

KAMINENI INSTITUTE OF MEDICAL SCIENCES

Sreepuram, Narketpally – Nalgonda (Dt), Telangana – 508 254

Internal Quality Assurance Cell (IQAC)

**Date: 07.07.2025,
Monday.**

Agenda

IQAC Meeting to be held on 15.07.2025

All members of the Internal Quality Assurance Cell (IQAC) are hereby notified that the IQAC meeting for the **1st Quarter of the Academic Year 2025–2026**, covering the period from **July 2025 to September 2025**, will be held as scheduled.

Date of Meeting: 15.07.2025 (Tuesday)

Venue: IQAC Meeting Hall (Opposite the Principal's Chamber)

Agenda items:

1. Confirmation of the minutes and Action Taken Report of the IQAC meeting held on 11.04.2025.
2. Review of Undergraduate results and felicitation of departments securing distinctions (Pharmacology, SPM, Forensic Medicine, OBG) and successful conduct of Graduation Day.
3. Constitution of departmental Library Committees — nomination of library in-charge, inventory and issue registers, and monthly audit.
4. Preparation of question banks for UG and PG programmes for department and library use.
5. Submission of PG and UG documents to KNRUHS and hostel allotment arrangements for the new academic term.
6. PG Internal Examination discipline — absentee policy and intern attendance monitoring.
7. Backlog in completion of case sheets by postgraduates and its impact on MRD statistics.
8. Apron policy, Alumni Association registration and ISO accreditation initiative.
9. Report on the CPD (Pathology), Enforcement & Vigilance Inspection, and the KNRUHS Inspection conducted in July 2025, including observations on ward occupancy.
10. Any other item with the permission of the Chair.



IQAC COORDINATOR



IQAC CHAIRPERSON

Internal Quality Assurance Cell (IQAC)

Minutes of Meeting

Minutes of IQAC meeting held on 15.07.2025

Coordinator welcomed the chairperson and all IQAC members for the meeting and initiated the discussion as per the agenda.

1. Minutes and ATR of the IQAC meeting held on 11.04.2025 were read and confirmed.
2. UG results were presented; HODs of Pharmacology, SPM, Forensic Medicine and OBG were congratulated for securing distinctions, and the house congratulated all staff for the smooth conduct of Graduation Day.
3. It was decided that every department will nominate a library in-charge to maintain an inventory-and-issue register, to be audited monthly; faculty must obtain a no-dues certificate from the departmental library in-charge before receiving a relieving order.
4. HODs were reminded to prepare UG and PG question banks and make them available in the department and central library.
5. Submission of PG and UG documents to KNRUHS and hostel allotment for the incoming batch were reported as completed smoothly.
6. It was decided that PG Internal Examination absentees would be suspended for one week, and HODs were instructed to be strict regarding intern attendance.
7. Coordinator raised the concern of delayed completion of case sheets by postgraduates, which was found to be adversely affecting MRD statistics; HODs were directed to ensure daily completion and clearance of backlog.
8. The house discussed making apron use mandatory for faculty and postgraduates during class and ward rounds, reviewed progress of Alumni Association registration, and noted the institution's move towards ISO accreditation, requiring the same standards followed for NABH assessment.
9. Coordinator reported successful conduct of the Pathology CPD, the Enforcement & Vigilance Inspection, and the KNRUHS Inspection; the house noted the inspection observation regarding non-occupancy of beds and empty wards, including the casualty ward, and directed corrective action.
10. No other item was raised by the members.


IQAC COORDINATOR



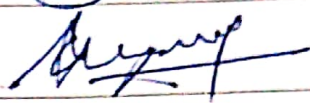
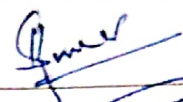
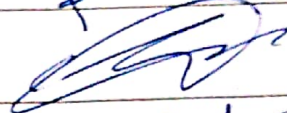
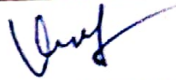
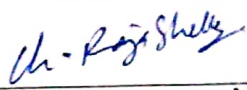
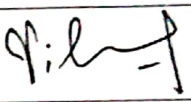
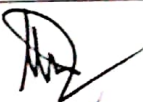
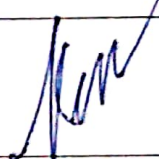
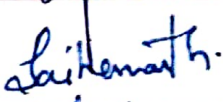
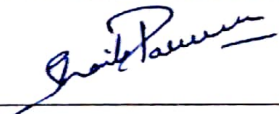
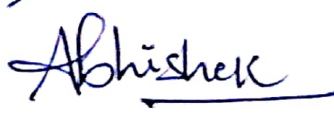

IQAC CHAIRPERSON

INTERNAL QUALITY ASSURANCE CELL (IQAC)
ATTENDANCE SHEET

Date of Meeting: 15.07.2025

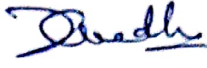
Time: 11:00 AM

Venue: IQAC Meeting Hall

Sl. No.	Name and Institutional designation	NAAC category / IQAC responsibility	Signature
1	Dr. Babasaheb Laxmansing Kudagi Principal	Chairperson Head of Institution	
2	Dr. P. V. Rama Mohan Medical Superintendent, KIMS Hospital	Senior Administrative Officer	
3	Dr. B. Ranga Rao Vice-Principal	Senior Administrative Officer / Criteria VI	
4	Dr. S. Raj Kumar PG Coordinator	Teacher Representative / Criteria I	
5	Dr. Nitin Fal Desai Professor & HOD, Biochemistry	Teacher Representative / Criteria II	
6	Dr. Ch. Vijay Bhaskar Reddy Professor & HOD, DVL	Teacher Representative / Criteria III	
7	Dr. Ch. Anil Kumar Professor & HOD, Orthopaedics	Teacher Representative / Criteria IV	
8	Dr. Ch. Rajashekar Associate Professor, ENT.	Teacher Representative / Criteria V	
9	Dr. Vishwak Reddy Professor & HOD, Psychiatry	Teacher Representative / Criteria VII	
10	Dr.(Col) M.E Luther Director Kamineni Education Society	Management Nominee	
11	Dr.P.Vittal Babu Vittal Hospital Nalgonda	Local Society Nominee	
12	Mr.Y.Hemanth Reddy MBBS Student	Student Nominee	
13	Dr. Ahmed Junaide, KIMS Alumni Association	Alumni Nominee	
14	Mrs.SK. Parveen	Employer Nominee	
15	Dr. Abhishek Clinical Medical Manager, Novo nordisk company, Hyderabad.	Industrialist Nominee	

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NO.	Name and Institutional designation	NAAC category / IQAC responsibility	Signature
16	Mr.K.Madhu, Parent	Stakeholder Nominee	
17	Mr. P. Venu Senior Executive	Supervisor	
18	Dr. Sateesh K. Professor & HOD, Microbiology	IQAC Coordinator (Medical Part &Part-A)	


IQAC COORDINATOR




IQAC CHAIRPERSON

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Internal Quality Assurance Cell (IQAC)

Action Taken Report

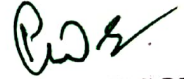
Action Taken Report on Minutes of Meeting held on 15.07.2025

Date: 29.08.2025 (Friday)

1. Minutes and ATR of previous meeting: Confirmed and circulated.
2. UG results/Graduation Day: Felicitations communicated; report filed.
3. Library Committee: In-charge nominated in all departments; monthly audit commenced; no-dues process implemented.
4. Question banks: Preparation in progress department-wise.
5. KNRUHS documentation / hostel allotment: Completed for the academic term.
6. PG Internal Examination discipline / intern attendance: The absentee policy was enforced, and intern attendance was monitored strictly.
7. Case-sheet backlog: Cleared in coordination with MRD; daily completion being monitored by HODs.
8. Apron policy / Alumni Association / ISO accreditation: Apron use enforced; Alumni Association self-registration flyer circulated; ISO accreditation preparations initiated by the Hospital Administration in line with existing NABH standards.
9. Inspection observations (bed occupancy/empty wards): Corrective measures taken; occupancy monitored by HODs.
10. Any other item: No action required.


IQAC COORDINATOR




IQAC CHAIRPERSON