

BU/ BOS/ MLT/ 09/ 2024

Date: 17/08/2024

**Minutes of Meeting**

The 9<sup>th</sup> meeting of the Board of Studies – Medical Technology & Allied Subjects, Bhaikaka University was held on Friday, 26<sup>th</sup> July 2024 from 3:00 PM onwards in the Management board room, Bhaikaka University, Karamsad.

Following members were present for the meeting:

1. Dr. Sonal Chitroda, Chairperson, BOS, Medical Technology & Allied Subjects
2. Dr. Viral Patel, Professor and HOD, Dept. of Radiology, PSMC
3. Dr. Alpa Gor, Professor & Head, Dept. of Pharmacology, PSMC
4. Dr. Suman Singh, Professor, Department of Microbiology, PSMC
5. Dr. Samir Patel, HOD, Critical Care, SKH
6. Dr. Sunil Karna, Cardiologist, M & B Cardiac Centre
7. Dr. Puneet Kumar Bagri, Consultant Oncologist, MS Patel Cancer Centre
8. Dr. Gurpreet Panesar, Cardiac Aesthetic, M & B Cardiac Centre
9. Ms. Dipal Bhatt, Assistant Professor, LPPIMLT
10. Dr. Sadhana Saraiya, Tutor, Pathology, PSMC
11. Ms. Jigna Patel, Coordinator, PGDCD

Following members were present online through ZOOM platform for the 9<sup>th</sup> BOS meeting

1. Dr. Artee Tyagi, Head, Microbiology Dept., Charutar Institute of Paramedical Science
2. Dr. Hitesh Patel, Provost Nominee, Head of MLT & Biochemistry Dept., Shri A. N. Patel PG Institute, Anand

Following members were not present for the meeting with prior intimation.

1. Dr. Maulin Shah, Assistant Professor, Medicine, PSMC
2. Dr. Ujval Trivedi, External Member, Professor & Head, Dept. of Bioscience, SPU
3. Dr. Seema Baxi, External member, Additional Professor, Pathology Department, Govt. Medical College, Bhavnagar.

Invitees:

1. Dr. Jyoti Tiwari, The Registrar, Bhaikaka University

Dr. Sonal Chitroda, welcomed and shared the purpose of this meeting.

Agenda no. 24.01.01: To approve minutes of 8<sup>th</sup> meeting of BOS held on 03/02/2024

**Proceeding:**

The minutes of the 8<sup>th</sup> meeting of BOS were circulated to the members via email on 22<sup>nd</sup> March 2024 for their perusal and again shared along with the agenda of the current meeting on 18<sup>th</sup> July 2024. Dr. Sonal discussed the main highlights of that meeting. All members approved the minutes with no further suggestions.

**Resolution 24.01.01**

It was resolved that the Minutes of the 8<sup>th</sup> meeting of BOS held on 3<sup>rd</sup> February 2024, be and are hereby approved.

**Agenda no. 24.01.02: To take note of action taken report following 8<sup>th</sup> meeting held on 03/02/2024.**

**Proceeding:**

The action taken report was shared with all members following the last meeting. It was as follows:

Sr. No.	Agenda	Action taken
23.02.03	<p><b>To review and approve curriculum with implementation of Choice based credit system (CBCS) for the academic year 2024-25</b> <b>Resolution no. 23.02.03</b> It is resolved to:</p> <ol style="list-style-type: none"><li>1) Have the nomenclature of the courses/subjects found common in all three years of the B.Sc. MT(MLT) program to be in sequential numbers or specific to the content of the course.</li><li>2) Add the 2 credits of elective courses offered in the respective year in total credit framework of the of that program.</li><li>3) To identify few more elective courses that enhance the skills and employability.</li><li>4) To add research methodology as a core subject in second year B.Sc. MT programs. And Computer as an elective in the same year.</li><li>5) Finalize the content of the identified elective courses</li><li>6) To change the nomenclature of the program from Diploma in Medical Laboratory Technology (DMLT) to Post -Graduate Diploma in Medical Laboratory Technology (PGDMLT)</li></ol>	<ol style="list-style-type: none"><li>1) Nomenclature is revised in new curriculum as per the suggestions. (Annex-3)</li><li>2) The credits for elective courses are added in the total credit of the course. (Annex-3)</li><li>3) Two electives per year are identified and added to the curriculum. (Annex – 4)</li><li>4) Changes has been made as per the suggestions received.</li><li>5) Content has been prepared for all the elective courses. (Annex – 4)</li><li>6) The nomenclature of the program "Diploma in Medical Laboratory Technology (DMLT)" is now revised as "Post Graduate Diploma in Medical Laboratory Technology (PGDMLT)"</li></ol>

Dr. Sonal Chitroda apprised the members that the revised curriculum is prepared considering all the suggestions received from the members. She mentioned that two elective courses were identified for each year of UG program and Research Methodology subject is introduced in second year of all UG program.

The members took note of the actions taken since the last meeting.

Agenda no. 24.01.03: **To review and approve curriculum with implementation of Choice based credit system (CBCS) for the academic year 2024-25**

**Proceeding:**

Dr. Sonal apprised the members that the Institute has revised and prepared the credit framework of B.Sc. MT (Medical Laboratory Technology, Radiotherapy Technology, Respiratory Care Technology & Radiography and Medical Imaging Technology), M.Sc. MT (MLT & RMIT), PGDMLT, PGDCD & PGDCCT offered by the institutes considering suggestions received from the members and the guidelines given by UGC for Nation Credit Framework and NEP.

During the 8th Meeting of the Board of Studies (BOS), Dr. Sonal Chitroda presented the credit framework of various programs offered by the institute year-wise, discussing each in detail with the members. Dr. Chitroda also showed the list of elective courses that the institute has identified to be offered annually in the B.Sc. (Hons) MT programs. Ms. Dipal Bhatt informed the members that the examination marking scheme has been changed in the revised curriculum to 70:30 from the same of 80:20 in the existing curriculum. A total of 30 internal marks will now be calculated by continuous evaluation system and distributed in score of the two internal examinations, projects/assignments submitted, and attendance of the respective subjects.

Dr. Sonal Chitroda inquired about the name of the "Faculty" and "Discipline" under which all the UG and PG programs to be offered by the institutes, as these courses were previously offered under the Faculty of Medicine when the institutes were affiliated with the Sardar Patel University. To it Dr. Jyoti Tiwari clarified that all the programs would at present fall under the discipline of "Medical Technology" at Bhaikaka University, since there is no independent council regulating all the programs of Allied Health Sciences. All the members took note for the same.

Furthermore, Dr. Chitroda introduced the course "Knowledge Enhancement Course" to be offered in the first year of B.Sc. (Hons) Medical Technology in order to make the newly enrolled students be familiar with the terminologies, key roles and important of the courses they will be learning during the program. She also seek the suggestions for awarding credits of it to the curriculum. She presented the syllabus to all members with the objectives, content and outcomes of the subject.

Dr. Alpa Gor suggested renaming the subject to "Foundation Course" or "Introduction to Medical Technology" as the syllabus covers basic or introductory content. Dr. Gor also recommended that the credits for this subject should be reflected in the transcript only and not in the final marksheet.



To it Dr. Gurpreet replied affirmatively, adding that the subject should remain as an introductory course and not be included in the annual examination. Dr. Artee Tyagi and all other members also agreed with the proposed name.

Dr. Sonal informed that the course will be offered as the revised name during the first week of the commencement of the B.Sc. (Hons) MT program each year from 2024 batch and evaluated at the institute level by continuous evaluation system and the multiple choice question based examination at the end of the course. All the other members agreed for the same.

Dr. Chitroda concluded by informing the members that the whole revised curriculum will be circulated to all the relevant members and coordinators for their suggestions and review.

**Resolution no. 24.01.03:**

1. All the UG and PG programs offered by the institutes will be offered under the discipline of Medical Technology at Bhaikaka University.
2. The subject "Knowledge Enhancement" should be renamed as "Introduction to Medical Technology" to be offered in the first year of B.Sc. (Hons) MT program and credits will be reflected in the transcript and not in the marksheet.
3. The curriculum will be sent to all the members for their review and suggestions before finalization, and to be implemented from the academic year 2024-25.

**Agenda no. 24.01.04: To revise the existing intake for Graduate, Post graduate & Diploma programs offered by the institutes.**

**Proceeding:**

Dr. Sonal Chitroda informed the members that the current seat intake of programs offered by the institutes should be revised as follows, as the admissions to certain courses like B.Sc. MT in MLT, RCT, OTAT, all PG Diplomas have not been progressing over the last five years. However, admissions and inquiry in some other courses have been increased due to rising demand of the respective field.

Course Name	Existing Seats/Intake	Revised Seats/Intake	Year of Commencement
B.Sc. MT in MLT	40	20	2010
B.Sc. MT in OTAT	16	10	
B.Sc. MT in RTT	08	10	
B.Sc. MT in RCT	08	05	
B.Sc. MT in RMIT	08	15	
TOTAL	80	60	
PGDMLT	60	35	1981
PGDCCT	20	05	2012
PGDCD	20	05	2012

Dr. Puneet informed that the number of seats for Radiotherapy should not be increased from the existing, as it is challenging to accommodate more students in the cancer center.

Dr. Chitroda agreed to it and proposed adjusting the two seats in the OTAT program to align with the total intake of the B.Sc. MT program, which is 60 seats.

Dr. Sadhana raised a concern about the smaller number of admissions in PGDMLT program. In response, Ms. Dipal Bhatt explained that students are increasingly opting for M.Sc. MLT courses to pursue careers in research and academia, leading to a decline in seat occupancy compared to the previous years. Dr. Sonal informed that many of the private and government hospital as well as academic institutes have started offering such one-year PG diploma course which also can be the major reason of less admissions.

All the other members took note and agreed for the same.

**Resolution no. 24.01.04**

The intake for the B.Sc. MT (RTT) will remain unchanged, while the intake for B.Sc. MT (OTAT) will be 12 seats. The intake of all the other programs will be revised as mentioned above.

**Agenda no. 24.01.05: To approve the panel of examiners for Ph. D thesis evaluation and Viva Voce Examination, entitled "Prenatal screening of cytogenetic abnormalities in Anand, Gujarat"**

**Proceeding:**

Dr. Sonal Chitroda Shared the panel of examiners for Ph.D thesis evaluation and viva voce examination to the members for their approval.

**Resolution no. 24.01.05**

The panel of examiners is be and hereby approved.

**Agenda no. 24.01.06: Any other matter with the permission of the Chair.**

**Proceeding:**

Dr. Sonal Chitroda seek suggestions on whether integrated courses can be offered for B.Sc. MT (MLT) and (RMIT) programs at the institute.

Dr. Jyoti Tiwari suggested that pursuing integrated programs may not be beneficial to the students, as the institute can not reduce the duration of the programs as well as existing programs already meet the students' career needs.

Dr. Sonal suggested to form a separate committee to revise and prepare the curriculum of B.Sc. (Hons) MT (OTAT) program as it needs to be discussed thoroughly and required suggestions from the experts of all the relevant areas which is covered in the curriculum. The members can suggest the name of experts from within or outside the university to have their opinion and inputs to design a curriculum considering the need and employability at the respective field of OTAT. She mentioned that the B.Sc. MT in OTAT program need collaborative support from the respective departments of Shree Krishna Hospital for the successful implementation of the program.

To it Dr. Gurpreet informed that most of the part of the curriculum is re-framed as discussed earlier with the respective course coordinators. It needs to be discussed further in the presence of respective departmental heads or coordinators to get it finalized as per the requirement.

All the other members took note and also agreed for the same.

**Resolution no. 24.01.06:**

The expert committee will be formed to discuss and revise the curriculum of B.Sc. (Hons) MT (OTAT) program consisting of the expert members of all the relevant areas.

The meeting was ended with thanks to all the present members by the chair person.



Dr. Sonal Chitroda  
Chairman, Board of Studies





Dr. Jyoti Tiwari  
Registrar, BU