



S.N.J.B'S
Smt K. B. Abad Homoeopathic Medical College,
Shri R. P. Chordiya Hospital &
Bhamasha Shri V. D. Mehata, Dev-Vijay P.
G. Institute of Homoeopathy & Research Centre,
Neminagar, Chandwad, Dist - Nashik 423101
(M.S.)



Date:

Plan of Action (A. Y. 2017 - 2018): The plan of action for A. Y. 2017-18 is prepared by Academic Committee, as a step towards quality enhancement.

Plan of Action	Schedule	Outcome/Achievements
Meeting of committee for deciding plan of action for A.Y. 2017-18	2 nd week of August 2017	A meeting was conducted on 12-08-2017 in presence of committee co-ordinator to discuss & distribute work.
Guest lecture time table change & work distribution	3 rd week of August 2017	on 23 rd August 2017 meeting organized with principal regarding guest lecture of various eminent academicians, work distribution of members.
Discussion for New I BHMS Academic time table, syllabus completion, diwali vacation	1 st week of October 2017	Meeting conducted on 14 th October 2017 regarding time table for new I BHMS & completion of syllabus audit from 2 nd to IV BHMS, decision taken in consultation with principal for Diwali vacation
MUHS Winter - 2017 -18 exam planning, lecture adjustment	2 nd week of November 2017	Discussion done on MUHS Winter exam commence from 22 nd November 2017 & seating arrangement block adjustment
MUHS Winter practical examination arrangement & commencement of further classes	3 rd week of December 2017	Meeting conducted on 27 th December 2017 regarding practical oral examination & work load adjustment during those period, within 10 days commencement of lectures of higher classes.

Date:

Plan of Action (A. Y. 2018 - 2019): The plan of action for A. Y. 2018-19 is prepared by Academic Committee, as a step towards quality enhancement.

Plan of Action	Schedule	Outcome/Achievements
Change in time table, Awareness about Academic Lippe award, Time table of repeater	1 st week February 2018	Meeting conducted on 2 nd February 2018 regarding change in time table for 2015 batch appear in 3 rd year, motivating students about Academic Lippe award, preparing separate time table for failure student from 12 th March 2018.
Clinical classes of III & IV BHMS, seminar of Kopergaon	1 st week of April 2018	On 4 th April 2018 meeting conducted as per suggestion of principal regarding starting of clinical classes of III & IV BHMS & accordingly instruction given to students, motivating students for attending seminar on body language & Homoeopathy by Dr. Ajit Kulkarni on 7 th April, 2018 at Kopergaon.
MUHS examination planning, change in clinical classes of III & IV BHMS time table, Malati Allen award	1 st week of June 2018	On 4 th June 2018 meeting conducted for MUHS Summer 2018 theory exam planning, seating arrangement of non exam going students during exam, motivating students to participate in Malati Allen award nomination process
Discussion for New I BHMS Academic time table Conducting value added courses for IV BHMS & PG	1 st week of October 2018	Meeting organized for beginning of New I BHMS academic year, it is decided value added course like understanding ECG course is to be

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Plan of Action	Schedule	Outcome/Achievements
students		conducted for IV BHMS & PG students
MCH workshop mega Homoeocon	1 st week November 2018	Discussion carried on participation in MCH Mega Homoeocon & motivating interns students for participation



[Signature]

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Date:

Plan of Action (A. Y. 2019 - 2020): The plan of action for A. Y. 2019-20 is prepared by Academic Committee, as a step towards quality enhancement.

Plan of Action	Schedule	Outcome/Achievements
Mentor & mentees system & study tour of I & IV BHMS guest lecture	1 st week January 2019	Meeting arranged by academic committee 7 th January, 2019 for discussion regarding strengthen mentor mentees system so different co-ordinations nominated class wise as class teacher to take care of system, academic study tour for I & IV BHMS is planed for A.Y. 2019-20
Guest lecture	1 st week January 2019	Meeting arranged by academic committee 7 th January, 2019 for discussion regarding arrangement of guest lecture by Dr. Pargaonkar M.D. Psychiatry from 9 th feb. 2019.
Study tour of I BHMS & Poster & paper presentation in Horizon 2019	2 nd week of February 2019	Finalization of study tour at Willmar Schwabe, Delhi from 23 rd march to 27 th march, participation of students in Horizon 2019.
IV BHMS academic study tour	2 nd week of February 2019	IV BHMS dairy visit at Sangamner is planned
Quiz completion by Beacon Foundation Pune, T-Shirt painting competition	3 rd week of March 2019	Motivating students for Quiz completion by Beacon Foundation Pune, T-Shirt painting competition
Institute level Quiz competition, change in time of Dr. P. G. Kapadni of lecture	3 rd week of March 2019	It is decided to conduct department wise Institute level Quiz competition, change in time of Dr. P. G. Kapadni of lecture from 3-4pm to 9-10am



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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 01/2017 on 12/08/2017

A meeting academic committee is scheduled on 12-08-2017 at 2.00pm. It is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1	Work distribution of committee	Discussion done on daily adjustment of lecture ,time table change	Daily adjustment of lecture, time table change responsibility given to Dr.Mrs.S.R.Kale.
2	Regarding ATP ,and syllabus completion	Discussion regarding ATP ,and syllabus completion	regarding ATP ,and syllabus completion responsibility shouldered to Dr A.N.Brahmne
3	Regarding tutorial ,seminar or quiz ,guest lecture	Discussion regarding tutorial ,seminar or quiz ,guest lecture	regarding tutorial ,seminar or quiz ,guest lecture responsibility given to Dr.S.N.Pareek
4	Website updating	Discussion regarding Website updating	Discussion regarding Website updating responsibility given to Dr.A.N.Binayake
5	Record keeping & minutes writing	Discussion regarding Record keeping & minutes writing	regarding Record keeping & minutes writing work given to Mr.More




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Agenda of Academic meeting No. 01/2017 on 12/08/2017

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1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1	Regarding Guest lecture	Discussion done on seminar / Guest lecture by Dr. Prem Sharma, Delhi or Dr. Dubey, Nashik	Planning done for guest lecture
2	Work distribution of committee	Discussion done on daily adjustment of lecture ,time table change	Daily adjustment of lecture, time table change responsibility given to Dr.Mrs.S.R .Kale.
3	Regarding ATP ,and syllabus completion	Discussion regarding ATP ,and syllabus completion	regarding ATP ,and syllabus completion responsibility shouldered to Dr.A.N.Brahmne
4	Regarding tutorial ,seminar or quiz ,guest lecture	Discussion regarding tutorial ,seminar or quiz ,guest lecture	regarding tutorial ,seminar or quiz ,guest lecture responsibility given to Dr.S.N.Pareek
5	Website updating	Discussion regarding Website updating	Discussion regarding Website updating responsibility given to Dr.A.N.Binayake
6	Record keeping & minutes writing	Discussion regarding Record keeping & minutes writing	regarding Record keeping & minutes writing work given to Mr More



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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 03/2017 on 14/10/2017

A meeting academic committee is scheduled on 14-10-2017 at 3.00pm. It is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1.	Regarding completion of last meeting Agenda	Discussion done on work distribution of committee	
2.	Time table of New I BHMS	Discussion done on time table of New I BHMS 2017-18 batch from 1-11-17	Time table prepared by academic coordinator in consultation with principal & displayed on notice board
3.	Syllabus completion	Discussion regarding ATP and syllabus completion	regarding ATP and syllabus completion responsibility shouldered to Dr.A.N.Brahmne & ask to take follow up
4.	Diwali vacation	Discussion Diwali Vacation to reduce so as to complete syllabus	




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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 04/2017 on 10/11/2017

A meeting academic committee is scheduled on 11-11-2017 at 11.00am. It is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1.	Regarding MUHS Winter exam	Discussion done on MUHS winter exam & block adjustment seating arrangement etc.	Responsibility transfer to examination committee for smooth conduction of MUHS winter exam.
2.	Class adjustment of odd batch	Discussion on seating of Class adjustment of odd batch	Responsibility given to Mr. K. K. Patil
3.	Lecture adjustment	Discussion done on lecture adjustment of Jr. & Sr. Supervisor	Responsibility given to Mr. K. K. Patil & C.I. ask to give information to Mr. K. K. Patil




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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 05/2017 on 26/12/2017

A meeting academic committee is scheduled on 27-12-2017 at 11.00am. it is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1.	Lecture adjustment	Discussion done on substitute for lecture adjustment as many of teachers appointed as MUHS examiner for Oral practical	Notice given to all teaching staff to provide substitute for their scheduled lecture.
2.	Commencement of classes of exam appeared students	Discussion done to start exam appeared students 10 days after practical oral examination	




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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 06/2018 on 01/02/2018

A meeting academic committee is scheduled on 02-02-2018 at 02.00pm. it is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no.	Point to be discussed	Particular	Action taken
1.	Change in Time table of 2015 batch III BHMS	Discussion done on preparing time table for 2015 batch III BHMS	Responsibility taken by academic coordinator Dr. A. N. Binayake
2.	About lippe award	Discussion done to motivate students for lippe award participation	Responsibility given to Mr. K. R. More to prepare notice & display.
3.	Time table of repeater students	Preparing time table for repeater students with effect from 12 th March 2018	Responsibility taken by academic coordinator Dr. A. N. Binayake



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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 07/2018 on 03/04/2018

A meeting academic committee is scheduled on 04-04-2018 at 02.00pm. it is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1.	Clinical classes III & IV BHMS	Discussion done on Clinical classes III & IV BHMS	Responsibility taken by academic coordinator Dr. A. N. Binayake
2.	Seminar at Kopergaon	Discussion done to motivate students for attending seminar on body language & Homoeopathy by Dr. Ajit Kulkarni at Kopergaon	Responsibility taken by academic coordinator Dr. A. N. Binayake & accordingly notice put on notice board.




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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 08/2018 on 04/05/2018

A meeting academic committee is scheduled on 04-05-2018 at 02.00pm. it is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1.	Seating arrangement of odd batch students during MUHS exam	Discussion done on Seating arrangement of odd batch students during MUHS exam	Alternative arrangement of odd batch done in reading room, pathology lab, Pharmacy lab
2.	Malati Allen Award	Discussion done to motivate students for filling nomination form for Malati Allen Award in Organon	



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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 09/2018 on 19/08/2018

A meeting academic committee is scheduled on 20-08-2018 at 02.00pm. it is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1.	About clinical classes of III & IV BHMS	Discussion done on About clinical classes of III & IV BHMS	Responsibility taken by academic coordinator
2.	Commencement of New I BHMS 2018-19 batch	Discussion done on tentative schedule & time table of New I BHMS 2018-19	




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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 10/2018 on 07/10/2018

A meeting academic committee is scheduled on 08-10-2018 at 02.00pm. it is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting:

Sr.no	Point to be discussed	Particular	Action taken
1.	Commencement of New I BHMS 2018-19 batch	Discussion done on schedule & time table of New I BHMS 2018-19	Responsibility given to Mr. K. R. More to Prepare time table given by Academic Co-ordinator
2.	Value added courses	Discussion done on to start value added courses of minimum 15 hours by department of medicine	Value added course on ECG is conducted by Dr. A. N. Binayake, HOD, Dept. of Medicine




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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 11/2018 on 01/11/2018

A meeting academic committee is scheduled on 02-11-2018 at 02.00pm, it is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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(M.S.)



Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1.	MCH Mega Homoeocon - 2018	Discussion done on participation of students & teachers MCH Mega Homoeocon - 2018	Responsibility given to Dr. A. N. Brahmane
2.	Alternative seating arrangement of regular batch students	Discussion done on Alternative seating arrangement of regular batch students in Reading room, pathology lab & Pharmacy Lab	Responsibility given to Mr. K. K. Patil




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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 12/2019 on 06/01/2019

A meeting academic committee is scheduled on 07-01-2019 at 02.00pm. it is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1.	Mentor mentee system	Discussion done on strengthen mentor mentee system & appointing class teacher	Responsibility given to Dr. A. N. Brahmane, Dr. S. N. Pareek, Dr. Mrs. S. R. Kale, Dr. A. N. Binayake
2.	Study tour of I & IV BHMS	Discussion done on Study tour of I & IV BHMS at Delhi & Sangamner respectively	Responsibility given to Dr. C. B. Khot & Dr. Mrs. P. P. Kapadni
3.	Guest lecture	Discussion done on arrangement of Guest lecture Dr. Parganolkar, M. D. Psychiatry from Feb. 2019	



PRINCIPAL

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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 13/2019 on 13/02/2019

A meeting academic committee is scheduled on 14-02-2019 at 02.00pm. it is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1.	Study tour of I & IV BHMS	Discussion done on Study tour of I & IV BHMS at Delhi & Sangamner respectively	Responsibility given to Dr. C. B. Khot & Dr. Mrs. P. P. Kapadni
2.	Poster & Paper presentation competition	Motivating students through notice & personal attention for attending Poster & Paper presentation competition by UG & PG students in Horizon 2019	Responsibility given to class teacher
3.	Institutional level quiz completion	Discussion done of conducting Institutional level quiz completion through department of practice of medicine	Responsibility given to department of practice of medicine




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ACADEMIC COMMITTEE MEETING

Agenda of Academic meeting No. 14/2019 on 08/04/2019

A meeting academic committee is scheduled on 09-04-2019 at 02.00pm. It is requested all the members to kindly attend the same.

Name	Sign
1. Dr. A. N. Binayake	
2. Dr. Mrs. S. R. Kale	
3. Dr. A. N. Brahmane	
4. Dr. S. N. Pareek	
5. Mr. K. R. More	



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Following points discussed & decided line of action during the meeting.

Sr.no	Point to be discussed	Particular	Action taken
1.	Mentor mentee system	Discussion done on strengthen mentor mentee system & appointing class teacher	Responsibility given to Dr. A. N. Brahmane, Dr. S. N. Pareek, Dr. Mrs. S. R. Kale, Dr. A. N. Binayake



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