KLE ACADEMY OF HIGHER EDUCATION AND RESEARCH

(Declared as Deemed-to-be-University u/s 3 of the UGC Act, 1956)

Accredited 'A' Grade by NAAC (2nd Cycle)   Placed in Category 'A' by MHRD (GoI)

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Ref. No. KAHER/IQAC/18-19/D- 1302   20th August 2018

MEETING NOTICE

I am directed to convene the **45th meeting** of the **Internal Quality Assurance Cell (IQAC)** of the University on **Tuesday, 4th September 2018, at 3.00 PM** in the **Academic Council Hall** of the University to discuss the following subjects:

AGENDA

1. Confirmation of the Minutes of the 44th meeting of the IQAC held on 04-05-2018.
2. Action taken on various decisions of the 44th meeting of the IQAC held on 04-05-2018.
3. Reporting of conduct of Academic and Administrative Audit of KAHER
    - *by Hon. Vice-Chancellor, KAHER , Belagavi*
4. Implementation of Software / Automation for data management at IQAC
5. New Manual of NAAC
    - *briefing by Dr. Seema Hallikerimath, Co-ordinator, IQAC, KAHER*
6. Submission of Criteria wise activities from 1st April – 31st July 2018
    - *Principals of constituent units, KAHER, Belagavi*
    - *Medical Director / Medical Superintendent KLE Dr. PK Hospital & MRC, Belagavi*
7. Any other matter with permission of Chair.

Prof. (Dr.) V. D. PATIL
Registrar

To,

The Members,
IQAC, KAHER,
Belagavi.

CC to:
1. The Special-Officer to Hon. Vice-Chancellor, KAHER, Belagavi.
2. The Finance Officer, KAHER, Belagavi.

Ref. No. KAHER/IQAC/18-19/D- 1905

15th October 2018

To,

The Members,

Internal Quality Assurance Cell (IQAC),

KAHER,

Belagavi.

Sir / Madam,

Sub : **Minutes of the 45th Meeting of IQAC held on 04-09-2018.**

Please find enclosed the minutes of the 45th meeting of the **Internal Quality Assurance Cell (IQAC) of KAHER held on 4th September 2018,** for your kind information and reference.

Thanking you,

Yours Sincerely,

Prof. (Dr.) V. D. PATIL
Registrar

Encl : As above.

CC to:
1. The Special Officer to Hon. Vice-Chancellor, KAHER, Belagavi.
2. The Co-ordinator, IQAC, KAHER, Belagavi.

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Ref. No. KAHER/IQAC/18-19/D- 1905   15th October 2018

PROCEEDINGS OF THE 45th MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC) HELD IN THE ACADEMIC COUNCIL HALL OF THE KAHER ON 4th SEPTEMBER 2018

MEMBERS PRESENT:

As per the Attendance-Sheet:

Dr. Seema Hallikerimath, Co-ordinator, IQAC welcomed the members. She briefed the activities conducted by the IQAC from 4th May 2018 to 3rd September 2018.

Item No. 1: **Confirmation of the minutes of the 44th meeting of the IQAC held on 4th May 2018.**
- Confirmed.

The compliance actions initiated based on the resolutions adopted in the previous IQAC meeting held on 4th May 2018 was discussed.

Item No. 2: **Action taken on various decisions of the 44th meeting of the IQAC held on 4th May 2018.**
- Noted and taken on records.

- The existing academic programs / courses including Fellowship Programs and Certificate Courses for which there are no admissions need to be strengthened. The respective Principals and Deans shall personally review and monitor these courses for effective functioning / running of such courses.

- The courses which have demand and are viable need to be continued.

- The University needs to identify new areas for starting of new courses / sub-specialties as an innovative method.

- The BoM and Academic Council have approved grant of stipend to the candidates who enroll for the Fellowship Programs so as to strengthen admissions and also to utilize their services for PG training and patient-care in the respective Hospital during the course period by appointing them as Residents / Junior Residents or enrollment for Housemanship. The Principals shall explore the same and forward the deserving applications to the University for consideration.

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- Stipend has already been initiated in four departments like Neonatology, Diabetology, Oncology etc.

- The University may consider giving advertisement in the professional journals highlighting the academic programs including Fellowship Programs and Certificate Courses which are being offered.

- The Principals of the constituent units shall put efforts for getting significant contribution from the alumni members for the developmental activities / infrastructure of their institutions.

The Agenda was taken up for further discussion and consideration:

Item No. 3: *Reporting of conduct of Academic and Administrative Audit of KAHER.*

- The Chairman briefed the members with regard to conduct of Academic and Administrative Audit of KAHER and its constituent units by a Committee of distinguished academicians and administrators. He read out the suggestions made by the Committee. A committee consisting of five members conducted Academic and Administrative Audit on 3rd and 4th August 2018 has given some valuable suggestion which will be implemented soon. The report has been circulated to all the constituent units, Research Foundation and BSRC etc.

- The Report submitted by Academic and Administrative Audit will be circulated amongst the constituent units / university departments. The Heads of the Institutions / Departments shall go through the same and initiate appropriate compliance actions under intimation to the University.

Resolution:

Resolved to take note of the same.

KLE ACADEMY OF HIGHER EDUCATION AND RESEARCH
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Item No. 4: *Implementation of Software / Automation for data management of IQAC.*

The Chairman briefed the members with regard to software / automation process initiated by KAHER for data management of IQAC and also the automation process which is underway for various Departments of KAHER.

Dr. V.S. Sadhunnavar informed that automation was discussed in Governor Body Meeting with technical expert advice from our engineering college principal. He assured that it is taken up seriously.

- The University is in the process of preparing a new software in which the feed-back from the students is obtained at the end of the year before filling up the examination form. The feed-back received from various stakeholders need to be analyzed. Validation of feedback has to be done the departments of education (DOME, DAME, DOPE, DONE) of should be involved in preparation of feedback forms from various stakeholders. Validation of question and analyses to be done.

- The automation process for various Constituent units / University Departments is underway and all the Principals and Heads of the University Departments shall provide all necessary information / inputs for successful implementation of the IT.

Resolution:

Resolved to take note of the same.

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Item No. 5: *New Manual of NAAC.*

Dr. Seema Hallikerimath, Co-ordinator, IQAC made presentation with regard to new manual recently released by NAAC for accreditation of institutions.

Resolution:

Resolved to take note of the same.

Item No. 6: *Submission of criteria-wise activities for the period from 1st April 2018 to 31st July 2018.*

IQAC informed that all constituent units and hospital has submitted soft copy of criteria-wise inputs. The data will be compiled at IQAC.
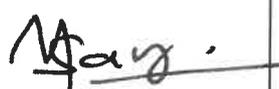
Resolution:

Resolved to take note of the same.

The meeting concluded with a vote of thanks to the Chair.

CO-ORDINATOR, IQAC   REGISTRAR   CHAIRMAN

KAHER, BELAGAVI

ACTION TAKEN ON VARIOUS DECISIONS OF THE 45th MEETING OF THE

INTERNAL QUALITY ASSURANCE CELL (IQAC) OF KAHER

HELD ON **04-09-2018**

Agenda No	Subject/Item	Discussion/Briefing	Resolution	Action Taken
Item No. 1	Confirmation of the Minutes of the 44th meeting of the IQAC held on 04-05-2018	The minutes were read	Confirmed	Noted
Item No. 2	Action taken on various decisions of the 44th meeting of the IQAC held on 04-05-2018	Decisions taken were discussed.	Confirmed	Noted and taken on records.
Item No. 3	Reporting of conduct of Academic and Administrative Audit of KAHER *by Hon. Vice-Chancellor, KAHER , Belagavi*	The Chairman briefed the members with regard to conduct of Academic and Administrative Audit of KAHER and its constituent units by a Committee of distinguished academicians and administrators. He read out the suggestions made by the Committee. A committee consisting of five members conducted Academic and	Resolved to take note of the same.	Assessors Evaluative Report of AAA has been mailed to all the Principals, University officials and Coordinators of constituent units on 6th September 2018 to initiate appropriate compliance actions.

		Administrative Audit on 3rd and 4th August 2018 has given some valuable suggestion which will be implemented soon. The report has been circulated to all the constituent units, Research Foundation and BSRC etc.		
Item No. 4	Implementation of Software / Automation for data management at IQAC	The Chairman briefed the members with regard to software / automation process initiated by KAHER for data management of IQAC and also the automation process which is underway for various Departments of KAHER. Dr. V.S. Sadhunnavar informed that automation was discussed in Governor Body Meeting with technical expert advice from our engineering college principal. He assured that it is taken up seriously. • The University is in the process of preparing a new software in which the feed-back from the students is obtained at the end of the year before filling up the examination form. The feed-back received from various stakeholders need to be	Resolved to take note of the same.	Team of IQAC members have gone through the software. Some changes / recommendations are submitted to the software company. The process is temporarily as the new health science manual is undergoing changes by NAAC office. Validation of feedback forms from various stakeholders regarding curriculum, teaching, department, infrastructure of the

		analyzed. Validation of feedback has to be done the departments of education (DOME, DAME, DOPE,DONE) of should be involved in preparation of feedback forms from various stakeholders. Validation of question and analyses to be done. • The automation process for various Constituent units / University Departments is underway and all the Principals and Heads of the University Departments shall provide all necessary information / inputs for successful implementation of the IT.		constituent units is done by UDEHP and final structured format will be presented by Director, UDEHP on 20th Dec. 2018 at 46th meeting of IQAC
Item No. 5	New Manual of NAAC - *briefing by Dr. Seema Hallikerimath, Co-ordinator, IQAC, KAHER*	Dr. Seema Hallikerimath, Co-ordinator, IQAC made presentation with regard to new manual recently released by NAAC for accreditation of institutions.	Resolved to take note of the same.	Noted Co-ordinator, IQAC attended a meeting on 5th Dec. 2018 regarding pilot testing of new health science manual at NAAC office, Bengaluru. The same will be briefed in 46th meeting of IQAC

				on 20th Dec. 2018.
Item No. 6	Submission of Criteria wise activities from 1st April – 31st July 2018	IQAC informed that all constituent units and hospital has submitted soft copy of criteria-wise inputs. The data will be compiled at IQAC.	Resolved to take note of the same.	Received criteria-wise information from all the colleges