

### Minutes of Meeting

<b>S. No</b>	<b>Date</b>	<b>Agenda of the Meeting</b>
1	27.01.2012	Discussion the Preparation of the MET Workshop
2	06.03.2012	Discussion the Preparation of the MET Workshop
3	14.03.2012 to 16.03.2012	MET Workshop
4	17.04.2012	Review of report on MET Workshop by the MET Observer
5	14.05.2012	A Workshop for Post Graduate on Dissertation Writing
6	08.06.2012	Preparation for PG Workshop on Dissertation Writing
7	22.06.2012	MET Workshop
8	05.07.2012	Preparation for the Workshop on “Framing a research question and proposal Writing” for the 1 <sup>st</sup> year PG’s
9	01.08.2012 to 03.08.2012	Basic Course Workshop on Medical Education Technologies
10	13.08.2012	Report on MET Workshop in August 2012 Dr. Mythili to handover the charge in her leave absence
11	10.10.2012	To maintain the detail of CME Workshop, Seminar and Symposiums conducted by various departments in MEU
12	05.12.2012	To discuss about the next MET Workshop

13	05.02.2013	To discuss about the Workshop on Medical Education Technologies, to be held in March 2013
14	06.03.2013	To discuss about the Workshop on Medical Education Technologies, to be held in March 2013
15	20.03.2013 to 22.03.2013	Basic Course Workshop on Medical Education Technologies
16	12.04.2013	To discuss about the Workshop on MET held in March 2013 & its report
17	17.05.2013	To discuss about the possibilities of implementing the “Foundation Course” in the I year in lies of the forthcoming MBBS admission
18	14.08.2013	To discuss about the Workshop on Medical Education Technologies, to be held in Sep 2013
19	24.09.2013 to 26.09.2013	Basic Course Workshop on Medical Education Technologies
20	28.10.2013	Appointment of Dr. Arul Amutha as the Coordinator of MEU, since Dr. Mythili is on long leave, and also inclusion of Members to MEU
21	20.11.2013	<ul style="list-style-type: none"> <li>• To discuss about MET Workshop held in September 2013</li> <li>• Further Progress regarding.</li> </ul>
22	29.01.2014	<ul style="list-style-type: none"> <li>• To discuss about the Workshop on ‘Research Methodology’ for Post Graduates</li> <li>• Further Progress regarding</li> </ul>
23	10.03.2014	To discuss about the Workshop for the PG’s on Research Methodology
24	29.04.2014	To discuss about the Workshop for the PG’s on Research Methodology

25	10.06.2014	To discuss about the Workshop on 'Research Methodology' for Post Graduate
26	26.06.2014	Quiz on Anaemia
27	02.07.2014	Research Methodology Workshop for PG's
28	28.07.2014	To discuss about the Basic Workshop for Faculties
29	28.07.2014	Workshop to Conduct MEU Meeting – Basic Medical Workshop – November
30	08.09.2014	To discuss about the forthcoming MET Workshop in November
31	05.11.2014 to 07.11.2014	Basic Course Workshop on Medical Education Technologies
32	09.02.2015	To discuss about the Workshop on 'Research Methodology' for Post Graduates
33	30.03.2015	Post Graduate Workshop on Research Methodology
34	03.06.2015	<ul style="list-style-type: none"> <li>• Post Graduate Workshop on Research Methodology</li> <li>• MCI Inspection for Regional Centre for MET</li> </ul>
35	17.06.2015 & 18.06.2015	Workshop on Research Methodology

36	06.07.2015	<ul style="list-style-type: none"> <li>• Feedback analysis of Workshop</li> <li>• Procurement of MEU related books</li> <li>• Selection of faculties for advanced MEU Course at SRMC</li> <li>• Recommend of more members / follow up of work delegated</li> <li>• Faculty list for next MET Workshop</li> </ul>
37	10.02.2016	To discuss about conducting a CME on e – learning in March 2016
38	21.09.2016	<ul style="list-style-type: none"> <li>• Restructuring MEU</li> <li>• To conduct Research Methodology Workshop</li> <li>• To discuss about the conduct of Revised Basic Workshop</li> </ul>
39	01.11.2016	<ul style="list-style-type: none"> <li>• To discuss about the Revised MET Workshop</li> <li>• To discuss about Conducting Research Methodology Workshop for the present 2<sup>nd</sup> year PG's</li> </ul>
40	05.01.2017	To discuss about the Revised MET Workshop
41	23.01.2017 to 25.01.2017	Workshop on Revised Basic Course
42	07.04.2017	<ul style="list-style-type: none"> <li>• To discuss about the MCI report on Revised Basic Course Workshop.</li> <li>• To discuss about the events conducted by the Curriculum Development Committee.</li> </ul>
43	18.07.2017	<ul style="list-style-type: none"> <li>• To discuss about the conduct of Revised Basic Course Workshop for 1<sup>st</sup> PG's.</li> <li>• To discuss about the conduct of Revised Basic Course Workshop.</li> <li>• To discuss about the induction programme for 1<sup>st</sup> M.B.B.S 2017-2018 Batch.</li> </ul>

44	29.08.2017	<ul style="list-style-type: none"> <li>• Introduction to Research Methodology Workshop for first year Post graduates (2017-18 Batch)</li> </ul>
45	13.09.2017 To 15.09.2017	<ul style="list-style-type: none"> <li>• MEU – Revised Basic Course Workshop</li> </ul>
46	13.11.2017	<ul style="list-style-type: none"> <li>• To discuss about the conduct of Teaching Methodology Workshop for final year Post Graduates</li> </ul>
47	7.12.2017 To 8.12.2017	<ul style="list-style-type: none"> <li>• Teaching Methodology Workshop</li> </ul>
48	10.01.2018 To 11.01.2018	<ul style="list-style-type: none"> <li>• International Conference on Global Health</li> </ul>
49	22.01.2018 & 25.01.2018	<ul style="list-style-type: none"> <li>• Faculty Development Programme</li> </ul>
50	13.02.2018	<ul style="list-style-type: none"> <li>• To discuss about the Observer report for the Revised Basic Course Workshop held on 13,14,15 Sep 2017</li> <li>• To decide about the date for next Revised Basic Course Workshop</li> <li>• To discuss about the Participation in the Advance course to be held at SRMC.</li> </ul>
51	09.04.2018	<ul style="list-style-type: none"> <li>• To discuss about the conduct of Revised Basic Course Workshop on 18, 19, 20 of April 2018.</li> </ul>
52	18.04.2018 To 20.04.2018	<ul style="list-style-type: none"> <li>• MEU – Revised Basic Course Workshop</li> </ul>
53	03.05.2018	<ul style="list-style-type: none"> <li>• To discuss about the Changing trends in Medical Education</li> </ul>

54	12.07.2018	<ul style="list-style-type: none"> <li>• To discuss about the MCI Observer report for the Revised Basic Course Workshop held on 18,19,20<sup>th</sup> April 2018.</li> <li>• To discuss about the conduct of Research Methodology Workshop to be conducted for 1<sup>st</sup> and 2<sup>nd</sup> year Post graduates.</li> <li>• To discuss about the conduct of Teaching Methodology Workshop.</li> </ul>
55	13.08.2018	<ul style="list-style-type: none"> <li>• To discuss about the conduct of Research Methodology workshop on 29.08.2018.</li> <li>• To discuss about the Presentation of result analysis of the Internal Assessment &amp; University exam marks by the co-ordinators of Pre, Para, &amp; Clinical departments.</li> </ul>
56	07.09.2018	<ul style="list-style-type: none"> <li>• Introduction to Research Methodology Workshop for first year Post graduates (2018-19 Batch)</li> </ul>
57	01.11.2018	<ul style="list-style-type: none"> <li>• To discuss about the conduct of Revised Basic Course workshop.</li> <li>• To discuss about the conduct of Research Methodology workshop for 2<sup>nd</sup> year PG's.</li> </ul>
58	05.12.2018	<ul style="list-style-type: none"> <li>• Integrated Teaching (PANCREAS) Anatomy, Physiology, Biochemistry, Pathology, General Medicine, General Surgery</li> </ul>
59	09.01.2019	<ul style="list-style-type: none"> <li>• To discuss about the Revised Basic Course workshop to be held on 29, 30,31<sup>st</sup> January 2019. Resource persons, Participants.</li> <li>• To discuss about the Research Methodology workshop for 2<sup>nd</sup> year Post graduates to be held on 12,13,14<sup>th</sup> February 2019.</li> <li>• To discuss about the conduct of Journal club by MEU.</li> </ul>
60	21.01.2019	<ul style="list-style-type: none"> <li>• Integrated Teaching (CORONARY CIRCULATION &amp; APPLIED ASPECTS) Anatomy, Physiology, Biochemistry</li> </ul>

61	29.01.2019 To 31.01.2019	<ul style="list-style-type: none"> <li>• MEU – Revised Basic Course Workshop</li> </ul>
62	13.02.2019	<p>Integrated Teaching</p> <ul style="list-style-type: none"> <li>• Micro Anatomy &amp; Gross Anatomy of Kidney, Renal Function Tests, Glomerular Filtration Rate Tubular reabsorption Tubular recreation (Anatomy, Physiology, Biochemistry)</li> </ul>
63	08.03.2019	<ul style="list-style-type: none"> <li>• To discuss about the conduct of RBCW &amp; ATCOM on 9, 10, 11, 12<sup>th</sup> April 2019</li> <li>• To discuss about the conduct of CISP programme on 24, 25, 26<sup>th</sup> April 2019.</li> </ul>
64	21.03.2019	<p>Integrated Teaching</p> <ul style="list-style-type: none"> <li>• Integrated lecture on Stomach, Gastric function test, Gastric Secretion (Anatomy, Physiology, Biochemistry)</li> </ul>
65	24.04.2019 To 26.04.2019	*curriculum Implementation Support Programme
66	10.07.2019	<p>*To discuss about the allocation of MEU observer for foundation course.</p> <p>*To discuss about the conduct of Research Methodology Part-II- for final year PG. (Data analysis &amp; Thesis writing)</p>
67	24.07.2019	CISP Programme-slims(MEU&IQAC)
68	25.09.2019	*To discuss about the conduct of revised basic course workshop & AETCOM module
69	4.12.2019	<p>* To discuss about the conduct of MCQ workshop for dental faculties –SBMCH</p> <p>* To discuss about the revised pattern of examination for 1<sup>st</sup> –MBBS(2019-2020)batch</p>
70	04.02.2020	National conference on quality assurance(MEU&IQAC)
71	29.02.2020	HANDLING WEBINAR BY “ZOHO” ( FDP)
72	21.09.2020	<p>*To Acknowledge the change of committee Members.</p> <p>*To Discuss the roles and responsibilities of Curriculum development</p>

		Conduction of CISP-II Program.
73	09.11.2020 to 10.11.20	Curriculum Implementation Support Programme (CISP-II)
74	25.03.2021	*To discuss on the resource Faculty to take sessions for the revised basic course workshop.
75	27.04.2021-29.04.2021	MET (RBCW) Workshop
76	10.05.2021	To decide the guest lecturers in MEU
77	24.08.2021	Handling Webinar by NEOTOUCH
78	26.08.2021	To Discuss on Conduction of CME program on CBME curriculum concepts and implementation
79	22.11.2021	Integration in CBME curriculum concepts and implementation.(online)
80	03.01.2022	*Conduction First Journal club *To discuss on the conduction of RBCW on 23 <sup>rd</sup> -25 <sup>th</sup> Feb-2022 *To discuss on the Learner doctor method of training program of the CBME curriculum
81	01.02.2022	Handling Learning Management System Demonstration by DIGIVAL
82	07.02.2022	*To discuss about RBCW *To discuss on the conduction of RBCW *To discuss on the Electives.
83	07.03.2022	* To discuss about Journal Club Conduction * To discuss PG Curriculum.
84	19.03.2022	Handling Learning Management System Demonstration by MEDISYS
85	26.03.2022	Training program for faculties for handling Teaching learning solution by Apple solution expert education data logics India PVT LTD.

86	04.04.2022	* To discuss regarding Logbook & Electives
87	19.04.2022&20.04.2022	National conference on IQAC&MEU NExT-2022(Dr.Sann linn ko—Myanmar)
88	02.05.2022	* To discuss about Learner-Doctor Method of clinical Training.
89	17.06.2022	*.To discuss on LOG BOOK * Question paper setting and blue printing
90	08.07.2022	* To discuss in Journal Club *To Discuss about RBCW(Date &Schedule)
91	10.08.2022	* To discuss About the Revision in PG CBME curriculum.
92	26.09.2022	* To discuss about the allotment of observer for Phase 2&3 * PG Curriculum-regarding 360° port Folio Album.
93	22.11.2022	To discuss about RBCW to be held on 28 <sup>th</sup> ,29 <sup>th</sup> &30 <sup>th</sup> November-2022
94	28.11.2022 to 30.11.2022	MET(RBCW-WORKSHOP)
95	13.12.2022	To Discuss IA& Blue Printing
96	18.01.2023	TO Discuss Implementation of Electives
97	13.02.2023	To discuss about journal club
98	16.06.2023	Faculty development program( Ms.Renuka)
99	22.06.2023	To discuss about Graduate medical education Regulations(GMER)2023

100	01.07.2023	Gender harassment Program ( Mr.Ramesh
101	14.09.2023	CME- MEETING (Dr.Chenthil) Adolescence Health Awareness and Risk Taking Behaviour.
102	21.12.2023-23.12.2023	MET (BCME-WORKSHOP)
103	08.01.2024	To discuss on the road map for the year 2024- Academic Calendar
104	12.02.2024	To discuss on the revision to be made phase I & II Resolution
105	01.03.2024	To discuss on the conduct of BCME workshop for the faculty of SBMCH
106	08.04.2024	To conduct journal club on 17.04.2024
107	07.05.2024	To discuss on the minutes of Google meeting conducted by MEU department of the Nodal Centre.
108	10.06.2024	To discuss on a workshop to be conducted for the post Graduates.
109	06.11.2024-08.11.2024	MET (BCME-WORKSHOP)
110	18.12.2024	Journal club (Integrated Assessment Methods)
111	28.01.2025	To discuss about the tentative dates for the BCME
112	01.02.2025	Reconstitution of MEU Members
113	28.03.2025	
114	16.04.2025	Heal Communication Workshop (AETCOM & Beyond)

115	05.05.2025-07.05.2025	MET (BCME-WORKSHOP)
116	11.06.2025	To Discuss next Journal Club
117	08.08.2025	To Discuss on Reconstitution of MEU members
118	08.09.2025	To Discuss on Phase-1 (2025-2026) MBBS batch Timetable
119	08.10.2025	To Discussion on Conduction CISP Program in Dec 1 <sup>st</sup> week
120	12.11.2025	* To Discussion on Conduction CISP Program in Dec 2 <sup>nd</sup> week * To Discussion of conduction FDP Program for SR on 21.11.2025
121	22.12.2025	To Discuss next Journal Club
122	23.01.2026	To discuss about the MET workshop for PG's
123	06.02.2026	To discuss about the MET workshop on Feb 26&27 for PG's
124	26.02.2026-27.02.2026	STEPP WORKSHOP for PG's
124	17.03.2026-18.03.2026	STEPP WORKSHOP for PG's