

**The effective leadership is reflected in various institutional practices such as decentralization and participative management.**

KGMU, Faculty of Paramedical Sciences, P., Linknow

# Minutes of Meeting of Demonstrators of KGMU Institute of Paramedical Sciences held on 24.09.2020

To discuss/resolve various issues of KGMU Institute of Paramedical Sciences, a meeting of Demonstrators under chairmanship of **Prof. Vinod Jain, Dean, Faculty of Paramedical Sciences** was held on 24<sup>th</sup> September 2020 at 01.30 PM in 101 Room, KGMU, Faculty of Paramedical Sciences, King George's Medical University, Uttar Pradesh, Lucknow.

# **Following participated in the meeting and discussed the agenda (attached)**

- **Prof.Vinod Jain, Dean, Faculty of Paramedical Sciences**
- **Mrs. Shalini Gupta, Clinical Coordinator**
- **Dr.Mohd Yusuf, Demonstrator, Diploma in Medical Laboratory Technician**
- **Mr.Karamjeet Gupta Demonstrator, Diploma in Optometry Technician**
- **Mr. Vivek Gupta, Demonstrator, Diploma in Physiotherapy Technician**
- **Mr. Raghvendra Kumar, Demonstrator, Diploma in O.T. Technician**
- **Ms.Veenu Dubey, Demonstrator, Diploma in Emergency and Trauma care Technician**
- **Mr. Shyam Ji Raman Mishra, Demonstrator, Diploma in Cardiology Technician**
- **Ms. Shivangi Srivastava, Demonstrator, Diploma in C.T. Technician**
- **Ms. Manjari Shukla, Demonstrator, Diploma in Dialysis Technician**
- **Ms.Rachna, Demonstrator, Diploma in Radiotherapy Technician**
- **Ms. Soniya Shukla, Demonstrator, Diploma in MRI Technician,**
- **Mrs. Sangeeta Khare, Paramedical Office**

# Agenda No.1

## Discussion about Common and Departmental lectures

### Decision Taken:

- As per need of students, (who were not able to join the class or absent in the class) they will be provided facility of revision classes.
- The revision class will be taken either by the Respective faculty or member of Academic Cell.
- Topics of revision of common classes will be provided by the academic cell as per requirement of students.
- All the Departmental syllabus will be completed by concerned faculty/Demonstrator by 15<sup>th</sup> October, 2020.
- Revision of departmental classes will be organized from 15<sup>th</sup> October to 15<sup>th</sup> November 2020.

# Agenda No.2

## 2<sup>nd</sup> Assessment Examination

### Decision Taken:

- 2<sup>nd</sup> Assessment Examination will be rescheduled between 15<sup>th</sup> November to 30<sup>th</sup> November, 2020 dates will be decided by Paramedical Academic Cell before Tuesday (29.09.2020).
- The mode of examination will be online PDF form or any other suitable method.
- 2<sup>nd</sup> Internal Assessment Examination paper will be based on UPSMF paper pattern.
- Departmental Assessment papers will be provided by respective Demonstrators till
- 30<sup>th</sup> October, 2020.
- For practical practice an Online Introductory Practical Session will be organised after the 2<sup>nd</sup> Assessment online practical examination.
- Common Assessment paper will be made by Paramedical Academic Cell in consultation with Dean, Faculty of Paramedical Sciences/Incharge academics.

## **Agenda No. 3**

### **Final Examination for students of DMLT, DXT and DRT(2017-19 batch)**

#### **Decision Taken:**

- Final exam of DMLT,DXT, DRT 2017-19 batches will be held as per notice of UP State Medical Faculty. It will be coordinated by Mr. Naved Alam.
- Letter to Nodal Officer, Diploma in X-Ray Technician will be sent office in consultation with Paramedical Academic Cell regarding Internal Assessment practical for students of 2017-19 batch.
- Letter to Nodal officers of DXT,DMLT and DRT will be sent by Paramedical office in consultation with Academic Cell regarding External practical examination students of 2017-19 batch.

## **Agenda No. 4**

**Registration no. and Smart card of passed out students.**

### **Decision Taken:**

- List of students who did not get their smart card or registration number will be provided by diploma wise Demonstrator till Tuesday(29.09.2020).Letter of this concern will be send to UPSMF.
- All the Social, Cultural, Academic and Attendance record will be maintained by Mrs. Sangeeta Khare.

## Agenda No.5

### Progress of placement cell

#### Decision Taken:

- Recent Brochure & Placement cell letter will be made by Mr. Prahlad Maurya
- Interaction with HRs of different health care facilities will be done by
- Mr. Prahlad Maurya and team for the better placement of the passing students



## Agenda No.6

### Progress of Alumni cell

#### Decision Taken:

- Compiled report of 2015-17 batch will be provided by Ms Manjari Shukla in office to Mrs. Sangeeta Khare.
- Compiled report of Alumni Cell 2017-19 batch will be prepared by Ms. Manjari Shukla.

## Agenda No. 7

### Summary of total activities during lockdown period and future planning

#### Decision Taken:

- All compiled records of Social,Cultural, Sports activities will be provided by Ms.Shivangi, till Tuesday (29.09.2020) with support of Ms.Rachna and Dr. Yusuf. (It is to note that all records are available with academic cell and Mrs. Sangeeta Khare can take from them)
- Records of Departmental posting of volunteers will be compiled and maintained by Mr. Shyam Ji Raman Mishra.
- Celebration of National Unity Day program will be held on 31<sup>st</sup> October, 2020 with the coordination of Ms. Shivangi and Dr. Yusuf.
- Celebration of National Cancer awareness day program will be held on 7<sup>th</sup> November, 2020 with the coordination by Dr. Yusuf.
- Constitution Day will be celebrated on 29<sup>th</sup> November, 2020 in coordination with Mr. Raghvendra Sharma and Ms. Veenu Dubey.
- Inter institutional faculty conference will be organized on the occasion of World AIDS Day & coordinated by Mr. Vivek Gupta, Ms.Veenu Dubey on 30<sup>th</sup> November, 2020
- Monthly Social outreach program by paramedical students on **Healthy Lifestyle** will be scheduled by Mrs. Shalini Gupta from October 2020 onwards.

# Agenda No.8

## Gandhi Jayanti celebration

### Decision Taken:

- Whole program will be coordinated by Ms. Rachna with her team
- Videos of singing competition will be provided by Ms.Rachna
- Results of Quiz Competition & photograph of event will be provided by Ms.Rachna

# Agenda No. 9

## Any other matter with permission of Chair

- **Decision Taken:**
- Revised additional lecture series will be provided by Mr. Karamjeet Gupta two lectures in a month. (till December)
- Diploma in sanitation students records and other activity will be maintained and coordinated by Ms. Shivangi Srivastava
- Students coming for volunteers posting they will submit consent letters which will be provided by Dr. Yusuf from Dr. Atin Singhai
- Common PPT of Healthy Lifestyle will be prepared and provided by Mrs. Shalini Gupta
- Selection of districts for Social Outreach program by Mrs. Shalini Gupta coordinated by Ms. Veenu Dubey
- Paramedical alumni cell records will be updated by Mrs. Shalini Gupta on KGMU website
- PTM will be conducted in the month of October 2020, in coordination with Dr. Ankita Johary (if she joins) or by Student Relation Officer under monitoring of Mrs. Shalini Gupta.