



MGM INSTITUTE OF HEALTH SCIENCES

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

Grade 'A' Accredited by NAAC

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MINUTES OF THE MEETING OF THE BOARD OF MANAGEMENT

(BOM – 37/2014)

The Meeting of the Board of Management (BOM - 37/2014) of MGM Institute of Health Sciences (MGMIHS) was held on Tuesday, 29th July 2014 in the Conference Hall of MGMIHS, Navi Mumbai.

The following members were present:

Dr. S.N. Kadam	Vice-Chancellor & Chairman
Dr. (Lt. Gen.) S.K. Kaul	Pro Vice Chancellor
Dr. Chander P. Puri	Pro Vice Chancellor (Research)
Dr. G.S. Narshetty	Member
Dr. P.M. Jadhav	Member
Dr. (Mrs.) Ujjwala Maheshwari	Member
Dr. Seema Anjenaya	Member
Dr. N.N. Kadam	Invitee
Shri. Ashok Patil	Invitee
Dr. Z.G. Badade	Registrar & Member Secretary

Dr. Ajit Shroff, Shri. P.S. Borade, Dr. Subhash Gupta, Dr. V.N. Bonde and Dr. N.K. Deshmukh had conveyed their inability to attend the meeting, and were granted leave of absence. Since the corum was complete the Chairman announced the meeting in order and started deliberations.

Dr. S.N. Kadam, Chairman welcomed the members of the Board of Management and congratulated staff of MGM Medical College, Aurangabad and Navi Mumbai for NABL Accreditation of Central Clinical Laboratory and Blood Bank, respectively. He emphasized on the maintenance of high standard in quality control programmes to ensure reliability of the reports generated in various laboratories including research laboratories of the hospitals.

Dr. S.N. Kadam also informed the members that with regard to the disapproval of 50 seats of MBBS by MCI, vide letter ref. No. 34(41) (General)/2014-15-Med./119236 dated 10.07.2014, MGMIHS had approached the High Court for relief vide Writ Petition No. 6807 2014, which in turn had stayed the operation and execution of the decision and directed the Respondents, the Government of India and Others, to approve the scheme for renewal of permission of the Petitioner (MGMIHS) for the 4th batch of MBBS course for the Academic Session 2014 -2015 from 100 to 150 students. The Chairman opined that the decision of the High Court was in favour of the Institute, while the matter will come up for further hearing on 22nd August 2014.

Thereafter, the Chairman Dr. Kadam asked Dr. Z.G. Badade, Member Secretary to take up the items on the Agenda for further deliberation and discussion.

Item No. 1: To confirm the minutes of the meeting of the Board of Management (BOM - 35/2014) held on 26th April 2014.

It is resolved to include, with regard to the recommendations and decisions taken by the Academic Council (AC-17/2014) in its meeting held on Saturday, 11th April 2014 the following corrections in the resolutions to be incorporated:

MEDICINE & ALLIED

Resolution No. 3.3(b)

Resolved to post residents and/or lecturers from the Departments of Paediatrics and Obstetrics & Gynaecology at Rural Health Centres on rotational basis to strengthen the Maternal and Child Health services at the Rural Health Centres attached with MGM Medical College and functioning under department of Community Medicine.

To be read as: Resolved to post residents and/or lecturers from the Departments of Paediatrics and Obstetrics & Gynaecology **more frequently** at Rural Health Centres on rotational basis to strengthen the Maternal and Child Health services at the Rural Health Centres attached with MGM Medical College and functioning under department of Community Medicine.

SURGERY AND ALLIED

Resolution No. 3.4(c)

Resolved that from different set of question papers for various examinations one set of question paper should be selected in order to avoid repetition of questions in different sections.

To be read as: Resolved that from different set of question papers for various examinations, one set of question paper should be selected in order to avoid repetition of questions in different sections **and the question papers should be thoroughly moderated by a senior faculty member, preferably by a Professor, to avoid repetition of questions in different sections.**

Resolution No. 3.4(f)

Resolved to approve setting up of skill laboratories for UG/PG students in all departments, for example central cannulation and invasive monitoring, suturing, hand skills, communication skills etc.

To be replaced by: **Resolved to form a committee comprising of senior teachers from both the MGM Medical Colleges to review the available equipment/machines/models/simulators etc. to work out the cost-effectiveness of such materials to equip the Skill Laboratories at both MGM Medical Colleges for better training and educational output of medical students and teachers.**

BIOMEDICAL SCIENCES

Resolution No. 3.6(a)

Resolved that B.Sc. Optometry Examination should be taken by "Optometrists" and not by "Ophthalmologists" as far as possible.

To be read as: Resolved that B.Sc. Optometry Examination should be **conducted jointly** by "Optometrists" and not by "Ophthalmologists **alone**".

Resolution No. 3.6(b)

Resolved to conduct both theory and practical for midterm as well as pre-final examinations for B.Sc. (Allied Health Sciences) Courses.

To be read as: Resolved to conduct midterm as well as pre-final examinations (theory & practical) for B.Sc. (Allied Health Sciences) Courses at **College level**.

Resolution No. 3.6(c)

Resolved that the responsibility of teaching of theory and practical classes solely lies with the HODs for B.Sc. (Allied Health Sciences) Courses.

Resolution No. 3.6(c) needs to be deleted, as it is implied.

Resolution No. 3.6(d)

Resolved to mention clinical hours of posting in the mark-list of B.Sc. (Allied Health Sciences) Courses.

Resolution No. 3.6(d) needs to be deleted.

Resolution No. 3.6(f)

Resolved to implement new syllabus for B.Sc. Anaesthesia and Operation Theater, and B.Sc. Cardiac Technologies.

To be read as: Resolved to implement new syllabus for B.Sc. Anaesthesia and Operation Theater, and B.Sc. Cardiac Technologies **from the Academic Year 2014 – 2015**.

Resolution No. 3.6(h)

Resolved to accept the new format of syllabus with credit system for M.Sc. (Anatomy, Physiology, Biochemistry, Microbiology, Pharmacology only)

To be read as: Resolved to accept the new format of syllabus with credit system for M.Sc. (Anatomy, Physiology, Biochemistry, Microbiology, Pharmacology only) **from the Academic Year 2015-2016, since critical review and proper training of all stakeholders is required before shifting from existing syllabus to credit-based syllabus.**

Resolution No. 3.6(k)

Resolved to have a dedicated website for School of Biomedical Sciences.

To be read as: Resolved **not to have** a dedicated website for School of Biomedical Sciences, as it is a constituent department of the MGM Medical College.

Resolution No. 8: Resolved that Hon'ble Vice Chancellor shall confer the Degrees to Ph.D. Students and winner of Gold Medals. The UG and PG degrees will be conferred by the Deans/Principals of the respective Colleges.

Resolution No. 8 needs to be deleted.

With the above changes proposed, the Board of Management confirmed the Minutes of the Meeting (BOM - 35/2014) dated 26th April 2014 and adopted the following resolution:

Resolution No. 1: Resolved to confirm the Minutes of the Meeting of the Board of Management (BOM - 35/2014) dated 26th April 2014 with necessary changes as suggested.

Item No. 2: To consider the Action Taken Report on Resolutions of BOM - 35/2014 dated 26th April, 2014.

The Action Taken Report was discussed at length and changes as proposed in the Resolutions in Item No. 1 were incorporated.

It was also stressed upon that all decisions/resolutions of BOM must be informed to the institute heads for further compliance to the concerned sections of the departments under them.

Compliance from the concerned institution be informed to the University.

The Action Taken Report on the Resolutions of BOM – 35/2014 dated 26th April 2014 was approved by the Board of Management by passing the following resolution:

Resolution No. 2: The Action Taken Report on the Resolutions of BOM - 35/2014 dated 26th April 2014 was accepted and approved.

Item No. 3: To confirm the minutes of the special meeting of the Board of Management (BOM - 36/2014) held on 09th May 2014.

The Registrar placed before the Board of Management the Minutes of the Board of Management (BOM - 36/2014) meeting held on 9th May 2014 which were confirmed by the Board of Management.

The Board placed on record the successful holding of the Fourth Convocation of MGM Institute on 09th May 2014 and appreciated the contributions of staff.

Resolution No. 3: Resolved to confirm the minutes of the meeting of the Board of Management (BOM - 36/2014) dated 9th May 2014 convened for the conduct of Fourth Convocation of MGM Institute.

Item No. 4: To consider the Action Taken Report on Resolutions of BOM - 36/2014 dated 9th May 2014.

Resolution No. 4: Resolved to approve the Action Taken Report on the resolutions of BOM – 36/2014 dated 9th May 2014.

Item No. 5: To consider the recommendations and decisions taken by the Board of Examination (BOE - 01/2014) in its meeting held on 26th April 2014.

Dr. P M Jadhav suggested to reconstitute the BOE as per the MGMIHS byelaws, as per Rule No. 1.6 (a), page 19 which is as follows:

The Board of Examinations shall consist of the following members, namely:

- I. Vice Chancellor : Chairperson
- II. Pro Vice-Chancellor : Ex – Officio Member
- III. Dean, Faculty of Medicine
- IV. One Representative from each Board of Studies, nominated by Vice Chancellor
- V. One Head of Institution nominated by Vice Chancellor
- VI. Controller of Examinations : Member Secretary
- VII. Registrar : Permanent Invitee

The above suggestion which is as per MGMIHS rule was accepted by BOM and Vice Chancellor being the Chairperson is authorised to reconstitute the BOE.

The resolutions of the Minutes of Board of Examination Meeting (BOE – 01/2014) dated 26th April 2014 were deliberated with the following modifications in Resolutions as stated below:-

Item No. 5.1

Item No. 1 of BOE (01/2014): To confirm the minutes of meeting held on 06.09.2013 (BOE – 16/2013)

Resolution No. 1 of BOE (01/2014): The Minutes of the BOE 16/2013 were confirmed with modification that in the Item 6.1 the word ‘diploma holders’ will stand deleted from the said paragraph. The revised paragraph will read as under “It was unanimously resolved that the minimum duration of Ph.D. study for all Bio Medical Sciences Courses will be 3 years (6 Semester) for nonmedical degree holders (MSc) and 2 years (4 Semester) for MD/MS Degree holders from the date of registration as is in vogue in regulations of MCI.”

Resolution No. 5.1: BOM members resolved that fixing the duration for Ph.D. Course comes under the purview of Academic Council. Therefore, this agenda is referred to Academic Council.

Item No. 5.2

Item No. 2 of BOE (01/2014): Disposal of cases adopting unfair means in examinations at Navi Mumbai during Sept 2013.

Resolution No. 2 of BOE (01/2014): It was resolved to scrap the result of the Ms. Aditi Mazumder, Seat No 1118 in Physiology-I as suggested in the report of disciplinary committee.

It was further resolved to counsel such students adequately at college level as a corrective measure.

Resolution No. 5.2(a): BOM resolved to scrap the result of Ms. Aditi Mazumder, Seat No 1118 in Physiology-I as suggested in the report of disciplinary committee.

Resolution No. 5.2(b): BOM resolved to counsel students adopting unfair means in examinations, adequately at College level as a corrective measure.

Item No. 5.3

Item No. 3 of BOE (01/2014): To discuss regarding revealing candidate’s name on the cover page of Dissertation/Thesis.

Resolution No. 3 of BOE (01/2014): It was resolved to retain the name of the candidate on the body of thesis, including certificates appended by the concerned guides and the heads of the institution authenticating the work.

It was further resolved that a frame and SOP on the process for submission and evaluation of thesis for Ph.D. will be prepared by the Research Secretariat.

Resolution No. 5.3(a): BOM resolved to retain the name of the candidate on the body of thesis, including certificates appended by the concerned guides and the heads of the institution authenticating the work.

Resolution No. 5.3(b): It was further resolved to abide with framework and SOP on the process for submission and evaluation of thesis for Ph.D. (Ref: BOM-32/2014 dated 29/10/2013)

Item No. 5.4

Item No. 4 of BOE (01/2014): To discontinue Lamination of mark sheets and certificates.

Resolution No. 4 of BOE (01/2014): It was resolved that the process of lamination of mark sheets and certificates issued by MGMIHS will be discontinued.

Resolution No. 5.4: BOM resolved to discontinue the process of lamination of mark sheets and certificates issued by MGMIHS.

Item No. 5.5

Item No. 5 of BOE (01/2014): Reluctance of certain conveners to contact external examiners, detailed by the University, in time resulting in last minute refusals and changes.

Resolution No. 5 of BOE (01/2014): It was resolved to send a circular to all concerned, particularly to Head of the Institution as well as the HOD's to show warmth and sincerity in their approach while contacting external examiners within one week of the receipt of the letters. Since they happen to be the guests of the University, due comfort and hospitality may be offered to them so that they oblige our invitations in future occasions also.

It was further resolved that a list of few examiners be provided to the Dean for inviting them as examiners in case any of the earlier appointed examiner does not turn up on genuine grounds.

Resolution No. 5.5: It was resolved to inform the names and details of examiners to concerned conveners and institute heads. In addition a "reserved panel list" of examiners should be provided to the institute heads so as to avoid last minute inconvenience during the exams.

Item No. 5.6

Item No. 6 of BOE (01/2014): Regarding arranging two sets of external examiners in each practical examination for MBBS course.

Resolution No. 6 of BOE (01/2014): It was resolved that the present practice will continue.

Resolution No. 5.6: BOM resolved to continue with the present practice of one set of external examiners for practical examination for MBBS course.

Item No. 5.7

Item No. 7 of BOE (01/2014): Inviting question papers and their moderation from external examiners only.

Resolution No. 7 of BOE (01/2014): It was resolved to maintain the status-quo in this regard for the time being.

Resolution No. 5.7: BOM resolved to refer the agenda to Academic Council.

Item No. 5.8

Item No. 8 of BOE (01/2014): Enhancing remuneration for paper setting, practical/theory/thesis evaluation.

Resolution No. 8: It was resolved to work out the rates of remuneration by the examination section and put up suggestion for consideration by the competent authority.

Resolution No. 5.8: BOM approved to work out the rates of remuneration by the examination section on par with other Universities and put up suggestion for consideration by the competent authority.

Item No. 5.9

Item No. 9 of BOE (01/2014): Fixing CCTV cameras in examination section and examination halls.

Resolution No. 9: It was resolved to identify specific areas in examination halls and CAP centres used to conduct university examination, at both the colleges, so that required number of CCTV cameras are installed.

Resolution No. 5.9: BOM resolved to install CCTV cameras in the examination halls for fair conduct of University examination, at both the campuses.

Item No. 5.10

Item No. 10 of BOE (01/2014): Any other matter with the permission of the chair.

Item No. 5.10.1

Item No. 10.1 of BOE (01/2014):

Resolution No. 10.1: It was resolved that the venue, date and time be notified at least one week prior and intimated to Institutions heads for wide dissemination to concerned students as well as subject experts. It was further resolved that the name of subject experts be specified in the said order under intimation to them by the head of the institution.

Resolution No. 5.10.1: Resolution No. 10.1 of BOE (01/2014) needs to be deleted as it is already in practice.

Item No. 5.10.2

Item No. 10.2 of BOE (01/2014):

Resolution No. 10.2: The result of the concerned subject will be kept withheld until the short comings are sorted out by the concerned conveners at the University as requested to the Dean, MGMMC, Aurangabad vide COE letter no : MGMIHS/X-II/102/07/2014-907 dated: 18.04.2014.

Resolution No. 5.10.2 : Resolution No. 10.2 of BOE (01/2014) needs to be deleted.

Item No. 5.10.3

Item No. 10.3 of BOE (01/2014):

Resolution No. 10.3: It was resolved to maintain status-quo. However, one CAP supervisor may be exchanged between both centres, to be detailed by the University to ensure strict adherence to procedures. The CAP in-charge at MGM Medical College, Aurangabad be not to allow any examination related documents answer books go out of CAP centre ever in future.

Resolution No. 5.10.3 : BOM resolved that the University can appoint CAP observers at both Navi Mumbai & Aurangabad centers.

Item No. 5.10.4

Item No. 10.4 of BOE (01/2014):

Resolution No. 10.4: It was resolved to circulate useful feedbacks from the external examiners among all departments to rectify/improve facilities for effective teaching and evaluation process.

Resolution No. 5.10.4: Resolution No. 10.4 of BOE (01/2014) needs to be deleted as it is already in practice.

Item No. 5.10.5

Item No. 10.5 of BOE (01/2014):

Resolution No. 10.5: It was resolved that the concerned heads of departments and guides must take keen interest in organizing the open thesis defence at University level, in consultation with the Research Secretariat. The Heads of the respective Institutions/ Director of Biomedical Sciences may ensure that maximum number of students and faculty members, irrespective of their departmental affiliation attend the open defence and actively participate in the process.

Resolution No. 5.10.5 : Resolution No. 10.5 of BOE (01/2014) needs to be deleted as it is already in practice.

Resolution No. 5: Resolved to approve the recommendations and decisions taken by the BOE (BOE – 01/2014) dated 26th April 2014 with above suggestions and changes.

Item No. 6: To consider the recommendations and decisions taken by the Finance Committee (FC - 31/2014) in its meeting held on Tuesday, 29th July 2014.

Item No. 6.1

Item No. 1 of FC – 31/ 2014: To confirm the Minutes of the last meeting of the Finance Committee held on 27th February, 2014 (FC-30/2014).

Resolution 1 of FC – 31/ 2014: It was unanimously resolved to confirm the minutes of the last meeting of the Finance Committee held on 27th February, 2014 (FC - 30/2014).

Resolution 6.1: Members of BOM unanimously resolved to confirm the minutes of the Finance meeting (FC - 30/2014) held on 27th February, 2014.

Item No. 6.2

Item No. 2 of FC – 31/ 2014: To consider and approve Action Taken Report on resolutions of the last meeting of the Finance Committee held on 27th February, 2014 (FC - 30/2014).

All members expressed their satisfaction on the Action Taken Report on resolutions of last meeting and resolved as under:

Resolution 2 of FC – 31/ 2014: It was unanimously resolved to approve ATR on the resolutions of FC - 30/2014 dated 27th February 2014.

Resolution 6.2: Members of BOM unanimously resolved to approve the ATR on the resolutions of the Finance meeting (FC - 30/2014) held on 27th February 2014.

Item No. 6.3

Item No. 3 of FC – 31/ 2014: To discuss and recommend for approval of Receipts and Payments Account of MGMIHS and its constituent units for the period from January 2014 to March 2014.

The Receipts and Payments Account of MGMIHS and its constituent units were presented for the period from January 2014 to March 2014.

Resolution 3 of FC – 31/ 2014: Resolved to approve the Receipts and Payments Account for the period from January 2014 to March 2014 and recommended it to present before the Board of Management for approval.

Resolution No. 6.3: Members of BOM resolved to approve the Receipts and Payments Account for the period from January 2014 to March 2014.

Item No. 6.4

Item No. 4 of FC – 31/ 2014: To discuss and recommend for approval of Receipts and Payments Account of MGMIHS and its constituent units for the period from 1st April 2013 to 31st March 2014.

The Receipts and Payments Account of MGMIHS and its constituent Units were presented for the period from 1st April 2013 to 31st March 2014.

Resolution 4 of FC – 31/ 2014: Resolved to approve the Receipts and Payments Account for the period from 1st April 2013 to 31st March 2014 and recommended it to present before the Board of Management for approval.

Resolution No. 6.4: Members of BOM resolved to approve the Receipts and Payments Account for the period from 1st April 2013 to 31st March 2014.

Item No. 6.5

Item No. 5 of FC – 31/ 2014: Any other item with permission of chair.

Item No. 6.5.1

Item No. 5.1 of FC – 31/ 2014: Approval of Revised Fees of Academic Documents of MGMIHS as per following table:

Sr.No.	Particulars of documents	Revised Rates of Fees
1.	Verification / Re-Totaling of Marks Fee	Rs. 500.00 (Per Paper / Per Practical
2.	Name Correction Fee in each Mark Sheet / Passing Certificate / Degree Certificate	Rs. 1,000.00
3.	For each Duplicate Passing Certificate / Internship Completion Certificate / Mark Sheet / Hall Ticket	Rs. 1,000.00
4.	Passing Certificate Fee (Final Year)/Migration Certificate	Rs. 1,000.00
5.	Internship Completion Certificate Fee	Rs. 1,500.00
6.	Degree Certificate Fee (Final Year)	Rs. 2,000.00
7.	Provisional Certificate	Rs. 3,500.00
8.	Duplicate Degree Certificate Fee	Rs. 5,000.00
9.	Transcript Fee	Rs. 10,000.00 (For initial 7 sets and Rs. 1,000.00 per set for additional set)
10.	Verification of Original University Documents	Rs. 1,500.00
11.	Attestation Fee	Rs. 2,000.00 (for initial 7 sets and Rs. 500.00 per set for additional set
12.	Postal Charges	Rs. 2,000.00 (for initial 7 sets and Rs. 500.00 per set for additional set
13.	Photo copy of answer book	Rs. 500.00 (Per Paper) / Per Answer Book

Resolution 5.1 of FC – 31/ 2014: It was resolved to submit the above Revised Fees of Academic Documents and recommended it to present before the Board of Management for approval.

Resolution No. 6.5.1: BOM resolved to approve the revised rates for Academic Documents of MGMIHS with immediate effect.

Item No. 6.5.2

Item No. 5.2 of FC – 31/ 2014: Approval of Ph. D. Program Fee

To encourage the prospective candidates who cleared CET Exam conducted by MGMIHS for Ph.D. for the year 2013-14 it was decided to revise the fee structure for Ph.D. programme to attract more competent candidates. The following categories have been classified for admission in Ph.D. programme:-

In-Service Faculty Members of any School/Unit of MGMIHS with minimum of five years of Post PG teaching/research experience: Rs. 25,000.00 per annum till the submission of Ph.D. thesis. The faculty members availing the incentive will sign an agreement to serve the organization for a minimum period of three years after the award of Ph.D. Degree of MGMIHS.

All other faculty members will pay the already discounted fee of Rs. 75,000.00 for first year, and Rs. 65,000.00 per year for subsequent years till the submission of Ph.D. Thesis.

Students who have cleared CET: The fee structure for them will be Rs. 75,000/- for the 1st year and Rs. 65,000/- per year for subsequent years till the submission of Ph.D. Thesis.

The details of the fee structure are as follows:

1 st Year	Amt. (Rs.)	Subsequent Years	Amt. (Rs.)
Tuition Fees	40,000/-	Tuition Fees	40,000/-
Eligibility Fees	5,000/-	Eligibility Fees	Nil
Registration Fees	5,000/-	Registration Fees	Nil
Library Fees-Development Programme Fee	10,000/-	Library Fees-Development Programme Fee	10,000/-
Laboratory Fee	15,000/-	Laboratory & Practical Fee	15,000/-
Caution Money Deposit	-	Caution Money Deposit	-
Total	75,000/-	Total	65,000/-

Resolution 5.2 of FC – 31/ 2014: It was resolved to submit Ph.D. Program Fee and recommended it to present before the Board of Management for approval.

Resolution No. 6.5.2: BOM resolved to approve the Ph. D. Program Fee.

Item No. 6.5.3

Item No. 5.3 of FC – 31/ 2014: Common template for grouping of account heads in all constituent colleges for consolidated reports.

Resolution No. 5.3 of FC – 31/ 2014: It was discussed and approved the common template for grouping of account heads and resolved to recommend it to present before the Board of Management for approval.

Resolution No. 6.5.3: It is resolved that Chartered Accountant shall conduct training/ workshops for all accounts personnel of all constituent units of MGMIHS to plan and create common template. It is further resolved that all accounts personnel will use and submit the final common template for final consolidation at MGMIHS. Accounts details in any other format, will not be accepted. The final completed template must reach MGMIHS atleast 3 weeks in advance so as to circulate these to FC members well in time for their perusal.

Item No. 6.5.4

Item No. 5.4 of FC – 31/ 2014: Accountants of all Constituent Colleges to be present in all meetings of the Finance Committees.

Resolution No. 5.4 of FC – 31/ 2014: It has been decided that the Accountants of all the Constituent Colleges of Navi Mumbai and Aurangabad be present at the meeting of all the Finance Committee.

Resolution No. 6.5.4: BOM resolved that if the account details are not received by MGMIHS within the stipulated time frame in the uniform standard format from any constituent unit, concerned defaulter accountant will remain present at his/her own to clarify doubts if any during FC meetings.

Item No. 6.5.5

Item No. 5.5 of FC – 31/ 2014: Mr. Bhimrao W. Patil as In-charge to coordinate all the accounts related matters

Resolution No. 5.5 of FC – 31/ 2014: Mr. Bhima W. Patil will co-ordinate the accounts-related matters of the Constituent Colleges of MGMIHS. All the Accountants will ensure that the format prepared for reporting the income and expenditure was followed uniformly and Mr. Patil will ensure that. In this respect, the Accountants from various constituent colleges and MGMIHS will seek advice from Mr. Patil and ensure implementation.

Resolution No. 6.5.5: Mr. Bhimrao W. Patil and Mr. Saurabh Aggarwal will coordinate all accounts related matters of constituent units of MGMIHS. They are also responsible for conducting training workshops of all accounts personnel of constituent units of MGMIHS at Navi Mumbai and Aurangabad.

Item No. 6.5.6

Item No. 5.6 of FC – 31/ 2014: Monthly period of closing in Tally package of all constituent units.

Resolution No. 5.6 of FC – 31/ 2014: It has been decided to close the books of Accounts of a particular month on 7th of the following month. If any changes need to be incorporated in any head of accounts of the last month in the Tally Package, the same should be done on or before 7th of the following month. It was decided that 7th will be the cut off date and from 8th of the following month, the Tally Package will be locked so that no changes could be incorporated thereafter. The Accountants should take note of the above and do the needful in the Account Figures for monthly reporting.

Resolution No. 6.5.6: It was resolved to close the books of Accounts of a particular month on 7th of the following month as the Tally package will be locked and no further change/s can be incorporated thereafter.

Resolution No. 6: Resolved to approve the recommendations and decisions taken by the FC – 31/ 2014 dated 29th July 2014 with above suggestions and changes.

Item No. 7: To review the Academic Audit Report (2013-14)

Dr. Chander P. Puri, Pro Vice Chancellor (Research) opined that very few students are pursuing M.Sc. Medical Courses and felt whether it was viable to run these courses if the intake of students continues to be so low. He opined that sufficient efforts were not made to enroll more students. He stressed that efforts should be made to increase the intake of students in M.Sc. Medical Courses, as has happened in the case of B.Sc. (Paramedical) courses.

Dr. Puri also brought to the attention of the BOM gross mismatch in the number of class room hours per day put in by the students of B.Sc. (Paramedical) vis-à-vis students of MGM College of Nursing and MGM School of Physiotherapy. While the teaching curriculum of students of nursing and physiotherapy is of about 1600 hours during an academic year, the students of B.Sc. (Paramedical) spent only 360 hours in the class rooms, including the practicals and demonstrations, during the first year.

The Chairman Dr. Kadam applauded the steps taken by the Principals of MGM New Bombay College of Nursing, and MGM College of Nursing for their initiatives to offer the best teaching to the students of their colleges. He felt that each Constituent College has to fend for themselves and take necessary steps to improve the teaching curriculum in all disciplines, including B.Sc. (Paramedical). He emphasized the need for taking necessary corrective measures to make all courses more attractive by structuring those in a more professional way. He emphasized the need for the following remedial measures to increase admissions and viability of the courses:

1. Institute heads should be meticulous about conduct of course, better intake, better execution, better output in terms of academic output, research and patient services. This will give positive message to the prospective students and the objectives of instituting such courses will be served.
2. For increasing admissions, adequate measures in terms of proper and timely publicity, handout distributions, and mass circulation to concerned colleges should be done. HODs and staff members of various Departments should take responsibility to enhance student intake in different courses: Like B.Sc., M.Sc., M.PTh., M.Sc. (Nursing) courses etc.
3. During conduct of the course the aggregate impression should be better than non professional courses offered by other institutions/colleges.
4. Time Table for the course should be meticulously planned and executed to maximize the time of students as well as teachers. The intention behind making the time table must be to help the students to learn as well as understand the basic concepts. Students and teachers feedback is of paramount importance while preparing the time table. A sense of completeness is hallmark of quality education.
5. There should not be any disparity between syllabus taught and the university exams.

6. To sum up, the course must be delivered efficiently by an able, responsible and mature institute heads and teachers who can lead and set an example for coming batches.
7. Pro VC (Research) was given the task of updating academic status MGM School of Biomedical Sciences, Navi Mumbai and to ensure establishing high standards of education and monitoring.

The members perused the Academic Audit Reports of different Constituent Colleges of Navi Mumbai and Aurangabad and informed the Institute Heads of Navi Mumbai and Aurangabad Colleges to take up measures to plug the deficits observed in the report with necessary corrective measures before the next Academic Audit scheduled for 2014 – 2015.

With the above suggestions, the Academic Audit Report of 2013 – 2014 was accepted by passing the following resolution:

Resolution No. 7: Resolved to accept the Academic Audit Report (2013 – 2014) of MGM School of Biomedical Sciences (A'bad), MGM School of Physiotherapy (A'bad), MGM College of Nursing (A'bad), MGM New Bombay College of Nursing (NM) and MGM College of Nursing (NM) with a suggestion to plug the deficits observed in the report by taking necessary corrective measures before the next Academic Audit Scheduled for 2014 – 2015.

Item No. 8: To review the progress of Annual Report of MGMIHS.

The draft of the Annual Report 2013 – 2014 of MGMIHS was presented by Dr. S.K. Kaul. The members made some suggestions, and format and contents were accepted. The following resolution was made:

Resolution No. 8: The Annual report 2013-14 was approved with suggested changes for publication.

Item No. 9: To consider the MOU signed between MGMIHS & BIGTEC Private Ltd.

The Memorandum of Understanding between MGMIHS, Navi Mumbai and BIGTEC Private Limited, Bangalore, Karnataka were perused by the members.

Dr. S.N. Kadam, Vice Chancellor informed the members that MGMIHS and BIGTEC proposes to collaborate through sponsored R & D Projects which may be carried out wholly or partly carried out at MGMIHS or BIGTEC for development of diagnostic devices for clinical application for Point of Care. These include diagnosis of infectious diseases such as tuberculosis through assays on the True lab™ platform. As regards the cost, he pointed out that each party shall bear the respective costs of carrying out the obligations under this MOU with equal sharing of profits.

The members unanimously agreed to accept the MOU entered into and passed the following resolution:

Resolution No. 9: Resolved to accept the Memorandum of Understanding between MGM Institute of Health Sciences, Navi Mumbai and BIGTEC Private Limited, Bangalore, Karnataka, for diagnosis of infectious disease such as tuberculosis through assays on the True lab™ platform, with each party sharing the respective costs of carrying out the obligations under this MOU and with equal sharing of profits generated.

Item No. 10: To consider providing financial support for 'International Convention on Challenges in Medical Education' to be held from 9-11 January 2015 at MGM Medical College, Aurangabad.

The members were informed that "International Convention on Challenges in Medical Education (ICCME 2015) is proposed to be conducted at MGM Medical College, Aurangabad from January 09 to 11, 2015 to provide an interactive forum for the key players who are engaged in addressing the cutting edge issues relating to Medical Education System and emerging health care challenges in India and broader issues would be reviewed viz., Role of Government, Model System of Education, Super Specialty Care, Medical Council of India Vision, Internship Problems, Social Accountability, Research in Medical Schools etc. with meticulously designed scientific programme including panel discussion, free paper and poster presentation.

Dean, MGM Medical College, Aurangabad vide his letter no. MGM/MCA/2014/3972 dated 5th June, 2014 had requested financial support from MGMIHS, Navi Mumbai and MGM Trust, Aurangabad for conducting the International Convention at Aurangabad. He also mentioned that he was in touch with major vendors and publishers to sponsor the conference.

Dr. S.N. Kadam, Vice Chancellor informed the members that an initial amount of Rs. 5.0 Lakhs as seed money has been sanctioned; the remaining amount should be generated from external funding sources. Vice Chancellor further apprised the members that all necessary assistance shall be provided to MGM Medical College, Aurangabad to successfully organize the conference.

Resolution No. 10: Resolved to provide the needed fund for International Convention on Challenges in Medical Education (ICCME 2015) proposed to be conducted at MGM Medical College, Aurangabad from January 09 to 11, 2015. The Committee should explore the possibility of getting fund from other sources.

Item No. 11: Any other matter with the permission of the Chair.

Item No. 11.1: Implementation of 3% (Three Percent) reservation for persons with disabilities as per the directive of UGC following a Supreme Court decision.

University Grants Commission vide its letter no. F.6-3/2014(SCT) dated 14th March, 2014 sent copies of letter No. 18-11/2014-II (A) dated 23.01.2014, OM No. C-30019/1/2014-CDN dated 19th December, 2013, DOPT's OM No. 36012/24/2009-Extt(Res) dated 3rd December, 2013 and OM No. 36035/1/2013-Estt(Res) dated 29.11.2013 for 3% (Three Percent) reservation for persons with disabilities – Computation of reservation – Implementation of the Judgment of the Hon'ble Supreme Court in the matter of Union of India & Anr. V/s. National Federation of Blind & Ors.

The matter was referred to our Legal Department for its guidance as to whether MGMIHS has to follow such a reservation policy, and if yes, the details of what kind of disability and the percentage to be reserved for such persons.

Our Legal Department in reply has informed us that the Judgment of Hon'ble Supreme Court is self explanatory in that the Supreme Court has directed the establishments to keep 3% reservations for all categories 'A', 'B', 'C' & 'D' for the disabled and also assurance of employment of 3% disabled on the rolls of the establishment.

Hence this matter is put before the members for adopting the resolution.

The members felt that since this being the directive of UGC following a Supreme Court decision, the same has to be implemented. The following resolution was passed:

Resolution No. 11.1: Resolved that in view of the directive of UGC, following the judgment of Hon'ble Supreme Court directing the establishments to keep 3% reservations for 'A', 'B', 'C' & 'D' disabled categories, and also assurance in employment of 3% disabled categorized persons as above, on the rolls of the establishment, it be adopted in letter and spirit and exhorted the Management of MGMIHS to bring the same to the attention of all the Constituent Colleges of Navi Mumbai and Aurangabad for its implementation.

Item No. 11.2: To consider the new syllabus of B.PTh. for the academic year 2014-15.

Resolution No. 11.2: Resolved to approve the new syllabus of B.PTh. for the academic year 2014-15.

Item No. 11.3: Annual Quality Assurances Report (AQAR) of the IQAC

Dr. P.M. Jadhav exhorted about the due compliance of the Annual Quality Assurances Report (AQAR) of the Internal Quality Assurance Cell (IQAC) of MGM Institute to comply with NAAC Requirements. This exercise has to be taken very seriously by all the Departments of the Medical College in Navi Mumbai and Aurangabad and MGM Institute and which should not be overlooked, since these reports have to be submitted to NAAC diligently after receipt of the Accreditation Certificate. These compliance reports could form the basis for getting ourselves re-accredited when the same become due.

Resolution No. 11.3: Resolved to streamline the functioning of the University IQAC so that the AQAR can be sent to NAAC on time.

Item No. 11.4: To felicitate the dedicated and committed teachers of constituent colleges.

Dr. Puri proposed that the MGMIHS may consider honouring the Faculty members of the constituent Colleges of University for their exceptional contributions in teaching, research and clinical care by instituting "Best Teacher Awards".

Resolution No. 11.4: Resolved to institute the Best Teachers award at University level. BOM members gave the responsibility to Dr. Puri to draft necessary guidelines to nominate potential awardees and the criteria to identify candidates for such awards. The award could be conferred on "Teachers Day".

There being no further point to discuss the meeting ended with a Vote of Thanks to the Chair.



Registrar & Secretary
Prof. Z. G. Badade
Registrar,
MGM Institute of Health Sciences,
Kamothe, Navi Mumbai-401209



Hon'ble Vice Chancellor
Vice Chancellor
MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)
KAMOTHE, NAVI MUMBAI



MGM INSTITUTE OF HEALTH SCIENCES
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MINUTES OF THE MEETING OF THE BOARD OF MANAGEMENT
(BOM – 38/2014)

The Meeting of the Board of Management (BOM-38/2014) of MGM Institute of Health Sciences (MGMIHS) was held on Friday, 28th November 2014 in the Conference Hall of MGMIHS, Navi Mumbai.

The following members were present:

Dr. S.N. Kadam	Vice-Chancellor & Chairman
Dr. (Lt. Gen.) S.K. Kaul	Pro Vice Chancellor
Dr. Chander P. Puri	Pro Vice Chancellor (Research)
Dr. Ajit Shroff	Member
Dr. G.S. Narshetty	Member
Dr. P.M. Jadhav	Member
Dr. (Mrs.) Ujjwala Maheshwari	Member
Dr. N.N. Kadam	Invitee
Dr. Z.G. Badade	Registrar & Member Secretary

Shri. P.S. Borade, Dr. Subhash Gupta, Dr. V.N. Bonde, Dr. Seema Anjenaya and Shri. Ashok Patil had conveyed their inability to attend the meeting, and were granted leave of absence. Since the corum was complete the Chairman announced the meeting in order and started deliberations.

Dr. S.N. Kadam, Chairman welcomed the members of the Board of Management and informed them about restoring of 50 seats of MBBS at MGM Medical College, Navi Mumbai and final approval for 150 seats by MCI for 2014-15. He cautioned that this does not mean to relax but HOD's and Professors must continue to work with full commitment and devotion to ensure that the highest standards of education and clinical services are provided at the MGMIHS.

Dr. Kadam also emphasized that after being accredited with Grade A by NAAC and also by NABL we should strive hard to achieve "MGM Vision 2020". This will enable us to be amongst the top 200 Universities in the world.

He informed the house that the Director, MGM School of Biomedical Sciences, Navi Mumbai Dr. Padma Chavan has resigned from the post and until the time the vacancy was filled Dr. Badade, Registrar has been given the additional charge.

Thereafter, the Chairman Dr. Kadam asked Dr. Z.G. Badade, Member Secretary to take up the items on the Agenda for further deliberation and discussion.

Item No. 1: To confirm the minutes of the meeting of the Board of Management (BOM-37/2014) held on 29th July 2014.

The Board of Management confirmed the Minutes of the Meeting (BOM-37/2014) dated 29th July 2014 with the following observations:

- i) While discussing Resolution No.3.4 (f), Dr. A.G. Shroff sought clarification on the Committee formation in regards to the setting up of Skill Laboratories at both the Medical Colleges. It was clarified to form a committee comprising of Deans of both the Medical Colleges and empowering them to select two senior Teachers from each of the Colleges to do the needful.

BOM members also stressed upon having a basic Clinical Lab/Skill Lab. at both the Medical Colleges as per MCI norms. The Deans of the two Medical Colleges were asked to implement the same.

- ii) While discussing Resolution No. 3.6 (h), the members decided to invite expert(s) for imparting training to all concerned stakeholder in regards to change-over from existing syllabus to credit based syllabus for M.Sc. (Medical) and B.Sc. (Paramedical) courses. Director, MGM School of Biomedical Sciences, Navi Mumbai was asked to take appropriate action.

- iii) While discussing the revised fees for Academic Documents of MGMIHS in Item No. 6.5.1, it was decided to add "Migration Certificate" in Sr.No.4 along with Passing Certificate.

Resolution No. 1: Resolved to confirm the Minutes of the Meeting of the Board of Management (BOM-37/2014) dated 29th July, 2014.

Item No. 2: To consider the Action Taken Report on Resolutions of BOM-37/2014 dated 29th July, 2014.

The Action Taken Report was discussed at length and it was observed that without incorporating the actions taken by concerned Heads, ATR is of little value. Therefore timely and tangible compliance by the concerned Institution Heads must be sent to the University.

Once again it was reiterated that the Action Taken by the responsible personnel is a time bound activity without which ATR can not be prepared.

The Action Taken Report, in its present format, on the Resolutions of BOM-37/2014 dated 29th July, 2014 was approved by the Board of Management by passing the following resolution:

Resolution No. 2: The Action Taken Report on the Resolutions of BOM-37/2014 dated 29th July, 2014 was accepted and approved. It was also decided that the Board be apprised of the action taken on the recommendations of all the BOM meetings held during 2014-15, on the approved format, at its next meeting.

Item No. 3: To discuss and approve the Recommendations of the Academic Council (AC-19/2014) Dt. 31/10/2014 and non-recommendations of AC for perusal of BOM.

Item No. 3 of AC-19/2014:

The below mentioned recommendations of the meeting of Academic Council AC-19/2014 dated 31/10/2014 were approved by the Board of Management, and following Resolutions were passed:

3.1 Preclinical

Resolution No. 3.1(a): Resolved to approve the new list of text books and reference books for preclinical MBBS subjects from Academic year 2015-16. (**Annexure-1**)

Resolution No. 3.1(b): Resolved to accept the revised academic calendar for the year 2014-15 for Ist year MBBS course. (**Annexure-2**)

Resolution No. 3.1(c): Resolved to include Lipid Profile as LCD topic in the Biochemistry curriculum of Ist year MBBS course with effective from Academic Year 2015-16.

Resolution No. 3.1(d): Resolved to accept the Horizontal Integration programme (**Annexure-3B**) for Ist year MBBS course with effective from Academic Year 2015-16.

Resolution No. 3.1(e): Resolved to have six-monthly department level assessment for PG students to assess their attendance/performance/dissertation work etc. as per the norms of MGMIHS. The six monthly progress report of each Student should include this information as well. It was also resolved that these progress reports can not be taken as the sole basis to detain any student from appearing in final University exams.

Resolution No. 3.1(f): Resolved to accept the list of UG & PG Examiners for each subject (**Annexure-4**). It was also decided that in order to have more qualified UG/PG Examiners on the Panel, request letters be sent to Deans of reputed Medical Colleges to recommend names of qualified and experienced Faculty to serve on the MGMIHS Panel. The biodata of such Faculty be invited using the prescribed proforma. It was also resolved that the senior Faculty members coming for conducting examinations be offered to come by air, as it may save some of their precious time.

Resolution No. 3.1(g):

- i) Resolved to have uniformity in the UG Journals & PG Log Book for all courses offered by constituent Colleges/Schools/Departments of MGMIHS.
- ii) The requisition for gross Anatomy Journal should be made by HOD, Department of Anatomy through Dean, MGM Medical College, Navi Mumbai to Dean, MGM Medical College Press to provide the same.

Resolution No. 3.1(h): Resolved to print the revised curriculum booklet every three year, while all minor/major amendments should be intimated to all concerned from time to time, during these 3 years.

3.2 Paraclinical

Resolution No. 3.2(a): Resolved to follow the existing MGMIHS guidelines, as per Course syllabus, for weightage to be given to attendance, while calculating internal assessment marks.

Resolution No. 3.2(b): Resolved that practical examination should be conducted for 25 marks and 15 marks for oral examination for all IInd MBBS subjects except FMT and this should be reflected in the University mark sheet proforma/format with immediate effect.

Resolution No. 3.2(c): Resolved to use simulation techniques, as far as possible, for MD Pharmacology examination due to stringent rules and regulations given by CPCSEA. It was also resolved to have simulation techniques as part of teaching/training as a module but it will not be a part of examination. HOD, Department of Pharmacology, MGM Medical College, Navi Mumbai was asked to coordinate with his counterpart at Aurangabad in getting such simulation CD's and making use of the same.

Resolution No. 3.2(d): Resolved that one set of examiner will continue for UG (MBBS) exam as per MCI Norms. If at the last minute an external examiner from outside the Maharashtra State was not available under such circumstances an examiner from within Maharashtra should be invited on the panel. For PG (MD/MS/Diploma) exams both the externals must be from outside Maharashtra State, as per MCI norms.

3.3 Medicine and Allied

Resolution No. 3.3(a): Resolved to include "Integrated Management of Neonatal & Childhood Illnesses (WHO program)" topic (**Annexure-7**) in Theory as "Desirable to know" in the UG Paediatrics curriculum from batch entering Third year Part II MBBS in February, 2015.

Resolution No. 3.3(b): Resolved to include "Palliative Care" topic (**Annexure-8**) in Theory as "Desirable to know" in the UG Paediatrics curriculum from batch entering Third year Part II MBBS in February, 2015.

Resolution No. 3.3(c): Resolved to include "Rational Antibiotic Policy" topic (**Annexure-9**) in Theory as "Desirable to Know" in the UG Paediatrics curriculum from batch entering Third year Part II MBBS in February 2015.

Resolution No. 3.3(d): Resolved to include "Pediatric Advanced Life Support" module in Theory and Practical (**Annexure-10**) in the Paediatrics PG curriculum from academic year 2015-16.

Resolution No. 3.3(e): Resolved to include "Neonatal Advanced Life Support" module in Theory and Practical (**Annexure-11**) in the Paediatrics PG curriculum from academic year 2015-16.

Resolution No. 3.3(f): Resolved to include "Palliative care" topic in Theory (**Annexure-8**) in the Paediatrics PG curriculum from academic year 2015-16.

Resolution No. 3.3(g): Resolved to include "Rational Antibiotic Policy" topic in Theory and Practical (**Annexure-9**) in the Paediatrics PG curriculum from academic year 2015-16.

Resolution No. 3.3(h): Resolved to accept the Changes in Psychiatry Syllabus for MBBS in "Part (c) Integration" to be effective from batch entering Third year Part II MBBS in February, 2015. (**Annexure-16**)

Resolution No. 3.3(i): Resolved to accept the revised syllabus of Dermatology for MBBS students to be effective from batch entering Third year Part II MBBS in February, 2015. (Annexure-17)

3.4 Surgery and Allied

Resolution No. 3.4(a): Resolved to have comprehensive workshop for members of BOS/Faculty of Medicine/Academic Council to keep them apprised of the mandate of such meetings and their duties & responsibilities as members of such committees. Dr. Badade was asked to organise such a meeting at the earliest. Senior Faculty/experts from other institutions be invited to join our Faculty at the workshops.

Resolution No. 3.4(b): Guidelines for publications or authoring the book are approved as per the format submitted by Dr. Chander P. Puri. (Annexure-26)

3.5 Superspeciality

Resolution No. 3.5: Resolved to accept the Change in M.Ch. (Urology) curriculum to be effective from academic year 2015-16. (Annexure-19)

3.6 Biomedical Sciences

Resolution No. 3.6: Resolved to constitute a Core Committee for restructuring the B.Sc. (Paramedical) Courses, with following members:

1. Pro Vice Chancellor (Research): Chairman
2. Dean, MGM Medical College, Navi Mumbai
3. Dean, MGM Medical College, Aurangabad
4. Director, MGM School of Biomedical Sciences, Navi Mumbai
5. Director, MGM School of Biomedical Sciences, Aurangabad
6. Chairperson of each Board of Studies
7. Expert from the field

It was further resolved that the Core Committee will follow the following guidelines while developing the proposal and proposal should be reviewed at the next meeting of the Board of Studies:

- i. Seven to eight hours of teaching every day. For first year students four hours of class room lectures and 3 hours for practical; second and third year three hours of class room teaching and 4-5 hours for practical.
- ii. Pass percentage to remain unchanged i.e. 50 percent in individual paper as well as aggregate of total marks.
- iii. Six monthly semester system to be introduced.
- iv. Choice-based credit system to be included.
- v. Number of papers taught in all the seven courses during the three year degree course to be made uniform. Uniformity in the examination system.
- vi. Syllabus to be revisited and if required restructure.
- vii. To review the fee structure.

3.7 Physiotherapy

Resolution No. 3.7(a): Resolved to incorporate suggested changes in BPT Curriculum with immediate effect. (Annexure-20)

Resolution No. 3.7(b): Resolved that BPT students to have internship only i.e. within MGM Group of Hospitals at Mumbai and Aurangabad.

Resolution No. 3.7(c): Resolved to accept the revised academic calendar for MPT and BPT course for the year 2014-15. (Annexure-23)

Resolution No. 3.7(d): Resolved to put up the matter of collecting Tuition-Fees from Students whose course gets extended due to various academic/personal reasons before Fee Fixation Committee.

Item No. 3.8: Item No. 4 of AC-19/2014 - To review the status of IQAC.

Resolution No. 3.8: BOM resolved that:

- a) The format of AQAR made by MGMIHS is to be strictly adhered to by the constituent Colleges/Departments.
- b) All AQAR reports must come through the Institute Head as a single unitary report as soft & hard copy after compilation of information received from all departments.
- c) A dedicated E-mail ID for University IQAC has already been created i.e. iqac@mgmuhs.com
- d) Report must reach on or before the deadline and the soft copy is absolutely necessary on the dedicated E-mail ID.

It was also resolved to have a three tier reporting system for better coordination of IQAC i.e. at Department level, Institute/College Level and University level. IQAC at Department level must function dedicatedly and submit the report to Institute/College IQAC which in turn will compile and send the same to University IQAC.

Item No. 3.9: Item No. 5 of AC-19/2014 - To discuss regarding the Vth Convocation of MGMIHS, Navi Mumbai.

Resolution No. 3.9: BOM resolved:

- a) To have Convocation in December every year or in the evening time in the month of May every year.
- b) To find out the legalities for conducting the Convocation at Off-Campus/hired auditorium by seeking guidance from competent Authority.
- c) If permitted for (b) above, to have Convocation by 15th May.

Item No. 3.10: Item No. 6 of AC-19/2014 - To enhance security features of University Marksheet, Passing Certificate, Degree Certificate, Transfer/Leaving Certificate, Migration Certificate, Internship Completion Certificate etc.

Resolution No. 3.10: BOM resolved to enhance the security features of University Mark Sheet, Passing certificate, Degree Certificate, Transfer/Leaving Certificate, Migration certificate, Internship completion Certificate etc. by incorporating :

1. Photographs of the Students
2. Bar Coding
3. Hologram
4. Amber red colour star embossed University Seal/Logo/Emblem in the Degree Certificates displayed alongside e.g. like a Notary Seal
5. Printing of unique PNR numbers applicable for that particular Academic Year only.
6. To develop Online Verification Portal
7. Mother's name, Father's name in full
8. Water Mark
9. Unique confidential identity mark
10. Laser printing using Teslin substrate (For with-standing high temperate printing for durability)

Item No. 3.11: Item No. 7 of AC-19/2014 - To discuss the guidelines to issue Transcript.

Resolution No. 3.11: BOM resolved to continue with the current practice of issuing the transcript at the Institute level itself and whenever there is a need to be endorsed by University, the same can be submitted to University through the Institute Head.

Item No. 3.12: Item No. 8 of AC-19/2014 - To discuss issuing of an undertaking in place of Provisional Degree Certificate.

Resolution No. 3.12: BOM resolved to add a statement mentioning that "the Student has passed the Examination and degree will be conferred at the next Convocation" at the bottom of the Passing Certificate.

Item No. 3.13: Item No. 9 of AC-19/2014 - To discuss the UGC requirements to have "Environmental Studies" course & "Disaster Management" optional paper at UG level.

Resolution No. 3.13: BOM resolved to have "Environmental Studies" course & "Disaster Management" as an optional paper at UG level in B.Sc. (AHS) and M.Sc. (Medical) courses but not in M.B.B.S. & M.D./M.S. as these topics are widely covered.

Item No. 3.14: Item No. 10(a) of AC-19/2014 - To discuss the items referred back from BOM-37/2014 - The minimum duration of Ph.D. study.

Resolution No. 3.14: BOM resolved that the minimum duration of Ph.D. study for all Bio Medical Sciences Courses will be 3 years (6 Semester) for nonmedical degree holders (M.Sc.) and 2 years (4 Semester) for MD/MS Degree holders from the date of registration as is in vogue in regulations of MCI.

Item No. 3.15: Item No. 10(b) of AC-19/2014 - To discuss the items referred back from BOM-37/2014 - Inviting question papers and their moderation.

Resolution No. 3.15: BOM resolved to invite Question papers from 2 external & 2 internals for all courses (UG & PG). Moderation for all courses (UG & PG) except MD/MS/Diploma will be done by senior most Faculty only. BOM also resolved that the question papers for PG (MD/MS/Diploma) courses be moderated by senior external examiner only, as per MCI guidelines.

Item No. 3.16: Item No. 11(a) of AC-19/2014 - Any other matter with permission of Chair – Starting new specialities in Nursing.

Resolution No. 3.16: BOM resolved to start the below mentioned specialities at MGM New Bombay College of Nursing, Navi Mumbai from Academic Year 2015-16 :

- | | | |
|---------------------------------|---|---|
| 1. Critical Care Nursing | } | Resolution No. 3.8 (b) of BOM - 35/2014 dated 26 th April, 2014. |
| 2. Neonatal Nursing | | |
| 3. Operation Room Nursing | | |
| 4. Cardio Thoracic Nursing | } | Additional specialities |
| 5. Emergency & Disaster Nursing | | |

Item No. 3.17: Item No. 11(b) of AC-19/2014 - Any other matter with permission of Chair – To display bifurcation of actual theory marks and viva (oral) marks in University tabulation sheet which is sent to Dean/Director/Principal for all UG courses.

It was noticed that the University tabulation sheet which is generally sent to Dean/Director/Principal, immediately after declaration of UG results, gives information about the total theory marks (Theory & viva combined) obtained by the Student. Although the individual marksheet which is given to Students reveals this bifurcation, the same is issued almost after 1 month of declaration of results. Students can not wait for 1 month since re-totalling request is to be immediately made. Hence, in order to better equip the Student to apply for re-totalling, it is suggested to display the bifurcation in the University tabulation sheet which is sent to Dean/Director/Principal.

Resolution No. 3.17: BOM resolved to display bifurcation of actual theory marks and viva (oral) marks in University tabulation sheet which is sent to Dean/Director/Principal for all UG courses immediately after result declaration.

Item No. 4: To consider the recommendations of Board of Examination (BOE - 02/2014) in its meeting held on 28th November, 2014.

Item No. 4.1:

Item No. 1 of BOE (02/2014): To confirm the minutes of meeting held on 26th April 2014 (BOE 1/2014)

Resolution No. 1 of BOE (02/2014): It was unanimously resolved that the minimum duration of Ph.D. study for all Bio Medical Sciences Courses will be 3 years (6th Semester) for PG Diploma, M.Sc. (Medical, Nursing), MPT and MBA candidates and 2 years (4th Semester) for MD/MS Degree holders from the date of registration.

Resolution No. 4.1: BOM members have already resolved in this regard vide Resolution No. 3.14 for Item No. 10(a) of AC-19/2014 (above).

Item No. 4.2(a):

Item No. 2 of BOE (02/2014) - Analysis of examination results

Resolution No. 2 of BOE (02/2014): It was resolved that the results of various examinations critically analyzed as it may help understand the trends in pass percentages, between various subjects etc and may designing appropriate interventions to improve the teaching and evaluation system. It was also resolved to appoint a statistician for examination section to facilitate data analysis.

Resolution No. 4.2(a): BOM resolved to appoint a statistician for examination section to conduct regular item analysis, validation of Questions, analyse examination on regular basis for taking appropriate action. It was further resolved that the Examination Section should organise a one-day Workshop on Examination System in Medical Colleges, with the involvement of Faculty from both within MGMIHS and other institutions.

Item No. 4.2(b):

Item No. 2.1 of BOE (02/2014): Issue of moderation and repetition of Question papers

Resolution No. 2.1 of BOE (02/2014): In view of the recent ammendment of MCI Guidelines 2013, the question papers are required to be moderated by an external moderator from outside the state for the postgraduate courses, it was decided that the same practice be followed at MGMIHS.

Resolution No. 4.2(b): BOM members have already resolved in this regard vide Resolution No. 3.15 for Item No. 10(b) of AC-19/2014 (above).

Item No. 4.2(c):

Item No. 2.2 of BOE (02/2014) - To Process Examination Software.

Resolution No. 2.2 of BOE (02/2014): It was resolved to appoint an agency to provide good examination software. The need for this was felt as TCS had expressed inability to accomplish the project in time.

Resolution No. 4.2(c): BOM resolved to appoint one reliable agency to provide good examination software.

Item No. 4.3:

Item No. 3 of BOE (02/2014) - Streamlining the thesis submission process.

Resolution No. 3 of BOE (02/2014): It was resolved to follow the University deadlines for the dissertation/thesis/project submission by all students from all courses in letter and spirit.

The recent guidelines evolved for Ph.D. Thesis by the research secretariat may be made applicable for MD/MS and M.Sc. Courses also with minor modifications where ever required.

Resolution No. 4.3: BOM resolved

- i) To accept timeline and fees for submission of dissertation/thesis/project (Annexure-27)**
- ii) To approve the guidelines for Ph.D. Thesis (Annexure-28)**

Item No. 4.4:

Item No. 4 of BOE (02/2014) - Short comings in the panel of names suggested by the last 5A Committee.

Resolution No. 4 of BOE (02/2014): It was resolved to convene a meeting of 5A committee and insist upon members to provide information about the prospective examiners as required and make the University panel more broad based. 5A Committee be constitute as per MGMIHS rules.

Resolution No. 4.4: BOM resolved to convene a meeting of 5A Committee after reconstituting it, to look into the details of appointment of examiners.

Item No. 4.5:

Item No. 5 of BOE (02/2014) - Security of Certificates and Mark sheets etc.

Resolution No. 5 of BOE (02/2014): It was unanimously resolved to implement following additional characters on Degree and Diploma Certificates, Passing Certificate, Mark Sheet, Bonafide Certificate, Migration Certificate etc., issued by the University:

- a) Photographs
- b) Serial number/Bar-coding
- c) Water mark
- d) Embossing MGMIHS hologram
- e) Unique Confidential Identity Mark
- f) Laser printing using Teslin substrate (For with-standing high temperate printing for durability)

Resolution No. 4.5: BOM members have already resolved in this regard vide Resolution No. 3.10 for Item No. 6 of AC-19/2014 (above)

Item No. 4.6:

A note was submitted by Jt. Controller of Examination citing reference to letter No. MGMUHS/X-I/2012 dated 09/05/2012 and MGMIHS-X-I-102-90-2010 wherein it has been stated that remuneration for various functionaries to conduct University examination of MGMIHS will be bested upon MUHS rates from time to time. On this basis, the revised rate of remuneration admissible for MGMIHS University examinations was proposed. (Annexure-29)

Resolution No. 4.6: BOM members resolved to accept the revised rates of remuneration admissible for MGMIHS University examinations effective from winter 2014. (Annexure-29)

Item No. 5: To review the IQAC Progress

Dr. S.K. Kaul briefed the progress of University IQAC and ensured that the AQAR will be sent to NAAC on time (15/02/2015).

Resolution No. 5: BOM members have already resolved in this regard vide Resolution No. 3.8 for Item No. 4 of AC-19/2014 (above).

Item No. 6: To review the progress of International Conference on Medical Education at Aurangabad.

Dr. P.M. Jadhav appraised the house that all the activities for successful conduct of the Conference are in place. About 374 delegates (including international delegates) are registered as on 28/11/2014. Various Institutions are contacted for enrollment for the Conference. Once again it was reiterated to encourage more and more Faculties to register for the same.

Efforts are going on to have Union Minister HRD/Union Health Minister or any other prominent personality as Chief Guest.

Resolution No. 6: No Resolution passed.

Item No. 7: To review the final printed Annual Report of MGMIHS and form an Editorial Board for preparation of annual report for next year (i.e. 1st July 2014 to 30th June 2015).

The printed Annual Report was reviewed.

Resolution No. 7: BOM resolved to constitute the Editorial Advisory Board for preparing the next MGMIHS Annual Report i.e. 1st July 2014 to 30th June 2015 comprising of Dr. S.N. Kadam (Chairperson), Dr. S.K. Kaul, Dr. P.M. Jadhav, Dr. N.N. Kadam, Dr. Ajit Shroff, Dr. G.S. Narshetty and Dr. Z.G. Badade. Dr Chander Puri was asked to take responsibility as Chief Editor for printing the Annual Report.

Item No. 8: To review the research activities of University and its constituent units.

The members reviewed the "Research Performance" of two medical colleges. The members were pleased that more faculty members were taking interest in pursuing research as reflected in the increase in (i) number of publications; (ii) publications in indexed peer reviewed journals; (iii) participation in national conferences and workshops; (iv) number of faculty members registering for Ph.D. degree; and (v) number of Ph.D. students joining at MGMIHS. The members also opined that the faculty at MGM Medical College, Aurangabad should further step up efforts to promote and pursue research.

Resolution No. 8: It was resolved that the research at MGMIHS and its constituent colleges and institutes be further strengthened. It was further resolved that the University will enhance seed money to initiate new research programme but at the same time the faculty members should develop comprehensive projects and seek funding from other agencies. In addition each faculty as a principal author should publish at least one full research paper each year.

Item No. 9: To discuss the Amendments as specified in UGC (Institutions Deemed to be Universities) (Amendment) Regulations, 2014, as Published in the Gazette of India: Extraordinary: Dated: Saturday, May 24, 2014.

Dr. S.N. Kadam informed the house that the Karnataka High Court have quashed the UGC (Institutions Deemed to be Universities) Regulations, 2010. In May, however, UGC have specified Amendments known as UGC (Institutions Deemed to be Universities) (Amendment) Regulations, 2014, as Published in the Gazette of India. Thus the matter related to regulations is sub judicial at present.

Resolution No. 9: No Resolution passed.

Item No. 10: To consider the proposal of establishing a Publication Cell at the University.

Dr. C.P. Puri proposed that MGMIHS should establish a Publication Unit, with defined responsibility to publish the documents such as Annual Report, Brochures of various Colleges and Institutes under MGMIHS. The responsibility of the Publication Unit would primarily include scientific writing, copy editing and ensure uniformity in the format etc to make the document ready for printing (to be outsourced). In addition, the Unit will also be provided with Camera to cover most of the important events at the MGMIHS.

Establishing of such a Unit will require the services of a Scientific Writer-cum-Copy Editor and a Typist and Photographer. University can purchase a good camera for photography and train one of the staff.

Resolution No. 10: It was unanimously resolved to establish a Publication Cell and appoint a Scientific Writer-cum-Copy Editor. It was further resolved to buy a Professional Camera and train one of the in-house staff for the same. Dr Chander Puri was asked to coordinate the work of the Publication Unit.

Item No. 11: To consider the proposal for Instituting Gold Medal in the name of Prof. P.G. Samant for UG (I-MBBS) topper in Biochemistry

Resolution No. 11: BOM members resolved to institute Gold Medal in the name of Prof. P.G. Samant for UG (I-MBBS) topper in Biochemistry. In addition, it was suggested to prepare a list of all eminent Teachers for all subjects of all constituent Colleges/Schools /Departments who have contributed immensely towards teaching, patient care and research.

Item No. 12: Any other matter with the permission of the Chair.

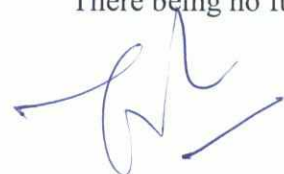
Item No. 12.1: The schedule of meeting of various Board/Authorities of MGMIHS during 2015 was proposed by Registrar. (Annexure-30)

Resolution No. 12.1: BOM resolved to accept the schedule of meeting of various Board/Authorities of MGMIHS for 2015 unanimously. (Annexure-30)

Item No. 12.2: To finalize the closure of MGM School of Health Management Studies, Navi Mumbai offering MBA courses with effect from 2015-16.

Resolution No. 12.2: BOM resolved to close MGM School of Health Management Studies, Navi Mumbai offering MBA courses with effect from 2015-16.

There being no further point to discuss the meeting ended with a Vote of Thanks to the Chair.



Registrar & Secretary

Prof. Z. G. Badade

Registrar,

**MGM Institute of Health Sciences,
Kamothé, Navi Mumbai-401209**



Hon'ble Vice Chancellor

Vice Chancellor

**MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY BY MCA Act, 1956)
KAMOTHE, NAVI MUMBAI**



MGM INSTITUTE OF HEALTH SCIENCES

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

Grade 'A' Accredited by NAAC

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MINUTES OF THE MEETING OF THE BOARD OF MANAGEMENT
(BOM – 39/2015)

The Meeting of the Board of Management (BOM-39/2015) of MGM Institute of Health Sciences (MGMIHS) was held on Tuesday, 24th February 2015 in the Conference Hall of MGMIHS, Navi Mumbai.

The following members were present:

Dr. S.N. Kadam	Vice-Chancellor & Chairman
Dr. (Lt. Gen.) S.K. Kaul	Pro Vice Chancellor
Dr. Chander P. Puri	Pro Vice Chancellor (Research)
Dr. Ajit Shroff	Member
Dr. G.S. Narshetty	Member
Dr. P.M. Jadhav	Member
Dr. (Mrs.) Ujjwala Maheshwari	Member
Dr. Seema Anjenaya	Member
Dr. N.N. Kadam	Invitee
Mr. Ashok Patil	Invitee
Dr. Z.G. Badade	Registrar & Member Secretary

Shri. P.S. Borade, Dr. Subhash Gupta had conveyed their inability to attend the meeting, and were granted leave of absence. Since the corum was complete the Chairman announced the meeting in order and started deliberations.

Dr. S.N. Kadam, Chairman welcomed the members of the Board of Management. At the outset Dr. Kadam congratulated the organizers of International Convention on Challenges in Medical Education (ICCME) held at MGM Medial College, Aurangabad from 9th to 11th January, 2015 for the successful conduct of this international conference. Medical education is the most neglected topic amongst medicos. To organize international level workshops and conferences on this topic is highly commendable, said Dr. Kadam. Efforts of Dean and other staff of MGM Medical College at Aurangabad are laudable.

In view of the current scenario to have excellence humility in academics he emphasized the need of creating "Good doctors" possessing integrity, humanity, empathy and professionalism. It is also essential that the doctors are well equipped with sound knowledge of legal background in medical practice and good communication skills. To achieve this goal, medical education needs to undergo radical changes like small group teaching rather than teaching 150 students "en-block". Dr. Kadam suggested to Deans of both MGM Medical Colleges (Navi Mumbai & Aurangabad) to prepare a workable and precise plan for such small group teachings.

Thereafter, the Chairman Dr. Kadam asked Dr. Z.G. Badade, Member Secretary to take up the items on the Agenda for further deliberation and discussion.

Item No. 1: To confirm the minutes of the meeting of the Board of Management (BOM-38/2014) held on 28th November 2014.

The members of the Board of Management perused the minutes of the last meeting (BOM-38/2014) dated 28th November 2014 and confirmed the same.

Resolution No. 1: It was unanimously resolved to confirm the Minutes of the Meeting of the Board of Management (BOM-38/2014) dated 28th November, 2014.

Item No. 2: To consider the Action Taken Report on Resolutions of BOM-38/2014 dated 28th November, 2014.

The Action Taken Report was discussed at length with the following observations :

1. "MGM Vision 2020" :- Vice Chancellor reviewed the compliance received from Director, Department of Physiotherapy, Navi Mumbai in this regard and found it to be quite comprehensive. He desired Registrar to send a copy of this to all Deans/Directors/Principals of constituent Colleges/Schools/Departments, so as to enable them to develop their own strategy on similar lines to achieve "MGM Vision 2020" and submit their proposal by 30th March, 2015.
2. Resolution No.3.4 (f) passed in BOM-35/2014 - Clarification on the Committee formation in regards to the setting up of Skill Laboratories :- In this regard the Chairman suggested to make sure that the minimum requirement for Skill Labs. are fulfilled as per MCI norms. At the same time he instructed both the Deans make efforts of upgrading the existing Skill Lab. ensuing it is cost effective and there is no duplication of work.
3. Resolution No.3.6 (h) passed in BOM-35/2014 - To invite expert(s) for imparting training to all concerned stakeholder in regards to change-over from existing syllabus to credit-based syllabus for M.Sc. (Medical) and B.Sc. (Paramedical) courses :- Director, Department of Biomedical Sciences, Navi Mumbai was instructed to develop full proposal expeditiously so that credit based syllabus could be implemented from 2015-16. The Chairman also suggested to invite experts in this area so that the pending work in this regard can be done as early as possible.

4. Resolution No. 3.1(f) passed in BOM-38/2014 - Resolved to accept the list of UG & PG Examiners for each subject. It was also decided that in order to have more qualified UG/PG Examiners on the Panel, request letters be sent to Deans of reputed Medical Colleges to recommend names of qualified and experienced Faculty to serve on the MGMIHS Panel. The biodata of such Faculty be invited using the prescribed proforma. It was also resolved that the senior Faculty members coming for conducting examinations be offered to come by air, as it may save some of their precious time :- BOM Members were of the opinion that although this is in practice by examination section, but still regular follow up and reminders must be sent to all Medical Colleges/Universities in order to make the external examiner list exhaustive enough.
5. Resolution No. 3.2(d) passed in BOM-38/2014 - Resolved that one set of examiner will continue for UG (MBBS) exam as per MCI Norms. If at the last minute an external examiner from outside the Maharashtra State was not available under such circumstances an examiner from within Maharashtra should be invited on the panel. For PG (MD/MS/Diploma) exams both the externals must be from outside Maharashtra State, as per MCI norms.
6. Resolution No. 3.4 (a) passed in BOM-38/2014 - Resolved to have comprehensive workshop for members of BOS/Faculty of Medicine/Academic Council to keep them apprised of the mandate of such meetings and their duties & responsibilities as members of such committees. Dr. Badade was asked to organise such a meeting at the earliest :- BOM members were of the opinion that some experts in the field of education, administration must be invited to do the needful. Registrar was instructed to arrange this workshop by inviting Dr. A.N. Suryakar, Mr. J. D. Patil, and other experts.
7. Resolution No. 3.4(b) passed in BOM-38/2014 - Guidelines for publications or authoring the book :- In this regard Registrar informed the house that although hard copy of all necessary forms have been sent to all concerned, the same have also been uploaded in the University website under "Download" section for the benefit of all stakeholders.
8. Resolution No. 3.6 passed in BOM-38/2014 - Resolved to constitute a Core Committee for restructuring the B.Sc.(Paramedical) Courses :- BOM members were informed that a letter was sent by Dr. C. P. Puri, Chairperson of the Core committee to all concerned in August, 2014 requesting them to suggest changes in B.Sc. curriculum, which was followed by a reminder in February, 2015. In response to this suggestions were received from Microbiology, IT. A meeting of the Core Committee was also conducted on 18/02/2015 wherein it was decided to revise the syllabus and submit the same through forthcoming BOS meeting.

9. Resolution No. 3.9 passed in BOM-38/2014 – Finalising the date for holding 5th Convocation of MGMIHS :- After detailed discussion on holding the 5th Convocation of MGMIHS, Navi Mumbai it was decided to have the same in the 3rd/4th week of May, 2015 subject to availability of the Chief Guest. Further members suggested that the decision about the date for holding the 5th Convocation and its Chief Guest to be decided by a Committee comprising of Hon'ble Vice Chancellor and Pro Vice Chancellors.
10. Resolution No. 4.2 (a) passed in BOM-38/2014 - BOM resolved to appoint a statistician for examination section to conduct regular item analysis, validation of Questions, analyse examination on regular basis for taking appropriate action :- An analysis of MBBS IInd year, IIIrd year(Ist & IInd) results was done by Examination section for perusal of BOM members. After going through the same certain glaring observation were made :
- a) Moderation must be Student based rather than paper based in theory examination.
 - b) Failure in practical examination by 1 or 2 marks must be relooked for the benefit of the Students.
- Therefore Hon'ble VC directed both the Deans of MGM Medical College (Navi Mumbai & Aurangabad) to have an internal discussion with the conveners to find out the reasons behind failure of Students by 1 or 2 marks in theory/practical examination and to take suitable remedial measures.
11. Resolution No. 7. passed in BOM-38/2014 - BOM resolved to constitute the Editorial Advisory Board for preparing the next MGMIHS Annual Report i.e. 1st July,2014 to 30th June, 2015 comprising of Dr. S.N. Kadam (Chairperson), Dr. S.K. Kaul, Dr. P.M. Jadhav, Dr. N.N. Kadam, Dr. Ajit Shroff, Dr. G.S. Narshetty & Dr. Z.G. Badade. Dr. Puri was asked to take responsibility as Chief Editor for printing the Annual Report :- Dr. P.M. Jadhav expressed his inability to be in the Editorial Advisory Board.

Resolution No. 2: The Action Taken Report on the Resolutions of BOM-38/2014 dated 28th November, 2014 was accepted and approved with the above suggestions/decisions.

Item No. 3: To consider the recommendations and decisions taken by the Finance Committee (FC-32/2015) in its meeting held on Tuesday, 24th February 2015.

Item No. 3.1:

Item No. 1 of (FC-32/2015): To confirm the Minutes of the last meeting of the Finance Committee held on 29th July, 2014 (FC-31/2014).

Resolution 1 of (FC-32/2015): It was unanimously resolved to confirm the minutes of the last meeting of the Finance Committee held on 29th July, 2014 (FC-31/2014).

Resolution 3.1: Members of BOM unanimously resolved to confirm the minutes of the Finance meeting (FC-31/2014) held on 29th July, 2014.

Item No. 3.2:

Item No. 2 of (FC-32/2015): To consider and approve Action Taken Report on resolutions of the last meeting of the Finance Committee held on 29th July, 2014 (FC-31/2014).

All members expressed their satisfaction on the Action Taken Report on resolutions of last meeting and resolved as under:

Resolution 2 of (FC-32/2015): It was unanimously resolved to approve ATR on the resolutions of FC-31/2014 dated 29th July, 2014.

Resolution 3.2: Members of BOM unanimously resolved to approve the ATR on the resolutions of the Finance meeting (FC-31/2014) held on 29th July, 2014.

Item No. 3.3:

Item No. 3 of (FC-32/2015): To discuss and recommend for approval of Receipts and Payments Account of MGMIHS and its constituent units for the period from April 2014 to December 2014.

The Receipts and Payments Account of MGMIHS and its constituent units were presented for the period from April 2014 to December 2014.

Resolution 3 of (FC-32/2015): Resolved to approve the Receipts and Payments Account for the period from April 2014 to December 2014 and recommended it to present before the Board of Management for approval.

Resolution No. 3.3: Members of BOM resolved to approve the Receipts and Payments Account for the period from April 2014 to December 2014.

Item No. 3.4:

Item No. 4 of FC-32/2015: To discuss and recommend for approval of Budget for 2015-16 of MGMIHS and its constituent units.

The Budget 2015-16 of MGMIHS and its constituent Units were presented and resolved as under:

Resolution 4 of FC-32/2015: Resolved to approve the Budget 2015-16 and recommended it to the Board of Management for approval.

Resolution No. 3.4: Members of BOM resolved to approve the Budget for 2015-16 of MGMIHS and its constituent units.

Item No. 3.5:

Item No. 5 of FC-32/2015: Any other matter with permission of the Chair.

Approval to open a Saving Bank Account in IDBI Bank CBD, Belapur Branch for MGM School of Biomedical Sciences, Navi Mumbai.

Resolution 5 of FC-32/2015: Resolved to open a Saving Bank Account in IDBI Bank CBD, Belapur Branch for MGM School of Biomedical Sciences, Navi Mumbai and recommended it to the Board of Management for approval.

Resolution No. 3.5: Members of BOM resolved to open a Saving Bank Account in IDBI Bank CBD, Belapur Branch for MGM School of Biomedical Sciences, Navi Mumbai.

Item No. 4: To review the IQAC report for the period from 1st January to 31st December, 2014.

Dr. S.K. Kaul, Chairperson, University IQAC presented the Annual Quality Assurance Report (AQAR) of MGMIHS for the period 1st January, 2014 to 31st December, 2014 before the House. Members discussed the content in detail and praised Dr. Kaul for his efforts. They suggested incorporating certain changes before uploading the same on NAAC as well as University website.

Resolution No. 4: It was resolved to do necessary changes in the Annual Quality Assurance Report (AQAR) of MGMIHS for the period 1st January, 2014 to 31st December, 2014 before uploading the same on NAAC as well as University website.

Item No. 5: To review the Research activities for the period from 1st January to 31st December, 2014.

While discussing the research activities Dr. C.P. Puri informed the members that since the data related to research activities, students, staff etc. is scattered, it becomes a herculean task to consolidate the same as and when required. Therefore he suggested to have a Central Resource Centre wherein all data can be captured in a single format from all Departments, out of which data can be pulled out to meet the desired need.

Resolution No. 5: It was resolved to have a Central Resource Centre wherein all data can be captured in a single format from all Departments, out of which data can be pulled out to meet the desired need. Dr. C.P. Puri was given the responsibility to develop the uniform format for collecting data which could cater several needs.

Item No. 6: To finalize the date and place of holding the 5th Convocation of MGM Institute of Health Sciences, Navi Mumbai.

Resolution No. 6: BOM members have already resolved in this regard under Item No. 2 observation No. 9.

Item No. 7: To bring MGM Dental College & Hospital (Navi Mumbai), MGM College of Physiotherapy (Navi Mumbai), MGM Institute of Physiotherapy (Aurangabad), MGM College of Nursing (Navi Mumbai) and Mother Teresa College of Nursing (Aurangabad) which are affiliated to MUHS under the ambit of MGMIHS.

Members opined that the MGM Dental College & Hospital (Navi Mumbai), MGM College of Physiotherapy (Navi Mumbai), MGM Institute of Physiotherapy (Aurangabad), MGM College of Nursing (Navi Mumbai) and Mother Teresa College of Nursing (Aurangabad) which are affiliated to MUHS should be brought under the ambit of MGMIHS at the earliest as possible.

Resolution No. 7: It was unanimously resolved to bring MGM Dental College & Hospital (Navi Mumbai), MGM College of Physiotherapy (Navi Mumbai), MGM Institute of Physiotherapy (Aurangabad), MGM College of Nursing (Navi Mumbai) and Mother Teresa College of Nursing (Aurangabad) which are affiliated to MUHS under the ambit of MGMIHS at the earliest as possible.

Item No. 8: Any other matter with the permission of the Chair.

Item No. 8.1: Proposal to review Annual Tuition Fee of B.Sc. (Paramedical) Courses from Academic Year 2015.

Dr. C.P. Puri proposed that the Annual Tuition Fee of B.Sc. (Paramedical) Courses be retained at Rs 25,000/- per year. The need-based freeship should be offered only to those students who have financial constraint and meritorious students. All other students should pay regular tuition fee of Rs 25000/- per year.

Resolution No. 8.1: It was resolved that the Annual tuition fee for B.Sc. (Paramedical) Courses would be Rs 25000/- per year. However need-based freeship may be offered only to those students who have financial constraint and are meritorious.

Item No. 8.2: To declare 2015-16 an year of “Academic Excellence”.

Dr. C.P. Puri placed a proposal for consideration of BOM Members to declare 2015-16 an year of “Academic Excellence” to review the ongoing programs of teaching, research and clinical care in various Colleges and Institutes of MGMIHS in the context of changing National and global needs and to meet the requirements of the regulatory bodies. The review process should identify what needs to be achieved and how? What are our aspirations for tomorrow and how that will become reality? Define the goals and targets, and road map so that the vision becomes a reality by 2020. After elaborate discussion on this issue BOM members resolved as :

Resolution No. 8.2: It was resolved to declare 2015-16 an year of “Academic excellence” and take all necessary efforts for achieving goals that has been envisaged in vision 2020.

Item No. 8.3: To constitute an “Indian Association for Health Professional Educators” at MGMIHS with members from Medical, Dental, Physiotherapy, Nursing, Rehabilitation and related Life Science Institutes/Colleges/Universities.

Dr. C.P. Puri informed the House that the idea to start such an association emerged at the recently held ICCME at MGM Medical College, Aurangabad. Delegated who participated in this event had emphasized on the need for providing a platform for educators in the health professions to deliberate on improving the health profession education in the context of health care needs of people. The members opined that the Institutions must provide an appropriate academic environment that encourages Students to match their interests and talents with societal needs in making career choices that will meet the National need. Medical Schools should be charged with the responsibility of graduating Students that are responsible, accountable and committed to continuing inquiry, self study and research in addition to promoting the well being of their patients. Therefore to achieve this goal, he placed a proposal for constituting an “Indian Association for Health Professional Education” at MGMIHS with members from Medical, Dental, Physiotherapy, Nursing, Rehabilitation and related Life Science Institutes/Colleges/ Universities.

BOM members thoroughly discussed the objectives of this association and resolved as :

Resolution No. 8.3: It was resolved to constitute an “Indian Association for Health Professional Educators” at MGMIHS with members from Medical, Dental, Physiotherapy, Nursing, Rehabilitation and related Life Science Institutes/Colleges/ Universities. Dr. C. P. Puri was given the responsibility to frame guidelines in this regard and register this Association in Navi Mumbai under the Society’s Registration Act 1960. The head office of the Association will be MGMIHS, Navi Mumbai.

Item No. 8.4: To felicitate the dedicated and committed teachers of constituent colleges.

Dr. P.M. Jadhav proposed that the MGMIHS may consider honouring the Faculty members of the constituent Colleges of University for their exceptional contributions in teaching, research and clinical care by instituting “**Best Teacher Awards**”.

Resolution No. 8.4: No resolution was taken since BOM has already resolved in this regard vide Resolution No. 11.4 in BOM-37/2014 dated 29 July, 2014 wherein BOM members gave the responsibility to Dr. Puri to draft necessary guidelines to nominate potential awardees and the criteria to identify candidates for such awards. The award could be conferred on “Teachers Day”.

Item No. 8.5: To start B.Sc. Course in Audiometry and Speech therapy.

A proposal was put up before BOM members to start B.Sc. Course in Audiometry and Speech therapy.

Resolution No. 8.5: It was resolved to start B.Sc. Course in Audiometry and Speech therapy with prior permission of UGC.

There being no further point to discuss the meeting ended with a Vote of Thanks to the Chair.



Registrar & Secretary
Prof. Z. G. Badade
Registrar,
MGM Institute of Health Sciences
Kamothe, Navi Mumbai-401209



Hon'ble Vice Chancellor
& Chairman
Vice Chancellor
MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY u/s Section 3 Act, 1956)
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MINUTES OF THE MEETING OF THE BOARD OF MANAGEMENT
(BOM – 40/2015)

Meeting of the Board of Management (BOM-40/2015) of MGM Institute of Health Sciences (MGM Institute) was held on Wednesday, 13th May 2015 in the Conference Hall of MGM Institute, Navi Mumbai.

The following members were present:

Dr. S.N. Kadam	Vice-Chancellor & Chairman
Dr. (Lt. Gen.) S.K. Kaul	Pro Vice Chancellor
Dr. Chander P. Puri	Pro Vice Chancellor (Research)
Dr. G.S. Narshetty	Member
Dr. P.M. Jadhav	Member
Dr. (Mrs.) Ujjwala Maheshwari	Member
Dr. N.N. Kadam	Invitee
Mr. Ashok Patil	Invitee
Dr. Z.G. Badade	Registrar & Member Secretary

Dr. Ajit Shroff, Dr. Seema Anjenaya and Dr. Subhash Gupta had conveyed their inability to attend the meeting, and were granted leave of absence. Since the corum was complete, Chairman Dr. S.N. Kadam announced the meeting in order and asked Dr. Z.G. Badade, Member Secretary to take up the items on the Agenda for further deliberation and discussion.

Item No. 1: To confirm the minutes of the meeting of the Board of Management (BOM-39/2015) held on 24th February 2015.

The members of the Board of Management perused the minutes of the last meeting (BOM-39/2015) dated 24th February 2015 and confirmed the same with some correction in Resolution No. 8.5 of BOM-39/2015 as stated below :

Earlier : Resolution No. 8.5: It was resolved to start B.Sc. Course in Audiometry and Speech therapy.

To be read as : Resolution No. 8.5: It was resolved to start B.Sc. Course in Audiometry and Speech therapy with prior permission of UGC.

Resolution No. 1: It was unanimously resolved to confirm the Minutes of the Meeting of the Board of Management (BOM-39/2015) dated 24th February, 2015 with the above correction.

Item No. 2: To consider the Action Taken Report on Resolutions of BOM-39/2015 dated 24th February 2015.

The Action Taken Report was discussed at length with following observations:

- i) In regards to Resolution No. 5 passed in BOM-39/2015 regarding having a Central Resource Centre wherein all data can be captured in a single format from all Departments, out of which data can be pulled out to meet the desired need; Dr. C.P. Puri, as requested, submitted a format (**Annexure-29**) for approval of the House. All the members accepted the format presented. Members also emphasized that in order to use this format to pull out the necessary information as per individuals requirements, a software based on this format should be developed. Dr. C.P. Puri was requested to look into it and work out the details.
- ii) In regards to Resolution No. 8.3 passed in BOM-39/2015 regarding constitution of “Indian Association for Health Professional Educators” at MGM Institute with members from Medical, Dental, Physiotherapy, Nursing, Rehabilitation and related Life Science Institutes/Colleges/Universities; Dr. C. P. Puri, as per responsibility assigned, submitted the guidelines (**Annexure-30**) in this regard and sought permission to register this Association in Navi Mumbai under the Society’s Registration Act 1960. House unanimously agreed to the guidelines and granted permission to go ahead for registering this Society with its head office being MGM Institute, Navi Mumbai after seeking suitable legal opinion.
- iii) In regards to Resolution No. 11.4 in BOM-37/2014 dated 29 July, 2014 wherein BOM members gave the responsibility to Dr. Puri to draft necessary guidelines to nominate potential awardees and the criteria to identify candidates for award of “Best Teacher”; Subsequently Dr. Puri submitted a format (**Annexure-31**) for “Teachers Self Appraisal” that would serve as the criteria to identify candidates for award of “Best Teacher”. This format for “Teachers Self Appraisal” was handed to Dr. G.S. Narshetty with a request to simplify it further.

Resolution No. 2: The Action Taken Report on the Resolutions of BOM-39/2015 dated 24th February 2015 was accepted and approved.

Item No. 3: To consider and take appropriate resolutions on the recommendations and decisions taken by the Academic Council (AC-20/2015) in its meeting held on Wednesday, 15th April 2015.

3.1: PRE-CLINICAL :

Resolution No. 3.1(a): Resolved to approve the revised Anatomy syllabus for UG. (Annexure-1)

Resolution No. 3.1(b): Resolved to incorporate LCD on immunoassay technique in UG practical syllabus of Biochemistry.

Resolution No. 3.1(c): Resolved to approve the academic calendar for 1st MBBS (2015-16). [Annexure-2(A)]

Resolution No. 3.1(d): Resolved to split/divide the marks for the sub-questions in the LAQ for UG internal theory exams only. It was further resolved to redistribute marks in University practical exams wherever necessary for UG exams only.

Resolution No. 3.1(e): Resolved to redistribute the marks in Anatomy MBBS practical Viva as below:

Distribution of Viva Marks:-

	Previous	Proposed
1.Axial Skeleton	7	5
2.Appendicular Skeleton	6	8
3.Embryology	7	5
4. Genetics	0	2

3.2: PARA-CLINICAL :

Resolution No. 3.2(a): Resolved that M.D. students in Pathology should have 15 days posting in Biotechnology since as per MCI, 6 months of Allied posting can be given as per HOD's mutual agreement.

Resolution No. 3.2(b): Resolved to continue Animal experimentation after taking due permission from CPCSEA and Institutional Animal Ethics Committee.

Resolution No. 3.2(c): Resolved to accept the break-up of 25 & 15 marks in Practical & Viva examination in Microbiology, Pathology and Pharmacology in IInd MBBS. (Annexure-23)

Resolution No. 3.2(d): Resolved to accept the following distribution of MCQ for UG examination so as to cover the syllabus properly :

MCQ Paper I 16 MCQ -

General Microbiology 06 MCQ

Marks 0.5 each = 08 -

Systemic Bacteriology 10 MCQ

Paper II 16 MCQ

Parasitology - 5 MCQ

Mycology - 3 MCQ

Virology - 4 MCQ

Immunology - 4 MCQ

Resolution No. 3.2(e): Resolved to use the preprinted/printed proforma medicolegal certificate in university exam. (Annexure-3)

Resolution No. 3.2(f): Resolved to accept the suggested changes in the syllabus of IInd MBBS for Microbiology. (Annexure-4)

Resolution No. 3.2(g): Resolved to accept the updated Pharmacology Journal for IInd MBBS. (Annexure- 5)

Resolution No. 3.2(h): Resolved to accept the suggested changes in the existing syllabus of IInd MBBS Pathology. (Annexure-6)

3.3: MEDICINE & ALLIED :

Resolution No. 3.3(a): Resolved to have rotation of Post Graduate Students of Dept. of Medicine to Various Sub Specialties, since as per MCI, 6 months of Allied posting can be given as per HOD's mutual agreement.

3.4: SURGERY & ALLIED :

Resolution No. 3.4(a): Resolved to accept the following distribution of marks in the subject ENT and Ophthalmology theory papers for IIIrd MBBS Part 1 exam :

Section A (MCQ)

20 MCQs of half marks each totaling 10 marks

Section B

Q1. LAQs A & B of 7 marks each totaling to 14.

Q2. SAQs

4 short notes of 4 marks each out of five each, total 16 marks.

Section A

MCQs 10 marks

Section B

Q1. LAQs (7 x 2) 14 marks

Q2. SAQs (4 x 4) 16 marks

Total 40 marks

And 10 marks for viva totaling to 50 marks.

Resolution No. 3.4(b): It was resolved to conduct one or two lectures as per need on history of medicine at the start of lectures series by all department.

3.5: SUPERSPECIALITY :

House suggested to write to the Chairperson (Superspeciality) for submitting the Academic Calendar, log book and resident hand book of all Superspeciality courses.

3.6: BIOMEDICAL SCIENCES :

Resolution No. 3.6(a): Resolved to appoint additional staff in each Department to ease the load of B.Sc. & M.Sc. Teaching after doing an appraisal of the workload of existing staff.

Resolution No. 3.6(b): Resolved to adhere to the existing curriculum of B.Sc. & M.Sc. since Government of India is already working on the pattern. This is done to avoid any confusion and repeated changes till Ministry of Health and Family Welfare comes out with final curriculum for these courses.

Resolution No. 3.6(c): Resolved to send the proposals for regularization of the existing courses (B.Sc. & M.Sc. under MGM School of Biomedical Sciences) to UGC at the earliest.

3.7: PHYSIOTHERAPY :

Resolution No. 3.7(a): Resolved to add the details in Page 25 under Human Physiology subject in already approved BPT 2014 Syllabus. (**Annexure-25**)

Resolution No. 3.7(b): Resolved to implement the HMS & Electro Journals for I BPT & II BPT with suggested changes regarding having printed documentation of minimum number of practicals/cases. **(Annexure-12 & 13)**

Resolution No. 3.7(c): Resolved to send the proposals for

- Regularization of the existing courses [BPT & MPT under MGM School of Physiotherapy (Navi Mumbai & Aurangabad)] and
- Starting of New Department of Prosthetics & Orthotics under MGM Medical College, Navi Mumbai

to UGC at the earliest.

Resolution No. 3.7(d): Resolved unanimously to implement proposed changes in MPT transcript including UGC nomenclature to change MPTh. to MPT. **(Annexure-16)**

3.8: NURSING :

Resolution No. 3.8(a): Resolved to send the proposals for regularization of the existing courses [B.Sc. & M.Sc.(Nursing) under MGM New Bombay College of Nursing(Navi Mumbai) & MGM College of Nursing (Navi Mumbai & Aurangabad)].

Resolution No. 3.8(b): Resolved to approve the modified Log Book for M.Sc Nursing programme & implement from the academic year 2015-16. **(Annexure-19)**

Resolution No. 3.8(c): Resolved to approve the additional points in the guidelines for M.Sc. Nursing dissertation (initial forms/certificates, typing of text and for outer cover) **(Annexure-27)**

Item No. 3.9: Item No. 4 of Academic Council (AC-20/2015) held on Wednesday, 15th April, 2015 :

Strategy for achieving Academic Excellence : Academic Council resolved to further brainstorm on the issue of Academic Excellence and to ultimately prepare a vision document which will act as a guiding force in achieving academic excellence.

Members of BOM viewed the Presentations done Dr. G.S. Narshetty, Dr. Ashok Kalyanshetty, Dr. Swati Shiradkar, Dr. Jayshree Ghanekar and Dr. N.C. Mohanty on 13/05/2015.

Resolution No. 3.9: BOM resolved to request Dr. C.P. Puri to further brainstorm on the issue of Academic Excellence and to ultimately prepare a vision document which will act as a guiding force in achieving academic excellence.

Item No. 4: To consider the recommendations and decisions taken by the Board of Examinations (BOE-01/2015) in its meeting held on Tuesday, 12th May, 2015 at 1.00 P.M.

Item No. 4.1

Item No. 1 of BOE (01/2015): To confirm the minutes of meeting held on 28th November 2014 (BOE – 02/2014)

Resolution No. 1 of BOE (01/2015): The minutes were unanimously approved after para-wise discussion.

Resolution No. 4.1: Members of BOM resolved to confirm the minutes of BOE – 02/2014 after para-wise discussion.

Item No. 4.1.1

Item 1.1: To confirm the minutes of meeting of BOE-01/2014 held on 26th April 2014.

Resolution 1.1: Duration of Ph.D. program.

It was resolved that the RRC and ethics committee meetings be held more frequently so that the research scholars thesis protocols get early approval in order to start their research work early.

Resolution No. 4.1.1: BOM resolved that the Research Recognition Committee and Ethical committee meetings be held more frequently so that the research scholar's thesis protocols get early approval in order to start their research work early.

Item No. 4.1.2

Resolution 1.2: Analysis of Examination Result.

It was resolved that Mr. Pandurang Thatkar, Statistician of PSM department (MGM Medical College, Navi Mumbai) will attend the Examination Section once every week (All Wednesdays) and continuously for a week following each examination on regular basis for the purpose.

Resolution No. 4.1.2: BOM resolved to appoint Mr. Pandurang Thatkar, Statistician of PSM department (MGM Medical College, Navi Mumbai) to attend the Examination Section once every week (All Wednesdays) and continuously for a week following each examination on regular basis for the purpose of analysis of Examination Result.

Item No. 4.1.3

Resolution 1.3: Examination Software.

Since the TCS and Wipro have backed out from the deals. The Registrar, MGM Institute of Health Sciences was requested to explore with suitable vendors after standing the similar systems in other Universities.

Resolution No. 4.1.3: BOM resolved to purchase a software for examination section for better coordination of exam. related activities.

Item No. 4.1.4

Resolution 1.4: Printing of MGM Institute certificates by Laser Printing using Teslin substrate papers.

The Registrar, MGM Institute was requested to expedite the process already initiated in this regard about 5 months back (28.11.2014)

Resolution No. 4.1.4: BOM resolved to finish the process of printing MGM Institute Certificates by Laser Printing using Teslin substrate papers in a time bound manner.

Item No. 4.2

Item No. 2 of BOE (01/2015): Cases pertaining to adopting unfair means in examinations at Navi Mumbai centre.

Resolution No. 2 of BOE (01/2015): It was decided to cancel the result of the following Students who had resorted to adopt unfair means only in the concerned subject as mentioned against each. It was also decided to warn them in writing by their Heads of Institutions that they will be liable for more rigorous punitive actions if found repeating such activities ever in future.

Seat No.	Name of Student	Name of course	Subject /paper whose result stands cancelled
31120	Narola Krupali Prakashbhai	3 rd MBBS (I)	Ophthalmology
1122	Shekokar Sonali Santosh	I B.P.Th (II)	Para Clinical - I
1107	Gupte Nihar Swanad	I B.P.Th (II)	Para Clinical - I
1108	Jaiswal Damini Premsingh	I B.P.Th (II)	Para Clinical - I

Resolution No. 4.2: BOM resolved to cancel the result of the above Students, who had resorted to adopt unfair means, only in the concerned subject as mentioned against each. It was also decided to warn them in writing by their Heads of Institutions that they will be liable for more rigorous punitive actions if found repeating such activities ever in future.

Item No. 4.3

Item No. 3 of BOE (01/2015): Infrastructure arrangements for moderation of Question paper at examination section.

Resolution No. 3 of BOE (01/2015): After detailed discussion it was decided to prepare a comprehensive project report in order to accomplish the following facilities in the examination section in a time bound manner within 4 months.

- 3.1. Provision for hardware and software for OMR evaluation of all MCQ type of examination papers, maintaining due confidentiality.
- 3.2. Organising a computer room with an independent server for examination section.
- 3.3. Explore and install good examination software from a reliable vendor.
- 3.4. Weeding out of documents, files, answer books etc. which are older than 5 years.
- 3.5. Move a proposal for appointment of a Deputy Registrar (Examination) with justification.
- 3.6. Make appropriate seating arrangement and adequate facilities for question setting/moderation work by examiners – externals as well internals.
- 3.7. Provision of adequate light, CCTV, AC and reference books.

Resolution No. 4.3: BOM resolved to approve all the above upgradation work at Examination section.

Item No. 4.4

Item No. 4 of BOE (01/2015): Approval of the list of Students for award of degrees in 5th Convocation of the MGM Institute.

Resolution No. 4 of BOE (01/2015): List of Students for award of Degrees in the forth coming 5th convocation was approved as per list appended. (Annexure-32)

Resolution No. 4.4: BOM resolved to approve the list of Students for award of Degrees in the forth coming 5th convocation as per the list appended. (Annexure-32)

Item No. 4.5

Item No. 5 of BOE (01/2015): Supplementary Examination for PG.

Resolution No. 5 of BOE (01/2015): It was decided to continue status-quo in this regard and hold PG examinations in April/December as per the existing Academic calendar.

Resolution No. 4.5: BOM resolved to continue status-quo in conducting Supplementary Examination for PG and therefore hold PG examinations in April/December as per the existing Academic calendar.

Item No. 4.6

Item No. 6 of BOE (01/2015): Approval of the up-dated panel of external examiners for MGM Institute.

Resolution No. 6 of BOE (01/2015): The proposed updated panel of external examiners, separately for UG and PG was approved subject to correction of typographical errors in DOB in certain cases.

Resolution No. 4.6: BOM resolved to approve the updated panel of external examiners, separately for UG and PG subject to correction of typographical errors in DOB in certain cases.

Item No. 4.7

Item No. 7 of BOE (01/2015): Feedback of external examiners.

Resolution No. 7 of BOE (01/2015): The good words expressed by several external examiners about the MGM Institute examination process, ambience and hospitality were appreciated. Their suggestion to involve PG students in UG teaching at bed – side clinics, practical's need to be ensured at all levels.

Since we are already paying air-fare, TA/DA, hospitalities and remunerations at State Government rates, no further action is warranted.

Resolution No. 4.7: BOM resolved to continue with the existing system of taking feedback of external examiners, their hospitality and overcome the shortcomings pointed therein.

Item No. 4.8

Item No. 8 of BOE (01/2015): Any other matter with the permission of the chair.

Item No. 4.8.1

Item No. 8.1 of BOE (01/2015): Completion of mandatory residency period before award of PG Degree/Diploma.

Resolution No. 8.1 of BOE (01/2015): It was decided that all Heads of Institution must ensure and certify the recipients of Degree/Diploma in the forth-coming 5th MGM Institute Convocation completed their mandatory period of 3 years/2 years residences in the respective PG courses by the due date of convocation to be eligible for the same.

Resolution No. 4.8.1: BOM resolved to instruct all Heads of Institution to ensure and certify the recipients, of Degree/Diploma in the forth-coming 5th MGM Institute

Convocation, have completed their mandatory period of 3 years/2 years residences in the respective PG courses by the due date of convocation in order to be eligible for the same.

Item No. 4.8.2

Item 8.2 of BOE (01/2015): Feedback from examinees.

Resolution No. 8.2 of BOE (01/2015): It was resolved to collect anonymous feed backs from Students after they appeared in various University examination from time to time so that positive and useful suggestions can be implemented.

Resolution No. 4.8.2: BOM resolved to create a proper format for taking feedback from Students after they appeared in various University examinations & submit for approval of BOM in next meeting.

Item No. 5: To consider the recommendations and decisions taken by the Finance Committee (FC-33/2015) in its meeting held on Wednesday, 13th May, 2015 at 10.00 A.M.

Item No. 5.1

Item No. 1 of FC (33/2015): To confirm the minutes of the last meeting held on 24th February, 2015 (FC-32/2015).

Resolution No. 1 of FC (33/2015): It was unanimously resolved to confirm the minutes of the last meeting held on 24th February, 2015 (FC-32/2015).

Resolution No. 5.1: Members of BOM unanimously resolved to confirm the minutes of the Finance meeting (FC-32/2015) held on 24th February, 2015.

Item No. 5.2

Item No. 2 of FC (33/2015): To consider and approve Action Taken Report (ATR) on Resolutions of the last meeting held on 24th February, 2015 (FC-32/2015).

All members expressed their satisfaction on the ATR on resolutions of last meeting and resolved as under :

Resolution No. 2 of FC (33/2015): It was unanimously resolved to approve the ATR on the resolutions of FC-32/2015 dated 24th February, 2015.

Resolution No. 5.2: Members of BOM unanimously resolved to approve the ATR on the resolutions of the Finance meeting (FC-32/2015) held on 24th February, 2015.

Item No. 5.3

Item No. 3 of FC (33/2015): To discuss and recommend for approval of Receipts and Payments Account of MGM Institute of Health Sciences and its constituent Units for the period from April 2014 to March 2015 and January 2015 to March 2015.

The Receipts and Payments Account of MGM Institute of Health Sciences and its constituent Units were presented for the period from April 2014 to March 2015 and January 2015 to March 2015.

Resolution No. 3 of FC (33/2015): Resolved to discuss and recommend the Receipts and Payments Account for the period of April 2014 to March 2015 and January 2015 to March 2015. Members expressed their suggestion to make necessary changes in Receipt & Payment format as well as grouping and ledger nomenclature similarly.

Members also suggested the demand for year wise and quarter wise variance statement and variance in Budgeted and Actual with justifications and reasons between unit to unit and campus to campus for necessary clarifications.

Hon'ble Chairman also suggested to all concerned Accountants of respective units need to train and call them for review meeting to discuss the grouping and ledgers nomenclature,

In addition Shri. Ashok Patil and his team members need to do frequent verification and to take corrective measures.

Resolution No. 5.3: BOM unanimously resolved to :

- i) make necessary changes in Receipt & Payment format as well as grouping and ledger nomenclature similarly.**
- ii) demand for year wise and quarter wise variance statement and variance in Budgeted and Actual with justifications and reasons between unit to unit and campus to campus for necessary clarifications.**
- iii) train all concerned Accountants of respective units and call them for review meeting to discuss the grouping and ledgers nomenclature.**
- iv) Mr. Bhimrao Patil should frequent visit to all constituent units for their verification of record, grouping and ledger nomenclature.**
- v) Shri. Ashok Patil and his team members need to do frequent verification and to take corrective measures.**

Item No. 6: To discuss on the issue of MoA/Rules in accordance with UGC (Institutions Deemed to be Universities) Regulations, 2010, and its amendments in the year 2014 and 2015.

Dr. S.N. Kadam informed the house that the Karnataka High Court have quashed the UGC (Institutions Deemed to be Universities) Regulations, 2010. In May, however, UGC have specified Amendments known as UGC (Institutions Deemed to be Universities) (Amendment) Regulations, 2014, as Published in the Gazette of India. Amendments were made in 2015 also. Thus the matter related to regulations is subjudice at present.

Resolution No. 6: No Resolution passed.

Item No. 7: To consider the proposal for starting a new department of “Department of Health Sciences Education” under MGM Institute of Health Sciences, Navi Mumbai.

Registrar informed the House that in response to UGC letter No.D.O.No.F.1-1/2014(Teacher Education) dated 19/02/2015, a letter has been sent to UGC vide University letter No. MGM/01/A-56/2015/437 dated 18/04/2015 seeking guidance to start “Department of Health Sciences Education” under MGM Institute of Health Sciences, Navi Mumbai.

Resolution No. 7: No Resolution passed.

Item No. 8: To review the IQAC report for 1st quarter of 2015.

Dr. S.K. Kaul, Chairperson, University IQAC presented the Annual Quality Assurance Report (AQAR) of MGM Institute for the first quarter of 2015 before the House.

Resolution No. 8: BOM resolved that the requisite files as per NAAC requirement (Annexure-33) must be maintained by University IQAC in order to have all records along with AQAR. Details regarding Scholarship given to Students and Annual College Magazines must be maintained properly. Therefore IQAC Chairman needs to coordinate with all the concerned persons responsible for these files.

Item No. 9: To review the Research activities during 1st quarter of 2015.

Dr. C. P. Puri presented the Research activities during 1st quarter of 2015 of MGM Institute before the House. The members felt that still lots of efforts needs to be undertaken at both the campuses (Navi Mumbai & Aurangabad). Further comparatively research activities at Aurangabad were lagging behind and therefore needs to improve immensely.

Resolution No. 9: BOM resolved that the Research outcome and performance needs to be improved drastically at both the campuses of MGM Institute of Health Sciences.

Item No. 10: To review the progress of 5th Convocation of MGM Institute of Health Sciences, Navi Mumbai.

5th Convocation will be held on 30/05/2015 at Aurangabad campus. Invitation to Hon'ble A.P.J. Abdul Kalam and Shri. Sharad Pawar is in process. Total number of students eligible to receive their degree is 572. Till 12/05/2015, 78 eligible students had applied to receive the degree. Out of which 58 in present and 20 in absentia.

Resolution No. 10: No Resolution passed.

Item No. 11: To review the Academic Audit Report (2014-15) and constituting Committee for conducting Academic Audit for 2015-16.

Resolution No. 11: Registrar's office was asked to formulate the requisite Committee for conducting Academic Audit for 2015-16.

Item No. 12: Sanction of various full time teaching posts for constituent units for the Academic year 2015-16.

Resolution No. 12: Resolved to approve/sanction full time teaching posts for various constituent units for the Academic year 2015-16. **(Annexure - 34)**

It is further resolved that the Vice Chancellor reserves the right to add or withdraw positions based on evolving requirements.

Item No. 13: Sanction of intake capacity for B.Sc. Allied & M.Sc. Courses for the academic year 2015-16 at MGM School of Biomedical Sciences, Navi Mumbai & Aurangabad. **(Annexure-35)**

Resolution No. 13: Resolved to approve the sanction of intake capacity for B.Sc. Allied & M.Sc. Courses for the academic year 2015-16 at MGM School of Biomedical Sciences, Navi Mumbai & Aurangabad. **(Annexure-35)**

Item No. 14: Any other matter with the permission of the Chair.

Item No. 14.1: Implementation of Horizontal integration followed at Aurangabad Campus needs to be adopted at Navi Mumbai as well.

Resolution No. 14.1: BOM resolved that the topics for Horizontal integration that have already been enlisted & implemented at Aurangabad be adopted at Navi Mumbai too. (Annexure-28)

There being no further point to discuss the meeting ended with a Vote of Thanks to the Chair.



Registrar & Secretary
Prof. Z. G. Badade
Registrar,
MGM Institute of Health Sciences
Kamothe, Navi Mumbai-401209



Hon'ble Vice Chancellor
& Chairman
Vice Chancellor
MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)
KAMOTHE, NAVI MU

(Kindly note: Annexures are not in chronological order since some of them have been rejected/referred back in due course of meetings)



MGM INSTITUTE OF HEALTH SCIENCES

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

Grade 'A' Accredited by NAAC

Sector-1, Kamothe, Navi Mumbai - 410209

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MINUTES OF THE SPECIAL MEETING OF THE BOARD OF MANAGEMENT (BOM – 41/2015)

The Special Meeting of the Board of Management (BOM-41/2015) of MGM Institute of Health Sciences (MGM Institute) was held on Saturday, 27th June, 2015 in the Conference Hall, Chairman's Office, MGM Institute, Aurangabad.

The following members were present :-

Dr. S. N. Kadam	-	Vice Chancellor & Chairperson
Dr. [Lt. Gen.] S.K. Kaul	-	Pro Vice Chancellor
Dr. Ajit G. Shroff	-	Member
Dr. G.S. Narshetty	-	Member
Dr. P.M. Jadhav	-	Member
Dr. (Mrs.) Ujjwala Maheshwari	-	Member
Dr. Seema Anjenaya	-	Member
Dr. N. N. Kadam	-	Member
Shri Ashok Patil	-	Invitee
Dr. Z.G. Badade	-	Registrar & Secretary

Dr. C.P. Puri, Dr. N.G. Patil and Dr. Subhash Gupta had conveyed their inability to attend the meeting and were granted leave of absence.

At the outset Hon'ble Vice-Chancellor and Chairperson welcomed all the Members present.

Dr. Z.G. Badade, Registrar & Secretary placed before the Board of Management, the following recommendations of Academic Council Meeting held on Saturday, 27th June, 2015 for consideration :-

Item No. 1 : To confer Degrees/Diploma on the Students in the Fifth Convocation of the University to be held on 27th June, 2015, at 11: 00 A.M. at MGM Institute, Aurangabad Campus.

Note : The Board of Management under the powers vested in it under Section 4.4 (xi) of UGC (Institutions Deemed to be Universities) Regulations, 2010 and Section 1.1(b)(xxxiv) of MGM University Rules & Regulations is empowered to approve award of degrees & diploma based on the results of the examination and tests and to confer, grant or award the degrees/diplomas, certificates and other academic titles and distinctions on the qualifying candidates.

The Academic Council in its meeting held on 27th June, 2015 at 09:00 A.M. has recommended to award the following Degrees to the qualified candidates in the Fifth Convocation :

Superspeciality	: 02
Ph.D.	: 05
M.D.	: 80
M.S.	: 30
Diploma	: 14
M.P.T.	: 17
M.Sc. (Medical)	: 27
M.Sc. (Nursing)	: 18
M.B.A.(Pharmaceutical & Hospital Management)	: 20
MBBS	: 204
B.P.T.	: 68
B.Sc. (Allied Health Sciences)	: 35
B.Sc. (Nursing)	: 44
TOTAL	: 564 Students

Resolution No. 1 :

The Board of Management under the powers vested in it under Section 4.4 (xi) of UGC (Institutions Deemed to be Universities) Regulations, 2010 and Section 1.1(b) xxxix of MGM University Rules & Regulations is empowered to approve the award of degrees & diplomas based on the results of the examination and tests and to confer, grant or award the degrees, diplomas, certificates and other academic titles and distinctions on 564 qualified students in the Fifth Convocation to be held on Saturday, 27th June, 2015. [Annexure I - List of the Students]

Item No. 2 : To award the MGM Institute Chancellors' Medal and Gold Medals.'

Note : The Board of Management under the powers vested in it under Section 4.4 (xiii) of UGC (Institutions Deemed to be Universities) Regulations 2010 and Section 1.1(b) (xii) of MGM University Rules and Regulations is empowered to institute and award Fellowship, including Travel Fellowships, Scholarships, Studentships, Medals.

The Academic Council in exercise of powers vested in it under Section 1.4 (x-b) – Annexure II of UGC (Institutions Deemed to be Universities) Regulations 2010 and under Section 1.2(c)(j)(ii) of MGM Rules & Regulations has resolved in its meeting held on 27th June, 2015 to recommend to the Board of Management to confer the following MGM Institute Chancellor's Medals and Gold Medals for their Academic achievements and awarding them to the following candidates :-

1. Chancellor's Medal to Dr. Chaudhari Sameer Vasant from MGM Medical College, Navi Mumbai for securing highest marks in Pharmacology in MD/MS Examination in Pre & Para Clinical Sciences [2012-2015 Batch]
2. Chancellor's Medal to Dr. Anurag Singh from MGM Medical College, Aurangabad for securing highest marks in Radiology in MD/MS Examination in Clinical Sciences [2012- 2015 Batch]
3. Chancellor's Medal to Anupama Janardhanan from MGM Medical College, Aurangabad for Best Graduate in MBBS [2009-2014 Batch]
4. Chancellor's Medal to Parab Shrutika Dilip from MGM School of Physiotherapy, Navi Mumbai for Best Graduate in B.P.T. [2010-2014 Batch]
5. Chancellor's Medal to Thomas Anusha Aniyani from MGM New Bombay College of Nursing, Navi Mumbai for Best Graduate in Nursing [2010-2014 Batch]
6. Chancellor's Medal to Radha Subramaniam from MGM School of Biomedical Sciences, Navi Mumbai for Best Post Graduate in M.Sc. (Medical) [2012-2014 Batch]
7. Chancellor's Medal to Maruf Arshiya Afzal from MGM School of Biomedical Sciences, Navi Mumbai for Best Graduate in B.Sc. (Allied Health Sciences) [2011-2014 Batch]
8. Chancellor's Medal to Bharati Sudhir Karlekar from MGM School of Health Management Studies, Navi Mumbai for Best Post Graduate in M.B.A. (Hospital Management) [2012-2014 Batch]
9. MGM Institute Gold Medal to Kanhere Minal Dattatraya from MGM Medical College, Navi Mumbai for securing Highest marks in General Medicine [2009-2014 Batch]
10. MGM Institute Gold Medal to Ansari Zain Nisar from MGM Medical College, Aurangabad for securing Highest marks in General Surgery [2009-2014 Batch]
11. MGM Institute Gold Medal to Rumani Imaan Shakil Ahmed from MGM Medical College, Navi Mumbai for securing Highest marks in OBGY. [2009-2014 Batch]
12. MGM Institute Gold Medal to Kanhere Minal Dattatraya from MGM Medical College, Navi Mumbai for securing Highest marks in Pediatrics [2009-2014 Batch]

Resolution No. 2 :

The Board of Management under the powers vested in it under Section 4.4(xiii) of UGC (Institutions Deemed to be Universities) Regulations 2010 & Section 1.1(b) (xii) of MGM University Rules and Regulations is empowered to institute and award Fellowship, including travel fellowships, scholarships, studentships & medals, in its meeting held on Saturday, 27th June, 2015 resolved to award the Chancellors' Medals/Gold Medals to the following Students in the Fifth Convocation of MGM Institute to be held on Saturday, 27th June, 2015 :-

1. Chancellor's Medal to Dr. Chaudhari Sameer Vasant from MGM Medical College, Navi Mumbai for securing highest marks in Pharmacology in MD/MS Examination in Pre & Para Clinical Sciences [2012-2015 Batch]
2. Chancellor's Medal to Dr. Anurag Singh from MGM Medical College, Aurangabad for securing highest marks in Radiology in MD/MS Examination in Clinical Sciences [2012- 2015 Batch]
3. Chancellor's Medal to Anupama Janardhanan from MGM Medical College, Aurangabad for Best Graduate in MBBS [2009-2014 Batch]
4. Chancellor's Medal to Parab Shrutika Dilip from MGM School of Physiotherapy, Navi Mumbai for Best Graduate in B.P.T. [2010-2014 Batch]
5. Chancellor's Medal to Thomas Anusha Aniyan from MGM New Bombay College of Nursing, Navi Mumbai for Best Graduate in Nursing [2010-2014 Batch]
6. Chancellor's Medal to Radha Subramaniam from MGM School of Biomedical Sciences, Navi Mumbai for Best Post Graduate in M.Sc. (Medical) [2012-2014 Batch]
7. Chancellor's Medal to Maruf Arshiya Afzal from MGM School of Biomedical Sciences, Navi Mumbai for Best Graduate in B.Sc. (Allied Health Sciences) [2011-2014 Batch]
8. Chancellor's Medal to Bharati Sudhir Karlekar from MGM School of Health Management Studies, Navi Mumbai for Best Post Graduate in M.B.A. (Hospital Management) [2012-2014 Batch]
9. MGM Institute Gold Medal to Kanhere Minal Dattatraya from MGM Medical College, Navi Mumbai for securing Highest marks in General Medicine [2009-2014 Batch]
10. MGM Institute Gold Medal to Ansari Zain Nisar from MGM Medical College, Aurangabad for securing Highest marks in General Surgery [2009-2014 Batch]
11. MGM Institute Gold Medal to Rumani Imaan Shakil Ahmed from MGM Medical College, Navi Mumbai for securing Highest marks in OBGY. [2009-2014 Batch]

12. MGM Institute Gold Medal to Kanhere Minal Dattatraya from MGM Medical College, Navi Mumbai for securing Highest marks in Pediatrics [2009-2014 Batch]

Item No. 3 : To approve the award of Honorary Degree of Doctor of Sciences (D.Sc.) to Hon'ble Sharadchandraji Pawar.

Resolution No. 3 : BOM members unanimously resolved to award the Honorary Degree of Doctor of Sciences (D.Sc.) to Hon'ble Sharadchandraji Pawar.

Item No. 4 : Any other matter with the permission of the Chair.

There being no further point to discuss the meeting ended with a Vote of Thanks to the Chair.



Registrar & Secretary

Prof. Z. G. Badade
Registrar,
MGM Institute of Health Sciences
Kamothe, Navi Mumbai-401209



Hon'ble Vice Chancellor

Vice Chancellor
MGM INSTITUTE OF HEALTH SCIENCES
(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)
KAMOTHE, NAVI MUMBAI

[Encl : Annexure containing the names of 564 students eligible for the award of Degrees/Diplomas in various disciplines in the Fifth Convocation to be held on Saturday, 27th June, 2015]