



**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 MEETING OF THE BOARD OF MANAGEMENT**  
**(BOM – 42/2015)**

Meeting of the Board of Management (BOM-42/2015) of MGM Institute of Health Sciences (MGM Institute) was held on Thursday, 30<sup>th</sup> July 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. (Mrs.) Ujjwala Maheshwari	Member
Dr. Seema Anjenaya	Member
Dr. N.N. Kadam	Invitee
Mr. Ashok Patil	Invitee
Dr. Z.G. Badade	Registrar & Member Secretary

Dr. P.M. Jadhav, Dr. Ajit Shroff, Dr. Subhash Gupta and Dr. N.G. Patil had conveyed their inability to attend the meeting, and were granted leave of absence.

Dr. S.N. Kadam, Chairman welcomed the members of the Board of Management. He expressed deep sorrow at the sudden and most untimely demise of Ex-President of India, renowned Scientist and beloved Teacher, Dr. A.P.J. Abdul Kalam. He mentioned about the pivotal role played by Hon'ble Abdul Kalamji in the progress of the Country. Dr. Kadam requested all the members to observe silence for two minutes as a mark of respect for the departing soul. Thereafter Dr. Kadam and members shared with the House their personal experiences with this great Soul.

He conveyed his congratulations and sincere thanks to all the teaching/non-teaching staff of MGM Medical Colleges, at Navi Mumbai and Aurangabad and University staff for the successful conduct of V<sup>th</sup> Convocation of MGM Institute.

He also informed that MGM Medical College, Navi Mumbai had been awarded “**Outstanding Medical Institute (West) Award**” by Lokmat National Education Leadership Awards on 24.07.2015 at Taj Lands End, Bandra, Mumbai.

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-40/2015) held on Wednesday, 13<sup>th</sup> May, 2015.**

The members of the Board of Management perused the minutes of the last meeting (BOM-40/2015) dated 13<sup>th</sup> May 2015 and confirmed the same with the following suggestion:

- (i) In regards to Resolution No. 8.5 of BOM-39/2015 wherein BOM had resolved to start B.Sc. Course in Audiometry and Speech Therapy with prior permission of UGC : House unanimously agreed that the curriculum/syllabus/examination scheme of the said course should be duly assessed through BOS, FM, AC and then BOM before sending the proposal to UGC. In the mean time, Directors of MGM Institute’s University Department of Biomedical Sciences at Navi Mumbai & Aurangabad and Chairperson, BOS (Biomedical Sciences) could prepare the proposal of starting this course and send to UGC.
- (ii) As per the academic calendar for 1<sup>st</sup> MBBS (2015-16). [Annexure-2(A)] approved vide Resolution No. 3.1(c) of BOM-40/2015; the commencement of classes is 01.08.2015. But Academic session started on 15.07.2015. Hence a necessary correction needs to be done in the academic calendar.
- (iii) The Resolution No. 3.2(b) of BOM-40/2015 to continue animal experimentation after taking due permission from CPCSEA and Institutional Animal Ethics Committee is now to be read as ;

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

**To be read as :** Resolution No. 3.2(b): Resolved to use Lab animals for practical demonstration purposes where no alternative were available while for research activities necessary permission is to be obtained from Institutional Animal Ethics Committee which is registered under CPCSEA.



- (iv) The already approved BPT 2014 syllabus, under special power of Hon'ble Vice Chancellor, has to be scrutinized in the forthcoming BOS meeting since certain objections were received in its academic content by the University.
- (v) In regards to starting of a new department of "Department of Health Sciences Education" under MGM Institute of Health Sciences, Navi Mumbai (Item No. 7 of BOM-40/2015); Dr. Seema Anjenaya, MEU coordinator, MGM Medical College, Navi Mumbai was assigned to prepare the curriculum/syllabus/exam scheme for the related course like M.Sc./MME and submit the draft syllabus through forthcoming Board of Studies/Faculty of Medicine/Academic Council/Board of Management.

It was also pointed out that during the International Convention on Challenges in Medical Education organized at Aurangabad in January 2015; Dr. Ronald Hardin assured MGM faculty for free access to International Conference on Medical Education at Glasgow. Therefore Dr. Seema Anjenaya was further directed to take assistance from Dr. C.P. Puri in order to coordinate with Dr. Ronald Hardin for free access to International Conference on Medical Education at Glasgow.

**Resolution No. 1: It was unanimously resolved to confirm the minutes of the Meeting of the Board of Management (BOM-40/2015) dated 13<sup>th</sup> May, 2015 with the above suggestions.**

**Item No. 2: To consider and approve the Action Taken Report (ATR) on Resolutions of BOM-40/2015 dated 13<sup>th</sup> May, 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, was requested to look into a software based on the format (**Annexure-29**), submitted by him, and work out the details. Consequently, the **compliance** submitted by him was perused by members and the House gave its consent to proceed further in order to finish it before next BOM scheduled in October, 2015.
- (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, was requested to seek suitable legal opinion on the guidelines (**Annexure-30**) to register this Association in Navi Mumbai under the Society's Registration Act 1960. Consequently, the **compliance** submitted by him was perused by members and House granted him permission to go ahead for registering this Society with its head office being MGM Institute, Navi Mumbai.

- (iii) In regards to Resolution No. 11.4 in BOM-37/2014 dated 29<sup>th</sup> 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. The simplified format of “Teachers Self Appraisal” submitted by Dr. G.S. Narshetty was perused by all members and approved to be the criteria to identify candidates for award of “Best Teacher”.
- (iv) In regards to Resolution No. 3.6(c), Resolution No. 3.7(c) and Resolution No. 3.8(a) of BOM-40/2015 for sending the proposals for regularization of the existing courses - B.Sc. & M.Sc. under MGM School of Biomedical Sciences (Navi Mumbai & Aurangabad), BPT & MPT under MGM School of Physiotherapy (Navi Mumbai & Aurangabad), B.Sc. & M.Sc. (Nursing) under MGM New Bombay College of Nursing (Navi Mumbai) & MGM College of Nursing (Navi Mumbai & Aurangabad) and Starting of New Department of Prosthetics & Orthotics under MGM Medical College, Navi Mumbai to UGC; BOM members suggested to pursue the matter with MHRD and UGC consistently.
- (v) In regards to Resolution No. 4.1.3 of BOM-40/2015 to purchase a software for examination section for better coordination of exam. related activities; BOM members desired that COE should pursue with ETH Limited, Pune for such software.
- (vi) In regards to Resolution No. 4.3 of BOM-40/2015 for upgradation work at Examination Section, COE was requested to opt for rented vendors for shredding of degrees with error and used answer sheets from 2006-10 in-house only. Further Jt. COE was instructed to get the other upgradation work done at Examination section.

**Resolution No. 2: The Action Taken Report on the Resolutions of BOM-40/2015 dated 13<sup>th</sup> May 2015 was accepted and approved with above resolutions passed.**

**Item No. 3: To confirm the minutes of the special meeting of the Board of Management (BOM-41/2015) held on 27<sup>th</sup> June, 2015.**

**Resolution No. 3: It was unanimously resolved to confirm the minutes of the special meeting of the Board of Management (BOM-41/2015) dated 27<sup>th</sup> June, 2015.**

**Item No. 4: To consider the Action Taken Report (ATR) on Resolutions of BOM-41/2015 dated 27<sup>th</sup> June, 2015.**

**Resolution No. 4: The Action Taken Report on the Resolutions of BOM-41/2015 dated 27<sup>th</sup> June 2015 was accepted and approved.**



**Item No. 5: To review the eligibility fee for in-house Students.**

**Resolution No. 5: BOM members resolved that if the eligibility fees for MGM in-house Students would be “X”, then for Non-MGM Students would be “2X” and NRI Students would be “5X”.**

**Item No. 6: To discuss regarding admission of Students into B.Sc./M.Sc. Courses at Aurangabad.**

House perused the letter received from Dean, MGM Medical College, Aurangabad regarding admission of Students into B.Sc. and M.Sc. Courses. It was observed that the letters of UGC referred therein were irrelevant to this subject since MGM Institute neither offers any open or distance learning course nor has any franchise programmes/study centre/off campus. After much deliberation, the House was of the opinion that these courses were started with respect to UGC circular dated July, 2006. Further they have the requisite permission from respective Statutory Councils. Therefore House opined to continue with admissions for B.Sc. & M.Sc. (Allied Health Sciences) for 2015-16.

**Resolution No. 6 (A): BOM members unanimously resolved to continue with admissions for B.Sc. & M.Sc. (Allied Health Sciences) for 2015-16.**

**Resolution No. 6 (B): It was unanimously resolved that the Constituent Colleges/Schools under MGM Institute of Health Sciences, Navi Mumbai, henceforth will be renamed as mentioned below, with immediate effect :-**

Existing Nomenclature	To be renamed as
MGM School of Biomedical Sciences, Navi Mumbai	<b>MGM Institute’s University Department of Biomedical Sciences, Navi Mumbai</b>
MGM School of Biomedical Sciences, Aurangabad	<b>MGM Institute’s University Department of Biomedical Sciences, Aurangabad</b>
MGM School of Physiotherapy, Navi Mumbai	<b>MGM Institute’s University Department of Physiotherapy, Navi Mumbai</b>
MGM School of Physiotherapy, Aurangabad	<b>MGM Institute’s University Department of Physiotherapy, Aurangabad</b>
MGM College of Nursing, Aurangabad	<b>MGM Institute’s University Department of Nursing, Aurangabad</b>
MGM New Bombay College of Nursing, Navi Mumbai	<b>MGM Institute’s University Department of Nursing, Navi Mumbai</b>

**Item No. 7: To accumulate an amount of Rs. 2,70,00,000/- out of the income of the trust for the previous year for carrying out activities related to Infrastructure/Development purpose.**

**Resolution No. 7: It is unanimously resolved that, out of the income of the trust for the previous year, relevant to the assessment year 2015-2016, an amount of Rs. 2,70,00,000/- should be accumulated or set apart till the previous year ending 2019-2020 in order to enable the trustees/governing body by whatever name called, to accumulate sufficient funds for carrying out activities related to Infrastructure/Development purpose and the same shall be invested in any one or more of the forms or mode specified in subsection 5 of Section 11 of IT Act 1961.**

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

**Item No. 8.1: To expand Paramedical courses by starting Diploma and Master Degree courses in already offering Bachelor Degree course in MGM Institute.**

**Resolution No. 8.1: BOM members unanimously resolved that the existing courses/departments need to be stabilized and approved first. Therefore proposals for Diploma courses may be considered afterwards.**

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 MUMBAI





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**MINUTES OF THE MEETING OF THE BOARD OF MANAGEMENT**

**(BOM – 43/2015)**

Meeting of the Board of Management (BOM-43/2015) of MGM Institute of Health Sciences (MGM Institute) was held on Friday, 06<sup>th</sup> November, 2015 at 12:00 Noon 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. A.G. Shroff	Member
Dr. G.S. Narshetty	Member
Dr. P.M. Jadhav	Member
Dr. K.R. Salgotra	Member
Mr. Ashok Patil	Invitee
Shri. A.N. Kadam	Invitee
Dr. Z.G. Badade	Registrar & Member Secretary

Dr. N.G. Patil, Dr. Shafaat H. Talib and Dr. N.N. Kadam had conveyed their inability to attend the meeting, and were granted leave of absence. Dr. Subhash Gupta had expressed his willingness to resign due to his other professional commitments. Since he was nominated by Central Government, therefore he was requested to write to Central Government regarding the same.

Dr. S.N. Kadam, Chairman welcomed the members of the Board of Management.

In his address to the Members of the Board of Management, S.N. Kadam emphasized the importance of excellence in Medical Education.

**Item No. 1: To confirm the minutes of the meeting of the Board of Management (BOM-42/2015) held on Thursday, 30<sup>th</sup> July, 2015.**

The members of the Board of Management perused the minutes of the last meeting (BOM-42/2015) dated 30<sup>th</sup> July, 2015 and approved the same with the following clarification :-

As regards Clause (v) of Item No. 1 of BOM-42/2015 : To confirm the minutes of the meeting of the Board of Management (BOM-40/2015) : following discussion took place :

Clause (v) : In regards to starting of a new department of “Department of Health Sciences Education” under MGM Institute of Health Sciences, Navi Mumbai (Item No. 7 of BOM-40/2015), Dr. P.M. Jadhav enquired about the progress in starting of ‘Department of Health Sciences Education.

It was informed to him that the new department “MGM Institute’s University Department of Health Science Education” will be started on getting the necessary approval from UGC. Meantime, as per request received from Dr. Seema Anjaneya, MEU Coordinator, with regards to syllabus/curriculum/examination pattern for various courses under “MGM Institute’s University Department of Health Science Education”, she needs to put up the same in the next BOS meeting scheduled in March 2016.

**Resolution No. 1: It was unanimously resolved to confirm the minutes of the Meeting of the Board of Management (BOM-42/2015) dated 30<sup>th</sup> July, 2015 with the above clarification.**

**Item No. 2: To consider and approve the Action Taken Report (ATR) on Resolutions of BOM-42/2015 dated 30<sup>th</sup> July, 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, was requested to look into a software based on the format submitted by him, and work out the details. Consequently, the compliance submitted by him was perused by members and the House gave its consent to proceed further in order to finish it before next BOM scheduled in October, 2015.

**Discussion and Resolution No. 2.1** : MGM Institute Documentation Management System : A PowerPoint presentation was given by Dr. Chander P. Puri informing the members that a template (**Annexure-XVIII**) has been devised to have ‘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.

A template of MGM Institute Document Management System has been drawn up.

**The Members decided to accept the same (Annexure-XVIII) and decided to go ahead with the MGM Institute Document Management System.**



- (ii) With regard 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, was requested to seek suitable legal opinion on the guidelines to register this Association in Navi Mumbai under the Society’s Registration Act 1960. Consequently, the compliance [Registration of IAHPE; Rules & Regulations of the Association, **Annexure-XIX**] submitted by him was perused by members and House granted him permission to go ahead for registering this Society with its head office being MGM Institute, Navi Mumbai.

**Discussion and Resolution No. 2.2 : It was resolved to give the responsibility to an authorized legal person to go through the Rules & Regulations of the Association [IAHPE, Annexure-XIX] and make necessary amendments and proceed for registration.**

- (iii) With regard to Resolution No. 11.4 in BOM-37/2014 dated 29<sup>th</sup> 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 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. The simplified format of “Teachers Self Appraisal” submitted by Dr. G.S. Narshetty was perused by all members and approved to be the criteria to identify candidates for award of “Best Teacher”.

**Discussion and Resolution No. 2.3 : It was resolved to constitute a Committee of the following members to work on the Criteria Format for selection of Best Teacher Award:**

1. **Dr. S.K. Kaul (Chairperson) – Pro Vice Chancellor (Acad. & Admin), MGM Institute**
2. **Dr. A.G. Shroff – Dean, MGM Medical College, Aurangabad**
3. **Dr. G.S. Narshetty – Dean, MGM Medical College, Navi Mumbai**
4. **Dr. K.R. Salgotra – Medical Superintendent, MGM Hospital, Kamothe**

The above Committee is requested to prepare the rules, regulations, specify the criteria and initiate the process and submit the same to Hon’ble Vice Chancellor within 15 days. Further it was decided that the complete procedure in this regard be submitted and completed to enable the best teachers award be given to the ‘Best Teacher’ in the 1<sup>st</sup> week of January – 2016.

**Resolution No. 2: The Action Taken Report on the Resolutions of BOM-42/2015 dated 30<sup>th</sup> July 2015 was accepted and approved with the above resolutions (2.1, 2.2, 2.3) passed.**

**Item No. 3: To consider and take appropriate resolutions on the recommendations and decisions taken by the Academic Council (AC-22/2015) in its meeting held on Saturday, 17<sup>th</sup> October, 2015.**

**Resolution No. 3:** Following Resolutions were passed by the Board of Management on the recommendations of the meeting of Academic Council AC-22/2015 dated 17/10/2015 :

**3.1    Preclinical :**

**Resolution No. 3.1(a):** Resolved to incorporate the videos of animal experiments in First MBBS Physiology Practical/Demonstrations of Experimental Physiology (**Annexure-I**) for the batch of Students to be admitted in 1<sup>st</sup> MBBS from the academic year 2016-17 onwards.

**Resolution No. 3.1(b):** Resolved to include Early Clinical Exposure in the curriculum of First MBBS by way of video clipping, animations, visit to Wards wherever necessary (**Annexure-II**) for the batch of Students to be admitted in 1<sup>st</sup> MBBS from the academic year 2016-17 onwards.

**Resolution No. 3.1(c):** Resolved to shift 'Thorax' portion from Anatomy (1<sup>st</sup> MBBS) Paper II to Paper I to have proper distribution in two papers for the batch of Students to be admitted in 1<sup>st</sup> MBBS from the academic year 2016-17 onwards.

**Resolution No. 3.1(d):** Resolved to accept the proposed pattern of redistribution of the marks in First MBBS – University Biochemistry Practical Examination (**Annexure-III**) for the batch of Students to be admitted in 1<sup>st</sup> MBBS from the academic year 2016-17 onwards.

**Resolution No. 3.1(e):** Resolved to conduct a workshop on competency based education in both the Campuses at Navi Mumbai & Aurangabad for all courses under MGM Institute.

**3.2    Paraclinical :**

**Resolution No. 3.2(a):** Resolved to approve the change in existing journal of 2<sup>nd</sup> MBBS Microbiology (**Annexure-IV**) & log book of MD Microbiology (**Annexure-V**) for the batch of Students entering into 2<sup>nd</sup> MBBS from the academic year 2016-17 onwards.

**Resolution No. 3.2(b):** Resolved to approve the change in syllabus of Microbiology MBBS (**Annexure-VI**) for the batch of Students entering into 2<sup>nd</sup> MBBS from the academic year 2016-17 onwards.

**Resolution No. 3.2(c):** Resolved to approve the change in syllabus of Pathology MBBS (**Annexure-VII**) and Pathology PG Logbook (**Annexure-VIII**) for the batch of Students entering into 2<sup>nd</sup> MBBS from the academic year 2016-17 onwards.



**Resolution No. 3.2(d):** Resolved to delete the topics OSPE, Mal absorption, PUO, Gastric Analysis in Practical of Pathology (UG) for the batch of Students entering into 2<sup>nd</sup> MBBS from the academic year 2016-17 onwards.

**Resolution No. 3.2(e):** Resolved to add following Demos for UG Students (Pathology)- Histogram & CBC for the batch of Students entering into 2<sup>nd</sup> MBBS from the academic year 2016-17 onwards.

**Resolution No. 3.2(f):** Resolved that 10% of Practical marks in Grand Viva for PG examination be allotted for Dissertation Viva with immediate effect.

### **3.3 Medicine and Allied :**

**Resolution No. 3.3(a):** Resolved to include,

- (i) Topics in Chest Medicine : ARDS, OSA and Pulmonary Thrambo-Embolism which should be covered in two lectures.
- (ii) Care of Terminally ill patient under the heading of Geriatric Medicine.

For the batch of Students entering into 3<sup>rd</sup> MBBS (Part-I) from February 2016 onwards.

**Resolution No. 3.3(b):** Resolved to approve the changes in syllabus of MD Geriatric Medicine (**Annexure-IX**) with immediate effect.

**Resolution No. 3.3(c):** Resolved to approve the changes in syllabus of MD in Emergency Medicine (**Annexure-X**) with immediate effect.

**Resolution No. 3.3(d):** Resolved that the basic research methodology should be taught to UG and PG students for all courses as per their regulatory Council Norms.

**Resolution No. 3.3(e):** Resolved to accept the proposed pattern of redistribution of the marks in Dermatology and Psychiatry subjects in theory papers of Medicine subject at MBBS level for the batch of Students entering into 3<sup>rd</sup> MBBS (Part-II) from February 2016 onwards, as given below:

The change in Paper 2 section C should be as under:

Section C (Marks 10)

C1 Psychiatry Section (Marks 10)

Question 1 – long question (Marks 4)

Question 2- short answer question attempt any 2 (Marks 6)

- a.
- b.
- c.

C2 Dermatology Section (Marks 10)

Question 1 – long question (Marks 4)

Question 2 – Short answer question attempt any 2 (Marks 6)

- a.
- b.
- c.

**Resolution No. 3.3(f):** Resolved to adopt the change in internal assessment pattern of Community Medicine (**Annexure-XI**) for the batch of Students entering into 2<sup>nd</sup> MBBS from August 2016 onwards.

**Resolution No. 3.3(g):** Resolved to start Certificate Course and Fellowship in Critical Care Medicine (**Annexure-XII**) at MGM Medical College, Navi Mumbai from academic year 2016-17. Therefore, Dean, MGM Medical College, Navi Mumbai is requested to work on the feasibility and other regulatory norms to start this course.

**Resolution No. 3.3(h):** Resolved to start Certificate Course and Fellowship in Sleep Medicine (**Annexure-XXVIII**) at MGM Medical College, Navi Mumbai from academic year 2016-17. Therefore, Dean, MGM Medical College, Navi Mumbai is requested to work on the feasibility and other regulatory norms to start this course.

**Resolution No. 3.3(i):** Resolved to approve the Examination pattern for MD in Immuno Haematology & Blood Transfusion (**Annexure-XIII**) with immediate effect.

**3.4 Surgery and Allied :**

**Resolution No. 3.4(a):** Resolved that :

- (i) Topic of Polytrauma and its management be included in the Orthopedic UG syllabus in consultation with Surgery Department for the batch of Students entering into 3<sup>rd</sup> MBBS (Part-II) from February 2016 onwards.
- (ii) Following Topics be excluded from the Orthopedic UG syllabus for the batch of Students entering into 3<sup>rd</sup> MBBS (Part-II) from February 2016 onwards :
  - a) Acute poliomyelitis
  - b) Fungal infection and Leprosy in orthopedic
  - c) Cerebral Palsy and rehabilitation



**Resolution No. 3.4(b):** Resolved that :

- (i) Basic knowledge about laparoscopic and Hysteroscopic surgeries, Artificial Reproductive Technology, Prenatal diagnosis of congenital anomaly and PNDT act., Social obstetrics (JananisurakshaYojana, Role of ASHA workers etc.) be included in the OBGY. UG syllabus for the batch of Students entering into 3<sup>rd</sup> MBBS (Part-II) from February 2016 onwards. It should be covered in six lectures.
- (ii) Pelvic Dissection Workshop for PG (OBGY.) to be conducted every year in Anatomy dissection hall by Dept of OBGY. with help of Anatomy department. Timing to be finalized in consultation with Anatomy department.

**Resolution No. 3.4(c):** Resolved that Radiology be included as a part of BOS (Surgery & Allied) instead of BOS (Medicine and Allied) from next BOS scheduled in March 2016 onwards.

### **3.5    Superspeciality :**

**Resolution No. 3.5(a):** Chairperson to submit the logbook of M.Ch. (Plastic Surgery) within 15 days through the Dean Faculty.

**Resolution No. 3.5(b):** Chairperson to submit the academic Calendar for all Superspeciality courses within 15 days through the Dean Faculty.

**Resolution No. 3.5(c):** Resolved that Six year superspeciality course after MBBS in CVTS may be started if MCI approves it. Deans are requested to write to MCI.

**Resolution No. 3.5(d):** BOM had already resolved vide Resolution No.3.2 (a) & 3.3(a) of BOM-40/2015 dated 13/05/2015 to have rotation of Post Graduate Students to Various Sub Specialties, since as per MCI, 6 months of Allied posting can be given as per HOD's mutual agreement. Therefore six weeks rotation in Radiology and Urology Department for Nephrology Students and six weeks of rotation of Cardiology Students in CVTS and CVTS Students in Cathlab is to be done as per MCI. This is to be implemented with immediate effect.

### **3.6    Biomedical Sciences :**

**Resolution No. 3.6(a):** Resolved to accept the updated syllabus with project work and modified examinations pattern for M.Sc. Molecular Biology (**Annexure-XXVII**) for batch admitted from Academic year 2016-17 onwards.

**Resolution No. 3.6(b):** Resolved to accept the updated syllabus with project work and modified examinations pattern for M.Sc. Clinical Embryology (**Annexure-XIV**) for batch admitted from Academic year 2016-17 onwards.

**Resolution No. 3.6(c):** Resolved to postpone the First semester examination of M.Sc. Courses for 2015-16 batch by one month as it needs to be conducted in January 2016 instead of December 2015 in order to get sufficient time for completing syllabus.

### **3.7     Physiotherapy :**

**Resolution No. 3.7(a):** Since there are two (02) Colleges for Physiotherapy, one under MUHS and the other under MGM Institute, hence for better coordination it is resolved to follow the same BPT. Syllabus based on MUHS pattern with immediate effect from Academic Year 2015-16.

**Resolution No. 3.7(b):** Resolved to start Bachelor's degree in Prosthetics & Orthotics (BPO) from Academic year 2016-17 onwards at MGM Institute's University Department of Prosthetics & Orthotics, Navi Mumbai.

### **3.8     Nursing :**

**Resolution No. 3.8(a):** Resolved to incorporate the Compulsory Environmental Study Course in different subjects of B.Sc. Nursing programme like Sociology, Community Health Nursing, Nutrition and Genetics within the prescribed units without assigning any extra hours from the academic year 2015-2016. Field experience may be assigned as project work, group work, arrangement of exhibition in the community and visits to various natural assets like river/forests/grassland/hill/mountains etc. during the community posting. (**Annexure-XV**)

**Resolution No. 3.8(b):** Resolved to implement the shifting of following subjects in B.Sc. Nursing curriculum from the academic year 2015-2016 (**Annexure-XVI**) :

- (i) Research to be shifted to third year along with practical hours. (45 hrs theory + 45 hours practical) from fourth year B.Sc. Nursing.
- (ii) Midwifery and obstetric nursing to be shifted from third year to fourth year and 180 hours of practical can be covered in internship.

It was resolved to make necessary changes in the examinations of third and fourth year B.Sc. Nursing course.



**Resolution No. 3.8(c):** Resolved that the marks of Introduction to Nursing Research and Statistics (theory and project work) to be included in the grand total of second year Post basic B.Sc. Nursing University examination. **(Annexure-XVII)**

**Item No. 4: To consider the recommendations and decisions taken by the Board of Examinations (BOE-02/2015) in its meeting to be held on Friday, 6<sup>th</sup> November, 2015 at 10.00 A.M. – 11.00 A.M.**

**Resolution No. 4:** Following Resolutions were passed by the Board of Management on the recommendations of the meeting of Board of Examinations (BOE-02/2015) held on Friday, 6<sup>th</sup> November, 2015 :

**Item No. 4.1 of BOM-43/2015:**

Item No. 1 of BOE (02/2015): To confirm the minutes of meeting held on 12th May 2015 (BOE-01/2015)

Resolution No. 1 of BOE (02/2015): The minutes were unanimously approved after para-wise discussion and following decisions were taken on follow-up of earlier resolutions :

Resolution 1 of BOE-01/2014 :

1.2: Deputing the statistician from PSM department to examination section: It was resolved that the Dean of MGM Medical College, Navi Mumbai will be requested by the Registrar to ensure compliance of orders by the statistician.

1.3: Examination software: It was resolved to assign this responsibility to Dr. N.C. Mohanty, Jt. COE to study examination software operating the systems with various agencies such as ETH Ltd, Pune (Dr. Bhatkar), D.Y. Patil Medical College, RGMU MUHS, Bharti Vidyapeeth, PGIMESR Chandigarh etc. and recommend the appropriate software suitable for implementation within 2 months.

1.4: Printing of certificates is the desired pattern: This will to be ensured by the concerned section keeping the security aspect in view.

Resolution 3 of BOE 01/2015: Upgrading infrastructure at examination section: It was resolved to pursue the upgradation as suggested in a time bound manner within six months.

**Resolution No. 4.1 of BOM-43/2015: Resolved that :**

**(a) Dean of MGM Medical College, Navi Mumbai be requested by the Registrar to ensure compliance of orders by the statistician.**

- (b) to assign this responsibility to Dr. N.C. Mohanty, Jt. COE to study examination software operating the systems with various agencies such as ETH Ltd, Pune (Dr. Bhatkar), D.Y. Patil Medical College, RGMU MUHS, Bharti Vidyapeeth, PGIMESR Chandigarh etc. and recommend the appropriate software suitable for implementation within 2 months.**
- (c) University certificates/documents needs to be printed keeping the security aspect in mind by all concerned sections.**
- (d) Resolved to pursue the up-gradation of examination software in a time-bound manner i.e. say within six months.**

**Item No. 4.2 of BOM-43/2015:**

Item No. 2 of BOE (02/2015): Supplementary Examination for B.Sc. Allied Health Science courses to be held 6 months after the annual examination.

Resolution No. 2 of BOE (02/2015): It was unanimously resolved that university examination for B.Sc. (AHS) will be conducted twice in a year i.e. annual every July and supplementary every January.

**Resolution No. 4.2 of BOM-43/2015: Resolved that the University Examination for B.Sc. Allied Health Sciences to be conducted twice in a year i.e. annual examination every July and supplementary examination every January.**

**Item No. 4.3 of BOM-43/2015:**

Item No. 3 of BOE (02/2015): Refusal of examination duty by internal faculty members in B.Sc. (Allied Health Sciences) Courses.

Resolution No. 3 of BOE (02/2015): It was resolved to involve the junior faculty members e.g., junior and senior residents in MD/MS/DM/M.Ch. Courses in the evaluation process i.e. question setting, paper evaluation and practicals. In the event on any difficulty, the matter may be brought to the notice of the respective administrating authorities such as the Dean, respective HODs on case to case basis.

**Resolution No. 4.3 of BOM-43/2015: Resolved to involve the junior faculty members e.g., junior and senior residents in MD/MS/DM/M.Ch. Courses in the evaluation process i.e. question setting, paper evaluation and practical's in B.Sc. (Allied Health Sciences) courses.**



**In the event of any difficulty, the matter may be brought to the notice of the respective administrating authorities such as the Dean, respective HODs on case to case basis.**

**Item No. 4.4 of BOM-43/2015:**

Item No. 4 of BOE (02/2015): Moderation of answer books.

Resolution No. 4 of BOE (02/2015): To streamline the process of moderation in all examinations, a committee was constituted to frame an SOP on the matter as under:

1. Dr. A.G. Shroff- Dean Faculty – Chairperson
2. Dr. G. S. Narshetty-Dean, MGM Medical College, Navi Mumbai - Member
3. Dr. N.N. Kadam - Controller of Examinations - Member
4. Dr. N.C. Mohanty- Jt. Controller of Examinations - Member

**Resolution No. 4.4 of BOM-43/2015: Resolved to streamline the process of moderation in all examinations by constituting a committee of following members to frame an SOP on the matter and submit before Hon'ble Vice Chancellor within 15 days :**

1. Dr. A.G. Shroff - Dean Faculty – Chairperson
2. Dr. G. S. Narshetty - Dean, MGM Medical College, Navi Mumbai - Member
3. Dr. N.N. Kadam - Controller of Examinations - Member
4. Dr. N.C. Mohanty - Jt. Controller of Examinations - Member

**Item No. 4.5 of BOM-43/2015:**

Item No. 5 of BOE (02/2015): Non availability of syllabus pattern and guidelines pertaining to university examination for M.Ch. & DM courses.

Resolution No. 5 of BOE (02/2015): The Registrar of MGMIHS was requested to complete and update the course of study(syllabi), examination pattern and all related matters in respect of all courses within one week and notify.

**Resolution No. 4.5 of BOM-43/2015: Resolved that Academic Section of MGM Institute of Health Sciences be requested to complete and update the course of study (syllabi), examination pattern and all related matters in respect of all courses within one week and notify.**

**Item No. 4.6 of BOM-43/2015:**

Item No. 6 of BOE (02/2015): Disposal of cases of unfair means, if any.

Resolution No. 6 of BOE (02/2015): Decision as deemed fit may take by the Vice Chancellor after receipt detailed enquiry report from the Dean, MGM Medical College, Navi Mumbai on the issue.

**Resolution No. 4.6 of BOM-43/2015: Resolved that decision as deemed fit may be taken by “Unfair Means Committee” of the University after receipt of detailed enquiry report from the Dean, MGM Medical College, Navi Mumbai.**

**Item No. 4.7 of BOM-43/2015:**

Item No. 7.1 of BOE (02/2015): Evaluation of written papers in university examinations.

Resolution No. 7.1 of BOE (02/2015):

7.1.1 Following were resolved: for UG (MBBS) courses 6 examiners (3 externals and 3 internals) will be invited during practical examination. While 4 (2+2) will take practicals, 2(1+1) will be utilized for evaluation of written papers during the day. They will be rotated by the convener/senior most examiners every day.

7.1.2 The university will facilitate holding Internal examinations every year for all post-graduation courses at College level as under:

**1<sup>st</sup> : At the end of 1<sup>st</sup> year (2 Terms) :**

One paper on Basic Medical Sciences as applied to the specialty and one covering the basic specialty

**2<sup>nd</sup> : At the end of 2<sup>nd</sup> year (4<sup>th</sup> Term):**

(Two) papers one paper on the concerned specialty and one paper covering related sub-specialties.

**3<sup>rd</sup> : At the end of 3<sup>rd</sup> year (During 6<sup>th</sup> Term):**

4 (Four) papers for pre-final as prescribed by the MCI for final examination, besides clinical/practical examinations.

The cumulative outcome will be considered for deciding whenever to allow the candidate to sit for the final university examination or otherwise.

**Resolution No. 4.7 of BOM-43/2015:**

**(a) Resolved for UG (MBBS) courses 6 examiners (3 externals and 3 internals) will be invited during practical examination. While 4 (2+2) will take practical's, 2(1+1) will**



be utilized for evaluation of written papers during the day. They will be rotated by the convener/senior most examiners every day.

- (b) Resolved that respective Institute/University Department Head will facilitate holding Internal examinations every year for all post-graduation courses at College level as under:

**For 3 year Course :**

1<sup>st</sup> : At the end of 1<sup>st</sup> year (2 Terms) : One paper on Basic Medical Sciences as applied to the specialty and one covering the basic specialty

2<sup>nd</sup> : At the end of 2<sup>nd</sup> year (4<sup>th</sup> Term): (Two) papers one paper on the concerned specialty and one paper covering related sub- specialties.

3<sup>rd</sup> : At the end of 3<sup>rd</sup> year (During 6<sup>th</sup> Term): As per pattern recommended by respective Regulatory Council.

**For 2 year Course :**

1<sup>st</sup> : At the end of 1<sup>st</sup> year (2 Terms) : One paper on Basic Medical Sciences as applied to the specialty and one covering the basic specialty

2<sup>nd</sup> : At the end of 2<sup>nd</sup> year (4<sup>th</sup> Term): As per pattern recommended by respective Regulatory Council.

Further resolved that the cumulative outcome will be considered for deciding whenever to allow the candidate to sit for the final university examination or otherwise.

**Item No. 5:** To consider the recommendations and decisions taken by the Finance Committee (FC-34/2015) in its meeting to be held on Friday, 6<sup>th</sup> November, 2015 at 11.00 A.M. – 12.00 Noon.

**Resolution No. 5:** Following Resolutions were passed by the Board of Management on the recommendations of the meeting of Finance Committee held on Friday, 6<sup>th</sup> November, 2015 :

**Item No. 5.1 of BOM-43/2015:**

Item No. 1 of (FC-34/2015): To confirm the minutes of the last meeting held on 13<sup>th</sup> May, 2015 (FC-33/2015)

Resolution No. 1 of (FC-34/2015): The member secretary presented the minutes of Finance

Committee (FC-33/2015) held on 13<sup>th</sup> May, 2015. It was unanimously resolved to confirm the minutes of the last meeting.

**Resolution No. 5.1 of BOM-43/2015: Members of BOM unanimously resolved to confirm the minutes of the Finance meeting (FC-33/2015) held on 13<sup>th</sup> May, 2015.**

**Item No. 5.2 of BOM-43/2015:**

Item No. 2 of (FC-34/2015): To consider and approve Action Taken Report on Resolutions of last meeting held on 13<sup>th</sup> May, 2015 (FC-33/2015).

Resolution No. 2 of (FC-34/2015): It was unanimously resolved to approve the Action Taken Report on the resolutions of FC-33/2015 dated 13<sup>th</sup> May, 2015.

**Resolution No. 5.2 of BOM-43/2015: Members of BOM unanimously resolved to approve the Action Taken Report on the resolutions of FC-33/2015 dated 13<sup>th</sup> May, 2015.**

**Item No. 5.3 of BOM-43/2015:**

Item No. 3 of (FC-34/2015): 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.

Members expressed their suggestion to make necessary changes in Research Expenses.

Resolution No. 3 of (FC-34/2015): Resolved to approve the Receipts and Payments Account for the period of April 2014 to March 2015 (Annexure-XX) and recommended it to present before the Board of Management for approval.

**Resolution No. 5.3 of BOM-43/2015: Members of BOM unanimously resolved to approve the Receipts and Payments Account for the period of April 2014 to March 2015. (Annexure-XX)**

**Item No. 5.4 of BOM-43/2015:**

Item No. 4 of (FC-34/2015): To approve the Audited Statement of Accounts for F.Y. 2014-15

Resolution No. 4 of (FC-34/2015): Resolved to approve the Audited Statement of Account for



the F.Y. 2014-15 and recommended it to present before the Board of Management for approval.

**Resolution No. 5.4 of BOM-43/2015: Members of BOM unanimously resolved to approve the Audited Statement of Account for the F.Y. 2014-15.**

**Item No. 5.5 of BOM-43/2015:**

Item No. 5 of (FC-34/2015): To appoint the Auditors for F.Y. 2015-16 and approve their remuneration.

Resolution No. 5 of (FC-34/2015): Resolved to recommend to the Board of Management for appoint Ashok Patil & Associates as statutory Auditors for the F.Y. 2015-16.

**Resolution No. 5.5 of BOM-43/2015: Members of BOM unanimously resolved to appoint Ashok Patil & Associates as statutory Auditors for the F.Y. 2015-16.**

**Item No. 5.6 of BOM-43/2015:**

Item No. 6 of (FC-34/2015): To discuss and submit the recommendations of fees fixation committee.

Resolution No. 6 of (FC-34/2015): Resolved to approve the recommendations of fees fixation committee, for the A.Y. 2016-17 (Annexure-XXI) and submit and recommend it to the Board of Management for approval.

**Resolution No. 5.6 of BOM-43/2015: Members of BOM unanimously resolved to approve the recommendations of Fees Fixation Committee, for the A.Y. 2016-17. (Annexure-XXI)**

**Item No. 6: To review the IQAC report for first 3 quarters of 2015. (i.e. January 2015 to September 2015).**

Dr. S.K. Kaul, Pro Vice Chancellor, MGM Institute of Health Sciences as Co-ordinator of IQAC tabled the report of the IQAC for first 3 quarters of 2015 for the information of the Board Members.

Dr. P.M. Jadhav suggested that the composition of University IQAC should be as per NAAC guidelines and suggested the names of the following Faculty from Aurangabad to be incorporated as members in the University IQAC :

Dr. A.G. Shroff, Dean, MGM Medical College, Aurangabad

Dr. Manik Bhise, Department of Psychiatry, MGM Medical College, Aurangabad

**Resolution No. 6: Resolved to have the composition of University IQAC as per NAAC guidelines. Further BOM resolved to include the following Faculty from MGM Medical College, Aurangabad in the University IQAC:**

- **Dr. A.G. Shroff, Dean, MGM Medical College, Aurangabad**
- **Dr. Manik Bhise, MGM Medical College, Department of Psychiatry, Aurangabad**

The following Item of Agenda could not be taken up for discussions on 6<sup>th</sup> November, 2015 due to constraints of time, and the same will be taken for discussion at subsequent meeting to be convened later.

**Item No. 7:** To review the Research activities during first 3 quarters of 2015. (i.e. January 2015 to September 2015).

**Item No. 8:** To review the progress of Annual Report of 2014-15.

**Item No. 9:** To peruse the new circulars/letters of NAAC/UGC/Other Statutory Bodies.

**Item No. 10:** To discuss regarding implementation of Choice Based Credit System and take proper decision.

**Item No. 11:** To discuss regarding inclusion of regular theory classes for PG Students.

**Item No. 12:** To peruse and take appropriate action on curricular Feedback from different stakeholders for academic year 2014-15 prepared by University IQAC.

**Item No. 13:** Any other matter with the permission of the Chair:

- To approve the schedule of meeting of various Board/Authorities of MGM Institute during 2016. **(Annexure-XXII)**
- To approve the Holiday list for the year 2016 for MGM Institute and its constituent Colleges/University Departments at Navi Mumbai and Aurangabad. **(Annexure-XXIII)**
- To consider the MOU between IKP & MGM Institute for research project to evaluate the usefulness of a breath based point of care test for diagnosis of Tuberculosis. **(Annexure-XXIV)**



- iv) To discuss and take a proper decision on the research project report submitted by Dr. S.H. Talib, Prof. & Head, General Medicine, MGM Medical College, A'bad. (**Annexure-XXV**)
- v) To establish the Bioethics Unit in collaboration with UNESCO at MGM Institute, Navi Mumbai. (**Annexure-XXVI**)

However the agenda Item No. 12 & three (3) items from agenda Item No. 13 (i.e Any other matter with the permission of the Chair) were discussed and resolved as under :

**Item No. 12:** To peruse and take appropriate action on curricular Feedback from different stakeholders for academic year 2014-15 prepared by University IQAC.

**Resolution No. 12 :** Resolved to accept curricular Feedback from different stakeholders for academic year 2014-15 prepared by University IQAC and decided to implement action (as suggested in the report) by each Institute Head for improving the respective curriculum. (**Annexure-XXV**)

**Item No. 13:** Any other matter with the permission of the Chair:

- i) The schedule of meeting of various Board/Authorities of MGM Institute during 2016 was proposed by Registrar. (**Annexure-XXII**)

**Resolution No. 13 (i) :** BOM resolved to accept the schedule of meeting of various Board/Authorities of MGM Institute for 2016 unanimously. (**Annexure-XXII**)

- ii) The Holiday list for the year 2016 for MGM Institute and its constituent Colleges/University Departments at Navi Mumbai and Aurangabad was proposed by Registrar. (**Annexure-XXIII**)

**Resolution No. 13 (ii) :** BOM resolved to approve the Holiday list for the year 2016 for MGM Institute and its constituent Colleges/University Departments at Navi Mumbai and Aurangabad. (**Annexure-XXIII**)

- iii) To consider the MOU between IKP & MGM Institute for research project to evaluate the usefulness of a breath based point of care test for diagnosis of Tuberculosis. (**Annexure-XXIV**)

Dr. Puri briefed the members about the research project to evaluate the usefulness of a breath based point of care test for diagnosis of Tuberculosis. Further he informed the House that this project is under consideration for financial support from IKP, Hyderabad.

**Resolution No. 13 (iii) : BOM resolved that the Vice Chancellor to sign an agreement (Annexure-XXIV) if required in the event of approval of project for financial support from IKP.**

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**

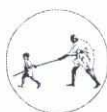
**Vice Chancellor**

**MGM INSTITUTE OF HEALTH SCIENCES**

**(DEEMED UNIVERSITY u/s 3 of UGC Act, 1956)**

**KAMOTHE, NAVI 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 – 44/2016)**

Meeting of the Board of Management (BOM-44/2016) of MGM Institute of Health Sciences (MGM Institute) was held on Friday, 05<sup>th</sup> February, 2016 at 11:00 A.M. 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. V.N. Bonde	Member
Dr. N.N. Kadam	Member
Mr. Ashok Patil	Invitee
Dr. K.R. Salgotra	Member
Shri. A.N. Kadam	Invitee
Dr. Z.G. Badade	Registrar & Member Secretary

Dr. A.G. Shroff, Dr. N.G. Patil, Dr. Shafaat H. Talib had conveyed their inability to attend the meeting, and were granted leave of absence.

Dr. S.N. Kadam, Chairman welcomed the members of the Board of Management.

In his address to the members of the Board of Management, S.N. Kadam expressed his gladness that MGM Institute (inception on 30.08.2008) will be completing 10 years of its "Deemed to be University" status.

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-43/2015) held on Friday, 06<sup>th</sup> November, 2015.**

The members of the Board of Management perused the minutes of the last meeting (BOM-43/2015) dated 06<sup>th</sup> November, 2015 and approved the same.

**Resolution No. 1: It was unanimously resolved to confirm the minutes of the Meeting of the Board of Management (BOM-43/2015) dated 06<sup>th</sup> November, 2015.**

**Item No. 2: To consider and approve the Action Taken Report (ATR) on Resolutions of BOM-43/2015 dated 06<sup>th</sup> November, 2015.**

**Resolution No. 2: The Action Taken Report on the Resolutions of BOM-43/2015 dated 06<sup>th</sup> November 2015 was accepted and approved. Registrar's office needs to follow up, for the below mentioned resolutions, with concerned authorities for pending action:**

- (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, was requested to look into a software based on the format submitted by him, and work out the details. Consequently, the compliance submitted by him was perused by members and the House gave its consent to proceed further in order to finish it before next BOM scheduled in October, 2015.

**Resolution No. 2.1 of BOM-43/2015 :** MGM Institute Documentation Management System : A PowerPoint presentation was given by Dr. Chander P. Puri informing the members that a template (Annexure-XVIII of BOM-43/2015) has been devised to have '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.

A template of MGM Institute Document Management System has been drawn up.

The Members decided to accept the same (Annexure-XVIII of BOM-43/2015) and decided to go ahead with the MGM Institute Document Management System.

(To be read in continuation to :

- Resolution No. 2.(i) passed in BOM-42/2015 dated 30.07.2015 and
- Resolution No. 2.(i) passed in BOM-40/2015 dated 13.05.2015 and
- Resolution No. 5 passed in BOM-39/2015 dated 24.02.2015)

Compliance recd. from Dr. C.P. Puri, PVC(R) :- The requirement for the centralised data management for MGM Institute, as per the last presentation done at the BOM-43/2015, the software coding work is in progress and the software will be available on-line for a trial run by 3rd week of this month.

**Action to be taken by : Mr. Patrick Vincent (IT In-charge) under the supervision of Dr. C.P. Puri [PVC(R)].**



- (ii) With regard 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, was requested to seek suitable legal opinion on the guidelines to register this Association in Navi Mumbai under the Society’s Registration Act 1960. Consequently, the compliance [Registration of IAHPE; Rules & Regulations of the Association, Annexure-XIX of BOM-43/2015] submitted by him was perused by members and House granted him permission to go ahead for registering this Society with its head office being MGM Institute, Navi Mumbai.

**Resolution No. 2.2 of BOM-43/2015:** It was resolved to give the responsibility to an authorized legal person to go through the Rules & Regulations of the Association [IAHPE, Annexure-XIX of BOM-43/2015] and make necessary amendments and proceed for registration.

(To be read in continuation to :

- Resolution No. 2.(ii) passed in BOM-42/2015 dated 30.07.2015 and
- Resolution No. 2.(ii) passed in BOM-40/2015 dated 13.05.2015 and
- Resolution No. 8.3 passed in BOM-39/2015 dated 24.02.2015)

The matter is put up before Hon’ble VC for his perusal.

**Action to be taken by : Hon’ble VC**

- (iii) With regard to Resolution No. 11.4 in BOM-37/2014 dated 29<sup>th</sup> July, 2014 wherein BOM members gave the responsibility to Dr. C.P. 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 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. The simplified format of “Teachers Self Appraisal” submitted by Dr. G.S. Narshetty was perused by all members and approved to be the criteria to identify candidates for award of “Best Teacher”.

**Resolution No. 2.3 of BOM-43/2015:** It was resolved to constitute a Committee of the following members to work on the Criteria Format for selection of Best Teacher Award:

1. Dr. S.K. Kaul (Chairperson) – Pro Vice Chancellor (Acad. & Admin), MGM Institute
2. Dr. A.G. Shroff – Dean, MGM Medical College, Aurangabad
3. Dr. G.S. Narshetty – Dean, MGM Medical College, Navi Mumbai
4. Dr. K.R. Salgotra – Medical Superintendent, MGM Hospital, Kamotha

The above Committee is requested to prepare the rules, regulations, specify the criteria and initiate the process and submit the same to Hon'ble Vice Chancellor within 15 days. Further it was decided that the complete procedure in this regard be submitted and completed to enable the best teachers award be given to the 'Best Teacher' in the 1<sup>st</sup> week of January – 2016.

(To be read in continuation to :

- Resolution No. 2.(iii) passed in BOM-42/2015 dated 30.07.2015 and
- Resolution No. 2.(iii) passed in BOM-40/2015 dated 13.05.2015 and
- Resolution No. 11.4 passed in BOM-37/2015 dated 29.07.2014)

Criteria Format for selection of Best Teacher Award (**Annexure-I of BOM-44/2016**) received from Dr. K.R. Salgotra was sent to Dr. A.G. Shroff for his recommendations.

A reminder email was sent to Dr. A.G. Shroff on 27.01.2016 for sending his recommendations on the format.

Simultaneously a note was put up before VC Sir for his consideration of the format. Subsequently VC Sir approved this format.

**Action to be taken by : Registrar to circulate Criteria Format (Annexure-I of BOM-44/2016) for selection of Best Teacher Award to all Institute Heads.**

**(iv) Resolution No. 3.5(c) of BOM-43/2015:** Resolved that :

- (a) Six year superspeciality course after MBBS in CVTS may be started if MCI approves it. Deans are requested to write to MCI.
- (b) Posting of CVTS Residents in their 2<sup>nd</sup> year i.e. 3 months in Cardiology Department rotated in Non-invasive (2D Echo, Stress Test, 24 Hrs ECG etc.) and Invasive (Cardiac Angiography, Angioplasty, Volvuloplasty) Cardiac investigations.

**Action pending by : Dean, MGM Medical College, NM & A'bad.**

**(v) Resolution No. 4.1 of BOM-43/2015:** Resolved that :

- a) to assign this responsibility to Dr. N.C. Mohanty, Jt. COE to study examination software operating the systems with various agencies such as ETH Ltd, Pune (Dr. Bhatkar), D.Y. Patil Medical College, RGMU, MUHS, Bharti Vidyapeeth, PGIMESR Chandigarh etc. and recommend the appropriate software suitable for implementation within 2 months.
- b) Resolved to pursue the up-gradation of examination software in a time bound manner i.e. say within six months.

**Action to be taken by : COE, MGM Institute, NM**



**(vi) Resolution No. 4.4 of BOM-43/2015:** Resolved to streamline the process of moderation in all examinations by constituting a committee of following members to frame an SOP on the matter and submit before Hon'ble Vice Chancellor within 15 days :

- i. Dr. A.G. Shroff - Dean Faculty - Chairperson
- ii. Dr. G. S. Narshetty - Dean, MGM Medical College, Navi Mumbai - Member
- iii. Dr. N.N. Kadam - Controller of Examinations - Member
- iv. Dr. N.C. Mohanty - Jt. Controller of Examinations - Member

**Action to be taken by : COE, MGM Institute, NM**

**(vii) Resolution No. 4.6 of BOM-43/2015:** Resolved that decision as deemed fit may be taken by "Unfair Means Committee" of the University after receipt of detailed enquiry report from the Dean, MGM Medical College, Navi Mumbai.

**Action to be taken by : COE, MGM Institute, NM**

**Item No. 3: To consider the recommendations and decisions taken by the Finance Committee (FC-35/2016) in its meeting held on Friday, 5<sup>th</sup> February, 2016 at 10.00 A.M. – 11.00 A.M.**

**Resolution No. 3:** Following Resolutions were passed by the Board of Management on the recommendations of the meeting of Finance Committee held on Friday, 5<sup>th</sup> February, 2016 :

**Item No. 3.1 of BOM-44/2016:**

Item No. 1 of (FC-35/2016): To confirm the minutes of the last meeting held on 06<sup>th</sup> November, 2015 (FC-34/2015).

Resolution No. 1 of (FC-35/2016): The member secretary presented the minutes of Finance Committee (FC-34/2015) held on 06<sup>th</sup> November, 2015. It was unanimously resolved to confirm the minutes of the last meeting.

**Resolution No. 3.1 of BOM-44/2016: Members of BOM unanimously resolved to confirm the minutes of the Finance meeting (FC-34/2015) held on 06<sup>th</sup> November, 2015.**

**Item No. 3.2 of BOM-44/2016:**

Item No. 2 of (FC-35/2016): To consider and approve Action Taken Report on Resolutions of last meeting held on 06<sup>th</sup> November, 2015 (FC-34/2015).

Resolution No. 2 of (FC-35/2016): It was unanimously resolved to approve the Action Taken Report on the resolutions of FC-34/2015 dated 06<sup>th</sup> November, 2015.

**Resolution No. 3.2 of BOM-44/2016: Members of BOM unanimously resolved to approve the Action Taken Report on the resolutions of FC-34/2015 dated 06<sup>th</sup> November, 2015.**

**Item No. 3.3 of BOM-44/2016:**

Item No. 3 of (FC-35/2016): 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 2015 to December 2015.

Resolution No. 3 of (FC-35/2016): Resolved to approve the Receipts and Payments Account for the period of April 2015 to December 2015 (**Annexure-II of BOM-44/2016**) and recommended it to present before the Board of Management for approval.

**Resolution No. 3.3 of BOM-44/2016: Members of BOM unanimously resolved to approve the Receipts and Payments Account for the period of April 2015 to December 2015. (Annexure-II of BOM-44/2016)**

**Item No. 3.4 of BOM-44/2016:**

Item No. 4 of (FC-35/2016): To consider and approve the Budget for Financial Year 2016-17.

Resolution No. 4 of (FC-35/2016): Resolved to approve the Budget for the F.Y. 2016-17 (**Annexure-III of BOM-44/2016**) and recommended it to present before the Board of Management for approval.

**Resolution No. 3.4 of BOM-44/2016: Members of BOM unanimously resolved to approve the Budget for the F.Y. 2016-17. (Annexure-III of BOM-44/2016)**

**Item No. 3.5 of BOM-44/2016:**

Item No. 5 of (FC-35/2016): Any other matter with the permission of the Chair.

Item No. 5.1 of (FC-35/2016): Open a new Savings Bank Account in IDBI Bank, in the name of "MGM Center of Human Movement Sciences, Navi Mumbai"

Resolution No. 5.1 of (FC-35/2016): Resolved to open a new Savings Bank Account in IDBI Bank, in the name of "MGM Center of Human Movement Sciences, Navi Mumbai" and recommended it to present before the Board of Management for approval.

**Resolution No. 3.5 of BOM-44/2016: Members of BOM unanimously resolved to open a new Savings Bank Account in IDBI Bank, in the name of "MGM Center of Human Movement Sciences, Navi Mumbai."**



**Item No. 4: To review the IQAC report for 2015. (i.e. January 2015 to December 2015).**

Dr. S.K. Kaul, Pro Vice Chancellor, MGM Institute of Health Sciences as coordinator of IQAC tabled the report of the IQAC for 2015. He assured the house that Annual Quality Assurance Report for the year 2015 will be ready by 29<sup>th</sup> February 2016 to be uploaded on NAAC and MGM Institute website.

**Resolution No. 4: No resolution passed.**

**Item No. 5: To review the Research activities during 2015. (i.e. January 2015 to December 2015).**

**Item No. 6: To review the progress of Annual Report of 2014-15.**

Since research activities are also an integral part of an Annual Report, therefore both the above items (5 & 6) were discussed together.

The draft copy of Annual report was extensively reviewed by all members. It was unanimously suggested to include the statistics related to various academic, clinical care and research of both the campuses in the format (**Annexure-IV of BOM-44/2016**) to meet the requirements of NAAC, MCI and UGC. Therefore it was decided to gather data as per the format from both the campuses and assimilate into the draft of Annual Report of 2014-15 which was tabled on the day of the meeting.

**Resolution No. 5 & 6: Resolved to gather data as per the format (Annexure-IV of BOM-44/2016) which is as per guidelines of NAAC, MCI and UGC and then assimilate into the draft of Annual Report of 2014-15.**

**Item No. 7: To peruse the new circulars/letters of NAAC/UGC/Other Statutory Bodies.**

BOM members were apprised of the following letters of UGC/MHRD :

- (i) Clarification on allowing students to pursue two degrees simultaneously.
- (ii) Non-refund of fees and retention of original certificates of the Students who opt out after taking admission.
- (iii) No sitting fee allowance to the officials of the Ministry who are nominated as Government representatives in the Governance structure such as BOM, Finance Committee, Executive Council etc.
- (iv) Introduction and implementation of Choice Based Credit System (CBCS).
- (v) Feedback about the facility provided by National Knowledge Network (NKN) project.
- (vi) Registering University on National Institution Ranking Framework (NIRF), MHRD portal.

- (vii) Determination of a Uniform Span Period within which a student may be allowed to Qualify for a Degree.
- (viii) Only regular faculty (not Adjunct Faculty) can be appointed as Research Supervisors.
- (ix) Updating its database of the Institutions Deemed to be Universities.
- (x) To upload DCF-I & II on All India Survey of Higher Education (AISHE) portal.

After perusing all the above letters it was resolved as under :

**Resolution No. 7: It was resolved to determine a uniform span period within which a student may be allowed to qualify for a degree and it could be applied to degrees offered under MGM Institute's University Department of Biomedical Sciences. Therefore the Chairperson, BOS (Biomedical Sciences) should be instructed to determine the uniform span period for degrees offered under MGM Institute's University Department of Biomedical Sciences and put up the same in forthcoming BOS meeting scheduled in March 2016. (Annexure-V of BOM-44/2016)**

**Item No. 8: To discuss regarding implementation of Choice Based Credit System and take proper decision.**

After perusing a letter received from UGC regarding introduction and implementation of Choice Based Credit System (CBCS), BOM members opined that to begin with curriculum based on CBCS could be implemented to M.Sc. (Medical) Courses from academic year 2016-17.

**Resolution No. 8: It was resolved to implement curriculum based on CBCS for M.Sc. (Medical) Courses from academic year 2016-17. Therefore the Chairperson, BOS (Biomedical Sciences) should be instructed to put up the curriculum of all M.Sc. (Medical) Courses based on CBCS in forthcoming BOS meeting scheduled in March 2016.**

**Item No. 9: To discuss regarding inclusion of regular theory classes for PG Students.**

BOM Members felt the need for regular theory classes for PG Students although PG teaching is done by clinical exposure, Journal Clubs, seminars etc.

**Resolution No. 9: It was resolved to allot 50 hours of teaching per year for PG Courses. Therefore BOS Chairpersons should be instructed to define the topics for these 50 hours of teaching for PG Courses (MD/MS/PG Diploma) in forthcoming BOS meeting scheduled in March 2016.**

**Item No. 10: To establish the Bioethical Unit in collaboration with UNESCO at MGM Institute, Navi Mumbai. (Annexure-VI of BOM-44/2016)**



**Resolution No. 10:** It was unanimously resolved to approve the establishment of Bioethical Unit in collaboration with UNESCO at MGM Institute, Navi Mumbai. Therefore, Registrar needs to send the letter (Annexure-VI of BOM-44/2016) in this regard to the concerned Authority.

**Item No. 11:** To define the date, venue and Chief Guest for VI Convocation of MGM Institute.

**Resolution No. 11:** It was resolved to have Convocation twice a year :

March for UG [MBBS, BPT]

August Others

Hon'ble Vice Chancellor was given the responsibility to decide the Chief Guest to be invited for Convocation and as per the convenience of Chief Guest to decide the dates and venue for holding the VI Convocation of MGM Institute.

**Item No. 12:** To consider the New Member Agreement signed between MGM Institute & Indian Institute of Technology, Bombay for Healthcare Consortium. (Annexure-VII of BOM-44/2016)

**Resolution No. 12:** It was resolved to approve New Member Agreement signed between MGM Institute & Indian Institute of Technology, Bombay for Healthcare Consortium. (Annexure-VII of BOM-44/2016)

**Item No. 13:** Any other matter with the permission of the Chair.

**Item No. 13(i) :** To approve the PG Examination schedule submitted by Dean, MGM Medical College, Aurangabad. (Annexure-VIII of BOM-44/2016)

**Resolution No. 13(i) :** It was resolved to request COE to coordinate with Dean, MGM Medical College, Navi Mumbai and schedule accordingly. (Annexure-VIII of BOM-44/2016)

**Item No. 13(ii) :** To approve the budget for organizing a symposium on "Break Throughs and New Challenges in the Diagnosis of Tuberculosis" from 18<sup>th</sup> -19<sup>th</sup> March, 2016 at Navi Mumbai. (Annexure-IX of BOM-44/2016)

**Resolution No. 13(ii) :** It was resolved to approve the budget for organizing a symposium on "Break Throughs and New Challenges in the Diagnosis of Tuberculosis" from 18<sup>th</sup> -19<sup>th</sup> March, 2016 at Navi Mumbai. (Annexure-IX of BOM-44/2016)



**Item No. 13(iii) : To nominate the competent authority for conducting MGM UGCET (MBBS) 2016.**

**Resolution No. 13(iii) : It was unanimously resolved to nominate Dr. N.N. Kadam, Controller of Examinations, MGM Institute, Navi Mumbai for conducting MGM UGCET (MBBS) 2016.**

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**

**(For approval)**



**Hon'ble Vice Chancellor & Chairman**

**(For confirmation)**

**Vice Chancellor**

**MGM INSTITUTE OF HEALTH SCIENCES**

**(DEEMED UNIVERSITY u/s of UGC Act, 1956)**

**KAMOTHE, NAVI MUMBAI**



**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 MEETING OF THE BOARD OF MANAGEMENT**  
**(BOM – 45/2016)**

Meeting of the Board of Management (BOM-45/2016) of MGM Institute of Health Sciences, Navi Mumbai (MGM Institute) was held on Thursday, 28<sup>th</sup> April, 2016 at 12:00 Noon in the Conference Room, 3<sup>rd</sup> floor, MGM Institute, Navi Mumbai.

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. A.G. Shroff	Member
Dr. G.S. Narshetty	Member
Dr. P.M. Jadhav	Member
Dr. N.N. Kadam	Member
Dr. Shafaat H. Talib	Member
Dr. K.R. Salgotra	Member
Shri. A.N. Kadam	Invitee
Dr. Z.G. Badade	Registrar & Member Secretary

Dr. N.G. Patil, Dr. V.N. Bonde and Mr. Ashok Patil had conveyed their inability to attend the meeting and were granted leave of absence.

Dr. Sudhir N. Kadam, Chairman welcomed the members and congratulated the staff for recognition accorded to MGM Medical College, Navi Mumbai & Aurangabad for increase in the intake of seats from 100 to 150. Hon'ble Vice Chancellor also apprised BOM members about recognition of various PG courses at both campuses and congratulated Deans and teaching as well as non-teaching staff for the same.

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

**Item No. 1: To confirm the minutes of meeting of Board of Management (BOM-44/2016) held on Friday, 5<sup>th</sup> February, 2016.**

The members of Board of Management perused the minutes of last meeting (BOM-44/2016) dated 05<sup>th</sup> February 2016 and approved the same. Some members enquired if the minutes of Board were routed through Pro Vice Chancellors. Registrar clarified that it has been in practice to route the minutes for approval through both Pro Vice Chancellors to Vice Chancellor.

While confirming the minutes of BOM-44/2016, on item no. 1 (minutes confirmation of BOM 43/2015), it was unanimously decided to withdraw the Resolution No. 3.2(f) of BOM 43/2015.

Which states that 10% marks of Grand Viva for PG examination be allotted for Dissertation Viva with immediate effect.

**Resolution No. 1: It was resolved to withdraw the resolution No. 3.2(f) of BOM-43/2015 with immediate effect (April 2016). With this above amendment rest of the minutes are approved.**

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**Item No. 2: To consider and approve the Action Taken Report (ATR) on Resolutions of BOM-44/2016 dated 5<sup>th</sup> February, 2016.**

**Resolution No. 2: The Action Taken Report on the Resolutions of BOM-44/2016 dated 5<sup>th</sup> February 2016 was accepted and approved with following suggestions of enhancing the implementation process,**

**(i) Central Resource Data Centre (Resolution No. 5 of BOM-39/2015)**

Regarding having a **Central Resource Data Centre** wherein all data (Academic/Research/Admin/Services etc.) can be captured in a single format from all Institutes/University Departments, compliance received from Mr. Patrick Vincent (IT In-charge) was discussed in detail. Members were told that Centralized data management system is ready for testing and is available in the MGMIHS domain at the link [www.mgmuhs.com/DMS](http://www.mgmuhs.com/DMS). Members inquired about further plan of implementation of this system.

Dr. Puri informed the members that for testing, few users can be created in their respective Institutes by Institute Heads. The software is self explanatory like filling an application form. He requested Institute Heads to direct the users to test the same and co-ordinate with Mr. Patrick for further assistance and finalization of the system.



**Resolution No. 2(i):** It was resolved that Mr. Patrick Vincent (IT In-charge) should coordinate with all Institute/University Department Heads to undertake the trial run of the software with intimation about progress on this matter to Dr. C.P. Puri. If required, training can be arranged in small batches. It was further resolved to have functional centralized data management system in place by August 1, 2016.

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**(ii) Indian Association for Health Professional Educators** (Resolution No. 8.3 of BOM-39/2015)

Regarding constitution of “**Indian Association for Health Professional Educators**” at MGM Institute with members from Medical, Dental, Physiotherapy, Nursing, and Rehabilitation and related Life Science Institutes/Colleges/Universities, members showed concern about delay in this regard.

**Resolution No. 2(ii):** It was resolved not to register “**Indian Association for Health Professional Educators**”.

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**(iii) Best Teacher award** (Resolution No. 11.4 of BOM-37/2014)

Regarding guidelines to nominate potential awardees by using the approved format [**Annexure - I of BOM-44/2016**] and the criteria to identify candidates for award of “**Best Teacher**”, members inquired about **further selection process and number of awards etc.**

**Resolution No. 2(iii):** It was decided that four Teachers from each campus (ONE from each faculty i.e. Medicine, Biomedical, Physiotherapy and Nursing) will be awarded as “**Best Teachers**” on Teacher’s Day every year.

Institute heads are requested to get the approved format for Best Teacher Award [**Annexure - I of BOM-44/2016**] completed by all teachers of their respective institutes and after suitable screening at their level must nominate potential teachers (one or more) from Navi Mumbai & Aurangabad.

A committee under chairmanship of Hon’ble Vice Chancellor will finally approve the names.

This is to be made effective from academic year 2015-16 and thus the first award ceremony will be scheduled on September 5, 2016.

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**(iv)(a) Six year super-specialty course after MBBS in CVTS (Resolution No. 3.5(c)(a) of BOM-43/2015)**

BOM members wanted to know about the MCI status of such a course. Registrar appraised the house that a letter from MCI [Annexure – XXXIV of BOM-45/2016] has been received by Dean, MGM Medical College, Navi Mumbai wherein it was stated that MCI academic Committee does not concur with suggestion of Six year super-specialty course after MBBS in CVTS. Therefore it was decided to put an end to this matter.

**Resolution No. 2(iv-a): It was decided to follow the MCI suggestion and the proposal to be cancelled.**

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**(b) Posting of CVTS Residents in their 2<sup>nd</sup> year (Resolution No. 3.5 (c)(b) of BOM - 43/2015)**

Regarding posting of CVTS Residents in their 2<sup>nd</sup> year for 3 months in Cardiology Department rotated in Non-invasive (2D Echo, Stress Test, 24 Hrs ECG etc.) and Invasive (Cardiac Angiography, Angioplasty, Volvuloplasty) Cardiac investigations.

Dr. S.K. Kaul informed members that CVTS residents have completed their 1<sup>st</sup> Year and will be posted in their 2<sup>nd</sup> year as per the above resolution.

**Resolution No. 2(iv-b): No resolution passed since it has already been resolved in earlier BOM.**

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**(v) 50 hours of teaching per year for PG Courses (MD/MS/PG Diploma) (Resolution No. 9 of BOM-44/2016)**

As per the decision taken in last BOM, BOS Chairpersons were requested to define and finalize the topics for 50 hours of teaching for PG Courses (MD/MS/PG Diploma) in BOS meetings held in March 2016.

As per the compliance received, only few specialties (General Medicine, Radiology, General Surgery, OBGY, Nephrology) [Annexure - I (A,B,C,D,E) of BOM-45/2016] have prepared the topic list. Also, Dr. S.F. Talib was of the opinion that theory teaching in PG is of not much importance as PG students learn at bed side. Members deliberated extensively on this issue and unanimously decided to allot 50 hours of teaching per year for PG Courses.

**Resolution No. 2(v): It is resolved to augment the process of implementation of above resolution.**



**(vi) Convocation 2016 (Resolution No. 11 of BOM-44/2016)**

It was resolved to have Convocation twice a year and Hon'ble Vice Chancellor was given the responsibility to decide the Chief Guest and as per the convenience of Chief Guest to decide the dates and venue for holding the VI Convocation of MGM Institute.

After deliberations on this matter, it was decided that one Convocation only will be held in the month of June/July 2016. Since these are monsoon months, it was also mentioned that due to auditorium facility at Aurangabad, Convocation may be held at Aurangabad campus. Therefore, the earlier resolution in this regard stands amended as follows:

**Resolution No. 2(vi): It was unanimously resolved to hold the VI Convocation of MGM Institute in June/July 2016 at Aurangabad campus (preferably) and the Chief Guest will be decided by Hon'ble Chairman, MGM Institute.**

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**Item No. 3: To consider and take appropriate resolutions on the recommendations and decisions taken by the Academic Council (AC-23/2016) in its meeting held on Wednesday, 27<sup>th</sup> April, 2016.**

While discussing Item No. 2 (ATR on the decision taken in AC-22/2015 dt. 17/10/2015) of AC-23/2016 dt. 27<sup>th</sup> April, 2016, Dr. P.M. Jadhav pointed out that the updated MBBS syllabus is still not available. To this query, Registrar clarified that the updated MBBS syllabus is ready. Since changes in the calculation of internal assessment marks have been proposed which are approved by AC. Once it is approved by ongoing BOM, the same will be incorporated in the updated MBBS syllabus and made available for academic year 2016-17. To complete this task in a time bound manner, it was decided to request both the Deans to assist academic section of the University and make the updated MBBS syllabus ready before July 31, 2016.

While discussing Item No. 2 of AC-23/2016 (ATR on decisions of AC-22/2015 dated 17/10/2015), regarding academic audit for the year 2015-16, it was pointed out that due to delay in constitution of the Academic Audit committee, the academic audit could not take place. Hence, after discussion, it was decided that the same Academic Audit committee for 2015-16 can be given the task to carry out academic audit for the year 2016-17.

**Resolution No. 3:**

- a. It is resolved that complete the updated syllabus of MBBS courses shall be prepared and published on or before 31<sup>st</sup> July 2016**
- b. It is resolved that Academic audit of the constituent Colleges and University departments for the year 2016-17 must be carried out with the committee appointed for Academic Audit for the year 2015-16. Audit report must be submitted for perusal of next BOM which is scheduled on July 29, 2016.**



Apart from above resolutions, following Resolutions were passed by the Board of Management on the recommendations of Academic Council (AC-23/2016) dated 27/04/2016:

**3.1 BOS (Preclinical) dated 15.03.2016:**

**1) I MBBS Anatomy Theory Syllabus - Inclusion of Lecture on imaging techniques.**

**Resolution No. 3.1(a):** Resolved to include one Lecture on 'Imaging techniques' in Ist MBBS Anatomy Theory Syllabus from academic year 2016-17 onwards.

**2) Calculation of Internal assessment** – As per MCI UG regulations “day to day assessment” is to be considered as a component to calculate internal assessment and the existing rule of considering “attendance” as a component for calculation of internal assessment is to be scrapped.

**Resolution No. 3.1(b):** Resolved to accept revised method to calculate internal assessment marks for Ist MBBS as given below from the academic year 2016 -17 onwards:

For Theory:

	Anatomy	Physiology	Biochemistry
1 <sup>st</sup> Sem. & Prelim Exam.	15	15	15
Day to day assessment as per MCI norms	05	05	05
Total marks	20	20	20

For Practical:

	Anatomy	Physiology	Biochemistry
1 <sup>st</sup> Sem. & Prelim Exam.	15	15	15
Day to day assessment as per MCI norms	05	05	05
Total marks	20	20	20

**3) Revision of remuneration related to university examinations:** Revision of remuneration for theory question paper setting and moderation; assessment and moderation of answer papers; Practical and viva exam - examiners & supporting staff needs to be revised.

**Resolution No. 3.1(c):** Please refer to Resolution No. 4.2 of BOM-45/2016.

**4) MD Physiology proposed pattern of theory paper.**

**Resolution No. 3.1(d):** It was resolved to change present pattern of MD Physiology theory question papers by “MCI Competency Based PG Program Booklet” pattern in order to have well demarcated system wise distribution of portion in four papers,. This is to be made effective from the exams scheduled in April 2017 onwards. [Annexure – II of BOM-45/2016]

**5) Revised pattern of marks distribution for MD Physiology Practical examination.**

**Resolution No. 3.1(e):** Resolved to change MD Physiology practical marks distribution as shown in annexure. This is to be made effective from the exams scheduled in April 2017 onwards [Annexure – III of BOM-45/2016]

**6) Revised PG Log Book for MD Physiology.**

**Resolution No. 3.1(f):** Resolved to accept Revised PG Log Book for MD Physiology from the batch admitted in academic year 2016-17. [Annexure – IV of BOM-45/2016]

**7) Academic Calendar for UG and PG course 2016 -17.**

**Resolution No. 3.1(g):** Resolved to accept Academic Calendar for UG (Ist MBBS) and PG courses 2016-17. [Annexure – V of BOM-45/2016]

**3.2 BOS (Paraclinical) dated 16.03.16:**

**1) Remuneration to UG/PG examiners & support staff.**

Feed-back forms filled by external examiners indicate that there is urgent need to revise remuneration to UG/PG examiners & the support staff.

**Resolution No. 3.2(a):** Please refer to Resolution No. 4.2 of BOM-45/2016.

**2) Calculation of Internal assessment** - As per MCI UG regulations “day to day assessment” is to be considered as a component to calculate internal assessment and the existing rule of considering “attendance” as a component for calculation of internal assessment is to be scrapped.

**Resolution No. 3.2(b):** Resolved to accept revised method to calculate internal assessment marks for IInd MBBS Exam effective from batch entering into 2<sup>nd</sup> MBBS from August 2016 onwards.

For Theory:

	Microbiology	Pharmacology	Pathology	FMT
III <sup>rd</sup> , IV <sup>th</sup> Sem. & Prelim Exam.	10	10	10	07
Day to day assessment as per MCI norms	05	05	05	03
Total marks	15	15	15	10

For Practical:

	Microbiology	Pharmacology	Pathology	FMT
III <sup>rd</sup> , IV <sup>th</sup> Sem. & Prelim Exam.	10	10	10	07
Day to day assessment as per MCI norms	05	05	05	03
Total marks	15	15	15	10

**3) Short forms (Abbreviations) in the University theory question papers.**

**Resolution No. 3.2(c):** Only internationally accepted short forms (Abbreviations) should be used in the University theory question papers.

**4) Academic Calendar for UG and PG course 2016-17.**

**Resolution No. 3.2(d):** Resolved to accept Academic Calendar for UG (IInd MBBS) and PG course 2016-17. [Annexure – V of BOM-45/2016]

**3.3 BOS (Medicine and Allied) dated 16.03.2016:**

**1) Distribution of practical marks for MD Emergency Medicine.**

**Resolution No. 3.3(a):** It was resolved to accept distribution of practical marks for MD Emergency Medicine with immediate effect (April 2016). [Annexure – VI of BOM-45/2016]

**2) Proposal draft for M.Sc. in Medical Education.**

**Resolution No. 3.3(b):** The draft for M.Sc. in Medical Education needs to be extensively reviewed by MET Unit of MGM Medical College, Aurangabad and Mumbai and resubmitted in the standard format in next BOS scheduled in October, 2016 by MEU Coordinator of MGM Medical College, Navi Mumbai i.e. Dr. Seema Anjenaya. [Annexure – VII of BOM-45/2016]

**3) Calculation of Internal assessment -** As per MCI UG regulations “day to day assessment” is to be considered as a component to calculate internal assessment and the existing rule of considering “attendance” as a component for calculation of internal assessment is to be scrapped.

**Resolution No. 3.3(c):** Resolved to accept revised method to calculate internal assessment marks for following subjects:

**Community Medicine:** with effect from batch entering into 2<sup>nd</sup> MBBS from August 2016 onwards.



Theory:

	PSM
III <sup>rd</sup> /IV <sup>th</sup> /VI <sup>th</sup> Sem. & Prelim Exam.	15
Day to day assessment as per MCI norms	05
Total marks	20

Practical:

	PSM
III <sup>rd</sup> /IV <sup>th</sup> /VI <sup>th</sup> Sem. & Prelim Exam.	15
Day to day assessment as per MCI norms	05
Total marks	20

**General Medicine:** for the batch starting their IV semester in Feb 2017.

Theory:

	Medicine
IV <sup>th</sup> /VI <sup>th</sup> /VIII <sup>th</sup> Sem. & Prelim Exam.	20
Day to day assessment as per MCI norms	10
Total marks	30

Practical:

	Medicine
III <sup>rd</sup> /V <sup>th</sup> /VII <sup>th</sup> /VIII <sup>th</sup> Sem. & Prelim Exam.	20
Day to day assessment as per MCI norms	10
Total marks	30

**Pediatrics:** for the batch starting their VI semester in Feb 2017.

Theory:

	Pediatrics
VI <sup>th</sup> / VIII <sup>th</sup> Sem. & Prelim Exam.	07
Day to day assessment as per MCI norms	03
Total marks	10

Practical:

	Pediatrics
VI <sup>th</sup> / VIII <sup>th</sup> Sem. & Prelim Exam.	07
Day to day assessment as per MCI norms	03
Total marks	10

#### 4) Academic Calendar for UG (III MBBS Part 1) and PG course 2016-17.

**Resolution No. 3.3(d):** Resolved to accept Academic Calendar for UG (III MBBS Part 1) and PG course 2016-17. [Annexure – V of BOM-45/2016]

### 3.4 **BOS (Surgery and Allied) dated 22.03.2016:**

- 1) **Revised Journal for Orthopedics for MBBS:** At present, a combined journal of four subjects i.e. Orthopedics, Anesthesia, Radiology and Dentistry is in use at both Medical Colleges. It was decided to separate out the orthopedics subject as a standalone journal and to abolish the current journal. Thus there will be no journal for subjects of anesthesia, radiology and dentistry for MBBS students.

**Resolution No. 3.4(a):** Resolved to accept Revised Journal for Orthopedics for MBBS, effective from the batch entering into VI semester from February 2017 onwards [**Annexure – VIII of BOM-45/2016**] It was also resolved to abolish the current combined journal of four subjects i.e. Orthopedics, Anesthesia, Radiology and Dentistry from the same batch.

#### 2) **Revised Log Book for MS Anesthesiology.**

**Resolution No. 3.4(b):** Resolved to accept Revised Log Book for MS Anesthesiology (effective from academic year 2016-17) [**Annexure – IX of BOM-45/2016**]

- 3) **Calculation of Internal assessment** – As per MCI UG regulations “day to day assessment” is to be considered as a component to calculate internal assessment and the existing rule of considering “attendance” as a component for calculation of internal assessment is to be scrapped.

**Resolution No. 3.4(c):** Resolved to accept revised method to calculate internal assessment marks for following subjects:

**ENT & Ophthalmology:** for the batch starting their IV semester in Feb 2017.

Theory:

	ENT	Ophthalmology
IV <sup>th</sup> / VI <sup>th</sup> Sem. & Prelim Exam.	07	07
Day to day assessment as per MCI norms	03	03
Total marks	10	10

Practical:

	ENT	Ophthalmology
IV <sup>th</sup> / VI <sup>th</sup> Sem. & Prelim Exam.	07	07
Day to day assessment as per MCI norms	03	03
Total marks	10	10

**OBGY & Surgery:** for the batch starting their VI semester in Feb 2017.

Theory:

	OBGY.	General Surgery
VI <sup>th</sup> / VIII <sup>th</sup> Sem. & Prelim Exam.	15	20
Day to day assessment as per MCI norms	05	10
Total marks	20	30

Practical:

	OBGY.	General Surgery
VI <sup>th</sup> / VIII <sup>th</sup> Sem. & Prelim Exam.	15	20
Day to day assessment as per MCI norms	05	10
Total marks	20	30

**4) Structured ALS/BLS course** to be conducted by Department of Emergency Medicine.

Curriculum can be made and submitted by the Department of Emergency Medicine/Dept. of Anesthesia of both the Medical Colleges and get approval from the University.

Discussion: ALS/BLS is already included in the syllabus of MBBS/PG courses. However members were of the opinion that it has to be standardized and training in a time bound manner has to be given to both teachers as well as students. This matter was deliberated in detail and no consensus was reached. Therefore it was referred to Board of Management for appropriate decision. Board deliberated on the issue and resolved as follows:

**Resolution No. 3.4(d):** As ALS/BLS is already included in the syllabus of MBBS/PG courses, hence there is no need to have separate structured programme.

**5) Academic Calendar for UG (III MBBS Part 2) and PG course 2016-17.**

**Resolution No. 3.4(e):** Resolved to accept Academic Calendar for UG (III MBBS Part 2) and PG course 2016-17. [Annexure – V of BOM-45/2016]

**3.5 BOS (Superspeciality) dated 21.03 2016:**

**Fellowship course in Clinical Nephrology** at MGM Medical College, Aurangabad.

**Resolution No. 3.5:** It was resolved to start Fellowship course in Clinical Nephrology at MGM Medical College, Aurangabad from June 2016 as per the syllabus. [Annexure – X of BOM-45/2016]

**3.6 BOS (Biomedical Sciences) dated 15.03. 2016:**

**1) Paramedical Board Government of India - Progress of B.Sc. Paramedical Sciences.**

**Resolution No. 3.6(a):** It was resolved to follow the syllabus and duration of courses as suggested by MOHFW, Government of India. If possible it should be implemented from academic year 2016-17. However the infrastructure and manpower required for its implementation needs to be worked out. Therefore it was decided to form a committee under the chairmanship of Pro VC (Research) to look into the existing infrastructure and manpower and workout the feasibility to implement these syllabi from 2016 -17 or else to implement the same compulsorily from 2017-18 onwards as per guidelines of Govt. of India.



- 2) Use of Short forms in University question paper.

**Resolution No. 3.6(b):** It was resolved that there should not be short forms in question papers. However, internationally accepted abbreviations can be used.

- 3) M.Sc. Medical Microbiology course IVth semester systemic bacteriology practical exam for 2 days.

**Resolution No. 3.6(c):** It was resolved to have M.Sc. Medical Microbiology IVth semester Systemic Bacteriology practical exam for 2 days duration.

- 4) To have two separate B.Sc. Courses for B.Sc. Anesthesia Technology & B.Sc. Operation Theater Technology.

**Resolution No. 3.6(d):** It was resolved to continue with existing course i.e. B.Sc. Courses for B.Sc. Anesthesia & Operation Theater Technology (AT&OT). After submission of detailed proposal for both subjects by respective subject experts, BOS can finalize the proposal.

- 5) Implementation of Choice based credit system for 2 years M.Sc. Medical courses.

**Discussion** - Implementation of choice based syllabus for M.Sc. Medical Biotechnology, M.Sc. Medical Genetics, M.Sc. Molecular Biology, M.Sc. Clinical Embryology was submitted for consideration. However, it was decided to prepare syllabus jointly with colleagues from Aurangabad unit and other experts in the respective field and syllabus complete in all aspect can be submitted for next BOS meeting.

**Resolution No. 3.6(e):** It was decided to continue with existing syllabus of M.Sc. Medical Biotechnology, Medical Genetics, Molecular Biology and Clinical Embryology. In due course the experts from Mumbai, Aurangabad and others can prepare syllabus complete in all aspects and same can be submitted for subsequent BOS.

- 6) Journal of Human Anatomy for 1<sup>st</sup> year B.Sc. students of Paramedical Sciences.

**Resolution No. 3.6(f):** It was resolved to accept Human Anatomy journal for 1<sup>st</sup> year B.Sc. students of Paramedical courses to be implemented from 2016-17 Batch onwards. [**Annexure – XI of BOM-45/2016**]

7) Journal & Log book for B.Sc. MLT- 2<sup>nd</sup> & 3<sup>rd</sup> year.

**Resolution No. 3.6(g):** It was resolved to accept Microbiology Journal [Annexure - XII (A) & (B)] of BOM-45/2016] & Microbiology Log book [Annexure - XIII (A) & (B)] of BOM-45/2016] for B.Sc. MLT 2<sup>nd</sup> & 3<sup>rd</sup> year courses to be implemented from 2016-17 Batch onwards and old batches as well.

8) Journal & Log Book for M.Sc. Medical Anatomy for three year courses.

**Resolution No. 3.6(h):** It was resolved to accept journal [Annexure - XIV of BOM-45/2016] & log book [Annexure - XV of BOM-45/2016] for 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> year of M.Sc. Medical Anatomy courses to be implemented from 2016-17 new Batch onwards and as well as for Students who have taken admission in 2015-16 and will be entering into their 2<sup>nd</sup> year in 2016-17.

9) Journal & Log Book for M.Sc. Medical Physiology for three year courses.

**Resolution No. 3.6(i):** It was resolved to accept journal [Annexure - XVI of BOM-45/2016] & log book [Annexure - XVII of BOM-45/2016] for 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> year of M.Sc. Medical Physiology to be implemented from 2016-17 new Batch onwards and as well as for Students who have taken admission in 2015-16 and will be entering into their 2<sup>nd</sup> year in 2016-17.

10) Journal & Log Book for M.Sc. Medical Microbiology for three year courses.

**Resolution No. 3.6(j):** It was resolved to accept journal [Annexure - XVIII of BOM-45/2016] & log book [Annexure - XIX of BOM-45/2016] for 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> year of M.Sc. Medical Microbiology to be implemented from 2016-17 new Batch onwards and as well as for Students who have taken admission in 2015-16 and will be entering into their 2<sup>nd</sup> year in 2016-17.

11) Post Graduate Log Book for M.Sc. Medical Pharmacology for three year courses.

**Resolution No. 3.6(k):** It was resolved to accept log book [Annexure – XX of BOM-45/2016] for 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> year of M.Sc. Medical Pharmacology to be implemented from 2016-17 new Batch onwards and as well as for Students who have taken admission in 2015-16 and will be entering into their 2<sup>nd</sup> year in 2016-17.

12) Journal & Log Book for M.Sc. Medical Genetics for two year courses.

**Resolution No. 3.6(l):** It was resolved to accept Post Graduate Journal [Annexure - XXI of BOM-45/2016] & log book [Annexure - XXII of BOM-45/2016] for M.Sc. Medical Genetics to be implemented from 2016-17 new Batch onwards and as well as for Students who have taken admission in 2015-16 and will be entering into their 2<sup>nd</sup> year in 2016-17.



13) Post Graduate Journal & Log Book for M.Sc. Clinical Embryology for two year courses.

**Resolution No. 3.6(m):** It was resolved to accept Post Graduate Journal [Annexure - XXIII of BOM-45/2016] & log book [Annexure - XXIV of BOM-45/2016] for M.Sc. Clinical Embryology to be implemented from 2016-17 new Batch onwards and as well as for Students who have taken admission in 2015-16 and will be entering into their 2<sup>nd</sup> year in 2016-17.

14) Academic Calendar of B.Sc. Paramedical (3 years courses) & M.Sc. Medical (2 & 3 year courses)

**Resolution No. 3.6(n):** It was resolved to accept Academic Calendar for B.Sc. Paramedical Sciences (3 years courses) & M.Sc. Medical (2 & 3 year courses) for 2016-17. [Annexure - V of BOM-45/2016]

**Resolution No. 3.6(o):** It was resolved to have gap of one day between two papers of B.Sc. Allied Health Sciences theory exam.

### 3.7 BOS (Physiotherapy) dated 21.03.2016:

1) BPT & MPT Academic calendar 2016-17.

**Resolution No. 3.7(a):** Resolved to approve the BPT Academic calendar 2016-17 [for both syllabi (new & old)] & MPT Academic calendar 2016-17. [Annexure – V of BOM-45/2016]

2) MPT Sports Physiotherapy course at MGM Institute's University Department of Physiotherapy, Aurangabad.

**Resolution No. 3.7(b):** It was resolved that the proposal to start MPT in Sports Physiotherapy should come through BOS (Physiotherapy). [Annexure – XXXIII of BOM-45/2016]

3) BPT Transcript.

BPT transcript issued till date by MGM Institute's University Department of Physiotherapy, Navi Mumbai had only prescribed hours per subject as mentioned in the syllabus. As per directives from Registrar's office, actual performance of student in terms of attendance and number of attempts in examination needs to be reflected. Therefore, BPT transcript was appropriately revised and draft of which was forwarded for approval. The revised draft of BPT Transcript was discussed & approved in Academic Council meeting.

**Resolution No. 3.7(c):** It was resolved to accept the revised format of BPT transcript with immediate effect. (April 2016) [Annexure - XXV of BOM-45/2016]



#### 4) Schedule of MPT University examination.

**Discussion:** It was noticed that Master of Physiotherapy (MPT) course commences every year in mid June instead of August to reduce the deficit in duration of the course. Since the MPT University examination is conducted in April, it still leaves a deficit of 6 weeks. In order to complete the term adequately, it was suggested to conduct the University Theory examination in the month of July and December and course therefore can commence from August onwards every year.

**Resolution No. 3.7(d):** It was resolved to schedule the MPT university theory examination (Regular batch) in the month of July every year with effect from year 2017 onwards. It was also resolved to make the necessary changes in the academic calendar [**Annexure - XXVI of BOM-45/2016**] so as the course can commence every year in August.

#### 5) MPT theory paper pattern change.

The existing pattern consisting three long answer questions with equal weightage in a total of 100 marks paper needs to be changed so as to include short answer questions with ensuring greater proportion of marks to LAQs.

**Resolution No. 3.7(e):** It was resolved to change the MPT theory paper pattern as follows with effect from MPT exam scheduled in the year 2017 onwards:

Question No.	Question pattern	Marks per question	Total Marks
Q 1	Three LAQs	20	60
Q2	Four SAQs	10	40
Total			100

### 3.8 BOS (Nursing) dated 17.03.2016:

#### 1) Minor corrections in B.Sc. Nursing curriculum.

In the existing syllabus of B.Sc. Nursing, following topics are already taught to the students in practical and home visits but are not reflected in the existing syllabus, therefore following resolution has been taken in this regard.

**Resolution No. 3.8(a):** It is resolved to include following minor corrections in the existing B.Sc. Nursing curriculum with immediate effect (April 2016): [**Annexure - XXVII of BOM-45/2016**]

1. Traditional procedures needs to be continued as part of teaching and demonstration as traditional procedures are still practiced in community field.

2. Specifications in the biochemistry practical hours (*Enclosed*)
3. Home visit and bag technique to be included as an objective and 5 hours to be allotted for demonstration of bag technique in unit II of Community Health Nursing – I (*Enclosed*)
4. Process recording to include in Mental Health Nursing - Unit III (*Enclosed*)

## 2) Modifications in M.Sc. Nursing curriculum.

**Resolution No. 3.8(b):** It was resolved to have observational posting for first year M.Sc. Nursing students in clinical laboratories like Biochemistry, Microbiology and Genetics etc. in the subjects-Advanced Nursing Practice and Clinical Nursing Speciality-I for comprehensive understanding of nursing responsibilities in collection, storage and dispatch of samples including interpretation of results as well as patient teaching.

Total suggested hours:

Genetics	- 10 hours (to be taken from unit XI - Computer applications)
Biochemistry	- 10 hours (students can be sent from clinical posting)
Microbiology	- 10 hours (students can be sent from clinical posting) *
Blood Bank	- 5 hours (students can be sent from clinical posting)
Pharmaco-vigilance	- 5 hours (During clinical posting in ward setting)

These changes are to be made effective from academic year 2016-17. [**Annexure - XXVIII of BOM-45/2016**]

## 3) Moderation of question papers

Discussion - The question papers in Anatomy, Physiology, Biochemistry and Microbiology are being set up by the nursing experts. Moderation of these subjects to be done by the nursing experts instead of subject experts (i.e. medical teachers) as proposed in BOS, for better evaluation of the students during the University examinations.

**Resolution No. 3.8(c):** It was resolved that for theory paper setting/ moderation/assessment of Nursing courses, rules and regulations as specified by INC must be followed.

## 4) Academic Calendar of B.Sc. Nursing & M.Sc. Nursing 2016-17.

**Resolution No. 3.8(d):** It was resolved to accept Academic Calendar for B.Sc. Nursing & M.Sc. Nursing for 2016-17. [**Annexure – V of BOM-45/2016**]

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**Item No. 3.9:** Item No. 4 of Academic Council (AC-23/2016) held on Wednesday, 27<sup>th</sup> April, 2016: To review the research activities in last 6 months (i.e. October – 2015 to March – 2016).



Dr. C.P. Puri presented the research activities during last 6 months (i.e. October – 2015 to March – 2016) of MGM Institute. He further informed that a link has been provided, on trial basis, on the University website for gathering all data in to the “Central Resource Centre”.

**Resolution No. 3.9:**

- (a) It was resolved that publication of one research paper per teacher/PG student per year has to be made mandatory. Thus, all put together more than 500 research papers per year can be published.
- (b) MGM Research Journal should be indexed in the Index Copernicus. Therefore all attempts in this regard have to be expedited.
- (c) All efforts should be made to enhance the Extramural funding.
- (d) In order to encourage the faculty and students to pursue research and project related activities, Pro-VC (Research) shall visit for one week every month at the MGM Medical College and other Institutes/Department at Aurangabad campus and one week at MGM Medical College, Navi Mumbai campus.

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**Item No. 3.10:** Item No. 5 of Academic Council (AC-23/2016) held on Wednesday, 27<sup>th</sup> April, 2016 : To review the IQAC activities in last 6 months (i.e. October – 2015 to March – 2016).

Dr. S.K. Kaul, Pro Vice Chancellor, MGM Institute of Health Sciences as coordinator of IQAC tabled the IQAC activities in last 6 months (i.e. October – 2015 to March – 2016). He further informed the house that AQAR – 2015 has been uploaded on MGM Institute website. Data for the 1<sup>st</sup> quarter of 2016 is being collected.

**Resolution No. 3.10:** Since the matter was only for information hence no resolution was passed.

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**Item No. 3.11:** Item No. 6 of Academic Council (AC-23/2016) held on Wednesday, 27<sup>th</sup> April, 2016 : To finalize the date, place and Chief Guest for holding the 6<sup>th</sup> Convocation of MGM Institute of Health Sciences, Navi Mumbai.

**Resolution No. 3.11:** Please refer to Resolution No. 2(v) of BOM-45/2016 above under item No. 2 of BOM-45/2016.

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**Item No. 3.12:** Item No. 7 of Academic Council (AC-23/2016) held on Wednesday, 27<sup>th</sup> April, 2016 : To discuss & define the Medical Graduate Outcome. [**Annexure - XXIX of BOM-45/2016**]



Discussion: Members emphasized that Health Science Graduates are tomorrow's practitioners. In accordance with "Good Medical practice", graduates will make the care of patients their first concern, applying their knowledge and skills in a competent and ethical manner and using their ability to provide leadership and to analyse complex and uncertain situations, being a scholar, scientist, practitioner and a professional.

**Resolution No. 3.12:** It was resolved that the document titled as "Medical Graduate Outcome" [Annexure - XXIX of BOM-45/2016] be sent to all Institute Heads to be circulated amongst all senior faculties to get the feedback related to the skill needed to be developed among today's medical/paramedical graduates to become a competent scholar, scientist, practitioner and a professional. It was further resolved that all heads of respective institutes must consolidate this feedback and a brief summary including salient features must be sent to the Registrar office before 31<sup>st</sup> July, 2016.

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**Item No. 3.13:** Item No. 8 of Academic Council (AC-23/2016) held on Wednesday, 27<sup>th</sup> April, 2016 : Methodology & criteria for the assessment of learning levels to define slow performers & advance learners.

**Resolution No. 3.13:** It was resolved to approve the methodology & criteria for the assessment of learning levels to define slow performers & advance learners [Annexure - XXXVI of BOM-45/2016]. It is also resolved that at individual constituent unit level, modifications are allowed as per regulatory bodies norms.

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**Item No. 4: To consider the recommendations and decisions taken by the Board of Examinations (BOE-01/2016) in its meeting to be held on Thursday, 28<sup>th</sup> April, 2016 at 10.00 A.M. – 11.00 A.M.**

**Resolution No. 4: Following Resolutions were passed by the Board of Management on the recommendations of the meeting of Board of Examinations (BOE-01/2016) held on Thursday, 28<sup>th</sup> April, 2016:**

**Item No. 4.1 of BOM-45/2016:**

Item No. 1 of BOE (01/2016): To confirm the minutes of meeting held on 6th November 2015 (BOE-02/2015)

Resolution No. 1 of BOE (01/2016): All the resolutions in respect of BOE-2/2015 were unanimously approved.

Further, **BOE 01/2014 para 1.3 regarding examination software:**

It was resolved to call following two prospective software providers within a month (May 2016):

1. Exxon Automation Pvt Ltd., Dadar, Mumbai
2. ETH Ltd, Pune

**Resolution No. 4.1(a) of BOM-45/2016: It was resolved to call following two prospective software providers within a month by Joint COE (May 2016):**

1. Exxon Automation Pvt Ltd., Dadar, Mumbai
2. ETH Ltd, Pune

**BOE01/2015 Resolution 3 regarding re-organizing infrastructure of examination section:**

Discussion: COE, MGM Institute informed the members that the existing infrastructure of examination section is good enough. However looking into increasing work load, it could be upgraded in the near future as and when required. Further he submitted the proposal to upgrade the infrastructure with design for approval of the competent authority [Annexure - XXX of BOM-45/2016]

**Resolution No. 4.1(b) of BOM-45/2016: It is resolved to upgrade/re-organizing the infrastructure of examination section as and when required. [Annexure - XXX of BOM-45/2016]**

**BOE02/2015 Resolution 4: Moderation of answer books:**

It was resolved that all UG (MBBS) answer books be collected at examination section from various centers and tabulated first, integrating section A, B & C and viva-voce marks. Thereafter the answer books of students securing >40% and < 50% of marks as well as >75% marks will be brought out to be moderated by one subject expert from either of the Medical College at the University.

Hence there will be no need to do any moderation work at the CAP centre at College level.

**Resolution No. 4.1(c) of BOM-45/2016: It was resolved to continue with existing method in line with MCI Guidelines and norms for moderation of answer books.**

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**Item No. 4.2 of BOM-45/2016:**

Item No. 2 of BOE (01/2016): Enhancing remuneration for moderation, evaluation of written Papers, practical's etc.,

Resolution No. 2 of BOE (01/2016): It was resolved to work out first the expenditure currently incurred and what will be the financial implication after increasing the remuneration as suggested in the said item [Annexure - XXXI of BOM-45/2016]. This will be worked out by the



Registrar and submitted to the financial committee for opinion before put up to the BOM for consideration.

**Resolution No. 4.2 of BOM-45/2016:** It was resolved to work out examination expenditure currently being incurred and the financial implication after increasing the suggested enhancement of examination remuneration [Annexure - XXXI of BOM-45/2016]. This will be worked out by the Joint COE in consultation with Registrar and submitted to the Finance Committee.

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**Item No. 4.3 of BOM-45/2016:**

Item No. 3 of BOE (01/2016): Difficulties in implementing proposal of thesis presentation at MD/MS University practical examinations.

Resolution No. 3 of BOE (01/2016): It was resolved that all the thesis in respect of MD/MS courses will be presented at the University level at least one month prior to University written examination. Consequently, the process of thesis presentation will be separated from final University examination.

**Resolution No. 4.3 of BOM-45/2016:** Resolved that since a six monthly departmental assessment of dissertation for PG (MD/MS) students is in practice, a formal presentation at University level is not required. It was also resolved that no separate marks for dissertation viva are required as a part of total viva marks during practical exams.

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**Item No. 4.4 of BOM-45/2016:**

Item No. 4 of BOE (01/2016): Policy of Ph.D. thesis evaluation by 3<sup>rd</sup> external evaluator, when one out of the original evaluators rejects the same.

Resolution No. 4 of BOE (01/2016): It was resolved that thesis will be sent to one internal (Other than the guide) and two external evaluators. In the event of any 2 of the 3 accepting the thesis, the candidate will be eligible for open thesis defense.

**Resolution No. 4.4 of BOM-45/2016:** Resolved that as regards to Ph.D. thesis evaluation by 3<sup>rd</sup> external evaluator, Para 6.9 (b) of MGMIHS Ph.D. guidelines must be adhered which is as follows:

**“In the event of the difference of opinion in evaluation between the two external Referees, the Vice-Chancellor shall appoint a third External Referee for this purpose. If, afterwards, majority of external referees’ reports are negative, then the candidate shall be rejected for the award of the Ph.D. Degree. In case of revision, the candidate shall resubmit his/her work after incorporating revisions suggested. External Referee shall examine the revision**



at the time of viva-voce examination. The candidate shall not be declared eligible for the degree unless all the examiners unanimously declare him/her eligible for the degree.”

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**Item No. 4.5 of BOM-45/2016:**

Item No. 5 of BOE (01/2016): Discussion on consolidated feed-back received from external examiners especially related to :

- a) accommodation facility and
- b) exam remuneration.

Resolution No. 5(a) of BOE (01/2016): It was resolved that the MGMIHS will organize guest houses at Belapur and Kamothe with proper facility and ambience to reduce dependence on local hotels.

Resolution No. 5(b) of BOE (01/2016): Regarding enhancement of remuneration, action will be taken as per resolution no. 2 above.

**Resolution No. 4.5(a) of BOM-45/2016: Resolved that University must create/upgrade guest house facility at Belapur/Kamothe campus with proper facility and ambience to reduce dependence on local hotels. Further all efforts should be taken to upgrade the MGM Guest house at MGM campus, Kamothe, Navi Mumbai.**

**Resolution No. 4.5(b) of BOM-45/2016: Refer to Resolution No. 4.2 of BOM-45/2016**

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**Item No. 5: To consider the recommendations and decisions taken by the Finance Committee (FC-36/2016) in its meeting to be held on Thursday, 28<sup>th</sup> April, 2016 at 11.00 A.M. – 12.00 Noon.**

**Discussion:** Due to certain unavoidable reasons, Finance Committee meeting could not take place on Thursday, 28<sup>th</sup> April, 2016 and a postponement communication was placed in BOM for perusal.

**Resolution No. 5: No resolution**

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**Item No. 6: To consider the agreement signed between MGM Institute of Health Sciences & University of Utah. [Annexure – XXXII of BOM-45/2016]**

Discussion: Members were apprised of the project jointly developed by MGMIHS, the University of Utah and Nanosynth as detailed in the protocol titled “Non-Invasive TB Triage and Patient Mapping Using Breath via Low-cost TiO<sub>2</sub> Nanotube Sensor” as per Appendix A of the above mentioned annexure.

**Resolution No. 6: Resolved to accept the agreement signed between MGM Institute of Health Sciences & University of Utah.**

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**Item No. 7: To discuss and decide the Salary and remuneration of Vice-Chancellor and other university officers who are doing additional work.**

**a) Salary and Remuneration of Hon'ble Vice Chancellor**

To consider to pay salary to Hon'ble Vice Chancellor: It is decided by all members that, Hon'ble Vice Chancellor has not taken any salary so far, so it was decided to pay the salary as per the Deemed to be University's Vice Chancellor Scale i.e. Basic 80,600/- + DA 90% + 30% NPA and other admissible allowances as per UGC.

It was also decided to pay the said remuneration with retrospective effect.

**Resolution No. 7(a): It was unanimously resolved to approve to pay salary to Hon'ble Vice Chancellor as per the Deemed to be University's Vice Chancellor pay scale i.e. Basic 80,600/- + DA 90% + 30% NPA and other admissible allowances as per UGC with retrospective effect.**

**b) Salary and Remuneration of University Officers and Staff**

To consider to pay additional remuneration to individuals during the period of holding charges of Controller of Examinations, Registrar & Deputy Registrar: It was also pointed out to attention of Management Council members that Controller of Examinations, Registrar & Deputy Registrar are doing additional duties without any remuneration. They should also be paid additional remuneration during holding of additional charge of respective officers.

It was also suggested that additional remuneration for Registrar & Controller of Examinations should be Rs.30,000/- per month and to Deputy Registrar Rs. 15,000/- per month.

After detailed deliberation it was unanimously resolved to pay since resuming their charges.

**Resolution No. 7(b): It was unanimously resolved to approve to pay additional remuneration for Registrar & Controller of Examinations i.e. Rs. 30,000/- per month and to Deputy Registrar Rs. 15,000/- per month.**

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**Item No. 8 :**



**(a) To open the savings bank account in the name of “MGM Institute of Health Sciences - TB Project” in IDBI Bank Ltd. at CBD Belapur Branch.**

The project on the TB research is sanctioned to the MGMIHS and financial grant is sanctioned therefore it is needed to open account in a nationalize bank and authorized the signatories. The following resolution was taken :

**Resolution No. 8(a) : Members of BOM unanimously resolved to open a new Savings Bank Account in the name of “MGM Institute of Health Sciences – TB Project” in IDBI Bank Ltd., C.B.D., Belapur Branch, Navi Mumbai for the purpose of day to day banking transaction. Further it was resolved that the account be operated upon and cheques thereon be signed and all instructions regarding the account be given by any two of the following authorized signatories of the MGM Institute of Health Sciences – TB Project :**

- **Dr. P.V. Potdar (Principal Investigator)**
- **Mr. Bhimrao W. Patil (Accountant)**
- **Dr. Z.G. Badade (Registrar)**

**(b) To open the savings bank account in the name of “MGM Institute of Health Sciences – DST FUT 2” in IDBI Bank Ltd. at CBD Belapur Branch.**

The project entitled “Genetic and Phenotypic analysis of fucosyltransferase-2 (fut-2) gene in Mumbai population” is approved by DST WOS A and financial grant is sanctioned therefore it is needed to open account in a nationalized bank and authorized the signatories. The following resolution was taken :

**Resolution No. 8(b) : Members of BOM unanimously resolved to open a new Savings Bank Account in the name of “MGM Institute of Health Sciences – DST FUT 2” in IDBI Bank Ltd., C.B.D., Belapur Branch, Navi Mumbai for the purpose of day to day banking transaction. Further it was resolved that the account be operated upon and cheques thereon be signed and all instructions regarding the account be given by any two of the following authorized signatories of the MGM Institute of Health Sciences – DST FUT 2:**

- **Ms. Kshitija Rane (Principal Investigator)**
- **Mr. Bhimrao W. Patil (Accountant)**
- **Dr. Z.G. Badade (Registrar)**

**Item No. 9:** Sanction of various full time teaching posts for constituent units for the Academic year 2016-17.

**Resolution No. 9:** Resolved to approve/sanction full time teaching posts for various constituent units for the Academic year 2016-17. [Annexure – XXXV of BOM-45/2016]



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

**Item No. 10:** Sanction of intake capacity for B.Sc. Allied & M.Sc. Courses for the academic year 2016-17 at MGM School of Biomedical Sciences, Navi Mumbai & Aurangabad. [Annexure – XXXVII of BOM-45/2016]

**Resolution No. 10:** Resolved to approve the sanction of intake capacity for B.Sc. Allied & M.Sc. Courses for the academic year 2016-17 at MGM School of Biomedical Sciences, Navi Mumbai & Aurangabad. [Annexure – XXXVII of BOM-45/2016]

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

As there was no other item for discussion the meeting concluded with a Vote of Thanks to the Chair.




**Registrar & Secretary**

**Prof. Z. G. Badade**

**Registrar,**

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

**Vice Chancellor & Chairman  
(For approval)**



**Vice Chancellor & Chairman  
(For confirmation)**

**Vice Chancellor**  
**MGM INSTITUTE OF HEALTH SCIENCES**  
**(DEEMED UNIVERSITY under UGC Act, 1956)**  
**KAMOTHE, NAVI MUMBAI**