiercely addressing this issue. Being a premier Institute in this part of the state our University

too should be more actively contribute to this cause. This was also a part of the scheme in the new SSR of NAAC.

It was resolved to entrust the responsibility of the same to Dr. Mrs. C. C. Khanwelkar, Convener of Women Empowerment Cell.

IQAC/04/07/17-18 Digital Initiatives to be undertaken in the University.

University Grants Commission has circulated to all Universities the Digital Initiatives in Higher Education Institutes. Hon'ble Vice Chancellor has informed all the members that under this initiative Ministry of Human Resource Development, Government of India, has launched a program SWAYAM or Study Webs of Active – Learning for Young Aspiring Minds wherein professors and faculties of centrally funded institutions like IITs, IIMs and central universities will offer online courses to citizens of India. In this regard UGC has suggested a number of digital initiatives to be undertaken by Universities i.e. National Digital Library, National Academic Depository, Digital Campus, Smart Campus, National Digital Payment Mission, Unnat Bharat Abhiyaan. In view of this the University needs to undertake Digital initiatives as suggested by the UGC.

After a lot of discussion and deliberations it was resolved to undertake Digital Initiatives in the University.

IQAC/04/08/17-18 To identify best practices for institutionalization.

Registrar informed the members that as per the guidelines of the new SSR of NAAC weightage was awarded to identify best practices for institutionalization. These best practices should be apart /different from the best practices which are listed in the AQAR. These best practices could be anything new which identifies the institute in a unique way, it may in administration, academic activities or any other field.

All the HOI, Dean (Academics) and the members were requested to submit the identified best practices for institutionalization before the next IQAC meeting.

IQAC/04/09/17-18 Workshops to be conducted under the auspices of IQAC

- Workshop on Curriculum Planning and Development.
- Basic Workshop in Health Sciences Education Technology.

Co-ordinator IQAC informed the members the need to organize workshop related to quality enhancement at the Institutional level, state level and the national level.

Co-ordinator IQAC said that it was very essential to conduct a Workshop on Curriculum Planning and Development and Basic Workshop in Health Sciences Education Technology for teaching staff. It was resolved to entrust this task to

1. Dr. Mrs. R. K. Gaonkar – Controller of Examination.
2. Dr. Mrs. K. C. Wingkar – Convener, Teaching-Learning and Evaluation Cell.

IQAC/04/10/17-18 To approve the Plastic Policy of the University

Co-ordinator IQAC informed the members that it was the need of the hour to implement ban on plastic products as proposed by the Government of India.

In relation to the aforementioned a proposed draft of the plastic policy is presented before the members.

After due deliberation it was resolved to approve the same and submitted to the Board of Management for approval.

IQAC/04/11/17-18 To conduct Green Audit for the Academic Year 2017-18.

Coordinator IQAC informed the members that the Green Audit for the Academic Year 2017-18 would be conducted in the last week of June 2018. The responsibility of the same was entrusted to Mr. S. A. Mashalkar, Assistant Registrar (Estate & Security).

IQAC/04/12/17-18 Any other matter with the permission of the chair.

There being no other point raised by any member, the meeting was concluded with Vote of Thanks to the Chair.

The minutes were read out and confirmed.



**Co-ordinator / Director
Internal Quality Assurance Cell
KIMSDU, Karad**

**Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.**



**Vice-Chancellor & Chairman
Internal Quality Assurance Cell
KIMSDU, Karad**

**Vice Chancellor
Krishna Institute of Medical Sciences
"Deemed To Be University", Karad**



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Declared U/s 3 of UGC ACT, 1956 vide Notification no.F.9-15/2001-U.3 of the Ministry of Human Resource Development, Govt. of India
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Tel : 02164-241555-8 Fax: 02164-243272/242170
Website : www.kimskarad.in E-mail: registrar@kimskarad.in

To note the Action Taken Report on the points discussed in the Meeting of University Internal Quality Assurance Cell held on 19th March 2018.

Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 19th March 2018.

Resolution No. IQAC/03/04/17-18 New methodology of NAAC assessment.

Particulars	Action to be taken by	Status of compliance
Registrar informed the members that the Institute is going for NAAC assessment in the next 2 years. NAAC has introduced a new methodology for the assessment and this would be applicable from July 2017. The document was discussed in detail. Dr. Lalitbhushan Waghmare gave inputs regarding the new methodology. It was resolved to immediately start working on it and take the necessary steps for the same.	<ul style="list-style-type: none">RegistrarConveners of NAAC Cells	<ul style="list-style-type: none">Introduction to the new methodology for the assessment was introduced to all the members in the Joint College Council meeting held on 19th March 2018.All conveners of NAAC cell were requested that the Revised Accreditation Framework New Methodology be circulated to all concerned and conduct necessary sensitization meetings to implement the same vide Notification No. KIMSDU/C-1(i)/1025/2018 dated 21/03/2018.Directorate of Research conducted a sensitization meeting regarding the new methodology concerned with Criterion No. 3 with the faculties on<ol style="list-style-type: none">1. KIMS – 10/04/2018,2. KINS – 03/04/2018,



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		<p>3. KCP- 02/04/2018, 4. SDS – 11/04/2018, 5. KIBB – 03/04/2018, 6. KIP – 03/04/2018.</p> <ul style="list-style-type: none">• Conveners of other criteria will hold similar sensitization meetings in due course of time after the vacation.
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**Coordinator/Director, IQAC
KIMSDU, KARAD**

**Coordinator/Director
Internal Quality Assurance Cell
KIMSDU, KARAD.**



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Resolution No. IQAC/03/05/17-18 To conduct Academic Administrative Audit.

Particulars	Action to be taken by	Status of compliance
<p>Hon'ble Vice Chancellor enlightened the meeting about AAA. Academic Administrative Audit (AAA) is a three tiered evaluation exercise to access the performance of the Institution based on seven criterion of NAAC and strengthen the weak areas and adopt to the new scheme.</p> <p>In the first year the performance is audited by the Internal committee. In the second year the Internal committee evaluates the performance and submits the report to the Vice Chancellor committee for audit. In the third year after evaluation by Internal committee it is audited by the External Audit committee duly appointed by the Vice Chancellor. The External committee prepares its report based on the report of Internal Committee and physical verification of the facts. Accordingly this being the third year of the process the audit should be carried out by the External Committee.</p> <p>After discussion it was decided that the process should be initiated well in time. Hon'ble Vice Chancellor is authorized to take necessary actions for the same.</p>	Hon'ble Vice Chancellor	All the HOI's, Dean (Academics) and HOD's were requested to be prepared with all documents related to AAA for the impending AAA in the month of July 2018 vide Notification No. KIMSDU/N-3/1026/2018 dated 21/03/2018.


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KIMSDU/N-3/1026/2018

Date: - 21/03/2018

: NOTIFICATION :

As per Resolution No. IQAC/03/05/17-18 of the IQAC meeting held on 19th March 2018, it was resolved to conduct the Academic Administrative Audit (AAA) of the University by an External Committee as this being the third year of audit. This audit by the External Committee would be conducted in the Month of July 2018. All the Deans of constituent faculties, Dean (Academics), Assistant Registrar (Academics, Administration & Estate & Security) are requested to ensure that the requisite preparations be made as per NAAC and UGC guidelines.



REGISTRAR

C.C.: Hon'ble Vice- Chancellor, KIMSDU
Finance Officer
Controller of Examination
Director of Research
Additional Director of Research
Dean, Faculty of Medical Sciences
Dean, Faculty of Dental Sciences
Dean, Faculty of Physiotherapy
Dean, Faculty of Nursing Sciences
Dean, Faculty of Allied Sciences (Microbiology, Biotechnology and Krishna Institute of Pharmacy)
Medical Director
Medical Administrator
Director Nursing Services
Assistant Registrar's (Academic, Administration, Estate & Security)
Dean (Academics), Faculty of Medical Sciences
Dean (Academics), Faculty of Dental Sciences
Dean (Academics), Faculty of Physiotherapy
Dean (Academics), Faculty of Nursing Sciences
Dean (Academics), Faculty of Allied Sciences
All HOD's, KIMSDU
All Departments (College and Hospital)
Publicity Department
Library, Guest House, All Hostels, Security Department
Art and Photography Department
Department of Molecular Biology and Genetics



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Resolution No. IQAC/03/06/17-18 UGC Expert Committee Visit – Report.

Particulars	Action to be taken by	Status of compliance
<p>Registrar informed the members that the UGC expert committee to review the functioning of Krishna Institute of Medical Sciences "Deemed To Be University", visited KIMSDU during 08th to 10th December, 2017. Subsequently the report was submitted to UGC.</p> <p>The commission in its 528th meeting (Item No. 2.02) held on 09th January, 2018 considered the report of the UGC Expert Committee which visited KIMS "Deemed to be University" during 08-10th December, 2017 to review its functioning, and recommended continuation of the Deemed to be University status to Krishna Institute of Medical Sciences "Deemed to be University", Karad, Dt. Satara (Maharashtra).</p> <p>The suggestions, which were suggested by UGC were discussed in detail. A detailed plan was made to complete and submit the compliance to UGC in the next 6 months.</p>	Hon'ble Vice Chancellor	Compliance to be submitted to UGC in the first week of July 2018.

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KIMSDU, KARAD

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Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 19th March 2018.

Resolution No. IQAC/03/07/17-18 Workshops to be conducted under the auspices of IQAC

- Workshop on office etiquettes and official writing skill for nonteaching staff.
- Workshop on Students Induction Programme.

Particulars	Action to be taken by	Status of compliance
<p>Co-ordinator IQAC informed the members the need to organize workshop related to quality enhancement at the Institutional level, state level and the national level. Co-ordinator IQAC said that it was very essential to conduct a Workshop on office etiquettes and official writing skill for nonteaching staff and Students Induction Programme. This will enhance the image of the Institution because office etiquettes reflect the image of the Institute, like wise official writing skills would lead to better communication clarity and understanding. It was resolved to entrust this task to</p> <ol style="list-style-type: none">1. Mrs. Sheetal Samson C. P. – Dean (Academics), Faculty of Nursing Sciences.2. Dr. M. P. Ambali – Convener, Student Support and Progression Cell.	<ul style="list-style-type: none">• Mrs. Sheetal Samson C. P. – Dean (Academics), Faculty of Nursing Sciences.• Dr. M. P. Ambali – Convener, Student Support and Progression Cell.	<ul style="list-style-type: none">• Workshop on office etiquettes and official writing skill for nonteaching staff conducted in two batches on 28th & 29th, 30th & 31st May 2018. Report appended.• Workshop on Students Induction Programme conducted on 18th June, 2018. Report appended.


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Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 19th March 2018.

IQAC/03/08/17-18 To discuss & approve Revised Performance Appraisal Policy for Teaching & Non Teaching Staff.

Particulars	Action to be taken by	Status of compliance
<p>Coordinator IQAC presented Revised Performance Appraisal Policy for Teaching, Non Teaching Staff.</p> <p>The Revised Performance Appraisal Policy was prepared by a committee appointed by Hon'ble Vice Chancellor. The Revised Performance Appraisal Policy was discussed in detail by all the members.</p> <p>After due deliberation on all relevant matters, it was resolved to approve the policy. Further it was resolved to recommend it to the BOM for approval.</p>	<p>Coordinator, IQAC</p>	<p>Recommended to the BOM for approval vide resolution no. BOM-03/17/17-18 dated 21st March 2018</p>

Coordinator/Director, IQAC

KIMSDU, KARAD.

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Actionable points arising out of the minutes of the University Internal Quality Assurance Cell held on 19th March 2018.

IQAC/03/09/17-18 To approve the Revised Self Appraisal System/Format for Teaching faculty.

Particulars	Action to be taken by	Status of compliance
<p>Coordinator IQAC presented Revised Self-Appraisal System/Format for Teaching faculty.</p> <p>The Revised Self-Appraisal System/Format was prepared by a committee appointed by Hon'ble Vice Chancellor. The Revised Self-Appraisal System/Format was discussed in detail by all the members.</p> <p>After due deliberation on all relevant matters, it was resolved to approve the format and submit it to the Board of Management for approval.</p>	Coordinator, IQAC	Recommended to the BOM for approval vide resolution no. BOM-03/18/17-18 dated 21 st March 2018


**Coordinator/Director, IQAC
KIMSDU, KARAD**

**Coordinator/Director
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KIMSDU, KARAD.**