



GCS Medical College, Hospital and Research Centre

Opp. DRM Office, Nr. Chamunda Bridge,
Naroda Road, Ahmedabad-380025.
Ph : (079) 66048000 Fax : (079) 22201915

INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

Date, Day & Time		16/03/2022, Wednesday, 2.30 pm	
Venue		Progress Hall, Management wing, Hospital Building	
Members present		As per Annexure 1	
Agenda No.	Agenda	Discussion	Remarks/Follow up
1	Welcome	Dr. Yogendra Modi (Dean & Chairman of IQAC) welcomed all the members to the meeting. He informed the members that the committees formed under IQAC of the institute have already started functioning.	-
2	Address by Chairperson		-
3	Student Progress Committee & its functioning	<p>1. The Student Progress Committee was formed and the members have discussed the roles of each member for following the progress of the committee.</p> <p>2. It was suggested that Student Progress Committee should work in connection and consonance with the Mentorship committee so that the follow up regarding the progress of the student can be well taken.</p>	An advisory to be issued to the Student Progress Committee and Mentorship Committee by the office of IQAC for working in connection and consonance for smooth operation.
4	Research Promotion Committee & its functioning	1. It was unanimously suggested by all the members that the Research Promotion Committee shall work under the aegis of & in connection & consonance with the Scientific Review Committee of the institute for any suggestions to be	An advisory to be issued to the Research Promotion Committee by the office of IQAC for working in connection and



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		<p>incorporated/amended in the working pattern of the Scientific Review Committee for the overall improvement of research undertaken at the institute.</p> <p>2. It was discussed and decided unanimously by all the members that any suggestions from the Research Promotion Committee should be intimated to the Scientific Review Committee and any decision regarding the amendments should be taken after thoroughly discussing the matter amongst the two and due approval of the IQAC.</p>	consonance with Scientific Review Committee
5	Internal Complaint Committee & its functioning	No complaint was received by the committee till the last meeting on 23.12.2021.	-
6	Curriculum Committee & its functioning	<p>1. It was observed from minutes of the curriculum committee and all the members appreciated that good steps forwards have been taken in identifying different new teaching learning methods for various departments, introducing the AETCOM module in a more appropriate manner by allocation of the modules specific to the department.</p> <p>2. More stress was put by the committee on student centric learning methods and utilization of skill lab in imparting the training to the UG students, which was appreciated by all the members of IQAC.</p>	The Curriculum Committee to continue for upgrading the teaching-learning time to time.



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		<p>3. IQAC members suggested that for smooth functioning of the skill lab certain guidelines for utilization of skill lab should be issued to all the departments.</p>	
7	Capability Enhancement Committee & its functioning	<p>1. All the members of IQAC appreciated the steps taken by the members of Capability Enhancement Committee to start Yoga Classes and meditation programmes for the UG as well as PG students and it was decided to approve these programmes after discussion with IQAC by the Capability Enhancement Committee.</p> <p>2. It was also suggested that the Capability Enhancement Committee should submit the brochures well in advance for getting approval of IQAC before conducting the programme.</p>	The minutes of the present meeting to be shared with the Capability enhancement committee by IQAC for their perusal.
8	Anti-ragging Committee & its functioning	The efforts of anti-ragging committee members for keeping constant watch to abolish ragging were well appreciated by all the members of IQAC.	-
9	Hospital Infection Control Committee & its functioning	The efforts and efficient functioning of Hospital Infection Control committee were appreciated by all the members of IQAC.	-
10	Committee for formation of Alumni Association	It was discussed amongst the members that more proactive steps must be taken for formation of the Alumni association of the institute.	Dean to take follow up of the work related to registration of Alumni association



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11	Certificate Course Committee & its functioning	It was decided by the Certificate Course Committee to seek at least one certificate course per department to be offered.	Circular to be sent to all the departments by the committee.
12	Mentorship Committee & its functioning	<ol style="list-style-type: none">1. The members of mentorship committee had conducted a meeting and the roles and responsibilities of a mentor were formulated in presence of the chairman.2. It was decided that phase wise mentors are required to be allotted to the students.	Allotment of students to the mentors (teaching faculty of respective phase) would be carried out by the committee.
13	Any other item with permission of chair	In spite of the communications to Student Council, Examination Cell and Industry Liaison committee, the minutes of their meetings were not sent to IQAC & there was no communication from their side.	All the committees to be communicated by the chairman for compliance.
Meeting ended with thanks by the Chairman.			

Dean
GCS Medical College
Ahmedabad-25.

Chairman,
Internal Quality Assurance Cell (IQAC)
GCS MCH & RC, Ahmedabad.



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ANNEXURE I

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16/03/2022, Wednesday.

INTERNAL QUALITY ASSURANCE CELL MEETING
Date & Day: 16/03/2022, Wednesday Time: 2.30 pm
Venue: Progress Hall, Management wing, Hospital Building

Following members were present:

Sr. No.	Name	Position in IQAC	Signature
1	Dr. Yogendra Modi	Chairperson	
2	Dr. Mohammed Ziyauddin Saiyed	Co-ordinator	
3	Co. Dr. Sunilkumar Rao	Nominee (Employer)	
4	Dr. B. S. Prajapati	Member	Absent
5	Dr. H. U. Doshi	Member	Absent
6	Dr. Rosy Lekharu	Member	
7	Dr. Anupama Dayal	Member	Apology
8	Dr. Donald Christian	Member	
9	Dr. Vipul Chaudhary	Member	
10	Dr. Asmita Chaudhary	Member	
11	Dr. Hardik Bhavsar	Member	
12	Dr. Rupal Shah	Member	
13	Dr. Bhavik Rana	Member	
14	Dr. Harshil Dharaiya	Member (Management)	Absent
15	Mrs. Neha Lal	Member (Sr. AO)	
16	Miss. Shital Desai	Member (Sr. AO)	Absent
17	Dr. Neel Swaminarayan	Nominee (Alumni)	Absent
18	Husain Limbdivala	Nominee (Students)	Absent
19	Kshitish Madanmohan	Nominee (Industrialist)	Apology

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