



Curriculum Committee

Minutes of Meeting

Venue: College Council Hall

Date: 12.01.2022

Agenda

1. Discussion on planning and implementation of CBME Curriculum
 - a. Time table – 1st – Final year MBBS
 - b. Notified tests and Formative assessments (Internal assessments)
 - c. PD & Ethics
 - d. AETCOM
 - e. Skills
 - f. Electives
 - g. Integration
2. Discussion on PG Curriculum
3. Report on CBME Evaluation – Phase I
4. Framing policy for slow and advanced learners
5. Discussion on proposed “Central Evaluation” System
6. Any other issues

The secretary, Curriculum committee welcomed all the members for the meeting and the following were discussed

1. Discussion on planning and implementation of CBME Curriculum (a) Timetable – Phase I to Phase III MBBS

Dr.Soundariya projected the proposed CBME timetables (submitted to NMC Task force) of Phase I, Phase II and Phase III Part I MBBS. The hours distribution recommended by NMC and allotted by the institute were discussed. Emphasis was made in the inclusion of Pandemic module in the time table across all the phases and it was decided to utilize hours of Pandemic module by the respective departments. However, it was suggested to allot extra hours in Pathology for Pandemic Module of Community Medicine in Phase II. Dean recommended Medical Superintendent to overview the conduct of the Pandemic Module.

Incorporation of Student-Doctor method of clinical training between 4.30 PM – 6.00 PM was discussed with the members and Dean academic insisted on transport arrangement for the students undergoing Student Doctor Method of clinical training.

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Sri
MANAKULA VINAYAGAR

Medical college and Hospital

No: SMVMCH/CC/51/2021

07.01.2022

Circular

It is proposed to conduct Curriculum Committee meeting with all the members at College Council Hall on 12.01.2022 by 11.00 AM for discussion over the following agenda. All the members are requested to attend the meeting.

Agenda

1. Discussion on planning and implementation of CBME Curriculum
 - (a) Time table – I MBBS – Final year MBBS
 - (b) Notified tests and Formative assessments (Internal assessments)
 - (c) PD & Ethics
 - (d) AETCOM
 - (e) Skills
 - (f) Electives
 - (g) Integration
2. Discussion on PG Curriculum
3. Report on CBME Evaluation – Phase I
4. Framing policy for slow and advanced learners
5. Discussion on proposed “Central Evaluation” System
6. Any other issues

K. Soundaraj
Coordinator, MEU
Secretary, Curriculum Committee

[Signature]
Deputy Director/Dean
Chairperson
7/1/22

Copy to

The Director/Dean
The Dean Academic
The Dean Research
The Medical Superintendent
All Curriculum Committee members
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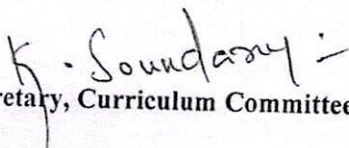
2022 to be incorporated in the existing pattern of logbook. The sample format given in the CRMI regulations was decided to be shared with the HODs for preparation of the same. Dr.Jayasree recommended training of the undergraduates in reflective writing and FDP on assessment of reflective writing for the faculty.


Action Plan

1. Implementation of Pandemic Module
2. CBME Evaluation of Phase II
3. Framing policy for slow and advanced learners
4. Approval of teaching schedule by curriculum committee and to be shared with MEU and Integration subcommittee
5. Preparation of lesson plan by the parent departments for the Integration modules
6. Planning of uniform format for ward leaving exams
7. Emphasis on submission of mapping report atleast 2 weeks within the completion of internal assessment evaluation ✓
8. Preparation of the template for certifiable competencies to be included in CRMI Logbook

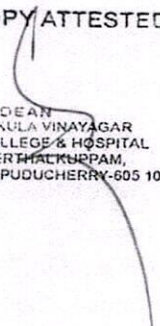
Members attended the meeting

1. Dr.D.Rajagovindan, Director
2. Dr.R.N.Kagne, Dean
3. Dr.K.Karthikeyan, Dean Academic
4. Dr.G.Kalaiselvan, Dean Research
5. Dr.K.Soundariya, Coordinator, MEU
6. Dr.M.Jayasree, Professor & Head, OBG
7. Dr.N.Suresh, Associate Professor, Department of Anatomy
8. Dr.G.K.Poomalar, Integration subcommittee coordinator, Special Invitee


Secretary, Curriculum Committee


Chairman, Curriculum Committee
Dr. KAGNE. R.N
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2. Discussion on implementation of CBME Curriculum

Dean presented the subcommittee activities (Foundation course, Feedback, Mapping, ICT, Student Support System, Alignment and Integration) to the Director, Dean Research and the members of the Curriculum committee. Regrading the foundation course skills training is given for 6 modules in rotation during the 1st and 3rd Saturdays of every month. The afternoon sessions of the 1st and 3rd Saturdays are utilized for sessions on Professional Development and Ethics. Regarding the feedback forms it was decided to maintain uniformity in the feedback forms in all the departments. Dr.Jayasree updated the members with the skill lab postings ongoing for Phase III Part I. The Phase II students are given communication skills training on the allotted days of skills training in the respective departments. Dean recommended submission of Mapping report within 2 weeks after evaluation of the answer sheets. It was also suggested to have a uniform formatting of the ward leaving exams in the clinical departments. Dean Research suggested a checklist to be submitted to all the departments for smooth implementation of mapping. AETCOM modules completed in Phase I and Phase II was updated to the members. Dr.Jayasree insisted on the allotment of the AETCOM modules for the Phase III Part II for prior planning of the sessions. Dean informed the proceedings of student support system to all the members with successful conduct of first mentor meet across all the phases. Dr.Soundariya informed the members about the rectification of errors in the LMS. It was decided to request the HODs to promote LMS usage by students during small group sessions. Dean recommended orientation sessions for usage of LMS for students using digital lab.

3. Overviewing of teaching schedules by curriculum committee

Dean recommended sharing of the teaching schedule with the Curriculum Committee, MEU and AIT subcommittee

4. Alignment & Integration implementation status and progress of subcommittee functioning

Dr.Poomalar presented the progress on alignment in the teaching schedule in Phase I and Phase II. Probable alignment topics for phase III part I was shared with the members for presentation to the HODs. 27 topics were recommended by the Integration subcommittee for inputs from the heads of the departments. An Integration coordinator was selected for all the departments to ease communication, framing and implementation of the modules. Each integration topic will be allotted a parent and additional department. The hours for integration will be utilised from the parent department. Dean recommended the curriculum committee to inform the departments to prepare a lesson plan, after removing the redundant objectives and a deadline was decided to be given to the departments for submission of the same. The feasibility of the implementation of the integration modules for the current academic year will be discussed later with inputs from the heads of the departments. Dean clarified that integrated sessions are to be planned only for lecture sessions and not for skill sessions/revision sessions.

5. Discussion on CRMI regulations and logbook

Dean Academic highlighted the members with the CRMI regulations and the changes in the number of weeks allotted for the clinical postings. The need for revision of logbook for the upcoming batch of interns was recommended by Dean. A certifiable competency for each department was presented by the Dean Academic to the members. Director recommended to inform the HODs to submit the format of logbook with certifiable competencies on or before 10th June

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Curriculum Committee

Venue: College Council Hall

Date: 06.06.2022

Agenda

1. Review of previous minutes
2. Discussion on implementation of CBME Curriculum
3. Overviewing of teaching schedules by curriculum committee
4. Alignment and Integration implementation status and progress of subcommittee functioning
5. Discussion on CRMI regulations and logbook
6. Any other issues

1. Review of Previous Minutes

Action Plan	Progress
Implementation of Student-Doctor method of Clinical training and Pandemic module	Student -Doctor method implemented successfully. Pandemic Module implementation to be addressed
Presentation of the assessment strategies and recommendations of curriculum committee to college council for approval	Presented in the college council meeting held in January 2021 and received approval
Active functioning of the subcommittee for smooth implementation of CBME	Subcommittee functioning initiated and periodically overviewed by MEU
Planning of induction program for postgraduates	To be planned after submission of thesis protocol, probably month of October 2022
Phase II CBME evaluation to be initiated	Not yet initiated
Framing of policy for identification of slow and advanced learners	Not yet initiated
Presentation of "Central evaluation proposal" to college council for approval	Presented and approved by college council and implemented
FDPs on Skills training, Soft skills training, Self-Directed learning, Integration, Assessment of Reflective writing to be planned	Yet to be planned

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No: SMVMCH/DO/CC/194/2022

03.06.2022

Circular

It is proposed to conduct Curriculum Committee meeting with all the members at College Council Hall on 06.06.2022 by 11.00 AM for discussion over the following agenda. All the members are requested to attend the meeting.

Agenda

1. Discussion on implementation of CBME Curriculum
2. Over viewing of teaching schedules by Curriculum Committee.
3. Alignment and Integration implementation status and progress of Subcommittee functioning.
4. Discussion on CRMI regulations and Logbook

K. Soundarajan
Coordinator, MEU
Secretary, Curriculum Committee

[Signature]
Deputy Director/Dean
Chairperson

Dr. KAGNE. R.N
DEAN

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All Curriculum Committee members
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