



# 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](mailto:registrar@mgmuhs.com) ; Website : [www.mgmuhs.com](http://www.mgmuhs.com)

**University Internal Quality Assurance Cell**

MGM/IQAC/2021/73

Date: - 2nd December, 2021

A University IQAC meeting was conducted on Thursday, 2nd December, 2021 at 11.00am 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. N. N. Kadam        | Pro-Vice Chancellor, Navi Mumbai (Management)   |
| 3.      | Dr. S. N. Kadam        | Director, Trustee, MGMIHS (Management)  |
| 4.      | Dr. P. M. Jadhav       | Vice Chairman, MGM Trust (Society)  |
| 5.      | Dr. Rita M. Khadkikar  | Associate Professor. Physiology, IQAC Coordinator, MGMIHS, Navi Mumbai (IQAC Coordinator) |
| 6.      | Dr. Rajesh B Goel      | Registrar, MGMIHS, Navi Mumbai (Administrative Officer)                                   |
| 7.      | Dr. Rajesh Kadam       | Deputy Registrar, MGMIHS, Aurangabad (Administrative Officer)                             |
| 8.      | Dr. Sabita Ram         | Director Research, MGMIHS, Navi Mumbai (Administrative Officer)                           |
| 9.      | Dr. Parineeta Samant   | Professor and HOD, Biochemistry, MGMMC Navi Mumbai (Teacher)                              |
| 10.     | Dr. R. Ponchitra       | Professor MGMCON, Navi Mumbai (Teacher)   |
| 11.     | Dr. Bhavana Junagade   | Associate Prof. Anatomy, MGMMC, Navi Mumbai (Teacher)                                     |
| 12.     | Dr. Mamta Shetty       | Assistant Prof., MGMSOP, Navi Mumbai (Teacher)  |
| 13.     | Dr. R. Ponchitra       | IQAC Co-ordinator of MGMCON, Navi Mumbai  |
| 14.     | Dr. G. S. Narshetty    | Dean, MGMMC, NM   |
| 15.     | Dr. R. B. Bohra        | Dean, MGMMC, Abd  |
| 16.     | Dr. Pravin Suryavanshi | Professor and HOD Surgery, MGM Medical College, Aurangabad (Administrative Officer)       |
| 17.     | Dr. Swati Shiradkar    | Professor. OBGY, MGMIHS, Aurangabad (IQAC Coordinator at Aurangabad Campus)               |

## Agenda

1. Finalization on NAAC 2nd Cycle Appeal Application of MGMIHS.
2. Discussion on 15 Qualitative and 23 Quantitative metrics to be considered in Appeal process.



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**University Internal Quality Assurance Cell**

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

The following points were discussed in the meeting:

- MGMIHS was awarded 'A' Grade with a CGPA score of 3.08 on 26<sup>th</sup> October, 2021.
- Point No. 1: Finalization on NAAC 2nd Cycle Appeal Application of MGMIHS.

It was discussed that the marks awarded for the quantitative data and few of the qualitative data were not satisfactory as per quantitative data uploaded and comments of Peer Team on these qualitative metrics. On this basis there was a plan to apply for appeal process.

#### **Resolution:**

**It was resolved to take advantage of appeal provision by NAAC and to prepare a final document for the Appeal process to be submitted to NAAC by 7<sup>th</sup> December, 2021.**

- Point No. 2: Discussion on 15 Qualitative and 23 Quantitative metrics to be considered in Appeal process.

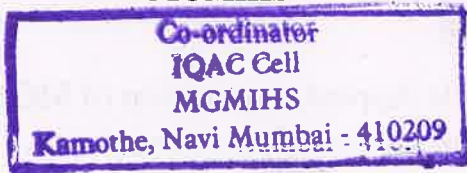
Hon'ble Vice Chancellor, MGMIHS mentioned that 15 Qualitative and 23 Quantitative metrics need to be considered in Appeal process.

There was discussion in detail regarding each metric and expectations of marks.

#### **Resolution:**

**It was resolved to apply with 15 Qualitative and 22 Quantitative metrics need to be considered in Appeal process.**

**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  
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**University Internal Quality Assurance Cell**

MGM/IQAC/2022/ 74

Date: - 8th December, 2021

## Action Taken Report University IQAC meeting- 8<sup>th</sup> December, 2021

University IQAC meeting was conducted on Thursday, 2nd December, 2021 at 11.00am 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).

| Sr. No. | Agenda   | Resolution  | Action Taken   |
|---------|--|---|--|
| 1       | Finalization on NAAC 2nd Cycle Appeal Application of MGMIHS.                                 | It was resolved to take advantage of appeal provision by NAAC and to prepare a final document for the Appeal process to be submitted to NAAC by 7th December, 2021. | The Appeal document was submitted on 7th December, 2021 on the HEI NAAC portal with details of all the metrics to be considered in the Appeal process. |
| 2       | Discussion on 15 Qualitative and 23 Quantitative metrics to be considered in Appeal process. | It was resolved to apply with 15 Qualitative and 22 Quantitative metrics need to be considered in Appeal process.   | The final document to be submitted to NAAC was prepared.   |

**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  
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## **University Internal Quality Assurance Cell**

MGM/IQAC/2022/79

Date: - 21<sup>st</sup> March, 2022

A University IQAC meeting was held on 21/03/2022 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. N. N. Kadam        | Pro-Vice Chancellor, Navi Mumbai (Management)   |
| 3.      | Dr. P. M. Jadhav       | Vice Chairman, MGM Trust (Society)  |
| 4.      | Dr. Rita M. Khadkikar  | Associate Professor. Physiology, IQAC Coordinator, MGMIHS, Navi Mumbai (IQAC Coordinator) |
| 5.      | Dr. Rajesh B Goel      | Registrar, MGMIHS, Navi Mumbai (Administrative Officer)                                   |
| 6.      | Dr. Rajesh Kadam       | Deputy Registrar, MGMIHS, Aurangabad (Administrative Officer)                             |
| 7.      | Dr. Jaishree Ghanekar  | Head of Curriculum Development Committee, MGMIHS  |
| 8.      | Dr. Sabita Ram         | Director Research, MGMIHS, Navi Mumbai (Administrative Officer)                           |
| 9.      | Dr. Gautam Shroff      | Professor and HOD Anatomy, MGMMC, Aurangabad (Teacher)                                    |
| 10.     | Dr. Parineeta Samant   | Professor and HOD, Biochemistry, MGMMC Navi Mumbai (Teacher)                              |
| 11.     | Dr. R. Ponchitra       | Professor MGMCON, Navi Mumbai (Teacher)   |
| 12.     | Dr. Bhavana Junagade   | Associate Prof. Anatomy, MGMMC, Navi Mumbai (Teacher)                                     |
| 13.     | Dr. Mamta Shetty       | Assistant Prof., MGMSOP, Navi Mumbai (Teacher)  |
| 14.     | Dr. R. Ponchitra       | IQAC Co-ordinator of MGMCON, Navi Mumbai  |
| 15.     | Dr. G. S. Narshetty    | Dean, MGMMC, NM   |
| 16.     | Dr. R. B. Bohra        | Dean, MGMMC, Abd  |
| 17.     | Dr. Mansi Thakur       | Principal, MGMSBS, NM   |
| 18.     | Dr. Rajani Mullerpatan | Principal, MGMSOP, NM   |
| 19.     | Dr. Prabha K. Dasila   | Principal, MGMNBCON, NM   |
| 20.     | Dr. Rinkle Malani      | Principal, MGMSOP, Abd  |
| 21.     | Dr. Uttara Deshmukh    | Principal, MGMUDPO, NM  |

The following members showed their inability to attend the meeting

| Sr. No. | Name of the Member     | Designation   |
|---------|------------------------|---|
| 1.      | Dr. S. N. Kadam        | Director, Trustee, MGMIHS (Management)  |
| 2.      | Dr. Pravin Suryavanshi | Professor and HOD Surgery, MGM Medical College, Aurangabad (Administrative Officer) |



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**University Internal Quality Assurance Cell**

|    |                     |   |
|----|---------------------|---|
| 3. | Dr. Swati Shiradkar | Professor. OBGY, MGMIHS, Aurangabad (IQAC Coordinator at Aurangabad Campus) |
|----|---------------------|---|

## Agenda Curriculum Committee

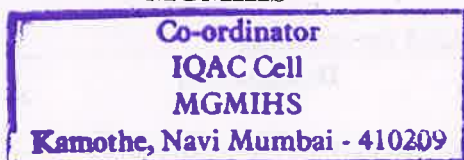
1. Appointment of Curriculum Development Committee Head.
2. Curriculum committee presentation should include CBME, CBCS, OBE points from 2014 to 2018 and 2019 to 2021.
3. Any other suggestion / query for discussion.

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

The following points were discussed in the meeting:

- In view of NAAC revisit MGMIHS has to be ready for the NAAC Peer Team revisit.
- Dr. Jaishree Ghanekar, Head of Curriculum Development Committee, MGMIHS was appointed as Curriculum Development Committee Head in place of Dr. R. S. Inamdar who completed his tenure.
- Madam was guided with the draft of the curriculum development committee policy (**Annexure 1**) and was requested case study for curriculum development policy for inclusion of module of environment in ug curriculum of all constituent units.
- The draft of the curriculum development committee policy was discussed for further enhancement.
- The Incharges of the committees (CBME, CBCS & OBE committee, Medical Education Unit, Learning Management System) were requested to provide details of their curriculum to the head of the Curriculum Development Committee.
- Value added course incharge was to provide details of activities to be included in the presentation.

**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  
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**University Internal Quality Assurance Cell**

MGM/IQAC/2022/ 80

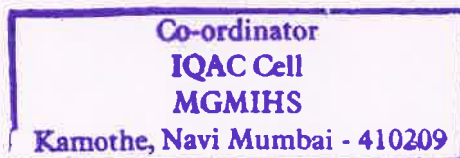
Date: - 21<sup>st</sup> March, 2022

## Action Taken Report University IQAC meeting- 21<sup>st</sup> March, 2022

A University IQAC meeting was conducted on 21/03/2022 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).

| Sr. No. | Agenda  | Resolution   | Action Taken  |
|---------|---|--|---|
| 1       | Appointment of Curriculum Development Committee Head.   | It was unanimously approved to appoint Dr. Jaishree Ghanekar, as the Head of Curriculum Development Committee, MGMIHS.   | Dr. Jaishree Ghanekar represents the head of the Curriculum Development Committee.  |
| 2       | Curriculum committee presentation should include CBME, CBCS, OBE points from 2014 to 2018 and 2019 to 2021. | The Incharges of the committees (CBME, CBCS & OBE committee, Medical Education Unit, Learning Management System) were requested to provide details of their curriculum to the head of the Curriculum Development Committee.<br><br>Value added course incharge was to provide details of activities to be included in the presentation | Dr. Jaishree Ghanekar, head of the Curriculum Development Committee compiled all the data received from CBME, CBCS, OBE committees and prepared a final presentation for the Pre- NAAC Peer Team Re-visit and NAAC Peer Team Re-visit . |

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



**Dr. Shashank Dalvi**  
Vice Chancellor  
MGMIHS

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**University Internal Quality Assurance Cell**

MGM/IQAC/2022/76

Date: - 17<sup>th</sup> March, 2022

An University IQAC meeting was conducted on 17/03/2022 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. N. N. Kadam        | Pro-Vice Chancellor, Navi Mumbai (Management)   |
| 3.      | Dr. P. M. Jadhav       | Vice Chairman, MGM Trust (Society)  |
| 4.      | Dr. Rita M. Khadkikar  | Associate Professor. Physiology, IQAC Coordinator, MGMIHS, Navi Mumbai (IQAC Coordinator) |
| 5.      | Dr. Rajesh B Goel      | Registrar, MGMIHS, Navi Mumbai (Administrative Officer)                                   |
| 6.      | Dr. Rajesh Kadam       | Deputy Registrar, MGMIHS, Aurangabad (Administrative Officer)                             |
| 7.      | Dr. Jaishree Ghanekar  | Head of Curriculum Development Committee, MGMIHS  |
| 8.      | Dr. Sabita Ram         | Director Research, MGMIHS, Navi Mumbai (Administrative Officer)                           |
| 9.      | Dr. Gautam Shroff      | Professor and HOD Anatomy, MGMMC, Aurangabad (Teacher)                                    |
| 10.     | Dr. Parineeta Samant   | Professor and HOD, Biochemistry, MGMMC Navi Mumbai (Teacher)                              |
| 11.     | Dr. R. Ponchitra       | Professor MGMCON, Navi Mumbai (Teacher)   |
| 12.     | Dr. Bhavana Junagade   | Associate Prof. Anatomy, MGMMC, Navi Mumbai (Teacher)                                     |
| 13.     | Dr. Mamta Shetty       | Assistant Prof., MGMSOP, Navi Mumbai (Teacher)  |
| 14.     | Dr. R. Ponchitra       | IQAC Co-ordinator of MGMCON, Navi Mumbai  |
| 15.     | Dr. G. S. Narshetty    | Dean, MGMMC, NM   |
| 16.     | Dr. R. B. Bohra        | Dean, MGMMC, Abd  |
| 17.     | Dr. Mansi Thakur       | Principal, MGMSBS, NM   |
| 18.     | Dr. Rajani Mullerpatan | Principal, MGMSOP, NM   |
| 19.     | Dr. Prabha K. Dasila   | Principal, MGMNBCON, NM   |
| 20.     | Dr. Rinkle Malani      | Principal, MGMSOP, Abd  |
| 21.     | Dr. Uttara Deshmukh    | Principal, MGMUDPO, NM  |

The following members showed their inability to attend the meeting

| Sr. No. | Name of the Member     | Designation   |
|---------|------------------------|---|
| 1.      | Dr. S. N. Kadam        | Director, Trustee, MGMIHS (Management)  |
| 2.      | Dr. Pravin Suryavanshi | Professor and HOD Surgery, MGM Medical College, Aurangabad (Administrative Officer) |



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## **University Internal Quality Assurance Cell**

|    |                     |   |
|----|---------------------|---|
| 3. | Dr. Swati Shiradkar | Professor. OBGY, MGMIHS, Aurangabad (IQAC Coordinator at Aurangabad Campus) |
|----|---------------------|---|

### **Agenda**

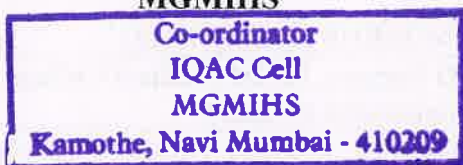
1. Preparation of Pre-NAAC visit.
2. Any other suggestion / query for discussion.

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

The following points were discussed in the meeting:

- In view of NAAC revisit MGMIHS has to be ready for the NAAC Peer Team revisit.
- For checking, evaluating the preparedness of the Institutes for the NAAC Peer Team revisit (5<sup>th</sup> to 7<sup>th</sup> April, 2022) and the Pre-NAAC revisit (24<sup>th</sup> and 25<sup>th</sup> March, 2022) is scheduled at both the campuses by the Internal and External Team.
- The following external team members would be visiting MGM Navi Mumbai Campus:
  - **Dr. Y.M. Jayaraj**, Former Vice Chancellor PIMS Loni, Chief Advisor to Chancellor at Dr. D.Y. Patil Vidyapeeth, Deemed to be University, Pimpri, Pune, Maharashtra.
  - **Dr Shimpa Sharma**, Pro-Vice Chancellor, Dr. D.Y. Patil Kolhapur.
  - **Dr. M. D. Jahagirdar**, Former Member, State Level IQAC
- Request all the departments and respective incharges to go through the schedule attached for the mock rehearsal on 24th and 25th March 2022. Kindly revisit and review your respective departments on the following points:
  - Décor of the Department.
  - Departmental Power point presentation.
  - Brochure.
  - Departmental evaluative reports.
  - Departmental files.
- The preparation needs to be done on similar lines as during the NAAC visit.
- The schedule of the Pre-NAAC revisit was circulated and discussed during the meeting.

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



**Dr. Shashank Dalvi**  
Vice Chancellor  
MGMIHS

**Dr. Shashank D. Dalvi**  
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**University Internal Quality Assurance Cell**

MGM/IQAC/2022/77

Date: - 17<sup>th</sup> March, 2022

## Action Taken Report University IQAC meeting- 17<sup>th</sup> March, 2022

An University IQAC meeting was conducted on 17/03/2022 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).

| Sr. No. | Agenda                         | Resolution   | Action Taken  |
|---------|--------------------------------|--|---|
| 1       | Preparation of Pre-NAAC visit. | <p>For checking, evaluating the preparedness of the Institutes for the NAAC Peer Team revisit (5<sup>th</sup> to 7<sup>th</sup> April, 2022) and the Pre-NAAC revisit (24<sup>th</sup> and 25<sup>th</sup> March, 2022) is scheduled at both the campuses by the Internal and External Team.</p> <p>Request all the departments and respective incharges to go through the schedule attached for the mock rehearsal on 24th and 25th March 2022. Kindly revisit and review your respective departments on the following points:</p> <ul style="list-style-type: none"><li>o Décor of the Department.</li><li>o Departmental Power point presentation.</li><li>o Brochure.</li><li>o Departmental evaluative reports.</li><li>o Departmental files.</li></ul> | <p>The following external team members would be visiting MGM Navi Mumbai Campus:</p> <ul style="list-style-type: none"><li>o <b>Dr. Y.M. Jayaraj</b>, Former Vice Chancellor PIMS Loni, Chief Advisor to Chancellor at Dr. D.Y. Patil Vidyapeeth, Deemed to be University, Pimpri, Pune, Maharashtra.</li><li>o <b>Dr. M. D. Jahagirdar</b>, Former Member, State Level IQAC</li></ul> <p>Schedule sent by mail with the templates of</p> <ul style="list-style-type: none"><li>o Décor of the Department.</li><li>o Departmental Power point presentation.</li><li>o Brochure.</li><li>o Departmental evaluative reports.</li><li>o Departmental files.</li></ul> <p>All the Institutional IQAC coordinators verified the documents and other requirements mentioned above with respect to preparation for Pre-NAAC visit and provided their suggestions</p> |

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



**Dr. Shashank Dalvi**  
Vice Chancellor

**Dr. M. D. Dalvi**  
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**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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## **University Internal Quality Assurance Cell**

|     |                   |  |
|-----|-------------------|--|
| 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



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**University Internal Quality Assurance Cell**

MGM/IQAC/2022/ 83

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

## Action Taken Report University IQAC meeting- 5<sup>th</sup> July, 2022

A University IQAC meeting was conducted 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).

| Sr. No. | Agenda   | Resolution  | Action Taken  |
|---------|--|---|---|
| 1       | Finalization of Accreditation Management System (AMS) to be used for AQAR purpose. | It was unanimously approved to purchase the Inpods AMS software for the AQAR 2021-22.             | The Inpods AMS software was purchased for the AQAR 2021-22  |
| 2       | Challenges that the departments and institutes faced while using the Inpods AMS.   | The list of challenges was discussed and send to the Inpods for clarifications and rectifications | Some of the major challenges were resolved which are <ul style="list-style-type: none"><li>• Uploading of Zip folder.</li><li>• Correction of qualitative at the institute and the University level. No need of taking printout on word document.</li></ul> The Inpods is also working on the other challenges. |

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

**Co-ordinator**  
**IQAC Cell**  
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