



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@mgmuhs.com ; Website : www.mgmuhs.com

University Internal Quality Assurance Cell

MGM/IQAC/2022/67

Date: - 10th November, 2022

A IQAC meeting with IQAC coordinators was conducted on 10.11.2022, Thursday from 11.00 am to 1.00 pm at the Medical Education Unit (MEU) 1st Floor, MGM Medical College Navi Mumbai.

The meeting was attended by the following members physically at Navi Mumbai campus and online through google meet by the Aurangabad campus members.

Members Present:

| Sr. no. | Name | Designation |
|---------|-------------------------|---|
| 1. | Dr. Shashank D. Dalvi | Hon'ble Vice Chancellor |
| 2. | Dr. P. M. Jadhav | Vice-Chairman, MGM Trust |
| 3. | Dr. Rita M. Khadkikar | University IQAC coordinator |
| 4. | Dr. Rajesh Kadam | Deputy Registrar, MGM Aurangabad Campus |
| 5. | Dr. Chandramani Pathak | Research, MGMIHS |
| 6. | Dr. R. Ponchitra | Criteria II, University IQAC |
| 7. | Dr. Ramesh Kotkar | Sport Incharge, Criteria VII, University IQAC |
| 8. | Dr. Mamta Shetty | Criteria V, University IQAC |
| 9. | Dr. Kavita More | IQAC Coordinator, MGM Medical College, Navi Mumbai |
| 10. | Dr. Shrutika Parab | IQAC Coordinator, MGM School of Physiotherapy, Navi Mumbai |
| 11. | Dr. Junneshwar Bidve | IQAC Coordinator, MGM School of Physiotherapy, Aurangabad |
| 12. | Dr. Shrikant | IQAC Coordinator, MGM School of Physiotherapy, Aurangabad |
| 13. | Dr. Himanshu Gupta | IQAC Coordinator, MGM School of Biomedical Sciences, Navi Mumbai |
| 14. | Dr. Sujata | IQAC Member, MGM School of Biomedical Sciences, Aurangabad |
| 15. | Dr. Anugreeta | IQAC Coordinator, MGM School of Biomedical Sciences, Aurangabad |
| 16. | Dr. Susan Jacob | IQAC Coordinator, MGM New Bombay College of Nursing, Navi Mumbai |
| 17. | Dr. Shubhashish Paikray | IQAC Coordinator, MGM Institute's University Department of Prosthetics and Orthotics, Navi Mumbai |



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Agenda for the meeting

1. Time line for submission of AQAR 2021-22.
2. Action plan by Institutional IQAC based on Peer Team Report Recommendation
3. Institutional Best Practices to be adopted
4. Institutional Distinctiveness to be identified
5. Institutional quality Initiatives to be adopted by the Institutions annually
6. Discussion on monthly submission of Criterion wise details.
7. UGC Quality Mandate workshops
8. Preparing policies and SOPs for selective metrics.
9. Any other.

Dr. Rita M. Khadkikar welcomed all the senior authorities and IQAC coordinators.

Point No. 1: Time line for submission of AQAR 2021-22.

It was discussed that as per directives of Dr. Shashank D. Dalvi, Hon'ble Vice Chancellor that AQAR 2021-22 needs to be submitted to NAAC before 31st December, 2022 hence all the IQAC coordinators are requested to submit the data to the University IQAC by 20th November, 2022 for compilation and final approval from University IQAC members and Academic Council.

It was suggested by Dr. Rajesh Kadam, Deputy Director, MGM Aurangabad Campus to permit institute to submit the data by 30th November, 2022. This was unanimously agreed and approved by Hon'ble Vice Chancellor, MGMIHS.

Point No. 2:

Action plan by Institutional IQAC based on Peer Team Report Recommendation.

| Sr. No. | Peer Team Recommendation | Discussion | Resolution |
|----------------|--|---|---|
| 1 | There is a need to provide more academic flexibility in the programmes through electives and value-added programmes. | All the Institutes responded that they have upgraded the Value added programs offered by their faculty/Institute. The electives for the CBCS were already defined for SBS and SOP. The NBCON mentioned that INC had given them the 17 options and they would be finalising the electives soon. | The Institutes to revisit the value added courses and electives and send their compiled data by 21 st November, 2022. Online meeting with all course-coordinator by 21 st November, 2022. |
| 2 | Policies on curriculum development and faculty development | Dr. Pathak from research cell suggested that the Curriculum Development committee (CDC) should include one or two external members. | Hon'ble Vice Chancellor, MGMIHS will guide regarding the policies and suggest the |



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| | need to be evolved and implemented. | <p>They could be members from Academic council.</p> <p>Dr. Rita Khadkikar mentioned that there is need to activate the M.Sc. Health Professional Education program for which there are modules.</p> | <p>external members for the respective committees. He also suggested that the list of Faculty Development programme be created including orientation program for the freshers and other refresher courses.</p> <p>Request all the Institutional IQAC coordinator to sen the FDP's that can be conducted at the Institute/University Level by 21st November, 2022.</p> |
| 3 | Institution should encourage more medical and allied professionals including faculty to register for Ph.D. | Dr. Pathak said that we will be following the UGC guidelines for Ph.D enrolment. There was a query raised for the self-guide for the experienced faculty. | Dr. Pathak said that we will be following the UGC guidelines for Ph.D enrolment and our ordinance in that matter |
| 4 | Institution needs to develop/procure and implement its own customized Learning Management System (LMS). | <p>It was discussed where it is feasible to customize and have our own LMS at MGMIHS. There were suggestions to use Moodle but they said the challenge will be the bandwidth.</p> <p>The orientation and training program for the faculty can be arranged for good implementation of Moodle.</p> <p>Dr. Junneshwar and Shrikant from MGMSOP, ABD suggested that they would request a software expert to guide us to develop MGMIHS LMS.</p> | The support of the IT department will be taken to arrange the orientation and Faculty training for MOODLE. |
| 5 | University should include more stringent criteria on research matrix for annual performance- | There was a discussion to have the weightage of Research in the Performance Based Appraisal system (PBAS) Dr. Rita suggested Dr. Pathak to guide for the same. | Dr. Pathak will schedule a program in collaboration with University IQAC to sensitize the faculty on |



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| | <p>based appraisal for faculty besides develop promotion policy.</p> | <p>It was suggested to make the PBAS an online process.</p> <p>Dr. Shrutika Parab mentioned about having a research review meeting every month to update the research activities of SOPNM.</p> <p>Dr. P. M. Jadhav, Vice Chairman, MGM Trust suggested to have a quarterly progressive report with respect to research.</p> | <p>how and where to publish and to overcome research challenges at both campuses.</p> <p>The faculty need to be sensitized to include MGMIHS in every article.</p> <p>Dr. Pathak would suggest changes in the PBAS.</p> <p>After the approval of the Board of Management process can be made online.</p> |
| 6 | <p>There is a scope for strengthening the student support services with additional manpower and part-time faculty involvement along with creation of the positions of Assistant Dean (Student Welfare).</p> | <p>There was a discussion and a strong opinion to have a Dean student welfare at each institute and at University.</p> | <p>University IQAC suggested to provide the name of faculty for the Dean Student welfare at each institute which can be put forth to the management by 21st November, 2022.</p> |
| 7 | <p>Strengthening of Information Technology and Support System along with introduction of an integrated Management Information System through e-governance initiatives is needed.</p> | <p>There was a discussion to have a detailed E-governance for the continuous internal assessment rather than entry of final internal assessment on the software.</p> <p>The leave application must be made online. Hon'ble Vice Chancellor said that this is already implemented as per NMC guidelines. It was then decided to have it for other institutes.</p> <p>Biometrics attendance for students were suggested which was implemented at MGM Aurangabad campus.</p> | <p>An LMS can resolve most of the issues. We can plan to include it in the MOODLE software.</p> |



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| | | <p>Researgence portal needs to be upgraded as only articles published in SCOPUS, WOS but NAAC/Inflibnet considers articles in PubMed and UGC CARE list. There was a discussion on that the UGC CARE list keeps changing often.</p> <p>Hon'ble Vice Chancellor directed Dr. Pathak to sensitize the faculty on how and where to publish to overcome this challenge.</p> <p>Some of the articles are not considered as affiliations of Institutes are not mentioned. Hence MGMIHS needs to be mentioned in every article.</p> | |
| 8 | <p>There is a need to improve the infrastructure and faculty for the University Department of Prosthetics and Orthotics at the Navi Mumbai Campus and the School of Biomedical Sciences at Aurangabad Campus.</p> | | <p>To put up in the Board of Management.</p> |
| 9 | <p>Allocation of more funds for research activities.</p> | <p>Hon'ble Vice Chancellor, MGMIHS mentioned the availability of Intra-mural funds and suggested Dr. Pathak to enhance the extra-mural funds.</p> | <p>Dr. Pathak to sensitize faculty regarding intra-mural and extra-mural funds.</p> |

Point No. 3: Institutional Best Practices to be adopted.

Hon'ble Vice chancellor suggested to take up more initiatives like having an Eye bank. Dr.

R. Ponchitra suggested ISO certification of IQAC of MGMIHS.

Each institute needs to identify what best practices can be adopted to make it a culture of the institute to bring about a positive change.

Resolution:

The institute need to submit their thoughts on best practices for MGMIHS which can be worked on for the next 5 years to have a visible impact by 21st November, 2022.



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Point No. 4: Institutional Distinctiveness to be identified

Hon'ble Vice chancellor suggested to identify the distinctiveness at the Institute level.

Resolution:

The institute need to submit their thoughts on Institutional Distinctiveness for MGMIHS which can be worked on for the next 5 years to have a visible impact by 21st November, 2022.

Point No. 5: Institutional quality Initiatives to be adopted by the Institutions annually

It was discussed to identify the Institutional quality Initiatives at the Institute level and at University level and make a calendar of activities of IQAC.

Hon'ble Vice Chancellor suggested to analyse the feedback and plan initiatives based on the feedback. Dr. Rita Khadkikar suggested that the institute analyse the feedback obtained at there institute and plan initiatives. At the university level the student's satisfaction survey will be analyse and initiatives plan accordingly.

Hon'ble Vice Chancellor suggested that the University IQAC needs to take the initiative to appraise the board of studies and academic council for planning and implementation.

Resolution:

The institute need to submit Institutional quality Initiatives to the University IQAC by 21st November, 2022.

University IQAC will compile the initiatives suggested through the feedback and put forth to the board of studies and academic council for planning and implementation.

Point No. 6: Discussion on monthly submission of Criterion wise details.

Dr. Himanshu suggested that there should be monthly uploading of data on the Inpods software for easy compilation of AQAR. But Inpods software provided only annual uploading of the data.

Dr. Rajesh Kadam suggested benchmarking for selective metrics by University IQAC which needs to be implemented by each Institutional IQAC. This would help in having competitive spirit in quality enhancement.

Resolution:

The University IQAC will create a benchmark for the metrics which will be then discussed in the next IQAC meeting for suggestions. After the final approval by Hon'ble Vice Chancellor, MGMIHS and Registrar, MGMIHS it will be forwarded to all the institutes.

Point No. 7: UGC Quality Mandate workshops

Dr. Rita Khadkikar presented the list of UGC Quality Mandate frameworks and requested support to conduct workshops.



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Hon'ble Vice Chancellor advised Deputy Registrar and University IQAC coordinator to have one online webinar monthly alternately organised by both the campuses.

Resolution:

Deputy Registrar and University IQAC coordinator will make a calendar of UGC Quality Mandate workshops at both the campuses and present it to the Hon'ble Vice Chancellor, MGMIHS for suggestions and approval by 15th December, 2022.

Point No. 8: Preparing policies and SOPs for selective metrics.

It was discussed to have policies, SOPS and activities for various metrics and a tentative list was displayed on the screen during the meeting.

Hon'ble Vice Chancellor mentioned the availability of Policies and SOP's and suggested University IQAC coordinator to analyse and monitor them. Accordingly measures can be taken to overcome challenges for smooth implementation.

Resolution:

Dr. Rita Khadkikar, University IQAC coordinator will analyse the polices and SOPs that are available and identify the lacunas of the system and put forth to Hon'ble Vice Chancellor and Registrar for guidance and support.

Point No. 9: Any other.

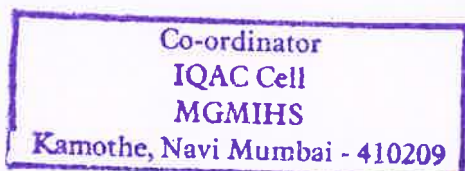
1. It was discussed to involve all Institutional IQAC coordinators to attend the University IQAC meeting as an invitee.
2. It was informed to all IQAC coordinator to motivate students for a better response for Students Satisfaction Survey. Total number of responses received 1390.
3. University IQAC has request the feedback of the computer operators of various institutes and departments regarding challenges faced with editing Pdf documents. A google form has been sent to all the institutes.


10.11.22

Dr. Rita Khadkikar
University IQAC Co-ordinator
MGMIHS



Dr. Shashank Dalvi
Vice Chancellor
MGMIHS



Dr. Shashank D. Dalvi
Vice Chancellor
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