

**FATHER MULLER MEDICAL COLLEGE, MANGALORE**  
**CURRICULUM COMMITTEE MEETING**

**Date & time of meeting:** 29<sup>th</sup> June 2022 at 3.00 pm

**Venue of the meeting:** Senate Hall, FMMC 'B' block.

**Members present:** Dr. Antony Sylvan D'souza (Chairperson), Dr. Nagesh KR (Coordinator), Dr. Shivashankara AR, Dr. Shailaja S, Dr. Prathvi Shetty.

**The minutes of the meeting were as follows:**

The Chairperson welcomed the committee members to the meeting.

**Agenda 1: Review of annual time table.**

- The annual time table of 1<sup>st</sup> MBBS, 2<sup>nd</sup> MBBS and 3<sup>rd</sup> MBBS (Part 1) was reviewed by the members. In the 1<sup>st</sup> MBBS and 2<sup>nd</sup> MBBS time table, pandemic modules need to be included.
- Since AETCOM sessions may require activities other than routine lectures, it is suggested to include 2 hours classes in 2<sup>nd</sup> MBBS schedule.
- Number and percentage of hours allotted for SGD, SDL, aligned classes and integration (especially sharing and correlation) needs to be mentioned. AIT needs to be strengthened. Use of linker cases and correlation sessions need to be promoted
- IQAC has to conduct of academic audit to check whether the CBME is implemented properly. Also, IQAC has to collect feedback from students and faculty on implementation of CBME in the previous academic year.
- Proper corrective actions need to be taken after analysis of feedback on Foundation course, Pandemic and AETCOM sessions.

**Agenda 2: Review of elective modules.**

- All the departments have submitted the elective modules. Dean suggested that these modules need to be reviewed and made available for students at the earliest.

**Agenda 3: Challenges in implementing the curriculum.**

- Arranging the class rooms has been a major challenge for all phases. Considering the introduction of SGD this issue needs to be given priority. Dean informed that this matter is already brought to the notice of the management and will come out with the solution shortly.
- Some of the 1<sup>st</sup> year students join late due to delayed admission procedure. Also, after 1<sup>st</sup> and 2<sup>nd</sup> year exams supplementary exams will be conducted within 6 weeks. Because of this, students miss the classes for initial period of academic schedule and it becomes difficult to arrange extra classes within routine time schedule. If the classes were recorded, these

recording may be viewed by the students who joined late and complete some assignments in order to make up the attendance.

- One of the clinical departments expressed difficulty in taking theory class at 1.30 pm and SGD classes in two batches on alternate weeks; and suggested to have SGD classes from 8.30 am-12.30 pm and convert afternoon classes into theory. Since 70% of the classes needs to be taken in the form of SGD (excluding 3 hours of clinical posting) it is extremely difficult to accommodate the SGD classes in many departments during block posting. It is a feasible thing for clinical subjects to take 1.30 class, as a given faculty might get few hours only per year. Further, it is suggested to try out other solutions in order address this problem.

**Agenda 4: Any other matter.**

- Reports from various subcommittees need to be more specific. A checklist could be provided so that specific reports are submitted.
- Training to sensitize all faculties on CBME need to be arranged periodically. Faculty needs training on SGD and SDL.
- Need to think about managing community medicine field visits by keeping feasible number of students in a batch. Overcrowding may make the things worse.

The meeting was concluded with thanks.



Dr. Antony Sylvan D'Souza  
Chairperson,  
Curriculum Committee, FMMC



Dr. Nagesh KR  
Coordinator,  
Curriculum Committee, FMMC

Copy to: Administrator, FMMC; Vice Dean, FMMC; IAQC Office; HODs; Coordinators of Curriculum sub-committees, Foundation course committee, Elective committee, Alignment & Integration committee, AETCOM & Pandemic modules committee.





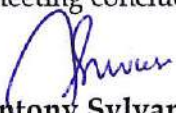
## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Clinical HOD meeting held on 24<sup>th</sup> June 2022

The meeting was attended by the HODs of Anesthesiology, General Surgery, General Medicine, Immunohaematology & Blood Transfusion [IHBT], Psychiatry, Emergency Medicine, Nephrology, Ophthalmology, Dermatology, Obstetrics & Gynaecology, Otorhinolaryngology [ENT], Radio Diagnosis, Radiation oncology, Orthopaedics, I/c HODs Paediatrics and Urology. The Administrator FMMC, Dean, MS and Course coordinators for III MBBS part I and part II were in attendance. The meeting commenced at 3.30 PM with a welcome message and opening remarks.

- ❖ The HODs presented brief reports of departmental activities and the hospital statistics for the previous month.
- ❖ HOD Radiology requested for an additional MRI and one more interventional Radiology faculty. The Administrator promised to look into both the requests favorably.
- ❖ Request was made on behalf of the Urology dept for a transplant set.
- ❖ HOD OBG requested for additional faculty considering the teaching and clinical work load.
- ❖ General Medicine HOD proposed that the case sheets of the patients should be completed by the parent dept in the event of cross reference.
- ❖ In anticipation of the ensuing NMC assessment, the faculties are requested not to avail long leave and be available in the campus in the event of assessment at a short notice, even when they are on leave.
- ❖ The HODs were requested to intimate all the faculty to avoid availing of leave on their OP days and be punctual to avoid inconvenience to the patients.
- ❖ With the discontinuation of the attendance register at the 'Asha Kiran Block entrance' all faculty are requested to fulfill their biometric attendance twice a day and also sign in the attendance register in the department which would be monitored closely.
- ❖ The Administrator requested all the examiners to maintain confidentiality to the best possible extent during University examinations. Utmost care to be taken in handling of the answer scripts [entries to be made only by the examiners] and corrections / applying whitener to be strictly avoided. Marks for all sections to be entered legibly with signature of all the examiners.
- ❖ The Administrator informed the HODs that the students with low attendance and poor performance in the internal examinations must be identified early. The students with low attendance are to be supervised closely and an intimation to the parents to be sent. The HODs may obtain undertaking from the concerned students / parents that they would fulfill all the requirements of the internal assessment and attendance as per the rules.
- ❖ The newly joined Postgraduate students are to be instructed to strictly follow the time frame set by the RGUHS for all the requirements regarding their thesis. They also need to be briefed about their duties and responsibilities.
- ❖ It is strongly recommended that the faculty in the institution must follow work place ethics and avoid use of harsh language with other staff posted.
- ❖ The Administrator requested the HODs to instruct all the Doctors that the discharge summary should be complete by 12 Noon on the day of discharge especially for credit / insurance patients.

The meeting concluded at 5.05PM with expression of gratitude.

  
Dr Antony Sylvan D Souza  
D E A N

Cc: The Director, FMCI - For information / The Administrator, FMMC / All members / File

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## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Pre-Clinical and Para-Clinical HOD meeting held on 18<sup>th</sup> Aug 2022

The meeting was attended by the HODs of Anatomy, Physiology, Pharmacology, Forensic Medicine, Community medicine and I/c HODs of Biochemistry, Pathology and Microbiology. The Administrator FMMC and Vice Dean attended the meeting on behalf of the Management. The meeting started at 3:00 pm with a welcome note and opening remarks.

- ❖ The HODs presented brief report of the activities of their departments.
- ❖ The HODs of para-clinical departments were requested to closely monitor the academic progress of the students who joined II MBBS after clearing the I MBBS supplementary examinations.
- ❖ The Administrator informed the HODs that the names of the students with low attendance to be sent to the Dean periodically. Those with low attendance are to be supervised closely and an intimation to the parents to be sent. The HODs may obtain undertaking from the concerned students that they would fulfill all the requirements of the internal assessment and attendance as per the rules.
- ❖ The students with low attendance would not be permitted to appear for the University examinations.
- ❖ It was brought to the notice of all that the Final MBBS examinations would be held from 23<sup>rd</sup> to 26<sup>th</sup> of August and 'examination assessment' by the NMC is expected. Following which there will be physical assessment of the institution.
- ❖ The RGUHS in a recent meeting had insisted that all the documentation during the practical and viva voce examinations must be proper and complete, without any corrections.
- ❖ The HOD of community medicine requested for additional transport requirements for providing transport to the students and the interns. Administrator FMMC instructed to provide a detailed requirement so that it could be favorably looked into.

The meeting concluded at 3:55 pm with vote of thanks.

**Dr Antony Sylvan D Souza**  
**D E A N**

Cc: The Director, FMCI - For information / The Administrator, FMMC / The Assistant Administrator, FMMCH  
COR/ Vice Dean / The HODs of Anatomy, Physiology, Biochemistry, Microbiology, Pathology,  
Pharmacology, Forensic Medicine, Community medicine / File

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## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Clinical HOD meeting held on 23<sup>rd</sup> September 2022

The meeting was attended by the HODs of Anesthesiology, General Surgery, General Medicine, Immunohaematology & Blood Transfusion [IHBT], Nephrology, Ophthalmology, Radio-diagnosis Otorhinolaryngology[ENT], Orthopaedics, I/c HODs of Obstetrics & Gynaecology, Radiation Oncology, Dermatology and Urology. The Administrator FMMC, Assistant Administrator FMMCH, Chief of Research, Dean, MS, Vice Dean and CNO represented the Management. HODs of Psychiatry, Emergency Medicine and Paediatrics were absent with prior permission. The meeting commenced at 3.30 PM with a welcome message and opening remarks.

- ❖ The HODs presented brief reports of departmental activities and the hospital statistics for the previous month
- ❖ HOD Radiology requested for an additional MRI machine as the present one is aging and is fully booked for most of the day. The Administrator requested the HOD to include this in the budget request for the next year.
- ❖ The HODs were requested to intimate the entire faculty to avoid availing of leave on their OP days. In case of unavoidable circumstances faculty have to find a suitable replacement with intimation to the HOD / HOU to manage the OPD
- ❖ The COR briefed about the MOU the institution has signed with Pfizer company. The faculty members may get involved in research related activities in collaboration with the company. Pfizer would support retrospective / prospective study of clinical parameters, management and outcome of the common illnesses routinely encountered in the hospital. Funding may also be obtained for Drug trial studies. Interested faculty may get in touch with Research Centre for further details
- ❖ The newly joined Postgraduate students are to be instructed to strictly follow the time frame set by the RGUHS for all the requirements regarding their thesis. They also need to be briefed about their duties and responsibilities. The institution will form a clear cut time frame regarding the synopsis and thesis submission. During the course of study postgraduates [including Super-specialty residents] are to fulfill the NMC / RGUHS requirements like paper presentation, poster presentation, paper publication and also complete the course on Biomedical Research
- ❖ The Administrator requested the HODs to nominate Faculty to oversee the log books, thesis progress and monitor other academic progress of the PGs in their respective departments.
- ❖ The Administrator informed all that once the budget is approved, no changes in items / specifications are permissible during the procurement process. However exceptions may be made by the management for emergency requirements or replacements.

- ❖ It was informed that all the NMC examination related assessments went on well and reports submitted by the assessors were favorable to the institution. However we are yet to receive any official communication from the NMC
- ❖ The NMC has mandated the Medical College faculties to mark the attendance twice a day on the Adhar Enabled Biometric Attendance System [AEBAS]. The marking of the biometric attendance in the Institutional machines would continue as earlier
- ❖ The institution has leave policy in place with regards to PL, Special CL and leaves of more than 3 days. The faculty members are requested to adhere to those rules and cooperate. Final approval of the leave is at the discretion of the management
- ❖ The institution has reached an understanding with BMJ resources regarding research and publications. FMCI has paid huge amount for the MOU for the benefit of our faculty. It is requested that our faculty make use of that and the same should not be extended to the faculty / researchers from other institutions
- ❖ HODs are requested to inform all the HOU's and the faculty that the Patients arriving to the Emergency Medicine beyond the office hours are to be seen by the faculty / SR on duty in the relevant specialty and every effort to be made to admit them as IP at least for a day for observation and detailed evaluation.

The meeting concluded at 5.05PM with expression of appreciation and thanks.

**Dr Antony Sylvan D. Souza**  
**DEAN**

Cc: The Director, FMCI - For information / The Administrator, FMMC / All members / File

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## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Clinical HOD meeting held on 3<sup>rd</sup> November 2022

The meeting was attended by the HODs of Anesthesiology, General Surgery, General Medicine, Immunohaematology & Blood Transfusion [IHBT], Nephrology, Radio-diagnosis, Dermatology, Otorhinolaryngology[ENT], Radiation Oncology, Psychiatry, Paediatrics and I/c HODs of Emergency Medicine and Urology. The Administrator FMMC, Assistant Administrators of FMMCH, Dean, MS, Vice Dean, Deputy MS and CNO represented the Management. HODs of Ophthalmology, Obstetrics & Gynaecology were absent with prior permission. The meeting commenced at 3:30 pm with welcome message and opening remarks.

HODs Absent: Orthopaedics & Neurology - are requested to be present regularly for the future meetings.

- ❖ The HODs presented brief reports of departmental activities and the hospital statistics for the previous month.
- ❖ The Administrator informed all the HODS that any meetings / discussions with the parents / guardians of the students to be documented preferably with the signatures.
- ❖ Additional teaching sessions may be arranged for the exam going students who are short of attendance. Improvement tests / exams may be offered to those who lack required internal assessment marks and are ineligible to write the University exams otherwise.
- ❖ The NMC mandated biometric marking of the attendance twice a day has to be followed regularly. The faculties are requested to be strictly available within the department / unit during the duty hours. The HODs and HOU are requested to monitor the same and report to the office of the Dean / Administrator if there is any irregularity in discharging the duties by the faculty.
- ❖ It was informed that the budget related discussions with the individual departments would be held shortly. The departments would be informed regarding the schedule.
- ❖ During the course of study Postgraduates [including Super-specialty Residents] are to fulfill the NMC / RGUHS requirements like paper presentation, poster presentation, paper publication and also complete the course on Biomedical Research.
- ❖ The meeting was informed that the MEU workshop in the presence of the NMC observer is arranged during the third week of November and those selected have to be mandatorily present for all the sessions.
- ❖ As per the CBME curriculum, two set of 'electives' for the UG students would [tentatively] commence from 15<sup>th</sup> February 2023.
- ❖ The departments were provided with cell phones for the use of those on duty and the HODs were requested to provide the feedback / concerns regarding the same to Deputy MS.
- ❖ The Administrator instructed all to arrange for celebration or awareness program during significant days pertaining to the specialty e.g. World Heart day, Alzheimer's day, world diabetic day, world hearing day etc.
- ❖ The HODs were requested to update the faculty members of their departments about the deliberations / decisions of the HOD meeting.

The meeting concluded at 4:45 pm with expression of appreciation and thanks.

**Dr Antony Sylvan D Souza**  
**DEAN**

Cc: The Director, FMCI - For information / The Administrator, FMMC / All members / File



## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Pre-Clinical and Para-Clinical HOD meeting held on 17.11.2022

The meeting was attended by the HODs of Anatomy, Pharmacology, Forensic Medicine, Pathology and Microbiology and I/c HODs of Biochemistry, Physiology and Community Medicine. The Administrator, FMMC attended and chaired the meeting on behalf of the Management. The meeting started at 3:30 pm with a welcome note and opening remarks.

- ❖ The HODs presented brief report of the academic activities of their departments.
- ❖ The Administrator requested the HODs to get in touch with the parents of the students with low attendance and internal assessment marks. The students and parents to be informed about their ineligibility to appear for the University examinations.
- ❖ The HODs were reminded about the circular which was sent to all departments with regards synopsis / thesis submission by the Post graduate students.
- ❖ The HODs were requested to send the revised budgetary requirements to the office of the Dean / Administrator at the earliest.
- ❖ All were requested to remind the faculty to mark the Biometric attendance on the machines - both NMC and Institutional on all working days.

The meeting concluded at 4:35 pm with vote of thanks.

**Dr Antony Sylvan D Souza**  
**DEAN**

Cc: The Director, FMCI - For information / The Administrator, FMMC / The Assistant Administrator, FMMCH  
COR/ Vice Dean / The HODs of Anatomy, Physiology, Biochemistry, Microbiology, Pathology,  
Pharmacology, Forensic Medicine, Community medicine / File

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## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the HOD meeting held on 3<sup>rd</sup> February 2023

The meeting was attended by the HODs of Anatomy, Microbiology, Pathology, Pharmacology, Anesthesiology, General Surgery, General Medicine, Immunohaematology & Blood Transfusion [IHBT], Nephrology, Radio-diagnosis, Dermatology, Dentistry, Respiratory Medicine, Emergency Medicine, Radiation Oncology, Psychiatry, Paediatrics, Orthopaedics, Neurology and I/C HODs of Ophthalmology, Obstetrics & Gynaecology, Otorhinolaryngology [ENT], Forensic Medicine, Community Medicine, Biochemistry, Physiology and Urology. The Administrator FMMC, Assistant Administrators of FMMC, Dean, MS, Vice Dean, Deputy MS and CNO represented the Management. The meeting commenced at 3.00 PM with welcome message and opening remarks.

#### **Following Points were discussed:**

1. **Biometric attendance:** The HODs were requested to inform all the faculty members to remind them about regular punching in both Institutional and NMC biometric machines.
2. **RGUHS examination:** Faculties to be intimated to be punctual for invigilation of the RGUHS examinations. Eligible examiners are requested to extend full cooperation to see the timely completion of the digital evaluation. All the Internal examiners to be informed to be extremely careful in the documentation of the exam related assignments. Once assigned by the University, it is mandatory for the faculty to be examiners for practical / viva and digital evaluation.
3. **NMC assessment:** It was brought to the notice of the HODs that the report of the 9 PG departments which were assessed during the last month is still awaited. Though there is uncertainty about the UG assessment, all were requested to be vigilant and be prepared for the surprise assessment.
4. **PG Synopsis:** Detailed time table to be followed was sent to all the departments regarding the submission of the PG synopsis. All HODs and guides to take utmost care to see that the PGs submit their synopsis as per the time frame. It may please be noted that late submission would not be entertained at the College office. Only when the synopsis is submitted on or before the cutoff date specified by the Institution it would be received for onward submission to the University.



5. **New HIS:** The Hospital is in the process of implementing new Hospital Information System - 'Cranium' which is currently doing a trial run and will be functional from March 2023. As the faculties have to be trained, each department is requested to nominate faculty for the training - Gen Medicine / General Surgery 3 each; Ortho, Pediatrics, OBG 2 each and other departments 1 or 2. HODs are requested to ensure that all the patient related procedures performed in their departments as per the NMC requirements are documented. All these procedures to be allocated a specific code in the Schedule of Charges.
6. **Cross consultation:** It is recommended that all cross consultations for the IP / OP should be with the FMMC faculty members except in case of non availability of any particular subspecialty.
7. **Implants & Medicines:** The Hospital has a list of standard but with lesser cost Medicines and implants. It is requested that the same to be used / prescribed.
8. **Evening Rounds:** On the day of OPD, the concerned units are requested to complete the evening rounds by 5 PM on the same day to the best possible extent.
9. **De-addiction ward:** is reopened effective 1<sup>st</sup> Feb with 22 semiprivate beds.
10. **Performance appraisal:** All self appraisals to be submitted by 18<sup>th</sup> of February 2023.
11. **Class rooms:** A detailed allotment of Classrooms for SGD and other sessions has been sent to all the departments for strict compliance .
12. **Graduation ceremony:** All are invited for the ceremony which would be held on 31<sup>st</sup> of March 2023. Detailed program list would be sent in due course.

The meeting concluded at 4.15 PM.

**Dr Antony Sylvan D Souza**  
**DEAN**

Cc: The Director, FMCI - For information /The Administrator, FMMC / The Assistant Administrator, FMMCH  
COR/ Vice Dean /MS/ DMS / CNO/All HODs/File

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## FATHER MULLER MEDICAL COLLEGE, MANGALORE

### Minutes of the Pre-Clinical and Para-Clinical HOD meeting held on 20.04.2023

The meeting was attended by the HODs of Anatomy, Physiology, Biochemistry, Pathology, Pharmacology, Forensic Medicine, Community medicine and I/c HOD of Microbiology. The Administrator FMMC and Vice Dean attended the meeting on behalf of the Management. The meeting started at 3.00 PM with a welcome note and opening remarks by the Administrator.

- ❖ The Administrator informed the HODs that the salient points regarding the academic activities / performance of the AHS students have to be intimated to the Principal, AHS as well.
- ❖ The performance of the AHS and Nursing students in the RGUHS examinations is matter of concern and the HODs were requested to closely monitor / involve in all the academic activities of those students. Measures to be implemented to improve their examination performance after discussing with respective Heads of the Institutions.
- ❖ The Pathology HOD raised the issue of space shortage in the new Lab and requested for additional space may be close to the new Lab.
- ❖ Microbiology HOD informed that multiple equipments which are yet to be shifted to the new lab.
- ❖ As there are many cases of Covid 19 in the hospital presently, the Administrator requested the Community Medicine HOD to update all the stakeholders about the present COVID 19 protocols and policies to be followed.
- ❖ The Dean informed the HODs that the Institution has to complete the RGUHS paper valuation of allotted number of answer scripts within the time frame fixed by the University.
- ❖ The HODs were requested to monitor the leaves of the faculty and the names of the substitutes. The substitute mentioned should be available in the Department and not avail leave on the same days.
- ❖ Although the Institution encourages the Faculty to attend academic programmes conducted by other Institutions or to take up external examinership, it should not hinder the smooth functioning of the department. HODs have to ensure that sufficient number of faculty are available for routine departmental assignments prior to leave approval.

The meeting concluded at 4.05 pm with vote of thanks.

**Dr Antony Sylvan D Souza**  
**DEAN**

Cc: The Director, FMCI - For information / The Administrator, FMMC / The Assistant Administrator, FMMCH  
COR/ Vice Dean / The HODs of Anatomy, Physiology, Biochemistry, Microbiology, Pathology,  
Pharmacology, Forensic Medicine, Community medicine / File

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## FATHER MULLER MEDICAL COLLEGE, MANGALORE


### Minutes of the Clinical HOD meeting held on 27<sup>th</sup> April 2023

The meeting was attended by the HODs of Anesthesiology, General Surgery, General Medicine, Immunohaematology & Blood Transfusion [IHBT], Otorhinolaryngology [ENT], Radio-diagnosis, Dermatology, Orthopaedics, Radiation Oncology, Psychiatry, Paediatrics, Ophthalmology, Obstetrics & Gynaecology, Emergency Medicine, Nephrology, Urology and I/c HOD of Dentistry. The Administrator FMMC, Assistant Administrators of FMMCH, Dean, MS, Vice Dean, Dy MS and CNO represented the Management. The meeting commenced at 3.30PM with welcome message and opening remarks.

HODs Absent: Respiratory Medicine, Surgical Oncology & Neurology - requested to be present regularly for the future meetings.

- ❖ The HODs presented brief reports of departmental activities and the hospital statistics for the previous month
- ❖ The Administrator informed the HODs to scrutinize the appraisal forms of the faculty prior to onward submission
- ❖ Surgery HOD informed that the CCTV installed outside the OT complex is not functioning.
- ❖ Urology HOD requested for the equipments [Holmium laser 100 watt, ultrasound machine for the OPD] which were approved in the last year's budget. He was requested to get in touch with Finance / Biomedical dept regarding the same and expedite the procurement
- ❖ As per the statutory regulations first batch of Post Graduates have started their 'District Residency Programme' in the 'Taluka Hospital, Belthangady'
- ❖ The Dean informed the HODs that the institution has to complete the RGUHS paper valuation of allotted number of answer scripts within the time frame fixed by the University. HODs were requested to inform all the eligible examiners in their departments regarding the digital valuation. If any eligible faculty is not provided with the TIN from the University the same may be intimated to the College Office
- ❖ The HODs were requested to monitor the leaves of the faculty and the names of the substitutes. The substitute mentioned should be available in the Dept. and not avail leave on the same days. Faculty members are to be reminded that leave on their OP days may be avoided. However in unavoidable situations substitute needs to be provided from another unit
- ❖ Although the Institution encourages the Faculty to attend academic programmes conducted by other institutions or to take up external examiner ship, it should not hinder the smooth functioning of the Dept. HODs have to ensure that sufficient number of faculty are available for routine departmental assignments prior to leave approval.
- ❖ Request for long leaves need to be submitted well in advance for the Management to take appropriate decision
- ❖ The Dean thanked all the HODs and the guides for the timely Synopsis submission by the Post Graduates
- ❖ PG theory examinations would be held during the first week of July followed by Clinical and Oral examinations. A few of the departments would have NMC Examination assessment

The meeting concluded at 4.45PM

  
Dr Antony Sylvan D Souza  
DEAN

Cc: The Director, FMCI - For information / The Administrator, FMMC / All members / File