



Dr. Vithalrao Vikhe Patil Foudation'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@vimscopt.edu.in Website: www.vimscopt.edu.in

NAAC Accredited with Grade "A"



Ref. No:-DVVPF's/COPT/2024/ 1934

Date:-24/06/2024

The IQAC meeting was held on **21st June 2024 at 3.00pm in Conference Hall (COPT)** under the Chairmanship of Dr. Shyam D. Ganvir, Chairman, IQAC.

Following Members were present:-

Sr. No	Name of the members	Designation
1	Dr. Shyam D. Ganvir	Chairman
2	Dr. Suvarna S. Ganvir	Coordinator
3	Hon. Shri. Vasanttrao Shahurao Kapare	Member & Trustee, DVVPF
4	Dr. Abhijit D. Diwate	Member
5	Dr. Deepak B. Anap	Member
6	Dr. Arijit Kumar Das	Member
7	Dr. Saqib Syed	Member
8	Dr. Maheshwari S. Harishchandre	Member
9	Dr. Reshma D. Shete	Member
10	Dr. Deepti Thokal	Member
11	Dr. Archana Nagargoje	Member
12	Dr. Hitav Someshwar	Member
13	Ms. Jitendra Parab	Member
14	Ms. Priyanshu Pardeshi	Member
15	Dr. Vijay Patil	Member
16	Mr. Ajit Kulkarni	Member
17	Mr. Dipkishor P. Akolkar	Member
18	Mrs. Manisha R. Gade	Member

Minutes of Meeting are as follows-

Item No 1:- Minutes of the last meeting were read and confirmed and action taken was noted.

Item No:-2 Curricular Aspects-

1. Committee from MUHS is expected to conduct inspection for Sports Physiotherapy PG Course in July 2024.
2. Patients Feedback has been obtained from all departments. It shows satisfactory response from patients.
3. It was noted that the degree nomenclature is not in accordance with UGC.
4. It was communicated verbally to the dean of faculty of Allied Health Sciences. Now it was suggested to represent in writing the registrar.

Item No:-3 Teaching Learning & Evaluation-

1. Interns joined in the month of March 2024. Their IEC has been conducted.
2. Videos bank of patient's cases has been developed and it is now being portrayed as Best Practice SOP for videos collections needs to be prepared.
3. Clinical teaching has been modified as departmental case presentations being made mandatory.
4. Blue print Workshop to be organized for the Teachers in order to get prepared for university requirements in future.
5. Grievance Redressal Cell needs to be reformed in view of the resignation of 2 members.
6. It was suggested to revise Graduate Attributes in view of increased technology usage in teaching learning & evaluation.

Item No:-4 Research Consultancy & Extension –

1. It was informed to the house slot 2 research progress have been sent to university for funding under research grants.
2. Also an inter-disciplinary research project undertaken by dept. of Neurophysiotherapy with dept. of Paediatric medical college has completed 1 Year. It is running smoothly.
3. To sensitize teachers about the IPR, Webinar was organized in the month of June 2024.
4. 6 PG seats have been sanctioned by the university & DMER. From this year additional admissions will be done.
5. With increase UG intake, appropriate increase in NSS volunteers have been communicated to the university. Response is awaited.
6. A panel discussion is planned on the occasion of World Physiotherapy Day on the theme of WHO- sustainable Development – goals.

Item No:-5 Library & Infrastructure -

1. Library APP is working satisfactorily. However the Messages are not received by students on some occasions. It was suggested to sort out the issue in communication with the App owner.

2. It view of increased PG seats in the dept. of Neurophysiotherapy, PG teaching areas needs to be relocated to accommodate 1st & 2nd Year students.

Item No:- 6 Student Support & Progression-

1. Convocation of the Interns batch was postponed due to concerned instructions from MUHS. Now it is planned in the month of July. It was informed that a copy of students Magazine will be provided to the graduates.
2. As per the university, students data has to be uploaded in their system. However it is a cumbersome process & require expert software consultant. It was suggested to depute from medical college.
3. Alumni activities have been conducted regularly. The dept. of Neurophysiotherapy PG Alumni have donated few instruments for patients.

Item No:- 7 Governance & Leadership-

1. It was proposed to provide funding for guest teachers specially for PG students. A proposal in this respect is made & submitted to management. Action is awaited.
2. Performance appraisal has been collected from all staff. It analysis reflects less participation in conferences in terms of paper/poster presentation. It was suggested to increase the reimbursement amount or permit extra leaves.

Item No:- 8 OPD & Clinical –

1. Requirement of wheelchairs have been sanctioned for transport of patients from ward to OPD.

Meeting ended with vote of thanks.


Secretary
IQAC

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Ref. No:-DVVPF's/COPT/2024/513

Date:-22/03/2024

The IQAC meeting was held on **18th March 2024 at 3.00pm in Conference Hall (COPT)** under the Chairmanship of Dr. Shyam D. Ganvir, Chairman, IQAC.

Following Members were present:-

Sr. No	Name of the members	Designation
1	Dr. Shyam D. Ganvir	Chairman
2	Dr. Suvarna S. Ganvir	Coordinator
3	Hon. Shri. Vasantao Shahurao Kapare	Member & Trustee, DVVPF
4	Dr. Abhijit D. Diwate	Member
5	Dr. Deepak B. Anap	Member
6	Dr. Arijit Kumar Das	Member
7	Dr. Saqib Syed	Member
8	Dr. Maheshwari S. Harishchandre	Member
9	Dr. Reshma D. Shete	Member
10	Dr. Deepti Thokal	Member
11	Dr. Archana Nagargoje	Member
12	Dr. Hitav Someshwar	Member
13	Ms. Jitendra Parab	Member
14	Ms. Priyanshu Pardeshi	Member
15	Dr. Vijay Patil	Member
16	Mr. Ajit Kulkarni	Member
17	Mr. Dipkishor P. Akolkar	Member
18	Mrs. Manisha R. Gade	Member

Minutes of Meeting are as follows-

Item No 1:- Minutes of the last meeting were read and confirmed and action taken was noted.

Item No:-2 Curricular Aspects-

1. Dr. Suvarna Ganvir is re-nominated as BOS Member of Bharati Vidyapeeth, Pune for 3 years.
2. New PG Course of Sports Physiotherapy has been started with the intake of 3 students from this year.
3. Value added course was scheduled in January 2024. It received good response. Now the next is scheduled in June 2024.
4. Interns Log Book has been revised as per the compliance of September 2023 meeting. However considering left cover copies of previous version, new version will be printed next year.

Item No:-3 Teaching Learning & Evaluation-

1. Refresher course for e-content development was held in January 2024. Total of 14 teachers from all colleges had joined certificates of participation were give.
2. As per the feedback of PG Workshop of Research Methodology, a separate half day workshop should be held on Synopsis Writing. It was held on this month.
3. New batch of Interns will be joining from next month. Intern co-ordinator was asked to prepare activity calendar.
4. 1st year students terminal exam is scheduled in April 2024. It was suggested to conduct Practical exam through OSPE pattern.

Item No:-4 Research Consultancy & Extension –

1. Format of functioning of NGOs as per MOU has been prepared. It will be used for one year for trial period.
2. A workshop on writing research grant was organized in the first week of March 2024.
3. Dept. wise publication list needs to be updated on college website.
4. Institute represented in National Conference in Pune & Dr. Pradnya Dumore received the 2nd Prize in research Paper presentation. Total 25 students attended the conference.
5. Avishkar participation planning can be started from next month Dr. Mrs. Suvarna Ganvir to take responsibility.

Item No:-5 Library & Infrastructure -

1. Sports activities will be organized next month as a part of Late Balasaheb Vikhe Patil Trophy. Indoor & Outdoor games will be held on separate days as suggestion from NAAC Committee.
2. Mentorship Program feedback was taken for 2016 batch. It was suggested that all mentors should conduct one to one meeting.
3. As per the suggestion from Library advisory committee, 5 more sets of book bank scheme should be made available in view of increased no. of applications.

4. Library feedback should be taken every 3 months & analysis report should be submitted twice a year.


Item No:- 6 Student Support & Progression-

1. Microsoft Excel Learning is proposed for Non-teaching staff considering the expertise required for preparation of various reports.
2. Funds received under Bahishal Scheme of MUHS needs to be utilized as per the direction. Yoga Workshop for 1st Year Students can be organized as it is a part of syllabus.
3. Alumni activities should be conducted regularly.
4. Shri Kapre Saheb raised the issue of awareness of Physiotherapy as a career among 12th std. students. It was suggested to conduct the program in the city.

Item No:- 7 OPD & Clinical –

1. OPD audit should be done regularly as per the suggestion from Chairman sir. It was suggested to take the help of Medical faculty to analyse their requirement from Physiotherapy.

Meeting ended with vote of thanks.


**Secretary
IQAC**

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Ref. No:-DVVPF's/COPT/2023/ 23312

Date:-26/12/2023

The IQAC meeting was held on **22nd December 2023 at 3.00pm in Conference Hall (COPT)** under the Chairmanship of Dr. Shyam D. Ganvir, Principal DVVPF's College of Physiotherapy.

Following Members were present:-

Sr. No	Name of the members	Designation
1	Dr. Shyam D. Ganvir	Principal /Chairman
2	Dr. Suvarna S. Ganvir	Coordinator/Secretary
3	Hon. Shri. Vasantrao Shahurao Kapare	Trustee
4	Dr. Abhijit D. Diwate	Member
5	Dr. Deepak B. Anap	Member
6	Dr. Arijit Kumar Das	Member
7	Dr. Saqib Syed	Member
8	Dr. Maheshwari S. Harishchandre	Member
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15	Dr. Vijay Patil	Member
16	Mr. Ajit Kulkarni	Member
17	Mr. Dipkishor P. Akolkar	Member
18	Mrs. Manisha R. Gade	Member

Minutes of Meeting are as follows-

Item No 1:- Minutes of the last meeting were read and confirmed and action taken was noted.

Item No:-2 Curricular Aspects-

1. Feedback Report of Employees, Teachers, Students, Alumni & Professionals was presented. It was found that employers have emphasized upon formal training of communication with clients. It was decided to add this specific component in value added course & capacity & enhancement scheme modules.
2. Teacher's feedback revealed excessive computer related work. It was suggested to take another anonymous feedback from our institute teachers to clarify the issues.
3. Students feedback suggested include component of information regarding publication during internship program. It was decided to include it in our internship program & send a representation to university for its inclusion at university level.
4. Alumni feedback revealed that they are willing to provide expert services to the institute in the form educational lectures. Hence it was decided to arrange such activities more often.
5. Professional feedback revealed that university should organize more workshops for teachers for enhancing their teaching skills. It was decided to take a lead by organizing such workshops in our institute.

Item No:-3 Teaching Learning & Evaluation-

1. As per the academic calendar of PG, Workshop on Research Methodology is scheduled on 28th, & 29th February 2024. It was suggested to include a aspirate session on hands on practice of study design, Research Question and Aims & objectives, as per the feedback form previous batch students.
2. It was suggested to organize a refresher course for e-content development of our teachers as many new teachers have joined.
3. It was suggested to review learning outcomes in terms of acquisition of research related skills as per the suggestions received in suggestion box.

Item No:-4 Research Consultancy & Extension –

1. A yearly format of functioning of NGO's as per MoU needs to be prepared for the appropriate record required by regulating agencies.
2. In order to Aim for more research grants, it was suggested to organize one day workshop on Writing for research grants, preferably in the month of February 2024.

Item No:-5 Library & Infrastructure -

1. It was informed to the house that the practice of model answer papers kept in Library has received a good response. It was suggested to add recent examination answer papers as well along with college level examinations, answer paper of Dermatology & OBGY.
2. As per mentorship report, students have reported voluntary contribution for the classroom charts. It was appreciated by the house & it was decided to extend every possible help to the students.

Item No:- 6 Student Support & Progression-

1. In view of State & national level conference in February & March 2024, all teachers were requested to encourage students to participate activity in the events. Students support norms have been revised & more facilities are being provided for research related work along with to curricular activities.
2. International student cell is being revised as more number of students have enrolled for education & services in out of India countries. A form has been prepared for collection of information. A new program will be launched in February 2024.

Item No:- 7 Governance & Leadership -

1. It was decided to give more autonomy along with responsibility to the departments for organizing various activities. A monthly diary will be provided to all departments to keep the record.

Item No:-8 OPD & Clinical –

1. Clinical & OPD audit is scheduled in January 2024. The proforma has been modified to include information about consumables.
2. Regular assessment of clinical skill of students is being done by all units in charges. Faculty have expressed satisfaction over its use. However formal feedback from students is required. But considering many feedback forms being filled up by students, it was suggested to invite anonymous suggestions from students.

Meeting ended with vote of thanks.



**Secretary
IQAC**

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Ref. No:-DVVPF's/COPT/2023/1658

Date: 19/09/2023

The IQAC Meeting was held on **16th September 2023** at **2:30pm** in Conference Hall (COPT) under the chairmanship of **Dr. S. D. Ganvir**, Principal DVVPF's COPT.

Following Members were Present:

Sr. No.	Name of Members	Designation
01	Dr. Shyam D. Ganvir	Principal
02	Dr. Mrs. Suvarna S. Ganvir	Co-ordinator/Secretary
03	Hon. Shri. Vasant S. Kapre	Trustee
04	Dr. Abhijit D. Diwate	Member
05	Dr. Deepak B. Anap	Member
06	Dr. Arijit K. Das	Member
07	Dr. Saqib Syed	Member
08	Dr. Maheshwari S. Harishchandre	Member
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13	Ms. Jitendra Parab	Member
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15	Dr. Vijay Patil	Member
16	Mr. Ajit Kulkarni	Member
17	Mr. Dipkishor P. Akolkar	Member
18	Mrs. Manisha R. Gade	Member

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

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

Item No. 2: Curricular aspects

PG in "Sports" specialty is being started from this year. Inspection by MUHS & DMER has been conducted & Institute has received the permission. Once the students are admitted the academic activity will start.

It was informed to the house by chairman that few discrepancies were noticed in Intern log book. Hence it needs revision. The proposal was accepted by all & the responsibility of revising it was given to Intern co-ordinator.

Item No. 3: Teaching Learning & Evaluation

Since the class monitoring is being conducted regularly & few suggestions were given to modify the proforma.

In order to make Sports department OPD functional it was suggested to depute PG students at Sports complex. Due permission from foundation should be obtained.

To provide better exposure for clinical skill straining, students can be posted in various camps. Experiential Learning in the form of patient treatment can be enhanced through it.

Item No. 4: Research Consultancy & Extension

A Composite booklet of all extension activities done by the institute can be prepared. This booklet will cover the role of Physiotherapists in different NGOS & the information in brief about these NGOS. This booklet will help to provide a better picture of our work to visitors & inspectors.

It was observed that department wise publication list is not available on the website or it is not updated. It was decided to prepare a format of collecting the information from all departments & areulate to gather the information.

Item No. 5: Infrastructures

Department wise stock book register should be updated in consultation with purchase & store department in every 2 months. This will assist in taking future purchase decisions

Item No. 6: Student Support

Parents Teacher meeting to be Schedule in next one month as terminal exam are over & can be in hybrid mode considering the travel issues.

In order to facilitate alumni communication, it was suggested to create a page of Alumni Achievement on our institute website & Social Media accounts.


Item No.7: Governance

It is proposed to launch Pad, Balasaheb Vikhe Patil trophy for academic & Sports activities. The layout of the activity was presented & it was approved in unanimously. The activity will be conducted in February 2024.

Item No.8: Best Practices

Work of Video Library has started for the facilitation of teaching & treatment protocols.

Meeting Ended with vote of thank to chair


Co-ordinator
IQAC

Copy to:

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