



# MANIPAL-TATA MEDICAL COLLEGE JAMSHEDPUR

Dean/009/MTMC (i)

Date: 01.08.2023

## CURRICULUM COMMITTEE

**Sub:** Reconstitution of MTMC - Curriculum Committee

### **Purpose of Curriculum Committee:**

The Curriculum Committee, a standing subcommittee of the Faculty Senate, reviews and makes recommendations on proposals for adding, expanding, deleting, or modifying programs and courses offered by the College.

Roles and Responsibilities, the charge and composition of the Curriculum Committee is as follows:

The Curriculum Committee shall discuss and recommend proposals affecting the academic program of the College, including but not limited to course proposals, program changes, addition and deletion of programs, degree requirements, and general policies with impact on instruction and learning.

**Individual members of the Curriculum Committee are thereby expected to fulfil the following duties:**

- Attend all Curriculum Committee meetings (or send a proxy).
- Demonstrate mastery of curriculum procedures, policies, resources, forms, and deadlines.
- Provide first-line curriculum support for faculty in their respective Division/School during curriculum development by answering questions and providing information on curriculum policies and procedures.
- Review all curriculum materials provided via agenda prior to meetings and be prepared to vote on proposals after the Committee's discussion.
- Keep their respective department apprised of curriculum issues and work of the Curriculum Committee.

**The faculty chair of the curriculum committee is expected to fulfil the following duties:**

- Prepare Curriculum Committee agendas in conjunction with the designated Operations Manager.
- Moderate Curriculum Committee meetings.
- Serve as a resource to assist faculty in the development of curriculum proposals.

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- Develop recommended procedures and forms for the processing of curriculum materials.
- Review all curriculum proposals for technical accuracy and work with faculty to make necessary corrections.
- Facilitate curriculum training for committee members.
- Report to Dean the matters of the Curriculum Committee and items attention.
- Maintain the Curriculum guidebook and Curriculum training materials.

*Indeen*  
*02/08/23*  
Dr G Pradeep Kumar  
Dean



# MANIPAL TATA MEDICAL COLLEGE

JAMSHEDPUR

(A constituent unit of MAHE, Manipal)

Name of Medical College & Address : Manipal Tata Medical College, Kadani Road Baridih, Jamshedpur, East Singhbhum District, Jharkhand

Name of contact details of Principal/ Dean : Dr. G Pradeep Kumar, 9880530609, dean.mtmc@manipal.edu

Name of the RC/NC allocated for FDP : SCB Medical College, Cuttack, Odisha.

## DETAILS OF CURRICULUM COMMITTEE (CC) MEMBERS

| S.No | Name Of CC Member    | Designation & Department of CC member  | Teacher ID    | Mobile & Email ID                                 | Date of appointment as Prof/ Assoc Prof/ Asst Prof (as applicable) | RBCW/BCME (attended at & date)                          | CISP (attended at & date)   | ACME/other advanced courses as per guidelines (attended at, date) |
|------|----------------------|--|---------------|---|--|---|---|---|
| 1    | Dr G Pradeep Kumar   | Dean & Chairman, Professor, Forensic Medicine & Toxicology                             | FOJ-100440    | 9880530609<br>Dean.mtmc@manipal.edu               | 01.04.2023   | 29.5.2023 To 31.5.2023<br>SCB Medical College, Cuttack. |   |   |
| 2    | Dr. Abhilasha Priya  | Associate Professor<br>Department of Anatomy.<br>(Pre-clinical Specialty)              | ANA-000000    | 8861408338<br>abhilasha.priya@manipal.edu         | 17.02.2020   | 13.12.2017 to 15.12.2017                                | 14.11.2019 to 16.11.2019<br>School of Medical Science & Research, Sharda University | ACME :2019  |
| 3    | Dr. Ashim Mishra     | Professor<br>Department of Forensic Medicine & Toxicology<br>(Para-clinical Specialty) | FOR-2241328   | 8001171225<br>ashim.mishra@manipal.edu            | 01.01.2022   | 27.06.2016 to 29.06.2016                                | 01.05.2019 to 03.05.2019  | ACME:2021<br>Sri Ramachandra Medical College & Research Institute |
| 4    | Dr Jarina Begum      | Professor<br>Department of Community Medicine.<br>(Medical Specialty)                  | COM-2157109   | 9618162611<br>jarina.begum@manipal.edu            | 01.04.2022   | 02.09.2021 to 04.09.2021<br>GEMS, Ragolu, Srikakulam    | 23.09.2020 to 24.09.2020<br>GEMS  | ACME :05.04.2022<br>FAIMER : 2018-20                              |
| 5    | Dr. Shruthi P Hegde  | Professor<br>Department of Ophthalmology<br>(Surgical Specialty)                       | OPT-2139362   | 9094943338<br>shruthi.hegde@manipal.edu           | 23.03.2021   | 18.10.2016 to 20.10.2016<br>CMC, Vellore                | CISP2-25-26/02/2020   | ACME: 2017<br>FAIMER: 2022-24                                     |
| 6    | Dr Deepak Kumar Rout | Assistant Professor<br>Department of Psychiatry<br>(Medical Specialty)                 | Not available | deepak.rout@manipal.edu                           | 11.07.2022   | 29.5.2023 To 31.5.2023<br>SCB Medical College, Cuttack. | CISP3- 9/08/2023 to 10/08/2023  | .....   |
| 7    | Dr Karan Agarwal     | Assistant Prof<br>Department of General Surgery.<br>(Surgical Specialty)               | Not available | agarwal.karan@manipal.edu                         | 20.08.2021   | 29.5.2023 To 31.5.2023<br>SCB Medical College, Cuttack. | CISP3- 9/08/2023 to 10/08/2023  | .....   |
| 8    | Dr. Vijay Kautilya D | MEU Coordinator,<br>Designation,<br>Department of Forensic Medicine & Toxicology       | FOR-2139367   | 9448651848<br>vijay.kautilya@manipal.edu          | 23.03.2021   | 23.09.2015 to 25.09.2015<br>CMC, Vellore                | 05.03.2019 to 07.03.2019<br>CMC, Vellore  | ACME:14.11.2019<br>FAIMER:2019-22                                 |
| 9    | Ms Isha Vasudevan    | 3rd Yr MBBS  | NA            | isha.e@learner.manipal.edu                        | NA   | NA  | NA  | NA  |
| 10   | Mr Kushagra Kumar    | 3rd Yr MBBS  | NA            | 6299236037<br>kushagra.kumar1@learner.manipal.edu | NA   | NA  | NA  | NA  |

Number of CC members who have done RBCW/ BCME: 8

Number of CC members who have done CISP I/II/III : 7

Number of CC members who have additional qualifications (ACME/FAIMER etc): 5



*Dr. G Pradeep Kumar*  
20/23  
Signature of Principal/Dean with date  
Manipal Tata Medical College  
Jamshedpur