



VINAYAKA MISSION'S RESEARCH FOUNDATION

(Deemed to be University under section 3 of the UGC Act 1956)

BEST PRACTICE-1

Title of the Practice: In-house Online AQAR and SSR Data Collection and Management System

Objectives of the practice:

The reliable and authentic data are crucial for accreditation. To develop IT enabled in-house data collection mechanism for preparing AQAR and SSR documents the following objectives are set:

- To gather information and corresponding documents year-wise for 5 years for preparing SSR.
- To create MIS portal where the individuals and departments can submit the data in a structured format and upload the evidences.
- To make mandatory for the faculty and department to upload the consolidated data periodically: monthly / semester wise / annually.

The Context:

NAAC has revised its process of A&A bringing more weightage to objective data of the institution and reducing weightage on qualitative data. Data verification and validation process is being outsourced. The institute propose to apply and undergo the process of assessment has to collect reliable and authentic data relating to last five years. For an institution like VMRF(DU) with four campus and twenty constituent colleges and schools, IQAC found data gathering is not very easy as there are possibilities of not capturing important data. Data Gaps negatively affects averages and weighted score and finally on NAAC Grade. A small mistake is often difficult to pinpoint. Involving all concerned with data collection and evidence for the data will bring ownership and reliability of data.

The NAAC manual has objectively defined the data needed and IQAC decided to explore in-house developed 'MIS' mechanism for collecting data in a structured format.

The Practice:

The data requirements are divided into two segments and data are collected accordingly:

AQAR Management System

The centralized data collection and Management Information System (MIS) is created in university website as per the AQAR format prescribed by NAAC;

User credentials were created for each Institution's IQAC coordinator;

The Institutions IQAC coordinators can login and submit the AQAR data with necessary proof on or before 5th of every month;

The University IQAC downloads the data from the MIS and consolidate for the Particular month; and

At the time of AQAR submission, all the 12 months reports will be consolidated and submit it to online AQAR submission system.

Self-Study Report Management Information System

The centralized data collection and Management Information System (MIS) is created in university website as per the SSR format prescribed by NAAC;

The Quantitative Metrics and Qualitative Metrics were given separately;

User credentials were created for each Institutions for IQAC coordinator, Head of the Institutions, Advisors, and Criterion Champions;

For Checking and giving suggestions, the University has deputed advisors and Champions for each criterion;

The Institutions' IQAC coordinator can login and submit the SSR data with necessary proof with the prescribed time period;

Based on the data and proof submission by IQAC coordinators, the respective HOI, Advisor and Criterion champion will give their comments in respective metrics within the prescribed time period;

Based on the comments given by Advisor, Criteria champion the necessary modifications will be done by the IQAC coordinator; and

The University IQAC downloads the data from the SSR MIS and consolidate for preparing Self-study report

The process not only has transparency in generating data but also gives feeling of ownership of data at various levels.

Evidence of Success:

The University has introduced online data collection and Management system from the year 2018-19, the AQAR was submitted online with in the time period.

SSR preparation for NAAC second cycle become an easy process and 100% data has collected through online.

The paper usage is reduced by 70%.

Larger gatherings and meetings get reduced and is beneficial especially during COVID – 19 epidemics.

Overall cost and time get reduced.

Systematic approach has been implemented across the colleges and schools.

Problems Encountered and Resources Required Please identify the problems encountered and resources required to implement the practice

Problems Encountered:

In the beginning, the staff of the institutions were not familiar with the new system. About 50% of the institutions were not adhering to the time line due to unfamiliarity and technical issues in uploading data and evidence.

The user training has made the staff familiar and overcome the technical issues. IQAC has introduced the portal closure as the deadline exceeds. The institutions started adhering to time schedule because they understood it may not be possible to submit data after the last date. Non-compliance is viewed seriously too by the administration.

Resources Required

Computer

Scanner

Internet connectivity

Acrobat Reader

Document Converter



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NAAC CRITERIA VII

INSTITUTIONAL VALUES AND BEST PRACTICES

7.2 – BEST PRACTICES

BEST PRACTICE – 1

IN-HOUSE ONLINE AQAR AND SSR DATA COLLECTION AND MANAGEMENT SYSTEM (SCREEN SHOT)





VMRF DU – IQAC

Annual Report of the Institution

Sign in to start your session

Email

Password

SIGN IN






Welcome AVMC
Online

- Dashboard
- Reports
- Add Reports
- View Reports

Events

Home > View Events

Show 10 entries Search:

S.No	Report Year	Status	Created Date	Download Report
1	July-2019	Submitted	10-10-2019	
2	August-2019	Submitted	21-10-2019	
3	September-2019	Submitted	11-12-2019	
4	Annual-2015-16	Submitted	10-01-2020	
5	Annual-2019-20	Submitted	30-06-2020	

Showing 1 to 5 of 5 entries

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Monthly Report of the Institution

INSTITUTION: Aarupadai Veedu Medical College and Hospital, Puducherry REPORT MONTH / YEAR --- July /2019

Criterion - 1 Curricular Aspects

1.1.1 Programmes for which syllabus revision was carried out during the Academic Month

Name of programme	Dates of revision
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1.1.2 Programmes / courses focussed on employability/ entrepreneurship/ skill development during the Academic Month

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
MBBS - Bachelor of Medicine And Bachelor of Surgery	2001-05-05	101	2001-05-05
M.S (ANATOMY)	2019-02-26	125	2019-02-26
M.D.(BIOCHEMISTRY)	2007-04-13	116	2007-04-13
M.D.(MICROBIOLOGY)	2008-04-03	202	2008-04-03
M.D.(GENERAL MEDICINE)	2007-04-27	112	2007-04-27
M.D.(DERMATOLOGY)	2007-04-27	111	2007-04-27



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Dashboard

Welcome

Aarupadai Veedu Medical College and Hospital, Puducherry

Add / View Documents

Add / View Qualitative Data

Add / View Quantitative Reports

Add/View Qualitative Data

Criterion Points	Add/Edit (Data)	View Data
Criterion 1 (1.1.1)	Add/Edit	View Data
Criterion 1 (1.1.3)	Add/Edit	View Data
Criterion 1 (1.3.1)	Add/Edit	View Data
Criterion 1 (1.3.4)	Add/Edit	View Data
Criterion Points	Add/Edit (Data)	View Data
Criterion 2 (2.3.1)	Add/Edit	View Data
Criterion 2 (2.3.3)	Add/Edit	View Data
Criterion 2 (2.5.4)	Add/Edit	View Data
Criterion 2 (2.6.1)	Add/Edit	View Data

Add Report For Criterion 1 (1.1.1)

[Back to criteria points](#)

Criterion 1 (1.1.1)

Curricula developed and implemented have relevance to the local, national, regional and global health care needs which are visible in Programme Outcomes (POs), and Course Outcomes (COs) offered by the University, as per the norms of the Regulatory Bodies.
Response to be provided within 500 words

Data

- * Curriculum offered by the university as per the norms of the regulatory bodies is developed and implemented which is focussing on developing the knowledge on the diagnosis, investigations, prognosis and the management plan of the diseases which is more prevalent in the local community like infectious diseases, vector borne diseases , genetic abnormalities and occupational hazards
- * Focus on tropical diseases, emphasis on Non Communicable Diseases – diagnosis and treatment organization and treatment Health care services as required
- * Research focus of PGs on diseases specific to local population. Ex. Alcoholism and its effects ,occupational hazards and systemic diseases
- * To encourage research culture among on diseases specific to local population.
- * Students are trained during their internship to address the primary health needs of the local population
- * Early exposure of the undergraduate medical students to the clinical scenarios which will provide primary care to the community by producing an Ideal medical graduate
- * Global Needs- addressing on the global issues like pandemic and endemic diseases which include Diabetes mellitus, Hypertension, myocardial infarction and vector borne diseases, childhood and adult malignancies and infectious diseases

Total word Count : words.

Save Data

Criterion 1 (1.3.2)

1.3.2 Number of value-added courses offered during the last five years that impart transferable and life skills

	Name of the value-added course/s (with 15 or more contact hours) offered during the last five years	Course Code	Year of offering	No. of times offered during the same year	Name of students enrolled in the year	Name of students completing the course in the year
<input type="checkbox"/>	Introduction to Health care	06	2015	1	Ajay Adithya Ajitha Aks	Ajay Adithya
<input type="checkbox"/>	Introduction to Health care	06	2016	1	Allen Ray Philip Alwin J	Allen Ray Phil
<input type="checkbox"/>	Introduction to Health care	06	2017	1	ANKITA NAYAK ANSHIFA	ANKITA NAYAK
<input type="checkbox"/>	Introduction to Health care	06	2018	1	Arka Dipta Kar Arvind N	Arka Dipta Ka
<input type="checkbox"/>	Introduction to Health care	06	2019	1	AMINUL HOQUE AMISHA	AMINUL HOQI
<input type="checkbox"/>	Fundamentals of Yoga	-	2019	4	AANCHAL ANANYA MISH	AANCHAL ANA
<input type="checkbox"/>	Basic Life Support	-	2019	4	AANCHAL ANANYA MISH	AANCHAL ANA
<input type="checkbox"/>	Research Methodology For Under	-	2019	1	Aanchal Ananya Mishra	Aanchal Anan
<input type="checkbox"/>	Biomedical Waste management	-	2015	1	Abinaya .S Anandh .I An	Abinaya .S An
<input type="checkbox"/>	Biomedical Waste management	-	2016	1	MARCELLA SHERIN S GC	MARCELLA SH