



MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s of 3 UGC Act, 1956)
Accredited by NAAC with 'A' Grade

MINUTES OF BOARD OF EXAMINATIONS MEETING

(BOE-02/2015)

In pursuance of the MGMIHS annual schedule, the Board of Examinations was held as under:

Date of Meeting	:	06 th November 2015
Time	:	10.00 am
Venue	:	Conference Hall, 3 rd Floor, MGM Institute of Health Sciences, Navi Mumbai

Following Members were present:

Dr. S. N. Kadam	Vice Chancellor	Chairperson
Lt. Gen. (Dr.) S. K. Kaul	Pro-Vice Chancellor	Member
Dr. A.G. Shroff	Dean of Faculty of Medicine, MGMIHS	Member
Dr. G. S. Narshetty	Dean, MGM Medical College, Kamothe	Member
Dr. Chander Prakash Puri	Pro - Vice Chancellor (Research)	Special Invitee
Dr. N.C. Mohanty	Jt. Controller of Examinations	Special Invitee
Dr. Z.G. Badade	Registrar and VC nominee (BOS-Biomedical Sciences)	Member
Dr. Anjali Sabnis,	VC nominee (BOS-Pre Clinical)	Member
Dr. Ujwala Maheshwari	VC nominee (BOS-Para Clinical)	Member
Dr. S. H. Talib	VC nominee (BOS- Medicine & Allied)	Member
Dr. Pravin Suryavanshi	VC nominee (BOS-Surgery & Allied)	Member
Dr. Rajani Mullarpattan	VC nominee (BOS-Physiotherapy)	Member
Dr. Prabha Dasila	VC nominee (BOS-Nursing)	Member

Hon'ble Vice Chancellor presided over the meeting and welcomed the all members

At the outset it was submitted that Dr. N.N. Kadam, the COE had conveyed his apologies for not being able to attend this meeting for being indisposed. He had also sought approval of the Hon'ble Vice Chancellor to permit Dr. N.C. Mohanty, Jt. Controller of Examinations to present the proceeding on his behalf. Both the requests were granted unanimously.

Item 1 : To confirm the minutes of meeting held on 12th May 2015 (BOE-01/2015)

Resolution No 1:

The minutes were unanimously approved after para- wise discussion and following decisions were taken on follow-up of earlier resolutions:

BOE Resolution 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 soft-ware:

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.

1.3 : Printing of certificates is the desired pattern :

This will to be ensured by the Academic section keeping the security aspect in view.

Resolution 3 of BOE 01/2015: Upgrading infrastructure at examination section:

It was resolved to persue the upgration as suggested in a time bound manner within six months.

Item No 2 : Supplementary Examination for B.Sc. Allied Health Science courses to be held 6 months after the annual examination.

Resolution No: 2

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.

ITEM -3 Refusal of examination duty by internal faculty members in B.Sc (Allied Health Sciences) Courses

Resolution No:3

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.

ITEM -4 :- Moderation of answer books

Resolution No 4:

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

ITEM -5 :- Non availability of syllabus pattern and guidelines pertaining to university examination for M.Ch & DM courses

Resolution 5:

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.

ITEM 6 : Disposal of cases of unfair means, if any.

Resolution 6:

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.

Item No 7: Presentation of annual report of year 2014-2015

Resolution No 7 :

Annual report of the year 2014-2015 was presented and unanimously accepted by all members

ITEM – 8:- Any other matter with the permission of the chair.

Item 8.1 Regarding guide for PG Thesis:

Dr. Ujjwala Maheswari brought out a point regarding guide for MD thesis in pathology.

Resolution 8.1

It was resolved that the original guide can sign the thesis even if he/she is shifted to another area of professional responsibility.

8.2 Evaluation of written papers in university examinations:

- 8.2.1. 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.
- 8.2.2. For PG examinations, all the written papers will be pulled from examination centers by the university where 2 separate external examiners will be called to evaluate the answerbooks in a CAP center at MGMIHS.
- 8.2.3. The university will facilitate holding Internal examinations every year for all post-graduation courses at college level as under:

1st : At the end of 1st year (2 Terms) :

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


2nd : At the end of 2nd year (4th Term):

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

3rd : At the end of 3rd year (During 6th 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.


Controller of Examinations
(Member Secretary)



Date: 06.11.2015