



MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES Sevagram- 442102, Maharashtra, India

MINUTES OF COLLEGE COUNCIL MEETING DATED 15TH JULY 2021

In view of prevailing situation of COVID-19 pandemic, an online college council meeting was held on 15th July 2021 at 3.00 pm. The Chairperson invited all committee members to join on the Google meet platform.

Following members joined the virtual meeting:

Chairperson: Dr. Nitin Gangane, Dean, MGIMS & Director-Professor, Dept. of Pathology

Member Secretary: Dr. Sushil Kumar Varma, Director-Professor & Head, Dept. of Pharmacology.

Members:

1. Dr. M. R. Shende, Professor & Head, Dept. of Anatomy
 2. Dr. A. R. Chaudhary, Director Professor & Head, Dept. of Physiology
 3. Dr. Satish Kumar, Director-Professor & Head, Dept. of Biochemistry
 4. Dr. Anupama Gutpa, Professor & Head, Dept. of Pathology
 5. Dr. B. H. Tirpude, Director-Professor & Head, Dept. of Forensic Med. and Toxi.
 6. Dr. Subodh Gutpa, Professor & Head, Dept. of Community Medicine
 7. Dr. A. K. Shukla, Professor, Dept. of Ophthalmology
 8. Dr. Dilip Gupta, Director-Professor & Head, Dept. of Surgery
 9. Dr. Jyoti Jain, Professor & Head, Dept. of Medicine
 10. Dr. Poonam Varma Shivkumar, Professor & Head, Dept. of Obstetrics & Gynaecology
 11. Dr. Manish Jain, Professor & Head, Dept. of Pediatrics
 12. Dr. Sucheta Tidke, Director Professor & Head, Dept. of Anaesthesiology
 13. Dr. C. M. Badole, Director Professor & Head, Dept. of Orthopedics
 14. Dr. Sumit Kar, Professor & Head, Dept. of Skin & V. D.
 15. Dr. Kshirod Mishra, Professor & Head, Dept. of Psychiatry
 16. Dr. Atul Tayade, Director-Professor & Head, Dept. of Radiology
 17. Dr. Niloy Dutta, Director Professor & Head, Radiation Oncology
 18. Dr. Praveen Sanghvi, Professor & Head, Dept. of Dental Surgery
1. The meeting started with welcome by the Dean.
 2. The Dean informed about the new guidelines that have been issued by the National Medical Commission (NMC) regarding the conduct of examination. Now, the examinations for undergraduates will be conducted in offline mode and only in case of any problem or for a specific reason, online exam will be conducted for undergraduates. However, Postgraduates' exam will be conducted offline as usual. He

asked everyone to make necessary arrangements and requested to be prepare for the upcoming examinations.

Further, he informed that many departments expressed their concern about the external examiners as many are still not willing to come for conducting examinations. Dean suggested that the internal examiners may find out about examiners who are willing to come, we can nominate their names accordingly. The committee members noted the same.

3. Dean informed that the NMC has invited the applications for increase in intake of seats for undergraduates and postgraduates for year 2022-23. Further, he informed that the NMC has not yet issued schedule for the same till date, however, if any department is interested in increasing postgraduate seats in any department, then they may discuss it with him and then we can proceed accordingly. HODs of Orthopaedics, Radiotherapy and Community Medicine were interested to increase intake capacity of PG seats in their respective department. Dean assured to discuss the issue individually and proceed accordingly. Everyone noted the same.
4. Dean informed that, many instances of external examiners claiming travelling allowance while utilizing college vehicle have been brought to his notice. He requested that HODs must ensure that such things do not happen again. Everyone noted the same.
5. Dean informed that, biometric attendance with face recognition will be started from 1st August 2021. He asked all HODs to ensure that they as well as all the staff working under them are registered in the system and mark their biometric attendance regularly beginning from 1st August 2021. He also informed that if any non-compliance occurred in the biometric attendance system, either Dean or Medical Superintendent will only be able to do the corrections. Everyone noted the same.
6. Dean informed that, this year the financial budget of the institute has been curtailed due to COVID-19 pandemic and hence only those consumable or instruments that are essential for the department, may be purchased after discussion with Dean or Medical Superintendent. Everyone noted the same.
7. Dean informed that the General Medicine and Anaesthesia departments are jointly conducting the practical training programme for Medical Officers of Wardha district for COVID patient management; especially, for oxygen management and ventilator support. He further informed, Dr. Jyoti Jain, Professor & Head, General Medicine has prepared and also shared the schedule programme for this training course. The committee members noted the same.
8. Dean informed that the NABL accreditation process for the Biochemistry laboratory is already planned. Further, he informed that, earlier there was certain issue with the blood sample collection centre, now it has been centralized and functioning well. He requested the HODs of Pathology and Microbiology department to make a plan for the same and proceed accordingly.

9. Dean asked all the committee members about the teaching, other academic activities and department related problems. Many HODs informed that the routine theory, practical classes and Clinical postings are being done following the COVID guidelines. Few of them articulated their various problems. In response, Dean suggested concerned members to resolve minor academic issues in the Curriculum sub committees for different phase of MBBS. He also suggested that if there is anything needed, they can sort out such problems through the curriculum committee meetings. Further, he assured members that he would look into these issues to resolve the same.

In addition, following suggestions were given to the members by the Dean:

- He suggested first MBBS classes may be conducted in the Pathology lecture hall as renovation of Anatomy lecture is under process.
- In response to query by Dr. Dilip Gupta, Dean suggested that we may not use lecture halls in auditorium complex as physical distancing is not possible. Further, he suggested to use academic halls of Paediatric and OBGYN department for Pre-final and final year students respectively. He also suggested that theory classes of final MBBS might continue with virtual mode if there is any problem in this arrangement, however, he said Clinics should be held in offline mode.
- About the procurement of LED projectors requested by the various departments for its teaching purpose, he informed that the orders were already placed to the concerned vendors for its supply, however, they could not provide the same before 31st March. He assured members to make an arrangement of the same as per their requirement.

Despite the constraint of funds, Dean assured all possible efforts would be made to procure other requirements of the departments.

- About the shortage of faculty staff in the OBGYN department and for the development in the Radiology department, Dean assured to look into the matter positively.
- For the upcoming meeting of the Condemnation Committee as informed by Dr. Atul Tayade, Dean informed that for the Condemnation of articles or any instruments, everyone should follow all the rules and guidelines of condemnation committee.

The meeting ended with thanks to chair.



Dr. Sushil Kumar Varma
Member Secretary,
College Council Committee.



MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES Sevagram- 442102, Maharashtra, India

MINUTES OF COLLEGE COUNCIL MEETING DATED 9TH SEPTEMBER 2021

A college council meeting was called by the Dean, MGIMS in the Committee Room, Dean's Office at 3 pm. Following members were present:

Chairperson: Dr. Nitin Gangane, Dean, MGIMS & Director-Professor, Dept. of Pathology

Member Secretary: Dr. Sushil Kumar Varma, Director-Professor & Head, Dept. of Pharmacology.

Members:

1. Dr. M. R. Shende, Professor & Head, Dept. of Anatomy
2. Dr. A. R. Chaudhary, Director Professor & Head, Dept. of Physiology
3. Dr. Satish Kumar, Director-Professor & Head, Dept. of Biochemistry
4. Dr. Vijayshri Deotale, Director-Professor & Head, Dept. of Microbiology
5. Dr. B. H. Tirpude, Director-Professor & Head, Dept. of Forensic Med. and Toxi.
6. Dr. Subodh S Gupta, Director-Professor & Head, Dept. of Community Medicine
7. Dr. A. K. Shukla, Professor, Dept. of Ophthalmology
8. Dr. P. S. Nagpure, Director-Professor & Head, Dept. of Otorhinolaryngology
9. Dr. Dilip Gupta, Director-Professor & Head, Dept. of Surgery
10. Dr. Jyoti Jain, Professor & Head, Dept. of Medicine
11. Dr. Shuchi Jain, Professor, Dept. of Obstetrics & Gynaecology
12. Dr. Manish Jain, Professor & Head, Dept. of Paediatrics
13. Dr. Sucheta Tidke, Director Professor & Head, Dept. of Anaesthesiology
14. Dr. C. M. Badole, Director Professor & Head, Dept. of Orthopaedics
15. Dr. Sumit Kar, Professor & Head, Dept. of Skin & V. D.
16. Dr. Sushilkumar Kale, Professor, Dept. of Radiology
17. Dr. Praveen Sanghvi, Professor & Head, Dept. of Dental Surgery

HODs from the Pathology, Radiation Oncology, Psychiatry and Obstetrics & Gynaecology departments were not present. However, Dr. Shuchi Jain, Professor and Dr. Sushilkumar Kale attended the meeting to represent their departments.

1. Dean informed that Sadguru Sri Madhusudan Sai ji, Social and Spiritual Leader and Founder / Managing trustee of Sri Satya Sai Trust, Karnataka will be visiting our institute on Tuesday, 14th September, 2021. Few students of the 12th Class from their educational trust are also coming along with him to visit our hospital.

He apprised all the members that they had donated funds to the Institute in the past. They are going to establish a rural Medical College near Bangalore on pattern of MGIMS and so they are visiting our Institute.

Further, he informed that on this occasion, there will be an address by the Sadguru in the S. N. Hall. He requested all HODs to remain present for the event. The committee members noted the same.

2. Dean informed that next year, we will be having NMC assessment in all departments for undergraduate and most of the departments will also have assessment of postgraduate courses for the continuation of affiliation. He also informed that the NAAC assessment would also be there next year. Now days, NAAC as well as NMC assessments are going virtually on the basis of submission. But, the physical inspections have also started now. We cannot presume what type of inspection will be done at our Institute and we should be prepared with all requirements for the assessment process.
For compliance of the requirement of NMC and NAAC, Dean said that he would personally visit individual departments from 20th September 2021 to discuss the same with the HOD & senior faculty members of all departments. The committee members noted the same.
3. Dean informed that during the COVID times we have appointed many daily wages workers for emergency COVID duties and we are paying them wages. The accounts section has requested us not to submit their attendance on formal letter pad of the Institute, as they are not employee of KHS. Dean requested all concerned to send it in standard format without mention of Institute's affiliation. The committee members noted the same.
4. Dean asked all committee members individually about the teaching, other academic activities and department related problems. Further, Dean informed that there were many academic issues that have been resolved now. However, he assured that any remaining issues will be dealt in the curriculum meeting which will be scheduled after discussion with Dr. Poonam Shivkumar.
Few members articulated their problems. In response, the Dean gave following suggestions to the members:
 - After having informed about the less attendance of students by the HODs, Dean asked all to decide the cut-off and detain them if their attendance is less than 70% or as per cut-off. Dean also informed to convey the same message to all students for strict adherence to rules.
 - Dr. Dilip Gupta requested to allow the lecture halls of auditorium. Dean granted the permission for the same.
 - Regarding the other issues of classes, examinations, increasing PG seats, faculty requirement and other difficulties or development in department for the upcoming inspections, Dean assured to sort out in compliance with NMC or NAAC requirement.
 - Dean reiterated that if any further problems persists, he will be discussing it during the visit to individual department.The committee members noted the same.

The meeting ended with thanks to chair.



Dr. Sushil Kumar Varma
Member Secretary,
College Council Committee.



MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES Sevagram- 442102, Maharashtra, India

MINUTES OF COLLEGE COUNCIL MEETING DATED 5TH OCTOBER 2021

An emergency college council meeting was called by the Dean, MGIMS in the Committee Room, Dean's Office at 3 pm on 5th October 2021. Following members were present:

Chairperson: Dr. Nitin Gangane, Dean, MGIMS & Director-Professor, Dept. of Pathology

Member Secretary: Dr. Sushil Kumar Varma, Director-Professor & Head, Dept. of Pharmacology.

Members:

1. Dr. M. R. Shende, Professor & Head, Dept. of Anatomy
2. Dr. A. R. Chaudhary, Director Professor & Head, Dept. of Physiology
3. Dr. Satish Kumar, Director-Professor & Head, Dept. of Biochemistry
4. Dr. Anupama Gupta, Director-Professor & Head, Dept. of Pathology
5. Dr. Vijayshri Deotale, Director-Professor & Head, Dept. of Microbiology
6. Dr. B. H. Tirpude, Director-Professor & Head, Dept. of Forensic Med. and Toxi.
7. Dr. Subodh S Gupta, Director-Professor & Head, Dept. of Community Medicine
8. Dr. A. K. Shukla, Professor, Dept. of Ophthalmology
9. Dr. Dilip Gupta, Director-Professor & Head, Dept. of Surgery
10. Dr. Jyoti Jain, Professor & Head, Dept. of Medicine
11. Dr. Shuchi Jain, Professor, Dept. of Obstetrics & Gynaecology
12. Dr. Manish Jain, Professor & Head, Dept. of Paediatrics
13. Dr. Sucheta Tidke, Director Professor & Head, Dept. of Anaesthesiology
14. Dr. C. M. Badole, Director Professor & Head, Dept. of Orthopaedics
15. Dr. Sumit Kar, Professor & Head, Dept. of Skin & V. D.
16. Dr. N. R. Datta, Director-Professor & Head, Dept. of Radiation Oncology
17. Dr. Kshirod Mishra, Professor & Head, Dept. of Psychiatry
18. Dr. Praveen Sanghvi, Professor & Head, Dept. of Dental Surgery

HODs from the Otorhinolaryngology, Radiology and Obstetrics & Gynaecology departments were not present. However, Dr. Shuchi Jain, Professor attended the meeting on behalf of Obstetrics & Gynaecology department.

1. The Dean informed that the minutes of college council meeting held on 9th September 2021 were circulated and as no comments were received, they are taken as accepted and recorded the same.

2. The meeting was specially held to decide about the Winter Vacation programme. Dean informed that the University has not yet declared the winter vacation programme, he had also written to them about same.
3. Dean informed that there is no official communication but there is also need to decide about the vacation at earliest as staff may like to plan their vacation therefore he has decided that there will be nine days' vacation instead of fifteen days in each half. First half will be from 25th October to 2nd November 2021 and second half will be from 5th to 13th November 2021 and common working days will be 3rd and 4th November 2021.
4. Dean informed that this was the only agenda for the meeting if members have any other issues it can be discussed in next meeting. The members requested Dean to extend this meeting for some more time to discuss about other issues. Dean agreed and following issues were discussed by the committee members:
 - Dr. Dilip Gupta informed that the intercom telephones are not working since last few days. Also, there is no telephone directory available in the department. In response, Dean informed that intercom repairing work is in process and telephone directory will also be available soon.
 - Dr. Anupama Gupta informed about the parking problems. She opined that the two and four-wheelers parking should be separate. Dean asked that all staff members should put new stickers with college name and logo so that the staff vehicles can be identified by security. In addition, she informed that the activities of Academy of Medical Sciences (AMS) will be starting from 6th October 2021. She also informed about the installation ceremony of the new office bearers team of AMS. The committee member noted the same.
 - About the internal assessment examination of 2017 batch, Dr. Jyoti Jain informed that it would be conducted from 14th to 16th October 2021.
 - Dr. Satish Kumar informed Dean that many students of first MBBS have not come yet from their hometown after their examination. Dean asked him to communicate the students that if they do not report then fine will be imposed on them.
 - Dr. A. K. Shukla and Dr. Dilip Gupta also informed that many students of 2018 and 2019 batch are not attending their classes. Dean reiterated that if the students are not following the directives after repeated warnings, strict disciplinary action should be taken against such students and they should be detained for shortage of attendance. Everyone noted the same.
 - Dr. A. K. Shukla requested Dean about the University examination schedule for undergraduates. Dean assured to discuss this matter with the university.
 - Dr. Kshirod Mishra and Dr. Sumit Kar informed about the CMEs that they are going to organize in their respective departments. Everyone noted the same.
 - Dean asked the concerned PhD guides to complete the process of synopsis submission. The members noted the same.

The meeting ended with thanks to chair.

A handwritten signature in purple ink, consisting of a large loop at the top and a horizontal line at the bottom.

Dr. Sushil Kumar Varma
Member Secretary,
College Council Committee.



MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES

Sevagram- 442102, Maharashtra, India

MINUTES OF COLLEGE COUNCIL MEETING DATED 17TH JANUARY 2022

The college council meeting was held by the Dean, MGIMS through the Google meet platform on 17th January 2022 at 3 pm. Following members joined online:

Chairperson: Dr. Nitin Gangane, Dean, MGIMS & Director-Professor, Dept. of Pathology

Member Secretary: Dr. Sushil Kumar Varma, Director-Professor & Head, Dept. of Pharmacology.

Members:

1. Dr. Vandana Wankhede, Associate Professor, Dept. of Anatomy
2. Dr. A. R. Chaudhary, Director Professor & Head, Dept. of Physiology
3. Dr. Satish Kumar, Director-Professor & Head, Dept. of Biochemistry
4. Dr. Anupama Gupta, Director-Professor & Head, Dept. of Pathology
5. Dr. Vijayshri Khaikar, Director-Professor & Head, Dept. of Microbiology
6. Dr. B. H. Tirpude, Director-Professor & Head, Dept. of Forensic Med. and Toxi.
7. Dr. Subodh S Gupta, Director-Professor & Head, Dept. of Community Medicine
8. Dr. A. K. Shukla, Professor, Dept. of Ophthalmology
9. Dr. Dilip Gupta, Director-Professor & Head, Dept. of Surgery
10. Dr. Jyoti Jain, Professor & Head, Dept. of Medicine
11. Dr. Poonam Varma Shivkumar, Professor & Head, Dept. of Obstetrics & Gynaecology
12. Dr. Manish Jain, Professor & Head, Dept. of Paediatrics
13. Dr. Sucheta Tidke, Director Professor & Head, Dept. of Anaesthesiology
14. Dr. C. M. Badole, Director Professor & Head, Dept. of Orthopaedics
15. Dr. N. R. Datta, Director-Professor & Head, Dept. of Radiation Oncology
16. Dr. Kshirod Mishra, Professor & Head, Dept. of Psychiatry
17. Dr. Praveen Sanghvi, Professor & Head, Dept. of Dental Surgery
18. Dr. Atul Tayade, Professor & Head, Radiology

HODs from the Anatomy, Otorhinolaryngology and Skin & V. D. departments were not present. However, Dr. Vandana Wankhede, Associate Professor joined the meeting on behalf of HOD, Anatomy department.

1. Dean informed there are certain issues to be discussed about the requirement for PG inspection for continuation of recognition by the National Medical Council (NMC).
2. Dean informed that phase wise curriculum committee meetings of individual MBBS were held. He informed that it was decided to conduct the meetings with all HODs and curriculum committee members, which was not possible in the recent past but now it will be conducted soon.
3. Dean informed that he has already informed HODs that institution is going to apply to National Institutional Ranking Framework (NIRF), initiative of Ministry of Education, Govt. of India where ranking is based on certain parameters like teaching, learning, resources and research etc. For that purpose, most of the information that we have to provide is online to MoE.

Dean informed that most of the faculty members have already registered themselves on different forums like Google scholar, Scopus, Research gate, Orcid, etc. He also asked HODs that whoever have not yet registered, may be asked to get registered as early as possible. He informed that we have to submit the data to NIRF by the end of this month (January). He informed that the required data to be submitted is for the period between April 2020 to March 2021. Already some information has been obtained from the MGIMS annual report. He asked all members to provide the information, if required further. Everyone noted the same.

4. Dean informed that the National Medical Commission (NMC) inspection is due for Undergraduates as well as Postgraduates courses. For that reason, he had visited individual departments to find out the deficiencies, we will try to rectify the deficiencies before assessment. He said that the major deficiencies like infrastructure have been informed to the management and they will take care of these as early as possible. About the faculty deficiency, he assured HODs that he will certainly look into it and sort out the issue as far as possible. Everyone noted the same.
5. Dean informed that the National Medical Library, DGHS, Govt. of India is now asking additional charges for rendering services of e-resources viz. ERMED Consortium (collection of international journals) and Cochrane library (e-database) which our institute has been getting free of cost facility at present. He reiterated, this good online resource available to us and everyone should take maximum benefit from it. He asked all members to spread the word amongst faculty and PGs working under them to make optimum use to retain this facility given to us by them free of cost. Everyone noted the same.
6. Dean also asked members to express individually the issues, if any to be discussed.

Accordingly following issues were raised by the members:

- About the requirement of Anatomy department, Dean informed that one large TV for teaching and virtual dissection software have been sanctioned. In respect to publications, Dean said that it is not necessary that first MBBS people should publish only in their subject but they can publish in other clinical journals also.
- On request of Dr. Vijayshri Khaikar for the requirement of 60 microscopes, dean informed that it has already been sanctioned and that they will get them before inspection.
- Dr. Sushil Kumar Varma raised the issue of pending work of skill lab in the Pharmacology department along with the requirement of computers and mannequins. Dean informed that funds have already sanctioned and the work will be started soon. Further, he informed that the central skill lab work will be started soon in the old OT complex. As the requirement for skill lab is of around 6000 sq. ft., space of NELS in Anaesthesiology department will be also included in Central skills lab. The committee members noted the same.
- On request of Dr. Anupama Gupta for the requirement of instruments according to NMC. Dean informed that the funds have also been approved for the same. Dean asked her to provide specification and informed that after floating tender, these will be processed and procured soon.
- Dr. B. H. Tirpude requested Dean that there is only one SR in the department and there will be deficiency one Tutor / demonstrator. Dean said although PG are not joining some departments, we shall ask for continuation of recognition in all departments as post-graduation in the basic subjects is requirement of NMC. Dean asked him to start PhD courses in FMT and process the application for guide to the the university. Dr. B. H. Tirpude agreed and noted the same.
- Dr. Dilip Gupta informed that he is not able to register on Scopus and Orcid. He has registered on research gate and other forums. He requested Dean that they need instruments for laparoscopy, mannequins and suturing boards for skill lab. In response, Dean asked concerned departments' HOD to send their skill lab requirement to Dr. Anshu, officer in charge of skill lab.

Dr. Dilip Gupta also requested about pending work of renovation in the department, for which dean assured to look into it and convey it to concerned person to expedite the work. Dr. Dilip Gupta noted the same.

- Dr. Atul Tayade informed that we have no requirement of any instrument presently but out of two X-ray machines of 800ma, one machine is not working. The company has also discontinued service to this obsolete model. We are currently using X-ray machine of 600 ma machine and after discussion with Medical Superintendent, one more machine will be sanctioned in April 2022.
- Dr. A. K. Shukla informed that the Ophthalmology department needs minor requirement of instruments and work of wet lab is still pending that will be completed soon.
- On request of Dr. C. M. Badole for the Seminar room, Dean assured to complete work before exam, he noted the same.
- Dr. Poonam Varma Shivkumar informed that there is no deficiency of any staff and instruments. About the skill lab of OBGYN department, Dean advised her to shift their skill lab to central skill lab for the inspection period. He informed that the central skill lab will have everything as per the requirement. Dr. Poonam Varma noted the same.
- About the various requirement of instruments including recruitment of faculty and staff members as per NMC requirement, Dean assured to look into it and resolve the issues as soon as possible. Everyone noted and recorded the same.

The meeting ended with thanks to chair.



Dr. Sushil Kumar Varma
Member Secretary,
College Council Committee.



MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES

Sevagram- 442102, Maharashtra, India

MINUTES OF COLLEGE COUNCIL MEETING DATED 17TH FEBRUARY 2022

The college council meeting was called by the Dean, MGIMS on 17th February 2022 at 3 pm in the Committee Room, Dean's Office. Following members were attended meeting:

Chairperson: Dr. Nitin Gangane, Dean, MGIMS & Director-Professor, Dept. of Pathology

Member Secretary: Dr. Sushil Kumar Varma, Director-Professor & Head, Dept. of Pharmacology.

Members:

1. Dr. Jwalant Waghmare, Professor & Head, Dept. of Anatomy
2. Dr. A. R. Chaudhary, Director Professor & Head, Dept. of Physiology
3. Dr. Satish Kumar, Director-Professor & Head, Dept. of Biochemistry
4. Dr. Anupama Gupta, Director-Professor & Head, Dept. of Pathology
5. Dr. Vijayshri Khairkar, Director-Professor & Head, Dept. of Microbiology
6. Dr. B. H. Tirpude, Director-Professor & Head, Dept. of Forensic Med. and Toxi.
7. Dr. Subodh S Gupta, Director-Professor & Head, Dept. of Community Medicine
8. Dr. A. K. Shukla, Professor, Dept. of Ophthalmology
9. Dr. P. S. Nagpure, Professor & Head, Dept. of Otorhinolaryngology
10. Dr. Dilip Gupta, Director-Professor & Head, Dept. of Surgery
11. Dr. Jyoti Jain, Professor & Head, Dept. of Medicine
12. Dr. Shuchi Jain, Professor, Dept. of Obstetrics & Gynaecology
13. Dr. Manish Jain, Professor & Head, Dept. of Paediatrics
14. Dr. Sudha Jain, Director Professor, Dept. of Anaesthesiology
15. Dr. C. M. Badole, Director Professor & Head, Dept. of Orthopaedics
16. Dr. Sumit Kar, Professor & Head, Dept. of Skin & V. D.
17. Dr. Kshirod Mishra, Professor & Head, Dept. of Psychiatry
18. Dr. Praveen Sanghvi, Professor & Head, Dept. of Dental Surgery
19. Dr. Atul Tayade, Professor & Head, Radiology

HODs from the Obstetrics & Gynaecology, Anaesthesiology and Radiation Oncology departments were not present. However, Dr. Shuchi Jain, Professor, Dept. of OBGYN and Dr. Sudha Jain, Director Professor, Dept. of Anaesthesiology attended the meeting on behalf of HOD.

1. Dean informed that in the last college council meeting certain issues that we may face in the upcoming inspections of National Medical Council (NMC) for Undergraduate and Postgraduate courses were discussed. He informed that he had discussed individually with all HODs issues pertaining to their departments. There are few departments that have issues regarding staff requirement and infrastructure which will be tried to sort out soon. Everyone noted the same.
2. Dean informed that the process of NAAC re-accreditation is also due this year. There are three important aspects that NAAC looks after for individual departments, they are Teaching-learning, Research and Publications, the institute has other factors too for consideration. For this purpose, steering groups have been formed consisting of senior faculty along with some junior faculty members. He solicited help for this steering group from HODs.
3. He informed that for NAAC accreditation we have to prepare important documents such as Internal Quality Assurance Cell (IQAC) report, this report has to be submitted to NAAC in month of March. At present, NAAC inspection are being done in both Physical and Online manner and we are not sure what type of inspection will happen at our institute. He informed that last time, many departments had lots of research projects and publications. Now, few departments have good publications but do not have good research projects vice versa. He informed that It is difficult to have research projects for non-clinical departments; they can have basic research but that is also difficult to get and publications are also difficult, such departments should go for teaching innovations which is most important aspect in NAAC criteria. He also informed that this IQAC document has to be submitted to NAAC in month of March 2022. In such short span it will be good if you can do good work in these 3 areas otherwise we will have around 6 more months to do something better as far as research project, publication and teaching innovation is concerned. Everyone noted the same.
4. Dean informed that we had discussed the importance of patent generation in various areas. He asked Dr. Subodh Gupta about the community activities such as village adoption schemes, social service camp, ROME camp that are institutional innovations and can be patented.
5. Dean informed that it was decided in meeting of HODs on curriculum that timetable of third MBBS (Part I) is to be uploaded on the website by mid February. Dr. Subodh Gupta informed that most of departments have done it but few departments have not done yet. Dean asked all concerned HODs to upload by end February 2022. Everyone noted the same.

6. Dean informed that earlier Central and state counselling was going on simultaneously, but now it is decided that first there will be all-India round followed by state rounds, mop-up rounds will follow consecutively. So admission process is going to be delayed. He also informed that few students have already retained their seats and joined.
7. Dean informed that UG board Chairman of NMC conducted meeting with institutional heads. Following points were discussed:
 - For 2021 MBBS batch, phase 1 will start from 14th February 2022. We have already started online classes; this will be for 11 months. Phase 2 will start from 1st March 2023 and will be for 12 months. Phase 3 (part I) will start from 1st April 2024 and in addition to this Part II will be for 27 months but they haven't yet announced the exact dates.
 - He also informed that Charak shapath, will be administered to newly admitted students.
 - The foundation course which was of one month previously will be of one week now and rest of the things can be covered over a period of six months.
 - Computer skills training and early clinical exposure will be replaced by family adoption programme. This activity is already going on in our college. Tree plantation has to be done so herbs are planted by students and data is to be recorded.
 - Electives of 2 months after part I of phase III to be replaced by 1 month then they will have 1 week of allotment in 4 different disciplines i.e. pre-clinical, para-clinical and 2 clinical postings so 1-month elective and 1-week allotment in 4 disciplines that will be 2 months.
 - The internal assessment marks submission to University is made flexible by allowing adequate time of 2-3 weeks before Summative examination. Dean informed that they had suggested this earlier to university.
 - Supplementary examination to be conducted at the end of 3 weeks.
 - Yoga is to be implemented, 10 days training by allotting 1 hr per day for all batches for Surya namaskar, Pranayama, Breathing exercises and Meditations. At the end of 10 days, international yoga day is to be celebrated every year on 21st June so we have to initiate the activities on 10th June. AYUSH department will provide the guidelines on Yoga. This is done to allay

depression, suicidal tendency, ragging activities, tension. This will have to be conducted in phased manner by Physiology, Pharmacology and Psychiatry departments respectively.

- NMC is going to send the ATCOM notification.
 - They are proposing to establish National directory for best teachers, institute has to send them proposal, they will create a directory and with the help of that they will start online classes.
 - NEET PG is to be abolished and replaced by grades of examinations.
 - NEXT (National exit test) 1 will be conducted at the end of second year. NEXT 2 will be conducted after final part II along with university examination. Theory part will be taken by the national board of examination and practical will be conducted by the university. NEXT 2 will be also NEET PG examination and NEXT 3 will be conducted after completion of internship to assess skills students have learnt during the internship. Course duration has been reduced to 53 months from 54 months. The vacation of students will be for one week for summer and winter.
8. They want to also start the medical education in local languages. They are going to publish textbook in local languages.
 9. Dean asked all HODs about the submission of PG thesis to the university. Most of the HODs confirmed that their PGs have submitted the theses to the university. Dean asked concerned HODs to submit the thesis before the university deadline.
 10. Dr. Anupama Gupta requested Dean for the postponement of Sushruta awards in view of late submission of PG thesis. Dean agreed and everyone noted the same.
 11. After request from Dr. Subodh Gupta regarding the ROME Camp, Dean informed that the UG practical examination are likely to finish in the month of April. Being summer season, Dean told him to explore the possibility of conducting camp at institute like previous year.
 12. About the request from Dr. Dilip Gupta for submission of internal assessment marks of third year students in a short span by the university, Dean assured him to look into the matter.

13. About the request from members for getting House Rent Allowance (HRA), Dean asked them to submit the application, which will be sanctioned as per the rules.

The meeting ended with thanks to chair.

A handwritten signature in blue ink, appearing to be 'Dr. Sushil Kumar Varma', written in a cursive style.

Dr. Sushil Kumar Varma
Member Secretary,
College Council Committee.



MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES

Sevagram- 442102, Maharashtra, India

MINUTES OF COLLEGE COUNCIL COMMITTEE MEETING DATED 10TH MARCH 2022

The college council meeting was called by the Dean, MGIMS on Thursday, 10th March 2022 at 3 pm in the Committee Room, Dean's Office. Following members were present:

Chairperson: Dr. Nitin Gangane, Dean, MGIMS & Director-Professor, Dept. of Pathology

Member Secretary: Dr. Sushil Kumar Varma, Director-Professor & Head, Dept. of Pharmacology.

Members:

1. Dr. Jwalant Waghmare, Professor & Head, Dept. of Anatomy
2. Dr. A. R. Chaudhary, Director Professor & Head, Dept. of Physiology
3. Dr. Satish Kumar, Director-Professor & Head, Dept. of Biochemistry
4. Dr. Anupama Gupta, Director-Professor & Head, Dept. of Pathology
5. Dr. Vijayshri Khairkar, Director-Professor & Head, Dept. of Microbiology
6. Dr. B. H. Tirpude, Director-Professor & Head, Dept. of Forensic Med. and Toxi.
7. Dr. Chetna Maliye, Professor, Dept. of Community Medicine
8. Dr. A. K. Shukla, Director-Professor & Head, Dept. of Ophthalmology
9. Dr. P. S. Nagpure, Professor & Head, Dept. of Otorhinolaryngology
10. Dr. Dilip Gupta, Director-Professor & Head, Dept. of Surgery
11. Dr. Jyoti Jain, Professor & Head, Dept. of Medicine
12. Dr. Varsha Chauhan, Professor, Dept. of Paediatrics
13. Dr. Sucheta Tidke, Director Professor & Head, Dept. of Anaesthesiology
14. Dr. C. M. Badole, Director Professor & Head, Dept. of Orthopaedics
15. Dr. Sumit Kar, Professor & Head, Dept. of Skin & V. D.
16. Dr. Kshirod Mishra, Professor & Head, Dept. of Psychiatry
17. Dr. Praveen Sanghvi, Professor & Head, Dept. of Dental Surgery
18. Dr. Atul Tayade, Director-Professor & Head, Radiology
19. Dr. Bhushan Thombre, Assistant Professor, Dept. of Neurosurgery

HODs from the Community Medicine, Obstetrics & Gynaecology, Paediatrics and Radiation Oncology departments were not present. However, Dr. Chetna Maliey, Professor, Community Medicine and Dr. Varsha Chavhan, Professor, Paediatrics attended the meeting on behalf of HOD.

1. The Dean welcomed the members of the college council committee.
2. The Dean informed that, the minutes of college council committee meeting held on 17th February 2022 were circulated and as no comments were received, they are taken as accepted and recorded the same.
3. Dean informed that National Medical Council (NMC) assessment for undergraduate and postgraduate courses is due this summer. Similarly, this year National Assessment and Accreditation Council (NAAC) inspection is also due. As far as NMC inspection is concerned, it is expected to happen in April during the final year examination.
He asked members that all departments need to fill the Standard Assessment Forms for undergraduates. He informed that at present the forms are available on the website for the year 2021-22 only and not available yet for the current year i.e. 2022-23. In case new forms are available on the NMC website for the year 2022-23, we can make change easily than filling the forms at the last moment. All members noted and recorded the same.
4. Dean asked all concerned HODs to start the process of filling the forms for postgraduates courses too where assessment is due. He proposed that from Tuesday onwards he shall go through forms of each department, starting from first year subjects which will be followed by second and final year. He will seat separately for the Medicine and Surgery departments as their forms have information of many allied subjects. He also informed that the common information will be provided by either college or hospital respectively which will be same for all departments, however all information filled must have his authorization. He informed that these forms should be kept ready by the next week including the declaration forms along with supporting documents. All member noted and recorded the same.
5. Dr. Dilip Gupta requested Dean to send the copy of form no. 16 of faculty members to HODs of respective departments to keep assessment forms ready with the income details and hard copies of same. Dean agreed and suggested that we may ask faculty members to provide form no. 16 which is also required by all for filing individual Income Tax Return (ITR). Further, he informed that if the inspection happens in April, then we will require Form 16 of previous year but if the inspection is done after that, i.e. in month of June then we will need Form 16 of current year which would be available after May. Everyone noted the same.
6. Dr. A. K. Shukla informed about the assessment forms for the postgraduates and requested that, some of part of it needs to be filled by the college and hospital section,

the rest by the concerned department and some needs to be filled during the examination. He also requested Dean that if we get the experience certificates we will keep it ready for the inspection. Dean agreed for the same.

7. Dr. Dilip Gupta also requested that the required details of allied subject needs to be filled by all sitting together. Dr. A. K. Shukla suggested that the everyone can fill their own data then it can be copied. Dean informed that if anyone has deficiency in that he case he will go through it again. Everyone noted the same.
8. Regarding postgraduate inspection for Medicine department, Dean informed that those departments which got recognition during compliance, will not be inspected this time.
9. Dr. A. K. Shukla requested Dean to inform the university to spread out the dates of PG practical examination as there will be logistic problems. Dean informed that we can request university for the same but if we fill all the forms before the inspection then we will not face much problem even if inspection and PG practical examination of many subjects come together. Everyone noted the same.
10. Dr. Jyoti Jain informed that the thesis submission date to the university has been extended till 31st March 2022. Dean informed that even after the extension of date there may be problem in submission because of the strike of faculty from all government medical colleges of the state. He also informed that as per NMC guidelines, university has to declare the thesis result before theory examination.
11. Dr. A. K. Shukla requested Dean about the joining details of those postgraduate students who joined between the month July and August in their department be clarified before they appear for examination. Dean informed that their session does not start according to our joining dates. If the session started from 1st of May as per NMC and MUHS guidelines, then the academic session will end on 30th April. He also informed that if the practical exam is held in the month of June or July then we will have to extend their session subject to university and college notification. Everyone noted the same.
12. About the summer vacation, Dean informed that he spoke with University authorities, the university has requested the state government but they informed that unless and until the government confirms, University cannot declare vacation because of the COVID-19 pandemic. He informed that there will not be any vacation for student also. Although, the university has not yet declared the vacation formally, but, if the inspection happens in April, then we can also take a short vacation. Everyone noted the same.

13. Speaking about the second year MBBS students who were not allowed to appear in the exam, Dean informed that we got calls from many parents to allow students to appear for the exam. According to Competency-Based Medical Education (CBME) curriculum, students are required to have 50% marks in internal assessment. As per University guidelines, only if student secures 50% marks then only he/she can appear in the examination. He also informed that those students who will pass the internal assessment, only they will appear for the university examination. Everyone noted and recorded the same.

14. As per requirement for the upcoming NAAC inspection, Dean informed that each department must have their own curriculum committee, for the departmental teaching programme. The departments are supposed to hold curriculum committee meetings regularly. He clarified that there are no standard guidelines about the formation of the committee but the minutes of meeting has to be maintained.

He added that the issues such as problem of students, students' improvement, actions to be taken, improvement of teaching etc. can be documented in the meeting. He also added how we prepare our undergraduates for NEET entrance exam, how the toppers did preparation for NEET, such relevant activities can be included.

In addition to this he informed that for each MBBS phase there will be a coordinator for NMC inspection. He/ she will go through all the forms and also the Dean. For 1st MBBS, the coordinator will be Dr. Satish Kumar, for 2nd MBBS, Dr. Bharat Patil, For Final Part 1, Dr. Abhishek Raut, for final Part 2 Medicine and allied, Dr. Anurag Chandel and for final part 2, Surgery and allied Dr. Ravi Batra.

The meeting ended with thanks to chair.



Dr. Sushil Kumar Varma
Member Secretary,
College Council Committee.



MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES

Sevagram- 442102, Maharashtra, India

MINUTES OF COLLEGE COUNCIL COMMITTEE MEETING DATED 26TH MARCH 2022

The college council committee meeting was called by the Dean, MGIMS on Saturday, 26th March 2022 at 12 noon in the Committee Room, Dean's Office.

Following members were present:

Chairperson: Dr. Nitin Gangane, Dean, MGIMS & Director-Professor, Dept. of Pathology

Member Secretary: Dr. Sushil Kumar Varma, Director-Professor & Head, Dept. of Pharmacology.

Members:

1. Dr. Jwalant Waghmare, Professor & Head, Dept. of Anatomy
2. Dr. Sachin Pawar, Associate Professor, Dept. of Physiology
3. Dr. Satish Kumar, Director-Professor & Head, Dept. of Biochemistry
4. Dr. Vijayshri Khairkar, Director-Professor & Head, Dept. of Microbiology
5. Dr. B. H. Tirpude, Director-Professor & Head, Dept. of Forensic Med. and Toxi.
6. Dr. Subodh Gupta, Director-Professor & Head, Dept. of Community Medicine
7. Dr. A. K. Shukla, Director-Professor & Head, Dept. of Ophthalmology
8. Dr. Deepika Garg, Professor, Dept. of Otorhinolaryngology
9. Dr. Jyoti Jain, Professor & Head, Dept. of Medicine
10. Dr. Poonam Varma Shivkumar, Professor & Head, Dept. of Obstetrics & Gynaecology
11. Dr. Manish Jain, Professor & Head, Dept. of Paediatrics
12. Dr. Sucheta Tidke, Director Professor & Head, Dept. of Anaesthesiology
13. Dr. C. M. Badole, Director Professor & Head, Dept. of Orthopaedics
14. Dr. Sumit Kar, Professor & Head, Dept. of Skin & V. D.
15. Dr. Niloy Datta, Director-Professor & Head, Dept. of Radiation Oncology
16. Dr. Atul Tayade, Director-Professor & Head, Radiology
17. Dr. Praveen Sanghvi, Professor & Head, Dept. of Dental Surgery

HODs from the Physiology, Pathology, Surgery, Otorhinolaryngology and Psychiatry departments were not present. However, Dr. Sachin Pawar, Associate Professor, Physiology and Dr. Deepika Garg, Professor, Otorhinolaryngology attended the meeting on behalf of HODs.

1. The Dean welcomed the members of the college council committee.
2. While submitting the hospital statistics for NMC assessment, Dean informed members that the statistics it should be according to calendar year.

Dean informed that the exact number of teaching beds in individual departments will be informed to the HODs.

3. Dean informed Dr. Sucheta Tidke to add all pre and post-operative beds in the SAF. She noted and recorded the same.
4. Dean informed that all attempts should be made to get examiners as per NMC requirements after obtaining permission from University in spite of all the problems of getting hold of examiners from outside state.
5. Dean informed that we had the following deficiencies in last assessment that all these deficiencies have been rectified.
 - He informed that we had a deficiency of library which should be air conditioning. This is now rectified.
 - He informed that the Enquiry desk is now established at registration OPD counter for providing services to patients through single platform.
 - We have separate injection rooms for male and female in the medicine department and casualty.
 - About the blood collection room, he informed that there is single blood collection centre now as per requirement of NABL.
 - We now have separate male and female dressing room in Orthopaedics and Surgery.
 - Child welfare and rehabilitation clinic is working.
 - Demonstration rooms are adequate.
 - Biomedical waste is properly segregated and disposed.
 - 64 slice CT Scan machine is available.
 - Emergency OT is available.
 - Coding is done as per ICD coding system.
 - Bed head has Unit and bed numbers.

Dean informed all members to ensure that all the deficiencies pointed out earlier are in operation before the assessment.

6. In addition to this, Dean informed that the details of clinical assessment like OPD and Casualty attendance to be provided on the day of assessment. He apprised that bed occupancy is calculated at 10 am on 1st day of the assessment and OPD attendance

is calculated at 2 pm. He further informed most of data such as Casualty attendance of 24 hrs, no. of admission and no. of discharges will get from the HIS. Data such as No. of major and minor surgical operations, no. of normal deliveries and caesarean section, Radiological investigations (X-ray, USG, Barium, CT Scan etc.), OPD and IPD classifications, laboratory investigations (Biochemistry, Microbiology, Serology, Haematology, Histopathology, Cytopathology) will also to be provided.

Dean informed all members that all the data to be shared with the assessor only after validating by himself.

7. Dean informed that maximum details to be provided in the assessment form itself instead of annexing extra documents. We should enclose documentary evidence wherever necessary according to the list given that makes easier for the assessor during inspection. Everyone noted and recorded the same.
8. Dr. A. T. Tayade enquired whether we can provide declaration form in handwritten form. Dean informed that it is better if it is typed and printed because not everyone has good handwriting and it could be difficult for the assessor to read and understand handwritten documents.
9. Dean informed that Dr. A. K. Shukla and Dr. Poonam Shivkumar will accompany the assessor for hospital visit and Dr. Satish Kumar will accompany for college visit. Everyone noted the same.
10. Dean informed that feedback from students and staff have been obtained by IQAC. He briefed about the findings to the college council. He informed that the student feedback will be discussed with individual HODs. He requested that the HODs should also discuss it with faculty members and departmental meeting. He informed that the staff and faculty feedback will be discussed with management at earliest. The council appreciated the efforts taken back by Dr. Anshu and member of IQAC in collecting and analysing the feedback.

The meeting ended with thanks to chair.



Dr. Sushil Kumar Varma
Member Secretary,
College Council Committee.