

1st BoG Minutes of the Meeting



MALLA REDDY INSTITUTE OF MEDICAL SCIENCES

(SPONSORED BY : CHANDRAMMA EDUCATIONAL SOCIETY)

Recognized by Medical Council of India, Ministry of Health & Family Welfare, Govt. of India.
Affiliated to Kaloji Narayanarao University of Health Sciences, Warangal, Telangana.

CIRCULAR

Date: 24/06/2017

Subject: 1st Board of Governors (BoG) Meeting - MRIMS

This is to inform all the esteemed members of the Board of Governors (BoG) that the **1st BoG Meeting** of MRIMS, is scheduled as follows:

Date : 07th July 2017

Time : 2:00 PM onwards

Venue : MRIMS Council Hall

All BoG members are requested to kindly attend the meeting as your participation is crucial for the discussions and decisions to be made. The agenda for the meeting is attached for your reference.

We look forward to your valued presence.

V. N. Rao
Coordinator-BoG

Principal / Dean
Governing Council
Malla Reddy Institute of Medical Sciences

Copy to:

- 1) Governing Council Members
- 2) PA to Principal for filing

Suraram 'x' Road, Quthbullapur Municipality, Hyderabad - 500 055.

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Agenda of the Meeting

1. To Discuss the Admissions– Review the progress of the UG Programs in MRIMS.
2. To give approval for changes in timetable for the UG Program sections for the year 2017.
3. To Discuss the affiliation and transition from NTRUHS to KNRUHS.
4. To Discuss the faculty paper / books publication according to the UGC care list.
5. To Discuss the proposal for the formulation curriculum committee and various important committees.
6. To discuss the Infrastructure requirements for further planning for MD/MS Courses/ Higher studies.
7. Discussion on the Various Policies drafted for Approval.
8. Discussion on the any other relevant matter with the permission of the chairman.
9. To Discuss the budget plan for the next financial year of the institution.


Principal / Dean
Malla Reddy Institute of Medical Sciences



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Minutes of the Governing Body Meeting of Malla Reddy Institute of Medical Sciences held on 7th July 2017

The Governing Body meeting of Malla Reddy Institute of Medical Sciences for the Year 2017 was conducted on 07th July, 2017 at 2:00 PM. The following members have attended the meeting to discuss and approve various development activities taking place in the Institute for the Year 2017 as per agenda.

1.	Dr. Ch. Bhadra Reddy	President, Chandramma Educational Society
2.	Dr. Ch. Preeti Reddy	Joint Secretary, Chandramma Educational Society
3.	Dr. Sudha Ramana K N	Dean, MRMCW
4.	Dr. V V Sastry	Dean/ Principal MRIMS
5.	Dr. M. Ramani	Dean Academics
6.	Dr. Siddappa Gowrav	Medical Superintendent, MRH

The Chairman welcomed all the members for the BOG meeting to discuss the guidelines of MCI and affiliating University KNRUHS (Kaloji Narayana Rao University of Health Sciences) for the development of institution to procure the related infrastructure and equipment and requested Principal Dr. V. V. Sastry to give a presentation to the members on the current academic status of the College.

The Principal Dr. V. V. Sastry has given a progress / review on the development plans with detailed power point presentation covering the following Agenda points.

1. Admissions– Review the progress of the UG Programs in MRIMS.
2. Requesting to give approval for changes in timetable for the UG Program sections for the year 2017.
3. Since there are 2 different types of batches, few affiliated to NTRUHS, (1st and 2nd batches admitted, to NTRUHS) before our final affiliation to KNRUHS Effective



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since 1st June 2016, the points were discussed on taking care of this during the regular conduct of Examinations & in planning the academic roster.

4. Discussion on faculty paper/ books publications.
5. Proposal, and detailed discussion on the drafts worked out by the team, under the directives of the President on his verbal Instructions given to Co-ordinator & his team, 1month prior to prepare a draft of the following policy documents as enclosed in Annexure 1:
 - a. Code of conduct,
 - b. Grievance redressal policy,
 - c. Gender sensitization policy
 - d. Policy for publication guidelines,
 - e. Policy for mentor mentee,
 - f. Policy for staff appraisal.
 - g. Merit Scholarship Policy.
 - h. Staff Welfare Policy
 - i. Document on mobilization of funds and optimal utilization of resources
 - j. E-Governance Policy.
 - k. Medical Education Unit Committee and guidelines according to MCI

Were taken up and these draft Policies were discussed and approved.

10. Discussion on the periodic disinfection as was followed till date and to prepare Standard Operating Protocols on the needle stick injuries.
11. Discussion on the Infra Structure planning & the budget plan for the next financial year of the institution covering the Academic Year 2018-19
12. Discussion on the results of previous academic year.
13. Any other relevant matter with the permission of the chairman.

The members have discussed and reviewed each point in the agenda in detail and ratified the following:

- i. The members have noted with satisfaction the progress and action taken on the resolutions of the previous Governing Body meeting of 07th July 2017.

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- ii. Reviewed the status of admissions and progress of the UG programs of MRIMS in the year 2017.
- iii. Approved the following changes in course design and teaching format within the ambit of MCI and Affiliated university, detailed in the table below based on MCI NORMS / the societal requirements, course admissions and any other changes based on as on day demand or requirement to pursue further higher studies in Medicine and other allied health sciences courses.
- iv. Proposal to encourage the increase the no of faculty publications.
- v. Implement the formulation of curriculum committee.
- vi. Implementing the policies of periodic disinfection and needle stick injuries.
- vii. Advised to utilize services of Medical fraternity as guest faculty.
- viii. President has requested the Co-ordinator to chart out the vision and Mission statement of the Institution, to be inspired by the vision of our founder chairman, which should stand as our vision and mission document in pursuit to make MRIMS, a world class medical college.
- ix. Discussion took place on allocating the budget for the next financial year on enhancing the maintenance of the institution in various fronts and also an allocation for sport maintenance.
- x. Discussion took place on the meetings of the BoS, KNRUHS to ensure that proper care in implementation in guidelines of Admission esp, the collection of the originals and making a proper summary and bound book summary of the details of admission be followed hence forth as per the Guidelines given by KNRUHS.
- xi. The Principal has also informed the committee, that a work upon the discussion on designing the various policy documents for the betterment of the institution was taken up and will deliberate in detail to prepare the draft of the various institution policies related to Curriculum, research, mentor mentee program, slow learners and remedial measures adopted for improving their outcome in exams etc were briefly discussed and presented to the president BoG.
- xii. President appreciated the work initiated on the front and said that support from the management will be there in all fronts as regards to the above reforms.



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- xiii. As a part of further planning for MD/MS Courses, the President, instructed the Co-ordinator of Board of Governors to come up with the plan for applying MD/MS Courses and the necessary planning of Infrastructure and equipment procurements.
- xiv. In any other matters, President reiterated the importance of striking a balance of teaching and also effectively handling the patient load.

At the end, the Principal, Dr. V. V. Sastry thanked all the committee members for their active participation and suggestions. The meeting concluded at 4:00 PM.


Dr.Ch.Bhadra Reddy,
President, Chadramma Educational Society




Dr. V. V. Sastry
(Principal/Dean)
Co-ordinator Board of Governors,
Malla Reddy Institute of Medical Sciences
MRIMS



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Annexure 1: Policy Descriptions for Malla Reddy Institute of Medical Sciences (MRIMS)

a. Code of Conduct

This policy defines the professional and ethical standards expected from all members of MRIMS, including faculty, students, and staff. It promotes a respectful, collaborative, and supportive environment conducive to academic and personal growth.

b. Grievance Redressal Policy

This policy establishes a structured process for addressing and resolving grievances raised by students, faculty, or staff members. It aims to ensure a fair, transparent, and timely resolution of issues, promoting a positive institutional climate.

c. Gender Sensitization Policy

This policy promotes awareness and sensitivity regarding gender equality within MRIMS. It includes measures to prevent and address gender discrimination, harassment, and biases, ensuring a safe and inclusive environment for all.

d. Policy for Publication Guidelines

This policy outlines standards and ethical practices for research publications. It ensures that all research conducted under MRIMS is published in accordance with academic integrity, authorship ethics, and relevant regulatory guidelines.

e. Policy for Mentor-Mentee System

This policy provides a framework for the mentor-mentee relationship to support student development. Faculty mentors guide students in their academic, personal, and professional growth, fostering a supportive educational experience.



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f. Policy for Staff Appraisal

This policy details the performance appraisal process for teaching and non-teaching staff at MRIMS. It includes structured assessments and feedback mechanisms to encourage professional growth, promote accountability, and inform decisions regarding promotions and incentives.

g. Merit Scholarship Policy

This policy outlines the criteria and procedures for awarding scholarships based on academic merit. It is designed to recognize and support high-achieving students, encouraging excellence in academic performance.

h. Staff Welfare Policy

This policy promotes the well-being of MRIMS staff by offering various welfare benefits and support programs. It covers health services, counseling, recreational activities, and professional development opportunities.

i. Document on Mobilization of Funds and Optimal Utilization of Resources

This document details strategies for generating and effectively utilizing funds to support MRIMS's goals. It emphasizes financial prudence and optimal allocation of resources to improve institutional infrastructure and academic programs.

j. E-Governance Policy

This policy outlines the use of digital tools and e-governance platforms to enhance the efficiency and transparency of administrative processes at MRIMS. It includes guidelines on information security, digital record-keeping, and user accessibility.



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k. Medical Education Unit Committee and Guidelines According to MCI

This document provides the structure and guidelines for the Medical Education Unit (MEU) as per Medical Council of India (MCI) standards. It ensures that MRIMS's teaching methods and educational practices align with MCI recommendations, promoting quality medical education and faculty development.

All policies listed in Annexure 1 are approved by the **BoG Members of MRIMS**. They are intended to promote institutional efficiency, ethical practices, academic excellence, and the well-being of the MRIMS community.

[Handwritten signatures and stamps]

[Circular stamp: CHANDRAMMA EDUCATIONAL SOCIETY Hyderabad]

[Handwritten signature: V.V. Rao]

[Handwritten signature: P.P.R.]

[Handwritten signature: P.P.R.]



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Attendance of the BoG Meeting Held on 07th July 2017

S.No	Name of the Member	Designation	Signature
1.	Dr. Ch. Bhadra Reddy	President, Chandramma Educational Society	
2.	Dr. Ch. Preeti Reddy	Joint Secretary, Chandramma Educational Society	
3.	Dr. Sudha Ramana K N	Dean, MRMCW	
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