181/MEU/2022

Date: 22.06.2022

Minutes of Meeting

The MEU Meeting for Members and Heads of pre and Para clinical year was conducted on 17.06.22 in the MEU room (2nd floor college block)

Agenda 1: To Discuss regarding logbook

Resolution 1: The MEU coordinator greeted all attendees of the meeting and addressed the agenda. She stated that there are few communication problems with the printer and the office in printing the log book and also delay in receiving the book. To avoid this it was decided that MEU will coordinate in collecting content from individual departments and communicating it with the Printer. It was also decided to allot one faculty from each professional year to be the contact person in coordinating this. In this regard the following are highlights of discussion and the coordinators for Log book

- 1st Year : Dr.M.R.Renuka Devi
- 2nd Year: Dr.Sai Sudha Muddha
- 3rd Year : Dr.Anbumozhi
- Final year: Dr.B.V.Sreedevi

Highlights of Discussion

1. All content for the log book to be decided by the concerned department HODs.
2. Content (soft copy) to be sent to the logbook coordinators by July 15th 2022,
3. A separate log book for AETCOM (including Foundation Course) to be printed
4. A separate logbook for electives to be printed
5. Record book in use and given to students for all years to be continued as it is.
6. 2 printed copies of logbook of each professional year to be maintained in the MEU

This was agreed upon by all

Agenda 2: Question paper setting and blue printing

Resolution 2: The agenda was addressed by the MEU coordinator and after discussion with all members of the meeting it was decided that the question paper setting and vetting of the question paper will be done by the individual departments. However the MCQ prepared and sent to MEU mail for NEXT examination will be vetted by the HOD and then sent to the MEU. This was agreed upon by all.

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

MINUTES OF MEETING

MEU meeting was held at medical education unit room (2nd floor College Block) on 02.05.22

Agenda: To discuss about learner Doctor Method of clinical training

Resolution 1: The curriculum convener Dr.P.Subhashini addressed the agenda. She briefly explained on this new program "learner Doctor Method of clinical training" is to be rolled out. The challenges of implementing this program were listed and solutions for it was also arrived at the end of the meeting.

Co-ordinator
Medical Educational Unit
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MINUTES OF MEETING

MEU meeting was held at medical education unit room (2nd floor College Block) on 04.04.22

Agenda 1: To discuss regarding Logbook and electives

Resolution 1: The MEU coordinator greeted all members of the meeting and addressed the agenda. The guidelines for logbook preparation and entry was discussed among all members and finalized. The topics to be included in block 1 and block 2 electives were also discussed and documented

Co-ordinator
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MINUTES OF MEETING

MEU meeting was held at medical education unit room (2nd floor College Block) on 07.03.22

Agenda 1: To discuss about journal club Conduction

Resolution 1: The MEU coordinator greeted all members of the meeting and addressed the agenda and requested any member of the meeting to volunteer to take up a medical education article for discussion for the next Journal Club. It was proposed and accepted by all that Dr.WMS Johnson Dean will present an article in the next Journal club meeting.

Agenda 2: To discuss PG curriculum

Resolution 1: The MEU coordinator addressed the agenda she stated that the Post Graduate Curriculum has been revised by the NMC and all the HODs of PG department and coordinators of respective department should be sensitized by this new curriculum and MEU members who are sensitized for this new curriculum should convey the same to their respective departments. This was agreed upon by all.

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SREE BALAJI MEDICAL COLLEGE&HOSPITAL

JOURNAL CLUB MINUTES OF MEETING

MEETING ON 03.01.2022

The MEU meeting and the Journal Club was held in the MEU room 2nd Floor College Block on 03.01.2022 at 9.30 am and it was attended by the MEU members

Agenda 1: Conduction of First Journal Club

Resolution 1: The agenda was addressed by the MEU coordinator she greeted all the members and requested the presenter of the journal Dr. Krishnaveni.S, Associate Professor of Anatomy to present the article titled "THE IMPACT OF FACULTY DEVELOPMENT PROGRAM: SELFASSESSMENT OF MEDICAL TEACHERS AFTER BASIC - MEDICAL EDUCATION TECHNOLOGY (MET) WORKSHOP. Critical appraisal of the article was done by the presenter and the members of the MEU. It was also decided by all a similar study should be conducted in our institution also this was agreed by all.

Agenda 2: To Discuss on the Conduction OF RBCW on 23rd – 25th February 2022

Resolution 2: The agenda was addressed by the MEU coordinator she stated that the tentative date for RBCW is 23rd – 25th February 2022 and circulated the program schedule for the workshop. It was suggested by the Chairman of the MEU to add 5 extra participants as backup for the already existing 30 participants. This was agreed by all.

Agenda 3: To discuss on the "Learner doctor method" of training program of the CBME curriculum

Resolution 3: The agenda was addressed by the Curriculum Committee Head Dr.P.Subhashini and she stated that a committee to coordinate this new program the Learner doctor method of training has to be decided and it was agreed by all. Dean and Chairman of MEU suggested a committee will be formed with clinical department faculty at the earliest for the effective implementation of this program

Agenda 4: To conduct a meeting for the Heads of 1st Year MBBS departments regarding assessment pattern

Resolution 4: The agenda was addressed by the Dean Dr.WMS Johnson he stated the assessment pattern of First Year MBBS needs to be revised and standardization of the case base questions have to be done in this regard he asked the MEU to conduct a meeting for the HODs of First year Department and the date for the meeting was decided as 07.02.2022. This was agreed by all.

Agenda 5: To discuss on the conduction of next journal club meeting

Resolution 5: The agenda was addressed by the MEU coordinator she asked that the next MEU meeting will be held on 07.02.22 at 10.00 am and the Journal club will also on the same day the presenter would be Dean, Dr.WMS Johnson. This was agreed by all.

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MEU MEETING ON 03.01.2022

JOURNAL CULB

S.NO	NAME	DEPARTMENT	DESINGNATION	SIGNATURE
1.	Dr. Jhonson W.M.S.	—	DEAN	
2.	Dr. Devaki	Physiology	Professor	P.R. Devaki
3.	Dr. Durgadevi	Anatomy.	Assoc. Prof. MEU coorchuator	
4	Dr. P. Subhashini	Pathology	Associate Prof.	
5.	Dr. Shanthi Ramesh	Paediatrics	Prof. Paed.	
6.	Dr. Anbumozhi	Pathology	Asso. Prof	
7.	Dr. Sai Sudha.	Pathology	Assistant Professor	
8	Dr. Ann / Amuth	Pharmacology	Prof + HOD	
9	Dr. B.V. Sreedevi	Gen. Surgery	Prof.	
10	Dr. I. GLORY JOSEPHINE	Pharmacology	Professor	
11.	Dr. Krishnaveni S	Anatomy	Assoc. Prof	
12.	Dr. Farhana	Pharmacology	Professor	

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MINUTES OF MEETING

171/MEU/2021

13.12.21

Agenda 1. To conduct Monthly meeting for MEU every first Monday of the month

Resolution 1. The Meu coordinator, Dr.G.Durga Devi greeted all the members of the MEU and addressed the agenda. It was agreed by all to conduct monthly MEU meeting on every first Monday of the month

Agenda 2: To discuss on the conduction of 5th Revised Basic Course Workshop in MET in 2022

Resolution 2: The Meu coordinator, addressed the agenda, she stated that the 5th Revised Basic Course Workshop in MET will be conducted in 3rd week of January 2022. However since members of MEU raised a query regarding the University practical examination which will be also held in the same week. It was decided by all that the workshop will be conducted during first week of February.

Agenda 3: To discuss on the Phase – III time table

Resolution 3: The curriculum Committee head Dr.P.Subhashini addressed the agenda, she stated that the phase –III time table is yet be finalised and the final copy will be presented to the MEU on or before 17.12.21(Friday).

Agenda 4: To discuss on the Log book for MBBS UG students

Resolution 4: The Meu coordinator, addressed the agenda, She stated that the phase – 1 log book requires certain revisions, Dr.S.Krishnaveni member of MEU also explained the required revisions such as ECE, SDL etc. After discussions with all other members and also inputs from Dr.J.Thanka Vice Principal and Member secretary of MEU; it was decided to have a separate log book for the foundation course and AETCOM.

Agenda 5: To discuss on the implementation of "Learner - doctor method of clinical training"

Resolution 5: Dr.J.Thanka Vice Principal and Member secretary of MEU addressed the agenda, she asked the forum, the plan of action for this new clinical training programme rolled out by NMC and how it can be implemented. After discussion with all other members present in the meeting it was decided that documentation of the clinical training programme is mandatory by the students and it will conducted during clinical posting hours and each student will record and follow up minimum of 4 patients during their period of clinical posting. This was agreed by all.

Agenda 6: To discuss on implementation of remedial classes for low achievers in all phases of UG curriculum:

Resolution 6: Dr.J.Thanka Vice Principal and Member secretary of MEU addressed the agenda; she recommended that all phases of MBBS must have remedial sessions for students having low marks in internal assessment and low attendance. She suggested that the sessions may be conducted during the lunch break; however documentation of these remedial sessions must be done by the respective departments. This was agreed by all

Agenda 7: To discuss on conduction of journal club in MEU

Resolution 7: Dr.J.Thanka Vice Principal and Member secretary of MEU addressed the agenda; she suggested that, Journal Club should be conducted by the MEU on monthly basis. This was agreed upon by all and the first journal club will be conducted on 03.01.22 and the presenter would be Dr.S.Krishnaveni, member of MEU and associate professor of Anatomy.

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Date:27.08.2021

Sree Balaji Medical College&Hospital

MEU Meeting on 26.08.2021

MINUTES OF MEETING

The MEU meeting was held in the MEU room 2nd Floor College Block on 26.08.2021 at 10.30 am and it was attended by the MEU members

Agenda 1: to Conduct guest lecture or CME program in MEU

Resolution 1: The agenda was addressed by the MEU coordinator she greeted all the members and and stated that a Guest lecture on Competency Based medical education will be conducted in the month of November by Dr Shenaz Illyas professor of Pharmacology Saveetha Medical College & Hospital.This was Agreed by all.

Agenda 2: To Discuss on the Conduction of RBCW

Resolution 2: The agenda was addressed by the MEU coordinator she stated that the tentative date for RBCW should be determined but owing to current situation it will be difficult however all members felt that the workshop should be conducted as early as in December 2021

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