



# 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

## Internal Quality Assurance Cell

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Minutes of the IQAC Meeting held on 6<sup>th</sup> July 2018, at 11.00 am in Conference Hall at MGMIHS, Navi Mumbai

### Members present:

1. Dr. Shashank D Dalvi, Hon'ble Vice Chancellor, MGMIHS, Navi Mumbai(Chairperson)
2. Dr. Siddharth P. Dubhashi, Director (Academics), Prof. and HOD Surgery, MGMIHS, Navi Mumbai (IQAC Coordinator)
3. Dr. S N Kadam, Director, Trustee, MGMIHS, Navi Mumbai(Management)
4. Dr. P M Jadhav, Vice Chairman, MGM Trust (Society)
5. Dr. N N Kadam, Controller of Examinations, MGMIHS, Navi Mumbai(Society)
6. Dr. Rajesh B Goel, Registrar, MGMIHS, Navi Mumbai (Administrative Officer)
7. Dr. Sabita Ram, Director Research, MGMIHS, Navi Mumbai (Administrative Officer)
8. Dr A. G. Shroff, Medical Director, MGM Medical College, Aurangabad (Administrative Officer)
9. Dr. Pravin Suryavanshi, Deputy Dean, MGM Medical College, Aurangabad (Administrative Officer)
10. Dr. Swati Shiradkar, Prof. OBGY, MGMIHS, Aurangabad (Teacher)
11. Dr. R. S. Inamdar, Prof. & HOD, Physiology, MGMMC, Navi Mumbai (Teacher)
12. Dr. (Mrs.) Jaishree Ghanekar, Prof.& HOD Medicine, MGMMC, Navi Mumbai (Teacher)
13. Dr Prasad Waingankar, Prof. & HOD, Community Medicine, MGMMC, NM(Teacher)
14. Dr. Gautam Shroff, Professor and HOD Anatomy, MGMMC, Aurangabad (Teacher)
15. Dr. Samir Pachpute, Associate Prof.,Microbiology, MGMMC, Navi Mumbai(Teacher)
16. Dr. (Mrs.) Parineeta Samant, Associate Professor, Biochemistry, MGMMC Navi Mumbai(Teacher)
17. Dr. Rajesh Kadam, Assistant Professor, Pharmacology, MGMMC, Aurangabad(Teacher)
18. Dr. Akshat Mishra, UG Student, MGMMC, Navi Mumbai (Student)
19. Dr. Rajat Chandak, UG Student, MGMMC, Aurangabad (Student)
20. Dr. Rohit Jacob, PG Student, MGMMC, Aurangabad (Student)
21. Dr. Shaba Thomas, PG Student, MGMMC, Navi Mumbai (Student)
22. Dr. Sameer Kadam, Alumnus, MGMIHS, Navi Mumbai (Alumni)
23. Dr. Kiran Mali, (Alumni)
24. Adv.Ranjit Bhosale (Legal Expert)
25. Dr. Archana Mishra,Hospital Administration, MGM Hospital , Kamothe, Navi Mumbai
26. Dr. Srivalli Natarajan , IQAC Co-ordinator ,MGMDCH , Navi Mumbai (External invitee)
27. Mrs. Trupti Pandya, MIS Coordinator, MGMIHS, Navi Mumbai (Administrative Staff)



## Agenda:

At the outset, the Chairperson, Dr. Shashank D. Dalvi, welcomed all the members for the IQAC meeting. He requested the IQAC Coordinator, Dr. Siddharth P. Dubhashi, to proceed with the agenda items.

### Item No.1: Confirmation of the minutes of the IQAC meeting held on 9<sup>th</sup> April 2018

The minutes of the IQAC meeting held on 9<sup>th</sup> April 2018, were unanimously confirmed.

### Item No. 2: Action Taken Report for items pertaining to meeting held on 9.4.18

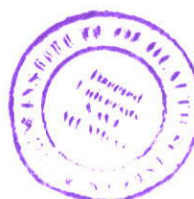
Sr. No.	Item	Action Taken
1.	Preparation for Academic and Administrative Audits	<ul style="list-style-type: none"><li>• Criterion-wise Formats prepared</li><li>• Powerpoint presentations for each department</li></ul>
2.	Structured Induction Program for PG students	Conducted at both campuses in June 2018
3.	Graduate Attributes	Awareness sessions conducted at both campuses
4.	Prescription Audits	Conducted
5.	PG Examination Result Analysis	Analysis done for April 2018 examinations (Result and External Examiner); Feedback communicated to concerned HOD
6.	Competency-Based Curriculum for all PG Curricula	Done

### Item No. 3: AQAR 2017-2018 – Sub-Report April to June 2018

The IQAC Coordinator presented the Annual Quality Assurance Sub-Report for the period April to June 2018. The members unanimously approved the same.

### Item No. 4: Academic Audits

Dr. Siddharth P. Dubhashi, IQAC Coordinator, informed the house that Academic and Administrative Audits have been planned by the IQAC as under:



## Internal

Dr. Shashank Dalvi  
Dr. Rajesh Goel  
Dr. Siddharth P. Dubhashi

## External

Dr. S. Rangaswami  
Dr. Y.M. Jayraj  
Dr. V.A. Saoji  
Mrs. Manjusha Vatsa  
Dr. Ganvir

The Internal Audit will be conducted for both the Campuses from 9<sup>th</sup> to 11<sup>th</sup> July 2018 and the External Audit would be conducted from 7<sup>th</sup> to 9<sup>th</sup> August 2018.

### Item No. 5: Resident as Teacher Workshop

The IQAC Coordinator informed the house regarding the quality initiative pertaining to training of resident doctors for teaching skills. It is important to impart proper structured teaching skills to all Junior Residents, since they are involved in clinical teaching for Undergraduates. Hence the IQAC along with the Education Units at both campuses will conduct a workshop "Resident as a Teacher". The workshop will be conducted in the afternoon daily for 3 days. There will be two batches of students, with 30 students in each batch. Topics will include:

- Taxonomy and Domains of Learning
- Small Group Teaching
- Bedside Clinics
- Microteaching
- Professionalism



#### **Item No. 6: Session on Safe Laboratory Practices**

The IQAC along with the Central Clinical Laboratory will conduct a session on Safe Laboratory Practices at both the campuses. The session will be conducted for all PG students and paramedical staff.

#### **Item No. 7: Guest Lecture by Prof. Dr. Ved Prakash (Former Chairman, UGC)**

Guest lecture by Prof. Dr. Ved Prakash, Former Chairman UGC, will be conducted at Navi Mumbai Campus on 1.8.18.

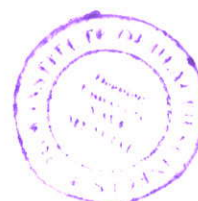
#### **Item No. 8: Promotion of UG Research**

The Vice Chancellor stressed upon the importance of promotion of a research culture amongst UG students. He directed the IQAC Coordinator to conduct sessions on orientation to ICMR-STs Program for medical students at both campuses. He also stated that the UG students of other programs will also be sensitized for research activities and that the University will bring out a policy pertaining to financial assistance for UG research projects.

#### **Item No. 9: Daily Audit of emergency services**

The Medical Director, Dr. Sudhir N. Kadam suggested that a daily audit of emergency services be conducted. This suggestion was unanimously accepted by the house. The Vice Chancellor welcomed this quality initiative, as it would not only be an audit, but would also serve as a teaching-learning tool for all postgraduates. After detail deliberations, it was decided to start the activity at Navi Mumbai campus, with senior Faculty Members who would be conducting the daily Audit Meeting.

Sr. No.	Day	Faculty I/C
1.	Monday	Dr. G.S. Narshetty, Dean
2.	Tuesday	Dr. K.R. Salgotra, Medical Superintendent
3.	Wednesday	Dr. Sudhir N. Kadam, Medical Director
4.	Thursday	Dr. Jaishree Ghanekar, HOD Medicine
5.	Friday	Dr. Siddharth P. Dubhashi, HOD Surgery
6.	Saturday	Dr. B.L. Gogna, HOD Anaesthesia



### Item No. 10: MGMIHS Bioethics Unit re-constitution

Vice Chancellor informed the house regarding the re-constitution of the MGMIHS Bioethics Unit of UNESCO Chair in Bioethics. He directed the Head of the Unit and IQAC Coordinator, Dr. Siddharth P. Dubhashi to take necessary steps to organize the formal event of the Unit in August 2018, which would be attended by Prof. Dr. Russell D'Souza, Head, Asia Pacific Bioethics Network, UNESCO Chair in Bioethics.

### Item No. 11: Quality Initiatives undertaken

Various quality initiatives undertaken by MGMIHS and its constituent units were discussed.

Quality Initiative	Dates	Duration	Participants
Integrated Teaching	Once in a month	One day	UG students (150)
Education Technologies	---	One to three days	20-25
Skill Lab Exercises	---	One / Two days	UG , PG students, Interns
Prescription Audits	---	Three days	Clinical departments
Good Clinical / Laboratory Practices	---	One day	Para-clinical and Clinical departments
Social Commitment (Health camps, Health Education, Environment awareness, Cleanliness drives)	---	One day to One week	Faculty, Students, Paramedical staff
Feedback from Stakeholders	---	---	-----
Research Methodology Workshops	June 2018	3 days	70 PG students

The members appreciated the efforts of MGMIHS and its constituent Units for the various quality initiatives.



### Item No. 11: Quality Initiatives planned

The IQAC Coordinator informed the house regarding the various Quality Initiatives planned by MGMIHS and its constituent Units:

Quality Initiative	Dates	Duration	Number of Participants
Integrated Teaching	Once in a month	One day	UG students (150)
Education Technologies	---	One to three days	20-25
Skill Lab Exercises	---	One / Two days	UG , PG students, Interns
Prescription Audits	---	Three days	Clinical departments
Good Clinical / Laboratory Practices	---	One day	Para-clinical and Clinical departments
Social Commitment (Health camps, Health Education, Environment awareness, Cleanliness drives)	---	One day to One week	Faculty, Students, Paramedical staff
Feedback from Stakeholders	---	---	----
Research Methodology Workshops	----	2 days	50 to 75
Resident as Teacher workshop	July 2018	One day	30 PG students
Academic and Administrative Audit (Internal)	9.7.18 to 11.7.18	Three days	All departments and stakeholders
Session on Safe Laboratory Practices	27.7.18	3 hours	All PG students
Guest Lecture on Historical Progress towards Quality in Higher Education in India (Prof. Ved Prakash)	1.8.18	3 hours	300 along with videoconferencing with Aurangabad campus
Academic and Administrative Audit (External)	7.8.18 to 9.8.18	Three days	All departments and stakeholders
ICMR-STC Orientation Lecture (Navi Mumbai campus)	24.9.18	3 hours	All UG students (Medical)
Value-based Education and inculcation of Gandhian Philosophy	2.10.18	One day (Exhibits, Skits, Movie)	350



**Item No.12: Progress of SSR preparation**

The IQAC Coordinator informed the house that the SSR preparation is in progress and that Criterion-wise meetings are being conducted periodically for discussion of qualitative and quantitative matrices of the NAAC SSR Manual.

Since there were no other points, the meeting ended with vote of thanks.

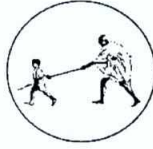


**Dr. Siddharth P. Dubhashi**  
(IQAC Coordinator, MGMIHS) 6.7.18

**Date: 6<sup>th</sup> July 2018**  
**Place: Navi Mumbai**



**Dr. Shashank D. Dalvi**  
(Chairperson, IQAC)



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## Internal Quality Assurance Cell

Minutes of the IQAC Meeting held on 8<sup>th</sup> October 2018, at 11.00 am in Conference Hall at MGMIHS, Navi Mumbai

### Members present:

1. Dr. Shashank D Dalvi, Hon'ble Vice Chancellor, MGMIHS, Navi Mumbai (Chairperson)
2. Dr. Siddharth P. Dubhashi, Director (Academics), Prof. and HOD Surgery, MGMIHS, Navi Mumbai (IQAC Coordinator)
3. Dr. S N Kadam, Director, Trustee, MGMIHS, Navi Mumbai (Management)
4. Dr. P M Jadhav, Vice Chairman, MGM Trust (Society)
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6. Dr. Rajesh B Goel, Registrar, MGMIHS, Navi Mumbai (Administrative Officer)
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19. Dr. Rajat Chandak, UG Student, MGMMC, Aurangabad (Student)
20. Dr. Rohit Jacob, PG Student, MGMMC, Aurangabad (Student)
21. Dr. Shaba Thomas, PG Student, MGMMC, Navi Mumbai (Student)
22. Dr. Sameer Kadam, Alumnus, MGMIHS, Navi Mumbai (Alumni)
23. Dr. Kiran Mali, (Alumni)
24. Adv. Ranjit Bhosale (Legal Expert)
25. Dr. Archana Mishra, Hospital Administration, MGM Hospital, Kamothe, Navi Mumbai
26. Dr. Srivalli Natarajan, IQAC Co-ordinator, MGMDCH, Navi Mumbai (External invitee)
27. Mrs. Trupti Pandya, MIS Coordinator, MGMIHS, Navi Mumbai (Administrative Staff)





## Agenda:

At the outset, the Chairperson, Dr. Shashank D. Dalvi, welcomed all the members for the IQAC meeting. He requested the IQAC Coordinator, Dr. Siddharth P. Dubhashi, to proceed with the agenda items.

### Item No.1: Confirmation of the minutes of the IQAC meeting held on 6<sup>th</sup> July 2018

The minutes of the IQAC meeting held on 6<sup>th</sup> July 2018, were unanimously confirmed.

### Item No. 2: Action Taken Report for items pertaining to meeting held on 6.7.18

Sr. No.	Item	Action Taken
1.	Internal Academic and Administrative Audit	Conducted, Report submitted
2.	External Academic and Administrative Audit	Conducted, Report submitted
3.	Resident as Teacher workshop	Conducted in July 2018 by Education Unit
4.	Session on Safe Laboratory Practices	Conducted by Central Clinical Laboratory
5.	Guest Lecture by Prof. Ved Prakash (Former Chairman, UGC)	Conducted on 1.8.18
6.	Promotion of UG Research	ICMR-STs Orientation Lecture conducted on 24.9.18 at Navi Mumbai Will be conducted on 12.10.2018 at Aurangabad
7.	Audit of daily emergency services	Initiated
8.	Value-Based Education and inculcation of Gandhian Philosophy	Participation of students in RETHINK INDIA event Movie on life of Mahatma Exhibition on Life of Mahatma on 2.10.18 Skits on Gandhian Values on 2.10.18

### Item No. 3: Reports of the Internal Academic and Administrative Audit Committee

The Internal Academic and Administrative Audit was conducted on 9<sup>th</sup> and 10<sup>th</sup> July 2018 at Navi Mumbai campus and on 11<sup>th</sup> July 2018 at Aurangabad campus. The Committee comprised of:

1. Dr. Shashank Dalvi, Vice Chancellor (Chairman)
2. Dr. Rajesh Goel, Registrar
3. Dr. Siddharth P. Dubhashi, IQAC Coordinator, MGMIHS



The Committee visited all 57 departments and evaluated all parameters for each department pertaining to:

- a. Curriculum
- b. Teaching-Learning and Evaluation
- c. Research and Extension
- d. Infrastructure
- e. Student Support
- f. Governance
- g. Best Practices

Apart from visits to Departments, detailed discussions were held with all concerned Heads of Institutions. The Committee also visited attached hospitals, all ancillary facilities and Centres of Excellence. Interactions were held at both campuses with concerned stakeholders: Faculty, Non-teaching staff, Students and Alumni.

Following documents were studied for each department:

- General Administration
- UG Training
- PG Training (all documents related to various facets of training, including the six monthly progress reports) (Six monthly progress reports from the batch admitted in May 2016)
- Internship
- Research Publications
- Research projects (Major and Minor) (Ongoing and Completed)
- Awards
- Dissertations
- Conferences attended
- Conferences conducted (Brochures, Souvenirs)
- Outreach activities
- Mortality reports
- Department Library
- Department Museum
- Mentorship
- Results
- Question papers (last 5 years)
- Participation in Integrated Teaching
- Syllabus (UG and PG)
- Minutes of Department Meetings
- Activities for advanced and slow learners
- Value added courses
- Internal Assessment
- Governance
- Allied teaching program
- PPT Presentations by all Faculty on Desktop
- TV / Radio talks, Newspaper articles



- Best Practice documents (as per NAAC format: Title, Objectives, Context, Description, Evidence of success, Problems encountered and resources required, any other information pertaining to the practice)

The Committee submitted necessary suggestions and recommendations to the Heads of Institutions and Heads of Departments.

#### Item No. 4: Report of External Academic and Administrative Audit Committee

The University IQAC conducted the External Academic and Administrative Audit from 7<sup>th</sup> to 9<sup>th</sup> August 2018 at Navi Mumbai and Aurangabad campuses. The Committee comprised of:

1. Prof. S. Rangaswami (Chairman)
2. Prof. Y.M. Jayaraj
3. Prof. V.A. Saoji
4. Dr. Manjusha Vatsa
5. Dr. Ganvir

The audit included:

- a. Presentation by Vice Chancellor, Dr. Shashank Dalvi
- b. Presentation by IQAC Coordinator, Dr. Siddharth P. Dubhashi
- c. Presentations by Heads of Institutions
- d. Presentations by Hospital Superintendents
- e. Visits to 57 Departments
- f. Document verification
- g. Interactions with Faculty, Non-teaching staff, Students, Alumni

The AAA Committee made the following recommendations:

S.No	Recommendation
1.	Competency-Based curriculum may be duly stressed.
2.	CBCS for programs where no stringent guidelines from statutory councils.
3.	Scope for more value-added and skill-based courses to meet emerging need for skilled Health Care Workers and Professionals.
4.	Consider increasing the proportion of teachers from different parts of country to enhance faculty diversity.
5.	Introduce fully automated Examination Management System (EMS).
6.	Formal Examination manual may be prepared incorporating provision for handling student grievances.



7	May evolve PO, CO mapping based on NBA model.
8	Explore possibilities for more funded research projects.
9	Foster innovative research proposals by faculty and students for incubation.
10.	Provision of incentive to faculty for innovative research projects.
11.	Teachers may be encouraged to publish more papers in recognized journals.
12.	Faculty to be encouraged to have publications in Indexed Journals.
13.	Campus wide Wi-Fi Facility
14.	Central Library to take measures to improve usage of library facilities.
15.	Expand e-content development by faculty.
16.	Explore measures to increase students benefitted by career counseling and other capability enhancing skills.
17.	Information on outgoing students who are self-employed may be gathered.
18.	Scrutiny of data for progression to higher education.
19.	Financial support for Alumni may be encouraged.
20.	Scope to improve the performance-appraisal system by including more objective parameters
21.	Structured feedback for PBL and Communication Skills training
22.	Analyze efficacy of best practices using structured feedback.
23.	Structured feedback for effectiveness of teaching-learning process
24.	Automation of library functions
25.	Meeting of Planning and Monitoring Board may be held on regular basis
26.	Guidelines on Student Conduct to be added in student handbook
27.	Prepare and ensure implementation of Annual Perspective Plan

#### **Item No. 5: AQAR 2018-2019 – Sub-Report July to August 2018**

The IQAC Coordinator presented the Annual Quality Assurance Sub-Report for the period July to August 2018. The members unanimously approved the same.

#### **Item No. 6: Feedback on Teaching-Learning activities**

The IQAC Coordinator informed that the AAA Committee has given a recommendation regarding feedback analysis for activities pertaining to:

- a. Problem-Based Learning
- b. Communication Skills
- c. Bioethics



The Vice Chancellor directed Dr. Siddharth P. Dubhashi to constitute a Sub-Committee to formulate the feedback forms for the above mentioned activities. It was decided to have the final validated forms implemented latest by 15<sup>th</sup> November 2018.

#### **Item No. 7: Amendments in Vision and Mission statements of MGMIHS**

Registrar, Dr. Rajesh Goel informed that appropriate amendments are being made in the Vision and Mission statements of MGMIHS. Members mentioned that all IQAC activities will be focused on creating awareness regarding key aspects of our Vision and Mission statements, amongst our stakeholders.

#### **Item No. 8: Preparation of Vision 2030 Document**

The Vice Chancellor informed the house that the preparation of Vision 2030 document is in progress and that the same would be placed before the Planning and Monitoring Board in November 2018. The document would take into account all recommendations given by the NAAC Peer Team in 2013, UGC Review Committee in September 2017, AAA Committee in August 2018, Feedbacks from External Examiners, latest guidelines of Statutory Councils, National Policies.

#### **Item No. 9: Automation of Library and Examination Section**

The IQAC Coordinator informed the house regarding the progress of full automation of Library and Examination Sections. The progress as satisfactory. Vice Chancellor directed concerned Section Heads to complete the full automation process at the earliest.

#### **Item No. 10: Research activities**

Dr. Raman Yadav, represented the Innovation and Incubation Centre and briefed the house regarding 14 projects which have been conceived. Vice Chancellor directed the IQAC members to initiate discussions regarding possible start-ups with the help of industry collaborations.

#### **Item No. 11: Plagiarism Policy**

Vice Chancellor expressed serious concern regarding the quality of research publications and mentioned about the UGC Guidelines 2018, regarding the same. The Registrar and the IQAC Coordinator informed the house that all the MS / MD Dissertations, PhD Theses, research papers



would be subjected to a plagiarism check and that a certificate to that effect will be mandatory before final submission of concerned documents to the University.

#### **Item No. 12: Performance Appraisal Policy**

The IQAC Coordinator informed the house that the formats for Faculty Performance Appraisal are being revised as per recommendation of the AAA Committee and that the same would be implemented from academic year 2018-19 onwards.

#### **Item No. 13: Skill Lab activities**

The members expressed their opinions regarding strengthening the skill lab activities. They suggested that more modules for different levels of students need to be prepared. Vice Chancellor requested the Registrar and IQAC Coordinator to initiate the process for the same, in consultation with Skills Lab heads at both campuses.

#### **Item No. 14: Alumni Activities**

Dr. Kiran Mali, Alumni I/C, made a presentation regarding the alumni activities. He informed the house regarding the institution wise chapters. It was unanimously decided to invite distinguished alumni as guest speakers at both campuses.

#### **Item No. 15: MGMIHS Bioethics Unit event**

The Head of the Unit, Dr. Sidharth P. Dubhashi informed the house that a formal event to present the Writ of Appointment to the Faculty of the Steering Committee of the MGMIHS Bioethics Unit of UNESCO Chair in Bioethics, was conducted on 23<sup>rd</sup> August 2018, in the presence of Prof. Dr. Russell D'Souza, Head, Asia Pacific Bioethics Network, UNESCO Chair in Bioethics. Writ of Appointment was presented to:

- Dr. Shashank Dalvi, Hon'ble Vice Chancellor – Chair
- Dr. Siddharth P. Dubhashi, Director (Academics), HOD Surgery – Head
- Dr. Jaishree Ghanekar, HOD Medicine - Secretary



## Item No. 16: Quality Initiatives undertaken

Various quality initiatives undertaken by MGMIHS and its constituent units were discussed.

Quality Initiative	Dates	Duration	Number of Participants
Integrated Teaching	Once in a month	One day	UG students (150)
Education Technologies	---	One to three days	20-25
Skill Lab Exercises	---	One / Two days	UG , PG students, Interns
Internal audits	----	Three days	All departments
Prescription Audits	---	Three days	Clinical departments
Good Clinical / Laboratory Practices	---	One day	Para-clinical and Clinical departments
Social Commitment (Health camps, Health Education, Environment awareness, Cleanliness drives)	---	One day to One week	Faculty, Students, Paramedical staff
Feedback from Stakeholders	---	---	-----
Research Methodology Workshops	----	2 days	50 to 75
Resident as Teacher workshop	July 2018	One day	30 PG students
Academic and Administrative Audit (Internal)	16.7.18 to 18.7.18	Three days	All departments and stakeholders
Session on Safe Laboratory Practices	27.7.18	3 hours	All PG students
Guest Lecture on Historical Progress towards Quality in Higher Education in India (Prof. Ved Prakash)	1.8.18	3 hours	300 along with videoconferencing with Aurangabad campus
Academic and Administrative Audit (External)	7.8.18 to 9.8.18	Three days	All departments and stakeholders
ICMR-STC Orientation Lecture (Navi Mumbai campus)	24.9.18	3 hours	All UG students (Medical)



Value-based Education and inculcation of Gandhian Philosophy	2.10.18	One day (Exhibits, Skits, Movie)	350
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The members appreciated the efforts of MGMIHS and its constituent Units for the various quality initiatives.

#### Item No. 17: Quality Initiatives planned

The IQAC Coordinator informed the house regarding the various Quality Initiatives planned by MGMIHS and its constituent Units:

Quality Initiative	Dates	Duration	Number of Participants
Gender sensitization	----	3 hours / 1 hour sessions	Faculty, UG and PG students
Prescription Audits	---	Three days	Clinical departments
Good Clinical / Laboratory Practices	---	One day	Para-clinical and Clinical departments
Social Commitment (Health camps, Health Education, Environment awareness, Cleanliness drives)	---	One day to One week	Faculty, Students, Paramedical staff
Feedback from Stakeholders	---	---	----
Research Methodology Workshops	----	2 days	50 to 75
3T-IBHSc Training (Bioethics) at Aurangabad campus	11.10.18 to 13.10.18	Three days	70
ICMR-STC Orientation Lecture (Aurangabad campus)	12.10.18	3 hours	All UG students (Medical)
Academic and Administrative Meeting	Third Monday of every month	3 hours	Representatives of all stakeholders of both campuses

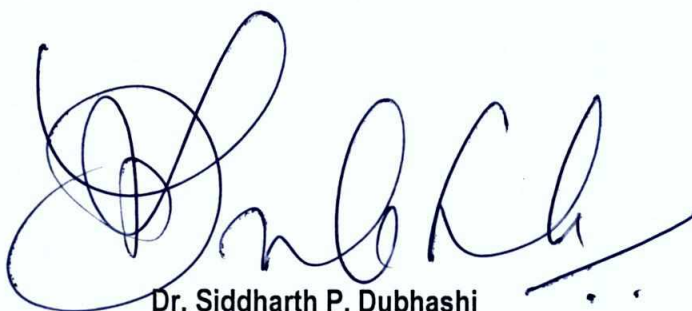




**Item No. 18: Progress of SSR preparation**

The IQAC Coordinator informed the house that the SSR preparation is in progress and that Criterion-wise meetings are being conducted periodically for discussion of qualitative and quantitative matrices of the NAAC SSR Manual.

Since there were no other points, the meeting ended with vote of thanks.



**Dr. Siddharth P. Dubhashi**  
(IQAC Coordinator, MGMIHS)



**Dr. Shashank D. Dalvi**  
(Chairperson, IQAC)

**Date: 8<sup>th</sup> October 2018**  
**Place: Navi Mumbai**

8-10-18





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## Internal Quality Assurance Cell

Minutes of the IQAC Meeting held on 18<sup>th</sup> December 2018, at 11.00 am in Conference Hall at MGMIHS, Navi Mumbai

### Members present:

1. Dr. Shashank D Dalvi, Hon'ble Vice Chancellor, MGMIHS, Navi Mumbai(Chairperson)
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11. Dr. R. S. Inamdar, Prof. & HOD, Physiology, MGMMC, Navi Mumbai (Teacher)
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13. Dr Prasad Waingankar, Prof. & HOD, Community Medicine, MGMMC, NM(Teacher)
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16. Dr. (Mrs.) Parineeta Samant, Associate Professor, Biochemistry, MGMMC Navi Mumbai(Teacher)
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22. Dr. Sameer Kadam, Alumnus, MGMIHS, Navi Mumbai (Alumni)
23. Dr. Kiran Mali, (Alumni)
24. Adv.Ranjit Bhosale (Legal Expert)
25. Dr. Archana Mishra,Hospital Administration, MGM Hospital , Kamothe, Navi Mumbai
26. Dr. Srivalli Natarajan , IQAC Co-ordinator ,MGMDCH , Navi Mumbai (External invitee)
27. Mrs. Trupti Pandya, MIS Coordinator, MGMIHS, Navi Mumbai (Administrative Staff)



## Agenda:

At the outset, the Chairperson, Dr. Shashank D. Dalvi, welcomed all the members for the IQAC meeting. He requested the IQAC Coordinator, Dr. Siddharth P. Dubhashi, to proceed with the agenda items.

### Item No.1: Confirmation of the minutes of the IQAC meeting held on 8<sup>th</sup> October 2018

The minutes of the IQAC meeting held on 8<sup>th</sup> October 2018, were unanimously confirmed.

### Item No. 2: Action Taken Report for items pertaining to meeting held on 8.10.18

Sr. No.	Item	Action Taken
1.	Feedback on Teaching-Learning activities related to Problem-Based Learning, Bioethics and Communication Skills	Feedback formats prepared as per suggestions of AAA Committee and circulated to all constituent Units for implementation
2.	Amendments in Vision and Mission statements of MGMIHS	Noted and activities re-aligned in tune with the Vision and Mission of MGMIHS
3.	Preparation of Vision 2030 document	Document prepared, with inputs related to recommendations of NAAC Peer Team (2013), UGC Review Committee (2017) and AAA Committee (2018), Suggestions given by experts / examiners / professions / society representatives / guidelines of Statutory Bodies / UGC Quality Mandate
4.	Automation of Library functioning	In process, for both campuses
5.	Automation of Examination Section	Completed
6.	Innovative research projects	14 Research projects under the MGMIHS Innovation and Incubation Centre
7.	Research publications in UGC approved journals	<ul style="list-style-type: none"><li>List of UGC approved journals circulated to all constituent Units</li><li>Workshops on scientific writing</li></ul>
8.	Alumni activities	<ul style="list-style-type: none"><li>Increase in Alumni registrations</li><li>Alumni Chapters (Unit wise)</li><li>Guest lectures by distinguished Alumni</li></ul>
9.	Performance Appraisal	Revision of Performance Appraisal Formats for Faculty



10.	Skill Lab activities	<ul style="list-style-type: none"> <li>• Increase in number of Skill Lab activities</li> <li>• Preparation of modules</li> <li>• AHA accredited courses at Navi Mumbai campus</li> </ul>
11.	SSR preparation for NAAC Cycle 2 Re-accreditation	In process

### Item No. 3: Participation in Pilot Study to be conducted by NAAC

The Chairperson, Dr. Shashank Dalvi informed the members that he had attended the meeting of Vice Chancellors convened by NAAC, Bengaluru, in November 2018. Various aspects related to the Health Sciences Manual for preparation of the Self Study Report (SSR), were discussed at the said meeting, at NAAC headquarters. He informed the house that NAAC would be conducting a pilot study for the Revised Manual for Health Science Universities in December 2018, and that MGMIHS was selected as one of the 14 Universities in India for participation in the pilot study. The IQAC Coordinator, Dr. Siddharth P. Dubhashi, informed that he along with Dr. Swati Shiradkar (Aurangabad campus IQAC Coordinator), had attended the meeting of IQAC Coordinators convened by NAAC, Bengaluru, on 5<sup>th</sup> December 2018. Various issues pertaining to conduct of pilot study were discussed at the said meeting. He mentioned that NAAC would be sending the formats for the pilot study. The said exercise will have to be completed in a time-bound manner and the report of the pilot study will have to be sent to NAAC by 5<sup>th</sup> January 2019.

### Item No. 4: Suggestions made by MGMIHS IQAC to NAAC for the Revised Manual for Health Science Universities

Dr. Siddharth P. Dubhashi informed the house that the MGMIHS IQAC has sent few suggestions pertaining to different Criteria in the Health Sciences Manual, as per inputs received from its stakeholders.

Metric No.	Suggestion / Comment
1.1.1 and 2.6.1	The terminology used could be the same for both metrics.
2.3.2	Provide weblink to: List of teachers using ICT incubators.
4.3.6	Please clarify. Title: E-content resources <u>used</u> by teacher Data upload: Documents of e-content <u>developed</u>
5.2.1	Please clarify. NEET Examination should be included.
5.3.1	Title: <u>State / Regional / National / International</u> events Data upload: <u>National / International</u> events
	Please clarify.



6.5.1

Appointment of IQAC Coordinator is already in place.  
Please clarify about appointment of full time quality officer.

**Item No. 5: AQAR 2017-2018**

The IQAC Coordinator presented the Annual Quality Assurance Report for the academic year 2017-2018. The members unanimously approved the same. The Chairperson informed the house that the AQAR would be sent to NAAC by 31<sup>st</sup> December 2018.

**Item No. 6: Quarterly Report**

Dr. Siddharth P. Dubhashi mentioned that the Quarterly Reports for April to June 2018 and July to September 2018 have been discussed and approved in the meetings on 6.7.18 and 8.10.18 respectively. Since this meeting is convened before January 2019 to discuss regarding the Pilot study and AQAR 2017-2018 presentation, the quarterly report for October to December 2018 and January to March 2019 will be discussed in the IQAC Meeting of April 2019.

**Item No. 7: Quality Initiatives undertaken**

Various quality initiatives undertaken by MGMIHS and its constituent units were discussed.

Quality Initiative	Dates	Duration	Number of Participants
Gender sensitization	----	3 hours / 1 hour sessions	Faculty, UG and PG students
Prescription Audits	---	Three days	Clinical departments
Good Clinical / Laboratory Practices	---	One day	Para-clinical and Clinical departments
Social Commitment (Health camps, Health Education, Environment awareness, Cleanliness drives)	---	One day to One week	Faculty, Students, Paramedical staff
Feedback from Stakeholders	---	---	-----
Research Methodology Workshops	----	2 days	50 to 75
3T-IBHSc Training (Bioethics) at Aurangabad campus	11.10.18 to 13.10.18	Three days	70



ICMR-STC Orientation Lecture (Aurangabad campus)	12.10.18	3 hours	All UG students (Medical)
Academic and Administrative Meeting	October, November 2018	3 hours	Representatives of all stakeholders of both campuses

The members appreciated the efforts of MGMIHS and its constituent Units for the various quality initiatives.

#### Item No. 8: Quality Initiatives planned

The IQAC Coordinator informed the house regarding the various Quality Initiatives planned by MGMIHS and its constituent Units:

Quality Initiative	Dates	Duration	Expected Number of Participants
Guest Lecture on Scientific Writing (Dr. R.C. Deka) at Navi Mumbai	24.12.18	3 hours	250
Pilot Study for Revised SSR for Health Science Universities in collaboration with NAAC	15.12.18 to 5.1.19	----	All constituent units of MGMIHS
Guest Lecture on Revised accreditation framework for Research, Consultancy and Extension activities (Dr. S.P. Thyagrajan), at Navi Mumbai	12.1.19	3 hours	All IQAC members along with videoconferencing with Aurangabad campus
National Seminar on Revised Accreditation Framework in collaboration with NAAC, at Aurangabad	19.1.19	One day	80 (All IQAC members of constituent Units of both campuses)
Workshop on Pathways to Surgical Excellence, at Navi Mumbai	25.2.19	One day	29 (Faculty, Postgraduates)
E-poster and Essay competitions – Solidarity and Cooperation (at Navi Mumbai and Aurangabad)	March 2019	-----	UG and PG students



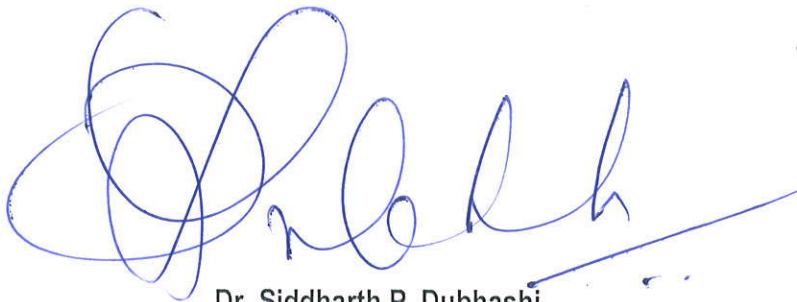
**Item No.9: Progress of SSR preparation**

The IQAC Coordinator informed the house that the SSR preparation is in progress. The focus would now be on completing the Pilot Study. Appropriate changes in the currently prepared SSR will be made after the final version of the Health Sciences Manual is issued by NAAC.

**Item No. 10: Status of MGMIHS NAAC Accreditation**


Members expressed concern regarding the expiry of current NAAC Accreditation February 2019. The Chairperson informed the house that we would be sending a letter to that effect to NAAC and seeking clarification for the same, since NAAC itself has temporarily suspended the Accreditation process for Health Science Universities, till the revision of Health Science Manual is complete.

Since there were no other points, the meeting ended with vote of thanks.



**Dr. Siddharth P. Dubhashi**  
(IQAC Coordinator, MGMIHS)

18-12-18

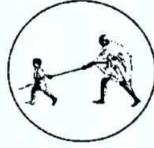


**Dr. Shashank D. Dalvi**  
(Chairperson, IQAC)

**Date: 18<sup>th</sup> December 2018**

**Place: Navi Mumbai**





# 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

## Internal Quality Assurance Cell

**Minutes of the IQAC Meeting held on 20<sup>th</sup> April 2019, at 11.00 am in Conference Hall at MGMIHS, Navi Mumbai**

### Members present:

1. Dr. Shashank D Dalvi, Hon'ble Vice Chancellor, MGMIHS, Navi Mumbai (Chairperson)
2. Dr. Siddharth P. Dubhashi, Director (Academics), Prof. and HOD Surgery, MGMIHS, Navi Mumbai (IQAC Coordinator)
3. Dr. S N Kadam, Director, Trustee, MGMIHS, Navi Mumbai (Management)
4. Dr. P M Jadhav, Vice Chairman, MGM Trust (Society)
5. Dr. N N Kadam, Controller of Examinations, MGMIHS, Navi Mumbai (Society)
6. Dr. Rajesh B Goel, Registrar, MGMIHS, Navi Mumbai (Administrative Officer)
7. Dr. Sabita Ram, Director Research, MGMIHS, Navi Mumbai (Administrative Officer)
8. Dr A. G. Shroff, Medical Director, MGM Medical College, Aurangabad (Administrative Officer)
9. Dr. Pravin Suryavanshi, Deputy Dean, MGM Medical College, Aurangabad (Administrative Officer)
10. Dr. Swati Shiradkar, Prof. OBGY, MGMIHS, Aurangabad (IQAC Coordinator, Aurangabad Campus)
11. Dr. R. S. Inamdar, Prof. & HOD, Physiology, MGMMC, Navi Mumbai (Teacher)
12. Dr. (Mrs.) Jaishree Ghanekar, Prof. & HOD Medicine, MGMMC, Navi Mumbai (Teacher)
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23. Dr. Kiran Mali, (Alumni)
24. Adv. Ranjit Bhosale (Legal Expert)
25. Dr. Archana Mishra, Hospital Administration, MGM Hospital, Kamothe, Navi Mumbai
26. Dr. Srivalli Natarajan, IQAC Co-ordinator, MGMDCH, Navi Mumbai (External invitee)
27. Mrs. Trupti Pandya, MIS Coordinator, MGMIHS, Navi Mumbai (Administrative Staff)





## Agenda:

At the outset, the Chairperson, Dr. Shashank D. Dalvi, welcomed all the members for the IQAC meeting. He requested the IQAC Coordinator, Dr. Siddharth P. Dubhashi, to proceed with the agenda items.

### Item No.1: Confirmation of the minutes of the IQAC meeting held on 18<sup>th</sup> December 2018

The minutes of the IQAC meeting held on 18<sup>th</sup> December 2018, were unanimously confirmed.

### Item No. 2: Action Taken Report for items pertaining to meeting held on 18.12.18

Sr. No.	Item	Action Taken
1.	Participation in the Pilot Study conducted by NAAC, for revised SSR manual for Health Science Universities	MGMIHS has participated in the pilot study conducted by NAAC, for the revised SSR manual for Health Science Universities. The pilot study report has been submitted to NAAC on 7 <sup>th</sup> January 2019.
2.	Submission of AQAR 2017-2018	The AQAR for the academic year 2017-2018 has been submitted to NAAC on 31 <sup>st</sup> December 2018.
3.	Quarterly Report (January to March 2019)	Received from all Constituent Units of both campuses in first week of April 2019. The same is being compiled.
4.	Guest Lecture on Scientific Writing by Dr. R.C. Deka at Navi Mumbai	Conducted on 24.12.18
5.	Guest Lecture by Dr. S.P. Thyagrajan, at Navi Mumbai., on Revised Accreditation Framework for Research, Consultancy and Extension activities	Conducted on 12 <sup>th</sup> January 2019 (Members from Aurangabad attended the same via videoconferencing)
6.	National Seminar on Revised Accreditation Framework in collaboration with NAAC, at Aurangabad	Conducted on 19 <sup>th</sup> January 2019
7.	Workshop on Pathways to Surgical Excellence, by Dr. NivrittiPatil (HongKong), at Navi Mumbai	Conducted on 25.2.2019
8.	E-poster and Essay Competitions – Solidarity and Cooperation (at Navi Mumbai and Aurangabad)	Conducted in April 2019
9.	Progress of SSR preparation	Presentation by all Criterion Heads in meeting on



		19.4.2019 and 26.4.2019
10.	Status of MGMIHS NAAC Accreditation	NAAC has granted extension of our previous accreditation status for one year

**Item No. 3: Increase in seats for various PG courses and initiation of new PG courses at Medical Colleges at Navi Mumbai and Aurangabad**

The Deans of both Medical Colleges (Navi Mumbai and Aurangabad) informed the house regarding the initiative taken for increase in seats for various PG courses and starting of new PG / Superspecialty courses.

Navi Mumbai: MS Trauma, MD Family Medicine

Aurangabad: MD Emergency Medicine, MCh Surgical Gastroenterology

Applications for the same will be made to the Medical Council of India in the prescribed format by 15<sup>th</sup> May 2019.

**Item No. 4: SSR preparation**

Dr.Siddharth P. Dubhashi, IQAC Coordinator, MGMIHS, informed the house regarding the status of SSR for second cycle of NAAC accreditation.

Dr. P.M. Jadhav, Vice Chairman, MGM Trust mentioned about the need for utmost accuracy in documents that need to be uploaded on Website as well as with SSR as enclosures.

Dr. Shashank Dalvi, Hon'ble Vice Chancellor, informed that the same was being done by the Criterion Heads. However, a mechanism would be place, whereby the documents would be rechecked before final uploading. He further reiterated that the period for inclusion of data for SSR would be 1<sup>st</sup> July 2014 to 30<sup>th</sup> June 2019.

Dr. Siddharth P. Dubhashi requested all Criterion Heads to present the SSR pertaining to their respective Criterion.

Following Criterion Heads made the SSR presentation for the Criterion indicated against their names:

Name of the Criterion Head	Criterion Number	Title
Dr. R.S. Inamdar	I	Curricular Aspects
Dr. N.C. Mohanty	II	Teaching-Learning and Evaluation



The house suggested that the Course and Program Outcomes should be made known to the concerned stakeholders through boards in respective departments and incorporation of the same in Student Handbooks.

Members also expressed concern regarding updating the email addresses of all students at both campuses, which would be required for the Student Satisfaction Survey.

It was unanimously decided to have the presentation of SSR pertaining to Criteria III to VII on 26<sup>th</sup> April 2019.

#### **Item No 5: Implementation of Curriculum Implementation Support Program**

Dr. Siddharth P. Dubhashi requested Dr. R.S. Inamdar, Convenor, CISP, MGMIHS, to brief the house regarding status of CISP implementation.

Dr. R.S. Inamdar mentioned that Faculty Sensitization sessions were conducted by the Respective Curriculum Committee members at both campuses. The MCI observed CISP session is scheduled at Navi Mumbai from 24<sup>th</sup> to 26<sup>th</sup> April 2019.

Dr. R.B. Bohra, Dean, MGM Medical College, Aurangabad, informed that the dates for the MCI observed CISP session for their College have not yet been communicated by the MCI Nodal Centre.

Dr. R.S. Inamdar informed the house that the MCI deadline for uploading the CBME timetable for First MBBS students (August 2019 admission) on the Institutional Website is 30<sup>th</sup> April 2019. Various Committees have been constituted for the same as per MCI guidelines.

Hon'ble Vice Chancellor appreciated the efforts of Curriculum Committees of Navi Mumbai and Aurangabad campuses for CISP.

#### **Item No.6: Session on Mechanics of Paper Setting**

Dr. Siddharth P. Dubhashi informed the house regarding the need for conduct of a session on "Mechanics of Paper Setting" for all UG and PG teachers of MGMIHS. Hon'ble Vice Chancellor appreciated the suggestion and mentioned that the same would be conducted by MGMIHS IQAC in coordination with the Medical Education Units of both campuses. Dr. Siddharth P. Dubhashi mentioned that the point would be discussed at length at the meeting of Board of Examinations scheduled in last week of April 2019, and that the session would be planned in June 2019 for both campuses.



### Item No. 7: Quarterly Reports

The quarterly reports for October to December 2018 and January to March 2019 were discussed and unanimously approved.

### Item No. 8: Quality Initiatives undertaken

Various quality initiatives undertaken by MGMIHS and its constituent units were discussed.

Quality Initiative	Dates	Duration	Number of Participants
Gender sensitization	----	3 hours / 1 hour sessions	Faculty, UG and PG students
Prescription Audits	---	----	Clinical departments
Mortality Audits	---	----	Clinical departments
Social Commitment (Health camps, Health Education, Environment awareness, Cleanliness drives)	---	One day to One week	Faculty, Students, Paramedical staff
Feedback from Stakeholders	---	---	----
Orientation of Faculty for CBME as envisaged by MCI	March / April 2019	3 days	Both Campuses
Academic and Administrative Meeting	Every month	3 hours	Representatives of all stakeholders of both campuses

The members appreciated the efforts of MGMIHS and its Constituent Units for the various quality initiatives.

### Item No. 9: Quality Initiatives planned

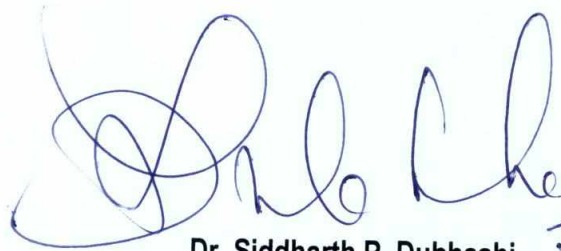
The IQAC Coordinator informed the house regarding the various Quality Initiatives planned by MGMIHS and its constituent Units:

Quality Initiative	Dates	Duration	Expected Number of Participants
Mechanics of paper setting	June 2019	3 hours	At both campuses for all UG and PG teachers



Workshop on Curriculum Implementation Support Program (MCI Observed)	24.4.19 to 26.4.19	3 days	30 (Navi Mumbai)
Workshop on Curriculum Implementation Support Program (MCI Observed)	May / June 2019	3 days	30 (Aurangabad)
Workshop on Pathways to Surgical Excellence, at Aurangabad	To be decided	One day	30 (Faculty, Postgraduates)
E-poster and Essay competitions – Cultural Diversity (at Navi Mumbai and Aurangabad)	July / August 2019	---	UG and PG students
Visit by Dr. R. C. Deka (National Prof. Emeritus)	July 2019	2 days at each Campus	Navi Mumbai and Aurangabad Campuses

Since there were no other points, the meeting ended with vote of thanks.



**Dr. Siddharth P. Dubhashi**  
(IQAC Coordinator, MGMIHS)




**Dr. Shashank D. Dalvi**  
(Chairperson, IQAC)

**Date: 20<sup>th</sup> April 2019**  
**Place: Navi Mumbai**



# 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

## Internal Quality Assurance Cell

**Minutes of the IQAC Meeting held on 27<sup>th</sup> April 2019, at 11.00 am in Conference Hall at MGMIHS, Navi Mumbai**

### Members present:

1. Dr. Shashank D Dalvi, Hon'ble Vice Chancellor, MGMIHS, Navi Mumbai(Chairperson)
2. Dr. Siddharth P. Dubhashi, Director (Academics), Prof. and HOD Surgery, MGMIHS, Navi Mumbai (IQAC Coordinator)
3. Dr. S N Kadam, Director, Trustee, MGMIHS, Navi Mumbai(Management)
4. Dr. P M Jadhav, Vice Chairman, MGM Trust (Society)
5. Dr. N N Kadam, Controller of Examinations, MGMIHS, Navi Mumbai(Society)
6. Dr. Rajesh B Goel, Registrar, MGMIHS, Navi Mumbai (Administrative Officer)
7. Dr. Sabita Ram, Director Research, MGMIHS, Navi Mumbai (Administrative Officer)
8. Dr A. G. Shroff, Medical Director, MGM Medical College, Aurangabad (Administrative Officer)
9. Dr. Pravin Suryavanshi, Deputy Dean, MGM Medical College, Aurangabad (Administrative Officer)
10. Dr. Swati Shiradkar, Prof. OBGY, MGMIHS, Aurangabad (IQAC Coordinator, Aurangabad Campus)
11. Prof. Jahagirdar (External Expert, Special Invitee)
12. Dr. R. S. Inamdar, Prof. & HOD, Physiology, MGMMC, Navi Mumbai (Teacher)
13. Dr. (Mrs.) Jaishree Ghanekar, Prof. & HOD Medicine, MGMMC, Navi Mumbai (Teacher)
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27. Dr. Srivalli Natarajan, IQAC Co-ordinator, MGMDCH, Navi Mumbai (External invitee)
28. Mrs. Trupti Pandya, MIS Coordinator, MGMIHS, Navi Mumbai (Administrative Staff)



**Agenda:**

At the outset, the Chairperson, Dr. Shashank D. Dalvi, welcomed all the members for the IQAC meeting. The house welcomed Prof. Jahagirdar, External Expert and Special Invitee for the IQAC meeting. The Vice Chancellor requested the IQAC Coordinator, Dr. Siddharth P. Dubhashi, to proceed with the agenda items.

The IQAC meeting was convened to discuss the SSR pertaining to Criteria III to VII.

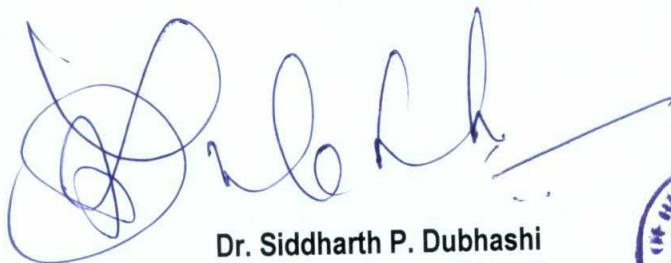
Dr. Siddharth P. Dubhashi requested all Criterion Heads to present the SSR pertaining to their respective Criterion.

Following Criterion Heads made the SSR presentation for the Criterion indicated against their names:

Name of the Criterion Head	Criterion Number	Title
Dr. Mansi Thakur	III	Research, Innovations and Extension
Dr. Jaishree Ghanekar	IV	Infrastructure and Learning Resources
Dr. Rajani Mullerpattan	V	Student Support and Progression
Dr. Siddharth P. Dubhashi	VI	Governance, Leadership and Management
Dr. Ipseeta Ray	VII	Institutional Values and Best Practices

The members appreciated the efforts of the entire teams of both campuses for the SSR preparation and noted the suggestions of the External Expert pertaining to geotagging of photographs with appropriate captions, and best practices related to Gandhian values. Hon'ble Vice Chancellor requested all Criterion Heads to incorporate the data till 30<sup>th</sup> June 2019.

Since there were no other points, the meeting ended with vote of thanks.



**Dr. Siddharth P. Dubhashi**  
(IQAC Coordinator, MGMIHS)



**Dr. Shashank D. Dalvi**  
(Chairperson, IQAC)

**Date: 27<sup>th</sup> April 2019**  
**Place: Navi Mumbai**