



# MGM INSTITUTE OF HEALTH SCIENCES

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

## MINUTES OF THE (SPECIAL) BOARD OF EXAMINATIONS MEETING (03/2023)

In pursuance to order of Hon'ble Vice Chancellor, a special meeting was held through "Zoom Meeting" on 10.10.2023 at 11.30 am.

1. Dr. Shashank D. Dalvi, Vice Chancellor, MGMIHS – Chairperson
2. Dr. N. N. Kadam, Pro-Vice Chancellor, MGMIHS, Navi Mumbai
3. Dr. G.S. Narshetty, Dean Faculty of Medicine(PG), MGM Medical College, Navi Mumbai
4. Dr. R.B. Bohra, Dean Faculty of Medicine(UG) MGM Medical College, Aurangabad
5. Dr. Dhananjay V. Bhale, Chairperson, BOS (Pre Clinical), MGM Institute
6. Dr. Naik Manjiri Rajiv, Chairperson, BOS (Medicine & Allied), MGM Institute
7. Dr. Shilpa Deshmukh, Chairperson, BOS (Superspeciality), MGM Institute
8. Dr. Mansee Thakur, Chairperson, BOS (Biomedical Sciences), MGMIHS
9. Dr. Rinkle Hotwani, Chairperson, BOS (Physiotherapy & P & O), MGMIHS
10. Dr. Ponchitra R, Chairperson, BOS (Nursing), MGMIHS
11. Registrar, MGMIHS, Navi Mumbai- Member
12. Controller of Examinations – Member Secretary
- 13.

All Members participated in the meeting, the meeting conducted through video conferencing.

Dr. Prabha Dasila, Dean Faculty (Nursing & Allied) informed her inability to attend the meeting due to personal reasons. Dr. Ponchitra (I/c Principal Nursing) attended on her behalf with permission from Chair.

**Preamble:** This meeting of special Board of Examinations has been organized in view of recent rise in remuneration of examiner in accordance with MUHS as per BOM 38/2014 resolution no 4.6. The examination fee has not been revised since 2007. The remuneration for examiners is revised from time to time as per MUHS i.e. four times. As automation is also proposed in whole examination system expenditure is likely to increase. In this view revision exercise is proposed in this meeting for medical (UG /PG, Superspeciality and PhD) programmes. There is also need to streamline examination fees of CBCS programmes (Nursing, Biomedical & Physiotherapy programmes)

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

**Item 1 : Revision of examination fees for all programmes**

**Resolution No 1 :**

It is unanimously resolved to accept and implement revised examination fees for Medical programmes (MBBS, MD/MS and DM/ MCh Programme)

The detail deliberation and discussions were done programme wise (MBBS, MD/MS and DM/MCh) on examination expenditure and following Fees mentioned in table are finalized.

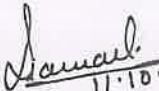
Programme	Yearly Examination Fees	
	Regular	Supplementary
MBBS	10000/-	5000 Per Subject*
MD/MS including Dissertation fees	20000/-	20000/-
DM/MCh	30000/-	30000/-

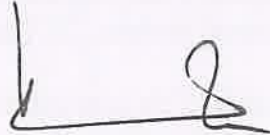
\* Maximum upto 10,000/-


Hon'ble Vice Chancellor directed to the Chairperson of Biomedical & Nursing to prepare semester wise income and expenditure for deciding University examination fees & submit to examination section within the two days to finalize the same for all CBCS programs, as annual pattern has changed to semester system. The quantum of fees is as per annual pattern.

**Resolution No 1.1:**

As per correspondence received from BOS Chairperson of Biomedical Sciences & Nursing as well as on behalf of Dean Faculty of Nursing & Allied they have proposed no change in examination fees for allied programmes including CBCS.

  
11.10.23  
Dr. Parineeta Samant  
Controller of Examinations

  
Dr. N. N. Kadam  
Pro Vice Chancellor

  
Dr. Shashank D. Dalvi 11/10/23  
Hon'ble Vice Chancellor





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### MINUTES OF SPECIAL BOARD OF EXAMINATIONS **BOE 01/2024**

In pursuance to order of Hon'ble Vice Chancellor, a special meeting (BOE 01/2024) was held at IQAC Hall, MGMIHS, Navi Mumbai on 19.01.2024 at 11.30 am.

All Members remained present in the meeting :

1. Dr. Shashank D. Dalvi, Vice Chancellor, MGMIHS – Chairperson
2. Dr. N. N. Kadam, Pro-Vice Chancellor, MGMIHS, Navi Mumbai
3. Dr. G.S. Narshetty, Dean Faculty of Medicine(PG), MGM Medical College, Navi Mumbai
4. Dr. R.B. Bohra, Dean Faculty of Medicine(UG) MGM Medical College, Aurangabad
5. Dr. Sulabha V. Akarte, Dean, MGM Medical College, Vashi
6. Dr. Dhananjay V. Bhale, Chairperson, BOS (Pre Clinical), MGM Institute
7. Dr. Anjali Sabnis, Co- Chairperson, BOS (Pre Clinical), Prof of Anatomy, MGM MC, Navi Mumbai
8. Dr. Deepak S. Bhosale, Chairperson, BOS (Para Clinical), MGM Institute
9. Dr. Shilpi Sahu, Co- Chairperson, BOS (Para Clinical), MGM MC, Navi Mumbai
10. Dr. Naik Manjiri Rajiv, Chairperson, BOS (Medicine & Allied), MGM Institute
11. Dr. Rachkonda Lakshmi, Co-Chairperson, BOS (Surgery & Allied), MGM Institute
12. Dr. Yashoda Kattimani, Curriculum Committee Coordinator, MGM Medical College, Vashi
13. Registrar, MGMIHS, Navi Mumbai- Member
14. Controller of Examinations – Member Secretary

All Members were well apprised about NMC regulation and participated in the meeting, Members from Aurangabad attended the meeting through video conferencing.

This special meeting of Board of Examinations has been organized to Discuss & Implement Competency Based Medical Education Curriculum” (CBME) Regulations, 2023, published on 01.08.2023 and ammendments dated 1<sup>st</sup> September 2023, 3<sup>rd</sup> October 2023 and correspondence done by controller of Examinations MUHS

#### **Item 1 : Implementation of NO Grace marks system for MBBS batches for all phases (I, II, III- I & III-II MBBS)**

##### **Resolution 1 :**

The provision of 5 grace marks for any one subject available during MBBS examination is withdrawn with immediate effect.

Also, Hon'ble Vice Chancellor instructed Institute Heads to inform the change in GRACE MARK rule of MBBS for all batches students by issuing a circular and displaying the same on notice board of college as well as respective teaching department.

#### **Item 2 : Internal Assessment criteria for MBBS batches (2019-20,2020-21, 2021-22, 2022-23 & 2023-24) for all phases (I, II, III- I & III-II MBBS)**

##### **Resolution 2:**

It is resolved that the passing criteria for Internal Assessment to be implemented is 50% marks of the total marks (combined in theory and practical/ clinical; not less than 40% marks in theory and practical separately) in a particular subject in order to be eligible for appearing at the final University examination of that subject.

Change in Internal Assessment formats will be implemented from 2023-24 admitted MBBS batch. The teaching department should inform the students about IA criteria for theory and practical's accordingly.

**Item 3 : Supplementary Examinations for MBBS programme for all phases (I, II, III- I & III-II MBBS)**

**Resolution 3 :**

It is resolved that the Supplementary examinations will be conducted within 3-6 weeks from the date of declaration of the results of the main examination for every professional year, so that the candidates, who pass, can join the main batch for progression with immediate effect for all batches.

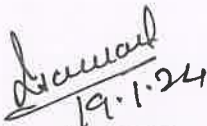
Institute head will inform this rule to MBBS students of all phases by issuing notice and displaying the same on notice board of college and respective teaching departments.


**Item 4 : Passing Criteria for MBBS programme for all phases (I, II, III- I & III-II MBBS)**

**Resolution 4:**

It is unanimously resolved to accept and implement the change in Passing criteria for MBBS programme (I, II, III- I & III-II MBBS) as 50% marks in aggregate and 40% (minimum) in University conducted examination separately in Theory and in Practical (practical includes: practical/ clinical and viva voce) in order to be declared as passed in that subject with immediate effect for all batches.

Institute head will inform this rule to MBBS students of all phases by issuing notice and displaying the same on notice board of college and respective teaching departments.

  
19.1.24  
Controller of Examinations

  
Pro-Vice Chancellor

  
Vice Chancellor







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## MINUTES OF SPECIAL BOARD OF EXAMINATIONS **BOE 02/2024**

In pursuance to order of Hon'ble Vice Chancellor, a special meeting (BOE 02/2024) was held at IQAC Hall, MGMIHS, Navi Mumbai on 07.02.2024 at 12 noon.

All Members remained present in the meeting :

1. Dr. Shashank D. Dalvi, Vice Chancellor, MGMIHS – Chairperson
2. Dr. N. N. Kadam, Pro-Vice Chancellor, MGMIHS, Navi Mumbai
3. Dr. G.S. Narshetty, Dean Faculty of Medicine(PG), MGM Medical College, Navi Mumbai
4. Dr. R.B. Bohra, Dean Faculty of Medicine(UG) MGM Medical College, Aurangabad
5. Dr. Sulabha V. Akarte, Dean, MGM Medical College, Vashi
6. Registrar, MGMIHS, Navi Mumbai- Member
7. Controller of Examinations – Member Secretary

All participated in the meeting, Dean, MGMMC, Aurangabad & Dean, MGMMC, Vashi attended the meeting through video conferencing.

This special meeting of Board of Examinations has been organized to discuss in detail Public Notice issued by NMC on 06.02.2024.

**Item 1 : Implementation of Video Recording of the forthcoming annual UG Examinations for every phase of MBBS and submission of Form C to NMC after completion of the University examinations**

**Resolution 1 :**

1. The video recoding of all forthcoming MBBS University examinations practical examinations should be done with immediate effect.
2. The video recoding should be presently outsourced by the Dean of the respective Medical College and submit the bills to MGMIHS for reimbursement.
3. The Deans cum centre-In charge of MBBS University practical examination should arrange sufficient number of video recording systems with high resolution camera, Mike, storage backup etc.

4. The Convenor of practical examination by MGMIHS will be responsible for complete coverage and recording of University practical examinations.
5. The video should be in continuation starting from assignment /question of practical examination till the viva voce examination.
  - a. All the interactions in between examiner and examinee must be part of video recording. The viva-voce, case discussion and presentation Q & A between examiners and students should be recorded completely.
  - b. The convenors will be submitting the entire recording to the Dean cum Centre In-charge of the Medical College.
  - c. The duly filled 'Form C' to be uploaded and mailed to NMC after taking approval from Dean of the Medical College immediately after completion of University practical examination.
  - d. History taking part by the student alone need not be video recorded
  - e. The addition, deletion and editing of the Video is not permitted

*Isaac*  
7.2.24

**Controller of Examinations**

*[Signature]*

**Pro-Vice Chancellor**

*[Signature]*

**Vice Chancellor**





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## MINUTES OF BOARD OF EXAMINATIONS (BOE 03/2024)

The meeting (BOE 03/2024) was held at IQAC Hall, MGMIHS, Navi Mumbai on 29.04.2024 at 11.00 am.

Members present in the meeting :

1. Dr. Shashank D. Dalvi, Vice Chancellor, MGMIHS -- Chairperson
2. Dr. N. N. Kadam, Pro-Vice Chancellor, MGMIHS, Navi Mumbai
3. Dr. G.S. Narshetty, Dean Faculty of Medicine(PG), MGM Medical College, Navi Mumbai
4. Dr. R.B. Bohra, Dean Faculty of Medicine(UG) MGM MC, Chhatrapati Sambhajnagar
5. Dr. Dhananjay V. Bhale, Chairperson, BOS (Pre Clinical), MGMIHS.
6. Dr. Prabha Dasila, Dean Faculty of Allied Sciences, MGMNBCN, Kamothe
7. Dr. Vishwas Sathe, Chairperson, BOS (Surgery & Allied), MGMIHS.
8. Dr. Naik Manjiri Rajiv, Chairperson, BOS (Medicine & Allied), MGMIHS.
9. Dr. Rinkle Hotwani, Chairperson, BOS (Physiotherapy & P & O), MGMIHS.
10. Dr. Ponchitra R, Chairperson, BOS (Nursing), MGMIHS.
11. Dr. Mansee Thakur, Chairperson, BOS (Biomedical Sciences), MGMIHS
12. Dr. Sanjaykumar Guddetwar , Principal, MGM SBS, Chhatrapati Sambhajnagar
13. Dr. Rajesh Goel, Registrar, MGMIHS, Navi Mumbai- Member
14. Dr. Parineeta Samant, Controller of Examinations – Member Secretary

The following members sought their apologies for not being able to attend the meeting. The leave of absence was granted to them.

15. Dr. Deepak S. Bhosale, Chairperson, BOS (Para Clinical), MGMIHS.
16. Dr. Shilpa Deshmukh, Chairperson, BOS (Superspeciality), MGMIHS.
17. Dr. Madhusudan S. Gadge, BOS (Pharmacy), MGMIHS.

### **AGENDA:**

- 1. To confirm the minutes of meeting (BOE 01/2024 & BOE 02/2024)**

**Resolution 1:** The minutes of the meeting were unanimously accepted by all Board of Examination members.

It is resolved to approve with following suggestion given by Dean Faculty (UG) and Hon'ble Vice Chancellor.

1. Send SOP to all conveners of medical faculty along with the appointment order for video recording and revised passing criteria as per NMC Gazette CG-DL-E-03012024-251108 dated 29.12.2023.



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### **2. Presentation of examiner's feedback**

**Resolution 2:** It is resolved to take examiner feedback separately for theory & practical's. The feedback mechanism for students to be established at University level by Examination Cell before declaration of result with the help of google form.

### **3. MCQ Versions for MBBS**

**Resolution 3:** It is resolved to introduce versions of MCQ of all programmes wherever they are part of theory evaluation.

### **4. Answer booklets with preprinted barcode for University examinations**

**Resolution 4 :** It is resolved to take this item in next Board of Examinations along with further details of all features for not disclosing identity of students

### **5. Proposal for double evaluation of University examination theory purpose**

**Resolution 5:** It is resolved to rephrase this item as "Elimination of Re-evaluation provision from University and this item should be placed as agenda from examination section in Academic Council.

### **6. Revision of Convocation fees**

**Resolution 6:** It is resolved to refer the approved proposal to finance committee for perusal and further action.

### **7. Mechanism to establish to avoid totaling error in University practical examination.**

**Resolution 7:** It is resolved to take declaration from all the conveners regarding correctness of marks and totaling marks submitted by them for University practical examination. It is further resolved to reflect major subheads in practical marks in software. The marks will be uploaded by the convener in the concerned department through the login assigned day wise and batch wise for the University practical exam.

Internal Assessment marks and attendance of students, both are being continuous evaluation and eligibility criteria, it is directly under control of Institute Heads as her/his Academic responsibility. It is resolved that in order to eliminate errors while uploading IA





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and Attendance in the portal, training need to be organized by all Institute heads for Heads of the department, faculty, programme coordinators, departmental secretary. The officers from University will be the resource faculty for such endeavor.

The suitable date and time may be informed to University so that concerned University officer can attend the training for guidance.

### 8. Practical Questions to be sent to examination section along with answer booklets

**Resolution 8 :** It is resolved that examiners will write marks in Answer booklet of University practical examination in structured format for each head i.e. case/station/sport/experiment on relevant answersheets.

### 9. CME on University practical conduction as CBME for phase 1, phase 2, phase 3 & phase 4.

**Resolution 9:** It is resolved that MEU of each medical college (Kamothe/Chhatrapati Sambhajanagar/Vashi) will organize CME for all faculty for conduction practical examination in accordance with CBME. The University officer may be invited to attend the same by each medical college.

### 10. Presentation of various IVS report of examinations.

**Resolution 10 :** It is resolved to approve and accept IVS squad reports submitted by Navi Mumbai & Aurangabad campus.

### 11. Any other matter :

#### Intimation of 20<sup>th</sup> Convocation

**Resolution :** It is resolved that the 20<sup>th</sup> Convocation will be scheduled in the month of July 2024

*Launcel*  
4.5.24

Controller of Examinations

*[Signature]*

Pro-Vice Chancellor

*[Signature]*

Vice Chancellor

