

Meeting of the Curriculum Committee  
UCMS and GTB Hospital, Delhi-95

Dated: 22/8/2023

Attendees:

- Dr Piyush Gupta (Chairman, Curriculum Committee)
- Dr Satendra Singh (Chair, Foundation Course Committee)
- Dr Chander Grover (Member and Coordinator, Examination Committee)
- Dr Farah Khaliq (Member and Chair, Phase I Curriculum subcommittee)
- Dr Sanjay Chaturvedi (Member and Chair, Phase III part 1 Curriculum subcommittee)
- Dr Navneet Kaur (Member and Chair, Skill Committee)
- Dr Rajesh Kumar Meena (Member, and Secretary, Foundation Course Committee)
- Mr Gaurav Tiwari (Student representative)
- Dr Khan Amir Maroof (Convener)

The following Curriculum Committee members could not attend the meeting: Dr Amitesh, Dr Alpana, Dr SV Madhu, Dr Amita Suneja, Dr Sonal Sharma and Mr Sanjay Kumar could not attend the meeting.

Agenda items:

- Review of Foundation course timetable for MBBS 2023 batch for approval/suggestions.
- Review of Phase I timetable for MBBS 2023 batch for approval/suggestions.
- Any other agenda with the permission of the Chair.

The Principal chaired the meeting and with introductory remarks requested Prof Khan Amir Maroof to present the agenda and begin with the deliberations. The following deliberations occurred in the meeting.

**Agenda 1: Review of Foundation course timetable for MBBS 2023 batch for approval/suggestions.**

- Prof Satendra Singh, Chair Foundation Course presented the main features of the Foundation Course Timetable. The two sessions i.e. Interaction of the parents of students and faculty and the anti-ragging measures will be clubbed together under the ambit of parent-faculty interaction.
- Hostel sessions will be done before lunch as most of the students and their parents are very concerned about the hostel and therefore the earlier this session is done, the better it is for the students and parents. A suggestion came from one of the members that the library session should be shifted to 3-5 pm instead of 2-4 pm. This should be discussed with the librarian for feasibility and then decided.
- Distribution of the information booklet for the students must be done on the same day. Preparations for that should be done in consultation with the Academic Section.
- Sound system of the conference hall in the library should be checked. If not appropriate, alternative arrangements should be done. Dr Satendra Singh to inform Dr Manish Gupta, Faculty Lecture theatre Incharge for the same and if needed the sound system may be hired for one week.

- Refreshments i.e. boxes (~ 300 nos) should be provided for the first day of Foundation Course as the students and their parents visit the college for the first time.
- The recommended teaching hours in the Foundation course is 160 hours. In the first week of FC, we are covering around 40 hours and in the first six months of phase I we will be able to cover an additional 50 hours.
- The Foundation course committee should submit the attendance and feedback of the Foundation course at the end of the one week within four weeks of the completion of the foundation course to the Curriculum Committee.

This timetable was approved by the Curriculum Committee subject to the modifications suggested above. The CC thanked the Foundation Course Committee and its Chair, Prof Satendra Singh.

### **Agenda 2: Review of Phase I timetable for MBBS 2023 batch for approval/suggestions.**

Dr Farah Khaliq presented the salient points about the Phase I time table. She highlighted that more stress has been placed on the formative assessment and feedback in the timetable. All the departments have agreed to the timetable and competencies have been mentioned in the timetable. The Early Clinical Exposure and the AETCOM will be taken up by all the three preclinical departments.

It was also highlighted that the Alignment of the topics have been done in the timetable.

The White Coat ceremony would be conducted on 20th Sep between 3-5 pm. The Student Staff Advisor will conduct the program as has been the precedence in the last few years.

It was suggested by a member that we should invite the representatives and also acknowledge the organisations who are giving scholarships to the needy and to the meritorious students of UCMS. It was decided that they will be invited to the White Coat Ceremony and felicitated. The Student Staff Advisor will incorporate this in the ceremony in consultation with the Academic Section.

The Curriculum Committee thanked the Phase I Curriculum Subcommittee and its Chair, Prof Farah Khaliq. The phase I timetable was approved by the Curriculum Committee.

**Agenda 3:** As per the NMC regulations all CC and MEU members have to be trained in BCME at the Regional Centre irrespective of whether they have been trained in their own medical college. The relaxation is given to those who have done ACME or FAIMER. The Principal nominated six faculty members in total for the two workshops held in Aug 2023. Prof Amita Suneja expressed regret at the last moment due to certain personal reasons. Prof Farah Khaliq (Member, Curriculum Committee) and Prof SK Bhasin may be requested for the 19-21 Sep 2023 BCME workshop to be held at NMC regional centre. This is because Prof SK Bhasin will become the member of the Curriculum Committee from 1st Oct onwards after Dr Sanjay Chaturvedi gets superannuated in Sep 2023 and it is a mandatory requirement that all CC members must be trained in BCME at the Regional Center.

The meeting ended with thanks to the Chair.

Annexure: Attendance sheet

Curriculum Committee Meeting  
UAMS & SSB Hospital Delhi  
Attendance Sheet

21/8/23

Name of the member

Signature

1. Dr. Irfan Amir Mansoor

K.A. T

2. Gaurav Tiwari

Gaurav

3. Dr. Rajesh Kumar Meena (FC)

Rajesh

4) Dr. Satendra Singh (FC-Chair)

Satendra

5) Dr. Chandan Grewal

Chandan

6. Dr. Farah Khalid

Farah

7. Sanjay Chaturvedi

Sanjay

8. Navneet Kaur

Navneet

K.A. T  
21/8/23