



Medical Education Unit
Government Medical College,
Majura Gate, Surat



NO. MCS/MEU/ 009 /2020

Date: 21/11/2020

Minutes of meeting

Minutes of the meeting conducted on 21-11-2020.

A meeting of Medical education Unit members, Resource faculties and HODs of Second MBBS was conducted on 21-11-2020 at 12 pm at College Council room office (Attendance attached).

- Agenda:**
1. Planning for new batch Second MBBS no 101 and discussion and implementation of timetable as per current COVID-19 guidelines given by NMC.
 2. To sensitize and discuss the new module of NMC on "online teaching and Assessment"

MEU coordinator welcomed all members and meeting was started with permission from Addl Dean.

- Discussion on Commencement of Second year MBBS batch no 101 teaching from 23rd Nov with Online/offline orientation.

Finalization of Time table of Second year in coordination with all departments (2nd year disciplines and clinical disciplines and one month timetable to be displayed and timetable to be shared with students WhatsApp group.

Dean guided for online teaching as per Govt. guidelines looking into COVID-19 scenario and it was decided that problems of students can be addressed through offline mode & students should be encouraged for that. NMCN & Google classroom are to be continued. It was announced by Dean Sir that G suite had been purchased by the college and it can be accessed by the institute for unlimited no of participants.

For offline teaching parents signed consent form will be collected through student section.

For training of G-Suite, from every relevant department one nodal & asst nodal officer made for google class activities. Clinical postings to be postponed in view of current COVID-19 situation. Dean sir suggested to take parents consent for the same.

HOD surgery suggested to continue with online clinical teachings as they have already done for previous batch with uploading of videos & photographs of clinical content.

- Discussion on introduction of new “online teaching & assessment module” by NMC was done by meu coordinator with
 - i. Focus on prerequisites for initiating online teaching with good IT support . Quality of online teaching has to be monitored.
 - ii. Strategies for improvement of online teaching as given in module
 - iii. Cognitive and procedural skills & AETCOM competencies can be taught through online teaching with examples as given in the module.

Dean suggested IT support team to be prepared under leadership of Dr. Mandakini, HOD Pathology. Committee to moderate online teaching & learning.

It was decided that timetables to be uploaded & shared month wise till final guidelines from NMC are received. As per timetable online lectures will begin from Monday 23-11-2020 and our links of lectures can also be disseminated for other outside students

MEU Coordinator acknowledged all participants for presence & participation in meetings.



MEU Coordinator
Government Medical College
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Chairman,
Medical Education Unit
Government Medical College