

# HIMALAYAN INSTITUTE OF MEDICAL SCIENCES

## OFFICE OF THE PRINCIPAL

HIMS/2025/2777

22<sup>nd</sup> March, 2025

### Minutes of Meeting of 14<sup>th</sup> Curriculum Committee

Meeting held on 24<sup>th</sup> February, 2025 at 03:00 pm in Conference Hall of the Medical College in the presence of the following members:

- Dr. Ashok Kumar Deorari - Principal, HIMS
- Dr. D.C. Dhasmana, Professor, Pharmacology
- Dr. Anuradha Kusum - Vice Principal (UG Medical Programme)
- Dr. Reshma Kaushik - Vice Principal (PG Programme)
- Dr. Taruna Sharma - Prof. & Head, Pharmacology
- Dr. Barnali Kakati - Professor & Head, Microbiology
- Dr. Gurjeet Khurana - Prof. & Head, Anesthesiology
- Dr. Jayanti Semwal - Professor, Comm. Medicine
- Dr. Anil Rawat - Prof. & Head, Pediatrics
- Dr. Smita Chandra - Prof. & Head, Pathology
- Dr. Digvijay Agrawal - Assoc. Prof., Orthopedics
- Dr. Deepa Singh - Prof. & Head, Anatomy
- Dr. Kiran Bhat - Prof. & Head, Biochemistry
- Dr. Brijesh Purwar - Professor, Physiology
- Dr. Abhishek Kandwal - Prof., Dental Surgery
- Dr. Neerul Pandita - Assoc. Prof., Pediatrics
- Dr. Sohaib Ahmad - Prof. & Head, Medicine
- Dr. Rashmi Rajput - Asst. Prof., Obst. & Gynae.
- Dr. Sukhdeep Bains - Asst. Prof., Ophthalmology
- Dr. Sukriti Upadhyay - Asst. Prof. Ophthalmology
- Dr. Mukta Singh - Assoc. Prof., Emergency Medicine
- Dr. Mahima Luthra - Asst. Prof., ENT
- Dr. Pragya Tripathi - Assoc. Prof., Forensic Medicine
- Dr. Jitendra P. Ray - Professor, Surgery
- Dr. Gaurav Benjwal - Asst. Prof. Radiodiagnosis

The meeting was chaired by the Principal, HIMS - Dr. Ashok Kumar Deorari. Minutes of last Curriculum Committee meeting were discussed and passed.

**Agenda :**

1	Confirmation of last meeting minutes
2	Board of Studies according to CBME - 2024
3	Early Clinical Exposure
4	Invigilation Duty of faculty of Clinical depts
5	Excel Time Table to be completed
6	Any other agenda with the permission of Chair

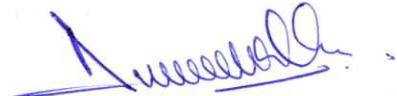
Sr. No.	Issue	Discussion	Action by
1	Confirmation of last meeting minutes	<ul style="list-style-type: none"> <li>Meeting started with welcoming of all the member to 14<sup>th</sup> Curriculum Committee meeting.</li> <li>All the minutes of last meeting were confirmed.</li> </ul>	
2	Board of Studies according to CBME - 2024	<ul style="list-style-type: none"> <li>Vice Principal (UG Medical Programme) updated the house that with great efforts of all HODs and faculty, Board of Studies of 2023 have been compiled and sent to University for review.</li> <li>Board of Studies for the same have been constituted by Registrar vide letter no. SRHU/Reg/00/2025-27 dated 22<sup>nd</sup> February, 2025 and the process of finalization shall soon be started.</li> <li>Special mention of Dr. Taruna Sharma for her efforts to coordinate the whole process.</li> <li>Dr. Taruna updated all for Board of Studies for 2024 Batch and that first and second prof. departments have done the compilation and requested clinical depts to do the same as soon as possible.</li> <li>Dr. Reshma Vice Principal (PG Programme) also requested all the departments to make necessary changes in PG Board of Studies if needed.</li> </ul>	Vice Principals (UG & PG), Dr. Taruna Sharma & All concerned HODs
3	Early Clinical Exposure (ECE)	<ul style="list-style-type: none"> <li>Dr. Ashok Kumar Deorari, Principal, impressed upon importance of ECE and that all first year departments Anatomy, Physiology and Biochemistry should have a meeting at their respective department to prepare a module to how to execute this activity. He also informed that he will hold a meeting for the same and that all concerned HODs should Prepare proper documented module which should be interdisciplinary.</li> </ul>	Principal, Vice Principal (UG) & HOD- Anatomy, Physiology & Biochemistry
4	Invigilation Duty of faculty of Clinical depts.	<ul style="list-style-type: none"> <li>Dr. Deorari inform hall that from now all clinical departments junior faculty shall also be involved for invigilation duties of all University Main / Supple. Pre-University Examinations of HIMS.</li> <li>The Vice Principal (UG Medical Program) to first ask departments HOD to tell them name of faculty who will</li> </ul>	VP (UG) & All clinical HODs

		<p>do the duty by sending them blank sheet mentioned date of examinations.</p> <ul style="list-style-type: none"> <li>Vice Principal (UG Medical Program) commented that by doing this load on faculty of Pre and Paraclinical departments will be reduce shared responsibility by all is best in interest of HIMS .</li> </ul>	
5	Excel Time Table to be completed	<ul style="list-style-type: none"> <li>Dr. Anuradha, Vice Principal (UG) requested all the HODs to timely fill the detailed Excel sheet of academic schedule soon after it is shared by VP UG Office. This is done to avoid confusion and overlaps of lectures.</li> </ul>	Vice Principal (UG), & All concerned HODs
6	Any other agenda with the permission of Chair	<ul style="list-style-type: none"> <li>Dr. Sohaib, HOD Medicine raised an issue of practical problem of taking assessment in Skill Lab.</li> <li>Few depts like Obst &amp; Gynae. told that they are regularly doing assessment of both UG &amp; PG for Skill Lab.</li> <li>It was also suggested by Principal to prepare a model for assessment as it will be helpful for all and all that it is mandatory to have formative assessment of Skill Lab as it is a heading in Internal Assessment and is to be entered in logbook as per CBME guidelines.</li> <li>He also impressed upon importance of repeated revision for better retention and explained. The memory decay curve.</li> </ul>	All HODs & Skill Lab In charge

Meeting came to an end by vote of thanks.

AK Deonw

Principal, HIMS



Vice Principal (UG Medical Programme)

Copy to : The Hon'ble Vice Chancellor, SRHU - for information please  
 : The Director General (Academic Development) - for kind information please  
 : Dr. D.C. Dhasmana  
 : Vice Principal (Administration)  
 : Vice Principal (PG Medical Programme)  
 : Vice Principal (Allied Health UG Programme)  
 : Vice Principal (Allied Health PG Programme)  
 : Dr. Taruna Sharma  
 : Dr. Deep Shikha  
 : Dr. Yogesh Saxena, In charge - Electives  
 : All above members