



# MGM INSTITUTE OF HEALTH SCIENCES

(Deemed 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@mgsuhs.com](mailto:registrar@mgsuhs.com) ; Website : [www.mgsuhs.com](http://www.mgsuhs.com)

**University Internal Quality Assurance Cell**

MGM/IQAC/2022/82

Date: - 5<sup>th</sup> July, 2022

A University IQAC meeting was held on 05/07/2022 from 11.00am to 1.00pm in the University IQAC meeting Hall, 3rd Floor, MGMIHS, Navi Mumbai. It was conducted in a blended mode (For Navi Mumbai campus through offline mode and for the Aurangabad campus via Video Conferencing).

Member Present:

Sr. No.	Name of the Member	Designation
1.	Dr. Shashank D. Dalvi	Vice Chancellor, MGMIHS (Chairperson)
2.	Dr. Rajesh B Goel	Registrar, MGMIHS, Navi Mumbai (Administrative Officer)
3.	Dr. Rajesh Kadam	Deputy Registrar, MGMIHS, Aurangabad (Administrative Officer)
4.	Dr. Rita M. Khadkikar	Associate Professor. Physiology, IQAC Coordinator, MGMIHS, Navi Mumbai (IQAC Coordinator)
5.	Dr. R. Ponchitra	Professor MGMCON, Navi Mumbai (Teacher)
6.	Dr. Bhavana Junagade	Associate Prof. Anatomy, MGMMC, Navi Mumbai (Teacher)
7.	Dr. Mamta Shetty	Assistant Prof., MGMSOP, Navi Mumbai (Teacher)
8.	Dr. Kavita More	IQAC Coordinator, MGM Medical College, Navi Mumbai
9.	Dr. Shrutika Parab	IQAC Coordinator, MGM School of Physiotherapy, Navi Mumbai
10.	Dr. Junneshwar Bidve	IQAC Coordinator, MGM School of Physiotherapy, Aurangabad
11.	Dr. Himanshu Gupta	IQAC Coordinator, MGM School of Biomedical Sciences, Navi Mumbai
12.	Dr. Anugreeta	IQAC Coordinator, MGM School of Biomedical Sciences, Aurangabad
13.	Dr. Susan Jacob	IQAC Coordinator, MGM New Bombay College of Nursing, Navi Mumbai
14.	Dr. Shubhashish Paikray	IQAC Coordinator, MGM Institute's University Department of Prosthetics and Orthotics, Navi Mumbai
15.	Dr. Savitri Katlam	Associate Prof., Pharmacology Department, MGMMC, Navi Mumbai (Teacher)
16.	Dr. Yashoda Kattimani	Associate Prof., Physiology Department, MGMMC, Navi Mumbai (Teacher)
17.	Ms. Vineeta Sharma	Health Inspector, Community Medicine Department, MGMMC, Navi Mumbai (Teacher)
18.	Dr. Priyanka Jadhav	Assistant Prof., Pathology Department, MGMMC, Navi Mumbai (Teacher)
19.	Dr. Madhuri Mankar	Associate Prof., Pharmacology Department, MGMMC, Navi Mumbai (Teacher)



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20.	Ms. Sonali Kurade	Admin staff of MGM New Bombay College of Nursing, Navi Mumbai
21.	Mrs. Mangal Patil	Admin staff of IQAC MGMMC, Navi Mumbai (Teacher)
22.	Mrs. Urmila Patil	Admin staff of Physiology Department, MGMMC, Navi Mumbai (Teacher)

## **Agenda Curriculum Committee**

1. Finalization of Accreditation Management System (AMS) to be used for AQAR purpose.
2. Challenges that the departments and institutes faced while using the Inpods AMS.
3. Any other suggestion / query for discussion.

Hon'ble Vice Chancellor Dr. Shashank D. Dalvi Sir welcomed all the members in the meeting.

The following points were discussed in the meeting:

1. MGMIHS had availed the facility of Inpods AMS for the AQAR 2020-21, which was as per the Health Sciences Manual of NAAC. (With 125 metrics) Inpods AMS was helpful as all the information, data template and uploads regarding each metric was all provided in one portal. The intention was for:
  - a. Ease of data entry as all information was in one portal
  - b. Avoiding duplication searching for the documents.
  - c. Archiving all the data in one portalProvision to view the data by the approver.  
Dashboard to get an insight of the completed work.  
Easy to follow up for data.
2. A feedback was taken on the Inpods AMS and reported the challenges faced by the departments and institutes while using the Inpods AMS.
3. The analysis of the feedback was discussed and queries put forth to Inpods for rectification and clarification.
4. Some challenges discussed were as follows:
  - a. The sequence of uploads after merging data should be as per merged data.
  - b. Merger of data template is only possible.
  - c. The write up and other written matter cannot be merged.
  - d. Photographs cannot be merged it has to be done manually.
  - e. Making provision for uploading Zip file.
  - f. Making provision for data correction at every cadre.
  - g. Provision for compiling Uploads.
  - h. Provision for sending reminders.
  - i. Some points of recommendations are also mentioned in Q.5 and Q.6, kindly refer it.
  - j. Merging all documents as per serial number of constituent units can be done.



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- k. Common data between criterions should be automatically linked or picked up.
- l. Avoid duplication of formats and few modifications are needed before implementing to next year.
- m. Live Entry in Excel sheets can be opted, to avoid change in Excel formats by the authors at different levels.
- n. Give attachment option as EXCEL ONLY, PDF ONLY, and JPEG ONLY. (so that other formats cannot be uploaded). This saves time at the Level of University Level approval in conversion of documents.
- o. Give additional option for attachment of photos (JPEG ONLY) wherever applicable.
- p. Set Up view only option, instead of attachment download when clicked every time.
- q. Keep an option of clicking non-applicable or applicable in each criteria section at beginning so that based upon the input the data can be filled.
- r. In all Inpods excel sheet should have addition for the following column Sr. No Department Name of Faculty Name Designation Date (From – to).
- s. One common option for Delete to given the more PDF files which attached in supporting documents

**Dr. Rita Khadkikar**  
University IQAC Co-ordinator  
MGMIHS



**Dr. Shashank Dalvi**  
Vice Chancellor  
MGMIHS

**Dr. Shashank D. Dalvi**  
Vice Chancellor  
MGM Institute of Health Sciences  
Navi Mumbai - 410209