



Ref: ACPM/IQAC/2022/

Date: 30.09.2022

Minutes of Meeting of Internal Quality Assurance Cell

Meeting of IQAC Cell was held in IQAC office on 29.09.2022 at 2.30 pm to discuss the agenda circulated on 21.09.2022. Following members were present to agenda and resolved following discisions.

1. Dr. Mamta S. Patil, Secretary of JMF
2. Dr. Shailendra Patil, Professor of Orthopedics
3. Dr. Kailash Gindodia Professor of General Surgery
4. Dr. Anata Borde Professor & Head of Community Medicine
5. Dr. Karuna Aher Associate Prof. Microbiology
6. Mr. Bothikar Subhash Assistant Prof. Microbiology
7. Shri. Rakesh Kakuste Administrative officer
8. Dr. M.V. Patil Principal, SSVP Science College Dhule
9. Mr. Sagar Salunkhe Student Representative
10. Shri. Nimba Marathe Senior administrative staff
11. Dr RV Patil Medical Supdt.
12. Dr. R.C.Sharma Professor of Physiology

Following members were granted leave of absence due to their pre-occupation.

- 1 Shri. Pramod Jain Industrialist
- 2 Dr. Mrs Girija Dodamani Parent Representative
- 3 Dr. Akshya Patil ACPM Alumni Member
- 4 Dr. Shardha Patel Assistant Prof. community Medicine
- 5 Dr. Sonali Bhagat Associate Prof. Biochemistry

Dr Prashant V Solanke, chairman of IQAC Cell, chaired the meeting with welcome note to all the members. The Chair apprised the members that constitution of IQAC is as per the new

guidelines of the NAAC vide its circular dated August 2022. He has also placed on record a vote of thanks to be communicated to members of earlier IQAC cell for their contribution for initiatives for improvement of quality indices. Following resolutions were taken in the meeting.

1. To read and approved minutes of meeting held on 25.06.2022 and action taken report of previous minutes of meeting.

The IQAC coordinator read the minutes of meeting of IQAC and Action taken report of minutes of meeting held on 25.06.2022. It is resolved to approve the minutes and ATR and to be submitted to college council for recommendation to Local Managing Committee.

2. To discuss and develop frame work to be adopted in phased manner by the institution regarding preparedness for multidisciplinary/interdisciplinary transformation, integration humanities with STEM, flexible & innovation in approved curriculum, engagement in multidisciplinary research and good practice to promote NEP 2020.

The IQAC Cordinator highlighted salient features of NEP 2020 relevant to medical education in the meeting for information to the members. It was noted that some of the initiatives as regards the multidisciplinary/interdisciplinary approach in medical curriculum of MBBS and MD/MS are already incorporated in recently implemented competency based curriculum. However it was suggested by Dr MV Patil that a sub-committee of three members comprising of three phases of MBBS course be formed with mandate to develop framework to prepare institution for implementation of multidisciplinary/interdisciplinary transformation, integration humanities with STEM, flexible & innovation in approved curriculum, engagement in multidisciplinary research and good practice to promote NEP 2020.

3. To undertake initiatives to fulfil the requirement of Academic bank of credits as proposed in NEP 2020.

The Members discussed the aims and objectives of Academic bank of credits – an initiative of government of India and resolved to register on ABC portal of department of Education, Government of India.

4. To encourage faculties to design their own curricular and pedagogical approaches within the approved framework, including reading material selections, assignments, and assessments.

After detailed discussions on the agenda, it was resolved that College Curriculum

committee should discuss and develop methods to design department wise pedagogical frame work which should include reading material selection, frequency of assignment, assessment tools and frequency of assessment to measure attainment of competencies as prescribed in CBME curriculum by statutory body.

5. To discuss and review of initiatives to be undertaken by each department promoting blended learning including proactive use of learning management system.

The agenda was discussed in detail by the members and highlighted that most of the department is using blended learning strategies. The college has already implemented learning management system, which should be utilized in robust manner to achieve the objectives of NEP 2020. An initiative is planned to organize hands-on workshop to encourage participation of faculty and students for use of learning management system. It is also decided to request chairman, curriculum committee to comprehend the learning outcomes of each competency prescribed in approved CBME curriculum for dissemination of students and faculty to facilitate faculties for development of selection of reading material incorporating multidisciplinary approach and integration.

6. To discuss and develop details of the programmes to be offered by different departments of the institution to promote vocational education and its integration into mainstream education.

All the members appreciated that inclusion of vocational education in medical education, which allows students to gain practical experience in their chosen career path before they even graduate. It is therefore resolved that emphasis on skill training by all the departments is adopted proactively and skill module of competencies included in CBME curriculum is prepared and submitted to curriculum committee for approval.

7. To discuss and develop details of Value-based education programme to inculcate positivity amongst the learner that include the development of humanistic, ethical, Constitutional, and universal human values.

After detailed discussion on the agenda, it is resolved that each department be asked to undertake a minimum of one value based programme of 30 hrs which should include domain independent learning objecting and includes aspects of development of humanistic, ethical, Constitutional, and universal human values and submit the same to curriculum committee for approval.

8. To discuss and review of efforts made by the departments of institution to adopt the Outcome based education in teaching and learning practices.

The faculty members of the IQAC apprised the members that competency based teaching learning is already implemented since academic year 2019 onwards. Learning outcomes of each competency has been developed and teaching learning process in accordance of learning outcome using blended approach is practiced. It is resolved that each department be requested to carry out impact analysis of attainment of competencies prescribed in CBME at end of semester and submit to IQAC for review and analysis and forward the same to local managing committee for approval.

9. To discuss and undertake initiatives to develop competency specific skilling modules to be offered to students.

After detailed discussion, chairman, curriculum committee is requested to convene special meeting for preparation of skill modules of competencies with assessment tool of each phase of MBBS as well as MD/MS programs and submitted to college council for approval of local managing committee.

10. Any other matter with permission of chair: IQAC Co-ordinator sought permission to consider following matter with permission of chair.

- a. Approval of framework of data collection for preparation of Annual Report.

The chairman presented a draft format of framework of data collection for preparation of Annual Report. The members of IQAC unanimously approved the draft and authorized the Chairman, IQAC to collect information from each department prescribing time line so that annual report can be submitted to NAAC before last date.

- b. Approval of plan of IQAC initiatives for year 2022-23

IQAC Co-ordinator provided its plan of IQAC initiatives for year 2022-23. The members appreciated the vision and resolved to forward the plan of IQAC initiatives for college council for recommendation to local managing committee for approval prior to implementation.

As there was no other matter for discussion, meeting of IQAC concluded with vote of thanks to chair and members for their active participation.



Chairman
IQAC



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Ref. No. *2587/Acpmmcdhule*

Date :- 22/06/2022.

C I R C U L A R

Meeting of IQAC will be held on 25/06/2022 at 10.00 am at College Council Hall. All the IQAC members are requested to attend the meeting.

Agenda :

1. To confirm the previous minutes of meeting dated 23 February 2022 and consider action taken report.
2. To review of feedback analysis of stakeholders.
3. To review result analysis of departments.
4. To take review of functioning of committees.
5. To take review of ERP functioning & HIMS software functioning.
6. Any other matter with the permission of Chair person.



[Signature]

Dean,
A.C.P.M. Medical College,
Dhule.

DEAN
A.C.P.M. Medical College,
DHULE -424001. [M.S.]

Copy to :-

- 1) Hon'ble Chairman,
- 2) All Concerned.
- 3) Office file.



Minutes of meeting of Internal Quality Assurance Cell

Meeting of IQAC was held in the college council room on 25th June 2022 at 10.00 am to discuss pre-circulated agenda.

Following members were present in the meeting

1. Dr. P.V. Solanke
2. Dr. Aarti Karnik
3. Dr. A. W. Patil
4. Dr. R.C. Sharma
5. Dr. Shailendra Patil
6. Dr. R.V. Patil
7. Dr. K. R. Gindodiya
8. Dr. Shahin Kazi
9. Adv. Rakesh Kakuste
10. Mrs. Snehal Parkhi
11. Mr. Hermab Patil
12. Ms. Harpreet Kaur

Agenda:

1. To confirm the previous minutes of meeting dated 23 February 2022 and consider action taken report.
2. To review of feedback analysis of stakeholders.
3. To review result analysis of departments.
4. To take review of functioning of committees.
5. To take review of ERP functioning & HIMS software functioning.
- 6 Any other matter with the permission of Chair person.

The meeting was chaired by Dr P.V. Solanke. Following members sought permission of chair to remain absent due to their prior assignment. The Chairman granted leave of absence.

A] Mr. Sharad Desale.

1. To approve minutes of Meeting dated 23.02.2022
Minutes of Meeting dated 23.02.2022 were read during the meeting and it is resolved to approve the minutes.
2. To take review on conduction of Feedback
Review of feedback taken from stake holders like students, parents, teachers, alumni's & employers through Google form. Instructed to submit analysis and action taken report on feedback to IQAC by curriculum committee.
3. To review result analysis of departments.



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Result analysis of University exams was reviewed in meeting and instructed to prepare action taken report to central examination unit

4. To take review of functioning of committees.

Latest minutes of meetings of committees and different activities conducted by that committees were reviewed.

5. To take review of ERP functioning & HIMS software functioning.

Review of ERP functioning for smooth conduction of academic and administrative work was taken.

6. Any other matter with the permission of chair

Review of conduction of different curricular & extracurricular programs in institute and documentation of that programs.

Also activities conducted by NSS Unit were reviewed.

IQAC Coordinator

Co-Ordinator

I.Q.A.C.

**A.C.P.M. Medical College,
Dhule.**





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Ref. No. 2576/Acpmmc/Dhule

Date :- 21/2/2022.

CIRCULAR

Meeting of IQAC will be held on 23/2/2022 at 10.00 am at College Council Hall. All the IQAC members are requested to attend the meeting.


Agenda :

1. To confirm the previous minutes of meeting dated 2nd December 2021 and consider action taken report.
2. To review documentation & progress of criterions of NAAC
3. To review the status of implementation of teaching program for first year.
4. To review the status of slow learners / advanced learners and suggested new programs in coordination with academic boards of UG.
5. Advised reforms in training of students through central skill lab.
6. Upgraded appraisal system for teaching and non teaching staff.
7. Any other matter with the permission of Chair person.



Copy to :-

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- 2) All Concerned.
- 3) Office file.


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DHULE.
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DHULE -424001. [M.S.]



Minutes of meeting of Internal Quality Assurance Cell

Meeting of IQAC was held in the college council room on 23rd February 2022 at 10.00 am to discuss pre-circulated agenda.

Following members were present in the meeting

1. Dr. P.V.Solanke
2. Dr. A. W. Patil
3. Dr. R.C. Sharma
4. Dr. Shailendra Patil
5. Dr. K. R. Gindodiya
6. Dr. Shahin Kazi
7. Adv. Rakesh Kakuste
8. Mrs. Snehal Parkhi
9. Mr. Hermab Patil
10. Ms. Harpreet Kaur

Agenda:

1. To confirm the previous minutes of meeting dated 2nd December 2021 and consider action taken report.
2. To review documentation & progress of criterions of NAAC
3. To review the status of implementation of teaching program for first year.
4. To review the status of slow learners / advanced learners and suggested new programs in coordination with academic boards of UG.
5. Advised reforms in training of students through central skill lab.
6. Upgraded appraisal system for teaching and non teaching staff.
7. Any other matter with the permission of Chair person.

The meeting was chaired by In charge dean Dr. P. V. Solanke. Following members sought permission of chair to remain absent due to their prior assignment. The Chairman granted leave of absence.

- A] Dr. Vijay Patil
B] Mr. Sharad Desale
C] Dr. R.V. Patil

1. To approve minutes of Meeting dated 02.12.2021
Minutes of Meeting dated 02.12.2021 were read during the meeting and it is resolved to approve the minutes.
2. To review documentation & progress of criterions of NAAC



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- Criterion work progress for current academic year were reviewed.
New faculty members were added for NAAC related work.
- To review the status of implementation of teaching program.
Review of preparation of teaching program & academic calendar for first year MBBS students along with foundation course were reviewed. Also time table & academic calendar of 2nd year was reviewed along with paraclinical academic board
 - To review the status of slow learners / advanced learners and suggested new programs in coordination with academic boards of UG.
Improvement status of slow and advance learners were reviewed by IQAC along with concerned academic boards after pre university examination.
 - Advised reforms in training of students through central skill lab.
As suggested by IQAC new skill modules prepared by different department were reviewed and skill training programs conducted for students were observed
 - Upgraded appraisal system for teaching and non teaching staff.
New appraisal form for non teaching staff designed by appraisal committee was approved by IQAC. And instructed to take appraisal in the month of July for teaching and non teaching staff
It was also planned to take evaluation of staff on the basis of teaching learning based also
 - Any other matter with the permission of chair
It is decided Dr. Aarti Karnik appointed as IQAC Coordinator with immediate effect and resolution be forwarded to chairman through proper channel.
Review of conduction of different curricular & extracurricular programs in institute and documentation of that program.
To plan activities for Interns & PG students in coordination with international students cell and conduct program on guidance for students to study abroad in foreign universities.
Also plan MOU with institutes which provide guidance & support to study in foreign universities for our college students.
It was also instructed to parents teachers meet committee to conduct meeting and submit reports along with feedback and action taken report for same to IQAC.



IQAC Coordinator

Co-Ordinator

**A.C.P.M. Medical College,
Dhule.**