



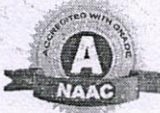
DEPARTMENT OF HOSPITAL ADMINISTRATION
Subharti Medical College

Recognized by Govt. of India, Ministry of Health & Family Welfare, Govt. Letter No. U.12012/69/96-ME(P)
Website: medical.subharti.org, e-mail: medical@subharti.org, Ph.: 0121-3055000 (Extn: 2118), Telefax: 0121-2439127, 2439067
A constituent college of

SWAMI VIVEKANAND SUBHARTI UNIVERSITY

(Established under U.P. Govt. Act no. 29 of 2008 and approved under section 2(f) of UGC Act 1956)

1160
14/7/22



Ref. No.DHA/CSSH/2022/919

Dated 14/07/2022

The Principal,
Subharti Medical College,
Meerut.

Through: proper channel

Subject: Meeting of Board of Studies - MASTER'S IN HOSPITAL ADMINISTRATION

Respected Sir,

As per your directive vide letter no.SMC/G/M-60/921, Dated-12.07.2022, the meeting of Board of Studies will be conducted in Department of Hospital Administration, SMC on Saturday, **16th July, 2022 at 10.00 AM.**

The Meeting of Board of Studies of the board is as follows:

1. Dr. D.C Saxena – Director General, Hospital Administration, SMC
2. Dr. Pankaj Kumar – Assistant Professor, Hospital Administration, SMC
3. Dr Anuradha Davey – Professor, Department of Community Medicine, SMC
4. Dr Padma Misra – Professor, AVGSCMC
5. Mr. Kavish Sharma, Asst. Prof, AVGSCMC
6. Mr. Anand S. Prera, Assistant Professor, PDMSNC
7. Mr. Abhishake Walia, Hospital Manager PL Sharma Disstt. Hospital, Meerut
8. Dr. Anki Reddy, Superintendent, NUTEMA Hospital, Meerut

The minutes of the meeting will be submitted by 19/07/2022

The agenda for the meeting is as follows:

- a. Programmes for weak student.
- b. To develop understanding & better work culture among students.
- c. Innovation in teaching.
- d. Curriculum Review.
- e. Ongoing research activities.
- f. Any other agenda if any.

Best Regards,

14/07/22

Dr Pankaj Kumar
Assistant Professor
Department of Hospital Administration
SUBHARTI MEDICAL COLLEGE
MEERUT (U.P.)

Copy to:

1. All Respective Members for Information.

14/7/22



Office of The Director (General)
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1374
29/7/22

Ref. No. DHA/SMC/2022/925

Dated: 20/07/2022

To,
The Principal,
Subharti Medical College,
Meerut

MINUTES OF MEETING

Respected Sir,

As per your directive vide Reference no. SMC/G/M-60/921, Dated-12.07.2022, the meeting of Board of Studies was conducted in Department of Hospital Administration, SMC on Tuesday, 18 July 2022 at 10:00 AM.

Following officials were present:

1. Dr. Pankaj Kumar – Assistant Professor, Hospital Administration, SMC
2. Dr Anuradha Davey – Professor, Department of Community Medicine, SMC
3. Dr Padma Misra – Professor, AVGSCMC
4. Mr. Kavish Sharma, Asst. Prof, AVGSCMC
5. Mr. Anand S. Prera, Assistant Professor, PDMSNC
6. Mr. Abhishake Walia (Alumni), Hospital Manager PL Sharma Disstt. Hospital, Meerut
7. Dr. Anki Reddy (External), Superintendent, NUTEMA Hospital, Meerut

Following members could not attend the Meeting:

1. Dr. D.C Saxena – Director General, Hospital Administration, SMC

Following points were discussed:

The meeting was started by Dr. Pankaj Kumar, Assistant Professor, Department of hospital Administration and he welcomed all the members.

Review of previous meeting was done.

1. Programmes for weak students :

It was decided that more practical oriented approach should be followed. Along with theory lectures practical visits to hospital must be essential part of curriculum. After every

Dr. Pankaj
29/7/22



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department posting assignment/ Presentation should be taken from the student so that they understand the managerial requirement of department. Practical exposure to HMIS system need to be provided and students shall have posting in every department.

2. **To develop understanding and better work culture among students:**

Attendance record / log book need to be signed from respective departments and feedback must be taken from the supervisors for individual student. Students need to be trained regarding communication with different stakeholders including patients, attendants and staff members.

3. **Innovation in teaching:**

Webinars/seminar and workshops need to be organized to ensure overall development of the students. Project based learning need to be implemented to ensure overall development of students.

4. **Curriculum review**

It was suggested by board members that curriculum need to be revised and restructured as per university parameters.

- More focus should be on practical aspects and training
- Tie ups with different hospitals for training and research purpose

5. **Ongoing research activities**

Students need to be encouraged to do participation in paper /poster presentations in conferences

Project work should be done in different hospitals every year so that students get a exposure to different work conditions

Tie ups with different hospitals for training and research

6. **Revise the eligibility criteria**

MCA to be deleted from eligibility

B. Sc MLT, B. Sc Radiology, B. Sc Dialysis, B.Sc optometry, B.Sc Biotechnology, BOT BBA (HA), BHA, BHM, BNYS to be included in eligibility criteria.

DC Saxena
20/07/22
Director General

Annexure

- Attendance Sheet Attached



Office of The Director (General)
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Date: 16/07/2022

MINUTES OF MEETING BOARD OF STUDIES

ATTENDANCE SHEET

Sr. No.	Name	Designation	Signature
1	Dr. D.C Saxena	Director General Department of Hospital Administration, SMC	
2	Dr. Pankaj Kumar	Assistant Professor Department of Hospital Administration, SMC	
3	Dr Anuradha Davey	Professor Department of Community Medicine, SMC	
4	Dr Padma Misra	Professor AVGSCMC	
5	Mr. Kavish Sharma	Assistant Professor AVGSCMC	
6	Mr. Anand S. Prera	Assistant Professor PDMSNC	
7	Mr. Abhishake Walia	Hospital Manager PL Sharma Disstt. Hospital, Meerut	
8	Dr. Anki Reddy	Superintendent NUTEMA Hospital, Meerut	



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Where Education is a Passion

Constituent Colleges / Faculties of the University:

- Subharti Dental College (Estd. 1997)
- Jyotirao Phule Subharti College of Physiotherapy (Estd. 1999)
- Subharti Medical College (Estd. 2000)
- Panna Dhai Maa Subharti Nursing College (Estd. 2000)
- Sardar Patel Subharti Institute of Law (Estd. 2002)
- Chhatrapati Shahuji Subharti Institute of Technology & Engg. (Estd. 2005)
- Acharya Vishnu Gupta Subharti Institute of Management & Commerce (Estd. 2007)
- Utkalmani Gopabandhu Faculty of Education (Estd. 2008)
- Ganesh Shankar Vidyarthi Subharti Institute of Journalism & Mass Communication (Estd. 2008)
- Department of Physical Education (Estd. 2008)
- Department of Library Science (Estd. 2008)
- Kharvel Subharti College of Pharmacy (Estd. 2009)
- Nandalal Bose Subharti Institute of Fine Arts & Fashion Design (Estd. 2009)
- Bhikaji Cama Subharti Institute of Hotel Management (Estd. 2009)
- Faculty of Arts & Social Science (Estd. 2009)
- Department of Para Medical Science (Estd. 2009)
- Maharshi Aurobindo Subharti Institute of Naturopathy & Yogic Science (Estd. 2011)
- Keral Verma Faculty of Science (Estd. 2013)

Office of the Hospital Administration

Ref. No. HA/CSSH/2020/
Dated: 06/03/2020

ACTION TAKEN REPORT ON MOM OF BOS DATED 17/09/19

Agenda No. 1 It is proposed to increase the number of seats of MHA from 20/year to 25/year.

Action Taken: It was decided to increase the number of seats and was sent for approval from the competent authorities through proper channel. The seats are increased to 25/Year

Status: Closed

Agenda No. Hospital Postings

Action Taken: It was decided that rotatory internships are mandatory for each Student and they have to give presentation after the posting is over. It is being Implemented.

Status: Closed

Agenda No. List of external and internal examiners.

Action Taken: Updation in the list has been done. Address and contact details Verified and updated wherever required.

Status: Closed

Dr. Priti Goel
Head of Department