

# Curriculum Committee Minutes of meeting

Academic year: 2016-17.




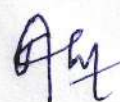
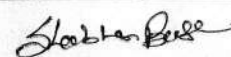


Date: 06/02/2017

Time: 3:45PM

Place: Seminar Hall

## Agenda:

1. To revise the last meeting result
2. To discuss about best practices to get good results
3. Any other related matter

S.No	Member Name	Designation	Signature
1.	Dr. Nanda Kishore Prasad	Principal	
2	Dr. Dinesh Prasad Singh	HOD of Physiology and Biochemistry	
3.	Dr. Uday Shankar Prasaad Singh	Reader of Organon	
4	Dr. Arun Kumar Prasad	HOD Of Homoeopathic Pharmacy	
5	Dr. Shoban Bose	HOD of Practice of Medicine	
6	Dr. Baleshwar Singh	HOD of OBNG	
7	Dr. Ram Pravesh Prasad	HOD of Anatomy	

Members Absent: Dr. Hamid Anjum- Prof. HOD of community medicine

Dr. Md. Islam Khalifa- HOD of FMT

Dr. Satyendra Prasad Singh- HOD of surgery

Dr. Jagannath Prasad sah - Prof. in Repertory.

Member On leave: Nil



# Curriculum Committee Minutes of meeting

Academic year: 2016-17.

Venue: Seminar hall

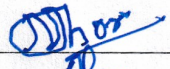
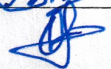


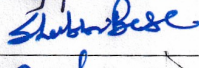
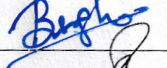
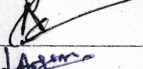

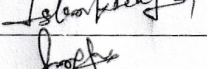
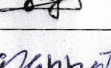
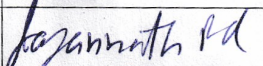
Date: 14/07/2016

Time: 3 pm-4 pm.

## Agenda:

1. To take measures on admissions.
2. To make ensure the quality assurance of the course.
3. Regarding academic curriculum and lesson plans.
4. Establishing collaboration with other departments and internal colleges.
5. Clinical Camp arrangements for the students nearby area.
6. Establishment of satellite clinics.

## Members of the meeting:

S.no.	Name	Signature
1.	Dr. Nanda Kishore Prasad	
2.	Dr. Dinesh Prasad Singh	
3.	Dr. Uday Shankar Prasad Singh	
4.	Dr. Arun Kumar Prasad	
5.	Dr. Shoban Bose	
6.	Dr. Baleshwar Singh	
7.	Dr. Ram Pravesh Prasad	
8.	Dr. Hamid Anjum	
9.	Dr. Md. Islam Khalifa	
10.	Dr. Satyendra Prasad Singh	
11.	Dr. Jagannath Prasad sah	

Members absent: Nil

Members on leave: Nil



## Minutes of meeting – Curriculum planning

Academic year (2017-18).





Date: 12/02/2018

Time: 3:30PM

Place: Seminar Hall

### Agenda:

1. To revise the last meeting result
2. To discuss about best practices to get good results
3. Any other related matter

S.No	Member Name	Designation	Signature
1.	Dr. Nanda Kishore Prasad	Principal and HOD of Materia Medica	
2.	Dr. Arun KR. Prasad	HOD of Homoeopathic Pharmacy	
3.	Dr. Dinesh PD. Singh	HOD of Physiology and Biochemistry	
4.	Dr. Birendra Prasad	HOD of Pathology and Microbiology	
5.	Dr. Shoban Bose	HOD of Practice of Medicine	
6.	Dr. Baleshwar Singh	HOD of OBNG	
7.	Dr. Hamid Anjum	HOD of Community Medicine	
8.	Dr. MD. Islam Khalifa	HOD of Forensic Medicine	
9.	Dr. Jagannath Prasad sah	Prof. in Repertory	
10.	Dr. Satyendra Prasad Singh	HOD of Surgery	
11.	Dr. Ram Pravesh Prasad	HOD of Anatomy	

Members Absent: NIL

Member On leave: NIL

## Minutes of meeting – Curriculum planning

Academic year (2017-18).





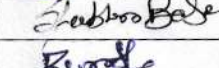

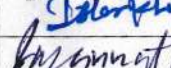
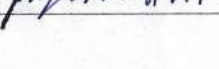

Date: 13/07/2017

Time: 3:00PM

Place: Department of Organon

### Agenda:

1. To review the institution's vision and mission
2. To discuss about the guidelines received from e-learning, student attendance and Internal Assessment Committee
3. Regarding SOG'S (Standard Operating Guidelines) for student feedback form at earliest.
4. Any other related student enrichment programmes.

S.No	Member Name	Designation	Signature
1.	Dr. Nanda Kishore Prasad	Principal and HOD of Materia Medica	
2.	Dr. Arun KR. Prasad	HOD of Homoeopathic Pharmacy	
3.	Dr. Dinesh PD. Singh	HOD of Physiology and Biochemistry	
4.	Dr. Birendra Prasad	HOD of Pathology and Microbiology	
5.	Dr. Shoban Bose	HOD of Practice of Medicine	
6.	Dr. Baleshwar Singh	HOD of OBNG	
7.	Dr. Hamid Anjum	HOD of Community Medicine	
8.	Dr. MD. Islam Khalifa	HOD of Forensic Medicine	
9.	Dr. Jagannath Prasad sah	Prof. in Repertory	

### Members Absent:

1. Dr. Satyendra Prasad Singh- HOD of Surgery
2. Dr. Ram Pravesh Prasad – HOD of Anatomy

Member On leave: NIL



## Minutes of meeting – Curriculum planning

Academic year: 2018-19.



Date: 16/02/2019

Time: 4:00PM

Place: Seminar Hall.

### Agenda:

1. Assessment and evaluation of student performance in their academics.
2. To conduct remedial classes for referred students.
3. Library utilization by both student and faculty.

S. no	Member Name	Designation	Signature
1.	Dr. Nanda Kishore Prasad	Principal and HOD of Materia Medica	
2.	Dr. Lal Narayan Ray	HOD of Homoeopathic Pharmacy	
3.	Dr. Dinesh PD. Singh	HOD of Physiology and Biochemistry	
4.	Dr. Sukanta Mukharjee	HOD of Pathology and Microbiology	
5.	Dr. Idrajeet Ram	HOD of Practice of Medicine	
6.	Dr. RamaKanth PD. Chaurasia	HOD of OBNG	
7.	Dr. Islam Khalifa	HOD of Community Medicine	
8.	Dr. Jagannath Singh	HOD of Forensic Medicine	
9.	Dr. Jagannath Prasad sah	Prof. & HOD in Repertory	
10.	Dr. Tarun KR. Ghosh	HOD of Surgery	
11.	Dr. Prasanta Chattopadhyay	HOD of Anatomy	

Members Absent: NIL

Member On leave: NIL

## Minutes of meeting – Curriculum planning

Academic year: 2018-19.


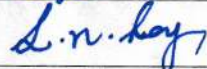




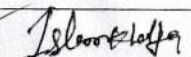
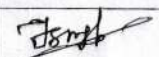
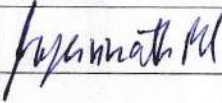
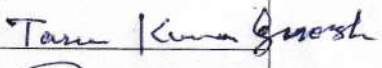

Date: 20/08/2018

Time: 3:00PM

Place: Seminar Hall

### Agenda:

1. To set short term and long term goals.
2. To implement e- learning resources.
3. Regarding SOG'S (Standard Operating Guidelines) for student feedback form at earliest.
4. Any other related student enrichment programmes.

S. no	Member Name	Designation	Signature
1.	Dr. Nanda Kishore Prasad	Principal and HOD of Materia Medica	
2.	Dr. Lal Narayan Ray	HOD of Homoeopathic Pharmacy	
3.	Dr. Dinesh PD. Singh	HOD of Physiology and Biochemistry	
4.	Dr. Sukanta Mukharjee	HOD of Pathology and Microbiology	
5.	Dr. Idrajeet Ram	HOD of Practice of Medicine	
6.	Dr. RamaKanth PD. Chaurasia	HOD of OBNG	
7.	Dr. Islam Khalifa	HOD of Community Medicine	
8.	Dr. Jagannath Singh	HOD of Forensic Medicine	
9.	Dr. Jagannath Prasad Shah	Prof. in Repertory	
10.	Dr. Tarun KR. Ghosh	HOD of Surgery	
11.	Dr. Prasanta Chattopadhyay	HOD of Anatomy	

Members Absent: NIL

Member On leave: NIL



## Minutes of meeting – Curriculum planning

Academic year: 2019-20.


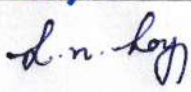

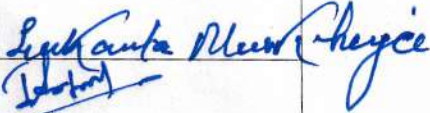
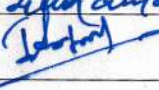

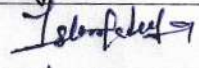
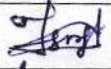
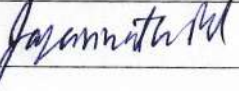
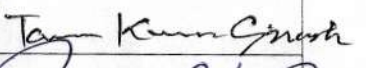
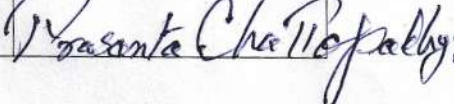
Date: 09/07/2019

Time: 3:30PM

Place: Seminar Hall

### Agenda:

1. Discussion on long term goals.
2. About the up gradation of staff qualification
3. Regarding OPD and IPD maintenance.
4. Implementation of new techniques in the hospital wards.

S. no	Member Name	Designation	Signature
1.	Dr. Nanda Kishore Prasad	Principal and HOD of Materia Medica	
2.	Dr. Lal Narayan Ray	HOD of Homoeopathic Pharmacy	
3.	Dr. Dinesh PD. Singh	HOD of Physiology and Biochemistry	
4.	Dr. Sukanta Mukharjee	HOD of Pathology and Microbiology	
5.	Dr. Idrajeet Ram	HOD of Practice of Medicine	
6.	Dr. RamaKanth PD. Chaurasia	HOD of OBNG	
7.	Dr. Islam Khalifa	HOD of Community Medicine	
8.	Dr. Jagannath Singh	HOD of Forensic Medicine	
9.	Dr. Jagannath Prasad sah	Prof. & HOD in Repertory	
10.	Dr. Tarun KR. Ghosh	HOD of Surgery	
11.	Dr. Prasanta Chattopadhyay	HOD of Anatomy	

Members Absent: NIL

Member On leave: NIL

## Minutes of meeting – Curriculum planning

Academic year: 2019-20.


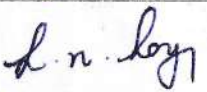
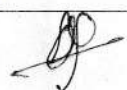
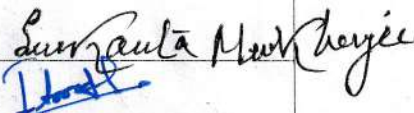
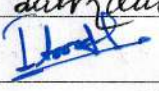

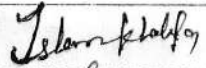

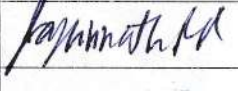
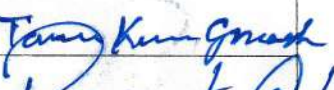
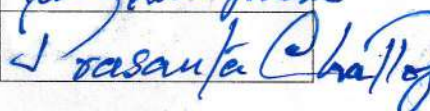
Date: 23/03/2020

Time: 4:00PM

Place: Seminar Hall

Agenda:

1. Regarding syllabus completion.
2. Postponement of examinations.
3. To run online classes for the benefit of student and any other e-learning activities.

S. no	Member Name	Designation	Signature
1.	Dr. Nanda Kishore Prasad	Principal and HOD of Materia Medica	
2.	Dr. Lal Narayan Ray	HOD of Homoeopathic Pharmacy	
3.	Dr. Dinesh PD. Singh	HOD of Physiology and Biochemistry	
4.	Dr. Sukanta Mukharjee	HOD of Pathology and Microbiology	
5.	Dr. Idrajeet Ram	HOD of Practice of Medicine	
6.	Dr. RamaKanth PD. Chaurasia	HOD of OBNG	
7.	Dr. Islam Khalifa	HOD of Community Medicine	
8.	Dr. Jagannath Singh	HOD of Forensic Medicine	
9.	Dr. Jagannath Prasad sah	Prof. & HOD in Repertory	
10.	Dr. Tarun KR. Ghosh	HOD of Surgery	
11.	Dr. Prasanta Chattopadhyay	HOD of Anatomy	

Members Absent: NIL

Member On leave: NIL



**DEVKI MAHAVEER HOMEOPATHI MEDICAL COLLEGE &  
RESEARCH HOSPITAL  
GARHWA, JHARKHAND**

**Minutes of meeting: (14/07/2016)**

- 1. To take measures on admissions:** admissions will be taken as per the merit list of the NEET score/ JCECEB/ on the decision of Honorable Supreme Court.
- 2. To make ensure the quality assurance of the course:** To establish assurance among the students and parents, it is important to create a good disciplinary environment in the department and by providing hands on experience.  
Continual improvement on overall performance of the faculty and students.
- 3. Regarding academic curriculum and lesson plans:** According to the university academic curriculum every faculty in all the departments have to prepare the lesson plans before commencement of classes and submitted to the HOD's.
- 4. Establishing collaboration with other departments and internal colleges:** Encouraging student projects in cooperation with other departments. Arranging seminars in correlating with internal colleges and organizing workshops.
- 5. Clinical Camp arrangements for the students nearby area:** The chairman man Dinesh Prasad Singh instructed to concern authority to arrange the need of clinical camps like vehicle, medicine, two attenders, one medical officer etc.
- 6. Establishment of satellite clinics:** Arranging satellite clinics by taking MoU's from local hospitals.

**DEVKI MAHAVEER HOMEOPATHI MEDICAL COLLEGE &  
RESEARCH HOSPITAL  
GARHWA, JHARKHAND**

**The Minutes Of the meeting are as follows: 06/02/2017**

- 1. To review the last meeting result:** Dr. Nanda Kishore Prasad principal of BHMS welcomed the gathering and the vice principal of BHMS Dr. Dinesh read the minutes of the meeting.
- 2. To discuss about best practices to get good results:** Dr. Jagannath singh Sr. Faculty of FMT suggested regarding university examinations and results. He suggested: conducting of internal examinations before going to the examination.  
Dr. Arun Prasad suggested giving assignments for best learning practices.
- 3. Any other related matter:**  
The Principal of BHMS thanked all the departments HOD's and members of the meeting for their valuable suggestions and support.



**DEVKI MAHAVEER HOMEOPATHI MEDICAL COLLEGE &  
RESEARCH HOSPITAL  
GARHWA, JHARKHAND**

**The Minutes Of the meeting are as follows: 13/07/2017**

1. **To review the institution's vision and mission:** To fulfill the vision and mission of the Dr. Nanda Kishore Prasad principal of BHMS suggested making of Standard Operating Guide lines.
2. **To discuss about the guidelines received from e-learning, student attendance and Internal Assessment Committee:** Dr. Nanda Kishore Prasad principal of BHMS also discussed the guide lines provided by e-learning resources to implement from the next academic year and also he gave suggestion to internal assessment committee about student attendance.
3. **Regarding SOG'S (Standard Operating Guidelines) for student feedback forms collection at earliest:** Principal of BHMS advised to collect the feedback forms at earliest
4. **Any other related student enrichment programmes:** For better improvement of the academic curriculum HOD's of various departments discussed in this session.

**Note instructed by the Principal:** All the guidelines regarding the above (SOG's and Student enrichment) have to be submitted by Aug 18th 2017 and implementation shall be done by Oct 2017.

**DEVKI MAHAVEER HOMEOPATHI MEDICAL COLLEGE &  
RESEARCH HOSPITAL  
GARHWA, JHARKHAND**

**The Minutes Of the meeting are as follows: 12/02/2018**

- 1. To revise the last meeting result:** Dr. Nanda Kishore Prasad principal of BHMS welcomed the gathering and appreciated the HOD's of all departments for their support in the implementation of student enrichment programmes and SOG's.
- 2. To discuss about best practices to get good results:** Dr. Jagannath singh Sr. Faculty of FMT suggested regarding university examinations and results.  
He suggested: conducting internal examinations and MCQ practices.
- 3. Any other related matter:**  
The Principal of BHMS thanked all the departments HOD's and members of the meeting for their valuable suggestions and support.



**DEVKI MAHAVEER HOMEOPATHI MEDICAL COLLEGE &  
RESEARCH HOSPITAL  
GARHWA, JHARKHAND**

**The Minutes Of the meeting are as follows: 20/08/2018**

- 1. To set short term and long term goals:**
  - a. Short term goals:** i) Syllabus completion with in time: All HOD'S have to monitor the staff to make to follow the lesson plans given by the individual faculty for syllabus completion as per the schedule.  
ii) Student attendance: Student attendance has been improved by giving regular counseling's by mentor as well as student Psychiatrist Dr. Shobhan Bose.
  - b. Long term goals:** i) Planning to provide value added course for the reticent students to meet the demands of the competitive world.  
ii) Planning to organize workshops.
- 2. To implement e- learning resources:** Dr. Nanda Kishore Prasad Principal of BHMS suggested utilizing ICT tools for the best learning practices.
- 3. Regarding student feedback form at earliest:** Principal of BHMS advised to collect the feedback forms at earliest. The forms have to be monitor by feedback committee and should be consider for best teaching efficacy & teaching methodology.
- 4. Any other related student enrichment programmes:** Senior faculty of the BHMS suggested to organize starter courses and satellite clinics

**Note instructed by the Principal:** All the guidelines regarding the above have to be submitted by Sep 10th 2018 and implementation shall be from the next month.

**DEVKI MAHAVEER HOMEOPATHI MEDICAL COLLEGE &  
RESEARCH HOSPITAL  
GARHWA, JHARKHAND**

**The Minutes Of the meeting are as follows: 16/02/2019**

**1. Assessment and evaluation of student performance in their academics:**

Members of the examination committee shall have to follow up the mentors regarding student assessment and evaluation data from the beginning of the academic year to know the each student performance in their academics.

**Members of the examination committee are:**

- i) Dr. Jagannath Singh
- ii) Dr. Shobhan Bose
- iii) Dr. Kaushlendra Kumar

**2. To conduct remedial classes for referred students:** Mentors of all the departments have to conduct remedial classes for the duller and supply students

**3. Library utilization by both student and faculty.** Dr. Nanda Kishore Prasad Principal of BHMS strictly instructed about the library utilization by both the faculty as well the student.

**Note: All the above guide lines should be implemented immediately**



**DEVKI MAHAVEER HOMEOPATHI MEDICAL COLLEGE &  
RESEARCH HOSPITAL  
GARHWA, JHARKHAND**

**The Minutes Of the meeting are as follows:09/07/2019**

**1) Discussion on long term goals:**

**Long term goals:** Value added course on soft skills and communication skills for student enrichment was suggested by Dr. Islam Khalifa.

Workshops which were planned in the previous year as one of the long term plan were not yet executed and is still under process.

- 1) **About the up gradation of staff qualification:** As per the instructions given by the Chairman, Dr. Nanda Kishore Prasad informed all the faculty members should engage in the up gradation of their qualification by doing e- Teaching – learning courses, doing research activities in the departments, getting UGC approved projects etc...
- 2) **Regarding OPD and IPD maintenance:** Hospital superintend Dr. Dinesh Singh and RMO Dr. Idrajeet Ram advised proper dispense of Medians and maintains of patient timing resisters.
- 3) **Implementation of new techniques in the hospital wards:** Dr. Nanda Kishore Prasad college principal has instructed to all the hospital staff to implement new techniques.

**Note instructed by the Principal:** All the guidelines regarding the above have to be submitted by Aug 05th 2019 and implementation shall be from the next month.

**DEVKI MAHAVEER HOMEOPATHI MEDICAL COLLEGE &  
RESEARCH HOSPITAL  
GARHWA, JHARKHAND**

**The Minutes Of the meeting are as follows:23/03/2020**

1. **Regarding syllabus completion:** Dr. Nanda kishore Prasad principal of BHMS has instructed the HOD's of all departments to submit a report on the syllabus completion by the each faculty.
2. **Postponement of examinations:** Principal of BHMS intimated that as per the circular sent by Vinoba Bhavae University the examination schedule has been postponed up to June 2020.
3. **To run online classes for the benefit of student and any other e-learning activities:** Dr. Nanda Kishore Prasad the Principal of BHMS has also made a note that Due to COVID-19 most of the students are unable to attending regular class works so the senior faculty have to take initiation in the implementation of e- learning resource that are available to complete the syllabus within time.

**Note:** All the guidelines should make to implement immediately.



