

**MINUTES OF CURRICULUM COMMITTEE HELD ON 23/7/2021 IN ACADEMIC HALL  
OF BIOCHEMISTRY DEPT AT 3.30 PM**

**Agenda**

1. To discuss with the 4 heads of Anatomy, Physiology , Biochemistry and Community medicine departments in details about the institutional schedule development based on the new approved curriculum sent by MUHS based on CBME
2. To ensure that all the changes made as per NMC in curriculum are followed

**Faculty present**

1. Dr Poonam Varma Shivkumar – Co-Ordinator, CC, MGIMS, SEVAGRAM
2. Dr Satish Kumar - – Prof and Head , Biochem

Incharge first year curriculum schedule development

3. Dr M R Shende – Prof and Head , Anatomy
4. Dr A R Chaudhary – Prof and Head, Physiology
5. Dr Subodh Gupta – Prof and Head , Community Medicine

**Minutes of the meeting**

1. Dr Poonam welcomed the committee members
2. The first point of agenda was discussed in details and Dr Satish informed that they have already developed the schedule of foundation course and other 13 months
3. All were of opinion that the schedule has been based on the NMC guidelines , the gazette of India and as per the approved CBME Curriculum guidelines sent by MUHS.

4. The schedule has followed exactly the pattern mentioned for first professional where lectures , small group teaching, tutorials, integrated teaching and self directed learning have been included . Practicals have also been included as per the numbers mentioned
5. Early clinical exposure and AETCOM have been divided between all the departments and time slot has been given in the comprehensive schedule
6. Dr Shende did mention that due to COVID 19, there were some issues in implementing the syllabus online but they could manage it . they developed on line system to show and do practicals too.
7. All of them gave there well prepared and approved schedule by the Dean ,MGIMS which is attached
8. 8. Meeting ended with thanks note

**DEPARTMENT OF PHYSIOLOGY**  
**MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES, SEWAGRAM**  
**TIME TABLE FOR I MBBS / B.Sc. NURSING STUDENTS 2020 BATCH FOR THE MONTH AUGUST 2021**

DAYS	DATE	TIME	ACTIVITY	TEACHER	
MON D A Y	2/08/21	12.00 -1.00PM	B. Sc. Nursing	Dr. V Shende	
		2.00 – 3.00 pm	ABMS Seminar		
		3.00 – 4.00pm	ECE ( Nervous system disorders)	Dr. S. Pawar	
		4.00 – 5.00pm	SDL	Dr. A. R. Chaudhari	
	9/08/21	12.00 -1.00PM	B. Sc. Nursing	Dr. V Shende	
		2.00 – 3.00 pm	ABMS Seminar		
		3.00 – 4.00pm	ECE ( Endocrine disorders )	Dr. N. Bansod	
		4.00 – 5.00pm	SDL	Dr. S. Pawar	
	16/08/21	12.00 -1.00PM	B. Sc. Nursing	Dr. V Shende	
		2.00 – 3.00 pm	ABMS Seminar		
		3.00 – 4.00pm	ECE (Myopathies)	Dr. V Shende	
		4.00 – 5.00pm	SDL	Dr. N. Bansod	
23/08/21	12.00 -1.00PM	B. Sc. Nursing	Dr. V Shende		
	2.00 – 3.00 pm	ABMS Seminar			
	3.00 – 4.00pm	ECE Infertility & its management	Dr. A. R. Chaudhari		
	4.00 – 5.00pm	SDL	Dr. S Pajai		
30/08/21	2.00 – 3.00 pm	ABMS Seminar			
	3.00 – 4.00pm	Tutorial	All Faculty		
TUES D A Y	03/08/21	12.00 -1.00PM	B. Sc. Nursing	Dr. V Shende	
		2.00 pm – 3.00 pm	UG Lecture (Endo)	Dr. N. Bansod	
		3.00 pm – 5.00 pm	Rev. Practical DLC (B)	Dr. A.R.Chaudhari/ All Faculty	
	10/08/21	12.00 -1.00PM	B. Sc. Nursing	Dr. V Shende	
		2.00 pm – 3.00 pm	UG Lecture (Endo)	Dr. N. Bansod	
		3.00 pm – 5.00 pm	Rev. Practical Hb Estimation (B)	Dr. N. Bansod / All Faculty	
	17/08/21	12.00 -1.00PM	B. Sc. Nursing	Dr. V Shende	
		2.00 pm – 3.00 pm	UG Lecture (Endo)	Dr. N. Bansod	
		3.00 pm – 5.00 pm	Rev. Practical Blood Groups (B)	Dr. S. Pawar / All Faculty	
	24/08/21	2.00 – 3.00 pm	AETCOM What does it means to be a pt exploratory session	Dr. R Kothari	
		3.00 pm – 5.00 pm	Rev. Practical RBC count (B)	All Faculty	
		2.00 – 3.00 pm	AETCOM SDL		
	31/08/21	3.00 pm – 5.00 pm	Rev. Practical (B)	All Faculty	
		2.00pm – 3.00 pm	Tutorial	All Faculty	
	WED D A Y	04/08/21	3.00 pm – 5.00 pm	Rev. Practical DLC (A)	Dr. A.R.Chaudhari/ All Faculty
			2.00pm – 3.00 pm	Tutorial	All Faculty
		11/08/21	3.00 pm – 5.00 pm	Rev. Practical Hb Estimation (A)	Dr. N. Bansod / All Faculty
			2.00pm – 3.00 pm	Tutorial	All Faculty
18/08/21		3.00 pm – 5.00 pm	Rev. Practical Blood Groups (A)	Dr. S. Pawar / All Faculty	
		2.00pm – 3.00 pm	Tutorial	All Faculty	
THURS D A Y	5/08/21	10.00am–11.00 am	UG Lecture (Endo)	Dr. N. Bansod	
		3.00 pm – 5.00 pm	Rev. Practical WBC count (A)	Dr. V Shende / All Faculty	
	12/08/21	10.00am–11.00 am	UG Lecture (Endo)	Dr. N. Bansod	
		3.00 pm – 5.00 pm	Rev. Practical BT/CT (A)	Dr. R Kothari / All Faculty	
	19/08/21	10.00am–11.00 am	UG Lecture (Endo)	Dr. N. Bansod	
		3.00 pm – 5.00 pm	Rev. Practical ESR & det of PCV (A)	Dr. R Kothari / All Faculty	
	26/08/21	10.00am–11.00 am	AETCOM What does it means to be a pt exploratory session	Dr. N. Bansod	
		3.00 pm – 5.00 pm	Rev. Practical Blood Indices (A)	All Faculty	
FRI D A Y	06/08/21	11.00 – 1.00 pm	Rev. Practical WBC count (B)	Dr. V Shende / All Faculty	
		2.00 pm – 3.00 pm	UG Lecture (CNS)	Dr. S. Pawar	
	13/08/21	11.00 – 1.00 pm	Rev. Practical BT/CT (B)	Dr. R Kothari / All Faculty	
		2.00 pm – 3.00 pm	UG Lecture (CNS)	Dr. S. Pawar	
	20/08/21	11.00 – 1.00 pm	Rev. Practical ESR & det of PCV (B)	Dr. R Kothari / All Faculty	
		2.00 pm – 3.00 pm	UG Lecture (CNS)	Dr. S. Pawar	
27/08/21	11.00 – 1.00 pm	Rev. Practical Blood Indices (B)	All Faculty		
	2.00 pm – 3.00 pm	AETCOM Hospital Visit	All Faculty		
SAT D A Y	07/08/21	11.00am –12.00am	UG Lecture (CNS)	Dr. S. Pawar	
		12.00 -1.00PM	B. Sc. Nursing	Dr. V Shende	
	14/08/21	10.00 – 11.00 am	ABMS Seminar		
		11.00am –12.00am	UG Lecture (CNS)	Dr. S. Pawar	
		12.00 -1.00PM	B. Sc. Nursing	Dr. V Shende	
	21/08/21	10.00 – 11.00 am	ABMS Seminar		
		11.00am –12.00am	UG Lecture (CNS)	Dr. S. Pawar	
	28/08/21	12.00 -1.00PM	B. Sc. Nursing	Dr. V Shende	
		10.00am –11.00am	ABMS Seminar		
		11.00am –12.00am	AETCOM SDL		

CC to

The Dean  
 Chairperson, Curriculum committee  
 HODs Anatomy, Biochemistry, Community Medicine

Dr A R Chaudhari  
 Director Professor & Head  
 Dept. of Physiology

**DEPARTMENT OF ANATOMY, MGIMS, SEVAGRAM**  
**1<sup>ST</sup> MBBS 2020 BATCH TEACHING SCHEDULE FOR THE MONTH OF AUGUST 2021**

DAY	DATE	TIME	TOPIC	FACULTY
Monday	02/08/21	11-12pm	AN 50.3, 53.4 SGT – Lumbar vertebrae	Dr.Gujar/Dr. Talhar
		12-01pm	Dissection	All faculty
Tuesday	03/08/21	10-01pm	<b>PCT Theory on HNF &amp; Brain &amp; Thorax</b>	All faculty
Wednesday	04/08/21	10-11am	AN 52.1 Lecture Histology – Appendix & Pancreas	Dr. Shende
		12-1pm	AN47.8 Lecture Embryo – Hepatic-cardiac channels, Portal vein, Coronary sinus	Dr. Wankhede
		3-5 pm	Histology Practical B batch	All faculty
Thursday	05/08/21	11-1pm	Dissection	All faculty
		2-3pm	AN 47.5 Lecture – Duodenum	Dr. Waghmare
Friday	06/08/21	10-11am	AN 47.5 SGT – Spleen	Dr. Bokariya/Dr. Talhar
		11-1pm	Histology Practical A batch	All faculty
Saturday	07/08/21	12-01pm	AN 25.3 Lecture Embryo – Veins of abdomen, fetal circulation	Dr. Wankhede
Monday	9/08/21	11-12pm	AN 47.5 Lecture- pancreas	Dr. Waghmare
		12-1pm	AN 53.4 SGT Sacrum & Coccyx	Dr.Gujar/Dr. Talhar
Tuesday	10/08/21	10 –11 am	AN 47.5, 47.9 Lecture– small & large intestine	Dr. Bokariya
		11-1pm	Dissection	All faculty
Wednesday	11/08/21	10-11am	AN 52.1 Lecture Histology – Liver & Gall bladder	Dr. Shende
		12-1pm	AN 52.7 Lecture Embryo – Dev. Of Kidney	Dr. Wankhede
		3-5 pm	Histology Practical B batch	All faculty
Thursday	12/08/21	11-12pm	AN 50.2, 53.1,53.2,53.3,53.4 SGT – Bony Pelvis	Dr.Gujar/Dr. Talhar
		12-01 pm	Dissection	All faculty

		2-3pm	AN 48.2, 48.5 Lecture – Rectum & anal canal	Dr. Waghmare
Friday	27/08/21	10-11am	AN 52.8 Lecture Embryo – Fate of mesonephric & paramesonephric ducts	Dr. Wankhede
		11-1pm	Histology Practical A batch	All faculty
Saturday	28/08/21	12-01pm	AN 47.12.45.1,45.2,45.3, 48.4 SGT – Post. Abdomen wall	Dr. Gujar
Monday	30/08/21	11-12 pm	AN 47.13, 47.14, 52.5 Lecture – The Diaphragm	Dr. Wankhede
		12 -1pm	AN SGT – Surface Marking	Dr. Bokariya/Dr. Talhar
Tuesday	31/08/21	10-11am	AN SGT - Radiology	Dr. Bokariya/Dr. Gujar
		11-12pm	AN Lecture – Introduction to Inferior Extremity	Dr. Waghmare
		12-01pm	Dissection	All faculty

Professor & Head

Department of Anatomy

Copy:- The Dean

- Curriculum committee
- Dept. of Physiology
- Dept. of Biochemistry
- Boys hostel
- Girls hostel
- Community Medicine

# Mahatma Gandhi Institute of Medical Sciences, Sevagram

## First Internal Assessment Examination of First MBBS 2020 Batch

### Examination Timings:

Theory Examination - Time - 10.00 AM to 1.00 PM

Practical Examination - Time - 10.00 AM onwards

### Mode of Examination:

The examination may be conducted either **ONLINE** or **OFFLINE** depending upon the COVID-19 pandemic situation. Accordingly, the students shall be intimated well in time on reviewing the situation and receiving the instructions from the authority

### Examination Schedule:

ONLINE / OFFLINE Theory Examination	
Date	Subject
May 24, 2021	Anatomy
May 25, 2021	Physiology
May 26, 2021	Biochemistry

ONLINE Practical Examination	
Date	Subject
May 27, 2021	Anatomy
May 28, 2021	Physiology
May 29, 2021	Biochemistry

OFFLINE Practical Examination			
Date	Anatomy	Physiology	Biochemistry
May 27, 2021	Batch - A	Batch - B	Batch - C
May 28, 2021	Batch - B	Batch - C	Batch - A
May 29, 2021	Batch - C	Batch - A	Batch - B

### Distribution of Roll Numbers for OFFLINE Practical Examination only:

Batch - A : Roll Nos 1 - 33 | Batch - B : Roll Nos 34 - 66 | Batch - C : Roll Nos 67 - 100

### Note:

- Instructions should be read carefully before writing the theory and practical examination
- Institute answer sheets shall be provided for **OFFLINE** theory and practical examinations
- In case of **ONLINE** examination, students shall use their own A4 size sheets for theory and practical examinations both
- As mentioned below, the roll numbers shall be distributed in three batches A, B & C to appear for **OFFLINE** Practical examination only on the respective days for different subjects
- In case of **ONLINE** examination, 30 minutes extra time will be given for scanning & uploading of answer sheets on the respective email IDs <anatoffice@mgims.ac.in> <physio@mgims.ac.in> <biochem@mgims.ac.in> only
- 30 minutes time is for MCQ (Section - A) and 2 ½ hours for Theory (Section B & C)
- Question papers shall be sent by the respective departments on <ug2020@mgims.ac.in> email only, hence ensure that your email ID is active and in use
- In case of **ONLINE** examination, the students on reaching the campus, shall submit original hard copies of the answer books (which they had scanned and uploaded earlier) for record
- All the departments may give special instructions relevant to their subjects

HOD, Anatomy

HOD, Physiology

HOD, Biochemistry

### Copy for information:

Dean, MGIMS  
Coordinator, Curriculum Committee  
Coordinator, Preclinical Curriculum Committee  
HODs, Anatomy, Physiology & Biochemistry  
JNBH & JNGH Hostels  
UG 2020 Batch Students

**Teaching Schedule for First MBBS Students 2020 Batch I Mahatma Gandhi Institute of Medical Sciences, Sevagram**

**Foundation Course**

As per MUHS Letter No. MUHS/UG/E-1/203/2021 dated 18.1.2021 there would not be a separate dedicated month for the Foundation Course. However, all the elements of Foundation Course would be carried out by the College locally either by allotting additional hour each day or using the Saturdays and be completed during the first 4-5 months\* of First MBBS course. Rest of the curriculum including Early Clinical Exposure would remain same and be readjusted.

**First MBBS Teaching Components**

Teaching in Anatomy, Physiology & Biochemistry, Introduction to Community Medicine, Humanities, AETCOM, Sports & Extracurricular, Formative Assessment & Term Examinations, Early Clinical Exposure in Class Room, Hospital and Community Settings (Training in Basic Clinical Skills, Demonstration of Clinical Problems, Hospital Visits, Primary Care Exposure and Community Visits)

**Time Table**

Time	10 AM - 11 AM	11 AM - 12 PM	12 PM - 1 PM	1 PM - 2 PM	2 PM - 3 PM	3 PM - 4 PM	4 PM - 5 PM
<b>Class 1</b>	Biochemistry	Physiology	Anatomy		Physiology	Physiology	Foundation Course* Integrated Teaching/SDL
<b>Monday</b>							
<b>Tuesday</b>	Anatomy	Anatomy Dissection			Physiology	Practicals : Physiology (B)/Biochemistry (A)	
<b>Wednesday</b>	Anatomy	Biochemistry	Anatomy Dissection	Lunch Break	Physiology	Practical : Physiology (A)/Histology (B)	
<b>Thursday</b>	Physiology	Anatomy Dissection			Anatomy	Practical : Physiology (A)/Biochemistry (B)	
<b>Friday</b>	Anatomy	Practical : Histology (A)/Physiology (B)			Physiology	Community Medicine	Shramdan followed by Community Prayer
<b>Saturday</b>	Biochemistry	Physiology	Anatomy				Sports & Extra Curricular Activities

Alignment 80% within the phases and integration not more than 20% within & across the phases shall be conducted during this period  
Self Directed Learning shall be monitoring through Periodical Formative Assessment



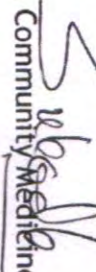
Department of Community Medicine shall take students for Field Visits on First Saturday of every month

\*Foundation Course Topics to be covered:

Gandhian Thoughts Lectures, Skills & Professional development Workshop, Field Visit to Community Health Centre & adopted village, Bioethics

Workshop, Enhancement of language especially Marathi, Hindi & English, Computer Skills Training

Formative and Summative Examinations for First MBBS Students shall be conducted as per schedule of Maharashtra University of Health Sciences, Nashik

<p align="center"><b>Professor &amp; Head</b> D.H.D. <del>Anatomy</del> M.G.I.M.S. Sevagram</p>	<p align="center"><b>HOD, Physiology</b> </p>	<p align="center"><b>Professor &amp; Head</b> Department of Physiology M.G.I.M.S. Sevagram-Wardha</p>	<p align="center"><b>HOD, Biochemistry</b> </p>	<p align="center"><b>Professor &amp; Head</b> Department of Community Sciences Mahatma Gandhi Institute of Medical Sciences Sevagram (Wardha) - 442 102, Maharashtra India</p>	<p align="center"><b>HOD, Community Medicine</b> </p>
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Copy to: Dean, MGIMS Sevagram  
Coordinator, Curriculum Committee  
Coordinator, Pre-clinical Curriculum Committee  
HODs of Anatomy, Physiology, Biochemistry, Community Medicine & Pathology  
Notice Board, JNBH, JNGH and Central Library

Note: All Theory Classes shall be conducted in the Pathology Lecture Hall with effect from July 12, 2021 till the completion of renovation of Anatomy Lecture Hall

**MINUTES OF CURRICULUM COMMITTEE HELD ON 1 /8 /2021 IN ACADEMIC HALL  
OF DEPT OF OBGY AT 3.30 PM**

**Agenda**

1. To discuss with the 8 heads of Pathology, Microbiology , Pharmacology, Forensic Medicine, Medicine, Surgery, OBGY, Community Medicine departments in details about the institutional schedule development based on the new approved curriculum sent by MUHS based on CBME for 2<sup>nd</sup> professional
2. To ensure that all the changes made as per NMC in curriculum are followed

**Faculty present**

1. Dr Poonam Varma Shivkumar – Co-Ordinator, CC, MGIMS, Sevagram, HOD OBGY
2. Dr Anupama Gupta – Prof and Head , Pathology
3. Dr Vijayshree Deotale - Prof and Head, Microbiology  
Incharge ~~first~~<sup>second</sup> year curriculum schedule development
4. Dr I Khandekar - Assos Prof, Forensic Dept
5. Dr Sushil Kumar– Prof and Head, Pharmacology
6. Dr Subodh Gupta – Prof and Head , Community Medicine
7. Dr Dilip Gupta – Prof and Head, HOD Surgery
8. Dr Jyoti Jain – Prof and Head , HOD, Medicine

**Minutes of the meeting –**

1. Dr Poonam welcomed the faculty and explained the reason for the meeting of subcurricular committee
2. The first point of agenda was discussed in details and the number of lectures of each subject and the hours of small group teaching.



3. All were of opinion that the schedule has been based on the NMC guidelines , the gazette of India and as per the approved CBME Curriculum guidelines sent by MUHS.
4. The schedule has followed exactly the pattern mentioned for first professional where lectures, small group teaching, tutorials, integrated teaching and self directed learning have been included .
5. As the number of departments are many so it was decided that the lectures will be clubbed in such a way that between 9 to 10 am few departments either take lecture alternate or one department takes after the other department once they finish.
6. Due to COVID 19, there were some issues in implementing the syllabus for 2019 batch but it is expected that with 2020 batch things will work better as per schedule.
7. There was lot of discussion as to how the batch should be divided to fit in all small group teachings and also how to vertical and horizontal integration.
8. All of them prepared the schedule there and then schedule was forwarded to the Dean MGIMS for his suggestions and approval.
9. Meeting ended with thanks note

MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES SEVAGRAM WARDHA MS

TIME TABLE THIRD MBBS PART II 7<sup>TH</sup> AND 8<sup>TH</sup> SEMESTER WITH EFFECT FROM .....

Total Duration 12 months (52 weeks)+ 1 month university examination  
Schedule prepared for 44 weeks (excluding 4 weeks of assessment and 4 weeks of student vacation)

Day	9 – 10 AM	10AM-12 PM & 5-6 PM (Evening Clinics)	12-1 PM Lunch Break	1 – 2 PM								2 -3 PM				3-4 PM				4-5 PM	
				Seminar, Integrated Teaching , Tutorials, Self Directed Learning																	
	Lectures	Clinical Posting Schedule Attached		Med	Surg	OBGY	Paeds / Ortho	Med	Surg	OBGY	Paeds / Ortho	Med	Surg	OBGY	Paeds / Ortho						
Monday	Surgery (45)	Clinics		A	B	C	D	B	C	D	A	C	D	D	A						
Tuesday	Medicine (45)	Clinics		D	A	B	C	C	B	A	D	C	A	A	D						
Wednesday	OBGY (45)	Clinics		C	D	A	B	D	A	B	D	C	A	B	C						
Thursday	Pediatrics (20)/ Medicine (25)	Clinics		B	C	D	A	A	D	D	A	A	D	C	B						
Friday	Orthopaedics (20)/ Surgery (25)	Clinics		Electives																	
Saturday	OBGY (25)	Clinics	AETCOM (28+16)	Shramdan																	

\* For Clinical (Final Year Part II Subjects) Small group teaching, the batch will divide into 4 groups of 25 students each

➤ Vacation as per the University and Institution decision to be adjusted

\$. First Internal assessment will be of 5<sup>th</sup> month – for 2 weeks, Prelims exam will be in 11<sup>th</sup> month for 2 weeks.

MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES SEVAGRAM WARDHA MS

TIME TABLE SECOND MBBS 3<sup>rd</sup> AND 4<sup>th</sup> SEMESTER 2020 BATCH WITH EFFECT FROM -----

Total Duration 11 months (47-48 weeks)+ 1 month university examination  
 Schedule prepared for 40 weeks (excluding 4 weeks of assessment and 4 weeks of student vacation)

Day	9-10 am	10-11 am	11-12 am	5-6 pm (Evening Clinic)	12-1 pm  <b>Lunch Break</b>	1-2 pm	2-3 pm	3-4 pm	4-5 pm
	Lecture	Clinics				Small Group Learning, Tutorial & Seminar			Small Group Learning, Tutorial & Seminar
Monday	Pharmacology	Clinical Posting schedule enclosed				Small Group Learning, Tutorial & Seminar Pathology Pract.(Batch A) Microbiology Pract.(Batch B)		Small Group Learning, Tutorial & Seminar Pathology Pract.(Batch B) Microbiology Pract.(Batch A)	
Tuesday	Pathology					Pathology Pract.(Batch A) Pharmacology Pract.(Batch B)		Pathology Pract.(Batch B) Pharmacology Pract.(Batch A)	
Wednesday	Pathology					Pathology (Lect)	Microbiology (Lect)(30)	Pathology (Lect)	
Thursday	Microbiology					Pharmacology Pract.(Batch A) Microbiology Pract.(Batch B)		Pharmacology Pract.(Batch B) Microbiology Pract.(Batch A)	
Friday	Forensic Med./Comm. Medicine(Alternate week)					*Forensic (Lect)/Comm. Medicine (Alternate week)	*Pharmacology (Lect)	*Microbiology (Lect)	Shramdan
Saturday	Pharmacology	Forensic /Comm. Med. Pract.			**AETCOM				

- \* There will be 2 batches (A & B) who will rotate twice in a week for Pathology, Microbiology, Pharmacology
- \* On Saturday alternate week for practical in Forensic and Community Medicine batch A&B will alternate
- \*\* AETCOM Modules to be conducted by respective departments as per MUHS guidelines
- Vacation as per the University and Institution decision to be adjusted
- §- First Internal assessment will be at 3<sup>rd</sup> week of 6<sup>th</sup> month – for 2 weeks, Second internal assessment / Prelims will be in 11<sup>th</sup> month for 2<sup>nd</sup> weeks
- As soon as 2020 batch finishes final exam , they will go for ROME Camp for 12 days**

MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES, SEVAGRAM  
 CLINICAL POSTING SCHEDULE II MBBS COURSE  
**CLINICAL POSTING WILL BE FOR 3 HRS, 10-12 PM IN THE MORNING AND 5-6 PM IN THE EVENING**

Month & Weeks	Medicine	Surgery	OBGY	Comm. Med.	Ophthalm	ENT	Paeds	Ortho	Psychiatry	Radio+ Radiotherapy	Res. Medicine	Dermatolo gy
1 <sup>st</sup> Month – 1 <sup>st</sup> 2 Weeks	A	B	C	D	E	F	--	--	--	--	--	--
Next 2 weeks	F	A	B	C	D	E	--	--	--	--	--	--
2 <sup>nd</sup> Month- 1 <sup>st</sup> 2 Weeks	E	F	A	B	C	D	--	--	--	--	--	--
Next 2 weeks	D	E	F	A	B	C	--	--	--	--	--	--
3 <sup>rd</sup> Month- 1 <sup>st</sup> 2 Weeks	C	D	E	F	A	B	--	--	--	--	--	--
Next 2 weeks	B	C	D	E	F	A	--	--	--	--	--	--
4th Month- 1 <sup>st</sup> 2 Weeks	--	--	--	--	--	--	A	B	C	D	E	F
Next 2 weeks	--	--	--	--	--	--	F	A	B	C	D	E
5th Month- 1 <sup>st</sup> 2 Weeks	--	--	--	--	--	--	E	F	A	B	C	D
Next 2 weeks	--	--	--	--	--	--	D	E	F	A	B	C
6th Month- 1 <sup>st</sup> 2 Weeks	--	--	--	--	--	--	C	D	E	F	A	B
Next 2 weeks	--	--	--	--	--	--	B	C	D	E	F	A
7 <sup>th</sup> Month - 1 <sup>st</sup> 2 weeks	Depending on vacation & Internal Assessment I in Second or Third month & 6 <sup>th</sup> Month, batches will shift accordingly											

Next 2 weeks	A	B	C	D	E	F	--	--	--	--	--	--	--	--
8 <sup>TH</sup> Month - 1 <sup>ST</sup> 2 weeks	F	A	B	C	D	E	--	--	--	--	--	--	--	--
Next 2 weeks	E	F	A	B	C	D	--	--	--	--	--	--	--	--
9 <sup>TH</sup> Month - 1 <sup>ST</sup> 2 weeks	D	E	F	A	B	C	--	--	--	--	--	--	--	--
Next 2 weeks	C	D	E	F	A	B	--	--	--	--	--	--	--	--
10 <sup>TH</sup> Month - 1 <sup>ST</sup> 2 weeks	B	C	D	E	F	A	--	--	--	--	--	--	--	--
Next 2 weeks	Depending on vacation, Internal Assessment II & Prelims in 8 <sup>th</sup> , 10 <sup>th</sup> month & 11 <sup>th</sup> Month, batches will shift accordingly													
11 <sup>TH</sup> -Month	REVISION & PRELIMS													

- The batch will be divided into 6 batches – A,B,C,D,E,F, The first four batch will have 17 students and rest will have 16 students in each batch

**MINUTES OF CURRICULUM COMMITTEE HELD ON 9 /8 /2021 IN ACADEMIC HALL  
OF DEPT OF OBGY AT 3.30 PM**

**Agenda**

1. To discuss with the heads of Ophthalmology, ENT, Forensic Medicine, Medicine, Surgery, OBGY, Community Medicine departments, Psychiatry, Radio diagnosis, Anaesthesia, Skin VD , Radiotherapy, Paediatrics, and Orthopaedics in details about the institutional schedule development based on the new approved curriculum sent by MUHS based on CBME for 3<sup>rd</sup> professional – part 1 and part 2
2. To ensure that all the changes made as per NMC in curriculum are followed

**Faculty present**

1. Dr Poonam Varma Shivkumar – Co-Ordinator, CC, MGIMS, Sevagram, HOD OBGY
2. Dr Dilip Gupta - Prof and Head , Surgery
3. Dr Bharti Taksande - Prof, Medicine
4. Dr I Khandekar – Asso Prof, Forensic Dept
5. Dr Sushil Kumar– Prof and Head, Pharmacology
6. Dr Subodh Gupta – Prof and Head , Community Medicine
7. Dr A Shukla – Prof and Head, HOD Ophthalm
8. Dr Dipika Garg– Prof , ENT
9. Dr C Badole – Prof and Head , Orthopaedics
10. Dr A Tayade - Prof and Head, Radio diagnosis
11. Dr Manish Jain - Prof and Head, Paediatrics

**Minutes of the meeting –**

12. Dr Poonam welcomed the faculty and explained the reason for the meeting of subcurricular committee

13. The first point of agenda was discussed in details and the number of lectures of each subject and the hours of small group teaching were discussed as in third professional part 1 there were 14 departments .
14. All were of opinion that the schedule has been based on the NMC guidelines , the gazette of India and as per the approved CBME Curriculum guidelines sent by MUHS.
15. The schedule has to follow exactly the pattern mentioned for first professional where lectures, small group teaching, tutorials, integrated teaching and self directed learning have been included.
16. As the number of departments are many so it was decided that the lectures will be clubbed in such a way that between 9 to 10 am few departments either take lecture alternate or one department takes after the other department once they finish.
17. Due to COVID 19, there were some issues in implementing the syllabus for 2019 batch but it is expected that with 2020 batch things will work better as per schedule.
18. There was lot of discussion as to how the batch should be divided to fit in all small group teachings and also how to vertical and horizontal integration, tutorials and seminars.
19. All of them prepared the schedule there and then schedule was forwarded to the Dean MGIMS for his suggestions and approval.
20. Dean sir was of opinion to start classes from 9 am and evening clinics for all the batches
21. Meeting ended with thanks note

MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES, SEVAGRAM  
 CLINICAL POSTING SCHEDULE THIRD MBBS PART I COURSE (PREFINAL YEAR)

**CLINICAL POSTING WILL BE FOR 3 HRS, 10-12 PM IN THE MORNING AND 5-6 PM IN THE EVENING**

Month & Weeks	Medicine	Surgery	OBGY	Paeds	Ophthalm	ENT	Comm .Med	Ortho	Psychiatry	Casualty	Dentistry+ Anaest.	Dermatology
1 <sup>st</sup> Month – 1 <sup>st</sup> 2 Weeks	A	B	C	D	--	--	--	--	--	--	--	--
Next 2 weeks	D	A	B	C	--	--	--	--	--	--	--	--
2 <sup>ND</sup> Month- 1 <sup>st</sup> 2 Weeks	C	D	A	B	--	--	--	--	--	--	--	--
Next 2 weeks	B	C	D	A	--	--	--	--	--	--	--	--
3 <sup>rd</sup> Month- 1 <sup>st</sup> 2 Weeks	--	--	--	--	A	B	C	D				
Next 2 weeks	--	--	--	--	D	A	B	C				
4th Month- 1 <sup>st</sup> 2 Weeks	--	--	--	--	C	D	A	B				
Next 2 weeks	--	--	--	--	B	C	D	A				
5th Month- 1 <sup>st</sup> 2 Weeks	--	--	--	--	--	--	--	--	A	B	C	D
Next 2 weeks	--	--	--	--	--	--	--	--	D	A	B	C
6th Month- 1 <sup>st</sup> 2 Weeks	--	--	--	--	--	--	--	--	C	D	A	B
Next 2 weeks	--	--	--	--	--	--	--	--	B	C	D	A



7 <sup>TH</sup> Month- 1 <sup>ST</sup> 2 weeks	Depending on vacation & Internal Assessment I in Second or Third month & 6 <sup>th</sup> Month, batches will shift accordingly															
Next 2 weeks	A	B	C	D	--	--	--	--	--	--	--	--	--	--	--	--
8 <sup>TH</sup> Month--1 <sup>ST</sup> 2 weeks	D	A	B	C	--	--	--	--	--	--	--	--	--	--	--	--
Next 2 weeks	C	D	A	B	--	--	--	--	--	--	--	--	--	--	--	--
9 <sup>TH</sup> Month--1 <sup>ST</sup> 2 weeks	B	C	D	A	--	--	--	--	--	--	--	--	--	--	--	--
Next 2 weeks	--	--	--	--	A	B	C	D	--	--	--	--	--	--	--	--
10 <sup>TH</sup> Month--1 <sup>ST</sup> 2 weeks	--	--	--	--	D	A	B	C	--	--	--	--	--	--	--	--
Next 2 weeks	--	--	--	--	C	D	A	B	--	--	--	--	--	--	--	--
11 <sup>TH</sup> Month-1 <sup>ST</sup> 2 Weeks	--	--	--	--	B	C	D	A	--	--	--	--	--	--	--	--
Next 2 Weeks	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
12 <sup>TH</sup> Month-1 <sup>ST</sup> 2 Weeks	Depending on vacation, Internal Assessment II & Prelims in 8 <sup>th</sup> , 10 <sup>th</sup> month & 11 <sup>th</sup> Month, batches will shift accordingly															
Last 2 weeks	PRELIMS															
	AFTER FINAL EXAMS STUDENTS WILL GO FOR 2 WEEKS ROME CAMP															

- The batch will be divided into 4 batches – A,B,C,D, - The batch will have 25 students in each batch
- 2 Weeks of Community Medicine posting to be utilised for ROME Camp – Period to be communicated by Community Medicine department
- In the clinical posting schedule 2 weeks of extra time is kept spare to be provide for contingency / disruptions (Out of schedule made for 44 weeks only 42 weeks are required for clinical posting

MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES, SEVAGRAM  
CLINICAL POSTING SCHEDULE THIRD MBBS PART II COURSE (FINAL YEAR)

**CLINICAL POSTING WILL BE FOR 3 HRS, 10-12 PM IN THE MORNING AND 5-6 PM IN THE EVENING**

Month & Weeks	Medicine	Surgery	OBGY	Paeds	Ortho
1 <sup>st</sup> Month – 1 <sup>st</sup> 2 Weeks	A	B	C	D1	D2
Next 2 weeks	A	B	C	D2	D1
2 <sup>ND</sup> Month- 1 <sup>st</sup> 2 Weeks	B	C	D	A1	A2
Next 2 weeks	B	C	D	A2	A1
3 <sup>rd</sup> Month- 1 <sup>st</sup> 2 Weeks	C	D	A	B1	B2
Next 2 weeks	C	D	A	B2	B1
4 <sup>th</sup> Month- 1 <sup>st</sup> 2 Weeks	D	A	B	C1	C2
Next 2 weeks	D	A	B	C2	C1
The posting of one batch may shift as per decided vacation by MUHS and Institution & Internal Assessment examination					
	Medicine	Surgery	OBGY	Paeds	Dermatology
5 <sup>th</sup> Month- 1 <sup>st</sup> 2 Weeks	A	B	C	D1	D2
Next 2 weeks	A	B	C	D2	D1
6 <sup>th</sup> Month-1 <sup>st</sup> 2 Weeks	B	C	D	A1	A2
Next 2 weeks	B	C	D	A2	A1
7 <sup>TH</sup> Month- 1 <sup>st</sup> 2 Weeks	C	D	A	B1	B2
Next 2 weeks	C	D	A	B2	B1
8 <sup>TH</sup> Month-1 <sup>st</sup> 2 Weeks	D	A	B	C1	C2
Next 2 weeks	D	A	B	C2	C1
9 <sup>TH</sup> Month	A	B	C	--	--
10 <sup>TH</sup> Month	C	A	B	--	--
11 <sup>TH</sup> Month	B	C	A	--	--

- The posting may shift as per decided vacation by MUHS and Institution & Prelims examination
- The batch will be divided into 5 batches – A,B,C,D,E,- All the batches will have 20 students in each batch
- From 9<sup>th</sup> Month the batches will be divided into 3 A,B,C with 33 students in each batch and 34 in last batch

MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES SEVAGRAM WARDHA MS

TIME TABLE THIRD MBBS PART I- 5<sup>TH</sup> AND 6<sup>TH</sup> SEMESTER WITH EFFECT FROM -----

Total Duration 12 months (52 weeks)+ 1 month university examination

Schedule prepared for 44 weeks (excluding 4 weeks of assessment and 4 weeks of student vacation)

**For First 6 weeks of each semester (5<sup>th</sup> & 6<sup>th</sup> )**

Day	9 - 10 AM	10AM-12 PM & 5 - 6 PM Evening Clinic	12-1 PM	1 - 2 PM	2-3 PM	3-4 PM				4-5 PM
						Seminar, Integrated Teaching, Tutorials, Self Directed Learning, AETCOM				
Monday	Medicine (25) + TB Chest(10)	Clinics	Lunch Break	Lecture Comm. Med	Lecture Ophthalm	Ophthalm (70)	ENT (45)	Comm. Med (65)	FMT (50)	D
Tuesday	Surgery (25)+ Radiodiagnosis(10)	Clinics	Lunch Break	FMT	ENT	B	C	D	A	A
Wednesday	Obstetrics And Gynaecology(25)+ Anaesthesia (8)	Clinics								
Thursday	Paediatrics(20)+Dermatology(20)	Clinics	Lunch Break	FMT	ENT	D	A	B	C	B
Friday	Orthopaedics(15)+ Psychiatry(25)	Clinics								
Saturday	ENT( 25)/FMT(25) (Alternate week)	Clinics	AETCOM (25)							

\*\* For small group teaching for Third MBBS Subject (Ophthalm, ENT, FMT & Community Medicine) 44 weeks (88hrs) have been allocated instead of required 25 to 35 weeks

**For 7<sup>th</sup> to 22<sup>nd</sup> week in each 5<sup>th</sup> & 6<sup>th</sup> Semester**

Day	9 – 10 AM	10AM-12 PM & 5-6 PM (Evening Clinics)	12-1 PM	1 – 2 PM					2 -3 PM			3-4 PM			4-5 PM		
				Seminar, Integrated Teaching, Tutorials, Self Directed Learning													
	Lectures	Clinical Posting Schedule <b>attached</b>															
Monday	Medicine (25) + TB Chest (10)	Clinics		Med (40) +TB Chest (10)	Surg. (40) +Radio (10)	OBGY (40)+ Derm (10)	Paed (35)+Anaes (12)	Ortho (25)+ Psy (15)		Oph (70)	ENT (45)	Com. Med (65)	FMT (50)				
Tuesday	Surgery (25)+ Radiodiagnosis(10)	Clinics	<b>Lunch Break</b>														
Wednesday	Obstetrics And Gynaecology (25)+ Anaesthesia (8)	Clinics		*A	B	C	D	E	**A	B	C	D					
Thursday	Paediatrics (20)+ Dermatology(20)	Clinics		B	C	D	E	A	B	C	D	A	B	C			
Friday	Orthopaedics (15)+ Psychiatry (25)	Clinics		C	D	E	A	B	C	D	A	B	C				
Saturday	ENT (25)/ FMT (25) (Alternate week)	Clinics	AETCOM (25)	E	A	B	C	D	Com. Med (40)/ Ophthalmology (30) (Alternate week)								

- \* For Clinical (Final Year Part II Subjects) Small group teaching, the Prefinal year batch will divide into 5 groups of 20 students each
- \*\* For Clinical (Final Year Part I Subjects) Small group teaching, the Prefinal year batch will be divide into 4 group of 25 students each
- \*\* AETCOM Modules to be conducted by respective departments as per MUHS guidelines
- Vacation as per the University and Institution decision to be adjusted
- §- First Internal assessment will be in 6<sup>th</sup> month – for 2 weeks, Second internal assessment/ Prelims will be in 12<sup>th</sup> month for 2 weeks

MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES SEVAGRAM WARDHA MS

TIME TABLE THIRD MBBS PART II 7<sup>TH</sup> AND 8<sup>TH</sup> SEMESTER WITH EFFECT FROM -----

Total Duration 12 months (52 weeks)+ 1 month university examination

Schedule prepared for 44 weeks (excluding 4 weeks of assessment and 4 weeks of student vacation)

Day	9 – 10 AM	10AM-12 PM & 5-6 PM (Evening Clinics)	12-1 PM Lunch Break	Seminar, Integrated Teaching, Tutorials, Self Directed Learning					4-5 PM			
				1 – 2 PM	2 -3 PM	3-4 PM	Surg	OBGY		Paeds / Ortho		
	Lectures	Clinical Posting Schedule Attached		Med	Surg	OBGY	Paeds / Ortho	Med	Surg	OBGY	Paeds / Ortho	
Monday	Surgery (45)	Clinics		A	B	C	D	B	C	D	A	
Tuesday	Medicine (45)	Clinics		D	A	B	C	C	B	A	D	
Wednesday	OBGY (45)	Clinics		C	D	A	B	D	A	B	C	
Thursday	Pediatrics (20)/ Medicine (25)	Clinics		B	C	D	A	A	D	C	B	
Friday	Orthopaedics (20)/ Surgery (25)	Clinics		Electives								Shramdan
Saturday	OBGY (25)	Clinics	AETCOM (28+16)									

\* For Clinical (Final Year Part II Subjects) Small group teaching, the batch will divide into 4 groups of 25 students each

➤ Vacation as per the University and Institution decision to be adjusted

§- First Internal assessment will be of 5<sup>th</sup> month – for 2 weeks, Prelims exam will be in 11<sup>th</sup> month for 2 weeks.

**MINUTES OF CURRICULUM COMMITTEE HELD ON 1/1/2020 IN SKILL LAB,  
PHYSIOLOGY DEPT. AT 3.00 PM**

1. Dean welcomed the committee members
2. The agenda was the meeting
  1. To discuss regarding the role of sub committee
  2. Departmental meeting of faculty for new curriculum
  3. Learning objectives by each department
  4. New guidelines for medical education unit for basic and advance education methodology
  5. Schedule of skill teaching
3. The dean explained the role of sub committees to all the members. Dr. Poonam again informed that the curriculum committee as per NMC norms is different and curriculum committee in the institution is different. Dr. Poonam read out all the names of both the committees
4. The Dean also explained the details of sub committees and alignment of integration committee which have to meet frequently to look into the responsibilities.
5. Dr. Poonam said that each members has to see the CISP booklet and undergraduate curriculum which was sent by Dean to all the members to understand what responsibilities are there and what no. of meetings have to be taken and documents are to be made.
6. It was decided in the curriculum committee as per NMC norms one final year student/ Intern representative will be added. The decision will be taken once prefinal year student finish their exams.
7. In the institutional curriculum committee instead of Dr. Pooja Bang, Dr. Subhod Gupta will be the member
8. In sub curricular committee the same members will continue but in alignment integration committee instead of Dr. Sidharth Rao, Dr. Pooja Batra, Professor, Surgery will be the member. As Dr. Atul Dhok has left the department of Radio diagnosis he will deleted from the list.
9. It was also decided that the examination circulars will be made by respective year in charges- for 1<sup>st</sup> year Dr. Satish Kumar, for 2<sup>nd</sup> year Dr. Vijayshree Deotale, for 3<sup>rd</sup> year part I Dr. Smita Shukla and for final year Dr. Jyoti Jain will be responsible. As 2 internal examinations and one prelim will be there in each year all of them have to talk to each other

and inform about the examination so that the lectures and clinics during examination can be withheld.

10. The members who will initiate the meetings and discussion in sub curricular committee are

1. Dr. Anshu, Professor, Pathology
2. Dr. Subodh Gupta, Professor, Community Medicine
3. Dr. Benhur Premendran, Professor, Anaesthesiology
4. Dr. Kanchan Mohod, Associate Professor, Biochemistry

All of them will look into the CISP booklet for the responsibilities of committee

11. The members who will initiate the meetings and discussion in alignment and Integration committee are

1. Dr. V.B.Shivkumar, Professor, Pathology
2. Dr. Chetana Maliye, Professor, Community Medicine
3. Dr. Sonia Jain, Professor, Skin & VD
4. Dr. Jwalant Waghmare, Associate Professor, Anatomy

All of them will look into the CISP booklet for the responsibilities of committee

12. Dean informed all the departmental heads that it is mandatory to conduct the departmental meeting to make each faculty member aware of the changed competency based curriculum. The minutes of these meetings should be circulated to Dean, Curriculum committee coordinator and the faculty members

13. Dean also informed all the members that learning objectives as per the new guidelines should be prepared by each department by 31<sup>st</sup> of January, 2020 and should be send to Dean as well as curriculum coordinator.

14. Dr. Atul Tayade asked for the curriculum of the department for which Dr. Anshu informed that it is yet in the process in the university. Dean also informed that Dr. Anshu and Dr. Jyoti Jain are representing the institution for curriculum development in the university (MUHS).

15. There was little confusion about the revised basic MET course and AETCOM so the Dean said that Dr. Anupama Gupta coordinator MET should send the clear guidelines to all the faculty and faculty should inform her when they have done basic course. Dr. Atul Tayade also wanted to know that people who have done advanced course in MET, whether they have to also do revised basic MET course and AETCOM.

16. Dr. Anshu suggested that there should be display of each year teaching schedule so that students should know what lectures are to be taken. The suggestion given was in consensus

that Google calendar should be developed for the same. Dr. Murkey along with Dr. Subodh Gupta and Dr. Ashwini should plan this calendar at the earliest possible.

17. The skill teaching is still not being conducted in the departments. It was decided that each department head will see to it that as per changed competency based curriculum the skill teaching is inserted in the clinical schedule. The lecture schedule and clinical postings need to be revised and each department head should ensure the same. The suggestion can be send to Dean, Curriculum committee coordinator so that changes can be made in existing postings and lecture schedule
18. The meeting ended with thanks

  
DEAN  
MGIMS, SEWAGRAM



## CURRICULUM COMMITTEE MEETING OF 1<sup>ST</sup> PROFESSIONAL

Date : 8<sup>th</sup> January, 2022  
Time : 12-1pm  
Venue : Seminar Hall, Biochemistry dept

### Faculty Present

1. Dr. Satish Kumar, Incharge 1<sup>st</sup> professional curriculum, Professor and Head, Dept of Biochemistry
2. Dr. J.E.Waghmare, Professor and Head, Dept.of Anatomy
3. Dr. A.R.Choudhary, Professor and Head, Dept Physiology
4. Dr. Poonam Varma Shivkumar, Incharge Curriculum committee, Professor and Head, OBGY  
(Under the advisory of Dean, MGIMS, Sevagram)

### AGENDA

1. To discuss about the online and offline classes of 2020 regular batch
2. To discuss the difficulties in implementing CBME Curriculum due to COVID scenario
3. Planning the curriculum for the upcoming 2021 regular batch in 2022 as per previous experience
4. Integrated teaching- Vertical and horizontal

### MINUTES

- Dr. Poonam Varma Shivkumar welcomed the faculties and discussed in detail about the agenda
- Dr. Satish Kumar was of opinion that the course in all three departments have been completed mostly through online classes for which all three agreed
- Dr. A.R.Choudhary was of opinion that even though online classes have been done but there was real difficulty in teaching practicals online. There are certain things like experiments which the student has to self do but that was not done by some students
- Dr. J.E.Waghmare said that they all have arranged revision classes in plenty for the students for theory as well as practicals once COVID was in low-key. He also said that more than 70% students have attended these classes.
- All three were in agreement that the course has been completed and each student has been given attention for the same.
- Dr. Satish Kumar in response to the agenda point 2 said that due to COVID situation since last 2 years the CBME curriculum has not been implemented the way it should have been, so to comment whether the curriculum is good or needs some changes is not possible at this moment. Once the COVID situation settles down then only this curriculum will be implemented to its full potential.
- For agenda point 3 all were of opinion that they are well prepared with schedule of upcoming batch and they just have to put the dates which will be decided once admission start. The dates will be put in and schedule will be uploaded and sent to the Dean and Curriculum Committee Incharge.

- The attendance of students was difficult to assess as in online mode more than 95% student were there but physically sometimes they were 50% sometimes upto 70%. However each student has completed the recommended attendance in theory as well as practical.
- For agenda point 4 Dr.J.E.Waghmare was of opinion that horizontal integrated teaching has been done very well when students were physically there and some had joined online. The vertical integrated teaching however was difficult as many clinical departments were short of faculty and as most of the faculty was posted in COVID. So those lectures were mostly taken by 1<sup>st</sup> year faculty only.
- Dr. A.R.Choudhary informed that Roll No.9, 2020 batch who is physically handicapped is a slow learner but Dr. J.E.Waghmare and Dr. Satish Kumar said that he is a person who if given attention separately does fair enough. So little more special attention will be given to him so as he does well in examination.
- Dr. J.E.Waghmare also informed that he is developing a blended model of online and offline teaching in Anatomy for theory as well as practical which will be very useful for the students. It will take few months and will be shared with Dean Sir.
- The meeting ended with vote of thanks.



DEAN  
MGIMS, SEWAGRAM

## CURRICULUM COMMITTEE MEETING OF 2<sup>nd</sup> PROFESSIONAL

Date : 11<sup>th</sup> January, 2022  
Time : 4-5pm  
Venue : Committee room, Dean office

### Faculty :

1. Dr. N. Gangane, Dean, MGIMS *N. Gangane*
2. Dr. Poonam Varma Shivkumar, Curriculum Committee Incharge, Professor and Head, OBGY *Poonam Varma Shivkumar*
3. Dr. Sushil Kumar, Professor and Head, Dept of Pharmacology *Sushil Kumar*
4. Dr. Vijayshree Deotale, Professor and Head, Dept of Microbiology *Vijayshree Deotale*
5. Dr. Bipin Tirpude, Professor and Head, Dept of Forensic Medicine *Bipin Tirpude*
6. Dr. Anupama Gupta, Professor and Head, Dept of Pathology *Anupama Gupta*  
*Dr Manisha Abraham* *Manisha Abraham*

### AGENDA

1. To discuss the preparation <sup>of</sup> the schedule for upcoming 2020 batch
2. Discuss the problems in implementing CBME Curriculum in 2<sup>nd</sup> MBBS with Clinical departments and implementation of the schedule develop <sup>ed</sup> for 2019 batch
3. Problems and solutions for implementing integrated teaching and AETCOM
4. Any issues in taking internal assessments- Theory and practical.
5. Any other specific discussion by the individual department

## CURRICULUM COMMITTEE MEETING OF 3<sup>rd</sup> PROFESSIONAL PART I

Date : 14<sup>th</sup> January, 2022  
Time : 4-5pm  
Venue : Committee room, Dean Office  
Faculty :

1. Dr. N. Gangane, Dean, MGIMS
2. Dr. Poonam Varma Shivkumar, Curriculum Committee Incharge, Professor and Head, OBGY
3. Dr. A.K. Shukla, Professor and Head, Dept of Ophthalmology
4. Dr. Subodh Gupta, Professor and Head, Dept of Community Medicine
5. Dr. Bipin Tirpude, Professor and Head, Dept of Forensic Medicine
6. Dr. P.S. Nagpure, Professor and Head, Dept of ENT

### AGENDA

1. To discuss the preparation the schedule for upcoming 2019 batch
2. Discuss the problems in implementing CBME Curriculum in 3<sup>rd</sup> MBBS with Clinical departments and implementation of the schedule develop for 2019 batch
3. Problems and solutions for implementing integrated teaching and AETCOM
4. Any issues in taking internal assessments- Theory and practical.
5. Any other specific discussion by the individual department

### MINUTES

1. Dean Sir welcomed all the faculty member
2. Dean Sir informed the members that we have to upload the 3<sup>rd</sup> MBBS curriculum schedule of MGIMS, Sevagram
3. He was of opinion that as the exams are postponed the new schedule can be started from 15<sup>th</sup> March, 2022
4. Dr. Poonam Varma Shivkumar informed to all the members that the basic theory and practical schedule Skeleton has already been made after the discussion with each professional heads and

curriculum committee members. Each department now has to make their own comprehensive schedule along with the topics, teacher and dates.

5. Dr. A.K.Shukla was of opinion that the schedule should not have dates but it should be written as weeks of the month with days and once the dates come we can insert the dates there.
6. Dr. P.S.Nagpure wanted a slight change of days for theory schedule with Ophthalmology department which was changed there and then.
7. Dr. Bipin Tirpude was on opinion that the schedule should be seen by all the clinical departments as well as number of department are involved in 3<sup>rd</sup> MBBS Part I schedule as well.
8. Dean Sir informed Dr. Subodh Gupta that Rome camp can be arranged during this periods in the end of January,2022 till beginning of February 2022 as their (2019 batch) exams are postponed and if Rome camp can be finished now they can give the examination and in few days join 3<sup>rd</sup> Professional without wasting time.
9. As it is first time the batch is coming in 3<sup>rd</sup> professional part I with CBME curriculum, due to COVID none of the members were very sure about implementing it as detailed as it has been mentioned but all of the 3<sup>rd</sup> professional Part I heads were of opinion that they will try their best to implement theory as well as practical's as mentioned in the curriculum.
10. Dean was of opinion that the internal assessment dates should also be mentioned in the clinical schedule as advised in the CBME Curriculum
11. Dr. A.K.Shukla said that many clinical departments are also involved in making the examination schedule so theory examination can be together however clinical examination of other clinical departments can be taken during their ward leaving.
12. Dr.A.K.Shukla also informed that the initial 6 weeks schedule for 3<sup>rd</sup> professional Part I can start from 8 am for which Dean Sir said that once we start the classes we will have to see how the hours of clinics and theory classes can be adjusted.
13. Dean Sir also said that he will request Dr. Subodh Gupta to make an excel sheet in which the schedule of the all the departments can be entered by respective department head and sent to Dr. Smita Shukla, Incharge 3<sup>rd</sup> Professional Part I to upload on the Website. All members agreed for the same.
14. Meeting ended with thanks

### CURRICULUM COMMITTEE MEETING OF 3<sup>rd</sup> Part II PROFESSIONAL

Date : 15<sup>th</sup> January, 2022

Time : 10-11am

Venue : Pathology Seminar Hall

Faculty :

1. Dr. N. Gangane, Dean, MGIMS
2. Dr. Poonam Varma Shivkumar, Curriculum Committee Incharge, Professor and Head, OBGY
3. Dr. Manish Jain, Professor and Head, Paediatrics
4. Dr. Jyoti Jain, Professor and Head, Medicine
5. Dr. Dilip Gupta, Professor and Head, Surgery
6. Dr. Sumit Kar, Professor and Head, Skin & VD
7. Dr. C.M.Badole, Professor and Head, Orthopaedics
8. Dr. Atul Tayade, Professor and Head, Radiology
9. Dr. Sucheta Tidke, Professor and Head, Anaesthesiology
10. Dr. K. Mishra, Professor and Head, Psychiatry
11. Dr. P. Sanghvi, Professor and Head, Dental

#### AGENDA

1. To discuss the preparation the schedule for upcoming 2019 batch
2. Discuss the problems in implementing CBME Curriculum in 3<sup>rd</sup> MBBS Part II with Clinical departments and implementation of the schedule develop for 2019 batch
3. Problems and solutions for implementing integrated teaching and AETCOM
4. Any issues in taking internal assessments- Theory and practical.
5. Any other specific discussion by the individual department

#### MINUTES

1. Dean Sir welcomed all the faculty member
2. Dean Sir informed the members that we have to upload the 3<sup>rd</sup> MBBS Part II curriculum schedule this year by December, 2022 on the website of MUHS, Nashik

3. Dean Sir was of opinion that all the clinical departments have to prepare their schedules of 2020 and 2019 batches as in 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> each semester has clinical departments teaching also as per new CBME Curriculum. Both the batches schedule has to be made and send to respective incharges of 2<sup>nd</sup> and 3<sup>rd</sup> Part I professional to upload it by 15<sup>th</sup> February, 2022. For the 3<sup>rd</sup> Professional part II schedule will be uploaded by December, 2022 so it should also be made ready by respective departments.
4. Dr. Poonam Varma Shivkumar informed to all the members that the basic theory and practical schedule Skeleton has already been made after the discussion with each professional heads and curriculum committee members. Each department now has to make their own comprehensive schedule along with the topics, teacher and dates.
5. Dean Sir was of opinion that the schedule should not have dates but it should be written as weeks of the month with days and once the dates come we can insert the dates there.
6. Dr. Jyoti Jain wanted a slight change of days for theory schedule with Surgery department which was changed there and then.
7. As it will be the first time the batch will come to 3<sup>rd</sup> professional Part II with CBME curriculum all the members were not very sure about implementing it as detailed it has been mentioned but all of the 3<sup>rd</sup> professional part II heads were of opinion that they will try their best to implement theory as well as practical's as mentioned in the curriculum.
8. Dean was of opinion that the internal assessment dates should also be mentioned in the clinical schedule as advised in the CBME Curriculum
9. Dean Sir also said that he will request Dr. Subodh Gupta to make an excel sheet in which the schedule of the all the departments can be entered by respective department head and sent to Dr. Jyoti Jain, Incharge 3<sup>rd</sup> Professional Part II to upload on the Website. All members agreed for the same.
10. Meeting ended with thanks

## MINUTES OF CURRICULUM COMMITTEE HELD ON 22/05/2020 IN THE PATHOLOGY DEPT. AT 10.30 AM

### Members present

1. Dr. Nitin Gangane , Dean MGIMS, Sevagram
2. Dr. Anupama Gupta, Professor & Head, Pathology
3. Dr. Satish Kumar, Professor & Head, Biochemistry
4. Dr. Smita Shukla Professor, Ophthalmology
5. Dr. Anshu Gupta, Professor, Pathology
6. Dr. Subodh Gupta, Professor & Head, Community Medicine
7. Dr. Jyoti Jain, Professor & Head, Medicine
8. Dr. Poonam Varma Shivkumar, Professor & Head OBGY

### Minutes of meeting

1. Dean welcomed the committee members
2. The agenda was the meeting was -
  - a. To discuss how to conduct the internal assessment and university examination in present scenario, of COVID -19.
  - b. The plan to conduct the examination must consider the university and MCI norms.
3. The dean explained that the university and internal assessment examination of under graduates and postgraduates have to be decided as it is difficult for them to be present in person in the institution and many of them have been working in different places during this COVID-19 crisis.
4. At this moment the final year referred batch has the priority and post graduation examination needs to be looked into.
5. Dean asked for the suggestions from all the members.
6. Dr. Subodh Gupta said that this is the right time to establish the online teaching as in future it may prove to be beneficial. He also said that it is right time to create modules of formative and summative assessments for each department which will benefit them in future teaching. Dr. Poonam supported him for the same.
7. Dr. Anshu suggested that the university / institution can purchase a special software for online assessment where students can not see any other site as they are blocked and there is time line for the test.



8. Everyone had consensus for having synchronous examination – offline – in the institution, in the hall with physical distancing or an online examination which can look into the uniformity and also video presence of the students.
9. There were suggestions of having question sets which are indirect, all questions MCQs, question with case scenarios.
10. For practical examination, it was suggested that virtual examination can be taken by appointed external examiner or the external can be appointed from the same zone of same district and same state.
11. Dr, Anshu suggested that OSCE / OSPE are also the options for practical assessment.
12. All were worried about the number of teachers which will be required for preparing the examination sets.
13. Dr. Smita suggested that it is important to have online clinical teaching through case scenario, video or other ways.
14. Dr. Jyoti suggested that we can have a pilot done for online assessments.
15. Dr. Poonam submitted one page document with the suggestions for UG & PG assessments.
16. Dean noted the suggestions and informed that he will discuss with university and further have the meeting.
17. Meeting ended with thanks.



*Anshu*  
22/5/20

**MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES,  
SEVAGRAM**

**MINUTES OF CURRICULUM COMMITTEE MEETING**

**Date: 27/01/2021; 03:00pm**

1. Dean welcome the core committee
2. Dean informed that off-line classes of all the batches will start from 01<sup>st</sup> Feb. 2021 as per MUHS instruction.
3. Dr. Poonam requested all the members to kindly look into the lectures, clinical postings and demonstrations / others for the UG 2017 and UG 2018 batch
4. Dr. Shukla raised the concerned about the lecture hall division at a time two or three classes of each department may have to be taken at a same time.
5. Dean was of opinion that each professional need to seat together and decide about the lectures schedule timing and also the teachers who will take the lectures
6. The committee also discuss the details regarding the schedule to be develop for 2019 batch as per the new NMC guidelines.
7. The house was of opinion that each year schedule starting of second MBBS for 2019 batch needs to be critically reviewed and the incharges of each professional should seat together and also with priour professional incharges to finally make the lectures and clinical posting schedules \
8. Dr. Poonam also raised the issue of the sub curriculum committee and integration and alignment committee for which dean recommended that due to

COVID situation committee could not seat together but now they need to seat and look into their responsibility

9. Dr. Poonam said that she will again sent the rolls and responsibility of committees through Dean's office and the committee in charges must ensure that the meeting are taken and decision conveyed to curriculum committee convener for further implementation.

10. Dr. Jyothi also informed that MUHS is already developing the curriculum for 2019 batch however datewise schedule has to be develop by the departments and send to Dean with detailed information

11. Meet ended with thanks

  
DEAN  
MGIMS, SEWAGRAM

  
28/11/21

**MINUTES OF CURRICULUM COMMITTEE HELD ON 23/7/2019 IN COMMITTEE  
ROOM OF DEAN'S OFFICE AT 3.30 PM**

1. Dean welcomed the committee members
2. The first point of agenda was discussed which was about the next CISP Workshop for all the faculty members. Dr Anupama, coordinator MET Unit informed that as per her discussion with the Incharge Nodal Centre Sawangi the next workshop will be done only once she gets the information from MCI. So the faculties have to wait till then
3. The second point discussed was that as some faculty members may leave so some members from same professional can be added after discussion with them, proposed members were Dr Manish Jain and Dr Ramesh Pandey and they will be added once the existing members leave
4. In relation to the new curriculum, it was proposed by Dr Satish Kumar, professor and Head Biochemistry, that we have to constitute the two committees –
  1. Alignment and integration committee
  2. Sub curricular committee

Dr Jyoti Jain, informed that the core committee members cannot be in these committees.

5. Dean sir clarified that there is one committee as per MCI norms in which following names have been submitted-
  - Dr. Nitin Gangane , Dean MGIMS
  - Dr Anupama Gupta , MEU coordinator
  - Dr Satish kumar , First professional representative
  - Dr Vijayshree Deotale , Second professional representative
  - Dr Poonam Varma Shivkumar, Surgery allied
  - Dr Jyoti Jain , Medicine allied
6. The institutional curriculum committee is different and it constitutes following members-
  - Dr Poonam Varma Shivkumar – Coordinator
  - Dr Ashok Mahendale – Senior member and advisor
  - Dr Satish kumar - Member
  - Dr Jwalant Waghmare - Member
  - Dr Vijayshree Deotale – Member
  - Dr Anshu – Member
  - Dr Ruchita Attal – Member

- Dr Smita Singh – Member
- Dr Chetna Maliye – Member
- Dr Puja Bang - Member
- Dr Jyoti Jain – Member
- Dr Shuchi Jain - Member
- Dr Smita Jategaonkar – Member

The committee will be presided by Dean, MGIMS

7. A discussion was held amongst all the members and following faculty members were selected for the two committees as per new MCI guidelines –


1. **SUB CURRICULAR COMMITTEE**

- Dr. Shweta Talhar, Asst. Professor, Anatomy
- Dr. Vinod Shende, Asst. Professor, Anatomy
- Dr. Kanchan Mohad, Asso. Professor, Biochemistry
- Dr. Ashu, Professor, Pathology
- Dr. Deepashri, Asso. Professor, Microbiology
- Dr. Bipin Tirpude, Professor & Head, Forensic Medicine
- Dr. Sushil Varma, Professor & Head, Pharmacology
- Dr. Subodh Gupta, Professor, Community Medicine
- Dr. Vishakha Jain, Asso. Professor, Medicine
- Dr. Manish Jain, Professor & Head, Paediatrics
- Dr. Sumit Kar, Professor & Head, Skin & VD
- Dr. Harshal Sathe, Asst. Professor, Psychiatry
- Dr. Dilip Gupta, Professor & Head, Surgery
- Dr. Shuchi Jain, Professor, OBGY
- Dr. C.M.Badole, Professor & Head, Orthopaedics
- Dr. Benhur Premendran, Professor, Anaesthesiology
- Dr. Smita Shukla, Professor, Ophthalmology
- Dr. Deepika Garg, Asso. Professor, ENT
- Dr. Atul Tayade, Professor & Head, Radiology

2. **ALIGNMENT AND INTEGRATION COMMITTEE** – the faculty members recommended are –

- Dr. Jwalant Waghmare, Asso. Professor, Anatomy
- Dr. Sachin Pawar, Asso. Professor, Physiology
- Dr. Pranita Waghmare, Asso. Professor, Biochemistry
- Dr. V.B.Shivkumar, Professor, Pathology
- Dr. Ruchita Attal, Asst. Professor, Microbiology
- Dr. P.N. Murkey, Professor, Forensic Medicine
- Dr. D. Gosavi, Professor, Pharmacology
- Dr. A.M.Mehandale, Professor & Head, Community Medicine
- Dr. Chetna Maliye, Professor, Community Medicine
- Dr. Ajab Dhabarde, Asso. Professor, Ophthalmology

- Dr. Samir Yelwatkar, Asso. Professor, Medicine
  - Dr. Varsha Chavhan, Professor, Paediatrics
  - Dr. Sonia Jain, Professor, Skin & VD
  - Dr. Priyanka Yadav, Asst. Professor, Psychiatry
  - Dr. Pramod Kumar, Professor, OBGY
  - Dr. Siddharth Rao, Asso. Professor, Surgery
  - Dr. Kiran Wandile, Professor, Orthopaedics
  - Dr. Dhiraj Bhandari, Asso. Professor, Anaesthesiology
  - Dr. Jayant Sonwane, Asst. Professor, ENT
  - Dr. Atul Dhok, Asst. Professor, Radiology
8. The members discussed that the learning outcomes have to be made and Dr Anshu suggested that a meeting can be conducted for the same. All members agreed for same, Dean suggested that it can be done for all the faculty in SN Hall at one go in the last week of this month and asked Dr Anupama to coordinate the same with him so as circular can be send to all the faculty. Dr Anshu was of opinion that everyone must read the new curriculum changes department wise and come so as it can be easily understood. Dr Poonam and Dr Jwalant were of opinion that each HOD must ensure that their faculties knows about the changes in the curriculum. Separate departmental meeting should be conducted for the same .
9. Dr Anshu discussed about the less utilization of central skills lab. Even though its important to have individual department skills lab but as per new guidelines each department has to conduct recommended skills. Dean said that the details of skills activity of each department should be send to Dr Anshu and she will supervise it but responsibility will lie on the HOD.
10. Dr Anupama informed that there is a company making the software for competency based curriculum which can be useful but due to high cost it would not be possible to engage them, members said that it can be done at institutional level. It was also discussed that a separate clerk can be kept for the same and it was agreed that Mr Jayant will be posted so as each dept can conduct their activities and records are maintained as per guidelines. Dean asked Dr Satish and he agreed for it.
11. Meeting ended with thanks to chair.

  
DEAN  
MGIMS, SEWAGRAM

## MINUTES OF CURRICULUM CORE COMMITTEE HELD ON

**23/10/2019 IN COMMITTEE ROOM OF DEAN'S OFFICE AT 3.30 PM**

1. Dean welcomed the committee members
2. The members present were
  - DR NITIN GANGANE , DEAN
  - Dr Poonam Varma Shivkumar – Coordinator
  - Dr Ashok Mahendale – Senior member and advisor
  - Dr Satish kumar – Member
  - Dr Jwalant Waghmare - Member
  - Dr Vijayshree Deotale – Member
  - Dr Anshu – Member
  - Dr Ruchita Attal – Member
  - Dr Smita Singh – Member
  - Dr Chetna Maliye – Member
  - Dr Puja Bang – Member
  - Dr Jyoti Jain – Member
  - Dr Shuchi Jain - Member
  - Dr Smita Jategaonkar – Member
3. Agenda was –
  1. To decide the roles and responsibilities of various committees and sub committees for new curriculum as per guidelines
  2. To ask the HODs to conduct a separate departmental meeting again regarding the changed curriculum
  3. To discuss about the learning objectives to be developed for each department
- 4 Dr Poonam read the roles and responsibility of each committee through CISP Booklet. Dean said that the details of each committee is very clearly stated in the booklet and said he has already sent it to all the members and HODs. As per the guidelines it was vivid that in the academic year 6 meetings of curricular committee are mandatory for discussing in details about the implementation of new curriculum for under graduation. There are clear guidelines and responsibilities of sub committees and it must start immediately from first year. The subcommittees have the responsibility to go and check if each department is following the same schedule as per the guidelines and teaching is as per the recommended curriculum. They have to meet number of times in the year to ensure the appropriate

implementation of new curriculum. The integration and alignment committee must ensure horizontal and vertical integration

- 5 Dean said that each academic year department must immediately look into the new curriculum and must take departmental meetings and ensure that each faculty is well versed with these changes. The departmental head should take up the responsibility of ensuring the competencies, learning objectives and methodology of teaching specially skill stations, are well developed as per guidelines
6. Dean also informed the group to give a dead line for making learning objectives to all the departments and they must submit him and to the coordinator the same. He said he will resend the letter regarding the same to each HOD
- 6 Meeting ended with thanks

  
DEAN  
MGIMS, SEWAGRAM



**MAHATMA GANDHI INSTITUTE OF MEDICAL SCIENCES,  
SEVAGRAM**

**MINUTES OF CURRICULUM COMMITTEE MEETING**

**Date: 27/01/2020; 03:00pm**

1. Dean welcome the core committee
2. Core committee was invited to discuss about the new curriculum to be adopted by Third MBBS – I & II
3. Dean instructed all the classes will be held in new auditorium hall.
4. A system was decided for keeping the key and it was also decided that the faculty who has to take the class will pick a up the key a day prior from casualty and the departmental attendant will opening and arranging the class
5. Alignment and integration to have separate meeting to ensure that the said guidelines are followed Dr. Anshu to head sub curriculum committee and Dr. Chetna Maliye to head alignment and integration committee.



*Anshu*  
27/01/20 3 PM

**Mahatma Gandhi Institute of Medical Sciences, Sevagram**

**CURRICULUM COMMITTEE**

**Minutes of Meeting**

**Date: 21.1.2019**

**Time: 3.00 p.m.**

A meeting of the core members of the curriculum committee was held in the Committee Room of the Dean's Office. The following members attended:

1. Dr Poonam Varma Shivkumar: Convenor
2. Dr AM Mehendale: Special invitee
3. Dr Vijayshree Deotale: Member
4. Dr Smita Singh: Member
5. Dr Jyoti Jain: Member
6. Dr Anshu: Member



Dr Smita Jategaonkar, Dr Jwalant Waghmare and Dr Ruchita Attal expressed their inability to be present due to prior commitments.

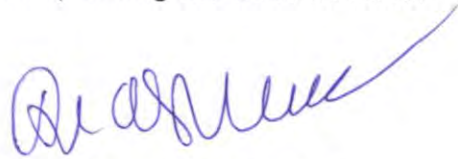
The following matters were discussed:

1. Dr Poonam Varma Shivkumar welcomed the new team of the curriculum committee and said that we need to decide our future course of action for the academic term ahead.
2. Dr AM Mehendale who had previously been Coordinator of the Curriculum Committee explained the whole process of the role of the curriculum committee in detail. It was decided to revisit the latest MCI and MUHS guidelines and review the timetables of theory, clinical postings and internal assessment. Issues related to internal assessment and clinical postings were discussed and it was decided to review these in the next meeting.
3. Dr Anshu explained that the latest NAAC guidelines required that all minutes of meeting need to be uploaded on the MGIMS website. In addition, the process of curriculum review and other documents were to be uploaded regularly.

4. Members talked about the need to improve skills teaching. It was decided that a log book of required skills (as per MCI's competency based curriculum) would be created by all clinical departments, which would ensure that each student learnt these. Dr Smita Singh asked for a separate technical person to be appointed full time in the skills lab.
5. There was discussion on how to incorporate teaching of skills, including BLS, communication skills, bioethics and integrated teaching in the time table.
6. Dr Poonam Varma Shivkumar said that the new academic calendar needed to be prepared and distributed
7. The members decided to take up responsibilities and review these documents before the next meeting:
  - (a) Clinical postings and value added courses (communication, BLS, ethics, language classes etc.): Dr Poonam Varma Shivkumar and Dr Chetna Maliye
  - (b) Theory lectures: Dr Vijayshree Deotale and Dr Ruchita Attal
  - (c) Internal assessment: Dr Jyoti Jain and Dr Jwalant Waghmare
  - (d) Integrated teaching: Dr Anshu and Dr Smita Singh
  - (e) Skills teaching: Dr Smita Singh and Dr Anshu
  - (f) Skills logbook: Dr Surekha Tayade and Dr Puja Hingorani-Bang
  - (g) Strategies for low achievers and remedial teaching: Dr Surekha Tayade
  - (h) Academic Calendar: Dr PN Murkey

The meeting ended with thanks to Dr Mehendale for explaining the tasks at hand.

  
(Dr Poonam Varma Shivkumar)

**Mahatma Gandhi Institute of Medical Sciences, Sevagram**

**CURRICULUM COMMITTEE**

**Minutes of Meeting**

**Date: 27.2.2019**

**Time: 10.30 am**

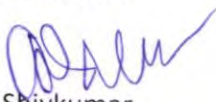
A meeting of the core members of the curriculum committee was held in the Committee Room of the Dean's Office on 27<sup>th</sup> February 2019 at 10.30 am.


Dr. Nitin Gangane, Dean MGIMS attended the meeting.

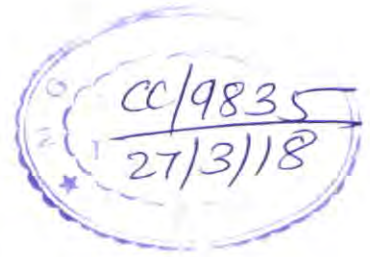
The following members of the Curriculum Committee attended the meeting:

1. Dr. Poonam Varma Shivkumar: Convenor
  2. Dr. AM Mehendale: Special invitee
  3. Dr. Vijayshree Deotale: Member
  4. Dr. Smita Singh: Member
  5. Dr. Satish Kumar: Member
  6. Dr Anshu: Member
  7. Dr. Chetna Maliye: Member
  8. Dr. Pooja Hingorani Bang: Member
  9. Dr. Jwalant Waghmare: Member
  10. Dr. Ruchita Attal: Member
- 
1. The meeting started with a welcome note by Dr. Poonam Shivkumar. The minutes of last curriculum meeting were reviewed and the progress of responsibilities allotted to the members was discussed.
  2. Dr. Anshu stressed the utilization of Skills lab by surgical departments and she suggested that a faculty must be designated to look after the utilization of skills lab and send the report regularly as it is also required by NAAC. She also suggested that students should be included in the Curriculum committee.
  3. Dr. Nitin Gangane, Dean, MGIMS suggested that an extended curriculum committee should include the Head of the Departments.
  4. The issue of timings of integrated teaching was discussed and the members suggested that it should be on last Wednesday and the duration to be 3-5 pm. It was also decided to make it more interactive. The list of topics of integrated teaching was reduced and similar topics were clubbed together.
  5. Regularity of final year subject classes were raised by the members and an emphasis was on the installation of CCTV camera was stressed. Dr. Satish Kumar informed that Anatomy Lecture Hall already has a CCTV camera.
  6. Dr. Poonam Shivkumar informed about CISP workshop for 3 days at JNMC, Sawangi and requested members to attend the workshop. Names of 6 faculty members was decided and the registration fees of Rs. 2,500 will be reimbursed by the Institute.

7. Dr. Vijayshree Deotale raised the issue of non-functioning of Biometrics instrument and told that the technical person is not coming to solve the issue.
8. Members were told to review the new MCI curriculum for the skills part of each subject.
9. Dr. Poonam Shivkumar asked the members to share the information about classes so that Dr. PN Murkey can prepare the Academic Calendar.
10. Dr. AM Mehendale raised the issue of one month of no classes for students after course completion prior to University examination. Dr. Poonam Shivkumar decided to look deeper into the vacant period.

  
Dr. Poonam Varma Shivkumar  
(Convenor – Curriculum Committee)

  
DEAN  
MGIMS, SEWAGRAM



**Minutes of the meeting**  
**UG curriculum committee- 20/03/2018 4PM, Dean's Chamber**

UG curriculum committee had its half yearly meeting on 20/03/2018 in Dean's chamber.  
The following members were present:

**Chairperson:** Dean Dr K R Patond

**Members-** Dr. Satish Kumor (Representing I MBBS)  
Dr Vijayshri Deotale (Representing II MBBS)  
Dr. Smita Singh (Representing III MBBS)  
Dr. Jyoti Jain (Representing final MBBS)  
Dr. Subodh Gupta (ex-coordinator, MEU)  
Dr. Anupama Gupta (Member coordinator and Coordinator MEU)  
Ms. Vaishali Madheriya – (Student representative UG – 2014 Final yr batch)

**Special invitees:** Members of Bioethics committee

Dr Samir Yelwatkar  
Dr Jwalant Waghmare  
Dr Leena Chimurkar

Ms. Srushti Jadhav, Intern -2013 Batch could not join us.

1. The meeting started with welcoming the new representative from students and special invitees.
2. The first agenda was **needs and challenges of inserting topics of Bioethics** (as received in the guidelines from MUHS) **in the UG curriculum**. Dr Samir informed that First year students are being exposed to these topics during orientation and social service camps to some extent. Dr Subodh enumerated the topics like doctor-patient relationship and right to health to which students are exposed. Department of Anatomy is taking some classes on organ donation, respect to human body and to dead, Genetic counseling and eugenics according to Dr Jwalant. Dr Satish also confirmed that department of Biochemistry is willing to take classes on animal ethics and rational investigations.

Dr Anupama suggested that whatever activities and modules are conducted related to bioethics, an annual report at least should be shared with the curriculum committee so that a comprehensive year wise calendar for such activities can be prepared. Dr Jwalant who is looking after first year bioethics classes agreed to this.

Dr Leena informed that process for finalizing topics for II MBBS teaching departments is almost over and these departments are initiating classes very soon.

For the clinical years, however there is no planning yet. The committee suggested that bioethics committee should do a sensitization workshop for faculty first, preferably one assigned faculty member from each teaching department to be aware of importance of this field of knowledge and distributing appropriate topics to these departments. This group of teachers then will represent a common platform also to address issues of bioethics with the UG and PG students. Dr Samir, chairperson of bioethics committee agreed to plan a sensitization program very soon.

Ms Vaishali, a final year student shared her experience that when they entered third year and started interacting with patients on regular basis, they took help of youtube videos for some difficult communication skills like breaking bad news. She said that in final yr even, they face this difficulty in communication with patients and relatives; and suggested that these are very important areas and students should get training in clinical bioethics from right from 3<sup>rd</sup> yr.

3. Then the committee discussed **upcoming term-end examinations**. Dr Vijayshri informed that the tentative schedule of IV semester exam. is already prepared and it would start from 18<sup>th</sup> June 2018 if university exam finish by then. II term (pre-university exam) of first yr is going to be conducted in April. For VI and VIII semesters the respective representatives assured that tentative dates would be in 3<sup>rd</sup> and 4<sup>th</sup> week of June and schedule will be prepared as soon as university exam schedule is finalized.

4. Dr Smita raised the issue of **preparedness of Examination hall for these upcoming exams**. The hall is on the top floor and gets very hot in summers. Last year some students complained regarding this formally. Honorable chairperson, after confirming from the Engineering department, shared that air cooling system is being installed in the hall and it will start working within next ten days. The committee decided to check the efficiency of cooling after completion of installation and if at all not satisfied, the backup plan would be to use the college auditorium for internal assessment exams as it is having sufficient space for 100 students and is relatively comfortable.

Honorable chairperson also informed the house that new auditorium and attached AC lecture halls will be ready within next six months for use and then these problems may be solved for a long time.

5. Dr Vijayshri also informed about **heat and ineffective cooling in pathology lecture hall** during summers, especially both sides and the back portion of the hall. This was being complained by last 2-3 batches also and every year students request for shifting all theory lectures in the morning hours due to this problem. Dr Anupama, as acting HOD of Pathology assured that this problem will be looked after.

6. Dr Anupama Informed that she got a mail from Department of Dermatology that morning **8-9 AM classes of 2015 batch, on Wednesday and Saturday are not being engaged** by OBGY department and now these classes will be taken by Skin department and thereby allotted class to them on **Tuesday 2-3 PM will be vacant**. All present members expressed their concern on this issue- some classes going non-engaged and other departments taking them without consulting respective HODs first or leaving their own classes vacant. Dr Jyoti said that she did not know about this change. The Dept of Medicine allots Tuesday 2-3 PM class to allied departments and is currently given to Dermatology. She said if it is not being engaged by dermatology, Dept of Medicine should be informed.

Dr Anupama opined that the curriculum committee should not be given this added responsibility of informing and taking consent of concerned departments in such matters. The respective departments should interact and communicate among them before doing any change in

scheduled activities and then should inform to committee in written, only to record this properly. Other members also felt that such changes should not go uninformed to all concerned.

After this meeting Dr Anupama communicated to both Dr Poonam, HOD OBGY and Dr Sonia. It was revealed that students themselves requested to OBGY department to take these classes in the day time, because they cannot come to morning classes due to their NEET related extra studies. And then these same students suggested these morning classes to dermatology. The attendance in dermatology classes in the morning is very less according to Dr Sonia. It further emphasizes the need of regular and free communication between HODs to keep transparency and to avoid misunderstanding of such type among faculty.

7. Dr Anupama **proposed the change in coordinator of UG curriculum committee**. She said she is coordinating this committee since last three yrs and now wants to handover the responsibility to someone else. The chairperson and other members were requested to suggest name of the next coordinator. However no names came forward from anyone and this issue remained unsettled in this meeting.

Apart from the above mentioned pre-informed agendas, some other issues were also discussed with the permission of honorable chairperson:

8. Ms Vaishali raised the issue of **need of adding appropriate MCQs in classroom teaching, to prepare our students for NEET PG entrance**. She said that some departments are conducting good and helpful quizzes from time to time for this purpose and likewise all departments should plan for the similar quizzes for all students. The committee discussed this matter and came to conclusion that various departments can have their own strategy to expose students to NEET style questions such as discussing them at the end of every class or as part completion test or quiz etc. However every teaching department should decide their departmental policy for this and do something in this direction.

Dr Smita informed that the central library has procured many books of NEET based questions-mixed as well as of individual subjects also, as per demand put by HODs and students. Dr Vijayshri asked whether departments can issue these books to help faculty in preparing for class/quiz. Dr Smita informed that library is having 5 copies of each of these books and if HOD requests, one set of books of that subject can be issued to departments if need be. Also if any further request is received, the library management is ready to purchase even more books for this purpose.

9. With permission of the chairperson, Dr Subodh shared **problem of LCD projector in Comm. Medicine lecture hall**, lamp of which is not working. He informed that the cost of lamp is Rs 20,000 while the new projector can be purchased in Rs 35,000 and so procuring a new one would be better. It was shared that **Anatomy lecture hall projector** is also not working properly. It was decided that a technical report of nonfunctioning equipment will be asked from the instrument engineer and recommendation for new purchase will be sought.

Dr Subodh also shared his experience that the most of the present projectors in our institute are DLP type producing much heat, consuming more electricity and their lamp life is less. The



LED projectors are more efficient and durable in comparison. Moreover there is not much difference in the cost, so wherever a new projector is being purchased, LED type should be considered. Second suggestion was the option of a wireless projector or provision of a remote device which can make the projector wireless, given by Dr Smita.

10. Dr Jyoti raised the problem of **non-availability of Mic in Anatomy lecture hall**. Dr Jwalant said there is presence of sound system in the hall and if informed prior to the class, the attendant can arrange for the same.

11. Ms Vaishali raised an important issue of **students of her batch are not going to clinical postings very often in the prefinal year and so their clinical training was affected**. She suggested that if ward leaving tests after every posting start right from 3<sup>rd</sup> year when their postings start, then student would be more serious about clinics. At present, provision of ward leaving test is only in final year. Dr Jyoti shared the problem of less number of faculty members and so ward leaving test taking one full day is not feasible for pre final or 5-6<sup>th</sup> semester. Other members suggested for some mechanism of daily assessment of these students on the basis of case presentation by them. Dr Anupama suggested that a case can be allotted to 3-4 students and during presentation their skills can be assessed as a part of internal assessment. This can motivate students to attend clinics regularly. It was decided that this matter will be further discussed in the next college council meeting with all HODs of clinical departments.

The meeting ended with thanks to all.



-Dr K R Patond 27/11/18

Dean and Chairperson  
UG curriculum committee

**DEAN;**

**Mahatma Gandhi Institute of  
Medical Sciences, SEVAGRAM**

Copy to:

All committee members

Special invitees present in the meeting

All Heads of the departments for information

✓ ANATOMY <i>Chase</i>	✓ PAEDIATRICS <i>Amrith 28/3/18</i>
✓ PHYSIOLOGY <i>B</i>	✓ OBST & GYNAE <i>Amrith</i>
✓ BIOCHEMISTRY <i>M</i>	ORTHOPAEDICS
✓ FORENSIC MEDICINE <i>Villu</i>	PSYCHIATRY
✓ PHARMACOLOGY <i>Amrith (2)</i>	ANAESTHESIOLOGY
✓ MICROBIOLOGY <i>Amrith</i>	RADIODIAGNOSIS
✓ PATHOLOGY <i>Snahali (2)</i>	RADIOTHERAPY
✓ COMM. MEDICINE <i>26/3/18</i>	SKIN & V.D.
✓ OPHTHALMOLOGY <i>B 2 copies</i>	DENTISTRY
✓ E.N.T <i>P. Kaur</i>	M.R.D.
✓ MEDICINE <i>(2)</i>	AYURVEDA
✓ SURGERY <i>cd 28/3/18</i>	LIBRARY
NEUROSURGERY	SUPDT., GIRLS HOSTEL
WARDEN, BOYS HOSTEL	

Medicine — *(Signature)*  
 (Somit & Sit)

Ms. Vaishali Madharia — *K. m. B. U.*  
 (JNGH) 28/3/18

**Minutes of the meeting**  
**UG curriculum committee- 07/07/2018, 11 AM, Dean's Chamber**

UG curriculum committee had its regular half yearly meeting on 07/07/2018 in Dean's chamber.

The following members were present:

**Chairperson:** Dean Dr N M Gangane

**Members-**

Dr Vijayshri Deotale (Representing II MBBS)

Dr. Subodh Gupta (ex-coordinator, MEU)

Dr. Anupama Gupta (Member coordinator and Coordinator MEU)

Ms. Srushti Jadhav – (Student representative UG – 2013 Intern batch)

**Special invitee:** Dr Anshu, Professor Pathology and Officer in charge Skill Laboratory

Dr. Satish Kumqr (Representing I MBBS), Dr. Jyoti Jain (Representing final MBBS) sent messages of regret for inability to attend as busy in Exam/ Conference.

The student representative from final year also was absent because of attending DAMS classes.

The preset agenda was

- to welcome the new chairperson of the committee Dr N M Gangane, dean MGIMS,
- planning of the session July-December
- any other agendas raised by house and permitted by dean.

1. The meeting started with **welcome of new Chairperson** of the committee and our New Dean Dr N M Gangane.
2. The chairperson informed that the **orientation camp for I MBBS** students will be from 4-18<sup>th</sup> August
3. The issue of **availability of lecture halls** for all batches in this session was discussed. We could not know the status of prefinal and final year classes. It was decided that for 3<sup>rd</sup>/5<sup>th</sup> semester classes SN hall should be used from 18<sup>th</sup> August as two batches would be simultaneously attending II MBBS subjects. All other classes being conducted in Anatomy lecture hall at present, (including prefinal year) will be shifting their venue after 18<sup>th</sup> Aug and the hall will be used for I MBBS classes.
4. **Cooling in Pathology lecture hall** was discussed in light of correspondence in the month of May this year between faculty members of II MBBS subjects. This year students and faculty members repeatedly complained of unbearable heat in the hall during summer, despite continuous maintenance and repair of the cooling system by engineering section. This issue is being raised every year and was discussed in last meeting also. Mr Kolhe, OIC of Eng. Section also felt that cooler is no more effective and recommended air conditioning in the hall before the next summer. The chairperson in today's meeting agreed to proceed with the process in this regard.

5. The committee discussed dates of **term-end and preuniversity examinations in July-Dec session**. There are no inputs from HODs of Final year subjects till date. However there seem no obstacles in conduction of these exams in second half of August and mid-September respectively, wherever applicable. All committee members are requested to send the finalized dates for their respective MBBS years, as soon as possible.

6. **No faculty representative from prefinal and final year subjects** was present in the meeting and chairperson showed concern on this. He suggested that if one cannot attend the meeting he/she must send some other faculty member from the department to have a fruitful and smoothly conducted meeting.

7. Dr Srushti informed that the absence of final year student representative in the meeting is owing to her attending Delhi Academy of Medical Sciences (DAMS) coaching classes in the campus. These classes during college time are never permitted by authorities. The attendance in final year subject classes is already an issue of concern since long. It was felt by all present that this trend of having **extra classes of DAMS during college timings** would be deteriorating the problem further. The chairperson asked for further probing in this matter, and instructed for not allowing any such classes in the campus.

**Action taken-** Later, on 9<sup>th</sup> July Dr Anupama Talked to Mr Nilesh Bhandare, Coordinator of DAMS for Vidarbha region and enquired regarding the matter. He informed that there was indeed a class of dermatology on Saturday morning because the teacher came from outside and couldn't stay for long. He told that the schedule of Saturday for final year students begins at 11AM usually. He was not having our college timetable of any batches with him to consult in such situations. Dr Anupama asked him for rescheduling their timings in such a way that no college class clashes with DAMS classes, including Saturdays. He assured it and also offered that if there is an extra class in the morning, our students would be getting a video recording of it later, so they need not to miss their college class for the DAMS class. He also informed that coordinators from MGIMS for these classes are Dr A Shukla, HOD Ophthalmology and Dr B S Garg, Secretary KHS.

8. The issue of **less attendance in final year classes** was further discussed and everybody agreed that there must be strict action on students with less attendance. Dr Anshu suggested a subject wise feedback, specially from final year students regarding this. It was a dilemma who has to collect this feedback as students may not feel free enough if concerned subject faculty collects it and faculty would not find it valid if taken by some other team. The agenda is kept for discussion in the next college council meeting.

9. Dr Gangane enquired about status of proposed **biometric attendance system for students**. Dr Vijayshri who is looking after this matter, informed that the previous tender went in vain because the company she was in consultation didn't fill the tender owing to less number of devices in the order, other company did not fill the tender properly and so it was rejected. Dr Gangane asked to revive the tender process again with required changes.

10. Dr Gangane suggested **formation of a handy academic calendar with assessment calendar**, for every semester having information about chapters to be taught, tentative exam

schedule and vacations & holidays. Dr Anupama informed that she prepared a model of such calendar in last semester for 2016 batch, but it is a cumbersome process if one person prepares it for every semester. Dr Gangane said it should be done by committee representatives of the respective MBBS year and any help needed should be taken from Dr P Murkey in Dept of FM, who prepares institute academic calendar every year and which is available on our website.

11. The **non-use of skill lab** was concern for all. The amount spent in its construction and maintenance is a waste if it is not being utilized in its full capacity. Dr Anshu reminded the house that many departments have their own skill labs and so they are not interested in coming to skills lab for special sessions. The house suggested that a register should be maintained of all skill lab sessions held in the campus anywhere, so that at least we know that what skills are being taught to the students and what more is needed. Dr Anshu called for a list of required skills for UGs as well as PGs, from every clinical department for further action in this regard. The idea of two faculty members permanently made responsible for training in skills to UGs was also floated and the chairperson promised to look into feasibility of this.

The chairperson proposed to have every meeting of curriculum committee to be held in the skill lab area from the next time onward. House agreed on this

12. Dr Gangane felt that **all HODs should be called for curriculum committee meetings** as it was done previously. If they cannot be made members of the committee because of MCI guidelines, then they should be called as special invitees. House agreed on this welcome idea too. He also suggested that before this meeting HODs for every MBBS year should have their pre-meeting discussion and be ready with exam dates and any changes in the session plan if needed from their side.

13. Dr Srushti shared students' grievances regarding **selection of contestants for regional and state level quizzes of various subjects**. Students' complaint is that in some departments (She named Medicine, Surgery, OBGY. Department of Ophthalmology does not participate in any such quiz) toppers of the previous university exam are asked to go for them invariably. Instead, participants should be selected on the basis of some intradepartmental quiz at least, so that every student have the fair chance to participate. The house agreed that university toppers may not be having the winning skills needed for these quizzes and so some other method should be used to select.

14. Dr Subodh shared his concern on **no development on e-learning platform** of the institute since months. Faculty is not able to find time for preparing modules on Moodle and whatever modules are opened for students, they are not taking it seriously. Dr Anshu wondered that most of students don't remember their passwords even.

Dr Anupama and Dr Vijayshri requested a refresher course for faculty of II MBBS departments to which he agreed and they assured for further communication in this regard. Dr Subodh also informed that Mr Lingraj of JTDRC can help all interested faculty members to prepare NEET question bank on Moodle from their Microsoft word files.

15. Dr Subodh also informed that a **training of trainers activity** is being planned for the use of video making software the MEU procured last year.

16. The meeting ended with Thanks to all present.

Dr N M Gangane

Chairperson and Dean, MGIMS

DEAN  
MGIMS, SEWAGRAM

Copy to:

All UG curriculum committee members and special invitee of the meeting

All HODs of teaching departments- for information; and also for necessary action in point No. 5, 6, 8, 10,11, 13 and 14

Dr Murke- for necessary action and coordination in point No. 10

CC/2469  
23/9/17

**Minutes of the meeting**  
**UG curriculum committee- 20/09/2017 3PM, committee room**

UG curriculum committee had its half yearly meeting on 20/09/2017 in committee room.  
The following members were present:

**Chairperson:** Dean Dr K R Patond

**Members-** Dr. Satish Kumor (Representing I MBBS)

Dr. Smita Singh (Representing III MBBS)

Dr. Jyoti Jain (Representing final MBBS)

Dr. Subodh Gupta (Coordinator, MEU)

Dr. Anupama Gupta (Member coordinator)

Ms. Jadhav Srushti Suhas – (Student representative UG - 2013 batch)

Dr Vijayshri Deotale (from II MBBS) was on leave. She and Ms. Vinita Tripathy Intern -2112 Batch could not join us.

The meeting started with welcoming the new members, Dr Satish kumar, Dr Smita and two student representatives.

The agenda discussed were following:

1. **Deficiency of lecture halls** for 100 student batch is a much discussed issue since last two years on various platforms and still continuing. Some developments in this regard since our last meeting are shared by the chairperson. There are three new lecture halls under construction in the campus. The gallery type lecture hall over JBTDRC is likely to be ready by March 2018. Two other with level sitting are part of new auditorium complex and will be ready to use by end of 2018.

The present make shift arrangements in Psychiatry lecture hall, seminar hall of MCH wing and SN hall are having their own problems. For example, Ms Shrusti informed that LCD projector and AC are not working in Psychiatry lecture hall since quite some time. Many a times chalks and whiteboard markers are also not available there.

The committee requests HOD Psychiatry to please look into the matter immediately.

Dr Patond suggested that if the anesthesia seminar hall is considered for taking classes, chairs with writing board can be purchased for that hall.

Dr Jyoti was requested to consult all HODs of clinical departments about feasibility of this option.

Dr. Jyoti also suggested arrangement of microphones in all lecture halls immediately, as it is difficult for many teachers to be loud enough with a class of 100 students.

In relation to the the same issue, Dr Satish requested the competent authorities to give Mr Ramesh Khajone, the only sound system operator in the campus, a supporting hand/assistant as he is overworked and recently developed some health problems, despite being a hard working and efficient employee.

Honorable chairperson asked Dr Satish to prepare a proposal regarding this.

2. **Using Examination hall for internal assessment examinations** is a necessity now with 100 student batches which cannot be accommodated in any lecture hall except Anatomy lecture hall. At present, the examination hall is not in condition to be used throughout the year for this purpose. Old furniture is dumped there and sanitation & ventilation is poor. We know that extra cleaning staff is denied by the management for this task, so the arrangement for this examination session is- using a few attendants of various departments according to the time convenient to them, for cleaning of exam hall.

However it is requested to honorable dean to have sustainable plan to tackle this issue, because the problem is going to be faced by us in every 6 months.

It was also discussed to search for the source of the old furniture dumped there and to ask the respective department for its immediate removal.

3. Committee discussed Dr Vijayshri's agenda of **need of biometric system for students' attendance**. Dr Jyoti informed that there is a notification also from MUHS regarding all institutes to go for this system. All the present members instantly agreed for the new system as this will alleviate attendance problem many departments are facing, especially after introduction of PG NEET exam. forcing our students to attend coaching classes and a impending risk of further missing their lectures and clinics.

The chairperson expressed his apprehension regarding acceptability of this measure among students and its feasibility. Other members were of opinion that though attendance is the basic discipline issue and is mandatory by the university, and so students don't have any right to refuse it; however if management needs their nod, we will arrange to take students' opinion in this matter before proceeding further. Dr Anupama shared that students who are present in the class actually always request to take attendance in each and every class.

The chairperson also asked to prepare a feasibility report and a proposal for the same, mentioning which other colleges are using this system and cost of portable biometric system for all lecture halls.

A further development in this matter is Dr Vijayshri enquired about the biometric system and informed that the thumb print recognizing machines for each year needs : Rs 12,800 and the attached software for monitoring and reports Generation: 80,000 Rs. The system may be installed by HI Tech Security system Nagpur. The committee is going into details of these figures.

Committee also suggested some incentives to students who have high attendance records to motivate students.

Dr Subodh informed that all student camps organized by Community medicine have a best student award which takes attendance also into consideration.



It was suggested that just like we are giving awards for blood donations, we can give awards for best attendance record also for each year of the MBBS course.

4. Next discussed issue is **need to increase communication between various other platforms concerned with students and the curriculum committee**, as many a times committee is not aware of various new developments and innovations to make our students' experience better in the campus.

Dr Subodh suggested that all teaching departments should have a 6 monthly meeting of faculty ( if they are not already having such meetings) to discuss and pen down various measures in this regard. The minutes of these meetings should be sent to curriculum committee so that we can have a comprehensive view of what all is happening in the campus. Similarly other committees like IQAC, MEU and research committees should regularly send minutes of their meetings.

5. Dr Smita raised the issue of no availability of **a functional academic calendar/almanac** accessible to the students preferably on our website, as it is a very helpful tool for planning their research projects, vacations and examination studies.

Dr Murke is the faculty in charge of making academic calendar every year and though this is not very useful for students as it does not have any mentions of changes in postings, tentative exam dates, but still the institute website does not have even this calendar for students to consult. The committee agrees to try to make the calendar student friendly by inputs from our side before uploading this year's calendar on the website.

Dr Smita, Dr Subodh and Dr Anupama are working on this.

6. Dr Smita (officer in charge Library) also requested all departments to prepare a working list of text, reference and NEET preparation books of each subject for UG and PG courses, because the MUHS list of these books is very long and not useful for students. This will help library staff to procure the listed books in sufficient number and this list will also help our students immensely.

Dr Satish informed that university is trying to revise these book lists but no progress to report yet.

There was a suggestion to upload university logbooks of various subjects as well, in the students' section of the website for their benefit.

7. Dr Jyoti raised the issue of **CCTV cameras in the examination viva halls** of all departments which is made mandatory by the university. She informed that Medicine seminar hall is not having the camera and requested for the same.

The chairperson suggested to enquire regarding the current situation in this matter and asked to consult Dr Tirpude, HOD FM who is officer in charge of this system. He specifically asked to enquire about how many departments are not having the cameras in examination halls and how many of present ones are working. The committee is preparing the report.

8. The student representative Ms Shruti raised two issues:

a. The **participants for various regional and state level quiz competitions** should be chosen by a democratic process giving chance to each student. She informed that students were chosen by teachers' choice in some departments this year because the notice for choosing process could not reach to students in time.

Dr Smita said that because library notice board was shifted from outside to the inner wall at the time of NAAC site visit, it may be due to it that students are not getting some crucial information in time.

Dr Smita was requested to arrange for a new, better notice board to be put on outside library wall as soon as possible.

All HODs are also being requested that they should take a written test preferably, for selecting the candidates for Quiz.

b. Ms Shruti also put forth a request from all students to **arrange for one day gap between university practical examinations**. Committee informed that deciding exam dates is a university matter and is not in our prerogative. Moreover university also would find it impossible to give gap between exams because external examiners cannot stay for more than four days in one examination center. And so nothing can be done in this regard.


9. Meeting ended with thanks to the chair.

Copy to:

All committee members

Secretary KHS, for kind information

All HODs of teaching departments for necessary actions

  
Dean, MGIMS 2019/11/17

**DEAN,**  
Mahatma Gandhi Institute of  
Medical Sciences, SEVAGRAM

✓ ANATOMY	<i>[Signature]</i>	✓ PAEDIATRICS	<i>[Signature]</i>
✓ PHYSIOLOGY	<i>Simalam</i>	✓ OBST & GYNAE	<i>[Signature]</i>
✓ BIOCHEMISTRY	<i>[Signature]</i>	ORTHOPAEDICS	
✓ FORENSIC MEDICINE	<i>Dineth</i>	PSYCHIATRY	
✓ PHARMACOLOGY	<i>[Signature]</i>	ANAESTHESIOLOGY	
✓ MICROBIOLOGY	<i>[Signature]</i>	RADIODIAGNOSIS	
✓ PATHOLOGY		RADIOTHERAPY	
✓ COMM. MEDICINE	<i>[Signature]</i>	SKIN & V.D.	
✓ OPHTHALMOLOGY	<i>[Signature]</i>	DENTISTRY	
✓ ENT	<i>P. Kaur</i>	M.R.D.	
✓ MEDICINE	<i>[Signature]</i>	AYURVEDA	
✓ SURGERY	<i>[Signature]</i>	LIBRARY	
✓ GROSS SURGERY		SUPDT., GIRLS HOSTEL	
WARDEN, BOYS HOSTEL			