



Dr. Vithalrao Vikhe Patil Foundation's
COLLEGE OF PHYSIOTHERAPY

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

Tel:- (0241) 2778042, 2777059, Fax:- (0241) 2779757

E-mail: principal_physiotherapy@vims.edu.in Website: www.vims.edu.in



Ref. No:-DVVPF's/COPT/2022/ 688

Date:08/07 /2022

The IQAC Meeting was held on **24th June 2022** at **2:30pm** in Conference Hall (COPT) under the chairmanship of Dr. S. D. Ganvir.

Following Members were Present:

1	Dr. Shyam D. Ganvir	Principal
2	Dr. Mrs. Suvarna S. Ganvir	Co-ordinator/Secretary
3	Shri Vasant S. Kapre	Trustee
4	Dr. Abhijit D. Diwate	Member
5	Dr. Deepak B. Anap	Member
6	Dr. Arijit K. Das	Member
7	Dr. Maheshwari S. Harishchandre	Member
8	Dr. Archana K. Nagargoje	Member
9	Dr. Deepti C. Thokal	Member
10	DR. Rajendrasing Pardeshi	Member
11	Dr. Krishna Shinde	Member
12	Mrs. Yogita P. Autade	Member
13	Ms. Riya P. Gurudasani	Member
14	Mr. Vikram M. Dhade	Member
15	Mr. Dipkishor P. Akolkar	Member
16	Mrs. Manisha R. Gade	Member

• **Minutes of meeting are as follows:**

Item NO 1 & 2: Minutes of the last meeting were read and confirmed & action taken was noted.

Item NO 3: Curricular aspects

1. As per the discursion in college curriculum committee, OSPE method of assessment will be implemented for internal assessment examination for 1st year & 2nd year students. Concerned teachers have seen trained & they will submit the report after the conduct of exam.
2. Resident As Teacher & Good Clinical Practices workshops needs to be conducted for this batch of PG students. It was decided to conduct the same in the month of October & December 2022 respectively.
3. Add on courses details have been prepared for this academic year. The Co-ordinators have been instructed to post the schedule from next month onwards to receive maximum response.
4. Value added course schedule is also prepared & will be circulated periodically.

3. Representation was made to the University regarding exemption of our institute from regular inspections conducted by MUHS as our institute
4. accredited by NAAC with grade A . Recently a circular has been received confirming the exemption for next 3 years.

Item NO 8: Institutional Distinctiveness and Best Practice.

1. Google classrooms have been working well to facilitate the concept of teaching.
2. Green campus initiative was supported by tree plantation program on World Environment day.
3. A webinar is planned to be conducted on “Medico Legal Practices” for Interns & PG students on 14th July 2022.

Meeting Ended with vote of thank to chair


IQAC Co-ordinator

Copy to:

1. Hon'ble Secretary General, VIMS, Ahmednagar.
2. Principal, DVVPF's COPT Ahmednagar.
3. All Members.



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Ref. No:-DVVPF's/COPT/2022/

Date:08/07 /2022

Compliance of action taken for the IQAC meeting held on 24th June 2022

Sr. No.	Item	Person Responsible	Action
1.	Report of OSPE pattern of Practical exam	Dr. Archana Nagargoje Dr. Priyanka Jadhav	Report Submitted
2.	Books to be issued for first year students under book bank scheme	Dr. Arijit kumar Das	Books have been identified, applications intuted & Books issued to students
3.	List of journals indexed in Scopus & PubMed with no processing charges	Dr. Deepak Anap	List has been prepared & among Teachers
4.	Organize workshops as per schedule 1. RAT 2. Medico Legal Practices 3. E content delivery	Dr. Suvarna Ganvir Dr. Deepak Anap	Workshops organized in July, September 2022

IQAC Co-ordinator

Copy to:

- 1.
- 2.
- 3.



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Ref. No:-DVVPF's/COPT/2022/812

Date:20/06 /2022

CIRCULAR

This is to inform all esteemed members that meeting of Internal Quality Assurance cell is scheduled on **24th June 2022 at 2:30pm** at COPT Conference Hall. Agenda for the Meeting is as follows:

Agenda Item	Particulars
Item no. 1	Confirmation of the minutes of last meeting
Item no. 2	Discussion related to compliance and action taken report.
Item no. 3	To discuss issues related to curricular aspects
Item no. 4	To discuss about teaching learning issues and examination Related issues.
Item no. 5	To discuss research work being carried out in the institute and extension activities
Item no. 6	To discuss about infrastructure requirements, review and Library related issues.
Item no. 7	To discuss about Student support activities and their overall progression
Item no.8	To discuss about governance related issues
Item no. 9	To discuss about issues related to best practices and overall quality parameters of institute functioning


IQAC Co-ordinator

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2. All members of IQAC committee
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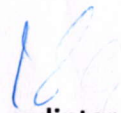
Ref. No:-DVVPF's/COPT/2022/ 505

Date:08/03 /2022

CIRCULAR

This is to inform all esteemed members that meeting of Internal Quality Assurance cell is Scheduled on 13 March 2022 at 2:30pm at COPT Conference Hall. Agenda for the Meeting is as follows:

Agenda Item	Particulars
Item no. 1	Confirmation of the minutes of last meeting
Item no. 2	Discussion related to compliance and action taken report.
Item no. 3	To discuss issues related to curricular aspects
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Co-ordinator
IQAC

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Ref. No:-DVVPF's/COPT/2022/

Date:26/03 /2022

The IQAC Meeting was held on **13 March 2022 at 2:30pm** in Conference Hall (COPT) under the chairmanship of Dr. S. D. Ganvir.

Following Members were Present:

1	Dr. Shyam D. Ganvir	Principal
2	Dr. Mrs. Suvarna S. Ganvir	Co-ordinator/Secretary
3	Shri Vasant S. Kapre	Trustee
4	Dr. Abhijit D. Diwate	Member
5	Dr. Deepak B. Anap	Member
6	Dr. Arijit K. Das	Member
7	Dr. Maheshwari S. Harishchandre	Member
8	Dr. Reshma D. Shete	Member
9	Dr. Archana K. Nagargoje	Member
10	Dr. Deepti C. Thokal	Member
11	DR. Rajendrasing Pardeshi	Member
12	Dr. Krishna Shinde	Member
13	Mrs. Yogita P. Autade	Member
14	Ms. Riya P. Gurudasani	Member
15	Mr. Vikram M. Dhade	Member
16	Mr. Dipkishor P. Akolkar	Member
17	Mrs. Manisha R. Gade	Member

• **Minutes of meeting are as follows:**

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

IQAC Minutes

2. All Curricular aspects:

PG students will be joining from 18th April 2022. Dr. Deepak Anap was instructed to get the log so book printed so that it can be given to the students on their orientation scheduled on 4th April. _ 2nd year PG Students have finished their term exam and joined back on 15th February 2022. orientation program for 1st BPT Students on 15 April is scheduled. Dr. Archana Nagargoje was asked to prepare guidelines for bone set back.

3. Teaching Learning & Evaluation:

Integrated teaching for final year is scheduled in March month

Dr. Arijit Das was asked to prepare subject wise merit list after his presentation on result analyses. Higher class form to be filled by 3rd year students. Dr. Suvarna was asked to prepare the preform for UG academic departmental profile audit. The Audit should be conducted in next month and report should be submitted immediately.

4. Research consultancy & Extension:

In order to bring uniformity in research publication process Dr. Deepak Anap was asked to prepare a policy for students. (UG) publications. It was decided to depute Interns at strokes, Puntamba, as per MOU. Dr. Sonyabapu Shewale was asked to prepare the schedule in consultation with Dr. Maheshwari. Departmentwise publication list is not updated on

of Internal & External reviewer of unhouse journal.

5. Infrastructure & Learning resources:

Library orientation lecture should be held for all years to update them about working pattern of library It should begin with Intern on 15th March 2022

It was suggested that out departments can also donate books dr. Arijit Das was asked to prepare a circular for the same.

Policy for discarding old reedrds of OPD to be reused by Dr. Shwetaanjali

6. Student Support & Progression:

It was proposed to give appreciation certificates to student council members of Previous years for the good work done by them

_Certificates for research workshops can asked be given to students

Online allmni actuality is planned next Month to orient students about role of professional bodies.

7. Institutional values Best practices:

The dipped classroom concept is implemented very well with 4th year Neuro

Subject Important days were observed, students were given the certificates & reports prepared and submitted by concerned department.


Secretary
IQAC

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- Chairman IQAC , for kind information
- All members for necessary action and compliance.



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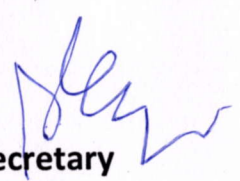


Ref. No:-DVVPF's/COPT/2022/

Date:26/03 /2022

Action taken Report of the Meeting held no 13th March 2022

Item	Person Respenaible	Action Taken
Orientation for 1 st PG & Leg Book print	Dr. Deepak Anap	Orientation held on 4 th April & leg Books Printed
1 st year BPTH Orientation	Dr. Deepti Thokal	Conducted on 1 st April
Guidelines to be prepared for bone set bank	Dr. Archana Nagargoje	Prepared & approved
Integrated teaching for final year	Dr. Maheshwari H.	Conducted in March
Subject wise merit list to be prepared	Dr. Arijit Das	List is prepared along with fle
Publication policy for UG Students	Dr. Deepak Anap	Prepared & Approved
Update Internal & External reviewer of journal	Dr. Maheshwari H.	Done


Secretary
IQAC

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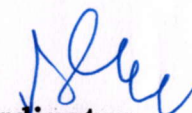
Date: 12/12/2021

8

CIRCULAR

This is to inform all esteemed members that meeting of Internal Quality Assurance cell is scheduled on 21st December 2021 at 03:00pm at COPT Conference Hall. Agenda for the meeting is as follows:

Agenda Item	Particulars
Item no 1	Confirmation of the minutes of last meeting
Item no 2	Discussion related to compliance and action taken report.
Item No 3	To discuss issues related to curricular aspects
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Item no 7	To discuss about Student support activities and their overall progression
Item no 8	To discuss about governance related issues
Item no 9	To discuss about issues related to best practices and overall quality parameters of institute functioning


Co-ordinator
IQAC

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- 5) All members of IQAC committee
- 6) Office Copy



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

Date: 24/12/2021

The IQAC Meeting was held on **21st December 2021 at 03.00p.m.** in Conference Hall (COPT) under the chairmanship of Dr. S. D. Ganvir.

• **Following Members were Present:**

1.	Dr. Shyam D. Ganvir	Principal
2.	Dr. Mrs. Suvarna S. Ganvir	Co-ordinator/Secretary
3.	Shri Vasant S. Kapre	Trustee
4.	Dr. Abhijit D. Diwate	Member
5.	Dr. Deepak B. Anap	Member
6.	Dr. Arijit K. Das	Member
7.	Dr. Maheshwari S. Harishchandre	Member
8.	Dr. Reshma D. Shete	Member
9.	Dr. Archana K. Nagargoje	Member
10.	Dr. Deepti C. Thokal	Member
11.	Dr. Rajendrasing Pardeshi	Member
12.	Dr. Krishna Shinde	Member
13.	Mrs. Yogita P. Autade	Member
14.	Ms. Riya P. Gurudasani	Member
15.	Mr. Vikram M. Dhade	Member
16.	Mr. Dipkishor P. Akolkar	Member
17.	Mrs. Manisha R. Gade	Member

• **Minutes of meeting are as follows:**

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

2) **Curricular aspects:**

There was a suggestion from alumni that a separate module of bioethics can be incorporated in curriculum as it is required for day to day practices. It was decided to send a representation to university for the same. Dr. Shyam Ganvir is appointed as BOS member of KLE.

3) **Teaching Learning & Evaluation:**

University in order to rearview the academic activities of students in a more structured manner it was decided to prepare academic audit proforma Dr. Suvarna was given the responsibility for the same.



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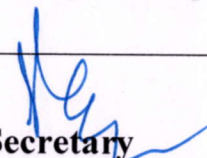


Ref. No:-DVVPF's/COPT/2021/ 1118

Date: 27.12.2021

Compliance of the meeting held on 21st Dec 2021.

Sr. No.	Compliance	Person responsible
01	Representation for inclusion of Bioethics in syllabus, to University	Dr. Suvarna Ganvir
02	Preparation of academic audit preforma	Dr. Suvarna Ganvir
03	Circulate UGC care list Journals	Dr. Deepak Anap
04	Committee report of missing Books from library	Dr. Arijit Das
05	Plan for Education Visit	Dr. Deepak Anap


Secretary
IQAC

Copy to

- Chairman IQAC , for kind information
- All members for necessary action and compliance.



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Ref. No:-DVVPF's/COPT/2021/269/1

date: 15 March 22

Action Taken Report of the meeting held on 21st Dec 2021.

Sr. No.	Item	Action Taken
01	Representation for inclusion of Bioethics in syllabus, to University	Letter sent to BOS, MUHS and Registrar MUHS.
02	Preparation of academic audit preforma	Proforma prepared and discussed.
03	Circulate UGC care list Journals	A list of UGC care sent to all Teacher
04	Committee report of missing Books from library	Committee submitted its report and suggested that the recovery can be made from the librarian.
05	Plan for Education Visit	It is planned for February 2022 month to KLE Belgaum.


Secretary
IQAC

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Ref. No:-DVVPF's/COPT/2021/ 269

date: 15 March 22

Action Taken Report of the meeting held on 21st Dec 2021.

No.	Item	Action Taken
01	To outsource the journal for effective work	Quotations are invited from publication houses. Final decision will be taken in LMC
02	Scheduling Value added courses	The courses have been scheduled and a good response have been received.
03	Student Council work details	A compiled document of Student Council is done
04	Schedule of internal assessment exams	Examination cell has prepared the schedule and will conduct the exam accordingly.


Secretary
IQAC

Copy to

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Ref. No:-DVVPF's/COPT/2021/aw

Date: 11/09/2021

CIRCULAR

This is to inform all esteemed members that meeting of Internal Quality Assurance cell is scheduled on 21st September 2021 at 03:00pm at COPT Conference Hall. Agenda for the meeting is as follows:

Agenda Item	Particulars
Item no 1	Confirmation of the minutes of last meeting
Item no 2	Discussion related to compliance and action taken report.
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Co-ordinator
IQAC

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Ref. No:-DVVPF's/COPT/2021/ 835

Date: 27/09/2021

The IQAC Meeting was held on **21st September 2021 at 03.00p.m.** in Conference Hall (COPT) under the chairmanship of Dr. S. D. Ganvir.

• **Following Members were Present:**

1.	Dr. Shyam D. Ganvir	Principal
2.	Dr. Mrs. Suvarna S. Ganvir	Co-ordinator/Secretary
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4.	Dr. Abhijit D. Diwate	Member
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12.	Dr. Krishna Shinde	Member
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14.	Ms. Riya P. Gurudasani	Member
15.	Mr. Vikram M. Dhade	Member
16.	Mr. Dipkishor P. Akolkar	Member
17.	Mrs. Manisha R. Gade	Member

• **Minutes of meeting are as follows:**

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

2) **Circular aspects:**

Feedback was obtained from student who joined higher classes winter batch. Google form was circulated on official what app groups. On analysis , it was found to be satisfactory. It was suggested to compare the feedbacks of different batches.

3) **Teaching Learning & Evaluation:**

It was informed that the overall attendance of students it's satisfactory. The institute mechanism of preparing & founding the leave forms is working successfully.

Overall schedule of skills training has been prepared & will be implemented once summer batch students joins the program.

Dr. Arijit was informed to segregate model answer papers off topper students & keep it in library.

4) Research consultancy & Extension:

It was suggested by chairman that to facilitate career guidance, a MOU can be established with agencies which can conduct exclusive webinars for our students.

It was decided to allow externs in our institute. A letter can be sent to difference institutes Dr. Arijit is given the responsibility

5) Infrastructure & Learning resources:

Library advisory Committee meetings are being schedule regularly. The book circulation & usage of library is monitored regularly.

It is proposed in LMC to allot a separate rehabilitation ward for admitting patients with neurological dysfunction or requiring long term care. Other requirements needs to be worked out Dr. Maheshwari is being given the responsibility for the same.

6) Student Support & Progression:

Student council is functioning effectively & a new body will be taking over in this month. Monthly meetings ensure the prompt discussion of student related issues and it's redressals.

Alumni activities are seeing conducted ovary month & is getting a good response. Dept. of Community Health will be conducting alumni activity in this month.

Mentorship program is running effectively.

7) Governance Leadership & Management:

Management information system for various academic activities is working effectively.

Decentralization of work in running different program helped smooth conducting of the same.

8) Innovation & best practices:

It was suggested by chairman to review best practices & adopt any other best practice of needed.

All teaching staffs were asked to ponder their thoughts. Four suggestions emerged out. TL methods, Research, Inpatient unit and Vocational rehabilitation. It was decided to work out on the contents & present it next meeting.

Meeting ended with vote of thanks to chair.



Secretary
IQAC

Copy to: Principal, COPT, Ahmednagar for kind information.



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Ref. No:-DVVPF's/COPT/2021/ 936

Date: 27/09/2021

Compliance of the meeting held on **21st September 2021**

Sr. No.	Item	Person responsible
01	To prepare comparative Feedback Analyses	Dr. Suvarna Ganvir
02	To segregate Model Answer Papers	Dr. Arijit Das
03	To finalise MOU with agencies	Dr. Suvarna Ganvir
04	To send letters for Externship to various institutes	Dr. Arijit Das
05	To prepare Rehabilitation ward- list of required infrastructure & other materials	Dr. Maheshwari
06	To prepare a plan of best practices	All Teachers


Secretary
IQAC

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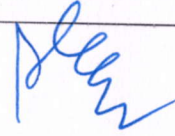


Ref. No:-DVVPF's/COPT/2021/1076

Date : 15.12.2021

Action taken report of meeting held on 21st September 2021

Sr. No.	Item	Action taken
01	To prepare comparative Feedback Analyses	Comparative Feedback analysis is prepared and discussed with Principal. A summary is extracted and its presentation will be given in the next meeting.
02	To segregate Model Answer Papers	Model answer papers of topper students have been segregated and kept in Examination cell.
03	To finalise MOU with agencies	MOU with Physioed has been prepared.
04	To send letters for Externship to various institutes	Letters have been sent to institutes in the last week of October.
05	To prepare Rehabilitation ward- list of required infrastructure & other materials	The list of required materials is prepared thoroughly and sent to the higher authorities for perusal.
06	To prepare a plan of best practices	All teachers have submitted their ideas about best practices. It was discussed in a separate meeting and a decision is taken.


Secretary
IQAC

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