

ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHUBANESWAR



FIRST MEETING OF THE ACADEMIC COMMITTEE

ON 21ST MAR 2014 AT 3.00 P.M.

VENUE

ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHUBANESWAR
ACADEMIC BLOCK, SIJUA, BHUBANESWAR-751019

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**Minutes of the First Meeting of the Academic Committee of the
All India Institute of Medical Sciences Bhubaneswar held on 21st Mar 2014 at 3.00 PM
at AIIMS, Bhubaneswar**

The following were present :

01. Dr. P. Satishchandra, Director, NIMHANS, Bangalore, Karnataka - Chairman
02. Dr. (Prof.) Prasanna Kumar Patasani, Hon'ble Member of Parliament- Member
03. Prof. Madhusudan Chakraborty, Director, IIT Bhubaneswar - Member
(Representative of MHRD)
04. Dr. A.K. Mahapatra, Director, AIIMS Bhubaneswar -Member
Secretary


The following members could not attend the meeting and the leave of absence was granted to them:-


01. Dr. Showkat Ali Zargar, SKIMS, Srinagar, Jammu and Kashmir
02. Dr. K. Srinath Reddy, President, Public Health Foundation of India
03. Prof. Samir Brahmachari, DG, CSIR and Secretary, DSIR, Gol

The following officers of AIIMS, Bhubaneswar were invited to attend the meeting as special invitee:-

01. Dr. Vikas Bhatia, Dean, AIIMS, Bhubaneswar
02. Dr. D.K. Parida, Professor Incharge Research Cell,
03. Dr. P.R. Mishra, Sub Dean
04. Mr. S.S. Sahoo, Administrative Officer

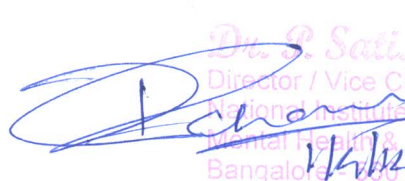
| Agenda Item no. | Agenda points | Decisions Taken |
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| 1. | Welcome by Director, AIIMS Bhubaneswar Dr. A.K. Mahapatra, Director, AIIMS Bhubaneswar welcomed the Chairman and Members of the Academic Committee to its first meeting | Dr A. K. Mahapatra, member Secretary welcomed all the members. All the members were introduced. Dr. A. K. Mahapatra requested the Chairman to start the proceedings. |
| 2. | Address by Chairman, Academic Committee Dr. P. Satishcandra, Chairman of the Academic Committee of AIIMS Bhubaneswar gave his opening remarks | The Chairman expressed pleasure for the first meeting of the Academic Committee. He said that it was an important Committee in an academic institution and it lays the foundation for the future of a good institute. |


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Dr. P. Satish Chandra
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| 3. | <p>Approval of Intramural research grant to faculty members and for creation of a separate account for funds/grants received for extramural research projects.</p> <p>AIIMS Bhubaneswar, currently has 69 faculty members in the preclinical, paraclinical clinical departments and Nursing college who are engaged in teaching and patient care. To foster a culture of research and to motivate the faculty towards the same, approval for annual intramural research grant of Rs. 5 Lacs / investigator, as in AIIMS, New Delhi is sought. A copy of the proposed guidelines prepared by the research cell of AIIMS Bhubaneswar and the relevant circular of AIIMS, New Delhi are enclosed as Annexure A and B.</p> <p>Permission of the Committee was also sought for creating a separate account for funds/grants received from various funding agencies/sponsors for extramural research projects.</p> | <p>The Committee deliberated on the amount and the level at which the intramural funds may be given to AIIMS Bhubaneswar faculty.</p> <p>The Committee decided that Rs.5 lakhs will be given in the first year and Rs.2.5 lakhs in the second year to those faculty members whose projects get approved by the committee created by the competent authority. The funds will be utilized for consumables like chemical, reagents, etc. only and not be used for equipments, manpower or travel. A single faculty/investigator cannot have more than one project in a financial year. One who has received funding in the previous year cannot receive the next fund until he/she has completed the previous project and submitted the report. Senior faculty must try to get extramural funding. Utilization of extramural funds shall be done as per guidelines laid down at AIIMS, New Delhi or any other SOP made by AIIMS Bhubaneswar approved by the competent authority.</p> |
| 4. | <p>Approval of a Token amount for faculty member to organize National or State level conference/ Workshop/Seminar/Symposium/CME within the institute</p> <p>AIIMS Bhubaneswar has 27 departments and many faculty members of these departments have come from various reputed medical institutes. They are expected to contribute and enhance scientific knowledge of their peers in this region by means of organizing National or State level conferences/ Workshops/Seminars/Symposia/CMEs. To</p> | <p>The Committee recommended that a amount Rs.20,000 as seed money can be given.</p> <p>The money can be returned if enough fund has been generated by the conference organizers. All the unspent money will be returned along with a statement of income and expenditure and to make conference corpus fund under the institute.</p> <p>The Committee has recommended of a separate corpus for intra and extramural funds for the purpose of</p> |


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2

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| | <p>promote these activities within AIIMS Bhubaneswar, it was proposed to provide a token amount (with a maximum limit of Rs. 2 Lakhs for each activity as per decision of the competent authority) by creating a corpus of Rs. 30 Lacs / year. The copy of the format for permission to conduct Conference/ Workshop/CME/ Symposium at AIIMS, New Delhi is enclosed as Annexure C.</p> | <p>research and training and organizing workshops, seminars, CME, etc.</p> |
| 5. | <p>Approval of Learning resource allowance as per AIIMS, New Delhi</p> <p>Learning Resource Allowance (LRA) of Rs. 60,000 for faculty members and Rs. 30,000 for Group A Officers in each financial year is provided for obtaining membership in professional societies, subscription of journals and purchase of equipments and materials that enhance learning. The equipments purchased by LRA are also used in intramural research. The LRA has been provided by AIIMS Bhubaneswar for FY 2012-13 (Copy of the memorandum is enclosed as Annexure D). The approval of the academic Committee was sought to continue the same. The copies of the memoranda from AIIMS, New Delhi were enclosed as Annexure E and F.</p> | <p>The Committee has recommended to follow the guidelines as implemented in AIIMS, New Delhi for LRA as proposed. This would be with effect from 2012-2013 onwards. The Chairman also informed that the LRA should include items such as video/camera and should not include registration fees for conferences or workshops. Academic allowance of Rs.10,000/ per month for faculty members has been approved w.e.f. 2012-2013.</p> |
| 6. | <p>Approval of Gold Medal/Prize award to students and faculty members.</p> <p>Various medals and prizes are being awarded to meritorious students in AIIMS New Delhi. In addition, awards of excellence have also been given to the faculty (1st Prize of Rs. 50,000, one each for Basic and Clinical Sciences; 2nd Prize of Rs. 25,000, two each for Basic and Clinical Sciences; 3rd Prize of Rs. 10,000, three each for Basic and Clinical Sciences). Approval of the Committee was</p> | <p>The Committee decided that the institute does not have fund currently for awarding prize awards or medals to students and faculty. Presently, 1.5 lakhs has been donated to AIIMS Bhubaneswar to award gold medals to students in Anatomy, Biochemistry and Microbiology. However, it was unanimously agreed that henceforth a minimum amount of Rs.2.5 lakhs be accepted as donation money.</p> |



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| | <p>sought for similar awards in AIIMS Bhubaneswar also. A copy of a list of the awards in AIIMS, New Delhi was enclosed as Annexure G.</p> | <p>Eighty percent of the interest money will be used for the award and 20% be added to the capital amount to take care of inflation or decrease in interest rate, which fluctuates from time to time.</p> <p>Members also suggested that since the money is from private donation, the account has to be maintained separate as a corpus like the way it is done at AIIMS, New Delhi, NIMHANS and IIT, and should not be clubbed with the institutional fund.</p> |
| 7. | <p>Approval to initiate MD/MS, PhD Programme</p> <p>The pre-clinical departments (Anatomy, Biochemistry, Physiology and Community Medicine) have been functioning since September 2012 and the pre-clinical departments (Microbiology, Pharmacology, Forensic Medicine and Toxicology and Pathology) since September 2013. In view of this, the academic Committee may permit the initiation of MD/MS (1 candidate per semester) and PhD programme in these departments of AIIMS Bhubaneswar. A copy of the letter from Head of Department, Microbiology to start a PhD course was enclosed as Annexure H.</p> | <p>For the starting of postgraduate courses, the Committee decided that the PG can be started in the departments of Anatomy, Biochemistry, Physiology, Microbiology, Pathology, Pharmacology and Forensic Medicine w.e.f. January 2015. The department of Community and Family Medicine and other departments can start PG courses from January 2016. This is keeping in view the need for more specialists in the country. However, guidelines prevailing at AIIMS, New Delhi must be followed strictly.</p> <p>For starting of PhD course, it was decided that guidelines similar to AIIMS, New Delhi be followed and if further improvement is required, it can be discussed at the appropriate Committee. The minimum period for PhD will be 3 years for external candidates and 5 years for in house candidates. A PhD cannot continue beyond 8 years.</p> <p>Two types of PhD should be there; funded and nonfunded. Institute can</p> |


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| | | fund for only four years or according to the rules prevailing at AIIMS, New Delhi. |
| 8. | <p>Approval of grant of permission to faculty to attend National and International Conferences/ Workshop/Seminar/CME outside the institute</p> <p>The faculty of AIIMS is expected to set high standards in teaching, research and patient care. To encourage interaction of scientific knowledge with peers in India and abroad, the faculty is allowed four National conferences every year which is funded by the institute itself. In addition, one international conference (once yearly for Professors and Additional Professors and once every two years for Associate and Assistant Professors) funded by the institute is allowed. The faculty also gets 28 days as Academic leave to participate in such activities. The approval for the same for the faculty of AIIMS Bhubaneswar was sought from the Committee. A copy of the academic leave details is enclosed as Annexure I.</p> | <p>The Committee recommended that faculty members at AIIMS Bhubaneswar should be allowed to participate in the national and international conferences as per AIIMS, New Delhi rule which is 4 national/SAARC level conferences in a financial year for all levels of faculty members. For international conferences; one per year for Professors and Additional Professors and once in two years for Assistant and Associate Professors. Committee members stressed upon the fact that the minimum requirement for international conference is acceptance of a paper.</p> |
| 9. | <p>Approval of token money for research projects conducted by undergraduate students.</p> <p>Currently there are 150 MBBS students and 60 B.Sc Nursing students at AIIMS Bhubaneswar. To inculcate the concept of research in undergraduate students, the Committee was to kindly approve the provision of token money of Rs. 5000 per student for students who are interested in conducting research projects during summer vacation.</p> | <p>The chairman said that this cannot be accepted as per AIIMS rule. All activity for UG and PG will be followed as per AIIMS, New Delhi pattern.</p> |
| 10. | <p>Approval of stipend (Rs. 500/month) for B.Sc Nursing Students.</p> | <p>The academic Committee unanimously accepted the proposal as followed by AIIMS, New Delhi and at some new AIIMS.</p> |

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| | <p>The Committee may kindly approve the provision of awarding Rs. 500/month as stipend to B.Sc Nursing students. The copy of the prospectus of B. Sc Nursing course in AIIMS, New Delhi highlighting the relevant section on stipends was enclosed as Annexure J.</p> | |
| 11. | <p>Approval of Student's fee, Remuneration for Examiners, Invigilators, invited resource persons and for preparation of papers for various examinations as per rules of AIIMS, New Delhi and for utilization of the fees collected for various examinations/written tests.</p> <p>Various Examinations (MBBS Professional examinations, B.Sc Professional examination, Examinations for recruitment of Junior and Senior Residents) are being conducted periodically in AIIMS Bhubaneswar. Approval of the Committee is sought for Student's fee, Remuneration for Examiners, Invigilators invited resource persons and for preparation of papers for various examinations as per rules of AIIMS New Delhi. The copy of the prospectus of MBBS course in AIIMS, New Delhi highlighting the students' fees was enclosed as Annexure K and the examiner's and invigilators' remunerations as in AIIMS, New Delhi as Annexure L.</p> <p>AIIMS Bhubaneswar conducts of various written tests and examination. The Committee may consider allowing the examination section of the institute to utilize the fees collected for these exams for the following purposes:</p> <ol style="list-style-type: none"> Preparation of question paper/question banks Conduct of the exam Remuneration for the Centre supervisor, Invigilators and other support staff | <p>The Committee unanimously accepted all rules as per AIIMS, New Delhi till such instruction of any Committee constituted at the national level by GOI and approved by the MOHFW, Govt. of India.</p> |

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| 13. | <p>Approval of curriculum, syllabus and exam rules as per AIIMS, New Delhi</p> <p>Currently there are 150 MBBS students and 60 B. Sc Nursing students at AIIMS Bhubaneswar who are being taught using the curriculum, syllabus and examination rules followed at AIIMS, New Delhi. The Committee may approve the same practice with provision to modify/amend as per requirement.</p> | <p>The Academic Committee members unanimously accepted that the proposal and syllabus must be accepted as per AIIMS, New Delhi or according to curriculum approved by the MOHFW, Govt. of India.</p> |
| 14. | <p>The faculty members may be permitted to participate on Academic leave/Extraordinary Leave/Study Leave to participate in academic activities such as fellowship, higher studies and training in India & abroad on the guidelines of AIIMS, New Delhi.</p> <p>The Committee may consider permitting faculty members of AIIMS Bhubaneswar to visit/undergo training in other institutes of repute and also allow faculties from other such institutes to visit /undergo training at AIIMS Bhubaneswar under faculty exchange programmes.</p> <p>The Committee may consider the feasibility of registering in PhD by faculty members of the institute who are desiring to pursue the degree.</p> | <p>The Committee members unanimously approved the participation of faculty members for fellowships, scholarships and trainings within and outside the country with financial support from the host organization. The institute will not provide the fund; however, the rules followed at AIIMS, New Delhi be followed.</p> |
| 15. | <p>Permission for allowing observership/short term training at AIIMS Bhubaneswar</p> <p>The Committee may permit AIIMS Bhubaneswar to initiate observership/short term training programmes for students of other medical colleges or other research and educational institutes, on the lines of AIIMS New Delhi.</p> | <p>Short term training should be encouraged for PG, DM and PhD students, but they should be charged a fee for the same. However, the candidates from government organizations will be exempted. This will not be applicable at the undergraduate level.</p> |

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| 16. | Any other item(s) with the permission of the Chairman | <p>The Chairman permitted for the presentations to be made by Departments of Anatomy and Community & Family Medicine to the various facilities and activities.</p> <p>Prof. Vikas Bhatia, HOD presented for the department of Community & Family Medicine and Dr. PR Mishra presented on behalf of the Anatomy Department. The Chairman and the members appreciated the achievements made by the two departments in a very short period of about one year. The Chairman also expressed special appreciation for the body donation programme and workshop conducted by the Department of Anatomy, resulting in the creation of a body donation card and 62 body donations.</p> |
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The meeting ended with thanks to the Chair and members of the Committee.


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