



MGM Institute of Health Sciences

Deemed to be University | Grade 'A' Accredited by NAAC
Sector – 01, Kamothe, Navi Mumbai

Report of the Academic and Administrative Audit Committee

07th, 8th & 9th August 2018

Dr. S. Rangaswami

Dr. Y. M. Jayraj

Dr. Vivek A. Saoji

Dr. Shyam D. Ganvir

Dr. Manju Vatsa

*I have gone through deep self-introspection, searched myself
through and through ...*

Yet I am far from claiming any fallibility about my conclusions.

-Mahatma Gandhi

Contents

Sr. No	Particular	Page No
1.	Acknowledgements	4
2.	Letter of Transmittal	5
3.	Introduction	7
4.	Part I - AAA Committee's observations on the actions taken by the University in response to the Recommendations by the visiting NAAC Peer Team in 2013.	8
5.	Part II – AAA Committee's observations based on criterion-wise analysis of the functioning of the University and its constituent units	11
6.	General observations	191
7.	Recommendations	193
8.	Documents verified	194

Acknowledgements

The members of the AAA Committee wish to record their appreciation and gratitude to Shri. Kamalkishor Kadam Hon'ble Chairman, Dr. P. M. Jadhav Vice Chairman, of MGM trust and Dr. K. G. Narayankhedkar the Chancellor of the University for the confidence shown in the members of the Committee and entrusting them with the responsibility of conducting the mid-term Academic and Administrative Audit of Mahatma Gandhi Mission Institute of Health Sciences, Navi Mumbai and its constituent units. The Committee wishes to thank Dr. S. N. Kadam, Medical Director and Trustee, Dr. Shashank D. Dalvi, Vice Chancellor, for their leadership and meticulous attention to detail in planning and facilitating the audit process. Dr. Siddharth P. Dubhashi, Director (Academics) and IQAC/ Steering Committee Coordinator has shown enormous care and fortitude in preparing and arranging the Committee's site visit plans with precision. The Committee wishes to extend their thanks to him and the members of IQAC, to Dr. Rajesh Goel, Registrar, the Deans, Directors and Principals of the Colleges and the Medical Superintendents of the Hospitals for leading their faculty and staff in their wholehearted participation in the process. And finally, a note of genuine appreciation and thanks to the administrative staff, students, their parents and the alumni for their active participation and for providing valuable information with candor and clarity.

Academic and Administrative Audit Committee
Mahatma Gandhi Mission Institute of Health Sciences, Navi Mumbai

Letter of Transmittal

Dear Dr Shashank D. Dalvi

It gives us great pleasure in presenting the Report of the Academic and Administrative Audit Committee.

We take this opportunity to express our sincere gratitude to the management, Chancellor and to you for the confidence and trust you have shown in assigning the responsibility of conducting the mid-term Academic and Administrative Audit of your Institution. We would also like to thank your fine team of faculty, staff and students for their efforts in preparing and sharing with the Committee members the voluminous data during the audit process.

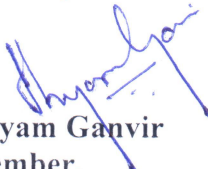
The process of reviewing the Self Study Report of MGMIHS, visiting individual departments and interacting with your faculty, staff, students, their parents and the alumni individually and in groups was a memorable experience for the members. The Committee felt that preparing the AAA report as per the new NAAC Institutional Accreditation Manual for Self-Study Report – Universities (Jan 2018) will be a valuable experience as the Manual has included information from a wide range of academic and administrative activities under Qualitative and Quantitative Metrics (Q₁M and Q_nM).

The diligence and attention to detail your team had shown in facilitating the audit process was admirable and made the Committee's task that much simpler and satisfying. The readiness and patience shown by them to respond to the Committee members' requests for added information and clarifications as the report was being prepared was no less remarkable.

We wish to assure you that the members of the Academic and Administrative Audit Committee have taken the utmost care in compiling the data and arriving at consensus on the views expressed in this report. In doing so, the members have tried to gather information included under quantitative metrics (Q_nM) from a perceptual viewpoint. The members have also taken care to prepare and present their findings in a comprehensive and accessible manner and hope it reflects the

Institution's accomplishments and aspirations while pointing attention to areas where a greater amount of energy and attention would help to bring out MGMIHS's capabilities to greater heights of realization.

The members wish to reiterate their willingness to be available for any further comments or clarifications MGMIHS might desire to seek in future regarding the observations and views expressed in this report.



Dr, Shyam Ganvir
Member.



Dr. Vivek Saoji
Member



Dr S. Rangaswami
Chairperson



Dr. Y.M. Jayaraj
Member



Dr Manju Vatsa
Member

Navi Mumbai
9th August 2018,

General Observations

1. Mahatma Gandhi Mission Institute of Health Sciences with its constituent colleges in the two campuses has gained a high degree of social recognition and reputation in the region.
2. The Institution has implemented curricula for its programs in keeping with the recommendations of the statutory bodies and in response to emerging needs in the healthcare sector.
3. Several measures have been introduced to promote student-centric learning.
4. The thrust given to education in Bioethics, fostering universal values and community service is notable.
5. The Institution has been successful in creating and updating physical facilities and other supports for teaching learning, research and community service.
6. The academic qualifications and experience of the teaching faculty meet regulatory bodies requirements..
7. The Institution has introduced steps to encourage and facilitate research including physical facilities, provision of seed money etc.
8. A significant number of extension and social outreach programs in which students participated were conducted in the last 5 years.
9. The Institution has signed MoUs for academic/research activities with several centers/institutions.
10. The facilities for teaching learning, clinical training and learning in the community setting are adequate.
11. The central library in both campuses are stocked with adequate number of books, journals and electronic learning resources.
12. Indoor and outdoor facilities for sports/games and cultural activities are adequate.
13. Budget allocation for maintenance and upgradation of infrastructure and facilities including library resources is adequate.
14. The Institution has adequate ICT-supported learning devices and facilities.
15. The Student Council is active and plays a leading role in all student-related activities.
16. There is evidence of effective leadership, participatory management and due delegation of responsibilities in the governance of the Institution.
17. The Institution is in the process of preparing a perspective plan document (Vision 2025) to guide its future growth.

18. The IQAC was established in 2014 and has been active in spearheading quality issues in the Institution.
19. The Institution has initiated steps to implement e-governance strategies in academic and administrative activities.
20. Students and the teaching and non-teaching staff expressed overall satisfaction with student support and welfare measures extended by the Institution. There was however some dissatisfaction on compensation.
21. The Institution has a proficient financial management system and regular internal and external audits have not been able to attract students.
22. Accessibility for differently-abled needs improvement.
23. Some of the courses offered
24. MGMIHS has defined its graduate attributes.
25. Students and staff expressed overall satisfaction on the amenities provided and safety and security in the campus.
26. The Institution has implemented satisfactory measures for conserving energy, environmental protection and green initiatives, rain-water harvesting and disposal of hazardous biomedical and electronic waste.
27. The Best Practices highlighted by the Institution include: Promoting value-based education to inculcate professionalism and social commitment, Competency-based skill development among health care professionals and community and Integrated approach to Teaching-Learning.

Recommendations

1. Structured feedback forms may be prepared to assess the effectiveness of teaching learning, teacher performance and the student perception of innovative programs and value-added courses.
2. More number of research projects funded by National/International funding agencies may be taken up.
3. MGMIHS needs to consider fostering innovative research proposals by faculty and students.
4. Research proposals and publications by faculty may be encouraged by providing more incentives.
5. Provision of campus-wide Wi Fi facility may be made available.
6. Complete automation of library functions may be carried out.
7. The Central Library may introduce steps to increase library usage by students and teachers.
8. The Institution may explore measures to increase the students benefited by career counseling and other capability enhancing schemes.
9. Performance appraisal system for the teaching and non-teaching staff may be enhanced.
10. Meetings of the Planning and Monitoring Board may be held on a regular basis.
11. Guidelines on student conduct may be added in the Student Handbook.
12. Provisions for handling student grievances may be included in the Examination Manual.
13. IQAC may prepare and ensure implementation of annual perspective plan.
14. The students perspective on mandatory uniform may be reconsidered.

Documents Verified By AAA Committee on 9th August, 2018

Sr. No.	Documents
1	Statutory Council Approval Letters (UG & MCI, NC etc.)
2	Minutes of meetings (BOM, Academic Council, Planning and Monitoring Board, Finance Committee, Fee Fixation Committee)
3	IQAC Files (Minutes & Action Taken Report)
4	Audited Statement of Accounts (5 Years)
5	MOUs & Data on UNESCO Bioethics Unit
6	Data on introduction of new courses including value-added courses
7	List of Teachers (with MS, MD, M.Sc., DM, M.Ch, Ph.D)
8	Manual of Examinations
9	Hospital Infection Prevention Manual
10	Average Passing % for Final Qualifying examinations last 5 years (All Programs)
11	Budget Allocation (Research, Infra-Structure, Seed Money, Students Scholarship)
12	National Award (Ms. Shruti Kotia)
13	Patents (Applied, Published and Awarded)
14	No. of DM, Mch, PhDs awarded last 5 years)
15	No. Research papers Published in UGC approved Journals – 5 years
16	Vision -25 Document
17	Student hand book
18	Student log book
19	Performance appraisal System
20	Alumni Contribution documents
21	Feedback on Best Practices <ul style="list-style-type: none"> 1. Value-based education 2. Competency based skill development
22	ICT related documents
23	Green Audit Committee Report

--X--

MGM Institute of Health Sciences

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

Grade 'A' Accredited by NAAC

Sector-01, Kamothe, Navi Mumbai - 410 209

Tel 022-27432471, 022-27432994, Fax 022 - 27431094

E-mail : registrar@mgmuhs.com | Website : www.mgmuhs.com