

**Amala Institute of Medical Sciences, affiliated to KUHS  
Minutes of Departmental Meeting**

*Reliy  
Sindhu*

<b>Name of the Department</b>	<b>Biochemistry</b>	
<b>Date &amp; Time</b>	27.11.2025 02:30 PM	
<b>Meeting Number</b>	2	
<b>Venue</b>	Biochemistry Department library	
<b>Chairperson</b>	Dr Sindu P C	
<b>Members Present:</b>	<b>Name of the Faculty</b>	<b>Signature</b>
	Dr. Sindu P C	<i>Sindhu</i>
	Dr. Jose Jacob	<i>[Signature]</i>
	Dr. Ajith T A	<i>[Signature]</i>
	Dr. Sruthi Sugathan	<i>Sruthi</i>
	Dr. Sandeep Varma	<i>Sandeep</i>
	Dr. Sujo Varghese	<i>[Signature]</i>
	Dr. Vismaya Jinachandran	<i>[Signature]</i>
	<b>Non - teaching staff</b>	
	Lija Antony	<i>Lija</i>
	Ligi C J	<i>[Signature]</i>
	Sony P Gopinath	<i>[Signature]</i>

**Amala Institute of Medical Sciences, affiliated to KUHS  
Minutes of Departmental Meeting**


<b>Members Absent</b>		


<b>Agenda Points &amp; Discussion</b>				
SI No	Agenda Item	Discussion/Decision Taken	Responsibility	Timeline
1	We are pleased to welcome two new faculty, Dr Sandeep Varma (Assistant professor)& Dr Sujo Varghese (Tutor) to the department			
2	1st MBBS short test rescheduled	1st MBBS short test rescheduled to 1/12/25 as students requested more time for preparation after Medex Expo	Dr. Sindu P C	1st MBBS short test rescheduled
3	Duty Allocation	Duties allotted to newly joined faculty: a. MBBS seminar scheduling b. BSc Nursing class scheduling  c. MCQ evaluation, Library Assignment	Dr. Sandeep Varma  Dr. Sujo Varghese	November 2025– December 2026
4.	Preparation for PCT 1 theory	Question paper to be prepared	Dr Sindu PC Dr Jose Jacob	January 2025
5	Preparation for PCT 1 practical	Questions & experiments to be asked for 1st MBBS practical examinations.	Dr. Sruthi Sugathan Dr. Sandeep Varma Dr. Vismaya Jinachandran	January 2025
6	PG Evaluation	PG evaluation and documentation of the first year PG	Dr. Jose Jacob Dr. Sindu P C Dr. Ajith T A	December 2025 – March 2026
7	Christmas Celebration	Lab & Dept. Christmas celebrations	Dr. Sruthi Sugathan Dr. Sujo Varghese	December 2025
8	Clinical biochemistry lab monthly meeting	Meeting of all faculties including clinical lab staff with Fr. Jaison Mundanmanny scheduled on 12 <sup>th</sup> December	All faculty	December


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12<sup>th</sup> December

<b>Action Taken Report(ATR) for previous meeting</b>			
<b>Sl No</b>	<b>Decision</b>	<b>Action Taken</b>	<b>Status</b>
1	Allocation of duties of MBBS and PG theory schedule and MBBS practical by Dr.Sindu.P.C.	Same has been prepared for this month	In progress
2	PG Research work duty allotted to Dr.Jose Jacob	Being done	In progress
3	Duty of PG Journal Club ,MBBS synopsis writing, MBBS Seminar, B.Sc Nursing to Dr. Ajith.T.A	All except MBBS seminar, BSc nursing allotment are being done by Dr.Ajith. T.A  MBBS seminar and BSc nursing class scheduling reallocated and being done by Dr. Sandeep Varma	In progress
4	Duty of PG seminars, Practical MBBS SGD and assignments DMLT scheduling to Dr. Sruthi Sugathan	Being done	In progress
5	Staff shortage to meet teaching, examination , lab session & research	Two Faculty newly joined  Dr. Sandeep Varma and Dr. Sujo Vargheese	

Prepared by: Sony P Gopinath   
Departmental Secretary, Biochemistry

Verified by: Dr Sruthi Sugathan   
Assistant Professor, Biochemistry

Approved by: Dr. Sindu P C   
Professor & HOD, Biochemistry



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<b>Members Absent</b>		

<b>Agenda Points &amp; Discussion</b>				
<b>Sl No</b>	<b>Agenda Item</b>	<b>Discussion/Decision Taken</b>	<b>Responsibility</b>	<b>Timeline</b>
1	Point 1	Allocation of duties of Academics of Postgraduates & Graduate students. Duty of MBBS and PG theory MBBS practical	Dr. Sindu P.C	
2	Point 2	PG Research work duty allocated to Dr. Jose Jacob	Dr Jose Jacob	
3	Point 3	Duty of PG Journal Club, MBBS synopsis writing, MBBS Seminar, B.Sc Nursing	Dr. Ajith T. A	
4	Point 4	Duty of PG seminars, Practical, MBBS SGD and assignments DMLT	Dr. Sruthi Sugathan	
5	Point 5	Assisting in MBBS Practical	Dr Vismaya	
6	Point 6	Staff shortage to meet teaching, examination , lab session & research		

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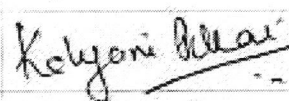
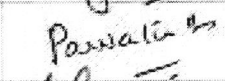
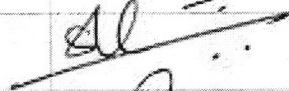
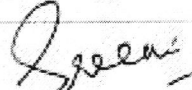
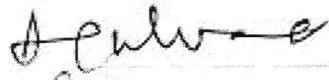



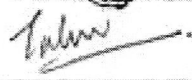





<b>Action Taken Report(ATR) for previous meeting</b>			
<b>Sl No</b>	<b>Decision</b>	<b>Action Taken</b>	<b>Status</b>
1	Shortage of rooms suggested	Additional 2 rooms allocated	
2	NCs raised during the internal audit of clinical biochemistry lab held in May was closed by Dr. Lekha K Nair & Dr. Nithin Paul E		
3	We have successfully cleared the NABL surveillance audit held in June		
4			
5			

Prepared by: Sony P Gopinath  
Departmental Secretary, Biochemistry

Verified by: Dr Sruthi Sugathan  
Assistant Professor, Biochemistry

Approved by: Dr. Sindu P C  
Professor & HOD, Biochemistry

**Amala Institute of Medical Sciences, affiliated to KUHS**  
**Minutes of Departmental Meeting**

<b>Name of the Department</b>	<b>PAEDIATRICS</b>	
<b>Date &amp; Time</b>	27.07.2025 - 9am to 10 am	
<b>Meeting Number</b>	14	
<b>Venue</b>	PAEDIATRIC DEPARTMENT HOD ROOM	
<b>Chairperson</b>	DR.KALYANI PILLAI	
<b>Members Present:</b>	<b>Name of the Faculty</b>	<b>Signature</b>
	Dr.Kalyani Pillai	
	Dr.Parvathi.R	
	Dr.Sunilkumar Menon	
	Dr.Sreenivasan V K	
	Dr.Aparna Gulvadi	
	Dr.Shiji Joseph	
	Dr. Jessie Jose	
	Dr.Riya Lukose	
	Dr.Anila.A.P.(Sr.Julia)	
	Dr.Jeffy John	
	Dr.Arun Ravi	
	Dr.Jawhar.E.A	
Dr.Jiya Merin Johny		
Dr.Parvathy.S.Menon		
<b>Members Absent</b>	NIL	

**Amala Institute of Medical Sciences, affiliated to KUHS  
Minutes of Departmental Meeting**

**Agenda Points & Discussion**

Sl No	Agenda Item	Discussion/Decision Taken	Responsibility	Timeline
1.	Point 1	Storing sample medicines in OPD and staff room is not encouraged by NABH/ HICC. We will donate to Sanjeevani	Revathy OP in charge	done
2.	Point 2	Pediatric gastro conference Gastropedia 2025 planned for August 17. Organising Chairperson Dr Kalyani Secretary Dr Jeffy Treasurer Dr Arun	Dr Jeffy John	2 weeks
3.	Point 3	Flyers for Gastropedia released on July 5 ,July 8( PGs) ,July 25 ( topics included)	Dr Arun Ravi	done
4.	Point 4	E logbook of PGs updated	Mr.Sujith IT	done
5.	Point 5	Title slide as per format suggested by IQAC done for all theory classes ppt. All ppts collected and saved on office computer.	Dr Kalyani Pillai	done
6.	Point 6	Curriculum and Lesson plan document printed	Dr Kalyani	done
7.	Point 7	Took part in state level neonatal resuscitation workshop conducted by College of nursing on July 19	Dr Sr.Julia	done
8.	Point 8	World BLS day celebrated 21/7 /25	Dr Parvathy.S. Menon	done
9.	Point 9	ORS week celebration planned	Dr Jiya Merin Johny	31/7/25
10.	Point 10	PG MD supplementary exam on July 23	Dr Kalyani Pillai & Dr Shiji Joseph	done 23/7/25
11.	Point 11	ICD diagnosis to be started for discharges	Dr Parvathy.S. Menon	1 month

**Action Taken Report(ATR) for previous meeting**

Sl No	Decision	Action Taken	Status
1	All theory classes to be updated with a first slide added and assessment slide added.	Yes	Done
2	Library folder started where details of books in central and dept library along with new books purchased list will be maintained.	Yes	Done
3	LAP UG quiz screening round conducted by Dr Arun and Dr Jiya.	Final Round Conducted	Done
4	Curriculum plan phase wise and Lesson plan for each class for CBME MBBS syllabus is ready for printing as a book.	Yes	Done

Prepared by : Name : Mrs.Shyma.C.N.  
Designation : Clerical Assistant

Verified by : Name : Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

Approved by: Name: Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

**Dr. KALYANI PILLAI, MD DCH**  
PROFESSOR & HOD  
Paediatrics  
Reg. No. 20312  
Amala Institute of Medical Sciences, Thrissur

*To: 19/11/20  
re: reply  
20/11/20*

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## DEPARTMENT OF PAEDIATRICS - FACULTY MEETING JULY 2025 & CURRICULUM LESSON PLAN

1 message

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**Paediatrics Dept. Amala Medical College** <aimspaediatrics@gmail.com>

29 July 2025 at 14:22

To: amalaqac@amalaims.org

Cc: Principal Medical College <principal.mc@amalaims.org>

Madam,


Kindly see the attached file.

Thank you

Professor HOD  
Department of Paediatrics

 PAEDIATRICS CURRICULUM.pdf

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 **DEPARTMENTAL MEETING JULY 2025\_20250729\_0001.pdf**  
1063K

*Kalyani*  
*29/8/25*

**Amala Institute of Medical Sciences, affiliated to KUHS**  
**Minutes of Departmental Meeting**

<b>Name of the Department</b>	<b>PAEDIATRICS</b>	
<b>Date &amp; Time</b>	28.08.2025 - 9am to 10 am	
<b>Meeting Number</b>	14	
<b>Venue</b>	PAEDIATRIC DEPARTMENT HOD ROOM	
<b>Chairperson</b>	DR.KALYANI PILLAI	
<b>Members Present:</b>	<b>Name of the Faculty</b>	<b>Signature</b>
	Dr. Kalyani Pillai	<i>Kalyani Pillai</i>
	Dr. Parvathi.R	<i>Parvathi</i>
	Dr. Sunilkumar Menon	<i>SM</i>
	Dr. Sreenivasan V K	<i>Sreenivasan</i>
	Dr. Aparna Gulvadi	<i>Aparna</i>
	Dr. Shiji Joseph	<i>Shiji</i>
	Dr. Jessie Jose	<i>Jessie</i>
	Dr. Riya Lukose	<i>DL (conference)</i>
	Dr. Anila.A.P. (Sr. Julia)	<i>Anila</i>
	Dr. Jeffy John	<i>Jeffy</i>
	Dr. Arun Ravi	<i>Arun</i>
	Dr. Jawhar.E.A	<i>Jawhar</i>
	Dr. Jiya Merin Johny	<i>Jiya Merin</i>
Dr. Parvathy.S.Menon	<i>Parvathy</i>	
<b>Members Absent</b>	<del>Dr</del> <i>Dr Ruje Lukose</i>	<i>DL (conference)</i>

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Minutes of Departmental Meeting**

**Agenda Points & Discussion**

Sl No	Agenda Item	Discussion/Decision Taken	Responsibility	Timeline
1.	Point 1	CME conducted by Dept of Pediatrics on August 17 2025 .Annual Conference of IAP Paediatric Gastroenterology Chapter. 120 registrations. Report sent to IQAC	Dr.Kalyani Pillai	Done
2.	Point 2	Dr Ashley ,Our PG , won the third prize in this State level Paediatric Gastroenterology Conference Poster Presentation for her case series on IBD. The poster session had MD DNB and DrNB students competing Congratulations Ashley and her mentor Dr Shiji Joseph Professor Department of Pediatrics	Dr.Shiji Joseph	Done
3.	Point 3	Diagnosis presented in monthly mortality meeting as per ICD code started this month	Dr.Parvathy.S.Menon	Done
4.	Point 4	Mission and Vision statement decided and sent to IQAC	Dr.Kalyani Pillai	Done
5.	Point 5	Strategic plan for next 5 years sent to IQAC	Dr.Kalyani Pillai	Done
6.	Point 6	UG exam for 2020 batch conducted from 4/8/2025 to 7/8/2025. Internal examiners were Dr Kalyani Pillai and Dr Riya Lukose	Dr.Kalyani Pillai, Dr.Riya Lukose	
7.	Point 7	Breast feeding week celebrated with programs in the OP department on 5th and 8 <sup>th</sup> August and awareness videos by staff members.	Dr.Sunilkumar Menon	Done
8.	Point 8	The Departmental Onam celebration will be held on September 3rd at Amala Auditorium	Dr.Sunilkumar Menon	To be done September 3 <sup>rd</sup> 2025

**Action Taken Report(ATR) for previous meeting**

Sl No	Decision	Action Taken	Status
1	Successful completion of Paediatrics Gastropedia CME	Yes	Done
2	Successful completion of ORS week Celebration	Yes	Done
3	Diagnosis presented in monthly mortality meeting as per ICD code started in the month of August	Yes	Done

Prepared by : Name : Mrs.Shyma.C.N.  
Designation : Clerical Assistant

Verified by : Name : Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

Approved by: Name: Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

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Agenda Points & Discussion				
Sl No	Agenda Item	Discussion/Decision Taken	Responsibility	Timeline
1.	Point 1	UG MBBS results 100 % pass in pediatrics with 17 distinctions and college topper scoring 86%		
2.	Point 2	Onam celebrations conducted with traditional fervor on September 3 rd 2025	Dr.Sunil menon	Done
3.	Point 3	Learning modules for Pediatrics in core pediatric topics to be compiled. We start with Growth assessment this month, These modules will be upoaded in our department website and given to the students. The modules will be oriented towards the format ,procedure,common questions asked in practical examination. A section at the end could enumerate what are the possible theory questions that could be asked in that topic.	Compiled by Dr Arun and supervised by Dr Shiji	The first module should be ready by the end of October.
4.	Point 4	Other modules in the pipeline Development Newborn Diet & nutrition Immunization  Work may be started on these too.	Dr Jawhar Dr Riya Dr Jiya Dr Julia Dr Jeffy Dr Jessie Dr.Sunilmenon, Dr.Parvathy.S.Menon	To be done by FEB 2026
5.	Point 5	Decision taken to put forward a proposal to the management for a pediatric superspeciality clinic in the evenings at the Patraickal UHC .	Dr.Kalyani Pillai	Proposal presented meeting will be convened
6.	Point 6	Pediatric Code Blue to be started soon. Preliminary talks with Medical Superintendent and Quality under way	Dr Parvathy Menon in charge of it.	To be done
7.	Point 7	Results of all PCT to be published in 10 days. Request all faculty to submit corrected papers on time .	Dr Jeffy John	Noted

**Action Taken Report(ATR) for previous meeting**

Sl No	Decision	Action Taken	Status
11.	All decisions were carried out last month itself	Yes	Done

Prepared by : Name : Mrs.Jyothitha A J.  
Designation : Junior Executive Trainee

Verified by : Name : Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

Approved by: Name: Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

**Amala Institute of Medical Sciences, affiliated to KUHS  
Minutes of Departmental Meeting**

<b>Name of the Department</b>	<b>PAEDIATRICS</b>	
<b>Date &amp; Time</b>	28.09.2025 - 9am to 10 am	
<b>Meeting Number</b>	14	
<b>Venue</b>	PAEDIATRIC DEPARTMENT HOD ROOM	
<b>Chairperson</b>	DR.KALYANI PILLAI	
<b>Members Present:</b>	<b>Name of the Faculty</b>	<b>Signature</b>
	Dr.Kalyani Pillai	<i>Kalyani Pillai</i>
	Dr.Parvathi.R	<i>Parvathi R</i>
	Dr.Sunilkumar Menon	<i>SM</i>
	Dr.Sreenivasan V K	<i>Sreenivasan</i>
	Dr.Aparna Gulvadi	<i>Aparna</i>
	Dr.Shiji Joseph	<i>Shiji</i>
	Dr. Jessie Jose	<i>Jessie Jose</i>
	Dr.Riya Lukose	<i>Riya</i>
	Dr.Anila.A.P.(Sr.Julia)	<i>Anila</i>
	Dr.Jeffy John	<i>Jeffy</i>
	Dr.Arun Ravi	<i>Arun Ravi</i>
	Dr.Jawhar.E.A	<i>Jawhar</i>
	Dr.Jiya Merin Johny	<i>Jiya Merin</i>
Dr.Parvathy.S.Menon	<i>Parvathy</i>	
<b>Members Absent</b>	NIL	

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<b>Agenda Points &amp; Discussion</b>				
SI No	Agenda Item	Discussion/Decision Taken	Responsibility	Timeline
1.	Point 1	Laptop with accessories and WiFi connection available for teaching purposes. Laptop purchased using previous department fund.		
2.	Point 2	Medex Amala 2025 medical conference cum exhibition department representative is Dr Parvathy Menon. She will liaison with the students to set up the Pediatric kiosk.	Dr.Parvathy S Menon	To be done
3.	Point 3	Pediatric Code Blue talks underway . Primary responder will be Code Blue team along with Pediatric ward PG on duty and PICU staff nurse. Duty MO will be informed by them.	Dr.Parvathy S Menon	To be done
4.	Point 4	PG exam 2022 admission will be in November. Internal examiners Dr Kalyani Pillai and Dr Jessie Jose	Dr Jessie Jose	Dec 3 <sup>rd</sup> 2025
5.	Point 5	World cerebral palsy day celebration at CDC on October 6.	Dr.Parvathi Mohan	Done
6.	Point 6	Neonatologist with DM Dr Rohit Sasidharan took charge on 15 October.	Dr Rohit Sasidharan	done
7.	Point 7	Dr Jeffy and Dr Parvathy Menon to attend Moodle workshop conducted by MEU	Dr Jeffy John	Noted
8.	Point 8	Dr Kalyani Pillai was invited as speaker at Faculty development program of IAP Kerala to deliver a talk on " Implementing the CBME Curriculum - the Amala experience" .	Dr Kalyani Pillai	Nov 23 <sup>rd</sup> 2025
9.	Point 9	Module on growth assessment is ready. Fr Antony has promised help to upload it at Amala Website.	Dr Arun	Nov 12 <sup>th</sup> 2025
10.	Point 10	Development module to be ready by Nov end	Dr Jawhar,Dr Riya	

<b>Action Taken Report(ATR) for previous meeting</b>			
SI No	Decision	Action Taken	Status
1	Learning modules for Pediatrics in core pediatric topics to be compiled. We start with Growth assessment this month, These modules will be upoaded in our department website and given to the students. The modules will be oriented towards the format ,procedure,common questions asked in practical examination. A section at the end could enumerate what are the possible theory questions that could be asked in that topic.	Yes Module is ready	Compiled by Dr Arun and supervised by Dr Shiji
2	Pediatric Code Blue to be started soon. Preliminary talks with Medical Superintendent and Quality under way	Dr Parvathy S Menon in charge of it.	Done as in Point 3

Prepared by : Name : Mrs.Jyothitha A J  
Designation : Junior Executive Trainee

Verified by : Name : Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

Approved by: Name: Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

*Relin*  
*29/10/25*

**Amala Institute of Medical Sciences, affiliated to KUHS  
Minutes of Departmental Meeting**

<b>Name of the Department</b>	<b>PAEDIATRICS</b>	
<b>Date &amp; Time</b>	28.10.2025 - 9am to 10 am	
<b>Meeting Number</b>	10	
<b>Venue</b>	PAEDIATRIC DEPARTMENT HOD ROOM	
<b>Chairperson</b>	DR.KALYANI PILLAI	
<b>Members Present:</b>	<b>Name of the Faculty</b>	<b>Signature</b>
	Dr.Kalyani Pillai	<i>Kalyani Pillai</i>
	Dr.Parvathi.R	<i>Parvathi R</i>
	Dr.Sunilkumar Menon	<i>SM</i>
	Dr.Sreenivasan V K	<i>Sreenivasan V K</i>
	Dr.Aparna Gulvadi	<i>Aparna Gulvadi</i>
	Dr.Shiji Joseph	<i>Shiji</i>
	Dr. Jessie Jose	<i>Jessie Jose</i>
	Dr.Riya Lukose	<i>Riya Lukose</i>
	Dr.Anila.A.P.(Sr.Julia)	Absent
	Dr.Jeffy John	<i>Jeffy</i>
	Dr.Arun Ravi	<i>Arun Ravi</i>
	Dr.Jawhar.E.A	<i>Jawhar E.A</i>
	Dr.Jiya Merin Johny	<i>Jiya Merin Johny</i>
Dr.Parvathy.S.Menon	<i>Parvathy S.Menon</i>	
<b>Members Absent</b>	NIL	

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**Agenda Points & Discussion**

Sl No	Agenda Item	Discussion/Decision Taken	Responsibility	Timeline
1.	Point 1	Ready reckoner for Paediatric drug doses put up at ED and PICU	Dr Paravathy S Menon	Done
2.	Point 2	Paediatric code blue started from 1 <sup>st</sup> Nov 2025.	Dr Parvathy S Menon	Done
3.	Point 3	Uploaded to Amala website, Dept of Pediatrics, module on Growth and Anthropometry for MBBS students by Fr Julius on 12 <sup>th</sup> Nov at CCM	Dr Arun Ravi	Done
4.	Point 4	Next module on Development to be ready by November end.	Dr Jawhar	To be done
5.	Point 5	CVI clinic inaugurated on 14 <sup>th</sup> Nov 2025	Dr Parvathi Mohan	Done
6.	Point 6	MBBS exam conducted on 19 <sup>th</sup> Nov 2025.	Dr kalyani Pillai	Done
7.	Point 7	Paediatric Epilepsy OP planned on every last Saturday of the month by Dr Srinath at CDC.	Dr Srinath	To be done
8.	Point 8	Dr Riya speaker at Neonatology Club Kozhikode on 28 <sup>th</sup> October 2025		
9.	Point 9	Dr Riya speaker at Down Syndrome foundation Conference at Kozhikode on 15 <sup>th</sup> Nov 2025		
10.	Point 10	Dr Parvathi Mohan speaker at Down Syndrome foundation Conference at Kozhikode on 15 <sup>th</sup> Nov 2025		
11.	Point 11	Dr Kalyani as chairperson at 8 <sup>th</sup> National Conference of Indian Society of Kawasaki Disease on 22 <sup>nd</sup> Nov 2025		
12.	Point 12	Dr Kalyani speaker at IAP FDP program 23 <sup>rd</sup> Nov 2025 at GMC Thrissur		
13.	Point 13	Dr Riya as faculty at Pedicon Kerala neurodevelopment workshop on 28 <sup>th</sup> Nov 2025.		
14.	Point 14	Dr Parvathy as faculty at Pedicon Kerala neurodevelopment workshop on 28 <sup>th</sup> Nov 2025.		
15.	Point 15	Dr Sunil Menon as faculty at Pedicon Kerala State Conference on 29 <sup>th</sup> Nov 2025		
16.	Point 16	Dr Riya as judge for poster presentation at Pedicon Kerala State Conference on 29 <sup>th</sup> Nov 2025		
17.	Point 17	Department Annual report to be prepared next month. Request all faculty to send their achievements in this calendar year in this format	Dr Jeffy ,Dr Kalyani Pillai	To be done

**Action Taken Report(ATR) for previous meeting**

SL.No	Decision	Action Taken	Status
1	Learning modules for Paediatrics in core paediatric topics to be compiled. We start with Growth assessment this month, These modules will be uploaded in our department website and given to the students. The modules will be oriented towards the format, procedure, common questions asked in practical examination. A section at the end could enumerate what are the possible theory questions that could be asked in that topic.	Yes , Dr Arun Ravi	Done
2	Pediatric Code Blue to be started soon. Preliminary talks with Medical Superintendent and Quality under way	Yes,Dr Parvathy S Menon	Done

Prepared by : Name : Mrs.Jyothitha A J  
Designation : Junior Executive Trainee

Verified by : Name : Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

Approved by: Name: Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

*Reliy  
27/11/25*

**Amala Institute of Medical Sciences, affiliated to KUHS  
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<b>Name of the Department</b>	<b>PAEDIATRICS</b>	
<b>Date &amp; Time</b>	28.10.2025 - 9am to 10 am	
<b>Meeting Number</b>	11	
<b>Venue</b>	PAEDIATRIC DEPARTMENT HOD ROOM	
<b>Chairperson</b>	DR.KALYANI PILLAI	
<b>Members Present:</b>	<b>Name of the Faculty</b>	<b>Signature</b>
	Dr.Kalyani Pillai	<i>Kalyani Pillai</i>
	Dr.Parvathi.R	<i>Parvathi R</i>
	Dr.Sunilkumar Menon	<i>SM</i>
	Dr.Sreenivasan V K	<i>Sreenivasan V K</i>
	Dr.Aparna Gulvadi	<i>Aparna Gulvadi</i>
	Dr.Shiji Joseph	<i>Shiji Joseph</i>
	Dr. Jessie Jose	<i>Jessie Jose</i>
	Dr.Riya Lukose	<i>Riya Lukose</i>
	Dr.Anila.A.P.(Sr.Julia)	<i>Anila A.P.</i>
	Dr.Jeffy John	<i>Jeffy John</i>
	Dr.Arun Ravi	<i>Arun Ravi</i>
	Dr.Jawhar.E.A	<i>Jawhar E.A</i>
Dr.Jiya Merin Johny	<i>Jiya Merin Johny</i>	
Dr.Parvathy.S.Menon	<i>Parvathy S.Menon</i>	
<b>Members Absent</b>	NIL	

**Amala Institute of Medical Sciences, affiliated to KUHS  
Minutes of Departmental Meeting**

**Agenda Points & Discussion**

Sl No	Agenda Item	Discussion/Decision Taken	Responsibility	Timeline
1.	Point 1	Dr Amal Jainy James selected for first Dr Rajagopal award instituted by IAP Kozhikode for the best outgoing student in MD Pediatrics. Prize presented at State Pedicon .		
2.	Point 2	Amala Medical College won best medical college in private sector in IAP activities at the recently held Kerala State Pedicon		
3.	Point 3	Dr Sunil Menon ,Professor ,won best branch secretary for IAP Thrissur branch activities.		
4.	Point 4	Module 2 on Development compiled by Dr Jawhar and Dr Riya ready for uploading	Dr Jawhar	To be done
5.	Point 5	Immunization module being readied this month.	Dr Parvathy S Menon, Dr Sunil Kumar Menon	To be done by Jan end
6.	Point 6	PICU and Departmental rooms blessing done.NICU work started		
7.	Point 7	MD exam conducted on 3/12/2025.Dr Kalyani and Dr Jessie as internal and Dr Shiji Jacob and Dr Shyam Sundir were external examiner.		
8.	Point 8	2024 MBBS Curriculum changes to be incorporated into teaching schedule. Modification of present curriculum plan to be done.	Dr Jeffy ,Dr Kalyani Pillai	To be done by March first week
9.	Point 9	Streamlining PG formative assessment from 2026 planned.Quarterly OSCE, MiniCex, Theory paper,review of log book and thesis planned.	Dr Shiji Joseph ,Dr Jessie Dr Kalyani Pillai	Starting from Jan first week
10.	Point 10	Department Annual report ready for printing.	Dr Jeffy ,Dr Kalyani Pillai	To be done by Jan end

**Action Taken Report(ATR) for previous meeting**

SL.No	Decision	Action Taken	Status
1	Next module on Development to be ready by November end.	Yes,Dr Jawhar	Done
2	Paediatric Epilepsy OP planned on every last Saturday of the month by Dr Srinath at CDC.	Yes,Dr Srinath	Done

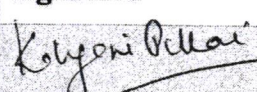
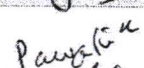
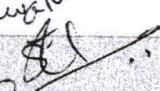
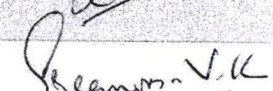
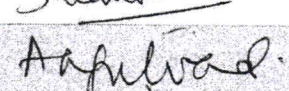
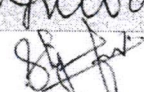
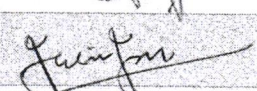

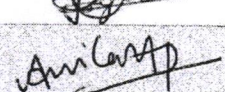
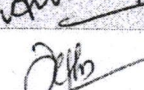
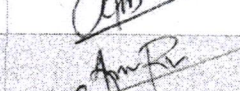

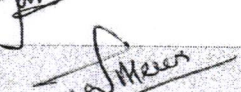
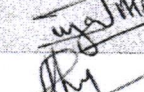
Prepared by : Name : Mrs.Jyothitha A J  
Designation : Junior Executive Trainee

Verified by : Name : Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

Approved by: Name: Dr.Kalyani Pillai  
Designation : Professor & HOD of Paediatrics

A  
25/12/24

**Amala Institute of Medical Sciences, affiliated to KUHS  
Minutes of Departmental Meeting**

<b>Name of the Department</b>	<b>PAEDIATRICS</b>	
<b>Date &amp; Time</b>	28.12.2025 - 9am to 10 am	
<b>Meeting Number</b>	12	
<b>Venue</b>	PAEDIATRIC DEPARTMENT HOD ROOM	
<b>Chairperson</b>	DR.KALYANI PILLAI	
<b>Members Present:</b>	<b>Name of the Faculty</b>	<b>Signature</b>
	Dr.Kalyani Pillai	
	Dr.Parvathi.R	
	Dr.Sunilkumar Menon	
	Dr.Sreenivasan V K	
	Dr.Aparna Gulvadi	
	Dr.Shiji Joseph	
	Dr. Jessie Jose	
	Dr.Riya Lukose	
	Dr.Anila.A.P.(Sr.Julia)	
	Dr.Jeffy John	
	Dr.Arun Ravi	
	Dr.Jawhar.E.A	
Dr.Jiya Merin Johny		
Dr.Parvathy.S.Menon		
<b>Members Absent</b>	NIL	

**Amala Institute of Medical Sciences, affiliated to KUHS  
Minutes of Department Meeting**

*Reby  
22/7/25*

<b>Name of the Department</b>	<b>PATHOLOGY</b>	
<b>Date &amp; Time</b>	July 8 <sup>th</sup> 2025 11A.M	
<b>Meeting Number</b>	3	
<b>Venue</b>	Pathology Seminar Room, St.Marys Block.	
<b>Chairperson</b>	Dr.Savithri M.C	
<b>Members Present:</b>	<b>Name of the Faculty</b>	<b>Signature</b>
	Dr.Savithri M.C	<i>[Signature]</i>
	Dr.Lekha K Nair	<i>[Signature]</i>
	Dr.Usha Mary Abraham	<i>[Signature]</i>
	Dr.Divya	<i>[Signature]</i>
	Dr.Geetha C,G	<i>[Signature]</i>
	Dr.Biby	<i>[Signature]</i>
	Dr.Aniya Antony	<i>[Signature]</i>
	Dr.Sreya	<i>[Signature]</i>
	Dr.Nithin	<i>[Signature]</i>
	Dr.Taniya	<i>[Signature]</i>
	Dr.Jenice	<i>[Signature]</i>
	Dr.Ruta	<i>[Signature]</i>
	Dr.Anjana	<i>[Signature]</i>
Dr.Ashwin	<i>[Signature]</i>	
Dr.Karthika	<i>[Signature]</i>	
<b>Members Absent</b>	Dr.Deepti Ramakrishnan	



**Amala Institute of Medical Sciences, affiliated to KUHS  
Minutes of Department Meeting**

<b>Agenda Points &amp; Discussion</b>				
<b>Sl No</b>	<b>Agenda Item</b>	<b>Discussion/Decision Taken</b>	<b>Responsibility</b>	<b>Timeline</b>
1	Point 1 IHC markers to be send for ILC.	To send two markers from each panel. To refer Amrita hospital regarding how they are sending for ILC.	Dr.Nithin	One month
2	Point 2 Lesson Plan	Lesson plan was introduced to all faculty and decision taken to follow it from the next batch onwards.	All Faculty	Next CBME Batch to be followed.
3	Point 3 Report issue	Report issue to be shifted to MRD/individual OPs & wards. Decision after Fr.Jaison approves. An online register is being done by Mr.Jemmu.		After approval from Fr.Jaison.
4	Point 4 Liver biopsy request form	Dr.Geetha asked whether a separate request form can be done for liver biopsy.		Approved

<b>Action Taken Report(ATR) for previous meeting</b>			
<b>Sl No</b>	<b>Decision</b>	<b>Action Taken</b>	<b>Status</b>
1	Lesion Index – Faculty has prepared the assigned lesion index.	Dr.Jenice to be incharge for organising the same.	In process.



**Amala Institute of Medical Sciences, affiliated to KUHS  
Minutes of Department Meeting**

2	Museum update- Dr.Nithin explained about plastination. Virtual tour, QR code details from manipal.	Dr. Nithin & Senior residents to add the details regarding the gross specimen.	After approval from Fr. Antony
3	CME update Dr.Divya briefed the details regarding CME. Tentative date October 1 <sup>st</sup> week or November 3 <sup>rd</sup> week. To limit the participants for workshop.		In process
4	Stago CME- Planning a half day CME. Topics to be decided.	Dr.Sreya in charge.	In process.

Prepared by : Name Ms.Liji.T C  
Designation : Assistant executive

Verified by : Dr.Aniya Antony  
Asst.Prof Pathology

Approved by : Dr.Savithri.M.C  
H.O.D & Professor.



Betsy

**Dr. BETSY THOMAS**  
MD, FRCOG, DNB, MICOG  
PRINCIPAL

**MINUTES OF MEETING HELD FOR DISCUSSION OF DRAFT DOCUMENT MARB  
UNDER NMC**

**DEPARTMENT OF DERMATOLOGY, AIMS , THRISSUR**

**Date and Time:** 28/5/2025 , 9.00 am to 10.00 am

**Venue:** Radiance, Dermatology

**Presenter:** Dr. Roshan Mary George , Assistant Professor

**Attendees:** Dr. Abel Francis, Dr. Mohamed Nazeer , Dr. Rashmi Mary Philip, Dr. Meekha Cizly James

**Agenda:** Discussion on NMC-MARB Draft Accreditation Parameters and Departmental Preparedness

**1. Opening Remarks**

Dr. Roshan Mary George welcomed all members and introduced the context of the meeting – the MARB Draft released by the National Medical Commission (NMC), which outlines the accreditation process for all medical colleges.

**2. Overview of MARB Draft**

The presentation covered:

- **11 Criteria with 78 Parameters.**
- Emphasis on **Competency-Based Medical Education (CBME).**
- Total score: **1000 points.**

**3. Departmental Action Plan (Dermatology Department)**

**Criterion 1: Curriculum Implementation & Capacity Building**

- A photo documentation of each session can be implemented
- Ensure all faculty undergo required training.

**Criterion 2: Clinical Exposure & Facilities**

- HDU register to be up-to-date.
- Maintain an IP register in the department (other than ward register)



### Criterion 3: Teaching –Learning Environment: Physical, Psychological & Occupational

- **Library** - Dermatology books in Central library to be made up-to-date.
- Department library is fully stocked and updated
- **Skill lab** – Procedures and teaching being done in the department and students assessed using MCQs

### Criterion 4: Clinical Skills Assessment

- Clinical skills of students in third professional years will be assessed departmentally.

### Criterion 5: Human Resource & Teaching–Learning Process

- Record live/streamed classes for compliance and evidence
- Use Quiz, projects, OSCE for end-posting assessments.
- Proper guidelines needed regarding integration with other departments, taking in mind practical feasibility.

### Criteria 6 : Assessment policy : Formative, internal and summative assessment

- Use documented tools- For practical: OSCE
- Logbooks to be provided in time by medical college.

### Criterion 7: Research Output & Impact

- Encourage more faculty publications, paper presentations, and research projects.

### Criterion 11: Feedback & Perception of Stakeholders

- Periodically provide feedback forms to UG and PG students regarding their opinion about department
- Provide feedback forms to Alumni students



*[Handwritten Signature]*  
For Dr. Criton

**Dr. S Criton**  
Professor & HOD  
Dept. of Dermatology  
Amala Institute of Medical Sciences,  
Amala Nagar, Thirissur

*Betsy*

**Dr. BETSY THOMAS**  
MD, FRCOG, DNB, MICOG  
PRINCIPAL

AMALA INSTITUTE OF MEDICAL SCIENCES  
THIRISSUR-680 011





Department of Anatomy

**Minutes of the meeting held on 05.07.2024 at 10.00am**

The meeting started with a silent prayer.

- Elaborate discussion on conducting a workshop in Plastination technique was held. Proposed date was decided to be in September 1<sup>st</sup> week probably on September 6<sup>th</sup> & 7<sup>th</sup> (Friday & Saturday) if possible. Further program of the CME will be made after the Anatomists meet at Trivandrum after July 13<sup>th</sup>.
- The modeler Mr. Krishnan demonstrated the larynx model he is making. Modifications in the model were explained to him and was asked to finish the model before the next MBBS batch joins.
- It was decided to maintain a register for keeping a record of all the marks secured by students and decided to write a letter to Fr. Antony Mannumel regarding early printing of the register in the press.
- It was decided to modify the OSPE charts and make Embryology charts before the new Batch joins.
- Since presently, the academic year have a duration of 9 months of teaching hours. It was decided to reduce the teaching hours of all 3 subjects accordingly and to conduct a meeting of the 3 preclinical departments to sort out the issue.
- For the coming year Skill, AETCOM, Home & Museum assignments were decided to be completed at the earliest.
- It was decided to request for separate logbooks for the 3 department. So that it can be valued regularly.
- Log books should also be completed and signed by the faculty every 2 weeks.
- For the coming year portions were decided to be completed as early as possible so as to give revisions before their exams.

Upper Limb has to be completed in 1 month.

Lower Limb – 1 month

Thorax – 3 weeks

Head & Neck – 2.5 months

Neuro Anatomy – 2 weeks

Abdomen, Pelvis & Perineum – 1 month

The portions to be completed by 8 ½ months and then give start revision.

- It was also decided to request for proportionate sharing of the lecture hours 8 – 11am among all 3 departments.
- The meeting ended up at 10.40 am.

**Faculties**

Dr. Lola Das  
Dr. Mathew Joseph  
Dr. S. Monica Diana  
Dr. Mini Kariappa  
Dr. Stelin Agnes Michael  
Mr. Remith P.R  
Mrs. Salini Dharmadas

**Nonteaching**

Sindhu  
Suresh  
Damy  
Krishnan



# AMALA INSTITUTE OF MEDICAL SCIENCES

Amala Nagar, Thrissur, Kerala - 680555, Ph.0487-2304000

## Department of Anatomy

Minutes of the meeting held on 04.07.2024 at 09.30am

Departmental meeting started with a silent prayer. Discussion started with the CME on plastination technique. Elaborate discussion on conducting workshop in Plastination technique. Proposed date was decided to be in September 1st week probably on September 6th & 7th (Friday & Saturday). Further program of the CME will be made after the Anatomists meet at Trivandrum after July 13th.

- The modeler Mr. Krishnan showed the larynx model he is making, corrections in the model were explained to him and he was asked to finish the model before the next MBBS batch joins.
- It was decided to maintain a register for keeping a record of all the marks secured by students and decided to write a letter to Antony Achan regarding early printing of the register in the press.
- It was decided to modify the OSPE charts and make Embryology charts before the new Batch joins.
- The meeting ended up at 11.20 am.

### **Faculties**

Dr. Lola Das

Dr. S. Monica Diana

Dr. Mathew Joseph

Dr. Stelin Agnes Michael

Mr. Remith P.R

Mrs. Salini Dharmadas

### **Nonteaching**


Sindhu

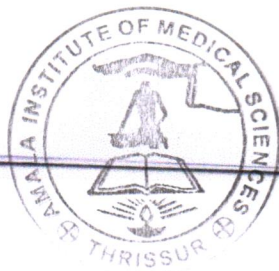
Damy

Krishnan

Amala Nagar

06.07.2024

  
HOD of Anatomy



# AMALA INSTITUTE OF MEDICAL SCIENCES

Amala Nagar, Thrissur, Kerala - 680555, Ph.0487-2304000

## Department of Anatomy

### Minutes of the meeting held on 27.11.2024

The meeting started by 10:00 am

- Attendance must to be marked
- Leave to be taken by adjustment
- White Coat Ceremony on 30.11.2024, all faculties should attend
- Revision time alone all specimens should be out, otherwise need not pull out specimens outside.
- Any specimen needed can be taken by faculty, taught and kept back
- 8:00 AM class attenders should open the department before hand
- Christmas celebration will be on 23<sup>rd</sup> Dec
- Library enrollment should be done when faculty is free
- Larynx model should be completed by Dec 6<sup>th</sup>
- All mannequin and hand and head should be given before Christmas
- Logbook will be given before Christmas
- Meeting ended by 11

The following faculties attended the meeting.

#### **Faculties**

Dr. Lola Das  
Dr. Mini Kariappa  
Dr. S. Monica Diana  
Dr. Stelin Agnes Michael  
Dr. Mathew Joseph  
Mr. Remith P.R  
Mrs. Salini Dharmadas

#### **Nonteaching**

Sindhu  
Suresh  
Damy  
Krishnan  
Sony



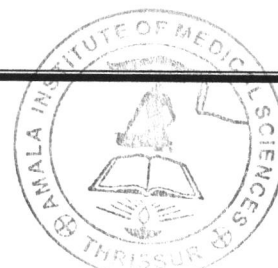
**AMALA INSTITUTE OF MEDICAL SCIENCES  
THRISSUR  
DEPARTMENT OF INTERNAL QUALITY ASSURANCE CELL**

Program	IQAC Vision 2025: Reflect, Review, Refine
Date	05 August 2025
Venue	College Council Meeting Hall, AIMS, Thrissur
Number of Participants	4 Patrons and 59 Staff
Patrons	<ol style="list-style-type: none"><li>1. Rev. Fr. Julious Arakkal CMI, Director, AIMS, Thrissur</li><li>2. Rev. Fr. Antony Perinchery CMI, Joint Director, AIMS, Thrissur</li><li>3. Rev. Fr. Deljo Puthoor CMI, Joint Director, AIMS, Thrissur</li><li>4. Rev. Fr. Antony Mannumel CMI, Associate Director, AIMS, Thrissur</li></ol>
Outcome	The IQAC Vision 2025 meeting at AIMS, Thrissur resulted in a strategic roadmap focusing on academic excellence, research promotion, digital transformation, and holistic student development.
Organized by	Department of Internal Quality Assurance Cell (IQAC)
Faculty in charge	Dr. Deepti Ramakrishnan., Vice Principal, IQAC Coordinator, AIMS, Thrissur

**Annual Meeting - Report on IQAC Vision 2025: Reflect, Review, Refine**

The Internal Quality Assurance Cell (IQAC) of Amala Institute of Medical Sciences, Thrissur, convened a special gathering titled **"IQAC Vision 2025: Reflect, Refine, Renew"** on 05 August 2025 from 2:30 PM to 4:30 PM. The session was held under the esteemed guidance of the Rev. Fr. Julious Arakkal CMI (Director), Rev. Fr. Deljo Puthoor CMI (Joint Director), Rev. Fr. Antony Perinchery CMI (Joint Director), Rev. Fr. Antony Mannumel CMI (Associate Director), Dr. Betsy Thomas (Principal & IQAC Chairman), and the IQAC Members. 63 members were present.

The meeting began with a Welcome Address by Dr. Betsy Thomas, Principal & IQAC Chairman, highlighted the importance of aligning academic and administrative processes with national and international quality benchmarks, while also acknowledging the collective contributions of faculty, staff, and students in nurturing a culture of quality at Amala.



This was followed by an introductory address by Dr. Deepti Ramakrishnan, Vice Principal & IQAC Coordinator, who outlined the objectives of the session. She underscored the need to reflect on past achievements, refine institutional strategies, and renew commitments to quality. She also stressed the importance of reviewing progress across the criterias, identifying existing gaps, and finalizing the academic and operational plan for the year 2025–2026.

The meeting served as a platform to reflect on the institution's quality initiatives, review the progress of ongoing academic and administrative enhancements, and renew the commitment towards achieving the goals outlined in the IQAC strategic framework for 2025. Presentations and discussions focused on the institution's core strengths, areas for improvement, and innovative practices to be implemented in the coming year.

The session included criteria-wise presentations and discussions, which led to valuable recommendations aimed at strengthening academic quality, research culture, student engagement, and institutional sustainability. Based on these deliberations, a Strategic Plan for 2025–2026 was formulated to ensure continuous quality enhancement.

**Presentation of Academic Plan 2025–2026:** Dr. Neeraja B., IQAC Co-Coordinator, presented the detailed Academic Plan for the year 2025–2026. The plan covered the schedule of quality audits, departmental reviews, capacity-building programmes, and outreach initiatives. Emphasis was placed on adopting data-driven monitoring mechanisms, strengthening faculty development, and enhancing the institutional visibility.

**Management & Expert Observations:** The Management Panel, comprising Rev. Fr. Julious Arakkal CMI (Director), Fr. Deljo Puthoor CMI (Joint Director), Fr. Antony Perincherry CMI (Joint Director), and Fr. Antony Mannummel CMI (Associate Director) commended the systematic approach of the proceedings and encouraged further strengthening of research culture, community engagement, and governance practices.

The Advisor, Mr. N. K. Nikhil, provided constructive feedback focusing on enhancing industry collaborations, streamlining documentation, and leveraging technology for real-time quality monitoring.



The collaborative atmosphere encouraged active participation from all members, fostering a shared vision for institutional growth and excellence. The gathering concluded with a reaffirmation of the collective resolve to uphold the highest standards in education, research, and service in alignment with the mission and values of the institution. The event concluded with the official **launch of the IQAC badge and bookmark**, symbolizing the renewed spirit of quality enhancement and the shared vision for academic excellence.

The meeting came to an end at 4.30 PM



**Amala**  
ആശുപത്രി  
**IQAC**  
INTERNAL QUALITY ASSURANCE CELL  
AMALA INSTITUTE OF MEDICAL SCIENCES

# IQAC Vision 2025

## Reflect, Refine, Renew

**Date: August 5th, 2025 | Time: 2:30 PM | Venue : CCM Hall**

Join us for a crucial meeting where we'll delve into the latest IQAC event updates, engage in meaningful reflection on our achievements and challenges, and strategize for renewal as we aim for continuous improvement. This is an opportunity to contribute to our institution's pursuit of excellence

**Amala IQAC Family,**  
let's cultivate excellence  
together where quality blossoms  
and innovation takes flight.

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[www.amalaims.org](http://www.amalaims.org)  
FOR APPOINTMENTS: **0487 230 4000**

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INSTITUTE OF MEDICAL SCIENCES  
NABH & NABL ACCREDITED - ISO 9001:2015  
Amala Nagar PO, Thrissur, Kerala.

Brochure: IQAC Vision 2025: Reflect, Refine ,Renew





IQAC Family



Advisor Mr.N K Nikhil presented Activities and Initiatives of  
IQAC 2024-2025





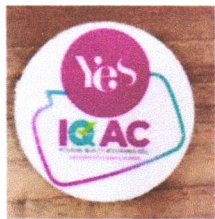
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 H569-cp3, Amalanagar, Thrissur, Kerala 680555, India  
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 IQAC Vision 2025 Reflect, Refine, Renew



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 H569-cp3, Amalanagar, Thrissur, Kerala 680555, India  
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 05/08/2025 04:08 PM GMT +05:30  
 IQAC Vision 2025 Reflect, Refine, Renew



Dr. Deepthi Ramakrishnan, Vice Principal and IQAC Coordinator, received the IQAC badge from our beloved Director, Rev. Fr. Julious Arakkal CMI.



Dr. Neeraja B, IQAC Co-Coordinator, received the IQAC bookmark from our beloved Director, Rev. Fr. Julious Arakkal CMI.



**Amala Institute of Medical Sciences**

Name of the Meeting : IQAC Vision 2025 – Reflection, Refine, Renew.

Date : 5<sup>th</sup> August 2025

Time : 02:30 PM

Venue : College Council Meeting Hall, Medical College

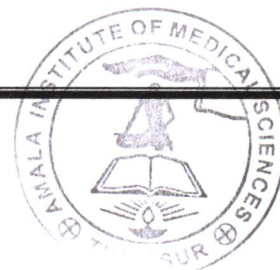
**Attendance Sheet**

Sl. No.	Name	Signature
1	Fr. Julious Arakkal CMI	[Signature]
2	Fr. Antony Perincherry CMI	[Signature]
3	Fr. Jaison Mundammany CMI	[Signature]
4	Fr. Shibu Puthenparaackal CMI	[Signature]
5	Fr. Deji Puthoor CMI	[Signature]
6	Fr. Antony Mannammiel CMI	[Signature]
7	Dr. Betsy Thomas	[Signature]
8	Dr. Deepthi Ramakrishnan	[Signature]
9	Saiju - C	[Signature]
10	Dr. Renais Devis	[Signature]
11	Dr. Jobby Thomas	[Signature]
12	ADV. P. TOVARUSIE	[Signature]
13	Dr. Sreeta George	[Signature]
14	Dr. Sreetha - M.V.	[Signature]
15	Dr. Shreetha Sugathan	[Signature]
16	Dr. Nirmala	[Signature]



**Attendance Sheet**

Sl. No.	Name	Signature
16	DR. TINJU JAMES	[Signature]
17	DR. JOSE VINCENT	[Signature]
18	DR. DINESH M JOY	[Signature]
19	ANGY T.A	[Signature]
20	LINYA LOUIS	[Signature]
21	Dr. Phaneesha P	[Signature]
22	Sarukrishna K	[Signature]
23	Josephine Suresh	[Signature]
24	Dr. A. MEXICALKALAM	[Signature]
25	Dr. Anura K.R	[Signature]
26	Dr. Biby Susan	[Signature]
27	Dr. Usha Mary Abraham	[Signature]
28	Dr. Reena Benjit	[Signature]
29	Dr. NAYANA SURESH	[Signature]
30	Dr. Sachin Chandramohan	[Signature]
31	Dr. Sreetha Frances M	[Signature]
32	Dr. Sreetha C.M	[Signature]
33	N.K. NIKHIL Clinical Chemist	[Signature]
34	Sony P. Geopinal	[Signature]
35	Dr. Thiruvik Wilson-c	[Signature]



Attendance Sheet

Sl. No.	Name	Signature
36	Francis K.T	Francis
37	Dr. Stebin Agnes Michael	[Signature]
38	Dr. S. Monica Diana	[Signature]
39	Dr. Alston Joseph	[Signature]
40	Dr. Karan Mathew	[Signature]
41	Dr. Anitha Karam	[Signature]
42	Dr. Smitha Varghese V	[Signature]
43	CA Anu Thomas	[Signature]
44	A. Clea Fern C	[Signature]
45	Dr. Anila Joseph	[Signature]
46	Dr. Anila Joseph	[Signature]
47	A. Keetha C.S	[Signature]
48	Dr. Lekshmi M.S. Cole	[Signature]
49	Dr. Ajin Joseph	[Signature]
50	Dr. Boney Rajan	[Signature]
51	Dr. Mathew P.K	[Signature]
52	Dr. Neetha Balan	[Signature]
53	Dr. RENZI FRANCIS N	[Signature]
54	Dr. Ananya George	[Signature]
55	Dr. Seetha Vijayapandian	[Signature]

Attendance Sheet

Sl. No.	Name	Signature
56	Dr. Sijitha v.K	[Signature]
57	Dr. A.T. Francis	[Signature]
58	Dr. Diny S	[Signature]
59	Dr. Leena Babu P	[Signature]
60	Dr. Aniya Antony	[Signature]
61	Dr. Neeraj	[Signature]
62	Liji K.O	[Signature]
63	Ajeela	[Signature]
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Attendance sheet

Report Prepared by : Mrs. Liji K O, Associate (T), Administration

Verified by : Dr. Deepti Ramakrishnan, Vice Principal and IQAC Cordinator

Approved by : Dr. Betsy Thomas, Principal & IQAC Chairman

**Dr. BETSY THOMAS**  
 MD, FRCOG, DNB, MICOG  
 PRINCIPAL  
 AMALA INSTITUTE OF MEDICAL SCIENCES  
 AMALA NAGAR, THRISSUR-680 555





# AMALA INSTITUTE OF MEDICAL SCIENCES

Amalanagar, Thrissur-680555, Kerala, PH.0487-2304116

## DEPARTMENT OF PATHOLOGY

Minutes of meeting held by Department of Pathology regarding Public Notice (NMC) on accreditation and ranking of Medical Colleges.

### Members present:-

Dr. Savithri M C  
Dr. Deepti Ramakrishnan  
Dr. Lekha K Nair  
Dr. Usha Mary Abraham  
Dr. Geetha C.G  
Dr. Aniya Antony  
Dr. Sreya P.B  
Dr. Biby Susan Abe  
Dr. Jenice Joy  
Dr. Taniya George  
Dr. Nithin Paul E  
Dr. Vekariya Rutaben

The following points which were relevant to our department were discussed.

CRITERIA	ACTIVITIES ALREADY IMPLEMENTED	ACTIVITIES TO BE IMPLEMENTED
<b>Criterion 1:</b> Curriculum implementation and capacity building activities	1.Theory & Practical Classes are being taken according to the competencies given by NMC 2. Integrated classes are being taken  3.Electives are being conducted with clearly evidenced modules and logbook 4. All faculties have completed revised BCME and two faculties have completed ACME	1.Competency proficiency levels based on Miller's Pyramid to be added 2. To increase the number of integration in consultation with integration committee  --  ---
<b>Criterion 2:</b> Clinical Exposure, Clinical Training, Internship and Clinical Facilities	Lab Investigations in Histopathology, Cytology, Haematology & Clinical Pathology are appropriate for the number of OP and IP patients	----
<b>Criterion 3:</b> Teaching –Learning Environment:- Physical, Psychological & Occupational	Two laboratories for students for histopathology & Clinical pathology practicals	---
<b>Criterion 4:</b> Student's admission, attainment of competence & Progression	---	---



<b>Criterion 5: Human Resource &amp; Teaching-Learning Process</b>	<ol style="list-style-type: none"> <li>1. Alignment of theory sessions and formative assessment being done regularly</li> <li>2. Practical sessions are aligned with theory classes and competencies</li> <li>3. Additional qualifications for two faculty (Professors) – ACME</li> <li>4. Merit awards /grants - Nil</li> <li>5. Three faculties have presented papers on National &amp; State platforms</li> <li>6. -----</li> </ol>	<ol style="list-style-type: none"> <li>1. Recording of interactions with students to be done</li> <li>2. –</li> <li>3.---</li> <li>4. To encourage faculty for the same</li> <li>5.—</li> <li>6. Lesson plans to be prepared and filed</li> </ol>
<b>Criterion 6: Assessment Policy: Formative, Internal &amp; Summative Assessment</b>	<ol style="list-style-type: none"> <li>1. Being conducted as per university guidelines</li> </ol>	<ol style="list-style-type: none"> <li>1. To align assessment with Miller’s Pyramid and to document the faculties who prepare Question papers &amp; Answer keys</li> </ol>
<b>Criterion 7: Research output &amp; Impact</b>	<ol style="list-style-type: none"> <li>1. Research paper publications by faculty with institutional affiliation are documented and filed</li> </ol>	<ol style="list-style-type: none"> <li>1. Ideas for patent to be encouraged</li> </ol>
<b>Criterion 8: Financial-Resource : Recurring &amp; non-recurring expenditures</b>	---	---
<b>Criterion 9: Community Outreach Programs</b>	<ol style="list-style-type: none"> <li>1. Active participation in cervical smear screening programs</li> </ol>	---
<b>Criterion 10: Quality Assurance System</b>	<ol style="list-style-type: none"> <li>1. More than 75% of histopathology, Cytology, Clinical pathology &amp; Hematology tests are NABL accredited</li> </ol>	
<b>Criterion 10: Feedback &amp; Perception of stakeholders</b>	1.---	<ol style="list-style-type: none"> <li>1. Documentation incomplete. Steps to be taken in this regard</li> </ol>

23.05.2025

*Savithri*

Dr. Savithri M C

Prof.& HoD

Department of Pathology

*Betsy*

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