

**Plan of Action (A.Y.2020-2021):** The plan of action for A. Y. 2020-2021 is prepared by Academic Committee as a step towards quality enhancement.

| Plan of Action  | Schedule                                | Outcome/<br>Achievements  |
|---|---|---|
| Discussion for formation of new WhatsApp group for commencing the New Academic Year and change in Time-Table. | 4 <sup>th</sup> Week of July2020        | Meeting conducted on 23 <sup>th</sup> of July regarding the formation of new WhatsApp for winter 2019-2020 for II, III, IV BHMS. And change in Time-Table for smooth conduction of on-line Lecture. |
| Regarding the smooth conduction of Lecture  | 4 <sup>th</sup> Week of July2020        | Meeting conducted on 24 <sup>th</sup> of July correction in Time-Table & beginning of new Academic year from 1 <sup>st</sup> of August.   |
| Difficulty in conducting the classes.   | 1 <sup>st</sup> Week of August 2020     | Meeting was conducted on 4/08/2020 to overcome the difficulties & planning one meet with management.  |
| Discussion for regulating the Classes   | 3 <sup>rd</sup> Week of August 2020     | Meeting conducted on 19 <sup>th</sup> August20 to check the regulatory on lecture by each class representative staff.   |
| Discussion for New I BHMS Academic Time-Table and Add On / Value-Added Courses.                               | 1 <sup>st</sup> of week of October 2020 |   |



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**(M.S.)**



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|   |                                       |  |
|---|---------------------------------------|--|
| Meeting of Committee for Term -End Examination, Syllabus Completion , Diwali Vacation             | 2 <sup>nd</sup> Week of November 2020 |  |
| <b>MUHS</b> Winter Theory / Practical examination & commencement of further classes.              | 3 <sup>rd</sup> Week of December 2020 |  |
| Study Tour / Mentor-Mentee System / Guest Lecture / Other extra Circular Activities               | 2nd Week of January 2021              |  |
| Gathering & NSS Camp  | 1 <sup>st</sup> Week of February 2021 |  |
| Graduation Ceremony & Prize distribution  | 3 <sup>rd</sup> Week of March 2021    |  |
| Dr Hahemann's Birth Anniversary Celebration, Prelims/ 1 <sup>st</sup> Term End for Odd/ Reg Batch | 2nd Week of April 2021                |  |

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**ACADEMIC COMMITTEE MEETING**

**Date:-26/05/2020**

Agenda of Academic meeting No.15/2020 on 26/05/2020

A meeting of Academic Committee is schedule on 26/05/2020 at 2 pm. It is requested to all the members to kindly attend the same.

| Sr No | Name of Staff       | Signature |
|-------|---------------------|-----------|
| 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 on 26/05/2020 at 2pm.

| Sr.No | Point to be discussed                                      | Particular   | Action taken   |
|-------|--|--|--|
| 1     | Discussion on Exam going batch for completion of syllabus. | As Lock-Down was imposed all of the sudden from 23/03/2020, some classes syllabus is incomplete .                  | Mentor of each class were given the responsibility to look for same along with the help of HODs. |
| 2     | How to maintain the security and safety of the staff       | Pandemic Covid-19 situation is becoming critical day by day, it was difficult for the staff to attend the college. | Time period was reduced.   |
| 3     | Academic activity for academic year 2021                   | As Pandemic of covid-19 is going on, On-Line classes schedule to be planned.                                       | Time-Table for On-Line classes to be prepared by the Academic Committee.                         |

  
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**ACADEMIC COMMITTEE MEETING**

**Date:-06/06/2020**

Agenda of Academic meeting No.16/2020 on 06/06/2020

A meeting of Academic Committee is schedule on 06/06/2020 at 2 pm. It is requested to all the members to kindly attend the same.

| Sr No | Name of Staff      | Signature |
|-------|--------------------|-----------|
| 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 on  
06/06/2020 at 2pm.

| Sr.No | Point to be discussed                          | Particular   | Action taken   |
|-------|--|--|--|
| 1     | Preliminary Examination for May-June 2019-2020 | As the Pandemic condition was worsening, University exam were post-poned, but our preliminary exam were pending. | Syllabus completion report was collected from all departments & for all conduction of examination was decided. |
| 2     | How to conduct the On-Line Lecture             | It was advice to conduct the class and complete the syllabus(As per the time-Table)                              | Any technical difficulty it was ask to solved with the help of Mr Mutha/ Mr Pawar( Computer section)           |
| 3     | Monitoring of On-Line Lectures                 | Simultaneously regulation of classes for exam - going batch  | All the HODs were informed to look after it.   |

*F. Shah*

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*[Signature]*  
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**ACADEMIC COMMITTEE MEETING**

**Date :-13/06/2020**

Agenda of Academic meeting No.17/2020 on 13/06/2020

A meeting of Academic Committee is schedule on 13/06/2020 at 10 am. It is requested to all the members to kindly attend the same.

| Sr No | Name of Staff    | Signature |
|-------|------------------|-----------|
| 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 13/06/2020 at 10am.

| Sr. No | Point to be discussed       | Particular  | Action taken                         |
|--------|-----------------------------|---|--------------------------------------|
| 1      | For Research Work           | Motivating the staff for doing the research work on Covid-19  | Advice to all the staff members.     |
| 2      | On Line Lecture on ZOOM APP | All the teaching staff was advice to discuss with Principal through HODs to down load the APP with the help of Dr Pareek Mam/ Mr Pawar. | Responsibility to all class Mentors. |

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**ACADEMIC COMMITTEE MEETING**

**Date :- 24/06/2020**

Agenda of Academic meeting No.18/2020 on 24/06/2020

A meeting of Academic Committee is schedule on 24/06/2020 at 10 am. It is requested to all the members to kindly attend the same.

| Sr No | Name of Staff      | Signature |
|-------|--------------------|-----------|
| 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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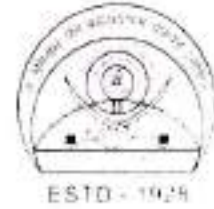
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Following points discussed & decided line of action during the meeting 24/06/2020 at 2pm.

| Sr.No | Point to be discussed                       | Particular                                     | Action taken                               |
|-------|---|--|--|
| 1     | Assesement of Preliminary Papers.           | Exam Committee members helped for assessment . | Pathology, Surgery, HMM dept was informed. |
| 2     | Sorting out difficulties of On-Line Lecture | Informed to Mr Mutha & Mr P M Pagar            | Mentors were asked to take the follow- up  |
| 3     | Maintaining the regularity of Lecture.      | II, III & IV Vr lecture not regular            | Pathology, Surgery, HMM dept was informed. |

**F**  
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**ACADEMIC COMMITTEE MEETING**

**Date :-04/07/2020**

Agenda of Academic meeting No.19/2020 on 04/07/2020

A meeting of Academic Committee is schedule on 04/07/2020 at 10 am. It is requested to all the members to kindly attend the same.

| Sr No | Name of Staff      | Signature |
|-------|--------------------|-----------|
| 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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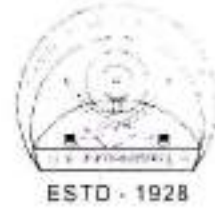
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Following points discussed & decided line of action during the meeting on 04/07/2020 at 10am.

| Sr.No | Point to be discussed                    | Particular   | Action taken  |
|-------|--|--|---|
| 1     | Regarding the safety & security of staff | Discussion done to come thrice in week to college. | Implementation from 06/07/2020                                      |
| 2     | Maintaining regular Lecture              | Schedule has to followed from home.                | Principal & Class representative were made the Admin of each Class. |

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**ACADEMIC COMMITTEE MEETING**

**Date :- 23/07/2020**

Agenda of Academic meeting No.20/2020 on 23/07/2020

A meeting of Academic Committee is schedule on 23/07/2020 at 10 am. It is requested to all the members to kindly attend the same.

| Sr No | Name of Staff      | Signature |
|-------|--------------------|-----------|
| 1     | Dr.A N.Binayake    |           |
| 2     | Dr .Mrs S. R, Kale |           |
| 3     | Dr A. N. Brahmane  |           |
| 4     | Dr S. N.Pareek     |           |
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Following points discussed & decided line of action during the meeting on 23/07/2020 at 10 am.

| Sr.No | Point to be discussed               | Particular                      | Action taken   |
|-------|-------------------------------------|---------------------------------|--|
| 1     | Regarding New-Academic Year Class   | Formation of new WhatsApp group | Responsibility shouldered to II yr-Dr S N Pareek, IIIYr-Dr Mrs S R Kale , IV Yr- Dr N Dawankar . |
| 2     | Preparation of New Time-Table       | Four Lecture / day              | As Above   |
| 3     | Preparation & Displaying the Notice | Schedule & Time of Lecture      | Dr Mrs Kale.   |

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**ACADEMIC COMMITTEE MEETING**

**Date :-04/08/2020**

Agenda of Academic meeting No.21/2020 on 04/08/2020

A meeting of Academic Committee is schedule on 04/08/2020 at 10 am. It is requested to all the members to kindly attend the same.

| Sr No | Name of Staff      | Signature |
|-------|--------------------|-----------|
| 1     | Dr.A N.Binayake    |           |
| 2     | Dr. Mrs S. R, Kale |           |
| 3     | Dr A. N. Brahmane  |           |
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Following points discussed & decided line of action during the meeting on 04/08/2020 at 10 am.

| Sr. No | Point to be discussed   | Particular   | Action taken                               |
|--------|---|--|--|
| 1      | Difficulty in conducting the classes.   | As the strength of class was >100, it was not possible in ZOOM /GOOGLE-MEET. | SNJB Google-App was suggested to use.      |
| 2      | On-Line Meet of New II Yr was planned 08/08/2020 with Management, AO, Principal , Staff & Parents of II yr students | For registration in new Academic Year & Payment of Fees                      | Dr Dahad Sir has taken the responsibility. |

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**ACADEMIC COMMITTEE MEETING**

**Date :-19/08/2020**

Agenda of Academic meeting No.22/2020 on 19/08/2020

A meeting of Academic Committee is schedule on 19/08/2020 at 11 am. It is requested to all the members to kindly attend the same.

| Sr No | Name of Staff      | Signature |
|-------|--------------------|-----------|
| 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 on 19/08/2020 at 11 am.

| Sr. No | Point to be discussed           | Particular   | Action taken                                     |
|--------|---------------------------------|--|--|
| 1      | About the regularity of Lecture | Discussion done on Pathology, Surgery ,other Lecture | Responsibility taken by II ,III, IV Yr Mentors.  |
| 2      | Commencing PG MUHS EXAMINATION  | Discussion done with Examination committee.          | Responsibility taken by Examination Coordinator. |

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