**Minutes of the Meeting**

In view of the upcoming Phase 3 Part 1 MBBS batch starting in 2024, a meeting of the Curriculum subcommittee Phase 3 Part 1 was convened by the Chairperson to discuss the academic calendar for the phase.

A meeting of the committee was held on 18.12.2023 at 2.00 PM in the Committee Room, Principal’s Office, First Floor, UCMS.

The followings were present:

1. Dr S.K. Bhasin - Chairperson
2. Dr Neelima Gupta - Member
3. Dr Priyanka Mathe - Member
4. Dr Sweta Kumari - Member
5. Dr Kavita Bisherwal - Member
6. Dr Seema Rani - Member
7. Dr Ankita Gupta - Member
8. Dr Rohit Sharma - Member
9. Dr Deepak Kandelwal – Member
10. Dr Rahul Sharma - Member Secretary
11. Dr Laxmi Vaid, faculty from the Otorhinolaryngology department
12. Dr Amit Srivastava, faculty from the Orthopedics department
13. Dr Manoj Kumar Meena, faculty from the Microbiology department

S.Nos. 11-13 attended the meeting as department representatives with the permission of the Chairperson.

At the onset, the Chairperson welcomed the members to the meeting, and gave a brief outline of the agenda for the meeting regarding making of the academic calendar for the phase 3 part 1 for the year 2024-25 (for the 2021 MBBS batch). Thereafter, the Member Secretary with the permission of the Chair, made a presentation regarding the draft outline of the academic program for the phase.

The committee observed the following points:

1. As per the NMC guidelines, the phase 3 part 1 shall be commencing with effect from 1st April 2024 and the teaching activities shall go on till 15th January 2025. This is till any new instructions or changes arise.
2. The phase 3 Part 1 teaching activities shall be from 8AM-5PM on Mondays-Fridays and from 8AM-1PM on Saturdays, during the year.
3. The students shall be granted one week vacation each in summer and winter, and the tentative dates for the same are 21st-28th July 2024 and 23rd-29th December 2024, respectively.
4. There shall be two terminal examinations during the year, tentatively from 8th Jul 2024 to 20th Jul 2024 – 1st Internal Assessment; and 11th Nov 2024 to 17th Nov 2024 -2nd Internal Assessment.
5. Owing to the lesser total duration available for the phase 3 part 1 in 2024-25 (approximately 9.5 months), the duration of clinical postings shall need to be reduced. The postings of 4 weeks duration shall be 3.5 weeks each, and that of 2 weeks duration shall be of 1.5 weeks (10 days) each.
6. The draft summary totals of the subject-wise teaching hours for LGT, SGT, SDL and AETCOM were presented and discussed by the members.
7. It was agreed that the draft day-wise calendar for the phase shall be shared soon with all the members, for the respective departments to fill up the schedule with day-wise details. It will be accompanied by the summary totals of the subject-wise teaching hours for LGT, SGT, SDL and AETCOM etc.
8. The Chairperson emphasized the importance of all departments to incorporate the linker cases developed in-house in UCMS for the purpose of Alignment and Integration of curriculum. It was agreed that the linker cases teaching shall be started in Phase 3 Part 1 in 2024-25 term.

The meeting ended with a vote of thanks to Chairperson.