



MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s 3 of UGC Act, 1956)

Grade 'A' Accredited by NAAC

Sector-01, Kamothe, Navi Mumbai - 410 209

Internal Quality Assurance Cell

Minutes of the IQAC Meeting held on 18th December 2018, at 11.00 am in Conference Hall at MGMIHS, Navi Mumbai

Members present:

1. Dr. Shashank D Dalvi, Hon'ble Vice Chancellor, MGMIHS, Navi Mumbai (Chairperson)
2. Dr. Siddharth P. Dubhashi, Director (Academics), Prof. and HOD Surgery, MGMIHS, Navi Mumbai (IQAC Coordinator)
3. Dr. S N Kadam, Director, Trustee, MGMIHS, Navi Mumbai (Management)
4. Dr. P M Jadhav, Vice Chairman, MGM Trust (Society)
5. Dr. N N Kadam, Controller of Examinations, MGMIHS, Navi Mumbai (Society)
6. Dr. Rajesh B Goel, Registrar, MGMIHS, Navi Mumbai (Administrative Officer)
7. Dr. Sabita Ram, Director Research, MGMIHS, Navi Mumbai (Administrative Officer)
8. Dr. A. G. Shroff, Medical Director, MGM Medical College, Aurangabad (Administrative Officer)
9. Dr. Pravin Suryavanshi, Deputy Dean, MGM Medical College, Aurangabad (Administrative Officer)
10. Dr. Swati Shiradkar, Prof. OBGY, MGMIHS, Aurangabad (IQAC Coordinator)
11. Dr. R. S. Inamdar, Prof. & HOD, Physiology, MGMMC, Navi Mumbai (Teacher)
12. Dr. (Mrs.) Jaishree Ghanekar, Prof. & HOD Medicine, MGMMC, Navi Mumbai (Teacher)
13. Dr. Prasad Waingankar, Prof. & HOD, Community Medicine, MGMMC, NM (Teacher)
14. Dr. Gautam Shroff, Professor and HOD Anatomy, MGMMC, Aurangabad (Teacher)
15. Dr. Samir Pachpute, Associate Prof., Microbiology, MGMMC, Navi Mumbai (Teacher)
16. Dr. (Mrs.) Parineeta Samant, Associate Professor, Biochemistry, MGMMC Navi Mumbai (Teacher)
17. Dr. Rajesh Kadam, Assistant Professor, Pharmacology, MGMMC, Aurangabad (Teacher)
18. Dr. Akshat Mishra, UG Student, MGMMC, Navi Mumbai (Student)
19. Dr. Rajat Chandak, UG Student, MGMMC, Aurangabad (Student)
20. Dr. Rohit Jacob, PG Student, MGMMC, Aurangabad (Student)
21. Dr. Shaba Thomas, PG Student, MGMMC, Navi Mumbai (Student)
22. Dr. Sameer Kadam, Alumnus, MGMIHS, Navi Mumbai (Alumni)
23. Dr. Kiran Mali, (Alumni)
24. Adv. Ranjit Bhosale (Legal Expert)
25. Dr. Archana Mishra, Hospital Administration, MGM Hospital, Kamothe, Navi Mumbai
26. Dr. Srivalli Natarajan, IQAC Co-ordinator, MGMDCH, Navi Mumbai (External invitee)
27. Mrs. Trupti Pandya, MIS Coordinator, MGMIHS, Navi Mumbai (Administrative Staff)



Agenda:

At the outset, the Chairperson, Dr. Shashank D. Dalvi, welcomed all the members for the IQAC meeting. He requested the IQAC Coordinator, Dr. Siddharth P. Dubhashi, to proceed with the agenda items.

Item No.1: Confirmation of the minutes of the IQAC meeting held on 8th October 2018

The minutes of the IQAC meeting held on 8th October 2018, were unanimously confirmed.

Item No. 2: Action Taken Report for items pertaining to meeting held on 8.10.18

Sr. No.	Item	Action Taken
1.	Feedback on Teaching-Learning activities related to Problem-Based Learning, Bioethics and Communication Skills	Feedback formats prepared as per suggestions of AAA Committee and circulated to all constituent Units for implementation
2.	Amendments in Vision and Mission statements of MGMIHS	Noted and activities re-aligned in tune with the Vision and Mission of MGMIHS
3.	Preparation of Vision 2030 document	Document prepared, with inputs related to recommendations of NAAC Peer Team (2013), UGC Review Committee (2017) and AAA Committee (2018), Suggestions given by experts / examiners / professions / society representatives / guidelines of Statutory Bodies / UGC Quality Mandate
4.	Automation of Library functioning	In process, for both campuses
5.	Automation of Examination Section	Completed
6.	Innovative research projects	14 Research projects under the MGMIHS Innovation and Incubation Centre
7.	Research publications in UGC approved journals	<ul style="list-style-type: none">• List of UGC approved journals circulated to all constituent Units• Workshops on scientific writing
8.	Alumni activities	<ul style="list-style-type: none">• Increase in Alumni registrations• Alumni Chapters (Unit wise)• Guest lectures by distinguished Alumni
9.	Performance Appraisal	Revision of Performance Appraisal Formats for Faculty



10.	Skill Lab activities	<ul style="list-style-type: none"> • Increase in number of Skill Lab activities • Preparation of modules • AHA accredited courses at Navi Mumbai campus
11.	SSR preparation for NAAC Cycle 2 Re-accreditation	In process

Item No. 3: Participation in Pilot Study to be conducted by NAAC

The Chairperson, Dr. Shashank Dalvi informed the members that he had attended the meeting of Vice Chancellors convened by NAAC, Bengaluru, in November 2018. Various aspects related to the Health Sciences Manual for preparation of the Self Study Report (SSR), were discussed at the said meeting, at NAAC headquarters. He informed the house that NAAC would be conducting a pilot study for the Revised Manual for Health Science Universities in December 2018, and that MGMIHS was selected as one of the 14 Universities in India for participation in the pilot study. The IQAC Coordinator, Dr. Siddharth P. Dubhashi, informed that he along with Dr. Swati Shiradkar (Aurangabad campus IQAC Coordinator), had attended the meeting of IQAC Coordinators convened by NAAC, Bengaluru, on 5th December 2018. Various issues pertaining to conduct of pilot study were discussed at the said meeting. He mentioned that NAAC would be sending the formats for the pilot study. The said exercise will have to be completed in a time-bound manner and the report of the pilot study will have to be sent to NAAC by 5th January 2019.

Item No. 4: Suggestions made by MGMIHS IQAC to NAAC for the Revised Manual for Health Science Universities

Dr. Siddharth P. Dubhashi informed the house that the MGMIHS IQAC has sent few suggestions pertaining to different Criteria in the Health Sciences Manual, as per inputs received from its stakeholders.

Metric No.	Suggestion / Comment
1.1.1 and 2.6.1	The terminology used could be the same for both metrics.
2.3.2	Provide weblink to: List of teachers using ICT incubators.
4.3.6	<p>Please clarify.</p> <p>Title: E-content resources <u>used</u> by teacher</p> <p>Data upload: Documents of e-content <u>developed</u></p>
5.2.1	<p>Please clarify.</p> <p>NEET Examination should be included.</p>
5.3.1	<p>Title: <u>State / Regional / National / International</u> events</p> <p>Data upload: <u>National / International events</u></p> <p>Please clarify.</p>



Item No. 5: AQAR 2017-2018

The IQAC Coordinator presented the Annual Quality Assurance Report for the academic year 2017-2018. The members unanimously approved the same. The Chairperson informed the house that the AQAR would be sent to NAAC by 31st December 2018.

Item No. 6: Quarterly Report

Dr. Siddharth P. Dubhashi mentioned that the Quarterly Reports for April to June 2018 and July to September 2018 have been discussed and approved in the meetings on 6.7.18 and 8.10.18 respectively. Since this meeting is convened before January 2019 to discuss regarding the Pilot study and AQAR 2017-2018 presentation, the quarterly report for October to December 2018 and January to March 2019 will be discussed in the IQAC Meeting of April 2019.

Item No. 7: Quality Initiatives undertaken

Various quality initiatives undertaken by MGMIHS and its constituent units were discussed.

Quality Initiative	Dates	Duration	Number of Participants
Gender sensitization	----	3 hours / 1 hour sessions	Faculty, UG and PG students
Prescription Audits	---	Three days	Clinical departments
Good Clinical / Laboratory Practices	---	One day	Para-clinical and Clinical departments
Social Commitment (Health camps, Health Education, Environment awareness, Cleanliness drives)	---	One day to One week	Faculty, Students, Paramedical staff
Feedback from Stakeholders	---	---	-----
Research Methodology Workshops	----	2 days	50 to 75
3T-IBHSc Training (Bioethics) at Aurangabad campus	11.10.18 to 13.10.18	Three days	70



ICMR-STs Orientation Lecture (Aurangabad campus)	12.10.18	3 hours	All UG students (Medical)
Academic and Administrative Meeting	October, November 2018	3 hours	Representatives of all stakeholders of both campuses

The members appreciated the efforts of MGMIHS and its constituent Units for the various quality initiatives.

Item No. 8: Quality Initiatives planned

The IQAC Coordinator informed the house regarding the various Quality Initiatives planned by MGMIHS and its constituent Units:

Quality Initiative	Dates	Duration	Expected Number of Participants
Guest Lecture on Scientific Writing (Dr. R.C. Deka) at Navi Mumbai	24.12.18	3 hours	250
Pilot Study for Revised SSR for Health Science Universities in collaboration with NAAC	15.12.18 to 5.1.19	----	All constituent units of MGMIHS
Guest Lecture on Revised accreditation framework for Research, Consultancy and Extension activities (Dr. S.P. Thyagrajan), at Navi Mumbai	12.1.19	3 hours	All IQAC members along with videoconferencing with Aurangabad campus
National Seminar on Revised Accreditation Framework in collaboration with NAAC, at Aurangabad	19.1.19	One day	80 (All IQAC members of constituent Units of both campuses)
Workshop on Pathways to Surgical Excellence, at Navi Mumbai	25.2.19	One day	29 (Faculty, Postgraduates)
E-poster and Essay competitions – Solidarity and Cooperation (at Navi Mumbai and Aurangabad)	March 2019	-----	UG and PG students



Item No.9: Progress of SSR preparation

The IQAC Coordinator informed the house that the SSR preparation is in progress. The focus would now be on completing the Pilot Study. Appropriate changes in the currently prepared SSR will be made after the final version of the Health Sciences Manual is issued by NAAC.

Item No. 10: Status of MGMIHS NAAC Accreditation

Members expressed concern regarding the expiry of current NAAC Accreditation February 2019. The Chairperson informed the house that we would be sending a letter to that effect to NAAC and seeking clarification for the same, since NAAC itself has temporarily suspended the Accreditation process for Health Science Universities, till the revision of Health Science Manual is complete.

Since there were no other points, the meeting ended with vote of thanks.

Dr. Siddharth P. Dubhashi
(IQAC Coordinator, MGMIHS)

18.12.18

Dr. Shashank D. Dalvi
(Chairperson, IQAC)

Date: 18th December 2018

Place: Navi Mumbai

