



Office of Dean
Government Medical College
Majuragate, Surat



NO.GMCS/MEU/MINUTES/ 34-115 **/2024.**

Date :- 22/11/24 **2024**

Minutes of meeting of MEU & CC held on 10/10/2024 at 12:30 pm in new college building, MEU room.

Agenda:

- 1) Finalizing welcome Ceremony of new batch
- 2) Foundation course
- 3) MEU Upcoming requirements
- 4) Review of curriculum implementation
- 5) Any other agenda of importance.

Following members were present

1	Dr. Jayesh M. Brahmhatt Dean, Professor Burn & Plastic Surgery, GMC, Surat.	MEU & CC Chairman
2	Dr. Alpna Mathur Associate Professor, Department of Physiology, GMC, Surat.	MEU & CC Co-ordinator
3	Dr. Shivani Jariwala Associate Professor, Department of Ophthalmology, GMC, Surat	Co-Coordinator
4	Dr. Arpita Nishal Associate Professor, Department of Pathology, GMC, Surat	MEU Member
5	Dr. Preeti Yadav Associate Professor, Pharmacology Department, GMC, Surat	MEU Member
6	Dr. Shweta Desai Assistant Professor, Department of Anatomy, GMC, Surat	MEU Member
7	Dr. Pooja Shatadal Assistant Professor, Department of Psychiatry, GMC, Surat	MEU Member
8	Dr. Punit Saxena, Associate Professor, Department of Biochemistry, GMC, Surat	CC Member

The meeting began by welcoming Dean Sir and all CC / MEU members committee members.

- 1) Welcome ceremony of new MBBS batch will be held on 14 October 2024 as per NMC guidelines. Senior students, past student's parents & GMCS alumni association office bearer will be invited. Dr. Shivani Jariwala, Dr. Neelam Prammar and Dr. Jayshree Patel will anchor the event with student of batch 104. Dean Sir, Superintendent Sir, MEU Co-ordinator will address students. White coat ceremony will be solemnized for new students, courtesy alumni association.
- 2) **MEU sessions in Foundation course are planned as follows:**

Sr. no.	Date	Time	Session	Faculty
1	14 October 2024	9:00am to 12:pm	Welcome Ceremony	All MEU & CC Members
2	15 October 2024	12:pm to 1:00pm	Role of Doctor in Society. IMG-Role/Goals duties	Dr. Shweta Desai, Dr. Alpna Mathur
3	16 October 2024	12:pm to 1:00pm	History of Medicine	Dr. Puneet Saxena, Dr. Naresh Chauhan
4	17 October 2024	9:00am to 1:00pm	Professionalism & Ethics	Dr. Arpita Nishal, Dr. Rahul Patel, Dr. Vitan Patel
5	21 October 2024	11:am to 1:00pm	Time Management	Dr. Alpna Mathur, Dr. Swapnil Nalge, Dr. Tejas Patel

6	24 October 2024	11:am to 1:00pm	Group Dynamics working in a team	Dr. Preeti Yadav Dr. Tanvi Sukharamwala Dr. Bhagvati Ukani
7	25 October 2024	9:00am to 11:am	Types of learning	Dr. Shivani Jariwala Dr. Anita Sinha Dr. Neelam Parmar
8	26 October 2024	9:00am to 12:pm	Reflective, Writing & Feedback	Dr. Ritambhara Mehta Dr. Dhvani Desai Dr. Pooja Shatadal


3) **Re-Constitution MEU & CC:-**

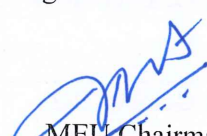
- Dr. Yogesh Parmar, CC member of surgery & allied is transferred to Baroda, so Dr. Swapnil Nalge, Associate Professor Orthopedics department will be relieved from MEU & join CC as member of surgery & allied.
- Dr. Kamlesh Dave, CC member of Medicine & allied working in MEU since 2000 & then in CC since 2022 will be relieved from CC & Dr. Ritambhara Mehta, Professor & Head Psychiatry Department will be relieved from MEU & join CC as members of Medicine & allied.
- Dr. Pratik Patel, Associate Professor, Department of Forensic Medicine & Dr. Kirti Mehta, Associate Professor, Department of Pediatrics will join MEU as new members.

4) **MEU & CC requirements:-**

	Existing	Requirement
Table	<u>12</u> office tables with square arrangement for participants in workshop.	<u>4</u> office tables <u>2</u> computers with printer tables and <u>8</u> rectangular tables without drawer total.
chairs	<u>55</u> chairs <u>8</u> Revolving chairs	<u>70</u> Chairs total <u>8</u> Revolving chairs total
cupboards	<u>4</u> cupboards <u>1</u> glass cupboard.	<u>4</u> steel cupboards & <u>2</u> glass cupboards
PA system	<u>1</u> cordless mike <u>1</u> collar mike	<u>8</u> speakers <u>6</u> cordless mikes <u>2</u> collar mikes total with PA system
Fixed PVC banner	-	with college name and editable space for name & date of workshop of size <u>8" X 5"</u>
notice board	-	<u>2</u> soft notice board with pins required <u>10" X 8"</u> .
white boards	2 white boards.	<u>6</u> whiteboards <u>2" X 3"</u> size total
Digital video camera	-	Digital video recorder cum camera with tripod stand
Acoustic Sheets on wall to prevent Echo		

- 5) All CC members were asked to complete quarterly CC report in the given link.


MEU Coordinator
Government Medical College
Surat


MEU Chairman
Government Medical College
Surat