

UNIVERSITY COLLEGE OF MEDICAL SCIENCES

DILSHAD GARDEN, DELHI-110095

MC/Acad./NAAC/2015/

Dated: 28<sup>th</sup> Sept., 2015

INTERNAL QUALITY ASSURANCE CELL (IQAC)  
MINUTES OF THE MEETING HELD ON 28<sup>th</sup> SEPT., 2015 AT 2:00 PM.

The first formal meeting of the Committee constituted for Internal Quality Assurance Cell was held in the Principal's Chamber on 28<sup>th</sup> September, 2015 (Monday) at 2:00 pm under the Chairmanship of Prof. V.P. Gupta, Principal, University College of Medical Sciences, Delhi.

The following members were present:

Prof. V.P. Gupta, Principal	:	Chairperson
Mr. S.K. Dogra, Deputy Registrar	:	Member (Administration)
Prof. S.V. Madhu, HOD, Medicine	:	Members (Faculty)
Prof. S.N. Bhattacharya, HOD, Dermatology	:	Members (Faculty)
Prof. Sanjay Chaturvedi, HOD, Com. Med.	:	Members (Faculty)
Prof. Neelima Shankar, HOD, Physiology	:	Members (Faculty)
Prof. Arun Gupta, Deptt. of Surgery	:	Members (Faculty)
Dr. Amitesh Aggarwal, Asstt. Prof. Deptt. of Medicine	:	Coordinator/Director

Due to pre-occupation, the following external expert members could not attend the meeting:

Prof. Manoj K. Singh, Prof. of Pathology : External Expert  
AIIMS, New Delhi.

Prof. H.K. Aggarwal, Prof. of Medicine : External Expert  
Pt. B.D. Sharma PGI of Medical Sciences  
Rohtak, Haryana.

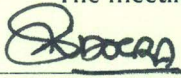
Dr. Amitesh Aggarwal, Coordinator (IQAC) extended welcome to Prof. V.P. Gupta, Principal, UCMS and Chairperson (IQAC), and Hon'ble members of the Internal Assurance Cell (IQAC) to the first meeting of the IQAC for the year 2015.

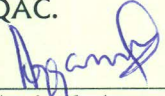
Thereafter, the following issues were taken up for discussion with the permission of the Chair.

- Introduction of IQAC members by Chairperson.
- It was decided to chalk out lacunas in infrastructure and possible remedies in preparation for impending NAAC inspection.
- All the members to study the NAAC documents and IQAC documents for better understanding of the requirements and objectives, to be fulfilled.
- It was also decided to initiate the process of SOPs' (Standard Operating Procedure) in all departments.
- Introduction of feedback form from the patients at the time of discharge for IPD patients.

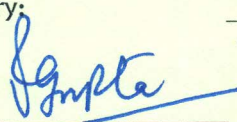
At the end, Chairperson emphasized that only through fast implementation of the decision taken by the IQAC, quality assurance can be incorporated as culture of UCMS.

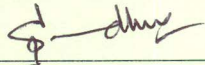
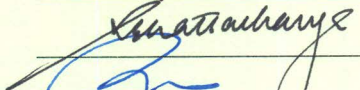
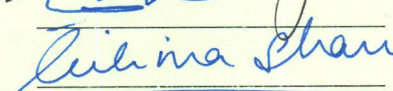
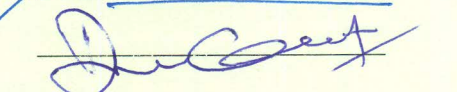
The meeting ended with a vote of thanks to the Chair and members of IQAC.

  
(Mr. S.K. Dogra)  
Deputy Registrar  
Member(Administration), IQAC

  
(Dr. Amitesh Aggarwal)  
Asstt. Prof., Deptt. of Medicine  
Coordinator/Director, IQAC

- 1) Prof. S.V. Madhu, HOD, Medicine :
- 2) Prof. S.N. Bhattacharya, HOD, Dermatology :
- 3) Prof. Sanjay Chaturvedi, HOD, Com. Med. :
- 4) Prof. Neelima Shankar, HOD, Physiology :
- 5) Prof. Arun Gupta, Deptt. of Surgery:

  
(Prof. V.P. Gupta)  
Principal & Chairperson, IQAC



**UNIVERSITY COLLEGE OF MEDICAL SCIENCES  
(UNIVERSITY OF DELHI)  
& GURU TEG BAHADUR HOSPITAL  
DELHI-110 095**

MC/Acad./NAAC/2015/ 2405-06

Dated: 5<sup>th</sup> May, 2015

**NOTICE**

The Internal Quality Assurance Cell at UCMS, Delhi has been established under the chairmanship of the Principal, UCMS. In pursuance of the NAAC/UGC guidelines, presently, the Internal Quality Assurance Cell (IQAC) is constituted as follows:

- 1) Chairperson : Prof. O.P. Kalra, Principal
- 2) Member(Administration)(One) : Mr. S.K. Dogra, Deputy Registrar
- 3) Members (Faculty) : Prof. S.V. Madhu, HOD, Medicine  
(Five) Prof. S.N. Bhattacharya, HOD, Dermatology  
Prof. Sanjay Chaturvedi, HOD, Com. Med.  
Prof. Neelima Shankar, HOD, Physiology  
Prof. Arun Gupta, Deptt. of Surgery
- 4) External Experts (Two) : Prof. Manoj K. Singh, Prof. of Pathology,  
AllMS, New Delhi.  
  
Prof. H.K. Aggarwal, Prof. of Medicine  
Pt. B.D. Sharma PG Institute of Medical  
Sciences, Rohtak, Haryana.
- 5) Coordinator/Director : Dr. Amitesh Aggarwal, Asstt. Prof.,  
Deptt. of Medicine

*Note: Deputy Registrar shall act as an Administrative Officer of IQAC.*

The IQAC would facilitate better planning, coordinator and monitoring of various functions within an institution. It would also give the stakeholders an opportunity to participate in a crosssectional functioning of the institution to promote quality enhancement initiatives and activities.

OCC

  
DEPUTY REGISTRAR

Copy to for information and necessary action to:

- 1) The Member concerned/External experts;
- 2) The Coordinator, IQAC, UCMS;
- 3) The Asstt. Registrar, Principal's office, UCMS.



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MC/Acad./NAAC/2015/

Dated: 12<sup>th</sup> Aug., 2015

**"REVISED"**

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(UNIVERSITY OF DELHI)  
**& GURU TEG BAHADUR HOSPITAL**  
**DELHI-110 095**

MC/Acad./NAAC/2015/

Dated: 15<sup>th</sup> Sept., 2015

**NOTICE**

The Principal, UCMS has desired to notify that the first formal meeting of the Internal Quality Assurance Cell (IQAC) comprising of the following members has been fixed for 28<sup>th</sup> Sept., 2015 (Monday) at 2:00 pm sharp in the Conference Room, 1<sup>st</sup> Floor, College Block:

- 1) Chairperson : Prof. V.P. Gupta, Principal
- 2) Member(Administration)(One) : Mr. S.K. Dogra, Deputy Registrar
- 3) Members (Faculty) : Prof. S.V. Madhu, HOD, Medicine  
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**Agenda:**

- 1) Chalk out role and position of IQAC.
- 2) To discuss of actions for the year 2015-16.
- 3) To get suggestions, views and ideas towards quality enhancement.
- 4) Any other item will be placed with the approval of Chairperson.

The above members are requested to kindly make it convenient to attend the same.

This notice issues with the prior approval of Principal, UCMS.

DEPUTY REGISTRAR

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- 3) The Asstt. Registrar, Principal's office, UCMS.