



# Pravara Institute of Medical Sciences (DU)

Loni Bk. 413 736, Tal. Rahata, Dist. Ahmednagar, (MS)

**UNIVERSITY LEVEL INTERNAL QUALITY ASSURANCE CELL**

Ref/ PIMS/NAAC/ IQAC/2017/ 1047

Date: 30 / 06 / 2017

## NOTICE OF MEETING

The meeting of all the Heads of the Institutions, IQAC members and Coordinators of university level Committee is scheduled at 3.30 PM on **Friday, 30/06/2017, at RDC Conference Hall**. Hon'ble Pro – Chancellor will preside over the meeting, Hon'ble Vice Chancellor, Hon'ble Pro VC will be present in the said meeting.

## AGENDA

**Item No. 1: NAAC Score Sheet.**

**Item No. 2: Preparation of AQAR 2016-17.**

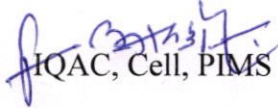
**Item No. 3: Scheule of 25 University Level Co-ordination Committee meetings .**

**Item No. 4: IQAC activities / workshops for 2017- 18 on BOS/Faculty/CBS/ CBCS.**

**Item No. 5: UGC Review Committee Visit 2017**

**Item No. 4: Any other matter with the permission of the chair(CEO & VC)**

Hence all the invited members are here by instructed to attend the meeting without fail.

  
IQAC, Cell, PIMS



  
(Hemant J. Pawar)

**Registrar**  
**Registrar**

Pravara Institute of Medical Sciences  
(Deemed to be University)  
Loni-413736, Tal Rahata, Dist Ahmednagar  
(M.S.India)

Encl: 1. List of NAAC Steering Committee

**Copy to :**

- 1. Pro Chancellor.**
- 2. Vice Chancellor.**
- 3. Pro Vice Chancellor**
- 4. Administrative Adviser**
- 5. All the Principals / Directors of the Constituent Colleges**
- 6. IQAC members and Coordinators of university level Committee**



# Pravara Institute of Medical Sciences (DU)

Loni Bk. 413 736, Tal. Rahata, Dist. Ahmednagar, (MS)

**UNIVERSITY LEVEL INTERNAL QUALITY ASSURANCE CELL**

Ref.No./PIMS-DU/R/IQAC/SSR/2017/1078

Date : 05/07/2017

## **PROCEEDINGS OF THE MEETING of INTERNAL QUALITY ASSURANCE CELL**

Meeting of the IQAC, PIMS-DU was held on 30.06.2017 at 3.30 pm. Hon'ble Vice Chancellor presided over the meeting. Pro. Vice Chancellor, Statutory Officers, Heads of the Institution / Centers / Sections and members of IQAC were present. Hon'ble Vice Chancellor briefed the IQAC about the purpose of the visit of The Expert Committee in July 2017 and the need for preparation towards the same.

Hon'ble Pro VC presented the NAAC Accreditation Certificate Score Sheet and comparative evaluation of the score of 2011 and 2017 NAAC accreditation.

IQAC places on record their sincere thanks to all the stake holders for their valuable contribution towards NAAC accreditation.


Hon'ble Pro Vice Chancellor explained the tentative visit schedule of the UGC Expert Committee, the day to day / hourly schedule during the actual visits, the presentations interactions and document verifications. Based on the need, the following decisions were taken for implementation. The following resolutions were made after thorough deliberations on the agenda.

1. It was decided to hold **MOCK Expert Committee / Team** visit review of the functioning of Deemed to be University during 12<sup>th</sup> to 15<sup>th</sup> June 2017.
2. **All the Deans, Principals and Heads of the Departments as well as Heads of the Supporting Services and facilities** are to be instructed to finalize their PPT (Power Point Presentation) and send the soft copy of final PPT to IQAC before 8<sup>th</sup> July 2017. The headings for the preparation of PPT is given in the enclosure. .
3. **Heads of the Institution and support Services, Facilities and Heads of the Departments and Officers of PIMS-DU** are instructed to ensure the documentation and completion the filing procedure as per the list given by IQAC (to ensure numbering and labeling of files)(as was done for NAAC documentation with file numbers and titles).
4. It was decided to **nominate Dr. Karle, Dr. Rahul Kunkulol, Dr. Sai Kalyan, Dr. Harish Saluja, Dr. Vinod Vadadgi and Mr. Vikhe Ganesh**, as Coordinators to arrange for **Alumni Interaction** during UGC Expert Committee Visit. (They may start contacting the alumni students from now on).



5. It was decided to **instruct the Deans and Principals of the Institution** to identify and contact the parents and ensure their presence during NAAC Peer team visit and interaction.
6. It was decided to **instruct Mr. Sanjeev Kulkarni and members of committee for student affairs** to take steps to identify and arrange for student interaction during UGC Expert Committee Visit. There must have fair representation to all the colleges, gender, geography and society. The members of Coordination Committee of Student affairs and welfare were also instructed to work for same under the guidance of coordinator of committee. **The coordinators and members of the coordination committee for women cell and women empowerment** are requested to assist in student interaction.
7. **The organizers of Padmanjali programme** at PIMS-DU and coordinators and members of **sports and cultural committee** of PIMS-DU are instructed to undertake the preparation for arranging cultural program **(It is optional based on the final instructions from UGC)**.
8. **The coordinators of University level Coordination committees** may be instructed to conduct their coordination committee meetings and activity that are related to the committees work, during 2<sup>nd</sup> week of July 2017 and send the copy of proceedings to IQAC. They are further instructed to be ready with the presentation about their committees functions, activities (sensitization, orientation, awareness, empowerment) and achievements before the UGC Expert Committee (5 to 10 minutes presentation and interaction for each committee)
9. It was decided that "Indent" for the Boards for the institutions, department and the University [based on the need] may be Forward to the Registrar PIMS-DU. **The Registrar section** will be incharge of this work to collect the verified documents of Indent and send it to the purchase department for procurement. The heads of the institute must submit the requirement of flex, acrylic boards with finalized and approved data and information for each board. (Board to be replaced if it is a must)
10. It was decided to instruct PIMS-DU IQAC Cell to ensure that **Boards for PIMS-DU 'Vision, Mission, Goals and objectives of PIMS-DU'** are displayed properly at all strategic locations.
11. It was decided to **instruct all the heads of the departments** and support facility to give **face lift** to existing notice boards and properly label them [academic, administration examination and extracurricular activity].
12. **The Heads of the departments and Institutions** have to ensure the presence of wall magazines, catalogs in museum, SOP's and log books (for major equipment) in department.
13. The Pro Vice Chancellor and members requested the Hon'ble Vice Chancellor to identify and undertake civil and interior decoration work on the campus, with the approval of Hon'ble CEO.

14. Pro Vice Chancellor instructed that the proceeding of the BOS must have the following points-
- Revision of syllabi [Major / Minor] Emphasis to recent advances, Exam Reforms, Skills and competence, integrated curriculum.
  - Review of last year's Academic Calendar, Time Table, Rotation Plan, SWOC and corrective measures to be suggested.
  - Review of last year's TLE- methods, innovations, best practices, BCSA, Completion of Syllabi in time, integrated teaching, PBL, Logbooks.
  - Review of last year's question paper in light of MCI/DCI/ INCE/UGC Regulations.
  - Adherence to MCI / DCI / INC/ UGC Regulations.
  - Preparation of updated panel of Examiners as per norms (UG/PG/PGD).
15. The Coordinator of university level IQAC along with Institution level IQAC and MEU (Medical Education Unit) to conduct workshops during July / August 2017 on a) CDD b) TLE c) Exam Reforms d) Innovation and Best Practices e) e governance
16. It was resolved to request the Vice Chancellor to constituted committees to introduce / workout – a) CBS and CGPA for Medical / Dental / Nursing Syllabi. b) SOPs preparation to conduct S/S/C/W at international / national level. c) Questionnaire for student feedback teacher.
17. All the Heads of the institutions, Departments and Members of IQAC are requested to ensure smooth functioning and implementation of resolutions and recommendations of IQAC, PIMS-DU.
18. All colleges / institutions should prepare and submit A.Q.A.R. for the year 2016-2017. Institutional level coordinators should update N.A.A.C files at college level. Institutional A.Q.A.R. report should be submitted to the university.
19. Hon'ble Vice Chancellor, Pro. Vice Chancellor and Coordinator, IQAC thanked for all the members for their gracious presence and valuable suggestions. They thanked the Hon'ble Pro Chancellor and management for their continuous support and guidance.

  
IQAC Coordinator  
PIMS-DU

  
Registrar  
PIMS-DU

Registrar

Pravara Institute of Medical Sciences  
(Deemed to be University)  
Loni-413736, Tai Rahata, Dist. Ahmednagar  
(M.S. India)

Encl- Content List for Presentation.

**Copy For Information –**

- Hon'ble Pro Chancellor,
- Hon'ble VC,
- Hon'ble Pro VC

**Copy to –**

- All The Members of IQAC, PIMS-DU
- Heads of All Six Institution and 21 Departments of RMC, 9 Departments of RDC
- Heads of PRH, PMT and All Supportive Services and facilities

With a request to initiate steps as per the resolutions of IQAC meeting.







# Pravara Institute of Medical Sciences (DU)

Loni Bk. 413 736, Tal. Rahata, Dist. Ahmednagar, (MS)

**UNIVERSITY LEVEL INTERNAL QUALITY ASSURANCE CELL**

Ref/ PIMS/NAAC/ IQAC/2017/1864

Date: 27/11/2017

## Circular

By the direction of Hon'ble Vice Chancellor the meeting of all co-ordinators of Institutional IQAC (Internal Quality Assurance Cell) will be held **on 28/11/2017 at 04.00 PM at PIMS University Office (New RMC Building, 6<sup>th</sup> floor).**

### Agenda

1. Submission of Annual Quality Assurance Report (AQAR) 2016-17

All institutional level co-ordinators should attend the meeting.

*Rajendra*  
IQAC, Co-ordinator 27-11-2017,  
PIMS-DU

*Hemant J. Pawar*  
(Hemant J. Pawar)

Registrar

Registrar

Pravara Institute of Medical Sciences  
(Deemed to be University)  
Loni-413736, Tal. Rahata, Dist. Ahmednagar  
(M.S. India)

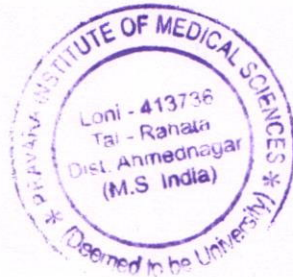
### Copy For Information :

1. Hon'ble Pro Chancellor.
2. Hon'ble Vice Chancellor.

### Copy To :

1. Dr. Mohan Pawar -IQAC Co-ordinator RMC
2. Dr. Munde A. D. -IQAC Co-ordinator RDC
3. Dr. Kirti Rao -IQAC Co-ordinator COPT
4. Dr. Thitme Sunil -IQAC Co-ordinator CSM
5. Mr. Rajendra Lamkhede -IQAC Co-ordinator CON
6. Miss. Raytekar Namita - IQAC Co-ordinator CBT

*[Signature]*  
Submitted for Approval of Vice Chancellor





Date 30/11/2017

### Minutes of Meeting

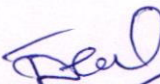
The meeting of all co-coordinators of Institutional IQAC (Internal Quality Assurance Cell) was held on **28/11/2017 at 04.00 PM** at **PIMS University Office**

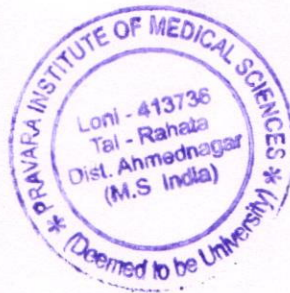
- **Following members were present for the meeting**

1. Dr. Jayaraj: Hon'ble Vice Chancellor.
2. Hemant Pawar: Registrar PIMS- DU
3. Dr. Mohan Pawar -IQAC Co-ordinator RMC
4. Dr. Munde A. D. -IQAC Co-ordinator RDC
5. Dr. Kirti Rao -IQAC Co-ordinator COPT
6. Dr. Thitme Sunil -IQAC Co-ordinator CSM
7. Mr. Rajendra Lamkhede -IQAC Co-ordinator CON
8. Miss. Raytekar Namita - IQAC Co-ordinator CBT

- Annual Quality Assurance Report (AQAR) 2016-17 was prepared and all institutional IQAC coordinator were asked to go through Annual Quality Assurance Report (AQAR) 2016-17.
- Any suggestions and corrections in relation to Annual Quality Assurance Report (AQAR) 2016-17 should be submitted to university IQAC cell within two days.

- After that necessary modification and corrections if any final Annual Quality Assurance Report (AQAR) 2016-17 will be submitted to NAAC portal.
- Reconstitution OF IQAC was done as per the requirement.
- Some modification is necessary in relation to student feedback format, accordingly a committee will be formed and some changes modifications will be adopted according to suggestion of committee.
- Review of mentor –mentee system was presented by Dr. Mohan Pawar, University level coordinator Mentor- mentee system.
- Meeting ended with vote of thanks.

  
IQAC Coordinator 30/11/17  
PIMS- DU



  
Registrar

PIMS- DU  
Registrar  
Pravara Institute of Medical Sciences  
(Deemed to be University)  
Loni-413736, Tal Rahata, Dist. Ahmednagar  
(M.S.India)