



UNIVERSITY OF ENGINEERING & MANAGEMENT, JAIPUR

(Approved by AICTE and recognized by UGC, Ministry of HRD, Govt. of INDIA)

'Gurukul', 6 Kms. from Chomu on Sikar Road, Udaipuria Mod, Chomu, Jaipur-303807 (Rajasthan)

Phone : 01423-205168, Email: vc@uem.edu.in, Website : www.uem.edu.in

ATTENDANCE SHEET FOR MEETING OF BOARD OF STUDIES

Department of Physiotherapy

University of Engineering and Management, Jaipur

10th July 2024

| S. NO | NAME | DESIGNATION | SIGNATURE |
|-------|-----------------------|--|-----------|
| 1 | Dr Rahul Sharma | In charge, Department of Physiotherapy, University of Engineering and Management, Jaipur | |
| 2 | Dr Sapna Malla | Associate Professor, Department of Physiotherapy, University of Engineering and Management, Jaipur | |
| 3 | Dr Neha Vyas | Associate Professor, Department of Physiotherapy, University of Engineering and Management, Jaipur | |
| 4 | Dr Gaurav Shrivastava | Associate Professor, Department of Physiotherapy, University of Engineering and Management, Jaipur | |
| 5 | Dr Madhu Teotia | Assistant Professor, Department of Physiotherapy, University of Engineering and Management, Jaipur | |
| 6 | Dr Imran Khan | Assistant Professor Department of Physiotherapy, University of Engineering and Management, Jaipur | |
| 7 | Dr Anamika Beniwal | Assistant Professor Department of Physiotherapy, University of Engineering and Management, Jaipur | |
| 8 | Dr Vishnuraj Nair | Assistant Professor Department of Physiotherapy, University of Engineering and Management, Jaipur | |
| 9 | Dr Seema Sharma | Assistant Professor Department of Physiotherapy, University of Engineering and Management, Jaipur | |
| 10 | Dr Ashutosh Singh | Assistant Professor, Department of Physiotherapy, University of Engineering and Management, Jaipur | |

City Office : 212, Apex Tower, Lal Kothi, Tonk Road, Jaipur - 302015 (Rajasthan) Tel.: 0141- 4063336

Kolkata Office : 'ASHRAM', GN-34/2, Sec.V, Salt Lake Electronics Complex, Kolkata - 700091 (W.B.) Website : www.iemcal.com

Phone : 033 - 2357 2059, Fax : 033 - 2357 2995 Email : admin@iemcal.com



UNIVERSITY OF ENGINEERING & MANAGEMENT, JAIPUR

(Approved by AICTE and recognized by UGC, Ministry of HRD, Govt. of INDIA)

'Gurukul', 6 Kms. from Chomu on Sikar Road, Udaipuria Mod, Chomu, Jaipur-303807 (Rajasthan)

Phone : 01423-205168, Email: vc@uem.edu.in, Website : www.uem.edu.in

| | | | |
|----|--|--|---------------|
| 11 | Mrs Sudha Rani | Assistant Professor, Department of Physiotherapy, University of Engineering and Management, Jaipur | Absent. |
| 11 | Dr Subhra Banerjee | Assistant Professor, Department of Physiotherapy, University of Engineering and Management, Jaipur | |
| 12 | (Prof) Dr Ajeet Saharan (External Academic Expert) | Principal, Nims college of Physiotherapy Nims University, Jaipur | 10/7/2024 |
| 13 | (Prof) Dr Anchit Gugnani (External Academic Expert) | Director, Amity institute of Physiotherapy, Amity University, Rajasthan, Jaipur | 10/7/24 |
| 14 | Dr Atul Singh (External Industry & Academic Expert) | Founder My physio & Associate Director, Jaipur National University, Jaipur | 10/7/2024 |
| 15 | Govt Representative | Representative from Govt of Rajasthan | Absent. |

UNIVERSITY OF ENGINEERING AND MANAGEMENT, JAIPUR
Minutes of meeting of board of studies for Department of Physiotherapy,
University of Engineering and Management, Jaipur, Held on 10th July 2024

The meeting of Board of Studies for Department of Physiotherapy was held on Wednesday 10th July 2024 at 10:30 AM at University of Engineering and Management premises.

The following members were present

1. Dr Rahul Sharma, Professor & In charge, Department of Physiotherapy, UEM, Jaipur.
2. Dr Sapna Malla (PT), Associate Professor, Department of Physiotherapy, UEM, Jaipur.
3. Dr Neha Vyas (PT), Associate Professor, Department of Physiotherapy, UEM, Jaipur.
4. Dr Gaurav Shrivastava (PT). Associate Professor, Department of Physiotherapy, UEM, Jaipur.
5. Dr Madhu Teotia (PT), Assistant Professor, Department of Physiotherapy, UM, Jaipur.
6. Dr Imran Khan (PT), Assistant Professor, Department of Physiotherapy, UEM, Jaipur.
7. Dr Anamika Beniwal (PT), Assistant Professor, Department of Physiotherapy, UM, Jaipur.
8. Dr Vishnuraj Nair (PT), Assistant Professor, Department of Physiotherapy, UEM. Jaipur.
9. Dr Seema Sharma (PT), Assistant Professor, Department of Physiotherapy, UEM. Jaipur.
10. Dr Ashutosh Singh (PT), Assistant Professor, Department of Physiotherapy, UEM. Jaipur.
11. Mrs. Subhra Banerjee, Assistant Professor, Department of Physiotherapy, UEM, Jaipur.
12. (Prof) Dr Ajeet Saharan, Principal, Nims College of Physiotherapy and Occupational Therapy, Nims University, Rajasthan, Jaipur
13. (Prof) Dr Anchit Gugnani, Director, Amity Institute of Physiotherapy, Amity University, Rajasthan, Jaipur
14. Dr Atul Singh (PT), Director and Head, Department of Physiotherapy Jaipur National University, Jaipur
15. Government Representative, Department of Higher Education, Group-IV, Government of Rajasthan.

All the faculty members of Department of Physiotherapy, University of Engineering and Management Jaipur welcomed all the members of Board of Studies before commencement of

the meeting. Thereafter, agenda points of the meeting of Board of Studies were taken up for discussion. The Board of Studies of Department of Physiotherapy, UEM Jaipur took the following resolutions.

Agenda Item No-1:

To confirm the minutes of meeting of last BOS meeting of the Physiotherapy department which was held on **8th December 2023**.

Resolution: The last minutes of meeting of Board of Studies was confirmed.

Agenda Item No-2:

To read the action taken report for agendas of last meeting of BOS of the department which was held on **8th December 2023**.

Resolution: The agenda wise Action Taken Report of the last meeting of Board of Studies for Department of Physiotherapy was circulated to all the members in advance through mail. As there was no observation raised, it was confirmed.

Agenda Item No-3

To report after the publication Physiotherapy handbook for curriculum and rules and regulations given by National Commission for Allied and Healthcare Professional (NCAHP) in 2023. So, the department have considered to reform its new syllabus for the upcoming batch 2024 in accordance with the handbook.

As there was no observation raised, it was confirmed.

Agenda Item No-4

To discuss the allotment of subjects in the syllabus according to the new curriculum

1. Fundamentals of Health care Delivery systems will be taught in Semester I and Biochemistry will be taught in Semester II.

As there was no observation raised, it was confirmed.

Agenda No 5

To Discuss the MOOCs course/paper/NPTEL: 20 Internal marks to be given based on marks obtained in that course in respective MOOCs platform. Only cable for 2nd and 3rd year students.

The resolution was discussed with BOS members. All the points in resolution were highly appreciated by members and inputs were received by them for successful implementation of this points.

As there was no observation raised, it was confirmed.

Agenda Item No-5

To incorporation the participation of students in extra-curricular activities give marks according to ECA.

The BOS members have agreed on incorporation of grading system for performance in extracurricular activities by the students. The students will be given marks based on role performed by them in any.

As there was no observation raised, it was confirmed.

Agenda Item No-6

To report on conducting short term training programmes, seminars, workshops, conferences, and faculty development programmes for the topics/ subjects/ skills and to make our teachers enable to teach the latest, as per the demands in the field of physiotherapy.

Teachers are regularly attending training programmes, seminars, workshops, conferences, and faculty development programmes.

As there was no observation raised, it was confirmed

Agenda Item No-7

To report on organization of at-least one international conference per department per year.

Department of Physiotherapy is organizing International Conference on Advancements in Physiotherapy in November 2024.

As there was no observation raised in the meeting, it was confirmed.

Agenda Item No-8

Any other matter with the permission of the chair.

External members suggested a point:

- Overview of the transition to the semester system.
- Explanation to subject expert for the need of syllabus modification and in the content not to use the word “etc” in the syllabus.
- Presentation of feedback from faculty members, students, and relevant stakeholders regarding the current syllabus and their perspectives on necessary changes.
- Emphasis on maintaining academic rigor, ensuring coverage of essential topics, and optimizing student learning outcomes.

Resolution

Formal approval of the proposed changes to the syllabus. Acknowledgment of the efforts put into aligning the curriculum with the semester system. Agreement on a communication plan to inform faculty, students, and other stakeholders about the approved modifications. Ensuring clarity on the reasons for the changes and the benefits to students. Discussion on any additional resources required for the successful implementation of the modified syllabus. Allocation of necessary resources to support faculty and students during the transition.

For ongoing syllabus

- Brief presentation on the status of ongoing syllabus modifications, highlighting completed revisions and those still in progress.
- Discussion on adherence to the established timeline and any deviations.

Resolution:

- Board acknowledges the progress made in ongoing syllabus modifications.
- Confirmation of alignment with the set objectives and a commitment to maintaining the momentum.
- Authorization to make necessary adjustments to the timeline if deemed beneficial for the quality of modifications.
- As Physiotherapy is an Annual Course, there must be a Supplementary Examination in-between the year (preferably after 6 months), to give students a chance to clear their

- Backlog Subjects as it happens in most of the universities having annual curriculum. So, that there must not be an Extra Burden on students during Final Exams to clear both Regular as well as Backlog Subjects together.

Minutes of Meeting

As per the notification from registrar office, BOS meeting was held on 10-07-2024 at 10:00 AM in the Seminar Hall 1 University of Engineering and Management, Jaipur chaired by (Prof) Dr Ajeet Saharan, (Prof) Dr Anchit Gugnani, and Dr Atul Singh, with the presence of HOD In charge and faculty members. We have discussed various agendas and notified in reports as follows:

1. Last minutes of meeting in brief
2. Syllabus
3. Credit system in our syllabus
4. Timetable,
5. Lecture plan
6. Departmental activity
7. Teaching work in favour of BPT and MPT courses.

There in meeting chair suggested to

- The handbook for physiotherapy rules and regulation to be applied in Syllabus and Starts the Semester Wise System in BPT and MPT courses.
- Credits should be decided, and content should be modified accordingly
- Fundamentals of health care delivery system will be incorporated only in semester I.
- Biochemistry subject will be incorporated only in semester II.
- Logbook should be introduced for clinical postings for BPT 3rd year, Final year and MPTs.
- Priority should be given more to Physiotherapeutic subjects while allocating credit hours
- For BPT First year the Dissection demonstration on cadavers should be implemented in collaboration with other medical universities.

- The credit allotment for non-university courses should be in reference to the existing university norms.
- For non-university subject grading should be incorporated on the marksheet.

For Semester Wise Scheme:

| S. No | Suggested changes |
|-------|---|
| 1. | For BPT 1 st year Biochemistry should be only in 2 nd semester. |
| 2. | One Elective subjects should be added in each semester |
| 3. | Parents teacher meeting should be promoted and the response to be documented |
| 4 | Arrange Alumni talk in every semester |
| 5 | For value added courses workshops should be arranged. |

For Current Syllabus

- Logbook should be Implemented for second, third and fourth year.
- Industrial Visits should be held twice a year for all the Batches.