

## **Mahatma Gandhi Institute of Medical Sciences, Sevagram**

### **INTERNAL QUALITY ASSURANCE CELL MINUTES OF MEETING HELD ON 15.04.2020**

A meeting of the Internal Quality Assurance Cell (IQAC) was held in JBTDRC Seminar Room on Wednesday, 15 April 2020 at 3 p.m. The following IQAC members attended the meeting:

1. Dr Nitin Gangane, Dean, MGIMS and Chairperson IQAC
2. Dr Poonam Varma Shivkumar
3. Dr Satish Kumar
4. Dr Vijayshree Deotale
5. Dr Jyoti Jain
6. Dr Anupama Gupta
7. Dr Smita Singh
8. Dr Subodh S Gupta
9. Dr Chetna Maliye
10. Dr Ashwini Kalantri
11. Mrs Sangeeta Narang
12. Dr Anshu, Coordinator IQAC
13. Dr Vinod Shende, Coordinator IQAC

Adv PB Taori had informed of his inability to be present in the meeting. The undergraduate student representatives were also not on campus and could not attend.

The following matters were discussed:

1. Dean, Dr Gangane welcomed the members of the IQAC. He informed the members about the recent government guidelines on the COVID-19 pandemic situation. He also informed them that although Wardha district had not yet seen a rise in the number of cases, the administration was taking all measures to prepare wards and train faculty for the eventual rise in cases.
2. The Dean informed that although offline classes had been suspended due to government guidelines, a large number of students had stayed back on campus. Their health and safety were important, and all COVID measures had to be ensured in the hostels. Dr VB Shivkumar, Warden, Boys Hostel and Dr Vijayshree Deotale, from the Girls Hostel Advisory committee assured that they would take care of the matter.
3. Dr Subodh S Gupta informed that some of these undergraduate students had shown great interest and volunteered to take part in COVID patient care. At the moment they were translating COVID guidelines in the local language and preparing health education material for the community.

4. The Dean informed the IQAC that several departments had already started using the MGIMS Classroom based on MOODLE and some departments preferred to use Google Meet for online lectures. Since most faculty had already been trained in use of MOODLE in 2015, we were in a good situation. He emphasized the need to complete the theory syllabus on time even though the internal assessment and University exams could not be held on schedule.
5. The Dean directed all faculty to maintain records of online attendance and maintain print copies of the sessions conducted on MOODLE. He asked about attendance of students in online sessions. In this context, Dr. Satish Kumar informed that in his online class, 82 students were present and he asked CR (Mr. Pratik) to send the attendance record. Dr. Poonam Varma Shivkumar told that she has also taken seven classes and she got the attendance record from the CR. By and large attendance was good in most online sessions.
6. Most of the members raised the issue of internet connectivity and that they would like to use other platforms like Google Meet and Zoom. The Dean assured that he would try to resolve this problem; however, if problem persists then faculty can continue with any platform they are comfortable with. The problem could be with all classes happening simultaneously on one platform. He also advised to decide different timings for online classes depending on other clinical work allotted to faculty.
7. Teachers from clinical departments voiced concern over lack of clinical teaching. Because of the lockdown routine cases were hardly being admitted, and online teaching of clinical material had its limitations. The Dean said that once the lockdown was lifted after 3<sup>rd</sup> May 2020 we could immediately conduct all the clinical classes that the students have missed.
8. Dr Vinod Shende said that the process of refining the feedback forms was on and feedback would be gathered from students after they returned to the campus and routine classes.
9. Dean urged all to follow the COVID appropriate behaviour and guidelines from government and ICMR.

The meeting ended with thanks to the Chair.



Dr Anshu  
Coordinator, IQAC