

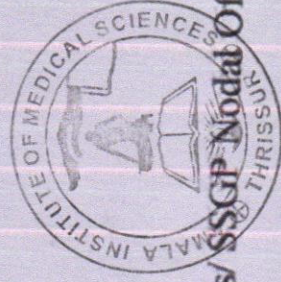
No. AIMSTR/PRL/C&N/12/2026/01

07.01.2026

NOTICE

There will be a meeting related to Student Support & Guidance program on 9th January 2026, 3.00 pm in New MEU Hall (Medical College Block) .

Please make it convenient to be present for the meeting.



Copy to : Director/Associate Director/ Vice Principals/ SSCP Nodal Officers / All mentors /
Class Teachers/ CAO/ IQAC

Redin

Principal

Programme Schedule – Mentorship Program

Event:	Mentorship Program
Date:	09.01.2026
Venue:	MEU Hall

Welcome Address	Dr. S. Monica Diana Assistant Co-ordinator, Mentorship Program
Presentation on Mentorship Program	Dr. Tinju James Chief Co-ordinator, Mentorship Program & SSGP Nodal Officer
Introduction of SSGP	Dr. Mathew Joseph, SSGP Nodal Officer
AMS-based Mentor–Mentee Updation	Mr. Sujith IT Co-ordinator
Vote of Thanks	Dr. Mathew Joseph SSGP Nodal Officer



**Amala Institute of Medical Sciences, affiliated to KUHS
Minutes of SSGP and Mentorship Review Meeting**

Name of the Department	Mentorship Review Meeting
Date & Time	09.01, 2026, Friday
Meeting Number	5
Venue	MEU Hall
Chairperson	Dr. Tinju James

Agenda Points & Discussion				
Sl No	Agenda Item	Discussion/Decision Taken	Responsibility	Timeline
1	Brief Description of Mentorship program	<ul style="list-style-type: none"> • Guidelines on the maintenance of the mentor -mentee record book • The mentor-mentee ratio will be 1:3, with mentors designated from the cadre of Assistant Professors • Mentors will continue for the entire academic year. However, after the first year, students who wish to change their mentor may approach the Mentorship Coordinator • Mentors should meet students at least twice a month, preferably on Fridays. • A review meeting will be conducted once every three months. 		




**Amala Institute of Medical Sciences, affiliated to KUHS
Minutes of SSGP and Mentorship Review Meeting**


		<ul style="list-style-type: none"> • If a student requires special attention, the matter should be reported to the Mentorship Coordinator, who may escalate it to the Vice Principal / Principal if required. • All academic concerns and actions taken should be properly documented in the record/log book. 		
2	Documentation and Reporting	<ul style="list-style-type: none"> • Academic issues must be recorded in the mentor-mentee log book. • Any interventions or corrective measures taken should be clearly noted. • It was suggested that one geo-tagged photograph of each mentoring meeting be taken and posted in the designated group for record purposes. 		
3	Presentation on SSGP Programme	<p>Dr. Mathew Joseph provided a brief overview of the SSGP Programme. He informed that students may report:</p> <ul style="list-style-type: none"> • Academic issues • Emotional concerns • Relationship issues • Health-related matters <p>These can be communicated directly to the SSGP Coordinators for appropriate support.</p>		
4	Data Entry and Record Maintenance	<ul style="list-style-type: none"> • Both hard copies and soft copies of records must be maintained. • The E-log book system was introduced 		




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Minutes of SSGP and Mentorship Review Meeting**

		<ul style="list-style-type: none">• Mentors will have individual logins to view and update records.• Students will also be able to enter remarks.• Suggestions were made for certain updates to be implemented on the website.		
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Prepared by: Sony P Gopinath 
Executive (T), IQAC, Criteria 8

Verified by: Dr. Tinju James 
SSGP Nodal Officer

Approved by: Dr. Deepti Ramakrishnan 
Vice - Principal




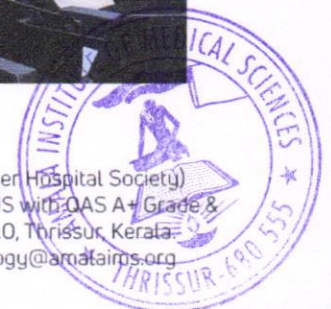


Dr. BETSY THOMAS
MD, FRCOG, DNB, MICOG
PRINCIPAL
AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THIRISSUR-680 555

SSGP and Mentorship Review Programme



Amala Institute of Medical Sciences (An Undertaking of Amala Cancer Hospital Society)
Affiliated to Kerala University of Health Sciences Accredited by KUHS with OAS A+ Grade &
NABH & NABL Accredited & ISO 9001:2015 Certified, Amala Nagar P.O, Thrissur Kerala.
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Amala Institute of Medical Sciences, Thrissur

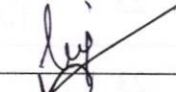

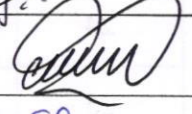
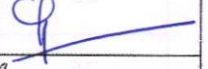
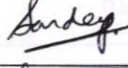
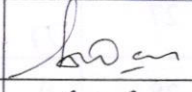
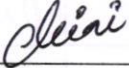
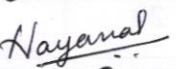
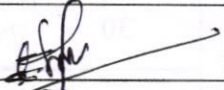
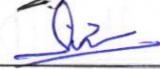
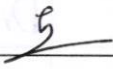
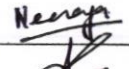

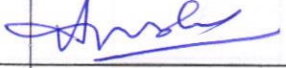

Name of the Meeting: Student Support & Guidance Program Meeting

Date : 09.01.2026

Time : 3PM

Venue : MEU Hall

Attendance Sheet

Sl. No.	Name	Department	Designation	Signature
1	Dr S. Elmonia Dinos	Anatomy	Professor	
2	Dr Sandra Paulson	Community Medicine	Assistant Professor	
3	Dr Matthew Joseph	Anatomy	Asst. Prof	
4	Dr. Tinju James	Physiology	Prof. ^{SSGP Nodal Officer} _{Faculty Mentorship co-ordinator}	
5	Dr. Sandeep Kumar	Biochemistry	Asst Professor	
6	Dr Lola Das	Anatomy	Professor	
7	Dr. MINI K	ANATOMY	PROFESSOR	
8	Dr. NAYANA SUNIL	PHYSIOLOGY	Asst. Professor	
9	Dr. Licia Chacko	OBCU	Senior Resident	
10	Dr. SUMAM P. VAZHAPPILY	ENT	ASST. PROF	
11	DR. LATHIKA . V.K	OPHTHALMOLOGY	PROFESSOR	
12	Dr. NEERAJA-B	FORENSIC MEDICINE	ASST. PROFESSOR	
13	Dr. AJIN JOSEPH	FORENSIC MEDICINE	ASST. PROFESSOR	
14	DR. ANISH S	GENERAL MEDICINE	ASSOCIATE PROFESSOR	
15	DR SK MERLY MV	Gen. medicine	Asst. professor	





Sl. No.	Name	Department	Designation	Signature
16	Dr. SUBI DAS	microbiology	ASST. PROFESSOR	
17	Dr. NITHIN PAUL	PATHOLOGY	ASST. PROFESSOR	
18	Dr. Anurha Bose	Pharmac	Asst. Professor	
19	Dr. STELIN AGNES	ANATOMY	ASST. PROFESSOR	
20	Dr. BONEY RASAN MICHAEL	PHARMACOLOGY	ASST. PROF	
21	Dr. V.R. PRATHIBHA	PHARMACOLOGY	Professor & HOD	
22	Dr. SARITHA.	PATHOLOGY	Prof - HOD	
23	Dr. Lakshmi K. Lalini	PATHOLOGY	Prof	
24	Dr. Aniya Anthony	Path	AP	
25	Dr. ALVIN TRESA	MEDICINE	Prof & HOD	
26	Dr. Geeta Paricker	Medicine	Professor	
27	Dr. Sahala V. S	Ophthalmology	AP	
28	Dr. Jaijy Joseph	Ophthalm	Asst. Prof	
29	Dr. Sujatha Clems	Medicine	Asst. Prof	
30	Dr. Keena John	Microbiology	Professor & HOD	
31	Dr. Maria Thomas	Microbiology	Asst. Professor	
32	Dr. Tabitha	Gen/Path	AP	
33	Dr. Rakesh Seng	Cardiology	AP	
34	Dr. SRUTHI - MV	Comm. Med	Asst. Professor	
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Sl. No.	Name	Department	Designation	Signature
37	DR. JOSE VINCENT	COMMUNITY MEDICINE	ASSOCIATE PROFESSOR	
38	DR (UWU) S VIPIN	OBG	AP	
39	Dr. ELNA JOSHI C	PHARMACOLOGY	Assistant Professors	
40	Dr. Geethalakshmi V	Microbiology	Assistant Profenors	
41	Dr. Daniel Tony	Gen. Med.	Assisnt Prof	
42	A EDWIN	GEN MED	PROF	
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No. AIMSTSR/PRL/Gen./11/2025/97

09.12.2025

CIRCULAR

Subject: SSGP Advisory Committee Meeting – Schedule and Venue

This is to inform all members that the SSGP Advisory Committee Meeting is scheduled to be held on Tuesday, 9th December 2025, at 4:00 pm in the IQAC Office.

The meeting will discuss important matters related to the planning, implementation, and review of SSGP activities for the upcoming academic period. All members are requested to be present and contribute to the discussions.

Your punctual attendance and active participation are highly appreciated.



Betsy

Principal

DR. BETSY THOMAS

MD, FRCOG, DNB, MICOG

PRINCIPAL

AMALA INSTITUTE OF MEDICAL SCIENCES
AMALA NAGAR, THRISSUR-680 555



Amala Institute of Medical Sciences, Thrissur


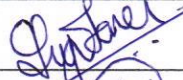
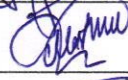





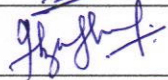

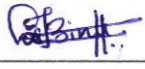

Name of the Meeting: Advisory Committee Structure of Student Support & Guidance Program Cell

Date : 09.12.2025

Time : 4:00 PM

Venue : IQAC Office

Attendance Sheet

Sl. No.	Name	Signature
1	Fr. Antony Mannummel CMI	—
2	Dr. Betsy Thomas	—
3	Dr. Deepti Ramakrishnan	
4	Dr. Tinju James	
5	Dr. Mathew Joseph	
6	Dr. Stelin Agnes Michael	
7	Dr. Reena Renjit	—
8	Dr. Sruthi Sugathan	
9	Dr. Ajith John K	
10	Dr. Anila A.P	—
11	Dr. Jose Vincent	
12	Dr. Anoop Kumar A. S	—
13	Mr. Savio Sunny	
14	Ms. Afwa Hameed IBZA SHALIA. S	
15	Mr. Makhloof Mathew Martin	
16	Mr. Edwin Joy	—
17	Ms. Joshmi Binu	
18	Mr. ARYA DEV K.A	
19		
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