

DATTA MEGHE INSTITUTE OF MEDICAL SCIENCES

(Declared as Deemed to be University under Section 3 of UGC Act, 1956) Conferred 'A' Grade Status by HRD Ministry, Govt. of India Re-accredited by NAAC (3rd Cycle) with 'A+' Grade (Score 3.53 on 4 Point Scale) Sawangi (Meghe), Wardha

IQAC

Internal Quality Assurance Cell

Quarterly Meeting 17.10.2018

Agenda Paper





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Internal Quality Assurance Cell

Date: 17/10/2018

Agenda for Quarterly Meeting of Internal Quality Assurance Cell to be held on Wednesday, 17th October, 2018 at 2.30 pm at IQAC Board Room, DMIMS (DU), Sawangi (Meghe), Wardha.

	Item to be discussed	
1	To confirm the minutes of the last IQAC Meeting held on <u>Monday, the 18th June 2018</u> at JNMC Conference Room Sawangi (Meghe), Wardha.	
2	To approve the 'Action Taken Report' of the last IQAC Meeting 18 th June, 2018 held at IQAC Office of DMIMS (DU), Sawangi (Meghe) Wardha.	
3	To Review the AQAR for the year 2017-18 to be submitted to Joint College Council for approval	
4	To deliberate on Revised AQAR format made applicable from the year 2018-19.	
5	To Deliberate on the proposed Late Atal Bihari Vajpeyee Scholarship Scheme for the students under the Deemed to be University.	
6	To Deliberate the participation of the Deemed to be University in NIRF for the year 2018	
7	To Review the status of the Yearly Targets for the year 2018 as per Vision 2025 document.	
8	To Review policy for Rapid Learners as proposed by the Dean Allied Sciences and Director Student Welfare.	
9	Any other matter with the permission of the Chair.	

Agenda Item No 1:

To confirm the minutes of the last IQAC Meeting held on <u>Monday, the 18th June 2018</u> at JNMC Conference Room Sawangi (Meghe), Wardha.



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Internal Quality Assurance Cell

Date: 17/10/2018

Minutes of the Quarterly Meeting of Internal Quality Assurance Cell held on Monday, 18th June, 2018 at 10.30 a.m. in Conference Hall, JNMC

A Quarterly meeting of Internal Quality Assurance Cell, Datta Meghe Institute of Medical Sciences (Deemed to be University), held on Monday, 18th June, 2018 at 10.30 a.m. in Conference Hall, JNMC.

The Following members and Invitees attended the meeting:

Sn	Name of Member	Designation	
1	Dr. Vedprakash MishraInviteeHon'ble Pro-Chancellor, DMIMS(DU)Invitee		
2	Dr. Rajiv Borle Hon'ble Vice-Chancellor, DMIMS (DU)	Chairman, IQAC	
3	Dr. Mrs. Nilam V. Mishra Hon'ble Pro-Vice Chancellor, DMIMS (DU)	Member, IQAC	
4	Dr. A. J. Anjankar Hon'ble Registrar, DMIMS (DU)	Member, IQAC	
5	Dr. S.S. Patel Hon'ble Chief Co-ordinator, DMIMS(DU)	Invitee	
6	Dr. Adarshlata Singh Dean Academics, Faculty of Medicine, DMIMS(DU)	Member, IQAC	
7	Dr. Pradnya Nikhade Dean Academics, Faculty of Dentistry, DMIMS(DU)	Member, IQAC	
8	Dr. Priti Desai Dean Academics, Faculty of Ayurveda, DMIMS(DU)	Member, IQAC	
9	Dr. Irshad Qureshi Dean Academics, Faculty of Paramedical Sciences, DMIMS(DU)	Member, IQAC	
10	Dr. Vaishali Taksande Dean Academics, Faculty of Nursing, DMIMS(DU)	Member, IQAC	
11	Dr. Abhay Mudey Dean, J.N.Medical College	Member, IQAC	
12	Dr. Sudhindra Baliga Vice-Dean, Sharad Pawar Dental College	Member, IQAC	

13	Dr. Shyam Butada Dean, Mahatma Gandhi Ayurved College, Hospital & Research Centre	Member, IQAC	
14	Dr. Atharuddin Kazi Principal, Ravi Nair Physiotherapy College	Member, IQAC	
15	Dr. Seema Singh Faculty of Nursing	Member, IQAC	
16	Dr. Lalitbhushan Waghmare Director, IQAC	Member Secretary, IQAC	

The Meeting was conducted under the Chairmanship of Hon'ble Dr. Vedprakash Mishra, Pro-Chancellor, DMIMS (DU). At the outset, the Hon'ble Chairman welcomed all the members and the invitees of the IQA Cell, DMIMS (DU) and called the meeting to order.

Dr. A. J. Pakhan, Dean, SPDC conveyed their inability to attend the meeting; accordingly leave of absence was granted to them.

As per the Agenda Following items were discussed:

ITEM NO. 1:

Confirmation of the Minutes of the last meeting of IQAC which was held on 18th June, 2018:

The minutes of last meeting of IQA Cell, DMIMS(DU), held on 18th June, 2018 at 1.00 p.m., at IQAC Office, DMIMS (Deemed to be University) under the Chairmanship of Dr. (Mrs.) Nilam Mishra, Pro Vice Chancellor, DMIMS (Deemed to be University). The minutes were circulated in advance to all the members of IQAC for necessary modification(s)/correction(s)/deletion(s) and or any addition(s).

Since there were no suggestion/correction to the minutes of last meeting held on 18th June, 2018 the same were confirmed.

ITEM NO. 2:

To Review the status of the Prospective Developmental Plan 2013-2017:

- 3.1. Spillage of 2017 to be added in new Prospective Developmental Plan 'VISION-2025'.
- **3.2.** The Hon'ble Chair enhanced for working and achieving the new set targets that, the spillage of 2017 has to be quantify, actual load, how it is tackled, spillage is to be computed in terms of new guidelines, optimal achievements, spillage how to be consolidated.
- **3.3.** Further, the Hon'ble Chair enhanced for achieving the Ph.D. target; to identify twenty M.Phil. scholars among the existing faculties of DMIMS (DU) and encourage them to register for Ph.D. in Health Profession Education also the Chair suggested to find twenty Fellowship scholars from the existing faculties of the institution and link their programme with Ph.D. in their respective department. In these context, we can achieve two aims in the light of Quantitative Indicators of IDP i.e. hike in the number of Ph.D. qualified facilities and institute can launch a new programme i.e. integrated Ph.D.

ITEM NO. 3:

To deliberate on 'VISION-2025': Yearly split targets of Quantitative Parameters from the Academic Year 2017-18 to 2024-25:

- **4.1.** Seventeen new points which were received from UGC to be incorporated in the previous Quantitative Indicators of the IDP 'VISION-2025'. Assign the responsibilities of these newly added points to the expert candidate as per the expertise.
- **4.2.** Secretary, IQAC informed that, for underachievers the set targets pertaining to the Quantitative Indicators of IDP 'VISION-2025' will be carry forward in 2019.
- **4.3.** As suggested, the set targets is to be made a part of Monthly IQAC review Meeting and the same to be included in quarterly meeting.
- **4.4.** Department wise targets to be splitted on individual faculty level.

ITEM NO. 4:

To Deliberate on the revised Citizen Charter of the DMIMS Deemed to be University:

5.1. The Secretary, IQAC presented the detailed draft of Citizen Charter of the DMIMS (Deemed to be University), as suggested by Hon'ble Chair, the draft of the same to be presented in Joint College Council Meeting and followed by Academic Council Meeting (both scheduled on 18/06/2018) for approval.

ITEM NO. 5:

To deliberate on Revised website update Policy:

- **6.1.** The Hon'ble Chair suggested that, the Website Updation Officer should be in a public domain.
- **6.2.** The Secretary, IQAC informed that, the draft of policy pertaining to the Website Updation have to present in Joint College Council Meeting and followed by Academic Council Meeting (both scheduled on 18/06/2018) for approval.

ITEM NO. 6:

For suggesting University's Publicity and Promotion Policy:

7.1. Hon'ble Chief Coordinator, DMIMS (DU) suggested that, the Hospital Policy should not be included in university's publicity and promotion policy. The point of hospital policy to be deleted from university's publicity and promotion policy.

ITEM NO. 7:

Any other point with the permission of the Hon'ble Chair:

8.1. The proposal of establishment of School of Distance Learning to be placed in Academic council meeting (scheduled on 18/06/2018) for approval.

As there were no any other matter, the meeting concluded with the vote of thanks by the chairman.

Agenda Item No 2:

To approve the 'Action Taken Report' of the last IQAC Meeting 18th June, 2018 held at IQAC Office of DMIMS (DU), Sawangi (Meghe) Wardha.

Sn	Actionable Points	Responsible Person	Action Taken
1	Spillage of 2017 to be added in new Prospective Developmental Plan 'VISION- 2025'	Director, IQAC, DMIMS(DU)	Complied. The Spillage portion of 7% has been distributed to the extent of 78% in the year 2018-19
2	To work on the spillage of 2017 has to be quantify, actual load, how it is tackled, spillage is to be computed in terms of new guidelines, optimal achievements, spillage how to be consolidated.	Director- IQAC, DMIMS(DU)	and 22 % in the year 2019-20. Overachieved targets from the PDP 2013-17 have been proportionately revised as per the trends to the tune of 7-9%
3	Regarding the Ph.D. Target: To identify twenty M.Phil Scholars from the existing faculties of the DMIMS(DU) and convert them for Ph.D. in Health Profession Education also identify twenty Fellowship Scholars and link their fellowship programme with the Ph.D. (Integrated Ph.D. programme can start)	Director, SHPER	The Fellowship under SHPER has been introduced. Currently 13 MPhil Candidates have been identified who can pursue PhD in Next two years. Feasibility Integrated PhD program in terms of its validity as per current PhD regulation needs to be verified.
4	Seventeen new points/targets which were received from UGC to be incorporated in IDP 'VISION-2025'.	Director, IQAC, DMIMS(DU)	Complied
5	Set targets is to be made a part of Monthly IQAC review Meeting and the same to be included in quarterly meeting	Director, IQAC, DMIMS(DU)	Complied the report of the previous three quarters for the year 2018 is placed as item No 7
6	Department wise targets to be splitted on individual faculty level.	Director, R&D Cell, DMIMS(DU)	Complied the faculty level targets are communicated to the Departments
7	The draft of Charter Citizen of the DMIMS (Deemed to be University) to be presented in Academic Council Meeting (scheduled on 18.06.2018) for approval.	Director, IQAC, DMIMS(DU)	Complied the Citizen Charter has been Approved by the Academic Council o 18.06.2018 Link of the Citizen Charter
8	The Website Updation Officer should be in a public domain.	Director, IQAC, DMIMS(DU)	Dr Arti Panchabhai, Convenor of the Website Committee has been designated as Website Updation Officer of the University. the said information is made available on the website of the University.

			Link of the Website updation
9	The point of Hospital Policy to be deleted from University's Publicity and Promotion Policy.	Director, IQAC, DMIMS(DU)	Complied
10	The proposal of establishment of School of Distance Learning to be placed in Academic Council Meeting (Scheduled on 18.06.2018) for approval	Director, IQAC, DMIMS(DU)	Complied and has been Approved by the Academic Council on 18.06.2018

Agenda Item No 3:

To Review the AQAR for the year 2017-18 to be submitted to Joint College Council for approval.

IQAC - AQAR for the year 2017

Agenda Item No 4:

To deliberate on Revised AQAR format made applicable from the year 2018-19.

Revised AQAR format made applicable from the year 2018-19.

Agenda Item No 5:

To deliberate on the proposed Late Atal Bihari Vajpeyee Scholarship Scheme for the students under the Deemed to be University.

Late APJ Abdul Kalam/ Late Atal Bihari Vajpayee Scholarship Programme for DMIMS (DU), Sawangi (Meghe), Wardha

Nurturing Excellence:

Right to Education is one of the fundamental rights of every Indian citizen, DMIMS (DU) believes that money should not be a road block for a student with innovative ideas in his mind and passion in his heart. At DMIMS (DU) **Late APJ Abdul Kalam / Late Atal Bihari Vajpayee Scholarship** Programme proposes to extend Scholarships and Financial assistance to meritorious students based on their academic achievements.

A number of Scholarships are offered to students out of the student Welfare fund, Alumni fund and the funds received in the form of gifts from the University benefactors, depending on the academic credentials, achievement in clinical, sporting and cultural arena, the University grants full to partial waiver on tuition fees payable by the student.

The Scholarship proposes to support the students who have strong commitment and determination towards education.

It is a matter of pride to be called a Late APJ Abdul Kalam/ Late Atal Bihari Vajpayee Scholar. Staying true to our founder Honorable Dattaji Meghe's vision of rewarding the brightest and the best, a rigorous selection process shall be followed.

The Tuition fees waiver budget for the each academic year shall be decided at the beginning of the financial year by the Board of Management. This shall in no circumstances exceed 5% of the total fees reciepts of the University for the said year.

Number of proposed scholarships available

S No	faculty	UG	PG
1	Medicine	Total of 45 students (out of 900) First 5 eligible for 50 % fees waiver for total duration of the course Next 5 for 30% fees waiver for total duration of the courses Next 20 25% fees waiver for the current year Next 15 20% fees waiver for the current year	Total of 15 Students (Out of 390) First 2 eligible for 50 % fees waiver for total duration of the course Next 3 for 30% fees waiver for total duration of the coures Next 6 25% fees waiver for the current year Next 4 20% fees waiver for the current year
2	Dentistry	Total of 15 Students (Out of 400) First 2 eligible for 50 % fees waiver for total duraion of the course Next 3 for 30% fees waiver for total duration of the coures Next 6 25% fees waiver for the current year Next 4 20% fees waiver for the current year	Total 5 students First eligible for 50 % fees waiver for total duraion of the course Next for 30% fees waiver for total duration of the coures Next 2 25% fees waiver for the current year Next 20% fees waiver for the current year
3	Ayurveda	Total of 10 students (out of 270) First eligible for 50 % fees waiver for total duraion of the course Next 2 for 30% fees waiver for total duration of the coures Next 4 25% fees waiver for the current year Next 3 20% fees waiver for the current year	1 student 50% fees waiver
4	Nursing	Total of 15 students (Out of 400) First 3 eligible for 50 % fees waiver for total duraion of the course Next 3 for 30% fees waiver for total duration of the coures Next 5 25% fees waiver for the current year Next 4 20% fees waiver for the current year	1 student 50% fees waiver
5	Physiotherapy	Total of 5 students (Out of 240) First eligible for 50 % fees waiver for total duraion of the course Next for 30% fees waiver for total duration of the coures Next 2 25% fees waiver for the current year Next 20% fees waiver for the current year	1 student 50% fees waiver

Selection Procedure:

The Scholarships entail the following process:

- The applicants: students from the constituent institute shall be evaluated on the basis of the information given in the application form. The Students from the first year of their study till the final year of the degree/ postgraduate course are eligible to apply.
- Apart from consistent academic performance, an importance to participation in co-curricular/ clinical and extra-curricular activities. However the new entrants would be judged on the basis of their performance at the school/ UG level; whatever the case may be.
- After the initial screening of applications, candidates who are found suitable will have to undergo an online test which will be based on the lines of **Thinking Skills Assessment (TSA)**. The syllabus of the said test shall also include certain proportion of topics relating to the regional awareness.
- Students from each constituent unit shall be made eligible for scholarship on the basis of inter-se-merit in the test.

Sn	Activity	Date
1	Advertisement on the Intra web and Notice boards	1 st of December of every year
2	Last Date of filling up the forms	25 th December of every year
3	Date of Conduction of the Aptitude Test	First Sunday of January every Year
4	Declaration of Result	26 th January
5	Approval of the scholarships	Ensuing Finance Committee Meeting and BOM Meeting

Schedule of Activities for Scholarship

Submitted for approval

Agenda Item No 6:

To deliberate the participation of the Deemed to be University in NIRF for the year 2018.

- <u>Criteria Point wise suggestions</u>
- <u>Comparative working on the data last year NIRF of various other Universities</u>

Agenda Item No 7:

To Review the status of the Yearly Targets for the year 2018 as per Vision 2025 document.

Sn	Quantitative Indicators of PDP based	Targets for 2018-19	Current Status
1	Syllabi Revision	UG	Complied
2	Teachers with PhD Qualification	44	51
3	Student Computer Ratio	1:40	Complied
4	The Number of Departments with UGC/SAP/CAS/DST/FIST etc, in university	15-18	14
5	No. of Post-Doctoral Fellows/ Research Associates working a) Locals b) outsiders	60	64
6	Total Ongoing Research Projects	470	472
7	International Collaborative Research Projects	22	25
8	No. of completed Research Projects/Per Teacher (Funded by National/ International Agencies)	85	50
9	National Recognitions for Faculty for Teaching/Research/ Consultancy/Extension (Reputed/recognized bodies)	215	280
10	No. of Patents Filed	55	37
11	PHD Registrations per Supervisor	1	achieved
12	Revenue Generated from Consultancy per year	50	To be compiled in March
13	Number of MoUs with International Recognized Bodies	44	54
14	Publications per faculty Total number of publications of theuniversity.	550	416 (292 Published & 124 accepted)
15	Percentage of Papers Published in Journals listed in well-known International Databases	270	212
16	Number of Papers with more than 10 Citations.	27	109
17	Number of Book Titles per Student (in the Central Library) excluding Book Bank	100-110	102
18	Percentage of Annual Allocation for Library spent on purchase of Journals (National & International) and other Library Resources (CDs, Cassettes, etc.)	>20%	Budgeted to be spent in December
19	No. of National/International Conferences /Workshops organized per year.	3+1	3 National

20	Student Performance in National/ International Level Exams (eg: NET/ SLET /GATE/GMAT/CAT, GRE/TOFEL, Civil Services)	25-31%	Due in January
21	Centers of Excellence	9	10
22	University has the following. i)IQAC ii)Accreditation by National Body iii)International Accreditation/ISO Certification iv)AAA	NABH	Achieved for MGAC
23	Outstanding Achievements/ Recognition by faculty/alumni both at national and international level	60-70 Per Year	79
24	Outstanding Performance of Students in Sports/Cultural Activities at National Level	10-12 Per Year	14
25	Feedback received from different stakeholders on syllabi etc. i) Students ii)Alumni iii)Parents, iv)Employers v)peers	All Stakeholders per year	Planned in January
26	Percentages of recommendations of the stakeholders implemented	75-80% On Yearly Basis	Planned in January
27			5+14 Allied Courses
28	Percentage of Departments conducting Tutorial Classes	100%	100%
29	Number of courses, where continuous assessment of student performances is structured into the system	All	Achieved
30	Percentage of faculty availing international fellowship for advance studies	20-22%	26.53%
31	e-learning resources from National Programmed Teaching Enhanced Learning (NPTEL) Digital library retrieval	1 new	Complied under Digital Action Plan
32	Percentage of annual budget allocated for augmentation of infrastructure facilities (average of last 3 years).	>15% On Annual Basis	Budgeted
33	Total number of class rooms, seminar halls with LCD/OHP etc.	100%	Achieved
34	Declaration of results within	15 Days	15 Days
35	Percentage of student progression to higher education	85-90%	Due in January & May
36	Student Placement percentage average per year		Due in January & May
37	Average pass percentage of students	85-90%	Awaited
38	Average drop-out percentage of students	<2%	0.75%
39	Unit cost of Education (excluding salary)	>Rs. 50,000	Complied
40	Percentage of teachers from other states	>10%	Achieved

41	No. of differently abled persons on roll: Teaching / Non-Teaching/ Students	1-2%	
42	Percentage representation of staff (teaching/ nonteaching) in decision making bodies	>20%	Achieved
43	Donations received for institution of Chairs, endowments, seminars, and lecture series in crores of INR in last 5 years.	1 chair	Planned
44	Contribution of Alumni/parents for development of university in lakhs	20-25 lacs per annum	Planned
45	Percentage of Female Students	> 50%	63.15%
46	Programme for professional development of staff per year	7 per year	6
47	Projection of successful innovative practices (Cumulative)	9	10
48	National Level Sports competition		0
49	National level Cultural competition	1	1
50	ICT Incorporations	Digitization of university archives and records	Achieved as per Digital Action Plan

Compliance Regarding Digital Action Plan

Digital Action Plan compliance

Sn	Points	Action taken till date	
1	Teaching Learning	The digital initiatives taken pertaining to Teaching learning area) Digital LRMb) Implementation of impartus and Videoken	
		c) Establishment of virtual learning centred) Digital museum as a self learning modality	
2	Monitoring	 a) Biometric monitoring of the student attendance b) Monthly display on website, digital kiosks c) Display of results of formative examination on website d) AAP run through an app e) Grievance recording through an app 	
3	Evaluation	Validated electronic question bank Paperless examination On screen valuation Online paper setting	

		Online validation
		Digital transfer of question papers to the examination centre
4	Library services	Phasic up gradation of the library towards creating digital library
		Electronic data bases
		Online journals
		Sharing of library resources digitally
		E books
		Digital OPAC accession system
		Membership to other libraries for digital access
		Digital notifications regarding availability of books, new arrivals, overdue of
		books etc to all users
		Digital library with adequate computers in each college and departments
5	Courses	ODL courses in MHA & MPH
6	Administration	In corporation of soft wares like Talley, HIMS, student section
		Digital office correspondence
		Monitoring of attendance by biometric machines
		Master software for establishment section
		University website
		Digital payment facilities
		All payments through digital mode
7	Campus ambiance	Wi-Fi campus
8	Patient care/ services	Dedicated hospital website
		HIMS software
		E case sheets
		Digital discharge summary
		Online prescriptions
		Online investigation reports
		Online registration
		Renewal of case sheets by smart cards on kiosks
		Digital Apps for patient follow up
		Online appointments
		Digital PACs system

Agenda Item No 8:

To Review policy for Rapid Learners as proposed by the Director Student Welfare and Dean Allied Health Sciences

Higher Educational Achievers Recognition Track (HEART)

The DMIMS (Deemed to be University) has an enviable reputation for providing quality, student-focused education in a professional and friendly environment.

The Higher Educational Achievers Recognition Track (HEART) will be the only scheme of its kind in the Country which shall support students at University level to step on and step up and maximise their potential to become the best that they can be alongside their degree qualification.

DMIMS DU's core values are Excellence, Stakeholder Centricity, Meaningful Liaising, Fairness and integrity. Keeping in tune with the Core values, students accessing this scheme will tailor their own journeys through the scheme during their studies and will access any available opportunity provided by the scheme, through attendance at courses, seminars, events and workshops.

HEART shall provide enrichment opportunities across four tracks:

- 1. Personal and Professional development (PPD),
- 2. Advanced Academic Success (AAS),
- 3. Voluntary and Community Opportunities and
- 4. Internationalisation

Students will also have dedicated support from the HEART Consultant at DMIMS(DU). The Students can be referred into the scheme by nomination from programme level, or by self-nomination or recommendation.

1. Personal and Professional development (PPD):

Professional and personal development is an ongoing process and continues throughout a their professionals career. The scope of PPD is to develop skills and competencies that enhance their abilities in the domains of research, participation in professional organization, skill based training, approaches to professional development etc.

At the same time recognize their area of interest and encourage them to seek mentorship, participation in various competitions, establish blog or website of their own via social mediaetc to facilitate their personal development.

2. Advanced Academic Success (AAS):

Through recognising and developing academic success, we support and motivate the diverse student body and help facilitate education and leaders of tomorrow's workplace and society. Key benefits of AAS are to enhance the potential of students for academic success by **mastering the skills required**, **providing access to advanced resource materials** and find opportunities that lead to success. Students shall be given incentives for **presenting and /or publishing their research work** at national/international forum.

The DMIMS (DU) Envisages that through the various collaboration with organizations of the International repute, some short term during curricula add-on programs can be started so as to encourage the HEART applicants for furtherence of their acheivements

3. Voluntary and Community Opportunities:

Opportunities shall be provided to understand community diversity and develop qualities of enthusiasm, flexibility, teamwork, communication and good organizational skills. Those students with any innovative ideas or schemes to promote health at community level during their field visits shall be rewarded. The University shall also support the students in organizing workshops or students' conferences or webinars. Activities which are already in vogue like YUVA shall be clubbed with this track.

4. Internationalization :

Exploration of emerging perspective on the internationalization of higher education is important. The scope of internationalization is to learn alongside high achieving peers from around the world. University shall take the lead by providing opportunities to attend and present their research work at National and International forums, student exchange programs.

Assessment : For grading, e-Portfolio can be developed and maintained for their progress.

Submitted for the kind approval of IQAC

Agenda Item No 9:

Any other matter with the permission of the Chair.

Director IQAC DMIMS (DU)