

**Minutes of the meeting of Medical Education Unit (MEU) held on 2<sup>nd</sup> December, 2024 at 12:30pm in Medical Education Unit, AMCH, Shahabad (M)**

Following members of Medical Education Unit (MEU) attended the meeting:

S. No	Name of faculty	Designation in MEU	Department
1.	Lt. Gen. (Dr) Navdeep Singh Lamba	Principal	Principal AMCH Professor, Anaesthesiology
2.	Dr Gurleen Kaur	MEU Coordinator	Professor, Pharmacology
Members			
3.	Dr Naresh Jyoti	Member	Professor & Head, Pharmacology
4.	Dr Poonam Delmotra	Member	Professor & Head, Anatomy
5.	Dr Ashwini Manhas	Member	Professor & Head, Microbiology
6.	Dr Satwant Kaur	Member	Professor & Head, Obs. & Gynae
7.	Dr Moneet Walia	Member	Professor, Obs & Gynae
8.	Dr Priyanka Tangri	Member	Professor, Biochemistry
9.	Dr Archana Goel	Member	Professor, Anatomy
10.	Dr Beena Mahaur	Member	Associate Professor, Obs. & Gynae
11.	Dr Suvidha Shori	Member	Associate Professor, Physiology
12.	Dr Garima Shivhare	Member	Associate Professor, Anatomy
13.	Dr Swati Mittal	Member	Assistant Professor, Microbiology

The Chairman, of the committee, Dr Navdeep Singh Lamba welcomed all the members of MEU. The minutes of the previous meeting held on 3<sup>rd</sup> September, 2024 were approved by the members. The following was discussed and decisions were taken:

**1. Report of Foundation Course for Batch 2024**

The members reviewed the report of the foundation course held for Batch 2024 from 14<sup>th</sup> to 26<sup>th</sup> October, 2024. The feedback received from the students was also reviewed and few suggestions accepted. The members were also informed regarding extra sessions on Foundation course were held for the students who joined late and were not having minimum 75% attendance in foundation course. These extra sessions were held till 30<sup>th</sup> November, 2024.

**2. Finalization and approval of Elective modules being offered for Batch 2021**

Around 50 elective modules for Batch 2021 were reviewed and approved after minor changes. Dr Jasbir Singh, Incharge of Electives Program, briefed all members about the conduct and implementation of electives program, as per NMC guidelines. There shall be no clinical postings during the entire period of 1 month of electives.

**3. Constitution of Alignment & Integration (AIT) team for Phase1 and Phase 2**

For proper conduct and implementation of alignment and integration in Phase 1 and 2, Dr Preeti Joseph, Associate Professor, Pathology, and Dr Archana, Professor, Anatomy, was made the AIT Incharge respectively. Their roles of responsibilities were defined and they proposed certain changes into the annual schedule of Phase 1 and 2. After deliberations, few changes were made in the annual schedule and approved by the committee members.

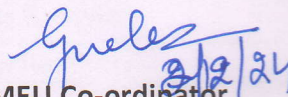
4. **CBME time table of MBBS Phase I (Batch 2024) and MBBS Phase II (Batch 2023)**

The annual time table (theory planner) for Batch 2024 needed to be changed as per 2024 guidelines, including the rosters of AETCOM module. Also, for Batch 2023 yearly roster including pandemic and AETCOM module was put up and approved by the members. Few changes were suggested and the changes incorporated.

5. **Filling of Feedback form for curriculum committee meeting:**

Dr Gurleen Kaur, MEU co-ordinator, informed all that 25-point feedback questionnaire for curriculum committee meetings have to be filled and shared with the Regional Centre, that is PGIMS, Rohtak by 15<sup>th</sup> December, 2024. All the members were requested to support the filling of this form so that the form can be sent on time.

The meeting ended with thanks to the Chair.

  
MEU Co-ordinator

Adesh Medical College & Hospital, Shahabad (M)