

POST GRADUATE DEPT. OF OPHTHALMOLOGY

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: 3628), 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)



Ref. No.: SMC/EYE/2025/

Date: 11 Nov 2025

To
The Principal
Subharti Medical College
Meerut

Subject: Conduct of Board of Studies & Faculty Board Meeting – Inclusion of Agenda for 36th Academic Council

Sir

In reference to letter no. **SMC/G/M-60/6367** dated **06.11.2025** this is to inform you that a meeting of the **Board of Studies & Faculty Board** for the Department of Ophthalmology has been scheduled as per the following details:

Date: 13th November 2025

Time: 11:00 AM onward

Venue: Ophthalmology Department

The following agendas shall be discussed as per instructions received:

- Agenda – 1:** Confirmation of the minutes of the previous Faculty Board Meeting and ratification of the Action Taken Report.
- Agenda – 2:** Introduction of any new value-added courses.
- Agenda – 3:** To start Post-Doctoral Certificate Courses (PDCC).
- Agenda – 4:** To review ongoing research activities.
- Agenda – 5:** To start any new certificate courses for Undergraduates and Postgraduates.
- Agenda – 6:** Any changes in CBME.
- Agenda – 7:** Any other item with permission of Chair (advance copy of proposals to be submitted by 17-11-2025).

The required documentation will be prepared and submitted to the concerned committee within the stipulated timeline.

This is for your kind information, please.

Dr. V.K. Malik 
Professor & Head Department of
Ophthalmology Subharti Medical
College, Meerut

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S.N.	Department	Composition of BOS for PG	Name, Designation and Address of Members
1	Ophthalmology	Chairperson	Dr. Sanjiv Kumar, HOD, SMC, Meerut
2	Ophthalmology	Members	Dr. Farhat, Professor Dr. Malvika Dhar, Assoc. Professor Dr. Kanupriya Jain, Asst. Professor Dr. Sunita, Asst. Professor Department of Ophthalmology, SMC
3	Surgery	One senior person to be opted from other department	Dr. Mukesh Maheshwari, Professor & HOD, SMC, Meerut
4	Ophthalmology	One subject expert (academic) from reputed central/state/private University	Dr. Lokesh Kumar Singh, HOD, L.L.R.M. Medical College, Meerut
5	Ophthalmology	One subject expert from R & D (expert should be from state & govt. organization)	Dr. Kirti Jain, HOD, N.C.R Medical College, Meerut
6	Ophthalmology	Senior alumni (who has 5 years of experience in relevant field)	Dr. Sayana, Consaltant Dr. Shroff's Charity Eye Hospital, Delhi
S.N.	Department	Composition of BOS for UG	Name, Designation and Address of Members
1	Ophthalmology	Chairperson	Dr. Sanjiv Kumar, HOD, SMC, Meerut
2	Ophthalmology	Members	Dr. Farhat, Professor Dr. Malvika Dhar, Assoc. Professor Dr. Kanupriya Jain, Asst. Professor Dr. Sunita, Asst. Professor Department of Ophthalmology, SMC
3	Surgery	One senior person to be opted from other department	Dr. Sanjay Panday, Professor S M C, Meerut
4	Ophthalmology	One subject expert (academic) from reputed central/state/private University	Dr. Lokesh Kumar Singh, HOD L.L.R.M. Medical College Meerut
5	Ophthalmology	One subject expert from R & D (expert should be from state & govt. organization)	Dr. Charu Jain, HOD, Radha Govind Medical. College Meerut
6	Ophthalmology	Senior alumni (who has 5 years of experience in relevant field)	Dr. Priyanka Jain, Assoc. Professor N.C.R. Medical College Meerut

Dr. V.K. Malik
Professor & Head
Department of Ophthalmology
Subharti Medical College, Meerut



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Ref No.: SMC/EYE/2025

Date: 14/11/2025

Notice

A meeting of Board of Studies has been scheduled on 13/11/2025 at 11:00 AM in HOD office of the Department of Ophthalmology.

Agenda of meeting:

1. **Agenda No. 1:** Confirmation of the minutes of the previous Faculty Board Meeting and ratification of the Action Taken Report
2. **Agenda no. 2:** Introduction of any new value-added courses
3. **Agenda no. 3:** To start Post-Doctoral Certificate Courses (PDCC).
4. **Agenda no. 4:** To review ongoing research activities.
5. **Agenda no. 5:** To start any new certificate courses for Undergraduates and Postgraduates.
6. **Agenda no. 6:** Any changes in CBME.
7. **Agenda no. 7:** Any other item with permission of Chair (advance copy of proposals to be submitted by 17-11-2025).

Copy to:

1. Dr. Sanjiv Kumar (Professor & Head of Department of Ophthalmology, SMC)
2. Dr. V. K. Malik (Director Professor, Department of Ophthalmology, SMC)
3. Dr. Farhat Abrar (Professor, Department of Ophthalmology, SMC)
4. Dr. Malvika Dhar (Associate Professor, Department of Ophthalmology, SMC)
5. Dr. Kanupriya Jain (Assistant Professor, Department of Ophthalmology, SMC)
6. Dr. Sunita (Assistant Professor, Department of Ophthalmology, SMC)
7. Dr. Kirti Jain (Professor & Head of Department of Ophthalmology, NCR Medical College)
8. Dr. Lokesh Kumar Singh (Head of Department of Ophthalmology, L.L.R.M. Medical College)
9. Dr. Sayana (Shroff's Charity Eye Hospital, Delhi)
10. Dr. Priyanka Jain (Assoc. Professor N.C.R. Medical College Meerut)
11. Dr. Sanjay Panday (Professor, Department of Surgery, SMC)
12. Dr. Mukesh Maheshwari (Professor & HOD, Department of Surgery, SMC, Meerut)

Copy to:

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

Dr. Sanjiv Kumar
Professor & Head

Department of Ophthalmology

Subhartipuram, Delhi-Haridwar Meerut Bypass Road, NH-58, Meerut - 250 005
E-mail : smcophthalmology2001@gmail.com , Website : www.subharti.org



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Minutes of Meeting of Board of Studies held on 13/11/2025

A meeting of Board of Studies was held on 13.11.2025 at 11:00 AM in HOD office of the Department of Ophthalmology and was chaired by Dr. Sanjiv Kumar, Chairman BOS.

The following members were present during the meeting:

1. Dr. Sanjiv Kumar (Chairman)
2. Dr. Malvika Dhar (Member Secretary)
3. Dr. V.K Malik
4. Dr. Farhat Abrar
5. Dr. Sunita

Internal co-opted Member:

1. Dr. Mukesh Maheshwari (Professor & Head, Department of Surgery, SMC)
2. Dr. Sanjay Panday (Professor, Department of Surgery, SMC)

Following members were not able to mark their presence for the meeting:

1. Dr. Kanupriya Jain (Assistant Professor, Department of Ophthalmology, SMC)

External Member:

1. Dr. Kirti Jain (Professor & Head of Department, NCR Medical College)
2. Dr. Lokesh Kumar Singh (Head of Department of Ophthalmology, L.L.R.M. Medical College)
3. Dr. Sayana, (Consaltant, Dr. Shroff's Charity Eye Hospital, Delhi)
4. Dr. Priyanka Jain, (Assoc. Professor, N.C.R. Medical College Meerut)

At the onset, the Chairperson BOS welcomed all the members and thanked outside experts for sparing their time.



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The following Agenda items were discussed during the meeting:

Agenda Item No: 01

Agenda: To confirm the minutes of the Board of Studies meeting and ratification of the action taken Report held on 13.09.2023

Discussion: Discussed

Resolution: The members confirm the meeting of the previous Board of Studies Meeting. The members noted the action taken on the minutes of the previous Board of Studies Meeting.

Agenda Item No: 02

Agenda: Introduction of new value-added courses.

Discussion: Nil

Resolution: No new value-added courses introduced in academic year 2024-2025.

Agenda Item No: 03

Agenda: To start Post- Doctoral Certificate course (PDCC).

Discussion: Discussed

Resolution: The agenda was discussed thoroughly. The department has prepared and approved the guidelines for initiating the Post-Doctoral Certificate Course (PDCC) in Glaucoma. The proposal will be forwarded to the concerned authority for further necessary action.

Agenda Item No: 04

Agenda: Discussion on ongoing research activities.

Discussion: Discussed

Resolution: Discussion on ongoing research activities of postgraduate students of MD & MS Student.



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Action to be taken by	Concerned faculty member
Timeline to complete the assigned task	Within 6 months for MS (Ophthalmic) of 2023 Batch

Agenda Item No: 05

Agenda: To start any new certificate course for undergraduate and Postgraduates

Discussion: Nil

Resolution: No new certificate course was proposed.

Agenda Item No: 06

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

Discussion: Discussed

Resolution: No change in competencies has been intimated by NMC as per the CBME guidance for upcoming session in ophthalmology.

Agenda Item No: 07

Agenda: Any other item with permission of Chair (advance copy of proposals to be submitted by 17-11-2025).

Discussion: Discussed

Resolution: No any other item was proposed by the members.

Signature of Member Secretary


Dr. Malvika Dhar

Associate Professor

Department of Ophthalmology

Signature and Stamp of Chairman


Dr. Sanjiv Kumar

Professor & Head

Department of Ophthalmology

PDCC in GLAUCOMA by Department of Ophthalmology

Essential Qualification	MS/DNB in ophthalmology from MCI recognized Medical College or institute. Essential Qualifications must be completed in all respects before the last date of receipt of application.
Number of seats	2/ Academic year
Age limit	45 yr (as for senior resident) and relaxation as per Swami Vivekanand Subharti University norms.
EMOLUMENTS	As applicable to first year senior resident under residency scheme of Swami Vivekanand Subharti University, Meerut.
LEAVES	As per Swami Vivekanand Subharti University norms.

Method of Selection

	Candidates will be selected by a written (objective mcq's) and interview (departmental).
Stage I	<ul style="list-style-type: none">- Written Exam- Objective mcq's - 60 questions in 1 hour, no negative marking.- Candidates with score more or equal to 50% will be called for interview.
Stage II	<ul style="list-style-type: none">- Departmental Evaluation- Interview assessing skill and clinical knowledge in concerned subject.
Final Merit List	Students with score more than 50% in combined Stage I and Stage II will be considered for merit.
PDCC Exit Exam	75% attendance is mandatory for appearing in exams. In case of short attendance exam will be in next session.
Method of Evaluation	<ul style="list-style-type: none">- Selected candidates will have 3 monthly formative assessment at (3, 6, 9 months) having practical (100 marks) and theory (100 marks). Total FA 200 marks.- Assessment will be performed by 2 internal and 2 external examiners.- Final assessment will be made on combining scores of formative assessments in theory and practical's. Theory and practical's need to be separately passed with 50% score.



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Attendance Minutes of Meeting of Board of Studies Held On 13.11.2025

Sr. No.	Name of Faculty	Designation	Signature
Internal Member			
1	Dr. Sanjiv Kumar	Professor & Head of Department of Ophthalmology, SMC	
2	Dr. V. K. Malik	Director Professor, Department of Ophthalmology, SMC	
3	Dr. Farhat Abrar	Professor, Department of Ophthalmology, SMC	
4	Dr. Malvika Dhar	Associate Professor, Department of Ophthalmology, SMC	
5	Dr. Kanupriya Jain	Assistant Professor, Department of Ophthalmology, SMC	
6	Dr. Sunita	Assistant Professor, Department of Ophthalmology, SMC	ABSENT
External Member			
1	Dr. Kirti Jain	Professor & Head of Department of Ophthalmology, NCR Medical College	
2	Dr. Lokesh Kumar Singh	Head of Department of Ophthalmology, L.L.R.M. Medical College	
3	Dr. Sayana	Shroff's Charity Eye Hospital, Delhi	
4	Dr. Priyanka Jain	Assoc. Professor N.C.R. Medical College Meerut	
Internal Cognate Member			
1	Dr. Sanjay Panday	Professor, Department of Surgery, SMC	
2	Dr. Mukesh Maheshwari	Professor & HOD, Department of Surgery, SMC, Meerut	



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Action Taken Report (ATR)

ATR on minutes of meeting held on 13/09/2023 at 11:00 am in the HOD office in the Department of Ophthalmology

S. No.	Agenda Item	Decision
1	Confirmation of last board of studies meeting held on 13/09/2023	The Members confirmed the minutes
2	ATR of previous minutes of meeting held on 13/09/2023	The members noted the action taken
3	Introduction of new value added courses	No new value added courses introduced in academic year 2023
4	Any change in competency as per the CBME guidelines for upcoming sessions	No change in competencies has been intimated by NMC as per the CBME guidelines for upcoming sessions in Ophthalmology
5	Discussion on ongoing research activities	Discussion ongoing research activities of Post graduate student of MS students


Dr. Sanjiv Kumar
Professor & Head
Department of Ophthalmology
Subharti Medical College

Copy to

1. The Principal Office
2. All of the members mentioned above

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Ref. No.: SMC/EYE/2025/

Date: 11 Nov 2025

To

The Principal
Subharti Medical College, Meerut

Subject: Submission of Composition of BOS for PG & UG as per requirement

Sir,

In reference to letter No. **SMC/G/M-60/6374** dated **07.11.2025**, regarding submission of **Board of Studies (BOS)** details for UG & PG programs, the required information from the **Department of Ophthalmology** has been compiled and is hereby submitted for your kind persual.

Kindly find the enclosed BOS PG & UG composition sheets, duly filled as instructed.

We request you to kindly accept the same and do the needful.

Thanking you.

Dr. V.K Malik
Professor & Head
Department of Ophthalmology
Subharti Medical College, Meerut

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2	Ophthalmology	Members	Dr. Farhat, Professor Dr. Malvika Dhar, Assoc. Professor Dr. Kanupriya Jain, Asst. Professor Dr. Sunita, Asst. Professor Department of Ophthalmology, SMC
3	Surgery	One senior person to be opted from other department	Dr. Mukesh Maheshwari, Professor & HOD, SMC, Meerut
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1	Ophthalmology	Chairperson	Dr. Sanjiv Kumar, HOD, SMC, Meerut
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Dr. V.K. Malika
Professor & Head
Department of Ophthalmology
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