

**D. Y. Patil Education Society (Institution Deemed to be University),
Kolhapur**

Minutes of the IQAC Meeting dated 12.07.2018

A Meeting of Internal Quality Assurance Cell (IQAC) was convened on 12 July, 2018 at 11.00am in University Office (Dalan), D. Y. Patil Vidyanagar, Kolhapur.

The attendance was as follows:

1. Hon'ble Prof. (Dr.) Prakash B. Behere. Vice-Chancellor	Chairperson
2. Prof. (Dr.) Mrs Shimpa Sharma, Pro-Vice-Chancellor	Co-ordinator
3. Mr. A. C. Powar, Controller of Examinations	Member
4. Dr.R.K.Sharma, Dean	Member
5. Dr.C.D.Lokhande, Research Director	Member
6. Dr.Mrs. V.R.Nikam, Prof. & Head, Anatomy	Member
7. Dr. R.J.Khyalappa, Prof. & Head, General Medicine	Member
8. Dr.Mrs.R.A.Chougale, Prof. & Head, Microbiology	Member
9. Dr.Arvind Gulbake, Asst. Prof., R & D	Member
10. Dr. V.V.Bhosale, Registrar	Member

Dr. Mrs. Sonal Walawalkar, Assoc. Professor, Obst. &Gyn, Dr.Sanjay D. Patil. President, D.Y.Patil Education Society, Dr. J. F. Patil, Member of BOM and Dr. P. R. Patil were granted leave of absence.

In the beginning the Chairman welcomed all the distinguished members of the IQAC and he moved to the agenda.

1 To confirm the minutes of the meeting dated 19.03.2018

The minutes of the IQAC meeting dated 19.03.2018 were read and confirmed.

2 To discuss about Action Taken Report of Minutes of the Meeting dated 19.03.2018

The Action Taken Report on Minutes of the Meeting dated 19.03.2018 was accepted.

3 To discuss about program on development of Annual Quality Assurance Exercise (AQUA-X)

The Cell was discussed in detail with the planning and implementation. Some suggestions were incorporated such as:

- Role External Peer Team
- AQUA-X Assessment to be considered as faculty strength of Department
- Peer Team to be briefed on core functions of different departments.

4 **To consider the Policies and SOPs**

After thorough discussions following Policies and SOPs were finalized.

Policies	SOPs
1. Policy on Excellence in Research Award (Ph.D.)	1. SOP for feedback on curricular and stakeholders
2. Consultancy Policy	2. University Moral Guidance Scheme SOP
3. Policy on Plagiarism	3. Guidelines for implementing University Funded Research Projects (SOP)
4. Intellectual Property Right Policy	4. Central Research Laboratory (SOP)
5. Anti-ragging Policy	5. Intellectual Property Right (IPR) Cell (SOP)
6. Gender Policy	6. APJ Abdul Kalam Incubation Centre”(AKIC)
7. Ethics Policy	7. Central Research Facility, Advanced Instrumentation Facility (AIF)
	8. SOP Internal Complaints Committee (ICC)
	9. SOP for Alumni Association

5 **To consider the Feedback Reports from different stakeholders for the Academic Year 2017-18.**

The feedback reports from different stakeholders for the Academic Year 2017-18 from all constituent units are collected, analysed and appropriate actions recommended to concerns.

After thorough discussions, it was resolved to accept the feedback reports and implement the suggestions.

6 **To discuss about submission of AQAR-2017-18**

It was decided to submit AQAR data online as per available option and before the deadline of 30 December, 2018. It was noted the need to consolidate data collection for submission of AQAR 2017-18. It was advised to inform the Criteria heads to focus on completing the data collection for the academic year 2017-18 and to take follow-up. The data should be collected keeping in view of submission of NIRF.



Prof. (Dr.) Shimpa Sharma

Pro-Vice-Chancellor & IQAC Co-ordinator

D. Y. Patil Education Society (Institution Deemed to be University), Kolhapur

Action Taken Report

on

Minutes of the meeting dated 12.07.2018

Sr. No.	Item	Action Taken
3	Annual Quality Assurance Exercise (AQuA-X)	Different modalities were worked out and accordingly changes were made in AQuA-X as per suggestions received.
4	Policies & SOPs	Policies & SOPs placed in the meeting were finalised.
5	Feedback Reports	Reports were analysed and appropriate action recommended to concerns.
6	AQAR-2017-18	A series of meetings were planned with NAAC Criteria Co-ordinators to start the process for AQAR-2017-18 data collection.


IQAC Co-ordinator



D. Y. PATIL UNIVERSITY

D.Y. PATIL EDUCATION SOCIETY, KOLHAPUR

(Deemed to be UNIVERSITY Declared u/s 3 of the UCC Act 1956 vide Notification No. F9-26/2004-U.3 dt. 01-09-2005 of the GOI)

Accredited by NAAC with 'A' Grade

MINUTES

A meeting of the University "Internal Quality Assurance Cell (IQAC)" was held on Tuesday, 27th November 2018 at 11.00am, in the University office.

The attendance was as follows:

1. Hon'ble Prof. Dr. P.B. Behere, Vice-Chancellor	Chairman
2. Dr. Mrs. Shimpa Sharma, Pro-Vice-Chancellor	Coordinator
3. Dr. V. V. Bhosale, Registrar	Secretary
4. Mr. Sridhar Raj Narayanaswamy, Finance Officer	Member
5. Shri. A. C. Powar, Controller of Examinations	Member
6. Dr. R. K. Sharma, Dean	Member
7. Dr. R. J. Khyalappa, Prof. & Head, Medicine	Member
8. Dr. Mrs. Roma Chougule, Prof. & Head, Microbiology	Member
9. Dr. Mrs. Vasudha Nikam, Prof. & Head, Anatomy	Member
10. Dr. Mrs. Sonal Walawalkar, Assoc. professor, Obst. & Gyn	Member
11. Dr. Arvind Gulbake, Asst. Professor, R & D	Member
12. Dr. J. F. Patil,	Member
13. Dr. Mrs. A. D. Patil, Vice-Principal	Invitee
14. Dr. B. C. Patil, Medical Superintendent	Invitee
15. Dr. Mrs. Vaishali Gaikwad, Professor, Surgery	Invitee

Dr. C. D. Lokhande, Research Director, Dr. Sanjay D. Patil, and Dr. P. R. Patil, were granted leave of absence.

The following business was transacted,
In the beginning the Chairman welcomed all the distinguished members of the IQAC and took a review of various activities conducted by the University. Then he moved to the agenda.

- 1) To confirm the minutes of the IQAC Meeting dated 12.07.2018.

Resolution: The minutes of the IQAC meeting dated 12.07.2018 were read and confirmed.

- 2) To consider submission of application for NIRF.

Resolution: Pro-Vice-Chancellor Dr. Mrs. Shimpa Sharma, updated about the status of application for NIRF-2019. It was resolved to apply for Medical College and University separately.

- 3) To consider Annual Quality Assurance Exercise- Assessment Sheet (AQuA-X)

Resolution:- after thorough discussion, some suggestions were considered and Annual Quality Assurance Exercise- Assessment Sheet (AQuA-X) was approved.

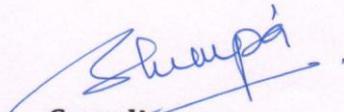
- 4) To consider AQUA-X Program for Institutional ~~Peer~~^{Peer} team visit.

Resolution:- the cell expressed satisfaction about this initiative and recommended following ~~peer~~^{Peer} team:-

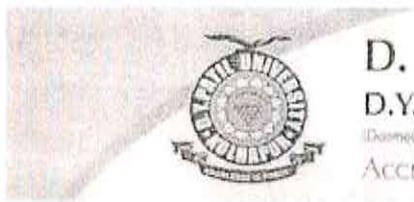
1. Dr. Ali- Director, CSIBER, Kolhapur
 2. Dr. Sarma, CSIBER, Kolhapur
 3. Dr. Kale, CSIBER, Kolhapur
- 5) To consider submission of AQAR for 2017-18
(the draft of AQAR 2017-18 is enclosed)

Resolution:- the IQAC considered the draft of AQAR-2017-18 in detail and offered some important suggestions. These suggestions were incorporated and the draft of AQAR was recommended to the Board of Management.

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


Coordinator


Chairman



D. Y. PATIL UNIVERSITY

D.Y. PATIL EDUCATION SOCIETY, KOLHAPUR

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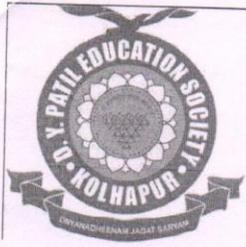
Action Taken Report

on

Minutes of the meeting dated 27th November, 2018

Sr. No.	Item	Action Taken
2	NIRF-2019 participation	Data compiled for overall category for NIRF submission and data related to Medical College was separated from the overall data to apply separately.
3	Annual Quality Assurance Exercise (AQuA-X)	Suggestions given during the meeting were incorporated in AQuA-X Assessment Sheet.
4	Institutional Peer Team for AQuA-X	Invitation letters were sent to Expert Members of approved Institution Peer Team for AQuA-X program.
5	AQAR 2017-18	The suggestions given in IQAC meeting were incorporated in AQAR 2017-18.

IQAC Co-ordinator



D. Y. PATIL EDUCATION SOCIETY, KOLHAPUR (Deemed to be University)

(Declared u/s 3 of the UGC Act 1956 vide Notification No. F.9-26/2004-U.3 dt. 01-09-2005 of the GOI)

Reaccredited by NAAC with 'A' Grade

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MINUTES

A meeting of the University "Internal Quality Assurance Cell (IQAC)" was held on Wednesday, 16th January 2019 at 12.00noon, in the University office.

The attendance was as follows:

1. Hon'ble Prof. Dr. P.B. Behere, Vice-Chancellor	Chairman
2. Dr. Mrs. Shimpa Sharma, Pro-Vice-Chancellor	Coordinator
3. Dr. V. V. Bhosale, Registrar	Member
4. Mr. Sridhar Raj Narayanaswamy, Finance Officer	Member
5. Shri. A. C. Powar, Controller of Examinations	Member
6. Dr. R. K. Sharma, Dean	Member
7. Prof. Dr. C. D. Lokhande, Research Director	Member
8. Dr. Mrs. Roma Chougule, Prof. & Head, Microbiology	Member
9. Dr. Arvind Gulbake, Asst. Professor, R & D	Member
10. Dr. J. F. Patil, Member of BOM	Member

Dr. R. J. Khyalappa, Prof. & Head, Medicine, Dr. Sanjay D. Patil, Dr. Mrs. A. D. Patil, Vice-Principal, Dr. Mrs. Vasudha Nikam, Prof. & Head, Anatomy, Dr. Mrs. Sonal Walawalkar, Assoc. professor, Obst. & Gyn, and Dr. P. R. Patil were granted leave of absence.

The following business was transacted,
In the beginning the Chairman welcomed all the distinguished members of the IQAC and took a review of various activities conducted by the University. Then he moved to the agenda.

- 1) To confirm the minutes of the IQAC Meeting dated 27.11.2018.

Resolution: The minutes of the IQAC meeting dated 27.11.2018 were read and confirmed.

- 2) To take review of new criteria wise committees.

Resolution: Pro-Vice-Chancellor Dr. Mrs. Shimpa Sharma, updated about the status. The revised criteria wise committees are constituted as follows:-

Sr. No.	Criterion Co-ordinator	Medical College Building Depts.	Hospital Campus Depts.	C.I.R.	Nursing College
I	Dr. Vaishali Gaikwad	Dr.V.R.Nikam	Dr.V.V.Gaikwad	Dr.C.D.Lokhande Dr.Indumathi S	Smt. Manisha Bijapurkar
II	Dr.V.R.Nikam	Dr.V.R.Nikam	Dr.V.V.Gaikwad		

III	Dr.C.D.Lokhande	Dr.Ashutosh Potdar Dr. Sunita B.Patil Dr. Mrs. A. V. Wagh	Dr. R. J. Khyalappa	Mrs. Janaki Shinde
IV	Dr.R.J. Khyalappa		Dr. Arvind Gulbake	
V	Dr.A.D.Patil	Dr. A. D. Patil and Dr. N. T. Venugopal		
VI	Dr.V.V.Bhosale	Dr. V. V. Bhosale		
VII	Dr. R.A. Chougale	Dr. R. A. Chougale		

3) To take review of AQUA-X conducted by the University.

Resolution:- The activity of AQUA-X was well appreciated by the cell. This gave boosting to all departments for their involvement in NAAC process in future.

In addition to this the Coordinator updated the cell about the following activities conducted.

- I. Research Incentive Policy for University faculty has been revised, approved and implemented in 2018.
- II. RCOMET-4 batches of student have visited 4 villages for the 3-day programme
- III. NABH Training for 50 Staff. Consultant has been appointed. Work is going on at a satisfactory pace and regular meetings are being held. The IEC is also to be NABH accredited.
- IV. GCP Training of 40 staff has been done towards capacity building for IEC and research.
- V. Unnat Bharat Abhiyan- Five villages; two visits each done, activities conducted
- VI. DYP-ICONIC October, 2018- 6 states participated successfully
- VII. Swachha Bharat Internship- 3 students received certificates
- VIII. AQUA-X: Program culminated in a Peer team visit on 29-30 November, 2018. Results were declared in December'18 and awards were given as decided to high performing departments. One-on-one discussion of individual department results with relevant faculty has been completed. Feedback taken from participating faculty and departments will be used to further hone the process. The initiative and process of this exercise has been presented at the NAAC Conference at Chettinad with high appreciation received. -
- IX. NIRF University & College forms have been submitted and clarifications asked for given
- X. NAAC Pilot Study for the new Health Science Manual has been completed and submitted to NAAC,Bangalore. This was preceded by participation of our IQAC Coordinator in a Round Table discussion at NAAC Office in month of December.
- XI. India Today Ranking forms for College and University rankings by MDRA have been submitted
- XII. AQAR 2017-18 Prepared and submission is in process
- XIII. University Diary has been designed and completed
- XIV. University News Letter has been converted into hard copy as well and released.
- XV. Post-Graduate Residency Program Training Manual was compiled by clinical departments and published by University

4) To plan for various programs on QA .

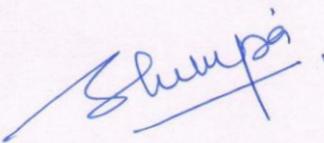
Resolution:- The Cell took a note of functions of IQAC and resolved to plan the programs accordingly.

5) Any other matter with the permission of the Chair:- Dr. C. D. Lokhande, Research Director raised need to increase publications in journals recognized by NAAC assessment. Need for small group deliberation on this was decided.

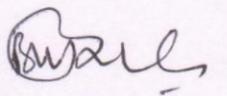
Resolution:- The Coordinator mentioned as follows:-

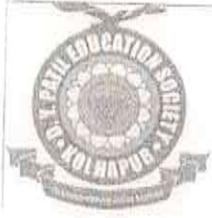
- I. Two awards for toppers in Ophthalmology and General Medicine, Dr. M. M. Sabnis instituted awards in memory of his mother and from General Medicine, Dr. V. R. Wagh donated the money received against the Best Teacher Award for this prize.
- II. Start-up India Maharashtra Yatra 2018 organised by Govt. of Maharashtra 1st -3rd November, 2018, outstanding achievements of research scholar in the Centre for Interdisciplinary Research Mr. Abhinandan Patil as Startup Hero of the State, Mr. Deepak Sawant and Mrs. Priyanka Patil 2nd topper in health category
- III. Criteria-wise Meetings in June'18, Aug'18, October'18 and January, 2019.
- IV. We may consider proposal for external agency to facilitate research grant applications.
- V. SWOC Analysis was discussed in details. The points that were discussed in greater details related to :
 - a) Fellowship leave of faculty
 - b) Value added courses and their certification
 - c) Annual implementation of Academic Administrative Audit (AAA).

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


Pro-Vice-Chancellor
and Coordinator


Chairman


Registrar



D. Y. PATIL EDUCATION SOCIETY, KOLHAPUR
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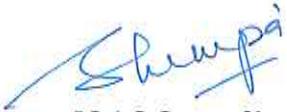
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Action Taken Report

on

Minutes of the meeting dated 16th January, 2019

Sr. No.	Item	Action Taken
2	New Criteria-wise Committee	The new Criterion-wise Committees were revised and informed concerned members accordingly.
3	Review of AQuA-X program	The suggestions were incorporated in AQuA-X programs and wide publicity was given to boost all Departments.
4	Publications in recognised journals.	All faculty were informed the list of recognised journals, UGC CARE list and also advised to discuss with Research Director Office for more clarifications.


IQAC Co-ordinator

D. Y. Patil Education Society (Institution Deemed to be University), Kolhapur
Minutes of the IQAC Meeting dated 20.03.2019

A Meeting of Internal Quality Assurance Cell (IQAC) was convened on 20th March, 2019 at 11.00am in University Office (Dalan), D. Y. Patil Vidyanagar, Kolhapur.

The attendance was as follows:

1. Hon'ble Prof. (Dr.) Prakash B. Behere, Vice-Chancellor	Chairperson
2. Prof. (Dr.) Mrs. Shimpa Sharma, Pro-Vice-Chancellor	Co-ordinator
3. Mr. A. C. Powar, Controller of Examinations	Member
4. Dr. R. K. Sharma, Dean	Member
5. Dr. C. D. Lokhande, Research Director	Member
6. Dr. Mrs. V. R. Nikam, Prof. & Head, Anatomy	Member
7. Dr. Sanjay D. Patil, President, D. Y. Patil Education Society	Member
8. Dr. R. J. Khyalappa, Prof. & Head, General Medicine	Member
9. Dr. Mrs. R. A. Chougale, Prof. & Head, Microbiology	Member
10. Dr. Arvind Gulbake, Asst. Prof., R & D	Member

Dr. V. V. Bhosale, Registrar, Dr. Mrs. Sonal Walawalkar, Assoc. Professor, Obst. & Gyn, Dr. J. F. Patil, Member of BOM and Dr. P. R. Patil were granted leave of absence.

In addition to this Dr. Mrs. A. D. Patil, Vice-Principal, Medical College, Smt. Manisha Bijapurkar, Vice-Principal, Nursing College, Dr. Mrs. V. V. Gaikwad, Professor, General Surgery, Dr. N. T. Venugopal, Associate Prof., Biochemistry, Dr. Mrs. Sunita B. Patil, Assoc. Prof., Pathology, Dr. Mrs. Indumati S. Asst. Prof., Stem Cells & Regenerative Medicine and Mrs. Janaki Shinde, Asst. Prof., Nursing College attended the meeting as they are Unit In-charges of the different NAAC Criteria.

The following business was transacted.

In the beginning the Chairman welcomed all the distinguished members of the IQAC and he moved to the agenda.

1. To confirm the minutes of the meeting dated 16.01.2019

The minutes of the IQAC meeting dated 16.01.2019 were read and confirmed.

2. To take review of process for online AQAR submission for 2017-18.

Dr. Shimpa Sharma, Pro-Vice-Chancellor and IQAC Co-ordinator briefed about online AQAR submission for 2017-18. Further she also presented in detailed Action Taken Report. The various issues and challenges faced during online submission were thoroughly discussed. It was decided to involve concerned Criteria members during the online submission of next AQAR.

3. Presentation of criteria-wise data by Criteria Co-ordinators.

I) Criteria I : Dr. Mrs. V. V. Gaikwad, Co-ordinator.

- During the presentation, there was discussion on new courses, fellowships introduced during the year. Dr. R. K. Sharma, Dean discussed about Fellowship in Surgery and endoscopy.
- It was suggested to include data of field visits/projects from Nursing College & CIR and also mentioned that health camps can be considered as field visits.
- Further, it was decided to take feedback forms from interns online and submit the action taken report.
- The important documents related to curriculum like syllabus, exam timetable should be posted on University website time-to-time.

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II) Criteria II: Dr.Mrs.V.R.Nikam, Co-ordinator

- It was suggested remove Medical disciplines through admission information [Demand-ratio] slide as CET not conducted to Medical courses.
- Further, there was discussion on number of students enrolled, Ph.D. data, number of faculty and number of ICT enabled rooms. It was suggested to confirm the same numbers.
- Dr. R.K.Sharma, Dean suggested to mention % of ICT trained staff is 100% as different training sessions were conducted for faculty.
- Dr.Mrs.Sharma mentioned that all members should note that instead of GEMS, it should be mentioned as ILMS (Institutional Learning Management System) as GEMS is company name and ILMS is platform for uploading e-contents by faculty.
- It was also strongly mentioned that all members should follow data templates, table formats strictly as per given in NAAC Manual, no changes be made in the same format. If require we can add unit-wise information by adding rows or column but the original format should remain same.
- There was discussion on examination dates, average days, practical exams, etc.
- It was suggested that the applications for reverifications can be considered as cases of Grievances.
- At the end it was suggested to confirm the passing % of students in regular batches and include the data regarding reforms in examinations.

III) Criteria III: Dr.C.D.Lokhande, Co-ordinator

- Initially, Dr.C.D.Lokhande reported that our Ph.D. student got selected for overseas doctoral fellowship. Only 40 students were selected all over India from the renowned institutes like IIT, NIIT, etc. and ours University is only one Private University selected for this program. Hon'ble Chancellor congratulated Dr C.D. Lokhande and his team and also asked director to make a detailed news for this achievement and publish the same.
- It was also resolved to apply for Incubation Centre again by highlighting our recent achievements in research and academic.
- While discussing 3.3 Innovation Ecosystem, there was discussion on activities undertaken for ethics & research methodology. It was decided to confirm from NAAC Office whether we can include the same in this area. The Nursing College Members were requested to submit the data for same activities undertaken during the year.
- It was suggested to confirm and check the data for number of faculty attended conference/seminars, etc and also number of research publication by faculty. Dr.Shimpa Sharma requested to Dr.R.J.Khyalappa to co-ordinate with clinical departments and Dr.Ashutosh Potdar and Dr.Mrs.Sunita B. Patil to co-ordinate with pre-para clinical departments and collect the data for same. Dr. R.K.Sharma, Dean reported that the various provisions available for LMS to upload the data for research publication and conference attendance. All faculty should be encouraged to upload the data regularly. All Heads of the Departments should look into the matter and ensure that their faculty regularly upload the data for same. Mr.Suraj Vankundre, Digital Library shouldered the responsibility of LMS data.
- Further, it was decided to add separate column and mention number of abstract in conference proceedings.
- It was informed that as per revised manual the patient consultancy is excluded from Consultancy, hence requested to confirm the data.

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- NSS activities should be included in extension activities.
- There was thorough discussion on Linkages. It was observed that different activities are not reported yet. Different regular research and extension activities regularly undertaken can be shown as linkage. For example, AQUA-X activity with CSIBER institute, sports infrastructure and medical training with Shantiniketan school, activities with Boiler Association, college infrastructure used by Police Department, regular visits to School, etc. Such many more activities not yet reported for this purpose and needs to be confirmed.
- At the end, Hon'ble Chancellor expressed his views about increasing the research activities and its output. He also made a request to Dr.C.D.Lokhande to prepare a detailed proposal for the same with reference to required infrastructure, manpower, etc and submit it earliest possible..

IV) Criteria IV: Dr. R.J.Khyalappa, Co-ordinator

- Initially, the process of accreditation of hospital were discussed. The necessity of Lab accreditation is also discussed and resolved to start the process for same. There were also discussions on collection of Manuscripts and Monograms. Hon'ble Chancellor directed to write one request letter to all nearby senior doctors for the donation of the same. Accordingly, the Registrar is requested to send letters.
- It was resolved to take Shodhganga membership.
- All members were asked to inform all Heads of the Departments to prepare a list of required. Books, AV resources and submit the proposals to Finance Office for immediate action.
- It was resolved to plan for small digital library with five computers to all department for increasing computer ratio.
- A member Dr. R. K. Sharma pointed out that certain equipment are needed for the hospital to be used for proper patient care. The IQAC discussed at length and recommended to purchase the equipment for hospital in due course such as ECG Machines, Patient Monitors, Ventilators-Transport, Ultrasound Cleaner, Specular Microscope, Bronchofiberscope, Hysterscope, Rhino-pharyngo-Fiberscope, Micro Debrider System, Phaco Emulsifier System, OAE/BERA, etc. These equipment be purchased as per standard procedure of the University.

V) Criteria V: Dr.Mrs.A.D.Patil, Co-ordinator

- A well-structured Policy for freeships/scholarships was discussed and resolved to finalised the same with necessary document work. The different documents like sanction letters, sanctioning authority i.e. Committee and detailed Policy which includes procedure, eligibility criteria, etc. It was directed that the policies made by other Universities like KLE, D.Y.Patil Pune, Mumbai, Bharati University, etc be considered for preparation.
- It was suggested to confirm the numbers of students who gets financial support from Government. The number of students from Nursing College also be confirmed. There was also discussion on JRF and teaching assistance given for same.
- While discussing, 5.1.2 capability enhancement scheme, it was decided that the specific names should be given to Schemes for different activities under various groups. Plan regular activities under different group and give specific name for that scheme.
- There was thorough discussion on Grievance Redressal Mechanism. It was resolved to make a well structure format for grievance redressal.
- Further, student progression, analytical skill developments, employability skill, interview skill, one lecture on effective CV preparation, etc were discussed.

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- VI) Dr.V.V.Bhosale, Co-ordinator for Criteria VI did not attend the meeting. Hence presentation for this Criteria not made.
- VII) Criteria VII: Dr.Mrs.Roma A. Chougale, Co-ordinator
- There was discussion on locational advantages/disadvantages. The points like environmental issues, water shortage, ICU upgradation considering the far distance from metro city, nearby rural health care services, training to ASHA workers, etc were discussed in detail.
 - Code of Conduct also discussed in detail. It includes different rules and regulations like MoA for University, Bye-Laws for general, teaching and non-teaching staff, PG Manual, Lab Manual and its SOPs, HQAC Guidelines, University Handbook which includes students behaviour and hostel regulations, etc.
 - Further, it was mentioned that Sr. No.7.1.2 to 7.1.7 sub matrix from SSR are related to eco-friend environment issues which should be reflected time to time in regular activities and it should be also reflected yearly in AQAR.
 - Best Practice: There was also discussions on Best Practice of the Institutions. After thorough discussions, it was resolved to finalise two best practices as follows:
 - i) Yoga Practices in routine schedule of students and staff. It was decided to make two slot of 15 minutes in day for relaxation techniques of yoga which helps students and staff for stress management and fitness.
 - ii) "COMPREHENSIVE RESEARCH PROMOTION PRACTICE for fostering research participation amongst students" which include different initiatives taken by the University for promotion of research.

4. To take review of different activities to be undertaken with reference to NAAC

It was planned to make efforts for the following:

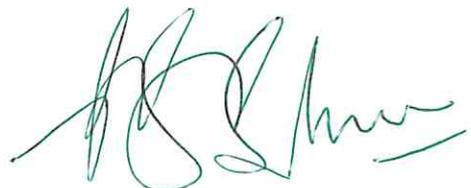
- Student and faculty training on Patent Filing – Dr Lokhande
- Student and faculty training on Grant Application - Dr Lokhande
- Preparation of e-modules for submission to Swayam platform by faculty – 7 faculty identified
- Interviewing Skills – Dr N T Venugopal

5. Any other matter with the permission of the chair.

As there was no other matter raised by the members, meeting was called to a close by the Chairperson.



IQAC Co-ordinator



IQAC Chairman

**D. Y. PATIL EDUCATION SOCIETY (Institution Deemed to be University),
KOLHAPUR**

Action Taken Report
on
Minutes of the meeting dated 20th March, 2019

Sr. No.	Item	Action Taken
2	Online AQAR 2017-18 Submission	The different challenges in revised online AQAR 2017-18 were discussed with Criteria Coordinators and also advised to collect the data in the revised format for next AQAR.
3	Criterion-wise presentations	Different suggestions during Criteria-wise presentation were given to the concerned Criteria Coordinators for necessary implementation.
4	Review of Activities planned for NAAC purpose.	IQAC Co-ordinator has made detailed discussions with concerned faculty and planned schedules, themes, etc for various activities.


IQAC Co-ordinator

D. Y. Patil Education Society (Institution Deemed to be University), Kolhapur
Minutes of the IQAC Meeting dated 28.06.2019

A Meeting of Internal Quality Assurance Cell (IQAC) was convened on 28th June, 2019 at 12.00noon in University Office (Dalan), D. Y. Patil Vidyanagar, Kolhapur.

The attendance was as follows:

1. Hon'ble Prof. (Dr.) Mrs.Shimpa Sharma, Ag.Vice-Chancellor	Chairperson
2. Mr. A. C. Powar, Controller of Examinations	Member
3. Dr.R.K.Sharma, Dean	Member
4. Dr.C.D.Lokhande, Research Director	Member
5. Dr. J. F. Patil, Member of BOM	Member
6. Dr.Mrs.V.R.Nikam, Prof. & Head, Anatomy	Member
7. R.J.Khyalappa, Prof. & Head, General Medicine	Member
8. Dr.Mrs.R.A.Chougale, Prof. & Head, Microbiology	Member
9. Dr.Arvind Gulbake, Asst. Prof., R & D	Member
10. Dr.V.V.Bhosale, Registrar	Member

Dr.Sanjay D. Patil, President, D.Y.Patil Education Society and Dr. P. R. Patil were granted leave of absence.

In the beginning the Chairman welcomed all the distinguished members of the IQAC and she moved to the agenda.

Item 1: To confirm the minutes of the meeting dated 20.03.2019

The minutes of the IQAC meeting dated 20.03.2019 were read and confirmed.

Item 2: Contribution of University faculty towards Swayam platform.

Discussion and Resolution:

Expertise of Faculty of this University should be utilised in contributing to the Swayam platform as far as possible. This needs to be translated into action. Members were informed that a Meeting for Swayam Module preparations had been held on 27th March, 2019 and the Minutes of the meeting were circulated for information. Members approved the efforts and offered useful suggestions to facilitate these activities. These included formation of a core group of faculty, identification of topics and resources needed for module preparation, involvement of the IT department and HR personnel in organisation and planning. These suggestions were noted for implementation.

D. Y. Patil Education Society (Institution Deemed to be University), Kolhapur
Minutes of the IQAC Meeting dated 28.06.2019

Item 3: To discuss about upgradation of University Website.

Discussion and Resolution:

The University website is to be re-designed and made more user-friendly. Members were informed that the work has begun and suggestions were invited. The need to include Bioethics Unit, links to Alumni website were highlighted in the ensuing discussions. Downtime of the website should be minimized during working hours was also suggested. Members were informed of the work that has already been undertaken by the Website committee and discussions held on 27th May, 2019 and 24th June, 2019. Regular meetings will continue to be held.

Item 4: Student strength as per new UGC (Institutions Deemed to be Universities) Regulations, 2019 published on 20th February, 2019

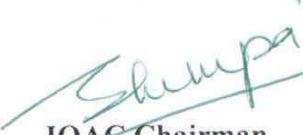
Discussion and Resolution:

Student strength with reference to UGC (Institutions Deemed to be Universities) Regulations, 2019 published on 20th February, 2019. As per new regulations, the University needs to have a full student strength of 2000 students. To this end, this University will need additional 570 students to meet the required number. New programs need to be started for the same. It was suggested that the UGC List of programs be studied and based on local needs, programs to be started could be identified. The Vice-Chancellor informed the IQAC members that a Committee to do this job has been appointed chaired by Dean Dr R K Sharma met on 11.06.2019 and suggestions given by the Committee were considered. Members were informed that permission to increase the intake for Bachelor in Physiotherapy from 10 to 50 is in process.

Item 5: Any other matter with the permission of the chair.

The HODs meetings for this quarter were held on 29th-30th April and 2nd May, 2019. The IQAC was unanimous in appreciating that most of the departments have increased number of activities and research outputs were improving. Deficiencies identified have been communicated to concerned Heads of the Departments and their responses were on record.

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


IQAC Chairman

D. Y. Patil Education Society (Institution Deemed to be University), Kolhapur

ACTION TAKEN REPORT on Minutes of the meeting dated 28th June, 2019

Sr. No.	Item	Action Taken
2	Contribution of Faculty towards Swayam Platform	Based on discussions held in meeting conducted on 27 th March, 2019, IQAC Co-ordinator has approached interested faculty to register on SWAYAM Platform.
3	Upgradation of University Website	Meetings were planned with concerned faculty and staff and time-to-time updation was in process based on discussions.
4	Increase in students' strength.	To increase students' strength with reference to new UGC (Institutions Deemed to be Universities) Regulations, 2019 published on 20 th February, 2019.


IQAC Co-ordinator