



MGM INSTITUTE OF HEALTH SCIENCES

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

Grade 'A' Accredited by NAAC

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Extract of Academic **and** **Administrative Meeting**

Date	Decisions	Outcomes
Academic		
(18 th June 2019)	Graduate attributes is to be inaugurated by the hands of Dr.R.C.Deka	Done
(20 th May 2019)	The discussion was about how to complete the application for increase in PG seats as per MCI notification from academic year 2020-2021.	The clarity for both the campus heads for the application process w.r.t necessary details and compliance
(21st Jan 2019)	Report of International conference on prevention, early detection and management of spine disability at SOP, Navi Mumbai	The SOP, Aurangabad to conceptualised similar conference
(21st Jan2019)	National conference on strengthening the profession of nursing, MASICON- 2019	The head of institutes from both the campuses suggested the areas and scope of improvements
(14th Dec 2018)	Issue of a formal notification with regards to fellowship admission mentioning the rules for admissions to be done twice a year if seats are vacant.	The admission for fellowship is conducted
(19th Nov 2018)	Status of environmental sciences (AECC) Course at both campuses.	Implemented in coordination with campus heads from both the campuses
(15th Oct 2018)	Cooperation in celebrating “world bioethics day” on 19th October, 2018.	It was celebrated at Navi Mumbai campus and planned to start next year onwards in both campuses
(16 July 2018)	It is proposed to have 3T course at Aurangabad campus in month of October 2018.	Approved and Implemented
(16 July 2018)	Department of community medicine, Navi Mumbai has been given responsibility to conduct AECC (ability enhancement compulsory course) on “environment studies”.	Approved and Implemented. Aurangabad to follow same from next academic session
(16th July 2018)	National bioethics youth conference organized at Amritsar in October 2018. It was confirmed that reimbursement of all expenses for conference will be borne by university.	Both campuses complied to the same
(18 June 2018)	PG log book and six monthly progress report to be maintained by	Performa sent along with circular for compliance to Heads of

	all PG students.	Institute
(18 June 2018)	Induction Programme for all UG/PG students. The necessary contents for better induction were discussed.	Comprehensive induction schedule and implement
Administrative		
(18 th June 2019)	Deputation of two faculty members for training at infibnet Centre at Gujarat in data validation to ensure the appropriate research	It was decided in the meeting that not one one faculty of Navi Mumbai but both campus should nominate one faculty respectively for the training.
(18 th June 2019)	Discussion on safety & other facilities at hostels of both campuses.	It was mutually decided both the campus heads that hostels have to be provided with safety measures and some additional facilities.
(18 th June 2019)	Performance appraisal for teaching staff for academic year 2018-19 in revised format.	All campus heads discussed the functional activities for performance appraisal for implementation.
(18 th June 2019)	MGM Aurangabad IQAC wanted some clarity about QQAR of academic year 2018-19.	It is easy for upgrading the information and submission of annexure in appropriate format due to presence of all heads in AA Meeting.
(15 th April 2019)	Annual report to be prepared for each of the Centre of the excellence.	Done (2018-19)
(18th march 2019)	Members discussed the necessities required for installation of comprehensive hospital information management system (HMIS).	On-going
(18th February 2019)	To make university website vibrant, all photographs of different events of last 5 years to be updated on university website as photo gallery.	In process
(18th February 2019)	The library automation KOHA was successfully implemented in Navi Mumbai.	Director, Central Library Dr. R.P Dixit to visit Aurangabad for the support for implementation of KOHA.
(18th February 2019)	New appointment of medical administrative & quality controller at MGM medical college, Navi Mumbai and a clinical nutritionist at MGM School of biomedical sciences, Navi Mumbai.	Dr. Philomena Isaac as Medical Director support Navi Mumbai campus for NABH Like Aurangabad.
(18th February 2019)	The Navi Mumbai Faculty to Guide respective Campus heads about how	On-going

	to prepare data for the NAAC 2nd cycle accreditation.	
(21st January 2019)	NAAC awareness seminar on revised parameters of assessment & accreditation of health science institutions,	University Criteria and campus criteria heads of Navi Mumbai to participate at Aurangabad.
(21st January 2019)	Appreciation of winners of competitions at state & national level, best poster award etc.	The Navi Mumbai campus to participate in Aurangabad sports activities.
(14th December 2018)	Opening of AISHE 2018-19 portal from December 1, 2018 to February 28th 2019.	The heads of all institutes were guided about the AISHE Compliance standards
(19TH November 2018)	Problem of water shortage at both campuses was raised.	Measures proposed for dealing with crisis
(15th October 2018)	Proposal to establish a separate “MGMIHS Incubation & Innovation Centre” at Aurangabad campus.	Learning from the experience of Navi Mumbai, it is proposed that Aurangabad campus should also have incubation and innovation centre.
(15th October 2018)	Return college boards displaying old vision & mission to university so as to prepare the Board with revised vision, mission & motto of MGMIHS.	It was decided collectively that all campus head will replace the Vision and mission display in campus throughout.
(22nd August, 2018)	To discuss observations and recommendations of AAA committee.	The AA Audit was shared with each head of institute for necessary change and implementation.
(16 July 2018)	To consolidate 3 tier Grievance Redressal system strong at departmental level, at institute level and at university level.	The model to be followed at Aurangabad also.
(18 June 2018)	Website of all constituent units and university must be updated and vibrant.	On-going
Research		
(18 th June 2019)	Visit of Dr.Sabita Ram Director (Research) to both campuses for research enhancement.	Dr. Sabita Ram has started visiting and guiding faculties and students at Aurangabad Campus for Better research outcome.
(18 th February 2019)	Innovation in mobile application and development ecosystem (I-MADE) will be providing a white labelled mobile app & critical features to students & faculty under MGMIHS.	In process for both campus.
(14 th December,	3 batches of PG students/ faculties	SPSS training at Aurangabad is to

2018)	have been trained for SPSS at Navi Mumbai and training of 4 th batch has started from 7 th Dec, 2018, at Navi Mumbai.	be initiated and details must be submitted.
(15th October 2018)	All the projects at incubation & innovation Centre at Navi Mumbai is from the faculties of Navi Mumbai only. Therefore, it was resolved for inclusion of researchers from Aurangabad campus in MGMIHS incubation & innovation Centre.	In process
(15th October 2018)	To organize a workshop on “plagiarism” for all JRs who are going to submit their dissertation.	Conducted at both the campus. It is ongoing process.
(15th October 2018)	Expedite the task of circulating the list of department wise PubMed journals to the institute heads of all constituent colleges.	Completed
(15th October 2018)	To have vibrant attractive research page on the university website.	In process
(17 September 2018)	Librarian to circulate the list of department wise Pub Med journals to the institute heads of all constituent colleges.	It is done at Navi Mumbai campus and to be followed at Aurangabad too.
(17 September 2018)	Installation of E-resources like Medline/ProQuest etc. at library at both the campus.	Implemented
(17th September 2018)	All papers & research work must be scrutinized at HOD and institute head for plagiarism check.	On-going
(16 July, 2018)	Since the defence takes place only at MGMIHS, Navi Mumbai. It is important that PhD students and their guides from both the campus should attend the defence.	It is made Compulsory and implemented
(16 July, 2018)	Research section of university shall keep the attendances on record and this is to be also recorded in the log books of the PhD students under signature from their guides.	Approved and Implemented
Students welfare		
(20 th May 2019)	Allotment of approx. 50 students to one faculty in each institute for proper understanding and compliance of students satisfaction survey.	Dr. Sabita Ram has given this responsibility to ensure the completion of the activities

(20 th May 2019)	Grievance portal on university website as per UGC circular.	Done
(15 th April 2019)	Student representative of both campuses participated in the meeting & shared their feedback about academic, residential facility and co-curricular activities.	On-going. This activity is helping students of both the campus to understand good practices in academic, residential facility and co-curricular activities for mutual Growth.
(21 st January, 2019)	Awareness of various parameters amongst students for winning chancellors medal & MGMIHS gold medal during convocation.	On-going
(14 th December, 2018)	Extension of last date for submission of MD/MS dissertation by 10 days for batch appearing in April 2019 due to implementation of plagiarism check.	Done
(15 th October 2018)	To update on “examination process automation” and an enquiry raised regarding its software.	On-going
(15 th October, 2018)	International English language testing system training at both campuses.	IELTS started and Navi Mumbai campus. This inspired the Aurangabad campus also to follow the same. It is implemented for the benefits of students for their career progression.
(22nd August 2018)	Link for student feedback form on the website.	In process
(22nd August, 2018)	Posters sent by UGC to create awareness regarding ill effects of ragging among students.	Circulated to all HOD for compliance
(16 th July 2018)	UGC and other regulatory bodies issue circulars and guidelines to make all education campuses ragging free.	On-going
(18 June, 2018)	Strengthening the mentorship Programme to prevent ragging and regular council of students.	Implemented
(18 June 2018)	Admission cell made for providing necessary information regarding courses offered at MGMIHS.	On-going
(18th June 2018)	Observation of international day of yoga on 21st June, 2018.	The celebration of Yoga day and its activities at both the campus was decided for the similarity.

(18th June 2018)	Annual gathering/sports/cultural program named as “MGM Olympics”.	Done
Social Commitments		
(18 th February 2019)	Unnat Bharat Abhiyan (UBA).	Unnat Bharat Abhiyan started and Navi Mumbai campus. This inspired the Aurangabad campus also to follow the same.
(18 th June 2019)	Brief and direction to prepare the operative guidelines for smooth implementation of NSS activity.	NSS University coordinator Dr. Madhavi Mankar highlighted the practices at Navi Mumbai campus and guided Aurangabad to follow.
(18 th June 2019)	Announcement of SWACHH BHARAT summer internship (2019)	Done
(19 TH November, 2018)	Both campus heads discussed the water crisis and their shortages.	Use of technological development by BARC scientist for recycling of waste water
(15 th October 2018)	To submit the list of villages approved by District collector, Aurangabad under Unnat Bharat Abhiyan Scheme, to the university.	Under Unnat Bharat Abhiyan Navi Mumbai campus adopted 5 villages accordingly Aurangabad campus also came up with adoption of 5 villages.
(17th September 2018)	To review the status of preparation for celebration of 150th birth anniversary of Mahatma Gandhi on 2nd October.	Authorities from both the campuses discussed about the activities for the celebration. It was conducted successfully.
(22 nd August, 2018)	Faculties & students travelled to Kerala for providing best possible relief in hard time of calamity.	Done
Finance		
(18 th march 2019)	Fees reconciliation- status of fees due, collected and outstanding fees.	In Process
(22 nd August, 2018)	To prepare budget according to the income & expenditure incurred and to keep records in support.	On-going
Patient care		
(18 TH February 2019)	NABH accreditation of MGM Medical hospital, Navi Mumbai.	The MGM Medical College and Hospital, Aurangabad got NABH Accredited accordingly MGM Medical college and hospital, Navi Mumbai also planned and implemented the same and waiting for the certificate.

(20 th May 2019)	Daily emergency audit practice followed at Navi Mumbai, to be started at Aurangabad.	This practice started at MGM Medical college and hospital, Navi Mumbai and followed by MGM Medical College and Hospital, Aurangabad
Alumni		
(20 th May 2019)	Alumni registration and mobilization at Navi Mumbai and Aurangabad Alumni Cell joined in.	Implemented
(15 th April 2019)	Involvement of faculty alumni at Navi Mumbai Campus who are members of alumni association to reach out other alumni for data collection. The practice was followed in Aurangabad campus.	On-going
(18 th February 2019)	Alumni MGMIHS outsourced the Alumni engagement activities to agency called Alma shines (external agency). It will engage alumni for careers modules, events module, fund raising module, alumni support module and chapter management module.	Implemented and MGM Aurangabad alumni joined in.



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