

**MEDICAL EDUCATION UNIT**  
**GMERS Medical College & Civil Hospital**  
**S.G. Highway, Near New Gujarat High Court, Sola, Ahmedabad, Gujarat, Pin – 380061**  
**Phone : +91-79-27661187 Fax : +91-79-27661190 E-Mail : gmersmchsola@gmail.com**

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**MINUTES OF MEETING**

Date: 30/08/2024, Friday

**Subject: Medical education unit minutes of meeting.**

A Medical education unit meeting was held on 29/08/2024, Thursday at college council room, GMERS Medical Sola, Ahmedabad.

The meeting was attended by the following members.

1. Dr. Prakash Mehta, Hon. Director, Dean, GMERS Medical College, Sola, Ahmedabad
2. Dr. Mukeshkumar B. Vora, Coordinator, Professor & Head, Department of Pharmacology
3. Dr. Jignasha Bhalodia, Member
4. Dr. Nehal Patel, Member
5. Dr. Nehal Naik, Member
6. Dr. Parul Bhatt, Member
7. Dr. Krina Patel, Member
8. Dr. Mayur Gandhi, Member
9. Dr. Rashmi Sharma, Member
10. Dr. Nirali Shah, Member
11. Dr. Ritesh Karia, Incharge
12. Dr. Zarna Patel, Incharge

**Minutes:**

Following points were discussed.

1. Dr. Mukeshkumar Vora has welcomed Chairman and all members and Presented last minutes of meeting.
2. Discussed regarding BCME training for MEU Members at the allocated Nodal / Regional Centre.
3. Discussed to send details of CME conducted in your department in prescribed format within 10 days of completion of CME.
4. Discussed about Implementation of Electives and Subject logbook certifications. Dr. Nehal Patel discussed issues of logbook submissions; certification, Printing and receiving logbook by students from the department. It was suggested by MEU members to do Printing and providing logbook by Dean Office. Dr. Parul Bhatt and other members discussed how to improve student attendance in lecture and clinical posting. Chairman suggested taking monthly feedback of students in goggle form for the same. Other members suggested not to take internal and ward ending exams if student attendance is <75% of both clinical posting and theory lecture. Dr. Mayur Gandhi suggested that allot one person from dean office at lecture hall to check attendance of students in lectures. Dr. Mukesh Vora suggested to do meeting with teachers, all LRs and CRs.
5. Discussed about AETCOM Logbook Certifications
6. Discussed regarding next BCME workshop date 24,25,26 September 2024 and topic distribution
7. Discussed regarding CBME academic curriculum of all Professional year 1st year, 2nd year, 3rd year part 1, 3rd year part 2 and adherence to annual CBME Time table of all subjects
8. Discussed about Implementation of Alignment, Integration and AITO and Family adoption Program.
9. Informed that Mentors should inform Dr. Jignasha Bhalodia if students are not attending the mentorship session.
10. MEU Coordinator informed about Implementation of Skill lab training into manikins of respective departments and keep document and send one copy to MEU.
11. Meeting ended with vote of thanks by Dr. Mukeshkumar B. Vora, coordinator of MEU.

*Mukesh Vora*  
30/08/2024  
Dr. Mukeshkumar B Vora  
Co-ordinator  
Medical Education Unit

Copy to:-

1. Dean, GMERS Medical College, Sola, Ahmedabad
2. Medical Superintendent Civil Hospital, Sola
3. Head of Departments (All Subjects)
4. PA to Dean, GMERS Medical College, Sola, Ahmedabad