SREE ... HOSPITAL
06 JUN 2019
Chennai-600 044.
06.06.2019
No. 7, Works Road, Chromepet.

131/MEU/19

Minutes of the Meeting
Curriculum Implementation Support Programme
24, 25, 26th April 2019
RESOURCE PERSONS – 5
NUMBER OF PARTICIPANTS – 30
Observer – Dr. Saravanan, Prof. of Surgery, SRMC

DAY – 1

The Programme started with ice-breaking session. Brief introduction to the Programme was done by the co-ordinator Dr. P. R. Devaki. Dr. Arul Amutha Elizabeth. L took the session on Competency based medical education. Dr. P. Sasi Kumar took the session of IMG-Goals, roles and competencies. A workshop on deriving objectives from competencies, Linking Objectives to T-L methods was held followed by that Dr. P. Sasi Kumar also explained about the GMER 2019. Dr. Stephen took the session on electives. Dr. P. R. Devaki took the session on Foundation course. Dr. M. R. Renuka Devi took the session on AETCOM Module.

DAY – 2

A Workshop was done to frame the timetable for Foundation course Early Clinical Exposure was done by Dr. P. Sasi Kumar. Dr. P. R. Devaki and Dr. M. R. Renuka Devi took the session on Integration, and aligning integrating competencies. A workshop was done on framing timetable for Phase – I.

DAY – 3

Dr. Arul Amutha Elizabeth. L took the session on Assessment in CBME. Workshop was done on Aligning assessment to competency. Dr. T. Stephen took the session on Learning Resource Materials. Dr. M. R. Renuka Devi took the session on Curricular Governance. Dr. P. Sasi Kumar discussed about the Road ahead and finally the programme ended with feed back by the Participants.

P.R. Devaki

Co-ordinator
Medical Educational Unit
Sree Balaji Medical College & Hospital
Chromepet, Chennai-600 044.

116/MEU/19 Date: 09.01.2019

SREE BALAJI MEDICAL COLLEGE & HOSPITAL
MEDICAL EDUCATION UNIT
MINUTES OF MEETING (09.01.2019)

Agenda – 1

To discuss about the conduct of Revised Basic Course Workshop

Resolution – 1

The dates for the Revised Basic Course Workshop was finalized as 29,30,31st January 2019. 20 Participants from various departments were selected. It was decided to send the circular for getting permission conduct the workshop and to mine the list of participants.

Agenda – 2

Research Methodology workshop for 2nd year postgraduates (2017 – 18 Batch)

Resolution – 2

It was decided to conduct the workshop in the month of February. In the last week of February or the first week of March. To finalize the date with Community Medicine department.

Agenda – 3

To discuss about the conduct of Journal Club by MEU.

Resolution – 3

It was decided that a circular will be send to al the faculties intimating the date and venue of the Journal club to be conducted by MEU The interested faculties can come and present Journals related to Medical education.

Agenda – 4

To discuss about the CISP – Curriculum implementation support Programme.

Resolution – 3

The roll out plan of competency based UG curriculum – by the MCI was discussed among the members.

DESPATCHED
BY.....
ON.....

10.1.19

P.R. Devaki
Co-ordinator
Medical Educational Unit
Sree Balaji Medical College & Hospital
Chromepet, Chennai-600 044.

112/MEU/18 Date: 02.11.2018

SREE BALAJI MEDICAL COLLEGE & HOSPITAL
MEDICAL EDUCATION UNIT
MINUTES OF MEETING (01.11.2018)

Agenda – 1

To discuss about the conduct of "Research Methodology Workshop" for 2nd year Post graduates.

Resolution – 1

To discuss with community medicine. The dates were tentatively fixed as 1st week of February. It will be conducted as a workshop for 3 days each day 30 Post graduates will be participating. Post graduates will be asked to come prepared with the data's of any study so that hand's on workshop can be done for all the Post graduates

Agenda – 2

To discuss about the conduct of Revised Basic Course Workshop & ATCOM module.

Resolution – 2

It was decided to tentatively conduct the RBCW and ATCOM by Jan 22 – 25th 2019. The Participants list has to be collected from all the departments. To get confirmation from SRMC-MEU for conducting the Programme.

Agenda – 3

To discuss about the conduct of International seminar on Quality in Medical education November 16th , 2018.

Resolution – 3

It was decided that MEU & IQAC will combinedly conduct an International seminar on Quality in medical education the speaker will be Dr. SUBAN on November 16th , 2018.

Co-ordinator
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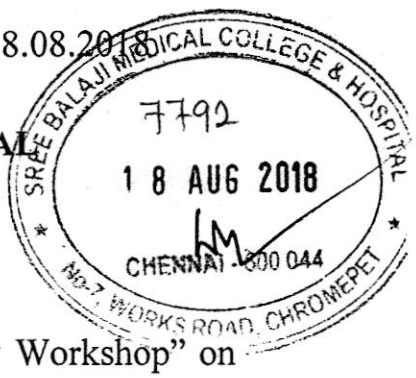
98/MEU/18

Date: 18.08.2018



SREE BALAJI MEDICAL COLLEGE & HOSPITAL
MEDICAL EDUCATION UNIT
MINUTES OF MEETING

Agenda – 1

To discuss about the conduct of "Research Methodology Workshop" on 29/08/2018.

Resolution – 1

Discussed with the Department of Community Medicine and decided about the Programme schedule and Speakers. 80 Post graduates are there in the first year, list of Post graduates was obtained from the office.

Agenda – 2

To discuss about the presentation of result analysis.

Resolution – 2

It was decided that 4 representatives from pre, para and clinical years will be selected and they will present the analysis of internal assessment results once in 3 months. University exam results will also be analysed and presented in the Medical education unit.

Agenda – 3

To Discuss about the conduct of integrated teaching.

Resolution – 3

It was decided that Dr. Subhashini will co-ordinate to conduct Integrated seminars in pre, para and clinical departments.

Agenda – 4

To discuss about improvising the feedback Questionnaire.

Resolution – 4

The feedback analysis Questionnaire was already prepared by IQAC. It was decided that feedback Questionnaire will be improvised by forming a committee with members from both IQAC and MEU, and new feedback forms will be prepared.

98/MEU/18

Date: 18.08.2018

SREE BALAJI MEDICAL COLLEGE & HOSPITAL
7792
18 AUG 2018
CHENNAI - 600 044
No.7 WORKS ROAD, CHROMEPET

SREE BALAJI MEDICAL COLLEGE & HOSPITAL
MEDICAL EDUCATION UNIT
MINUTES OF MEETING

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90/MEU/18 Date: 12.07.2018

SREE BALAJI MEDICAL COLLEGE & HOSPITAL
MEDICAL EDUCATION UNIT
MINUTES OF MEETING

I am here with submitting the minutes of meeting for the meeting held on 12.07.2018

Agenda -1:

Discuss about the MCI observer report for the Revised Basic Course Workshop held on 18-20th April 2018.

The observer report was discussed among the members. It was discussed that the next workshop will be conducted on November 2018. This time we have to conduct the basic course workshop – Revised and ATCOM Module for four days.

Agenda – 2:

To conduct of Research Methodology Workshop for first and second year Post Graduate.

It was discussed that the Research Methodology workshop for first year postgraduate will be conducted on 29th August 2018.

The second year postgraduate Research Methodology workshop on data analysis and data interpretation and thesis writing will be held on 4th October 2018.

Agenda – 3:

To conduct Teaching Methodology workshop for Third year Postgraduate.

It was decided to conduct Teaching Methodology Workshop on first week of December 2018.

It was also decided that by January 2019 we will conduct a CME on Medical Education. Speaker and topic to be decided yet.

P.R. Devi

Co-ordinator
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Chromepet, Chennai-600 044.

81/MEU/18

04.05.2018

SREE BALAJI MEDICAL COLLEGE & HOSPITAL

MEDICAL EDUCATION UNIT

MINUTES OF MEETING (03.05.2018)

There was a meeting held with Dr. Lalith Singh, M.S. Managing Director of the education wing – Elseiver's technology. It was to discuss about the changing trends in medical education.

All the members of MEU and the head of the departments participated in the meeting. Mr. RamKumar from Elseiver's briefed about the different online learning modalities explained in detail about the various Computer Assisted learning modules. Dr. Lalith explained about the Elseiver publication portal he said that there are many certification courses in the website and this can be completed and certificate can be obtained it is free of cost.The meeting ended with Dr. Kalaiselvi madam thanking the speaker.

Co-ordinator
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25

09.04.2018

SREE BALAJI MEDICAL COLLEGE & HOSPITAL

MEDICAL EDUCATION UNIT

MINUTES OF MEETING

AGENDA – I:

To discuss about the conduct of Revised Basic Course Workshop on 18th, 19th, 20th April 2018.

The Co-ordinator welcomed the members and also informed the members that along with Revised Basic Course Workshop we will be permitted to conduct ATCOM also hereafter from the next Revised Basic Course Workshop.

The participants list and the Programme schedule was circulated to all the members. It was decided that a letter will be circulated to all the participants to confirm, the timings of the Programme and to inform the participants that they should be present here by 8.00 AM.

P.R. Devadoss

Co-ordinator
Medical Educational Unit
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Chromepet, Chennai-600 044.

70/MEU/18

Sree Balaji Medical College & Hospital

Medical Education Unit

Minutes of the meeting - 13.02.2018

Agenda – I

To discuss about the MCI Observer report for the Revised Basic Course that was held on September 13,14,15th 2017.

The Observer report was discussed with the resource persons and the feedback from the Observer report was analysed. It was decided that Dr. P. Sasikumar Professor of Surgery and Dr. G. Durga Devi Assistant Professor of Anatomy will also be included as resource person for the forth coming Revised Basic Course Workshop.

Agenda – II

It was decided to conduct the Revised Basic Course Workshop on the first week of April 2018. The participants list was decided to be finalized in one or two days.

It was decided that mail will be send to SRMC to decide about the Resource Persons and whether MD (Tutors) can be included in the Revised Basic Course Workshop.

Agenda – III

To decide about the participants in advance course.

For the 6th advance course Dr. P. Subhashini and Dr. Stephen will be send for the course as the resource person has to complete the advance course. It was decided that the members should be sent to undergo advance course.

P.L. Devaki

Co-ordinator
Medical Educational Unit