



Minutes of the meeting

An exclusive 3rd NAAC review Meeting was held on 30.06.2020 in Hospital Board Room with the Dean as Chairman between 11.00 am to 1.30 pm. Dr. A. Sundhararajan, NAAC Coordinator welcomed the gathering and requested Dean to initiate the meeting. The following Members participated in the Meeting.

Dr. R. Shivakumar	- Chairman
Dr. N. Balasubramanian	- Deputy Director / Dean
Dr. S. Ragupathy	- Executive Director
Dr. S. Ramesh Babu	- Director Medical Sciences
Dr. P. Anusuya	- Head of IQAC
Dr. Ramchandra Goyal	- Head of MCI Cell & Community Health Service
Dr. P. Karthick	- Additional Medical Superintendent
Dr. M. Prabhakar	- Dean, Administration
Dr. A. Sundhararajan	- Coordinator of NAAC
Dr. D. Niranjana	- Asst. Coordinator

Criterion Coordinators:-

Dr. A. Domnic Infant Raj
Dr. E. Kamala
Dr. Prabha Thangaraj
Dr. Ronald Roy
Dr. N. Prabhusharan
Dr. L. Manivannan
Dr. A. Anupriya
Dr. K. Kanagasanthosh
Dr. K. Hemalatha

Dr. N. Balasubramanian, Dean initiated the proceedings and asked the NAAC Coordinator to brief about the current guidelines of NAAC. Dr. A. Sundhararajan has explained about the criterion wise changes that have been made by the NAAC and emphasized about the importance of key indicators in each criterion. He also elaborated on the new Cumulative Grade Point Average which includes the Quantitative and Qualitative Metrics. The Coordinator has requested the individual Criteria Coordinators to present their self assessment report.

All the coordinators had done the SWOC analysis and gave the detailed reports. The following Faculty Members had been presented their Criterion as follows.

Dr. A. Domnic Infant Raj	- Curricular Aspects
Dr. E. Kamala	- Teaching, Learning and Evaluation
Dr. N. Prabhusharan	- Research, Innovations and Extensions
Dr. L. Manivannan	- Infrastructure and Learning Resources
Dr. A. Anupriya	- Students Support and Progression
Dr. K. Kanagasanthosh	- Governance, Leadership and Management
Dr. K. Hemalatha	- Institution Values and Best Practices

Dr. N. Balasubramanian, Dean, advised the Coordinator to find an Assistant Coordinators to each Coordinator to facilitate the work. Dr. S. Ragupathy, Executive Director suggested to use uniform template in the future presentation. Dr. P. Anusuya summarized all the criteria wise challenges to fulfill the NAAC expectations. Dr. Ramchandra Goyal has given valuable suggestions to strengthen Committee's activities and documentation. Dr. S. Ramesh Babu, Director Medical Science's advised the coordinators to do in-depth study and present to the Committee one by one for further reviews.

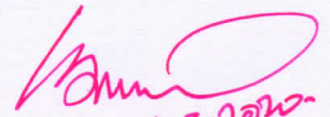
All criteria coordinators were asked to give points on each criteria given in the NAAC and all possible points, in documents /registers required to support the each point / criteria to be described.

The Committee has decided to submit the Gap Analysis report with Action Taken plan to Dean on 09.07.2020.

Sl.No.	Criteria description	Actionable points	Supportive documents required	Remarks
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The meeting ended with vote of thanks to the chair.

Enclosure: Action taken plan of the meeting.


4.7.2020

Dean
DEAN

To

- All Professor & HODs of Pre, Para, Clinical and Super Specialty departments
- Casualty i/c Medical Officer
- NAAC committee members – through HOD

**Trichy SRM Medical College
Hospital & Research Centre
Irungalur, Trichy-621 105.**

Copy to

- Dean – College / Hospital
- Deputy Director (Campus)
- Director - Medical Science
- Medical Superintendent
- Additional Medical Superintendent
- Vice Principal - Academic
- Vice Principal – Allied Health Science Courses
- Head of MCI Cell
- Head of IQAC
- Head of Institutional Research Board
- Coordinator - Medical Education Unit
- Manager – Senior Finance
- Manager – Construction
- Manager – College
- Manager – HR
- Head of Physical Education and Sports
- File

Copy Submitted to

- ❖ Chairman (Mail) and Trichy Office
- ❖ Registrar (Mail)
- ❖ Executive Director (Mail)

Action Taken Plan of the meeting

S. No	Actionable points	Responsible Persons	Time Frame
1	Preparation of Asst. Coordinators	Dr. A. Sundhararajan	3 days
2	Uniform template for presentation	Dr. D. Niranjana	15 days
3	Criteria I Presentation	Dr. Domic Infant Raj	02.07.2020
4	Criteria IV	Dr. L. Manivannan	03.07.2020
5	Criteria III	Dr. N. Prabhusharan	06.07.2020
6	Criteria VI	Dr. K. Kanagasanthosh	06.07.2020
7	Criteria VII	Dr. K. Hemalatha	07.07.2020
8	Criteria II	Dr. E. Kamala	08.07.2020
9	Criteria V	Dr. A. Anupriya	08.07.2020
10	Gap-Analysis report Preparation	Dr. S. Ramesh Babu Dr. A. Sundhararajan Dr. D. Niranjana	09.07.2020