

CIRCULAR

Date: 21-12-2019

Subject: 6th Board of Governors (BoG) Meeting -MRMCW

This is to inform all the esteemed members of the Board of Governors (BoG) that the 6th BoG Meeting – MRMCW, is scheduled as follows:

Date : 02ND January 2020

Time : 2:00 PM onwards

Venue : MRMCW Council Hall

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

We look forward to your valued presence.




Coordinator-BoG

Governing Council

Principal / Dean
Malla Reddy Medical College for Women

Copy to:

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

Agenda of the Meeting

Agenda

1. Discussion on the Action Taken Report of the Governing Body meeting held on 04/07/2019.
2. Discussion on the Admissions– Review the progress of the UG Programs in MRMCW.
3. Discussion on the implementation of the action for the feedback taken from the stakeholders.
4. Discussion on the with the rise in covid requested to formulate a policy for safety measures for the same. Establishment of RTPCR lab and NABL Accrediation of RTPCR laboratory
5. Discussion on the proposal of implementation on the usage of keka software for faculty and staff.
6. Discussion on the proposal, implementation and ratification of policy on institutional ethical committee.
7. Discussion on the projected budget for the current academic year.
8. Discussion on the any other relevant matter with the permission of the chairman.
9. Proposal Inter-disciplinary & inter-departmental Courses

**Minutes of the Governing Body Meeting of Malla Reddy Medical College for Women
held on 2ND Jan 2020**

The Governing Body meeting of Malla Reddy medical College for Women for the Year 2020 was conducted on 02ND Jan, 2020 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 2020 as per agenda.

S.No	Name	Designation	Role
1.	Dr. Ch. Bhadra Reddy	Chairman	Management
2.	Dr. Ch. Preeti Reddy	Director	Management
3.	Dr. K.N.Sudha Ramana	Dean MRMCW	Coordinator
4.	Dr.Dileep kumar	Medical superintendent	Member
5.	Dr. M. Narayana Reddy	Vice Principal	Member
6.	Dr.K.V.Sathyanarayana murthy	IQAC coordinator	Member
7.	Dr.Boddu Prabhakar MD,DM	Retired Principal, Osmania Medical College, Consultant Gastroenterologist	Member
8.	Dr. Anand Kumar. MS,FRCS(Edin)	Consultant Surgical Gastroenterologist	Member

The Chairman welcomed all the members for the BOG meeting to discuss the guidelines of NMC affiliating the Kaloji Narayana Rao University of Health Sciences for the development of institution to procure the related infrastructure and equipment and requested Principal Dr.

K.N.Sudha Ramanato give a presentation to the members on the current academic status of the College. The Principal Dr. K.N.Sudha Ramana has given a progress / review on the development plans with detailed power point presentation covering the following Agenda points.


1. Action Taken Report of the Governing Body meeting held on 04/07/2019.
2. Admissions– Review the progress of the UG Programs in MRMCW.
3. Implementation of the action for the feedback taken from the stakeholders.
4. With the rise in covid requested to formulate a policy for safety measures for the same. Necessary equipment and space to be provided for Establishment of RTPCR lab and NABL Accrediation
5. Proposal of implementation on the usage of keka software for faculty and staff.
6. Proposal, implementation and ratification of policy on institutional ethical committee.
7. Discussion on projected budget for the current academic year.
8. Any other relevant matter with the permission of the chairman.
9. Discusion on Inter-disciplinary & inter-departmental Courses

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 4th July. 2019.
- ii. Reviewed the status of admissions and progress of the UG programs of MRMCW in the year 2020.
- iii. Reviewed the implementation of safety measures (PPE) for covid.
- iv. Results of 2018-19 Academic Year
- v. Implementation on the usage of keka software for faculty and staff.
- vi. Advised to utilize services of Medical fraternity as guest faculty.
- vii. Inter-disciplinary & inter-departmental courses accepted

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




Principal / Dean
Malla Reddy Medical College for Women
Dr. K.N.Sudha Ramana
(Principal/Dean)
Co-ordinator Board of Governors, MRDC


Dr.Ch.Bhadra Reddy,
Chairman, Malla Reddy Health city





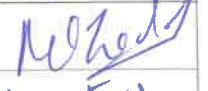


Note: Proposed policy on institutional ethical committee was enclosed in the Annexure.

Institution Ethical Committee

Roles & Responsibilities:

1. The basic responsibility of an IEC is to ensure protection of the dignity, rights, safety and well-being of the research participants.
2. Membership of the IEC is position of responsibility and the members are expected to approach this position with the seriousness and professionalism befitting their role in aiding the advancement of science and protection of research participants.
3. IEC members are expected to show interest and motivation, commitment and availability, experience with or education regarding the science and ethics of research.
4. IEC members should attend a minimum of 70% of the meetings every year and should inform the member secretary at least one week in advance if they are unable to attend an IEC meeting.
5. IEC members should attend the trainings conducted for the members with in IEC.
6. Every new member will get trained on all of the above-mentioned guidelines (Indian GCP, ICMR, and ICH-GCP) and rules at the time of appointment.
7. When a new rule/ guideline/ supervision is happened, all the members would be trained and training record would be maintained for the same.
8. Members should inform the secretary in advance if they anticipate being unavailable for three consecutive meetings.
9. Will review all the research protocols submitted to them with in specified time limits.
10. Are conducted under the supervision of appropriately qualified medical personnel with the required expertise.
11. All members should maintain absolute confidentiality of all discussions during the meeting and sign a confidentiality form and expected to declare competing conflicts of interest with respect to research proposals or Investigators if any.
12. IEC members are requested to sign a confidentially agreement on joining and this will renew with every extension.

Attendance of Governing meeting held on 2nd Jan 2020

S.No	Name	Designation	Role	Signature
1.	Dr. Ch. Bhadra Reddy	Chairman	Management	
2.	Dr. Ch. Preethi Reddy	Director	Management	
3.	Dr. K.N.Sudha Ramana	Dean MRMCW	Coordinator	
4.	Dr.Dileep kumar	Medical superintendent	Member	
5.	Dr. M. Narayana Reddy	Vice Principal	Member	
6.	Dr.K.V.Sathyanarayana murthy	IQAC coordinator	Member	
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Coordinator-BoG

Governing Council


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