

**Minutes of the College Council/other relevant bodies for
deployment/deliverables of the strategic plan**



Dr. Vithalrao Vikhe Patil Foudation's
COLLEGE OF PHYSIOTHERAPY

Opp. Govt. Milk Dairy, M.I.D.C., Ahmednagar-414111

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Ref No: DVVPF's/COPT/2022/672

Date:- 6/7/2022

The College Council meeting was held on 29th June 2022 at 3:00 p.m. in Conference Hall (COPT) under the chairmanship of Dr. S. D. Ganvir

Following staff members were present for the meeting

Sr. No	Name of Staff	Designation
1.	Dr. Suvarna D. Ganvir	Professor & HOD
2.	Dr. Abhijit Diwate	Professor & HOD
3.	Dr. Deepak Anap	Professor & HOD
4.	Dr. Maheshwari Harishchandre	Asso. Professor/ Secretary CCM
5.	Dr. Reshma Shete	Asst. Professor
6.	Dr. Deepti Thokal	Asst. Professor
7.	Dr. Archana Nagargoje	Asst. Professor
8.	Dr. Shwetanjali Gandhe	Asst. Professor
9.	Dr. Priyanka Jadhav	Asst. Professor
10.	Dr. Pranali Gaikwad	Asst. Professor

- Dr. Arijit Das, Dr. Sonyabapu Shewale, Dr. Sana Rai were on leave.
- Dr. Nisha Shengule (deputed Loni for treatment purpose)

Minutes of meeting are as follows:

1) **Item No 1 & 2:** Minutes & Compliance of the last meeting were read and confirmed.

2) **Item No 3: PG Activity Report: -**

- Coordinator presented PG attendance report of last month & PG activity was presented by each department. Activities were held as per the schedule except case presentations of Neuro & Cardio department. Cases has been rescheduled in July month.

3) **Item No 4: Intern Activity Report: -**

- Intern activity report & attendance report were not discussed because intern coordinator was on leave & didn't handover the record.
- Chairman decided that every year activity calendar of interns to be prepared in the correspondence of intern.

4) **Item No 5 : Students Attendance -**

- Chairman informed all year coordinator that those students having attendance less than 25% in 1st term; write report to their parents & parent teacher meet to be scheduled for the same.
- Chairman informed to present 2nd, 3rd & 4th yr students dept. wise monthly clinical posting attendance in CCM from next onwards.

5) **Item No 6 : Review of Examination:-**

- 3rd& 4th year coordinator presented yearwise class test marks of 3rd & 4th year students and it was shown satisfactory result.
- Exam cell incharge displayed Terminal Theory & Practical exam schedule of 1st & 2nd Yr students along with paper setting & invigilation duties.

6) **Item No 7 : Class Monitoring:**

- As per class monitoring report all theory & practical schedule for 4th yr students (summer batch) are being conducted; except for 3rd yr Medicine II & Surgery lectures were not conducted and for 2nd yr also Kinesiology, Pharmacology, Pathology & Psychiatry lectures were not conducted as per the schedule because students were absent for the lectures.
- Chairman informed to submit audit report of class monitoring & present it next CCM.

7) **Item No 8: Equipment status:-**

- Chairman informed all department to submit department wise equipment list in COPT office.
- **Lab Equipment Status:** -status of Kinesiotherapy lab& Electrotherapy lab, Dept of Cardiovascular and Respiratory Physiotherapy lab equipments& dept. of Dept of Neurophysiotherapy reported by lab incharge.
- Chairman informed Dr. Nisha to contact with maintenance & civil department & give numbers to all OPD (Neuro) new equipment's.

8) **Item No 9: Library status:-**

- Library report was presented by the incharge & it was satisfactory.
- Chairman informed incharge to update status of new purchase books from the amount which has been collected through library fine.
- Chairman informed Mrs. Khile to prepare format of book bank scheme & bone set issue record with the help of concern teaching staff.
- Chairman informed Mrs. Khile to prepare Student Welfare committee PPT with the help of 3rd yr student Divya Deshpande.

9) **Item No 10: Mentorship Diary:-**

- It has been observed that students discussed only hostel issues in mentorship meeting so, coordinator suggested that to focus academic issues in mentorship meeting rather to discuss only hostel issues. Students should know about different students welfare schemes & they should take benefit of the same; also they can participate in different conferences & workshops.
- It has been observed that only 25% staff submitting mentorship report regularly so, coordinator informed to submit report on regular basis.

- Mentorship coordinator displayed analysis of mentorship report for last month. As per report students discussed about following points –
 - Bone set amount issues – amount is sanctioned & all students will get the amount of bone set as per the policy.
 - Hostel issues are solved

10) Item No 11 :- OPD and IPD Stats-

- Monthly OPD & IPD stats are discussed in meeting & it was satisfactory.
- Chairman informed incharge to submit cumulative revenue generation report of OPD/IPD patients.
- Chairman informed Dr. Deepti to make a strategy for increase Community OPD patients.
- Dr. Nisha has been informed to update speciality clinic by adding total no. of clinic, scheduled & conducted record & beneficiaries.

11) Item No. 12: - College Website Update:

- Monthly college activities, e-wall magazine video, outreach activities photos are uploaded on website under the gallery.
- Repeatedly taking follow up of demo class for website but it's failed to conduct the demo. So, chairman decided to find out new website designer who will update the website regularly.

12) Item No. 13: - Online Journal Update: -

- VIMS Journal Of Physical Therapy; Volume 4, Issue 1 will be published on 30th June successfully.
- New articles are invited for Volume 4, Issue 2. And it will be published on 31st December 2022.

13) Item No. 14: - Departmental Presentation:

- All the speciality (Dept of Musculoskeletal Physiotherapy, Dept of Neurophysiotherapy, Dept of Cardiovascular and Respiratory Physiotherapy, Dept of Community physiotherapy) department presented report as per prescribed format such as Research, Publication, Achievements, observed days, webinar conducted etc...

Sr	Department	Achievements
1.	Dept of Neurophysiotherapy	Dr. Suvarna Ganvir Invited as a Speaker In Panel Discussion on "One Nation One Curriculum" at 59th IAP National Conference 2022, Raajkutir Swabhumi, Kolkata on 7 th & 8 th May 2022.
		Dr. Maheshwari received 1 st Prize in Senior Professional category in Poster Presentation at 59th IAP National Conference 2022, Raajkutir Swabhumi, Kolkata on 7 th & 8 th May 2022.

		Diabetes fitness & Screening clinic were conducted at urban health centre. Total 10 SCI patients were assessed & treated in Telerehabilitation session Development screening camp & Stroke assessment camp were organized by dept.; 9 & 8 patients were assessed & treated accordingly.
2.	DeptOf Community PT	Dr. Shyam Ganvir was attended Online TOT workshop on 9 th May 2022 Dr. Shyam Ganvir was participated in Statistical solution Basics of statistics workshop on 7 th to 9 th May 2022
3.	Dept of Musculoskeletal Physiotherapy	Dr. Deepak Anap was invited for Meeting of Research and recognition committee under the faculty of Allied Medical Sciences on 5 th May 2022 at D. Y. Patil Vidyapeeth, Pune Dr. Shwetajali Bhagra was participated in Statistical solution Basics of statistics workshop on 7 th to 9 th May 2022 Department conducted Vertical Integrated Teaching – Knee Osteoarthritis for PG Telerehabilitation Sessions were conducted for 4 MSK patients.
4.	Dept. of Cardio- Respiratory PT	Anti -Hypertensive Day was observed on 17 th May 2022.

14) Item No. 15 :- Alumni Activity:

- Alumni activity is scheduled in the month of June. Dr. Deepti will be the incharge of alumni activity.

15) Item No. 16 :- Any other matter:

- Dr. Suvarna Ganvir has conducted Mentorship orientation lecture for 1st yr students.
- Chairman informed Dr. Priyanka & Dr. Sana to identify the satellite area in hospital. As well work on educational tour for interns & trip for other physiotherapy students.
- Dr. Priyanka has been informed to update student development programme & add photos in the same PPT.
- Chairman suggested few corrections in outreach activity & research publication format under departmental presentation.
- Chairman decided to felicit the college staff who received any awards or prizes under staff achievements during college function.
- Chairman informed all department to submit soft copy of dept. presentation to the Faculty Development Programme incharge prior to the college council meeting.
- Chairman informed Dr. Pranali to submit International Yoga Day report & photos in COPT office & upload the video on You tube channel.
- Dr. Archana has been informed to give NSS orientation lecture to the 1st yr new batch.
- Dr. Sonyabapu has been informed to compile the Interns Convocation report.
- Chairman informed all staff to complete the procedure for renewal certificate and additional qualification of Master degree by 2nd July.


Secretary
College Council Meeting



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Ref. No:-DVVPF's/COPT/2021/ 11 \

Date: 10/11/2021

Institutional Ethics Committee

Institutional Ethics Committee meeting for approval of the research projects to be conducted by PhD Scholars was held on 28th-29th of October 2021 under the chairmanship of Dr. Shilpa Parab.

• **Following Members were present:-**

Sr. No	Name	Designation
1	Dr. Shilpa Parab	Chairman
2	Dr. Deepak Naikwade	Clinician
3	Dr. Balwant Choure	Medical Scientist
4	Mr. Chandrashekhar Patil	Legal Expert
5	Mrs. Ranjana Magar	Lay Person
6	Mr Gaffar Shaikh	Social scientist
7	Dr. Suvarna Ganvir	Scientific Member
8	Dr. Abhijit Diwate	Scientific Member
9	Dr Nitin Nikhade	Scientific Member
10	Dr Deepak Anap	Member Secretary

Minutes of the meeting are as follows.

Total 12 proposals were discussed in details. On 28th there were total 5 proposals were discussed and on 29th 7 proposals were discussed. After the discussion the committee has given following changes for the research proposals.

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Institutional Ethics Committee
Ahmednagar

Compliance given by Institutional Ethical Committee


Sr. No.	Name of the presenter	Name of the Guide	Suggestions given by the committee	Sign
1	Dr Aboli Deshmukh (PhD Scholar)	Dr Shyam Ganvir	<ul style="list-style-type: none"> Finalize the inclusion criteria (specially for type of delivery) Mention about calibration of perineometer on frequent basis Case and control group should have equal baseline parameters 	
2	Dr Sushil Arora (PhD Scholar)	Dr Shyam Ganvir	<ul style="list-style-type: none"> Specify the side of hemiparesis in inclusion criteria (Dominant or non-dominant) or include in the stats Give reference for acute, subacute and chronic stage definition for hemiparesis 	
3	Dr Asawari Peter (PhD Scholar)	Dr Shyam Ganvir	<ul style="list-style-type: none"> Rationale behind barefoot rehabilitation Find out the prevalence of strength of intrinsic muscles for balance Specify the exercises for rehabilitation or change the title from bare foot rehabilitation to bare foot exercises. Provide the reference article for continuous contraction of intrinsic muscles of foot for 30 minutes 	
4	Dr Abhijit Satralkar (PhD Scholar)	Dr Suvrana Ganvir	<ul style="list-style-type: none"> As it is a cross sectional study, justify the "Conventional physiotherapy" protocol or remove it Sample size Guidelines for the Scales administration to be provided 	
5	Dr Sandesh Sapkal (PhD Scholar)	Dr Suvrana Ganvir	<ul style="list-style-type: none"> Specify exercises included in Brain-gym activity Mention Asana in Sanskrit CONSORT chart should be modified As the sample size is small it should be recalculated Reference should be in Vancouver style 	

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Institutional Ethical Committee
Ahmednagar

6	Dr Rahul Bisen (PhD Scholar)	Dr Suvrana Ganvir	<ul style="list-style-type: none"> As the sample size is small it should be recalculated Mention objectives in sentence form Remove pictures taken from google to avoid copy right issue Duration and frequency of intervention is not mentioned 	
7	Dr Harshada Sonawne (PhD Scholar)	Dr Abhijit Diwate	<ul style="list-style-type: none"> Method of assessment of tightness is subjective so justify with reference Justify blinding process Include PFT parameters in inclusion criteria 	
8	Dr Archana Nagargoje (PhD Scholar)	Dr Abhijit Diwate	<ul style="list-style-type: none"> Give reference for reliability and validity for outcome measure Calculate sample size 	
9	Dr Shital Ghule (PhD Scholar)	Dr Abhijit Diwate	<ul style="list-style-type: none"> Remove place from study setting Reframe research question Atleast few supervised session should be included in exercise group Trail session for the participants with high fatigue scale score for more than 30 minute of activity session Recalculate sample size after conducting pilot study 	
10	Dr Himanshu Pathak (PhD Scholar)	Dr Deepak Anap	<ul style="list-style-type: none"> Suggestion to use NPRS instead of VAS (discuss with guide) Prepare and validate Marathi version of assessment scale 	
11	Dr Siddhant Sawant (PhD Scholar)	Dr Deepak Anap	<ul style="list-style-type: none"> Reliability and validity of outcome measure Specify method of sample size calculation Mention conflict of interest Feasibility accessibility of Xray for patients in inclusion criteria Add reference for grading of pain on VAS Justify why BMI more than 30 is excluded in the study Use translated version of SF 36 With permission translate WOMAC scale Mention reliability of outcome measures Outcome measures can be 	

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Institutional Committee
Ahmednagar

			<p>reduced (discuss with guide)</p> <ul style="list-style-type: none"> • Supervision needed for home based exercise. Tele-rehabilitation can be used 	
12	Dr Pranali Survayanshi (PhD Scholar)	Dr Deepak Anap	<ul style="list-style-type: none"> • Remove 'Vs conventional' from the title • Pressure Performed Index should be added as an outcome measure • Reassure availability of subject as per inclusion criteria • Mention reliability of outcome measures. 	


Member Secretary
 Institutional Ethics Committee
 DVVPF's College of Physiotherapy
 Ahmednagar

Copy to-

1. All the Member of IEC.
2. Principal Investigators.
3. Office Copy.

DVVPF's College of Physiotherapy
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Ref/DVVPFS/COPT/2021/659

Date: 26/07/2021

Notice

All Committee Members are hereby inform that "**Library Advisory Committee**" meeting has been scheduled on 29th July 2021 at 3:30pm in PG Teaching Area.

Agenda for the meeting is as follows:

1. Book requirement for the Academic Year 2020-21
2. Library App updates and suggestions on more functions
3. Journal Subscription for the year 2020-21
4. Subscription of online database. (For books & Journals) ✓
5. Book fine during lockdown period
6. Book Bank Scheme
6. Any other matter

Secretary

Principal
Principal

Dr. Vithalrao Vikhe Patil Foundation's



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Ref.No. DVVPF'S /COPT//2021/-/34

Date: 20/08/2021

MINUTES OF LIBRARY ADVISORY COMMITTEE MEETING

The Meeting of "**Library Advisory Committee**" was held on 29th July 2021 at 03.00pm in the PG teaching area under the Chairmanship of Dr. S. D. Ganvir, Principal, COPT. Following members were present for meeting.

Sr. No	Name of the Member	Designation
1	Dr. Shyam D. Ganvir Principal & Professor	Chairman
2	Dr. Arijit kumar Das Asso. Professor	Secretary
3	Dr. Suvarna S. Ganvir Professor	Member
4	Dr. Abhijit D. Diwate Professor	Member
5	Dr. Deepak B. Anap Professor	Member
6	Dr. Deepti C. Thokal Asst. Professor	Member
7	Mrs. Panchfula M.Khile	Asst. Librarian
8	Dr. Zoya Khatoon Dr. Shimaz Khan Dr. Ashwini Mishra Dr. Pradnya Mesta	P.G. Student Representative
9	Miss Nandini Bagadia Miss Shrushti Pitale Miss Ruchita Parab Mr. Ravi Satpute Miss Kshitija Andhale Miss Navneet Kaur Miss Rajeshree Shete Miss Jaya Hanwate	U.G. Student Representative

Minutes of meeting are as follows:

Secretary extended a warm welcome to all members of the "Library Advisory Committee".

He told that this is 2nd meeting of this year. He appraised the members about the initiatives taken in improving the Library services. It was followed by a Discussion on the Agenda items and a report of the proposed actions to be taken was made. During the course of the deliberation the following decisions were taken against the agendas discussed in the meeting-

1. Book requirement for the Academic year 2020-21: Secretary told that book requirement for 2020-21 was proceed by purchase dept. 80 % books were quoted by supplier. 93 Physiotherapy new books and 86 Literature books were purchased by Institute. Around 26 books were donated by alumina student and COPT staff. Sir told Dr. Zoya Khatoon to give list of books to library for new book requirement.

2. Journal Subscription: - Secretary told that Requirement for Annual Journal subscription were processed by purchase dept. Sir instructed to take list of available journals in Delnet E-Journal consortium.

3. Book Bank Scheme: Chairman Sir instructed to librarian that make a notice for Institutional book bank scheme for academic year 2021-22.

4. Feedback for Academic year 2020-21-

Secretary told that every year we take feedback after the final exam. Last year because of lockdown we take a feedback online through the "Google form". Sir told to complete feedback immediately in the month of August. Principal sir asked about last year feedback issue, Secretary told that sitting arrangement, Syllabus wise books are not available & Internet facility, AC connection and open the library 24hours for study purpose are the last year feedback issue .Now book purchase , Internet facility , sitting arrangement work is done . We have fitted jio routers wi-fi in the library so Internet speed is good now.

5. COPT Library App:- Principal sir asked student ,Library committee members about use of COPT App .Student told Principal sir that many of them don't have app id .Sir instructed Librarian to issue app id's to students and maintain register for the same.

6. Book fine during lockdown period-

Secretary told that many student issued the books before the lockdown started in the month of April. As per the decision of Principal Sir, College council meeting opinion and other committee member's book fine is waived off for period of this lockdown. Recent notice is student who issued books during lockdown have to return the books till 30th July .Fine for the books till 30th July has been waived off .Student will have to pay fine, if they return books after 30th July.

Student suggested that printing & Xerox Rate should be reduce.

7. Any Other Matter:-Chairman Sir instructed to take library year wise Orientation Program for NAAC. Sir suggested that prepare schedule for morning and afternoon session .following committee members has to take the orientation program for the Ist BPTH. Shimaz Khan & Nandini Bagidia ,IInd BPTH.Ashiwini Mishra & Ravi Satpute, IIIrd BPTH.Zoya Khatoon & Shrushti Pitale, IVth BPTH.Pradnya Mesta & Ruchita Parab. Chairman sir instructed that make new register for newspaper reading record.



Secretary

(Library Advisory Committee)



Principal

(College of Physiotherapy)

Principal
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