



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

Placed under Group-I Category (Autonomous Deemed to be University) by UGC

Office: Sawangi (Meghe), Wardha - 442 004, Maharashtra, India

Ph.No. : 07152 - 304000, 287701-06 Fax: 07152 - 287714, 287719,

Email: dmimsduiqac@gmail.com, Website: dmimsu.edu.in

DIRECTORATE OF IQAC

Date: 22/06/2018

MINUTES OF MEETING IQAC HELD ON 18.06.2018

Minutes of the meeting of the Internal Quality Assurance Cell (IQAC) of Datta Meghe Institute of Medical Sciences (Deemed University), held on 18.06.2018 at 2.30 pm held at IQAC Office of DMIMS (DU), Sawangi (Meghe), Wardha.

The following members of the IQAC & Invitees attended the meeting:

The following members & Invitees attended the meeting:

Sn	Name of Member	Designation
1	Dr. Rajiv Borle <i>Hon'ble Vice-Chancellor, DMIMS (DU)</i>	Chairman
2	Dr. (Mrs.) Neelam V. Mishra <i>Hon'ble Pro Vice-Chancellor, DMIMS (DU)</i>	Chairman, IDP Committee
3	Dr. A. J. Anjankar <i>Hon'ble Registrar, DMIMS (DU)</i>	Member
4	Dr. Lalitbhusan Waghmare <i>Director, IQAC, DMIMS (DU)</i>	Member Secretary
5	Dr. Sandeep Shrivastava <i>CEO, AVBRH</i>	Member
6	Dr. Sunita Vagha <i>Director, SHPE/R, DMIMS (DU)</i>	Member
7	Dr. Zahir Quazi <i>Director, Research & Development, DMIMS (DU)</i>	Member
8	Dr. Abhay Gaidhane <i>Director, School for Epidemiology & Public Health, DMIMS (DU)</i>	Member
9	Dr. Priti Desai <i>Dean Academics, Faculty of Ayurveda, DMIMS (DU)</i>	Member
10	Dr. Pradnya Nikhade <i>Dean Academics, Faculty of Dentistry, DMIMS (DU)</i>	Member
11	Dr. Abhishek Joshi <i>Assistant Professor, Department of Community Medicine, JNMC</i>	Member



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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 17th February, 2018:

The minutes of last meeting of IQA Cell, DMIMS(DU), held on 17th February, 2018 at 2.30 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 17th February, 2018 the same were confirmed.

ITEM NO. 2:

To approve the 'Action Taken Report' of the last IQAC Meeting 17th February, 2018 held at IQAC Office of DMIMS (DU), Sawnagi (Meghe) Wardha.

The Action Taken Report of the last meeting presented by Secretary, IQAC and the same discussed and observations/suggestions/ Directions of the Hon'ble Chair were noted, as under:

Sn	Actionable Point	Person Responsible	Action Taken
1	Operational Plan 2017-2025, 'VISION-2025' - Quantitative Indicators - to be splitted Department wise.	Director, IQAC	Complied to be presented as Agenda Item No 4
2	Sandwich / Bridge Courses launched by GOI - suggested by Hon'ble Pro	Director, IQAC	As per discussion with Hon Ved Sir following Courses were shortlisted: For MBBS/ BAMS



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	<p>Chancellor, DMIMS (DU) to be studied and proposed.</p>		<ul style="list-style-type: none"> • 6 months certificate course in diabetes • 6 months certificate course in Blood Pressure Management • 6 months Certificate Course in HIV/AIDS • 6 months certificate course in Chronic Renal Diseases • 6 months certificate course Clinical Research Methods for DNB <p>For BDS</p> <ul style="list-style-type: none"> • 6 months Certificate Course in Tobacco Control • 6 months Certificate Course in Oral Cancer Management <p>For all Health Professionals</p> <ul style="list-style-type: none"> • Research Methodology • Epidemiology • Effective Grant Writing • Mental Health and Dementia Care givers Course - nursing • Health Economics Healthcare financing and Policy <p>Further working is planned on the lines of PHFI Courses; to be launched from January 2019.</p>
3	<p>Points regarding Students Interaction Meeting:</p> <ul style="list-style-type: none"> • Meeting on maintenance issues to be conducted by Architect, DMIMS (DU) with Hon'ble Smt. Vrindatai Meghe and necessary action to be taken on observations. • Academic issues UG / PG (Institution wise) - decisions taken to be implemented. • JNMC: Appropriate batch size of students to be planned. 	<p>Architect, DMIMS (DU)</p> <p>All HoI, DMIMS (DU)</p> <p>Dean, JNMC</p>	<p>Meeting was conducted. Hostel maintenance work is in process as per priority basis.</p> <p>Complied</p> <p>Instructions were given to all HODs to keep clinical teaching groups of 20 to 25 students However, in departments where more than 2 batches are posted simultaneously, students may be grouped in 35 to 40</p>



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- **SPDC:** Subsidized charges for treatment as suggested by the students - proposal to be submitted.

Dean, SPDC

students

Dept Code	Description	OPD rates Revised for UG Students	Present rates
CDT	Composite light cure(UG students)	300	400
CDT	Miracle mix (UG students)	200	300
CDT	GIC (UG students)	200	300
CDT	Silver Filling (UG students)	200	300
PRO	Complete Denture (UG students)	900	1000
PRO	RPD(single tooth) (Acrylic) (UG students)	200	200
PRO	RPD(Additional tooth)(Acrylic)(UG students)	50	50
OSG	Single tooth extraction(UG student)	20	40

- **MGAC:** Requirement of experienced teaching staff in Department of Shalakyatantra, MGAC - Advertisement to be published. Specialist/ Consultant in faculty of Shalyatantra / Kaumarbhrutya from Nagpur / Amravati to be called.

Dean, MGAC

Advertisement published in university website. We are searching specialist/ consultant in faculty of Shalakyatantra. For Kaumarabhrutya not required.

- **MGAC:** Evening Clinics to be started.

Dean, MGAC

Adequate clinical material available in MGACH&RC so evening clinics are not started.

- **MGAC:** Lab reports signing issue - Samples

Dean,

As Dean, JNMC & HOD Pathology, deputed pathologist from



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	<p>to be sent at AVBRH or teacher (MD Pathology) / MBBS with 3 years' experience teacher to be sent to MGAC for 2 hours daily on rotation basis or retired MD Pathology to be searched from Wardha.</p> <ul style="list-style-type: none"> PG log books - soft copies to be given to student - printout to be taken by the students. Nursing: Mandatory posting of teachers & students in AVBRH + desired work should be taught to the student while posting - monitoring system should be implemented. 	<p>JNMC/MGAC</p> <p>All HoI, DMIMS (DU)</p> <p>Principal, SRMMCON</p>	<p>15-3-18 on monthly rotation basis.</p> <p>JNMC: Printed Log books issued to PG students. SPDC: Will be implemented from AY 2018-19. MGAC: Printed Log books issued to PG students. RNPC: Softcopies of Log Book has been issued to PGs.</p> <p>Complied Teachers and students are posted in AVBRH and monitoring system is implemented.</p>
4	<p>JNMC: Activities not held - Regional level CME on Retina / Workshop on Clinical Neurophysiology / Workshop for PGs in Psychiatry / CME on Pulmonology and Ped. Cardiology - letter to be issued to be signed by Dr. Ved Sir to V.C., Pro V.C., Registrar and concerned persons for the activities planned but not held & henceforth to be held as planned.</p>	<p>Dean, JNMC</p>	<p>All said activities are held in February and March 2018 Month.</p>



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5	<p>SPDC: NABH planning – meeting already conducted by Dr. Sandeep Sir regarding preparation and planning of NABH. Accordingly, action plan should be prepared as per NABH criterias with the existing infrastructure along with gap analysis in view of implementation of the process.</p>	<p>NABH Co-ordinator, SPDC/Dean, SPDC</p>	Sn	Task	Target	Current status	Person responsible
			1	Preparation of Apex manual	30 th June 2018	Rough draft of Apex manual is prepared. Will be submitted to Dr. Ghewade sir before 15 th June.	Dr. S M Baliga, Dr. Manoj Chandak, Dr. Seema Sathe, Dr. Vidya Baliga, Dr. Shravni Deolia, Dr. Swapnil Mohod, Dr. Rizwan Gilani, Mrs. Pooja Vyas
			2	Gap Analysis in the existing policies	15 th July 2018		Dr. S M Baliga Dr. Manoj Chandak Dr. Seema Sathe Dr. Swapnil Mohod Mrs. Pooja Vyas



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			3	Action Plan for filling the gaps	31st July 2018		
			4	Implementation of the new policies	1 st week of August		
6	BAMS: Increase student intake from 60 to 100 Seats - to be approved from Academic council and to be processed.	Dean, MGAC	Proposal for the same will be submit in the next Academic Council Meeting in June 2018.				
7	<p>RNPC:</p> <ul style="list-style-type: none"> OTPT inspection due in June, 2018 - preparations to be done. <ul style="list-style-type: none"> As discussed, to be applied for increase in student intake from 50 to 60 seats.PG programs to be increased as per the availability of teachers. As per the circular from UGC - 20% foreign UG / PG students can be admitted, over and above intake - admission 	Principal, RNPC	<p>As per the direction of Hon'ble Vice Chancellor, application for the renewal of MSOTPC Recognition will be made by the last week of April, 2018.</p> <p>Principal RNPC had discussion with Hon'ble VC sir & Registrar sir for inspection of MSOTPT council. Preparation are in progress, working on gap analysis, gap is identified will apply shortly at the end of May or first week of June because date of validity is till 31st July 2018.</p> <p>It has been decided to increase the intake capacity of UG Course (B.P.Th.) from 50 to 60 seats and for PG Course (M.P.Th.) 4 seats, 1 in each specialty.</p> <p>Planning for NRI/FN Students admission is under process with the concerned authorities. To increase intake capacity of UG/PG students there were concerned about the infrastructure, classroom, space and equipments.</p> <p>Planning for NRI/FN Students admission is under process with the concerned authorities.</p> <p>Need to update on website about the admission of NRI/FN students. It is under process.</p>				



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	<p>strategy to be worked out.</p> <ul style="list-style-type: none">Regarding less space, more class rooms / labs required - round to be taken by Hon'ble Vice Chancellor, DMIMS (DU) with the Principal, RNPC and Architect, DMIMS (DU) to work out minimum essential requirement & to submit plan for inclusion in budget.		
8	<p>New Courses Planned - Fellowship in Dermatology, Infection Control Diseases, Clinical Embryology, Clinical Nutrition, Physiotherapy - to be approved from Academic Council. Fellowship in Occupational Health Nursing - syllabus to be prepared and to be approved from Academic Council.</p>	<p>Director, School of Advance Studies.</p>	<p>Complied</p>

Item No. 1:

To present and overview the draft document of Institutional Development Plan for next seven years - 'VISION 2025'.

The draft document of Institutional Development Plan for next seven years i.e. from Academic year 2017-18 to 2024-25 titled as 'VISION-2025' was presented by Director, IQAC,



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DMIMS (DU). He introduced the document and stated the importance of the same in context of Institutional Development for next seven years. As well as he elaborated the directional guidelines, Four Keystone of 'VISION-2025', Strategic Framework 2017-2025 and Operational Plan for 2017-25 which is the integral part of this document.

Director, IQAC, DMIMS (DU) also briefed that, this is a draft document only and have the scope of suggestions in terms of terminology/vocabulary, scope of expansion in particular operational area, target setting for Quantitative Indicators and etc. In this regard, the chair informed all the members to suggest the changes/additions/modification, if any in the next meeting.

Item No. 2:

Assigning the responsibilities in context of Quantitative Indicators of PDP based on strategy 2012-17.

The Chair assigned certain responsibilities to the expert committee members on the basis of their expertise in the subject concerned and other directors of the various cells/sections/departments in context of Quantitative Indicators of PDP which is most integral and operative part of the documents. The chair also suggested to present an action plan with periodic targets, suggestions, and futuristic road map to the next meeting.

ITEM NO. 3:

Follow up of Student Interaction Meeting Points:

Regarding Student Interaction Meeting Points the suggestion by the Chair are as follows -

Regarding Maintenance Issues:

Meeting on maintenance issues to be conducted by Architect, DMIMS (DU) with Hon'ble Vrindatai Meghe and necessary action to be taken on observations.

Regarding Academic Issues (UG/PG):



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It is informed to all HoI's to take appropriate actions/decisions in view of academic issues of UG and PG Students and implement the same. Appropriate student batch size to be planned.

Regarding Teaching staff Issues in MGAC&RC:

Regarding requirement of experienced teaching staff in the Department of Shalakyatantra, MGAC&RC, to be advertised. Specialist/consultant in faculty of Shalyatantra/Kaumarbhritya to be called from Nagpur/Amravati. The Chair suggested to start the evening clinics at MGAC&RC.

Regarding Laboratory Reports Signing Issue:

The chair suggested that samples to be sent at AVBRH or a teaching faculty from Department of Pathology, JNMC to be sent to MGAC&RC for two hours daily on rotation basis or retired MD (Pathology) to be searched from Wardha.

Regarding PG Log Books, it was noted that soft copy of the PG Log Books to be given to students and printout to be taken by the students.

Regarding SRMMCON:

Posting of teachers and students is mandatory in AVBRH and desired work should be taught to the student while posting and monitoring system for the same should be developed and implemented.

ITEM NO. 4:

Follow up of Comprehensive Academic Calendar:

As suggested by Hon'ble Shri. Sagarji Meghe, in the last Monthly Meeting of IQA Cell, to take the advice of Hon'ble Pro Chancellor, DMIMS (DU) regarding Weekly Admin Review Meeting. Director, IQAC conveyed the message of Hon'ble Pro Chancellor, DMIMS (DU) to the Chair and the Chair decided that the same meeting will be held on fortnightly basis at DMIMS (DU), University Office, Sawangi (Meghe), Wardha.

The Chair observed that number of the activities which are planned in Comprehensive Academic Calendar 2017-18 but not held as per planned schedule. The Chair instructed to issue a letter to the concerned person duly signed by Hon'ble Pro Chancellor, DMIMS (DU) routed through Vice Chancellor, DMIMS (DU), Pro Vice Chancellor, DMIMS (DU), Registrar, DMIMS (DU) and henceforth to be held as per planned.

ITEM NO. 5:

Follow up of Statutory Calendar:



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Regarding Faculty Real-time, Bio-metric Attendance System

The Chair took the review and expressed his concern about Faculty Real-time, Bio-metric Attendance System i.e. already established in JNMC and MGAC. The chair suggested to start the same system in SPDC and monitor faculty attendance likewise JNMC.

Regarding NABH Assessment Planned in SPDC:

Director, IQAC, DMIMS (DU) briefed about the activities which was held in last month in view of forth planned NABH Assessment in SPDC. Regarding the same a meeting was organized with the NABH Team, SPDC under the chairmanship of Dr. Sandeep Shrivastava, CEO, AVBRH. The Chair accordingly suggested to prepare an action plan as per NABH criteria with the existing infrastructure along with gap analysis in view of implementation of the process.

Regarding compliances on NABH Assessment in MGAC:

Regarding the status of NABH Assessment held in MGAC, Director, IQAC, DMIMS (DU) briefed that NABH Co-ordinator, MGAC shall complied the issues reflected by NABH only after the receiving certificate by Pollution Board. The Chair take the review of the same issue and informed to take the day to day follow up to obtain the Pollution Board Certificate and submit the compliance report within stipulated time.

The Chair informed to submit the proposal in Academic Council to increase the intake capacity of BAMS Course from 60 to 100 Seats.

Regarding Continuation of Affiliation in SRMMCON:

The Director, IQAC briefed that the website of Indian Nursing Council, (INC) is not working properly and because of the same reason the process of the continuous affiliation is stayed in SRMMCON. The Chair suggested to submit an official letter addressed to INC, Delhi authority regarding the same issue and the copy of the same letter to be forwarded to Shri. Raviji Meghe, for follow up at Delhi level.

Regarding OTPT inspection and Student Admission Process in RNPC:

As forthcoming OTPT Assessment is scheduled in June, 2018, the Chair advised to start planning for the same. As discussed earlier, the Chair informed to apply for increase intake of B.PTh Course from 50 to 60 seats; also advised to start new PG Programmes without appointing new staff.

As per the UGC circular, 20% Foreign UG/PG Students can be admitted over and above intake, the Chair inform to plan admission strategy to work out the same.

Principal, RNPC shown the concern about less space, less class rooms and laboratory requirements in



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RNPC.TheChair suggested to Hon'ble, Vice Chancellor, DMIMS (DU) to take round along with Principal, RNPC and Architect, DMIMS (DU) and work out minimum essential requirement and submit plan for the same to include in budget.

It is instructed to find out the financial viability/feasibility for Naturopathy Proposal. Further status for the same to be updated in the next Monthly meeting of IQA Cell.

ITEM NO. 6:

Review of Courses other than regulated by the Statutory Councils:

(Fellowships/ EWL/ Distance Learning / Allied Courses)

As discussed in earlier meeting the chair informed to submit the proposal to link the Earn-While-Learn (EWL) Courses under the Pradhanmantri Kaushal Vikas Yojana in association with ADCC Academy.

The chair also suggested that,

EWL courses should be continued and meagre under the Allied Courses and Director, Allied Courses, DMIMS (DU) will be responsible for the same.

The Distance Learning Courses like. MHA&M & M.Sc. in Health Programme should be started for next Academic Year i.e. 2018-19. Submit the proposal for the same.

Director, Allied courses have been submitted six year Development Plan for the Unit of Distance Learning Courses. It will be reviewed in the next monthly meeting of IQA Cell, for addition/deletion/new courses, if any.

ITEM NO. 6:

Review of New Courses/ Programs Planned:

The chair informed that Fellowship courses which are newly planned to launch to be approved from Academic Council. The Fellowship Courses are as follows:

- | | |
|--|--------------------------------|
| 1) Fellowship in Dermatology, | JNMC (Dermatology Department) |
| 2) Fellowship in Infection Control Diseases, | JNMC (Microbiology Department) |
| 3) Fellowship in Clinical Embryology | JNMC (Anatomy Department) |
| 4) Fellowship in Clinical Nutrition | JNMC (Biochemistry Department) |
| 5) Fellowship in Occupational Health Nursing, | SRMMCON, (CHN Department) |
| 6) Fellowship in Physiotherapy Spine and Rehabilitation, | RNPC |



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ITEM NO. 6:

Any other matter with the permission of chair:

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

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

Sn	Actionable Points	Responsible Person
1	Spillage of 2017 to be added in new Prospective Developmental Plan 'VISION-2025'	Director, IQAC, DMIMS(DU)
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)
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
4	Seventeen new points/targets which were received from UGC to be incorporated in IDP 'VISION-2025'.	Director, IQAC, DMIMS(DU)
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)
6	Department wise targets to be splitted on individual faculty level.	Director, R&D Cell, DMIMS(DU)
7	The draft of Charter Citizen of the DMIMS (Deemed to be University) to be presented in Academic Council Meeting	Director, IQAC, DMIMS(DU)



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	(scheduled on 18.06.2018) for approval.	
8	The Website Updation Officer should be in a public domain.	Director, IQAC, DMIMS(DU)
9	The point of Hospital Policy to be deleted from University's Publicity and Promotion Policy.	Director, IQAC, DMIMS(DU)
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)

**Director IQAC
DMIMS (DU)**



DATTA MEGHE INSTITUTE OF MEDICAL SCIENCES

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Conferred 'A' grade Status by HRD Ministry, Govt. of India

Re-accredited by NAAC (3rd Cycle) with 'A+' Grade

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Office: Sawangi (Meghe), Wardha - 442 004, Maharashtra, India

Ph.No. : 07152 - 304000, 287701-06 Fax: 07152 - 287714, 287719,

Email: dmimsduiqac@gmail.com, Website: dmimsu.edu.in

DIRECTORATE OF IQAC

The Following members and Invitees attended the meeting:

Sn	Name of Member	Designation	Signature
1	Dr.Vedprakash Mishra <i>Hon'ble Pro-Chancellor, DMIMS(DU)</i>	Invitee	
2	Shri. Sagarji Meghe <i>Hon'ble, Treasurer, DMIMS (DU)</i>	Invitee	
3	Dr. S.S. Patel <i>Hon'ble Chief Co-ordinator, DMIMS(DU)</i>	Invitee	
4	Dr. Rajiv Borle <i>Hon'ble Vice-Chancellor, DMIMS (DU)</i>	Chairman, IQAC	
5	Dr. Mrs. Nilam V. Mishra <i>Hon'ble Pro-Vice Chancellor, DMIMS (DU)</i>	Member, IQAC	
6	Dr. A. J. Anjankar <i>Hon'ble Registrar, DMIMS (DU)</i>	Member, IQAC	
7	Dr. Adarshlata Singh <i>Dean Academics, Faculty of Medicine, DMIMS(DU)</i>	Member, IQAC	
8	Dr. Pradnya Nikhade <i>Dean Academics, Faculty of Dentistry, DMIMS(DU)</i>	Member, IQAC	
9	Dr.Priti Desai <i>Dean Academics, Faculty of Ayurveda, DMIMS(DU)</i>	Member, IQAC	
10	Dr.Irshad Qureshi <i>Dean Academics, Faculty of Paramedical Sciences, DMIMS(DU)</i>	Member, IQAC	



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11	Dr.Vaishali Taksande <i>Dean Academics, Faculty of Nursing, DMIMS(DU)</i>	Member, IQAC	
12	Dr. Abhay Mudey <i>Dean, J.N.Medical College, Sawangi (Meghe), Wardha</i>	Member, IQAC	
13	Dr. A.J. Pakhan <i>Dean, SharadPawar Dental College, Sawangi (Meghe), Wardha</i>	Member, IQAC	
14	Dr.Shyam Butada <i>Dean, Mahatma Gandhi Ayurved College, Hospital & Research Centre</i>	Member, IQAC	
15	Dr.Atharuddin Kazi <i>Principal, Ravi Nair Physiotherapy College</i>	Member, IQAC	
16	Dr. Seema Singh <i>Faculty of Nursing</i>	Member, IQAC	
17	Dr.Lalitbhusan Waghmare <i>Director, IQAC</i>	Member Secretary, IQAC	