

INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING HELD ON 01 OCT 21: MINUTES OF MEETING

1. The IQAC for the third quarter of 2021 was held at Sri Nagesh Auditorium on 01 Oct 21 at 1500 h. The following were present:-

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| (a) | Dr VV Joshi VSM | - | Principal & Commandant | - | Chairman |
| (b) | Dr Rahul Pipraiya | - | Dean & Chief Instructor | | |
| (c) | Dr TD Khaling | - | Training Officer | - | Secretary |
| (d) | Dr Piush Renjhen | - | HoD Space Medicine | | |
| (e) | Dr NK Tripathy | - | CRO | | |
| (f) | Dr PK Sharma | - | President MEC | | |
| (g) | Dr VK Malhotra | - | HoD E & S Physiology | | |
| (h) | Dr R Sarkar | - | HoD HAP & HM | | |
| (j) | Lt Col Binu Shekhar | - | HoD HE | | |
| (k) | Wg Cdr Stuti Mishra | - | OIC Space Medicine | | |
| (l) | Wg Cdr B Bhowmick | - | HoD AP & SO | | |
| (m) | Sqn Ldr Sara Praveen Kumar | - | OIC Biochemistry | | |
| (s) | Sqn Ldr Tanuja M | - | OIC Aviation Pathology | | |
| (t) | Resident officers (Aerosp Med) | - | All residents of 41 st & 42 nd MD in Aerospace Medicine | | |

2. Quarterly IQAC meet commenced with Chairman welcoming the faculty and the residents and asked the Dean & Chief Instructor to commence presentation. In his presentation, Dean & CI enumerated the various academic activities conducted in the qtr ending **30 Sep 21**. He also enumerated the academic activities scheduled for the quarter **Oct - Dec 21**. This was followed by the feedback from the various courses conducted in the quarter & the academic progress of both batches of MD (Aerospace Medicine). Following are the minutes of the Trg Conf:-

ITEMS	ACTION	INFO
<p><u>ITEM NO 1 – 40th MD</u></p> <p>(a) Discussion: The Dean & Chief Instructor informed that the residents of 40th MD/ 56th Advance Course had successfully cleared their University exam, held in Jul – Aug 21 with 100% results. The three civil students were likely to receive their commissioning letter somewhere in 1st / 2nd week of October 21. Most of the serving residents had been posted to field flying bases.</p> <p>Decision: The Commandant appreciated their performance and conveyed his best</p>		

<p>wishes for their future as Aerospace Medicine Specialists. He also directed the faculty to be in communication with the new specialists and advise them on the vagaries of the field practice of Aerospace Medicine, continuing as a Guide, Mentor and as a colleague in the specialty. Continuing communication is a key to advancement and identifying issues in the field of Aerospace Medicine.</p> <p>He also directed the Training Wing to closely monitor and aid in expediting the commissioning of the Civil residents.</p>	Dean & CI	All Faculty
<p>ITEM NO 2 – 41ST MD</p> <p>(a) Discussion: The Dean & CI discussed the academic progress of 41st MD course and informed that the residents had submitted their respective field projects. The HoD HAP & HM and HoD HE suggested that more Aerospace Medicine related topics should be included as field projects or short projects for residents of subsequent batches. The CI also submitted that the need to review the topics of Field Projects is required and instead of more numbers emphasis be given to a few with more relevance & Quality.</p> <p>Decision: The Chairman added that Field Projects are akin to the dissertations on the extant issues in field and hold a paramount importance in making of an Aerospace Medicine Specialist. The Comdt advised all the HsODs to find & enlist Aerosp Med related topics from field with interaction with the Senior Medical Officers and the specialists in Aerospace Medicine posted to operational flying bases, during the next 03 months which could be allotted as field projects/ short projects to the residents. He agreed with the Dean & CI on keeping the number of Field Projects limited, emphasizing in the quality of the conduct & outcome of the research. A list of such topics to be discussed with the higher headquarters at the next opportunity.</p> <p>(b) Discussion: The Dean & Chief Instructor further informed that their Annual exam was held from 12 Jul to 16 Jul 21 (Theory+ Practical+ Grand viva) in which Result was 55.5 %.</p> <p>Decision: The Commandant expressed concern and instructed the residents to improve their performance in subsequent exam and advised the Dean & CI to schedule a re-exam for the 41st MD/ 57th Advance course. He also urged the faculty to be more deliberate in understanding the deficiencies and issues precluding the residents to grasp the subject with ease.</p>	All HoDs	All Faculty

<p>any. This would be helpful in improving their clinical knowledge. HoD HE, HoD AP & SO and OIC HAP brought out that the residents posted in the respective departments are reporting the ECGs.</p> <p>(d) The CI brought out that reporting of ECGs is being done by the residents however, it is apparent some of the residents have inadequate knowledge and hence avoided. A plan for residents of each batch will be prepared for assessment of their ability to read ECG within a month.</p> <p>(e) Discussion: OIC Anthro brought out that the residents are not carrying clinical examination tools such as knee hammer, torch, etc. while clinically examining a case.</p> <p>(f) The CI instructed all the residents to report to Trg Wg with their respective clinical kits on 02 Oct 21 (Saturday).</p>	<p>All MD residents</p> <p>All Residents</p>	
<p><u>ITEM NO 4 – MENTOR MENTEE</u></p> <p>(a) The Dean & CI detailed a mentor for each MD resident of the new batch as a number of the faculty had superannuated / posted-out, and instructed the mentees to meet their respective mentors at a periodicity mutually decided. He also advised the mentors to take ownership of their mentees. The CI informed the forum that the responsibilities, Do's & Don'ts for mentors & Mentees will be re-circulated.</p>	<p>All MD residents</p> <p>All Av Med Faculty</p>	
<p><u>ITEM NO 5 – PAMC</u></p> <p>(a) Discussion: The Dean & CI brought out that the contact phase of 183 PAMC batch - 1 commenced on 20 Sep 21 and concluded on 01 Oct 21. A total of 16 Medical Officers participated in the course and all of them successfully completed it. He further informed that the 2nd batch of 183 PAMC (contact phase) is scheduled from 04 – 14 Oct 21.</p> <p>Decision: The Comdt instructed that the participants should present lectures based on their experience in the unit/ field, rather than an aircrew lecture.</p> <p>(b) Discussion: The Dean & CI brought out that subsequent course of PAMC would be conducted off-line. The Comdt Asked for the authorized strength of PAMC Course. CI brought out that the permitted str of the PAMC as per Air HQ was 25 (incl FFC).</p>	<p>All HoDs</p> <p>CI</p>	<p>CI</p>

<p>Decision: The Commandant instructed CI to ensure with Gp Capt MS (HR) to detail 25 course officers for the upcoming PAMC.</p>		
<p><u>ITEM No. 6 FEEDBACKS</u></p> <p>(a) The Dean & CI presented the feedbacks submitted by the trainees of the various batches in the last quarter.</p> <p>(b) PAMC – The 183 course was to be a hybrid course commenced in Mar earlier this year. However, it was disrupted due to the resurgence of corona cases and was subsequently resumed online. The 2 Week contact phase was highly appreciated by the batch and recommendations for full 10 weeks contact course was submitted unanimously. Inability to attend to online classes during working hrs was a universal submission owing to tasks at hand and attending to emergencies in the SMCs. The Course submitted an appraisal of the extensive learning they obtained during the course.</p> <p>(c) OPTRAM – The feedbacks were generally complimentary and some suggestions included aspects of introducing refresher survival training.</p>		

With no further points, the meeting was concluded at 1730 h.

Date: 13 Oct 21

Sd/-xxxxx
 (Dr Rahul Pipraiya)
 Dean & Chief Instructor