



**IAPSM Governing Council Meeting -Minutes of Meeting**

**Date : 22<sup>nd</sup> April, 2017, Saturday, Time: 9 am onwards**

**Venue : IIPH-G campus, Gandhinagar(Gujarat)**

First Governing Council meeting of IAPSM for the year 2017-18 was held at IIPH-G campus, Gandhinagar under the chairmanship of Dr. Ratan K. Srivastava, President, IAPSM.

Following Governing Council Members were present during this meeting.

<b>Sr No</b>	<b>Name</b>	<b>Designation</b>
1	Dr. Ratan . K. Srivastava	President
2	Dr. Raghunath Mishra	Vice President
3	Dr. A.M. Kadri	Secretary General
4	Dr. Pradeep Kumar	Chief Editor IJCM
5	Dr. Chandresh Pandya	Joint Secretary
6	Dr. Manish Rana	Treasurer
7	Dr. Anmol Gupta	North Zone GC member
8	Dr. SonuGoel	North Zone GC member
9	Dr. BhaveshModi	West Zone GC member
10	Dr. PurushottamGiri	West Zone GC member
11	Dr. ManojBansal	South Central Zone GC member
12	Dr. Arvind Sharma	South Central Zone GC member
13	Dr. KhursheedMuzammil	North CentralZone GC member
14	Dr. RakeshKakkar	North Central Zone GC member
15	Dr.Hemagiri K.	South Zone GC member
16	Dr. Dudala Shankar Reddy	South Zone GC member
17	Dr.NirmalMandal	East Zone GC member
18	Dr. E. VenkatRao	East Zone GC member
	Leave for absence	
20	Dr. Ashok Mishra	Immediate Past President
<b>Invitee</b>		
1	Dr. Rashmi Sharma	Editorial team IJCM
2	Dr. Deepak Saxena	Editorial Team IJCM
3	Dr. Harsh Bakshi	Editorial team IJCM

Dr. Ratan K. Srivastava, President, IAPSM welcomed all the Governing council members and meeting started with his opening remark and prayer of IAPSM as well as IAPSM flag salutation.

All the members present in the meeting introduced themselves; President then requested to Secretary General, Dr.A.M.Kadri to conduct further proceedings of the meeting.

Dr. Ragunath Mishra(Organizing Secretary of 44<sup>th</sup> National Conference & Vice President, IAPSM handed over a cheque of Rs. One lakh to President, Secretary & Treasurer of IAPSM as a Donation on behalf of the Organizing Committee of National IAPSM conference 2017 held at Kolkata. President applauded the gesture and GC acknowledged their noble gesture and put on record the words of appreciations.

#### **Agenda item No. 1 Approval of Minutes of Previous Meeting**

Minutes of last GC meeting which was held during the National Conference at Science City., Kolkata during February,2017. **(Action: Approved by voice vote of members)**

#### **Agenda item No. 2 Bye-laws for state chapter, Office bearers; governing Council, sub chapters etc.**

It was unanimously decided to have bye-laws for state chapters, office bearers, Governing Council and sub chapters. It was also agreed upon that all GC members will have discussion with their respective chapters in this regard and give suggestions to secretary for the same. Draft prepared(of bye-laws)will be circulated to all GC members by email for their views.

It was decided that professional services of Chartered Account will be taken for framing and drafting the byelaws.

#### **Agenda item No. 3Criteria for the selection of the institute for organizing National conference and guidelines for maintaining quality**

All members agreed to develop objective criteria for selection of institutes for National Conference.

It was decided to keep at least the minimum criteria/guiding principles for organizers for registration, catering, transport, technical aspect, certificate, etc with the aim to maintain the quality of annual conference.

It was suggested that post conference feedbacks may be sought within 7-20 days with the aim to improve in future.

Dr. Anmol Gupta was entrusted the responsibility to develop criteria for selection of institute which apply for organization of National Conference within two months, which can be widely circulated through website for feedback.

#### **Agenda item No. 4 Approval for Tamil Nadu state chapter, Health education chapter and Health System management chapter, Formation of PG quiz Committee.**

**Tamil Nadu state chapter** has been given provisional approval. Dr. Purushottam Giri shared the information of willingness of Chhattisgarh state to start their state chapter. It was suggested to the members of Chhattisgarh to apply with all supportive documents with signatures of a minimum of 10% of the total members for the state.

**Health System Management(HSM) chapter:** Dr. Sonu Goel shared his Vision, Objectiveand proposed activities with list of proposed members. He volunteered to take up the responsibility. It was approved by GC. It was suggested that other members may be

selected based on their interest and commitment with wider representation from across the India.

Thereafter, on request of the President, IAPSM few more Working group/Committee of IAPSM on various subtopics were suggested, few are here to mention: (GC members who volunteered to develop following working groups are listed below).

- a. Health system Strengthening- Dr. Sonu Goel
- b. Adolescent Health- Dr. Khursheed Muzammil
- c. Geriatric Health – Dr. Rakesh Kakkar
- d. Health Education- Dr. Manish Singh
- e. Immunization- Dr. E. Venkatarao
- f. RNTCP – Dr Bhavesh Modi
- g. Tobacco – Dr. Bhavesh Modi

President, IAPSM suggested to constitute other committee/group on HIV/AIDS, Non-Communicable diseases, RMNCH+A etc.

For the formation of individual working group, it was decided to have one member secretary, Chairman working Group/Committee, Vice Chairman and a core group of 5 to 6 lead Members. The member secretary will report to IAPSM head office and shall share its progress from time to time with head office. The group will be answerable and accountable to the GC through Secretary General.

It was decided to organize IAPSM PG Quiz every year. Dr. Anmol Gupta volunteered to take up the responsibility to develop the guidelines, design the quiz and manage it. Final IAPSM PG quiz can be organized during the National Conference. It was suggested by some GC members that winners from region can be given some incentives (registration waiver &/or travel support), enabling them to participate in the national level Quiz.

#### **Agenda item No. 5 MoU with various organization (Alive & Thrive, WNCDFederation, GHSA/INDUSEM, and taking up the various projects**

Secretary General informed about Letter of Collaboration with Alive & Thrive for research, capacity building, technical support etc. with larger role in UP and Bihar state, Secretary General also informed about the signing of the MoU with WNCDF as a part of compliance to the decision taken during GBM at Lucknow in 2015. All LoC/MoU ratified/approved. It was decided that state chapters may be assigned the responsibility for implementation of the projects in respective states. IAPSM is also in receipt of a proposal for partnership with Academic College of Emergency Experts (ACEE) in India for the project Sustaining Acute Community Sciences in Health & Medicine to create a SAKSHAM BHARAT. Dr. Sunil Raina, Associate Professor, Tanda, was authorized to sign the MoU with ACEE on the behalf of IAPSM.

To increase the reach and strength of IAPSM, MoU/Collaboration/Partnerships with the other organization can be made and also projects can be taken up. Also GC can delegate the authority to its member to execute/coordinate on the behalf of the National IAPSM with fixing accountabilities. Person concerned has to act within broad framework of constitution

and objectives of IAPSM and must ensure that it should not harm reputation & interests of the organization. The signatory has to follow the financial rules and norms and all the financial liabilities generated shall be of his/hers or group of the people involved.

It was suggested by the President that state chapters of UP and Bihar and their office bearers, shall be involved in activities to be done under LoC with Alive and Thrive. It was suggested that all clauses related to MoU need to be assessed carefully before signing. Minimum yearly reporting to the HQ should be sought about the activities done under MoU. It was suggested that the draft of the MoU, must be circulated to GC members in advance for their suggestions. Also, if needed professional services of CA or legal advisers could be sought.

#### **Agenda item No. 6 Criteria for awards and orations.**

All GC members were requested to go through the criteria for awards and orations which were circulated to them on email for their suggestions and feedback. (Time bound action)

It was decided to receive application for Presidential Appreciation Award only through IAPSM Statechapter after proper scrutiny at their end. Application shall have one page statement with thorough scrutiny at their end. In case of non-availability of state chapter, application can be forwarded through anyone EC member of zone. Final decision will be taken by President IAPSM along with the GC.

Dr. Khursheed was assigned task of preparing criteria for the awards.

Some ambiguity was there in the scoring system for FIAPSM and Oration. Revised scoring system for the Fellowship and Orations was to be shared and approved by members of GC.

It was also decided that for various award from National IAPSM for oral presentations during the national conference, a minimum score of 60 % is must for the eligibility.

#### **Agenda item No.7 Improving UG & PG studies**

As per the decision taken in the first GC meeting of 2016, a core group has been formed under Secretary General which is working for UG/PG curriculum reforms and would soon share the revised UG syllabus for wider suggestions. He also informed that he is working to develop operational guideline for RHTC/UHTC as per the recommendations from the National Consultation organized by Dr. V. K. Srivastava at Lucknow in 2016 and will share within two months.

It was resolved that recommendations/guidelines/documents on UG/PG and RHTC/UHTC prepared by IAPSM must be shared with MCI/Ministry for implementation into policy of UG teaching. It was decided that President and Secretary General may be granted travel and incidental expenditure support for representation/ advocacy of such vital and very essential matters with Ministry & MCI at New Delhi. All the GC members agreed for approval of such expenditures.

President volunteered to get details of discussion held by all HODs of Community Medicine of all AIIMS for representation to GOI.

PG Studies: President suggested to conduct online PG survey for their expectations, roles, discussions. Various models WARDHA, AIIMS, CMC and other models for PG studies can be explored/studied. President suggested for conduction of a workshop for a group of around 40 members (10 PGs, 10-15 senior & 10-15 middle level faculties)to discuss on the Curriculum, syllabus; discussions and deliberations of the workshop can be shared with MCI.Dr. BhaveshModi was assigned to work out the modalities to conduct this workshop.

### **Agenda item No. 8 Selection of Election Panel**

In view of first ever successful conduction of online elections, it was decided to continue with Dr. P.B.Verma as chairperson of the election panel. Dr. Ragnath Mishra (West Bengal) and Dr.T.S.R.Sai (Tirupati) agreed to join as other members of the panel. These members can take help of few more members of their confidence.

### **Agenda item No. 9 Presentation of report of IJCM. IJCM-Revision of Terms and condition with Wolters Kluwer and renewal of contract.**

Chief Editor, IJCM presented the report of IJCM. He highlighted main 3 issues:

1.**Financial liabilities** and his efforts to offset them by revenue generation (increase in Institutional subscription, advertisement rates, increase in APC, increase in royalty from Wolters Kluwer, publishing thematic supplement/ e issue with support from reputed national/ international organizations)and cost cutting measures (restricting the number of pages as per original MoU, colored pages, complimentary copies to all authors etc.)

2. **Non-receipt of Journal** by the members - members should respond about non-receipt of Journal and also should register online.

3. **New MoU**Wolters Kluwer existing contract(MOU) is valid till December,2017. The contract will be renewed thereafter with revised terms and condition in consultation with head office and GC members.

As per the authority granted to him in the previous GC meeting at Ahmedabad 2016 to increase the revenue to meet the annual deficit, he proposed for publishing supplementary and e issues of IJCM. These issues would be in addition to the regular quarterly issues and would be subjected to the same review process. Accordingly, supplementary e-issue on Adolescent health, with the help of PHFI, has been finalized. Articles will be invited for the same and those authors who have submitted article to IJCM on Adolescent canal so send request to consider their article in e-issue. He also informed that a process is on for supplementary issue with support of NHSRC, GoI. The recommendations by Chief Editor were unanimously approved.

It was also suggested about those Members who want journal by registered post to give extra amount for the same. Chief Editor was authorized to decide reasonable amount and modalities. Some of the GC members suggested to increase the submission fee from current of Rs 500 to Rs. 1000. Suggestions and feedback are invited from members for MOU with Wolters Kluwer at the email of Chief Editor.

### **Agenda item No. 10 Criteria and terms and condition for selection/initiation of other journals.**

In pursuance of the resolution passed in the GBM meeting held at Kolkatta, it was decided that Journals published by State / Zonal chapters can apply for affiliation with IAPSM. Chief editor of IJCM in consultation with President, Secretary General will scrutinize and approve such proposals. It was suggested to charge a royalty (between Rs. 10000 - 25,000 per issue to be paid in advance) as mutually agreed between HQ IAPSM and interested state chapter. Affiliation will be granted for a time period of 3 years and terms and conditions of quality checklist and indexing and also demonstrate visibility of the journal. During the first year, criteria for the rate of acceptance 75% on time line basis. They must also share list of members of editorial board (minimum 60% of members should be from other states). The conditions will remain same for even new journals. Dr. Khursheed suggested providing link of the journal on IAPSM website. A journal corner can be provided which will have link of all journals having collaboration with IJCM. Chief Editor & his team to finalize the draft MoU in this regards.

### **Constitutional amendment:**

In pursuance of the decision taken during GBM at Kolkatta, and as nominated by previous GC in its first meeting, Chief Editor has requested all the members to send email to chief editor, IJCM with subject line - IAPSM constitution. Members are requested to see constitution on IAPSM website and suggest modifications for the same. Chief Editor promised to give wide publicity to this in Journal as well.

### **Agenda item No. 11 Development of online portal for life membership of IAPSM – Registration and payment will be made online and a printout of same can be kept for official records during FY 17-18. There will be issuance of e-receipt and e-certificate for IAPSM life membership.**

Online portal was approved by GC members. E-receipt and e- certificate for IAPSM life members will be given. To add online features for online election /member login and online payment – additional expenditure to be sanctioned / recurring cost for NEFT was also approved.

### **Agenda item No. 12 Applying for Form 12A and identifying the CA for audit.**

Secretary General briefed that since last three years IT returns were not filed and accounts of IJCM were also not included in the auditing. This has resulted in to non-refunding of the TDS. It was approved and authorized by the GC members to hire the services of professional Chartered Accountant for accounting, auditing and income tax return purposes as well as applying for the Form 12A.

### **Agenda item No. 13 Upgrading Website**

Newer pages with addition and expenditure for the up gradation of website was approved.

## **Agenda item No: 14 Any agenda with permission of chair**

Following points were discussed with the permission of chair:

SG informed regarding partnering with CARE, India for one year fellowship in Maternal and child Health. Care, India will pay Rs. 75,000/- stipend to the fellow and IAPSM will be offering the Fellowship certificate after assessment. It was ratified. It was also suggested that IAPSM can have more fellowship in various sub-specialty

Dr. Arvind Sharma suggested for the need of installation ceremony of new IAPSM body. It was agreed by all and decided that at the time of valedictory of a National Conference of IAPSM, it can be carried out. Dr. Arvind Sharma was entrusted responsibility to frame SOP for the same.

President suggested that various committees/groups at national level involving members from different parts of the country can be given the responsibility to scrutinize the research papers received for National Conference. This year the Organizing secretary can be contacted for further modalities.

It was suggested that an advocacy brief, based on the scientific papers, discussion and deliberation during the conference, should be submitted by the organizing secretary within a month time period to the SG.

Some members suggested that there should be a larger share for the state chapter like one time 20 to 30% of membership fees instead of the current practice of sharing of the bank interest. It was decided that same can be taken up with Constitutional amendment.

President also suggested to write a letter to MOHFW, GOI, New Delhi with a copy to state health secretaries and state chapters, so as to invite faculties of Community Medicine in Health planning activities of State and district. He also requested the members to apply for World Guinness book record /Limca Book for world AIDS Day and World Health Day nationwide celebration. This may bring IAPSM to the light of recognition.

President suggested to work on Rabies elimination as GOI targets to eliminate Rabies virus by 2020. The Community Medicine department can act as catalyst throughout country and can take leadership in the initiation of rabies elimination program in collaboration with CAR and Animal Husbandry department. Guidelines for Community Medicine department are to be prepared with the help of a Working Group formation on this issue. Dr. Ratan K. Srivastava, President took this responsibility to form a committee to look into the matter. Dr. Pradeep Kumar endorsed the idea and suggested at least to begin with to start ARV clinics at hospitals by CM depts. throughout India. It was also suggested to have workshops on Rabies and ARV to frame plan for the country.

Meeting ended with the vote of thanks by Dr. Ratan K. Srivastava, President IAPSM. He specifically thanked Director IIPH- G and his entire team for providing venue and hospitality for this meeting.



Dr. Ratan Srivastava  
President , IAPSM



Dr. A.M. Kadri  
Secretary General, IAPSM