Quality Assurance Cell

University had established Quality Assurance Cell (QAC) from the inception from the year 2014.

Quality Assurance Cell ensures the following in the process of Academic Delivery and Assessment:

- Students' feedback is obtained in a semester and feedback analysis report is prepared by QA Cell. The student feedback analysis report is made available to the Dean of the faculty to initiate corrective actions(if any)
- Consolidate Student Feedback Reports, shared with individual faculty members and Deans of respective faculty and update the final report with Dean's observations (Sample Feedback Analysis and Action Taken report attached)
- Conduct Exit Feedback for outgoing students
- Monitor Proctor System for support and guidance to students(Proctor-Allotment details for the academic year 2019-20.

Formation of Internal Quality Assurance Cell (IQAC)

As per the office order issued by the Hon'ble Vice Chancellor in Sep' 19, IQAC was formed in-line with guidelines provided by NAAC.

There was a revision in the constitution members in the month of May' 20 and details of the committee with approval.

Goal of IQAC:

As stated through guidelines, the goals of IQAC are:

- To develop a quality system for conscious, consistent, and catalytic programmed action to improve the academic and administrative performance of the University
- To promote measures for institutional functioning towards quality enhancement through internationalization of quality culture and institutionalization of best practices

Role of IQAC:

It shall evolve mechanisms and procedures for

- Ensuring timely and efficient monitoring of Quality Enhancement (QE) activities in various Faculties of the University
- Channelizing and integration of modern methods of teaching and learning
- Credibility of assessment and evaluation process
- Ensuring the adequacy, maintenance and proper allocation of support structure and services
- Sharing of research findings and networking with other institutions in India and abroad

Functions of IQAC:

Achievement of academic excellence is possible only through virtue of quality enhancement measures chartered towards the optimum operational effectiveness of the institution. As highlighted in the guidelines, IQAC will have the following broad functions:

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- Develop and monitor the application of quality benchmarks / parameters for the various academic and administrative activities of the University.
- Facilitating the creation of a learner-centric environment conductive for quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback responses from students, parents, industry/employer and other stakeholders on quality-related institutional processes
- Dissemination of information on the various quality parameters of teaching and research and education etc.,
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes / activities of the HEI, leading to quality improvement.
- Acting as a nodal agency of the University for coordinating with all quality-related activities, including adoption and dissemination of good practices.
- Development and maintenance of Institutional database through MIS for the purpose of maintaining, enhancing the institutional quality.
- Development of Quality Culture in the University.
- Preparation of the Annual Quality Assurance Report (AQAR) of the University based on the quality parameters / assessment criteria developed by the relevant quality assurance body (like NAAC, NBA, AB) in the prescribed format (post accreditation).
- Bi-annual development of Quality Radars (QRs) and Ranking of Integral Units i.e. Faculty of the University based on the AQAR.
- Interaction with AQACs in the pre and post accreditation quality assessment, sustenance and enhancement endeavours.

Activities initiated by IQAC during last academic year are as follows:

1. Prior to formation of IQAC, RUAS team participated in a seminar on NAAC presented by **Dr. P.N. Razdan**, Principal Advisor, Quality Assurance & Excellence Cell, GEF (M) with the topic **"New Policies of NAAC Accreditation for University"**
2. Internal Quality Assurance Cell (IQAC) of RUAS has organised one-day symposium on **"Quality Advances for collective assessment in accreditation"** followed by **"An interactive Session on Accreditation Processes in Higher Education Institutes (HEI's)"** with **Prof Dilip Kumar Patnaik** on 20th Nov'2019
3. Orientation **on "Accreditation Software and Assessment tool"** by **Mr. Suman from TimesPro** group on 26th Feb 2020
4. Feedback Forms with relevant parameters to be obtained from all the stakeholders designed as per NAAC requirement
5. Core Team under IQAC constituted to work on NAAC Accreditation under leadership of Prof. Govind Kadambi, Pro-Vice Chancellor, Research from 3rd week of Feb' 2020
6. **Mock Student** Satisfaction Survey(SSS) conducted as per advice from **Dr. P.N. Razdan,**

Principal Advisor, Quality Assurance & Excellence Cell, GEF (M) and around **2500+ responses** were analysed and draft report submitted

7. IQAC initiated **conduction of on-lines classes for many courses on MOOCs platform provided on TimesPro** portal with uploading of pre-recorded sessions and live chat with attendance monitoring reports

8. IQAC initiated **on-line webinars** for Faculty members and students on **Research Methodology** conducted by NIT-K during the first three weeks of March 2020 through TimesPro portal

9. IQAC initiated a talk on " Value Added Courses/Internships/Project" offerings from TimesPro portal

On-going Activities:

1. Presently, IQAC has initiated conducting Course Curriculum feedback from students in on-line mode using RUAS portal (ERP) and also Faculty-Feedback.

2. Employer Feedback and Alumni Feedback conduction initiated through support from Directorate of Student Affairs

3. RUAS Portal (ERP) enabled now to conduct another Mock Student Satisfaction Survey scheduled in the month of Sep' 2020.

4. **NAAC progress:** IQAC Core team under guidance of Prof. Govind R Kadambi, Pro-Vice Chancellor, Research & Director-IQAC and Dr. P.N. Razdan, Principal Advisor, Quality Assurance & Excellence Cell, GEF (M) is coordinating overall NAAC activities with progress presented at various stages.

5. Initial Self-Study-Report (SSR) targeted to be completed by Dec 2020.

Proctoral System

The University has implemented the Proctoral System to guide the students periodically on registration for credits, their studies, review of attendance and performance, reporting the attendance and performance to the parents. The University ensures that there is at least one Proctor for every 20 Undergraduate students.

The Consolidated Proctoral System faculty wise is shown in **Annexure 2**

Annexure 2
Proctoral System

Consolidated Proctor List
(for the Academic Year 2019-20)

Chief Proctor	Parameshwar S	
Faculty	Head Proctor	Proctors
FPH–B.Pharm.	Dr. S. Bharath, Asso. Dean, FPH	Dr B V Suma, Asst. Professor, Dept. of Pharmaceutical Chemistry
		Dr Sindhu Abraham, Asst. Professor, Dept. of Pharmaceutics
		Dr K. Sundara Saravanan, Asst. Professor, Dept. of Pharmacognosy
		Dr Manikanta Murahari, Asst. Professor, Dept. of Pharmaceutical Chemistry
		Dr. Rajeev J Mudakavi, Asst. Professor, Dept. of Pharmaceutics
FPH-Pharm. D	Dr. S. Bharath, Asso. Dean, FPH	Ms Hazira Banu, Asst. Professor, Dept. of Pharmacology
		Mrs Sharon Caroline Furtado, Asst. Professor, Dept. of Pharmaceutics
Faculty	Head Proctor	Proctors
FMPS-B.Sc.(Hons.)	Dr. Deepak A. S.	Dr. Prabhu Tej J.
		Dr. Sheetal Batkurki
		Dr. Sumanth Bharadwaj

Faculty	Head Proctor	Proctors
FAD-B.Des.	Mr. Lohit H S	Mr. Srinivasa
		Mr. Dileepa.C
		Ms. Reemi Thakuria
		Ms. Nagaveni K.
		Mr. Goutham N.
		Mr. Chiranjith Barui
		Mr. Pratheek Achar
		Mr. Vignesh Ravichandran
		Mr. Suresha S
		Mr. Vidyanand Desai
		Mr. Bala Vignesh

Faculty	Head Proctor	Proctors
FHMCT(Batch 2019-23)	Ms.Rashmi Koppar	Dr. Sandhya Anilkumar
		Ms. Shirin Kariappa
		Ms. Shashi Binani
		Ms. Pratisha Baruah.
Faculty	Head Proctor	Proctors
FMC B.Com. (Hons.)	Mr. Rakesh C	Mr. Ajay R
		Mr. Rakesh C
		Ms Rashmi R
		Ms Renne Namratha
		Ms Sudharani R
Faculty	Head Proctor	Proctors
FMC BBA	Dr. H S Srivatsa	Dr. N Suresh

		Dr. G Devakumar
		Dr.Chandra Sen Mazumdar
		Dr. Mamatha SV
		Mr Rajeev Prasad P
		Ms Reshma K J

Faculty	Head Proctor	Proctors
FDS-BDS	Dr. Swaroop Hegde	Dr Shwetha V
		Dr Lalitha S Jairam
		Dr Shwetha G

Faculty	Head Proctor	Proctors
FLAHS B.Sc. (Hons.)- Food Technology	Dr. A C Lokesh	Dr. Nanje Gowda N A
		Ms. Sathyashree H S
		Dr. Kavitha P
		Dr. Megha M Katte
		Dr. Rajadurai
		Dr. Chennappa Gurikar

Faculty	Head Proctor	Proctors
FLAHS-Biotechnology	Dr Soma Chaki	Dr Soma Chaki
		Dr Rohini Keshava
		Mr George Santhosh
		Dr Debasish Kar
		Dr Selvam
		Dr Swati Sinha

Faculty	Head Proctor	Proctors	Branch
FLAHS Allied Health Sciences, (MRIT, DTT, OTT) 2018 batch 3rd semester	Dr. Indumathi V.A.	Dr.Vinod/Dr.Latha	
		Dr.Ranjita	
		Dr.Sudha Shivaraj	
		Ms.Vidya	
		Ms.Shilpa	
FLAHS Allied Health Sciences (MRIT, DTT, OTT,CCT,OPT) 2019 batch I semester		Dr.Jaishree	
		Dr.Spoorti	
		Dr.Shakunthala	
		Dr.Indumathi	
		Ms.Deepti	
		Dr.Lata	
		MsAileen	
		MsJayanthi	
		Dr.Biswas/Dr.Jayarajini	

Faculty	Head Proctor	Proctors	Branch
FET B.Tech.	Dr. Nayana Patil	Dr. Punithavathi	

Student Feedback Form

M. S. Ramaiah University of Applied Sciences												
Quality Control - Academics, Student Feedback Form		Date										
Programme: UG		Semester/Year										
Please Note: **1**: Poor (P), 2: Average (A), 3: Satisfactory (S), 4: Good (G), 5: Very Good (VG)	Course Name											
	Course Leader											
1	The Intended Learning Outcomes were clearly explained at the start of the Course											
2	The Course content & level was suitable to meet the Intended Learning											
3	The contents of the Course notes covered all the learning outcomes											
4	The teaching and learning methods adopted were able to help you achieve the learning outcomes											
5	Whether the tests conducted tested the learning outcomes											
6	Whether the assignment questions were											
7	The Course Leader/s was helpful in											
8	The pace of the Course was suitable for											
9	The slides used were well prepared &											
10	The Course hand-outs etc. were clear, helpful and suitable for the content, if											
11	The delivery by the Course Leader/s											
12	The Course Leader/s was well prepared											

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13	The Course notes was complete and available at the start of the programme												
14	The faculty office provided a helpful, efficient, responsive and prompt service												
15	The ability of Course leader to												
16	The ability of Course leader to manage												
17	The ability of Course leader to manage												
18	The level of enthusiasm of the Course												
19	The Confidence level of the Course												
20	Punctuality of the Course leader												

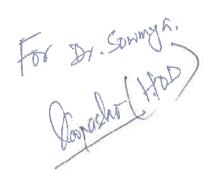| Course	Did the Course meet your expectations in terms of content and level? If not, why?	How could the Course delivery be improved?	Any other comments /suggestions

Annexure 5
Student Feedback Analysis

Faculty of Dental Science
M.S.Ramaiah University of Applied Sciences

Student Feedback Analysis Report											
Programme/ Batch	BDS/2019			year		I	Course Leader		Dr.Sowmya		
Course Code	BDSDEN101			Total No. of Students		50	Course Title		DADH		
Criteria	1	2	3	4	5	6	7	8	9	10	11	
Poor	1	3	4	3	1	4	2	1	2	1	1	1
Average	8	5	5	5	7	6	7	1	3	4	1	2
Satisfactory	14	14	19	19	17	18	15	13	13	18	16	3
Good	23	21	17	20	18	18	20	24	18	18	22	4
Very Good	4	7	5	3	7	4	6	11	14	9	10	5
Responses	50	50	50	50	50	50	50	50	50	50	50	Overall Avg.
Average	3.42	3.48	3.28	3.30	3.46	3.24	3.42	3.86	3.78	3.60	3.78	3.51

Sl.No	Items	
1	The Intended Learning Outcomes were clearly explained at the start of the Course	Satisfactory
2	The Course content & level was suitable to meet the Intended Learning Outcomes	Satisfactory
3	The teaching and learning methods adopted were able to help you achieve the learning outcomes	Satisfactory
4	The pace of the course was suitable to my level of knowledge	Satisfactory
5	The course notes/ hand outs and related material were complete and available at the start of the programme	Satisfactory
6	The delivery by the Course Leader/s was clear and understandable	Satisfactory
7	The Course Leader/s was helpful in responding to questions and providing guidance generate interest level and desire to learn	Satisfactory
8	Punctuality of the Course Leader and ability to manage time effectively (time management)	Good
9	The ability of Course Leader to engage the class and manage discipline in the class	Good
10	Whether the assessments (tests/assignments, etc.,) tested the relevant learning outcomes	Good
11	Evaluates and provides feedback of the assessments (answer scripts / assignment grades, etc.,) to the students on a timely manner	Good
	Overall Average	Good

For Dr. Sowmya,
Roopachi (HOD)

11. Did the Course meet your expectations in terms of content & level? If not, why?

- Yes, perfect

12. How could the Course delivery be improved?

- Required more interacting sessions-3

13. Any other comments/suggestions

*For Soosnya.
J. Rajashar (HOD)*

Annexure 6
Summary of Feedback

M.S.Ramaiah University of Applied Sciences
Directorate- Quality Control (Academics)
Faculty of BDS
SFB Summary (SSCM and SAB)

B V Sreenu
7/8/20

Batch: 2019
Course: BDS -I year
Annual Scheme- 1st Student Feedback

Sl.No	Course Code	Course title	Faculty Members		Avg. Score	Remarks	Dean's Remarks
1	BDSMED 101	Anatomy	Overall		4.22	• Yes, perfect • The dissection demo classes should be explained slowly	
2	BDSMED102	Physiology	Overall		4.05	• Yes, good • Materials provided for practicals should be in good condition • More examples of clinical scenarios • Each class has 2-3 topics which cannot be covered properly in one class	
3	BDSMED103	Biochemistry	Overall		3.43	• Yes, good • make topics more interesting • Teachers should be more interactive and give examples • The topics are too much to be covered in a class	
4	BDSDEN101	DADH	Th/Pr	Dr. Dominic	4.01	• More revisions of practicals • Sir can be little soft and considerable to students • Can answer the questions which are not known to students	

			Th/Pr	Dr. Sowmya	3.51	• Yes, perfect • Required more interacting sessions-3	
			Th/Pr	Dr. Vanishree	3.51	• By conducting more practical classes • Should slow down the pace of teaching-2	
			Pract	Dr.Surendra	3.49	• Should not divert from the topic	
			Th	Dr.Baba Shankar	3.91	• Yes, good • Good teaching • No proper equipment's	
5	BDSDEN102	DM - Prostho	Th/Pract	Dr.Gayathri	3.57	• Yes, good • Could go a little faster • Be soft to students	
			Pract	Dr.Harshitha	3.29	• Yes, good	
		DM - Cons	Th	------	------	------	
			Pract	--------	------	-----	
6	BDSDEN103	Pre-clinical Prosthodontics	Theory	Dr.Vaishali	4.19	• Yes, good • Could go a little faster	
		Pre-clinical Prosthodontics	Practical	Dr. Baba Shankar	4.03	------	
				Dr. Gayathri	3.53	• Practical demo should be for small batch of students at a time • Should make class more interesting and more interactive • Too much information in one session -2	

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