



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

MINUTES OF THE ACADEMIC & ADMINISTRATIVE (AA-36/2021) MEETING OF MGMIHS

Thirty-sixth Academic & Administrative meeting of the constituent unit Heads & allied Section Heads of both campuses (Navi Mumbai & Aurangabad) was held on Thursday, 14th October, 2021 at 2:00 PM via Zoom platform under the Chairmanship of Hon'ble Vice-Chancellor of MGM Institute of Health Sciences, Navi Mumbai.

Following members were present:

At Navi Mumbai:

1. Dr. Shashank D. Dalvi - Vice Chancellor & Chairman, MGMIHS, Navi Mumbai
2. Dr. S.N. Kadam- Medical Director, Navi Mumbai
3. Dr. G.S. Narshetty- Dean, MGM Medical College, Navi Mumbai
4. Dr. Prabha Dasila - Principal, MGM New Bombay College of Nursing, Navi Mumbai
5. Dr. Rajani Mullerpatan – Director, MGM School of Physiotherapy, Navi Mumbai
6. Dr. Mansee Thakur – I/c Director, MGM School of Biomedical Sciences, Navi Mumbai
7. Dr. Uttara Deshmukh – I/C HOD MGM Institute's University Dept. of P & O, Navi Mumbai
8. Dr. K.R. Salgotra- Medical Superintendent, MGM Hospital, Kamothe, Navi Mumbai
9. Dr. Sahita Ram – Director (Research), MGMIHS, Navi Mumbai
10. Dr. Parineeta Samant – Joint Controller of Examination, MGMIHS, Navi Mumbai
11. Dr. P. G. Ramesh – Finance Officer, MGMIHS, Navi Mumbai
12. Dr. Rita M. Khadkikar, MGMIHS IQAC Coordinator, Navi Mumbai
13. Dr. R.B. Goel - Member Secretary, MGMIHS, Navi Mumbai

At Aurangabad:

1. Dr. Rajendra B Bohra - Dcan, MGM Medical College, Aurangabad
2. Dr. P.R. Suryawanshi - Deputy Dean, MGM Medical College, Aurangabad
3. Dr. Swati Shiradkar - IQAC Coordinator, Aurangabad Campus
4. Dr. Raghavan Hampapur Gangaswamy- Medical Superintendent, MGM Hospital, Aurangabad
5. Mr. B. K. Somani- Medical Superintendent, MGM Hospital, Aurangabad

6. Dr. Rajesh Dase - In-Charge Director, MGM School of Biomedical Sciences, Aurangabad
7. Dr. Rinkle Hotwani- In-charge Principal, MGM School of Physiotherapy, Aurangabad
8. Dr. Rajesh Kadam - Deputy Registrar, MGMIHS

Item No.1. To overview the NAAC preparation & Sensitization for NAAC Peer Team Visit (19th – 21st October 2021) to MGMIHS for 2nd cycle accreditation”.

Dr. Shashank D. Dalvi, Hon'ble Vice Chancellor reiterated that NAAC Peer Team would be visiting MGMIHS from 19th – 21st October 2021, for it's 2nd cycle accreditation. He further reviewed the preparation for NAAC PEER TEAM visit to MGMIHS.

Hon'ble Vice Chancellor apprised members and the faculties must participate with full dedication and enthusiasm.

NAAC PEER TEAM visit schedule was also discussed in detail (**Annexure**). University IQAC Coordinator informed that this schedule is tentative schedule which will be revised as per directions of Chairperson of NAAC PEER TEAM.

Vice Chancellor advised all constituent unit heads, allied section heads to be very well prepared for the visit. All required documents must be in place. The campus including school/college/institute/departments/hospital/canteen/mess/hostel must be neat and clean. The Coordinator and committee member must be well versed with the route map for smooth movement of NAAC PEER TEAM.

Finally, Vice Chancellor gave his best wishes to all for the much-awaited NAAC PEER TEAM visit.

As there were no further discussion points, the meeting ended with a vote of thanks.


Member Secretary

Dr. Rajesh B. Goel
Registrar

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Dr. Shashank D. Dalvi
Vice Chancellor
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MINUTES OF THE ACADEMIC & ADMINISTRATIVE (AA-37/2021) MEETING OF MGMIHS

Thirty-seventh Academic & Administrative meeting of the constituent unit Heads & allied Section Heads of both campuses (Navi Mumbai & Aurangabad) was held on Monday, 20th December, 2021 at 02:00 p.m. via Zoom platform under the Chairmanship of Hon'ble Vice-Chancellor of MGM Institute of Health Sciences, Navi Mumbai.

Following members were present:

At Navi Mumbai:

1. Dr. Shashank D. Dalvi - Vice Chancellor & Chairman, MGMIHS, Navi Mumbai
2. Dr. S.N. Kadam- Medical Director, Navi Mumbai
3. Dr. G.S. Narshetty- Dean, MGM Medical College, Navi Mumbai
4. Dr. Prabha Dasila - Principal, MGM New Bombay College of Nursing, Navi Mumbai
5. Dr. Rajani Mullerpatan – Director, MGM School of Physiotherapy, Navi Mumbai
6. Dr. Mansee Thakur – I/c Director, MGM School of Biomedical Sciences, Navi Mumbai
7. Dr. Uttara Deshmukh – I/C HOD MGM Institute's University Dept. of P & O, Navi Mumbai
8. Dr. K.R. Salgotra- Medical Superintendent, MGM Hospital, Kamothe, Navi Mumbai
9. Dr. Sabita Ram – Director (Research), MGMIHS, Navi Mumbai
10. Dr. Parineeta Samant – Joint Controller of Examination, MGMIHS, Navi Mumbai
11. Dr. P. G. Ramesh – Finance Officer, MGMIHS, Navi Mumbai
12. Dr. Rita M. Khadkikar, MGMIHS IQAC Coordinator, Navi Mumbai
13. Dr. R.B. Goel - Member Secretary, MGMIHS, Navi Mumbai

At Aurangabad:

1. Dr. Rajendra B Bohra - Dean, MGM Medical College, Aurangabad
2. Dr. P.R. Suryawanshi - Deputy Dean, MGM Medical College, Aurangabad
3. Dr. Swati Shiradkar - IQAC Coordinator, Aurangabad Campus
4. Dr. Raghavan Hampapur Gangaswamy- Medical Superintendent, MGM Hospital, Aurangabad
5. Mr. B. K. Somani- Medical Superintendent, MGM Hospital, Aurangabad

6. Dr. Rajesh Dase - In-Charge Director, MGM School of Biomedical Sciences, Aurangabad
7. Dr. Rinkle Hotwani- In-charge Principal, MGM School of Physiotherapy, Aurangabad
8. Dr. Rajesh Kadam - Deputy Registrar, MGMIHS

Item No.1. Hon'ble Vice Chancellor's brief:

Dr. Shashank D. Dalvi, Hon'ble Vice Chancellor briefed the members regarding NAAC accreditation appeal process after receiving NAAC Grade "A" (CGPA 3.08).

He also informed that MGMIHS going ahead for "Appeal for Qualitative and Quantitative Metric as we are sure that MGMIHS has been underscored by NAAC.

He further requested to all teaching and non-teaching staff to be prepared for all necessary cooperation so as to respond to appeal as there may be a revisit by NAAC.

Thereafter, he directed Dr. Rajesh B. Goel, Registrar, to take up the items on the agenda for further deliberation and discussion.

Item No. 2. To discuss about the following key activities:

- i) AISHE-2020-21 data uploading: Registrar informed all constituent unit head that the weblink for filling DCF on AISHE portal for 2020-21 has started from 01.12.2021 and requested all to complete the data submission by 28.02.2022, which is the last date for uploading DCF (**Annexure-1**)
- ii) National Medical Commission Internship Guidelines: Registrar intimated the members regarding the NMC Internship Guidelines and directed Medical Colleges of both campus to abide by the same.
- iii) Anti-Ragging Sensitization: All the Heads were requested to sensitize all faculties and students regarding the anti-ragging squad/committee and follow necessary regulatory guidelines in this regard.
- iv) Admission closure for Non-NEET programs for Academic year-2021-22 at MGMIHS: Registrar informed the house that since there is a delay in academic

schedule due to COVID Pandemic, the last date for closing admissions for Non-NEET programs for Academic year-2021-22 will be 31/12/2021.

- v) Letter from AIU regarding MoU between Indian and Foreign Universities/Institutes in the field of Academics Cultural Affairs & Sports: Registrar read out the letter received from Association of Indian University in this regard and requested all to share their area of interest for signing MOU with Universities/Institution abroad for enhancement of academic/sports/cultural cooperation **(Annexure-2)**
- vi) Letter from UGC regarding "COVID appropriate behavior in HEIs: Registrar emphasized the letter received from UGC on this subject and requested all Heads to follow "COVID appropriate behavior and necessary protocol/guidelines/directions issued by competent authority from time to time **(Annexure-3)**

COE, MGMIHS:

- i) Digilocker/NAD: Controller of Examination, MGMIHS informed members that MGMIHS has already registered with Digilocker/NAD. She further requested HOIs to encourage more and more students to register for the same. **(Annexure-4)**

University IQAC Coordinator:

- i) A brief on NAAC Peer Team Report on 2nd cycle accreditation of MGMIHS: University IQAC Coordinator briefed the members that although MGMIHS is in the process of appeal to NAAC, the recommendations of NAAC Peer Team are being looked into and working towards it.
- ii) AQAR 20-21 data collection: University IQAC Coordinator informed that the data collection for AQAR 2020-2021 is being done on high priority.

Item No. 3. Constituent Institute Heads to present a brief report on activities undertaken from August-2021 upto 30th November 2021 and the activities to be undertaken/ongoing in December-2021 in the below mentioned heads:

Academic, Administrative, Research, Clinical Services, Outreach/Extension activities,

Digital Initiatives, Green Initiatives, Accreditation/Awards, Collaborations.

All the constituent Institute Heads presented the brief report of the last four months and submitted the soft copy for records.

Item No. 4. Any other matter with the permission of the chair.

As there were no further discussion points, the meeting ended with a vote of hanks.



Member Secretary
Dr. Rajesh B. Goel
Registrar

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Dr. Shashank D. Dalvi
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MINUTES OF THE ACADEMIC & ADMINISTRATIVE (AA-38/2022) MEETING OF MGMIHS

Thirty-eighth Academic & Administrative meeting of the constituent unit Heads & allied Section Heads of both campuses (Navi Mumbai & Aurangabad) was held on Monday, 17th January, 2022 at 02:00 p.m. via Zoom platform under the Chairmanship of Hon'ble Vice-Chancellor of MGM Institute of Health Sciences, Navi Mumbai.

Following members were present:

At Navi Mumbai:

1. Dr. Shashank D. Dalvi - Vice Chancellor & Chairman, MGMIHS, Navi Mumbai
2. Dr. S.N. Kadam- Medical Director, Navi Mumbai
3. Dr. G.S. Narshetty- Dean, MGM Medical College, Navi Mumbai
4. Dr. Prabha Dasila - Principal, MGM New Bombay College of Nursing, Navi Mumbai
5. Dr. Rajani Mullerpatan – Director, MGM School of Physiotherapy, Navi Mumbai
6. Dr. Mansee Thakur – I/c Director, MGM School of Biomedical Sciences, Navi Mumbai
7. Dr. Uttara Deshmukh – I/C HOD MGM Institute's University Dept. of P & O, Navi Mumbai
8. Dr. K.R. Salgotra- Medical Superintendent, MGM Hospital, Kamothe, Navi Mumbai
9. Dr. Sabita Ram – Director (Research), MGMIHS, Navi Mumbai
10. Dr. Parineeta Samant – Joint Controller of Examination, MGMIHS, Navi Mumbai
11. Dr. P. G. Ramesh – Finance Officer, MGMIHS, Navi Mumbai
12. Dr. Rita M. Khadkikar, MGMIHS IQAC Coordinator, Navi Mumbai
13. Dr. Raman P. Yadav, Technical Director, MGMIHS OMICS Research Center, MGM Institute, Navi Mumbai
14. Dr. R.B. Goel - Member Secretary, MGMIHS, Navi Mumbai

At Aurangabad:

1. Dr. Rajendra B Bohra - Dean, MGM Medical College, Aurangabad
2. Dr. P.R. Suryawanshi - Deputy Dean, MGM Medical College, Aurangabad
3. Dr. Swati Shiradkar - IQAC Coordinator, Aurangabad Campus
4. Dr. Raghavan Hampapur Gangaswamy- Medical Superintendent, MGM Hospital, Aurangabad

5. Mr. B. K. Somani- Medical Superintendent, MGM Hospital, Aurangabad
6. Dr. Rajesh Dase - In-Charge Director, MGM School of Biomedical Sciences, Aurangabad
7. Dr. Rinkle Hotwani- In-charge Principal, MGM School of Physiotherapy, Aurangabad
8. Dr. Rajesh Kadam - Deputy Registrar, MGMIHS

Item No.1. Hon'ble Vice Chancellor's brief:

Dr. Shashank D. Dalvi, Hon'ble Vice Chancellor briefed the members that the NAAC appeal process is completed. Our appeal for both Qualitative and Quantitative Metrics have been accepted by NAAC. Therefore NAAC will inform next course of action in due course of time.

Item No. 2. To discuss about the following matter:

- a) Regarding mandatory disclosure of ragging related status of each student on the College Leaving Certificate/TC/Migration Certificate: Registrar informed that there would be mandatory disclosure of ragging related status of each student in their College/University Leaving Certificate/TC/Migration Certificate.
- b) Updates on National Medical Commission (NMC) circular dated 13th December & 20th December, 2021, regarding mandatory display of institutional information on the college website in the prescribed format: Dr. R.B. Goel, Registrar advised Deans of both the campuses for mandatorily displaying their institutional information on the college website in the prescribed format as per guidelines of NMC.

Item No. 3. Constituent Institute Heads to present a brief report on activities undertaken during December- 2021 and the activities to be undertaken/ongoing in January- 2022 in the below mentioned heads:

Academic, Administrative, Research, Clinical Services, Outreach/Extension activities, Digital Initiatives, Green Initiatives, Accreditation/Awards, Collaborations.

All the constituent Institute Heads presented the brief report of the activities undertaken during December- 2021 and the activities to be undertaken/ongoing in January- 2022 and submitted the soft copy for records.



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MINUTES OF THE ACADEMIC & ADMINISTRATIVE (AA-39/2022) MEETING OF MGMIHS

Thirty-ninth Academic & Administrative meeting of the constituent unit Heads & allied Section Heads of both campuses (Navi Mumbai & Aurangabad) was held on Monday, 22nd August, 2022 at 2:00 PM via Video Conference under the Chairmanship of Hon'ble Vice-Chancellor of MGM Institute of Health Sciences, Navi Mumbai.

Following members were present:

At Navi Mumbai:

1. Dr. Shashank D. Dalvi - Vice Chancellor & Chairman, MGMIHS, Navi Mumbai
2. Dr. S.N. Kadam- Medical Director, Navi Mumbai
3. Dr. G.S. Narshetty- Dean, MGM Medical College, Navi Mumbai
4. Dr. Prabha Dasila - Principal, MGM New Bombay College of Nursing, Navi Mumbai
5. Dr. Rajani Mullerpatan – Director, MGM School of Physiotherapy, Navi Mumbai
6. Dr. Mansee Thakur – I/c Director, MGM School of Biomedical Sciences, Navi Mumbai
7. Dr. Uttara Deshmukh – I/C HOD MGM Institute's University Dept. of P & O, Navi Mumbai
8. Dr. K.R. Salgotra- Medical Superintendent, MGM Hospital, Kamothe, Navi Mumbai
9. Dr. Sabita Ram – Director (Research), MGMIHS, Navi Mumbai
10. Dr. Parineeta Samant – Joint Controller of Examination, MGMIHS, Navi Mumbai
11. Dr. P. G. Ramesh – Finance Officer, MGMIHS, Navi Mumbai
12. Dr. Rita M. Khadkikar, MGMIHS IQAC Coordinator, Navi Mumbai
13. Dr. Raman P. Yadav, Technical Director, MGMIHS OMICS Research Center, MGM Institute, Navi Mumbai
14. Dr. R.B. Goel - Member Secretary, MGMIHS, Navi Mumbai

At Aurangabad:

1. Dr. Rajendra B Bohra - Dean, MGM Medical College, Aurangabad
2. Dr. P.R. Suryawanshi - Deputy Dean, MGM Medical College, Aurangabad

3. Dr. Swati Shiradkar - IQAC Coordinator, Aurangabad Campus
4. Dr. Raghavan Hampapur Gangaswamy- Medical Superintendent, MGM Hospital, Aurangabad
5. Mr. B. K. Somani- Medical Superintendent, MGM Hospital, Aurangabad
6. Dr. Rajesh Dase - In-Charge Director, MGM School of Biomedical Sciences, Aurangabad
7. Dr. Rinkle Hotwani- In-charge Principal, MGM School of Physiotherapy, Aurangabad
8. Dr. Rajesh Kadam - Deputy Registrar, MGMIHS

Item No.1. Hon'ble Vice Chancellor's brief:

Dr. Shashank D. Dalvi, Hon'ble Vice Chancellor congratulated and appreciated the Management, University officials, Faculty, Non teaching staff, Students (UG & PG) for their contribution in achieving "A⁺⁺" with CGPA-3.55 in the 2nd cycle accreditation of NAAC. The accreditation is valid for 5 years i.e. 19 July 2027.

He further requested all to continue doing hard work with full energy, potential and dedication so as to maintain the A⁺⁺ Grade.

He also informed member that due to appeal process and revisit of NAAC Peer Team, the Monthly and Academic & Administrative meeting were not conducted regularly as all institute head/HOD/faculties/Non-teaching staff were busy in their routine and NAAC related activity.

Thereafter, he directed Dr. Rajesh B. Goel, Registrar, to take up the items on the agenda for further deliberation and discussion.

Item No. 2. To discuss about the following activities/initiatives:

- a) Value Added Courses: Registrar intimated that new Value Added Courses need to be added which is the need of the hour.
- b) STS/Research Projects by UG Students: Institute Heads were advised to encourage more and more students to apply for STS/Research projects through ICMR and Non ICMR.

- c) Slow & Fast Learners methodology: Hon'ble Vice Chancellor opined that the existing methodology for tackling slow and fast learners must be made more robust so that identification of slow and fast learners and their further progress is strengthened.

Item No. 3. Dr. Raman Yadav to explain the protocol for organizing and submitting reports of events under IIC Calendar activity and self driven activity: Dr. Raman Yadav explained the protocol for organizing and submitting reports of events under IIC Calendar activity and self driven activity (**Annexure-1**)

Item No. 4. To discuss about the following matter- letter received from Dr. Jaishree Ghanekar regarding an indisciplinary case observed in Phase III students, MGM MC, NM: The indisciplinary issue regarding the proxy signature in the attendance sheet (**Annexure-2**). Hon'ble Vice Chancellor advised institute heads to take strict action again such incidence to avoid any recurrence in future.

Item No. 5. Constituent Institute Heads to present a brief report on activities undertaken during January 2022 to July 2022 and the activities to be undertaken/ongoing in August 2022 in the below mentioned heads:


Academic, Administrative, Research, Clinical Services, Outreach/Extension activities, Digital Initiatives, Green Initiatives, Accreditation/Awards, Collaborations.

All the constituent Institute Heads presented the brief report of the last seven months and submitted the soft copy for records.

Item No. 6. Any other matter with the permission of the chair.

As there were no further discussion points, the meeting ended with a vote of hanks.


Member Secretary
Dr. Rajesh B. Goel
Registrar
MGM Institute of Health Sciences
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Dr. Shashank D. Dalvi
Vice Chancellor
MGM Institute of Health Sciences
Navi Mumbai - 410209


Item No. 4. Matter related to Finance & Accounts, Research, IQAC, Examination: Finance officer, Research Director, University IQAC Coordinator, Controller of Examination, MGMIHS discussed about the day to day issues faced by them and requested all concerned to cooperate in resolving the issues amicably in a time bound manner.

Item No. 5. Incubation and Innovation Center (IIC) updates: Dr. Raman Yadav elaborated the updates / initiatives undertaken at IIC, MGMIHS

Item No. 6. Any other matter with the permission of the chair.

As there were no further discussion points, the meeting ended with a vote of thanks.


Member Secretary
Dr. Rajesh B. Goel
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