

MINUTES OF MEETING COLLEGE COINCIL

Date 04/11/2025 (Tuesday)

Time-12:00 Noon

Venue-Meeting Hall (MEU) 3rd floor ADMIN Building

Minutes of the last College Council meeting held on 02.05.2025 were read

Following heads and/or faculty Members were present

S. No.	Department	Name of Head / Faculty
1	Principal & Dean Academics	Prof. Narsingh Verma
2	MEU coordinator	Dr. N.K.Gupta
3	Controller of Examination	Dr.Prof. Divakar Srivastav
4	Anatomy	Dr.Prof. Mumal N Mishra - Head Dr.Rajeev Mukhia
5	Physiology	ABSENT
6	Biochemistry	ABSENT
7	Pharmacology	Dr. Prof. H.K.Singh - Head
8	Pathology	Dr. Prof.Sanjay Agrawal - Head Dr. Prof.Shambhavi Tripathi
9	Microbiology	Dr. Prof. Razia Khatoon - Head
10	Community Medicine	Dr. Prof. Arslan Neyaz - Head
11	Forensic Medicine and Toxicology	ABSENT
12	General Medicine	ABSENT
13	General surgery	ABSENT
14	Obstetrics & Gynecology	Dr. Prof. Shweta Mishra
15	Pediatrics	Dr. Suresh Kr Yadav – Associate Professor
16	Ophthalmology	Dr. Prof. C.M.Kohli - Head
17	Otorhinolaryngology	Dr. Prof. Syed Mohd Ahmad
18	Psychiatry	ABSENT
19	Dermatology	ABSENT
20	Respiratory Medicine	ABSENT
21	Orthopedics	ABSENT
22	Anesthesiology	Dr. Prof. S.K.Sonkar - Head
23	Radiodiagnosis	Dr.Vivek Raj - AP
24	Neurosurgery	ABSENT

1. Introduction of Additional teaching, learning and assessment methods as per NMC norms

- *All the Heads will read complete documents. They introduce teaching, learning and assessment methods as mentioned in the document applicable to their MBBS Batch – After 2019, 2023 and 2024.
- *As these students are in Andragogy phase of learning so NMC has advised them.
- *Assignment for learning is very strong tool and as students find problems and difficulties in writing in examination, many use electronic devices in class so face problem in examination.
- *They should have quality use of time – in college or otherwise.
- *For these reasons, our chairman has also advised and we should find strength in that , not faults or aberrations.
- *It was finally left to heads to implement in the way in their subjects but it has to continue and submit all details and records to MEU within 10 days of completion.
- * Only Faculty will take Theory classes and Residents are NOT allowed. Residents will help in other learning activities under guidance of faculty.
- * All faculties including Heads take theory classes in all time schedules.
- * Prof. Narsingh Verma has started taking theory classes for MBBS Batch 2025.

2. Revision of electives

- *Matter was discussed in details, and certain concerns and procedural issues will be resolved once all Heads go thoroughly through documents provided subsequently, to meet NMC norms and criteria.
- *All relevant documents have been sent to all Heads on WhatsApp and emails of departments and

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*Converted in word format to make it easy to reply and respond
*For proper and effective learning, most of the departments complained about a shortage of faculty and shortage of basic equipment and instruments in some department – Heads and Principal Sir will take up the matter with concerned authority.

3. Evening classes

*Everyone appreciated and this is applicable to all clinical departments, including allied subjects.
*Doubt about subject was clarified - evening classes will be in same subjects as in morning clinical posting. 80% attendance is mandatory in both clinics, individually.
*Format to record morning and evening clinics is already provided.
*Head at end of posting will send these sheets, along with Ward leaving viva and status of logbook within 07 days of end of posting
*There was some issue about logbook which will be sorted out at earliest, by Principal & Dean Academics

4. Student attendance & Counselling by HOD

*Everyone appreciated the remarkable improvement after strict measures were taken following approval from Prof. A.K.Sachan.
*More efforts will be done to improve further – every month attendance and result of monthly internal assessment will be shown to students and timely corrective measures will be taken.

5. Mentor Mentee Program

*A structured program is already in place for MBBS Batch 2024.
*Waiting for all admissions for MBBS Batch 2025.
*For other batches it will be prepared once list of eligible faculty is received and result is declared.
*They will fill e-logbook and at least one communication in a month is required.
*This will help in identifying reasons for absence and academic performance.
*Separate academic activities can be planned to solve such common problems.
*Head is given responsibility to implement and monitor about various activities done by their faculty and report to MEU on monthly basis for timely action to solve problems where feasible

6. Death Review Meeting participation by all departments

*All faculties and senior and Junior residents must attend, especially departments concerned directly or indirectly with patient management to enrich academic discussion – the staff who is on essential, emergency duty or undergraduate teaching can be left, but Heads should ensure participation by other staff

Meeting ended with thanks to all heads for their enthusiasm and interest in improving academic programs, their monitoring and implementation.

Narendra Kumar Gupta

Prof. N. K. Gupta
MEU- Coordinator

NSV

Prof.(Dr) Narsingh Verma
Principal & Dean Academics

Copy to –

1. Chairman
2. Director ADMIN
3. Group CEO
4. COO
5. All Heads & Computer Operator Through WhatsApp Group
6. Prof (Dr.) Divakar Srivastava COE
7. Dr. Neha Srivastava department of Anesthesiology
8. Prof (Dr).. Sweta Mishra Department of OBG
9. Prof . (Dr.) Sudhir Kumar Rai Department of Anesthesiology

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