



MGM INSTITUTE OF HEALTH SCIENCES

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

MINUTES OF MEETING OF BOARD OF EXAMINATIONS

(BOE-01/2021)

In pursuance to order of Hon'ble Vice Chancellor, a meeting was held through "Google Meet" on 27.01.2021 at 11 am.

All Members remained present in the meeting except Dr. Sudhir G. Kulkarni, Chairperson, (Superspeciality), Prof of Nephrology, MGM Medical College, Aurangabad due to unavoidable circumstances.

1. Dr. Shashank D. Dalvi, (Chairperson), Vice Chancellor, MGMIHS, Navi Mumbai
2. Dr. Nitin N. Kadam, Pro-Vice Chancellor, MGMIHS, Navi Mumbai
3. Dr. Parineeta Samant, Controller of Examinations, MGMIHS, Navi Mumbai
4. Dr. G. S. Narshetty, - Member, Dean Faculty (PG), MGM Medical College, Navi Mumbai
5. Dr. Rajendra Bohra, Member, Dean Faculty (UG), MGM Medical College, Aurangabad
6. Dr. R.S. Inamdar, Member - Chairperson, (Pre-Clinical), Prof of Physiology, MGM Medical College, Navi Mumbai
7. Dr. Ipseeta Ray, Member – Chairperson, (Para Clinical) Prof of Pharmacology, MGM Medical College, Navi Mumbai
8. Dr. Jaishree Ghanekar- Chairperson, (Medicine & Allied) Prof of Medicine, MGM Medical College, Navi Mumbai
9. Dr. PravinSuryavanshi, Chairperson, (Surgery & Allied), Prof of Surgery, MGM Medical College, Aurangabad
10. Dr. Mansee Thakur, Chairperson, (Biomedical Sciences) Director, MGM School of Biomedical Sciences, Navi Mumbai
11. Dr. Rajani Mullarpattan, Chairperson, (Physiotherapy), MGM School of Physiotherapy, Navi Mumbai
12. Dr. Prabha Dasila, Chairperson, (Nursing), MGM New Bombay College of Nursing, Navi Mumbai
13. Dr. Rajesh Goel, Registrar, MGMIHS, Navi Mumbai

Hon'ble Vice Chancellor presided over the meeting and welcomed all the members. He briefed them about the purpose of the meeting Dr. Parineeta Samant, Controller of Examinations conducted the meeting.

Item 1: To confirm the minutes of meeting held on 29th October 2020 at 11.00 am (BOE-06/2020)

Resolution No 1: The minutes of the meeting were unanimously accepted by all Board of Examination members.

22/01/2021

This minutes referred to BOM-63/2021
dated 17/02/2021

Item 2 : Presentation of Annual Report of examination section of Academic Year 2019-2020

Resolution No 2 : The annual report of year 2019-20 examination section was presented by Controller of Examination. The Registrar expressed concern over the change in marks occurred in the applications submitted for revaluation. Hon'ble Vice Chancellor advised to adopt alternative modalities like double blinded evaluation scheme after NAAC assessment is over.

ITEM 3 : To discuss issuing fellowship Degree Certificate with details of external expert as well as guide

Resolution No 3: In the discussion pertaining mention of guide and external expert details on the certificate. It was resolved to continue the existing practice to issue of fellowship certificate by the University. Hon'ble Vice Chancellor suggested that in case of collaboration or MOU with other institute/ department a duly signed logbook and fellowship completion letter by the concerned department/ institute, organization / agency has to be submitted to University in order to have details of collaborating department/ Institute/ agency/ organization on the fellowship.

ITEM 4: Enhancing remuneration for examiners suggestion from Aurangabad

Resolution 4: It is unanimously resolved to accept revised MUHS admissible manpower and rates of remuneration for conduct of University examinations. Dr. Parineeta Samant, Controller of Examinations suggested marginal hike in examination fees but Hon'ble Pro-Vice Chancellor advised not to hike examination fees in pandemic time. The Director, School of Biomedical Sciences, Navi Mumbai requested not to hike for SBS examination fees and no change in remuneration rates of University examination.

ITEM 5 : To depict college levels examinations on the mark memo

Resolution 5: Dr. Parineeta Samant, Controller of Examinations, brought to notice of all Board of Examinations members that in Three years UG programmes and Two years PG programmes (CBCS) programmes, the elective subjects are not evaluated at University level but at college level. Controller of Examinations expressed her apprehension about incorporation of these marks on University marks memo, she also added that it is desirable to have role of University in these examination as per norms or status of college level examination shall be reflected in marks memo.

The Registrar mentioned that college level examination marks can be incorporated in marks memo Dr. Mansee Thakur, Director of SBS and Dr. Rajnee Mullerpatan, Director, MGMSOP supported that.

The Dr. N. N. Kadam, Pro-Vice Chancellor expressed his apprehension about University examination section being not being involved in this examination process.

Hon'ble Vice Chancellor suggested that all core electives will be assessed at University level and General elective at college level. However, University examination section will be monitoring conduction of all college level examinations. A SOP for same will be prepared and shared with constituent units for implementation. It is also observed that some core elective examinations are conducted at college level which will be scrutinized and reviewed for necessary amendments by the Committee appointed under guidance of Hon'ble Vice Chancellor.

ITEM 6 : To reflect CGPA as well as percentage of marks on marks memo of all CBCS programme

Resolution No 6: It was accepted to reflect CGPA as well as percentage of marks on marks memo of all CBCS programmes. Hon'ble Vice Chancellor suggested this will be a temporary practice but final policy needs to be formulated.

ITEM 7 : Discussion on PG dissertation eligibility criteria's as per NMC

Resolution No 7 : It was unanimously resolved to follow advisory issued by NMC dated : 22.12.2020

ITEM 8 : Information about circulars issued by various regulatory bodies

Resolution No 8 : Information about various circular issued by regulation bodies were presented and noted by all the members.

ITEM 9 : Presentation of IVS (Internal Vigilance Squad) report

Resolution No 9 : Internal Vigilance Squad reports from Navi Mumbai and Aurangabad campus were presented.

Dr. Rajesh Goel, Registrar indicted that only Two IVS member's has signatures on Navi Mumbai campus in IVS report.

Dr. G. S. Narshetty, Dean of Faculty explained that due to COVID pandemic one member could not report. It is resolved that inability of any IVS members to conduct duties shall be informed to examination section in order to carryout alternate appointment.

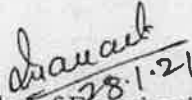
Dr. G. S. Narshetty, Dean of Faculty pointed out that verification IA is not mentioned in IVS reports of both the campuses. Controller of examination clarified that it is mentioned in the appointment order of IVS members. However, in order to improve IVS report it is resolved to prepare checklist and issue to IVS members.

Item 10 : Any other point permission to chair

Resolution No 10: Controller of Examinations presented an application of student seeking change of marksheet as per lateral entry to CCT programme from B.Optomety.

It is resolved to appoint a committee under the guidance of Hon'ble Vice Chancellor to study this issue.

Dr. Jaishree Ghanekar, BOS (Chariperson-Medicine) discussed about PG (MD/MS) exam date which are scheduled in April 2021. It is informed by Dean, MGM Medical College, Navi Mumbai that be will revert back to University after considering and receiving MCI inspection dates.


Controller of Examinations
28.1.21




Hon'ble Vice Chancellor

Item 2: Issue of answer booklets to students for “College level examinations”

Resolution 2 It is resolved that the responsibility of printing of answer booklets for college level examination lies with institutional head. All institutional head can print answer booklets with letter head of their institute. The quality and rate of printing of answer booklets can be finalized by Institute Heads by adopting official procedure.

Item 3: Policy decision for disposal of thesis copy stored by examinations section since 2009 to till date

Resolution 3: It is resolved to approve standard operating procedure (SOP) for retention and Disposal of examination papers and other examination documents.

It is decided to shred all examination papers, answer booklets/Answer sheets, multiple choice question OMR answer sheets, Question Booklets after 5 years. Through a official vendor with whom MOU is already established. Regarding disposal of PG (MD,MS, MPT, PhD & M.Sc.) dissertation/thesis. It is resolved to send one copy of dissertation to the concerned department and one copy to the central library. Remaining copies of dissertation /thesis can be shredded and disposed as per SOP

Item 4: To make available University previous year question paper bank to students in spiral bound form.

Resolution 4: It is resolved to make question bank available for the students of all programme in the library.

Item 5: CAP process to be conducted before practical examinations for all UG/PG programmes

Resolution 5: It is resolved to continue with existing practice of Universtiy CAP conduction for UG as well as PG programmes.

Item 6 : Presentation of various report of examinations(IVS (Internal Vigilance Squad) report, Examiner’s feedback, Report of Unfair means cases, Re-totaling and revaluation data)

Resolution 6: The report of Internal Vigilance Squad, Unfair Means committee, re-totaling and re-evaluation was presented by Controller of Examinations.

The Registrar suggested to present unfair means report campus wise and also mention the type of malpractice adopted by the candidates.

All other reports were accepted by all Board of Examinations members with appreciation



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MINUTES OF MEETING OF BOARD OF EXAMINATIONS

(BOE-02/2021)

In pursuance to order of Hon'ble Vice Chancellor, a meeting was held through "Zoom Meeting" on 31.05.2021 at 11 am.

1. Dr. Shashank D. Dalvi, (Chairperson), Vice Chancellor, MGMIHS, Navi Mumbai
2. Dr. Nitin N. Kadam, Pro-Vice Chancellor, MGMIHS, Navi Mumbai
3. Dr. Parineeta Samant, Controller of Examinations, MGMIHS, Navi Mumbai
4. Dr. G. S. Narshetty, - Member, Dean Faculty (PG), MGM Medical College, Navi Mumbai
5. Dr. Rajendra Bohra, Member, Dean Faculty (UG), MGM Medical College, Aurangabad
6. Dr. R.S. Inamdar, Member - Chairperson, (Pre-Clinical), Prof of Physiology, MGM Medical College, Navi Mumbai
7. Dr. Jaishree Ghanekar- Chairperson, (Medicine & Allied) Prof of Medicine, MGM Medical College, Navi Mumbai
8. Dr. Pravin Suryavanshi, Chairperson, (Surgery & Allied), Prof of Surgery, MGM Medical College, Aurangabad
9. Dr. Mansee Thakur, Chairperson, (Biomedical Sciences) Director, MGM School of Biomedical Sciences, Navi Mumbai
10. Dr. Rajani Mullerpatan, Chairperson, (Physiotherapy), MGM School of Physiotherapy, Navi Mumbai
11. Dr. Prabha Dasila, Chairperson, (Nursing), MGM New Bombay College of Nursing, Navi Mumbai
12. Dr. Rajesh Goel, Registrar, MGMIHS, Navi Mumbai

All Members remained present in the meeting except Dr. Ipsceta Ray, Chairperson, (Paraclinical), Prof of Pharmacology, MGM Medical College, Navi Mumbai in view of prior commitment for Institutional Ethics Committee Meeting.

Hon'ble Vice Chancellor presided over the meeting and welcomed all the members. He briefed them about the purpose of the meeting Dr. Parineeta Samant, Controller of Examinations conducted the meeting.

Item 1: To confirm the minutes of meeting held on 27th Jan 2021 at 11.00 am (BOE-01/2021)

Resolution No 1: The minutes of the meeting were unanimously accepted by all Board of Examination members. Action taken report was presented and accepted by all Board of Examination members.

*This Minutes referred to AC/40/2021
dated 15/06/2022.*

Item 7 : Appointment of Joint center In-charge for examination centers

Resolution 7 : Hon'ble Vice Chancellor and Pro-Vice Chancellor suggested appointment of Joint Centre In-charge/ Centre observers through University of all type of University examination. This is recommended considering no of examinations and the burden of theory, practical & CAP examination.

It is resolved that the Controller of Examinations will depute Joint Centre In-charge/ Centre observers in professor level.

Item 8 : To propose composition of committee to finalize new gold medals to be introduced by MGMIHS

Resolution 8 : It is resolved to accept the proposed committee for finalizing and introducing new gold medals. Respected Pro-Vice Chancellor suggested to include institute heads of Medical, SBS, Nursing & Physiotherapy as invitee members

Pro Vice Chancellor also recommended to take external examiners recommendations for student showing extra ordinary performance in PG examination. The same be considered for finalization of gold medal whenever there is a challenging situation

Examination section will prepare a proforma for the same and will share with external examiner along with appointment letter.

Item 9 : Third MBBS (Part-II) supplementary examination to be scheduled at 6 months as per MCI rule

Resolution 9: It is resolved to continue with the existing system of supplementary examination within 6 weeks from declaration of result for Third MBBS (Part-II).

Item 10: E-paper delivery module

Resolution 10: Hon'ble Vice Chancellor suggested that e-paper delivery module will be implemented in a phase wise manner and shall be extended to other programmes if successful.

Dean faculty (Navi Mumbai) informed to all members that this practice already followed in MGM Medical College, Navi Mumbai for the college level examinations of for PG (MD& MS).

Item 11: E- module to upload and evaluate thesis

Resolution 11: E- module to upload and evaluate thesis is accepted. It is recommended to customize it as per MGMIHS requirement.

The Registrar suggested to Controller of Examinations to arrange demonstration of E-module for thesis /dissertation submission during academic council meeting in the month of June 2021.