



**OFFICE OF THE HEAD  
POST GRADUATE DEPT.OF OTORHINOLARYNGOLOGY ,  
HEAD & NECK SURGERY, SUBHARTI MEDICAL COLLEGE,  
SWAMI VIVEKANAND SUBHARTI UNIVERSITY**

SUBHARTI PURAM, N.H. 58, DELHI-HARIDWAR, BY PASS ROAD, MEERUT. PIN-250005  
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Ref. No/SMC/ENT/2023/ ॐ०१

Date: 05/09/2023

**Notice**

A meeting of Board of studies has been scheduled on 09-09-2023 at 11:30 am in the office of the Department of ENT

**Agenda of meeting:**


1. **Agenda No. 1:** To conform the minute of the Board of Studies meeting held on 09/09/2023
2. **Agenda No. 2:** To report action taken on the minutes of Board of Studies meeting held on 09/09/2022
3. **Agenda No. 3:** Introduction of new value added courses.
4. **Agenda No. 4:** Any change in competency as per the CBME guidelines for upcoming sessions.
5. **Agenda No. 5:** Discussion on ongoing research activities
6. Any other items with the permission of the chairperson

Copy to:

Faculty members, dept of ENT

Dr.Arvind Krishna, prof and head dept of Dermatology, SMC

Dr.Vineet Sharma, prof and head dept. of ENT ,LLRM Meerut

  
**DR.SANJAY KUMAR  
PROF.AND HEAD  
Dept. of ENT**



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*Ref. No/SMC/ENT/2023/ 204*

*Date: 10/09/2023*

**Minutes of Meeting of Board of Studies 09/09/2023**

A meeting of Board of Studies was held on 09-09-2023 at 11:30 am in the office of the Head of ENT Department and was chaired by Dr. Sanjay Kumar, Chairman BOS

The following members were present during meeting:

- |                            |                       |
|----------------------------|-----------------------|
| 1. Dr. Sanjay Kumar        | - (Chairman)          |
| 2. Dr. Pushkar Khare       | - ( Member Secretary) |
| 3. Dr. Pradeep Singh Rawat | - ( Member)           |
| 4. Dr. Himani Singh        | -(Member)             |

**External Member**

Dr.Vineet Sharma, prof and head dept. of ENT ,LLRM Meerut

**Internal Cognate Member**

Dr.Arvind Krishna, prof and head dept of Dermatology, SMC

**Alumni Member :**

Dr. Harsh Lohkna ( Senior Resident Department of ENT,

Folloing Member were not able to mark their presence for meeting

1. Dr. Ekta Agarwal (Assistant Prof. Ent Department )

At the onset the Chairperson BOS welcomed all the member thanked outside expert for sparing their time

Folloing Agenda were discussed during the meeting:

**Agenda :** To confirm the minutes of the Board of Studies meeting held on 18/07/2022

**Discussion:** Nil

**Resolution:** The member confirm the minutes of the previous Board of Studies Meeting



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**Agenda Item No. 02**

**Agenda :** To confirm the minutes of the Board of Studies meeting held on 18/07/2022

**Discussion:** Nil

**Resolution:** The member confirm the minutes of the previous Board of Studies Meeting

**Agenda Item No. 03**

**Agenda:** Introduction of new value added courses

**Discussion:** Discussed

**Resolution:** No new value added courses introduced in academics year 2023-2024

**Agenda Item No. 04**

**Agenda:** Any change in competency as per the CBME guidelines for upcoming session.

**Discussion:** Discussed

**Resolution:** No change competencies has been intimated by NMC as per the CBMC guidelines for upcoming session in ENT.


**Agenda Item No. 05**


**Agenda:** Discussion on ongoing research activities.

**Discussion:** Discussed

**Resolution:** Discussion on ongoing research activities of post graduate student MS student.

Action be taken by	Concerned faculty member
Timeline to complete the assigned task	Within 6 month

  
Signature of Member Secretor  
Dr. Pushkar Khare  
Associate Prof.  
Department of ENT

  
Signature and stamp of Chairman  
Dr Sanjay Kumar  
Prof. & Head  
Department of ENT



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**Attendance Minutes of Board of Studies Held on 09/09/2023**

**Internal Member**

S. No	Name of faculty	Designation	Signature
1.	Dr. Sanjay Kumar ( Chairman BOS)	Prof. Head. Department of ENT , Subharti medical College Meerut	
2.	Dr. Pushkar Khare ( Member Secretary)	Associate Prof. Department of ENT , Subharti medical College Meerut	
3.	Dr. Pradeep Singh Rawat (Member)	Assistant Prof. Department of ENT , Subharti medical College Meerut	
4.	Dr. Himani Sing (Member)	Senior Resident Department of ENT , Subharti medical College Meerut	

**External Member**

1.	Dr.Vineet Sharma	Prof and Head dept. of ENT ,LLRM Meerut	
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**Internal Cognate Member**

1.	Dr.Arvind Krishna	Prof and Head dept of dermatology, SMC	
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**Alumni Member**

1.	Dr. Harsh Lohkna	Senior Resident Department of ENT	
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**DR.SANJAY KUMAR**  
**PROF.AND HEAD**  
**Dept. of ENT**



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*Ref. No/SMC/ENT/2023/ 310*

*Date: 10/09/2023*

**Action Taken Report (ATR)**

ATR on minutes of meeting held on 09/09/2023 at 11:00 am in the HOD office Department of ENT

S.No.	Agenda Item	Decision
1.	Confirmation of last board of studies meeting held on 18/07/2022	The member Confirmed the minutes
2.	ATR of previous minutes held on 18/07/2022	The member noted the action taken
3.	Any change in competency as per the CBME guidelines for upcoming session.	No change competencies has been intimated by NMC as per the CBMC guidelines for upcoming session in ENT.
4.	Discussion on ongoing research activities	Discussion on ongoing research activities of post graduate student MS student.

  
**DR.SANJAY KUMAR**  
**PROF.AND HEAD**  
**Dept. of ENT**

**Copy to:**

1. The Principal, SMC
2. All the member mentioned above