NOTICE

An Ordinary Meeting of the Board of Studies of the Department of Plastic Surgery will be held on 10.08.2019 at 01:00 p.m. in the Plastic Surgery Seminar Room.

Members are requested kindly to make it convenient to attend the meeting.

AGENDA

1. Confirmation of the minutes of the last meeting of the Board of Studies.
3. To update the curriculum of M.Ch. (Plastic Surgery).
4. To discuss the involvement of Smile Train Project for the Academic activities of the Department.
5. To discuss the organization of workshop a Hair Transplant in the month of September 2019.
6. To discuss the organization of CME cum Alumni, meet in the month of November/December 2019.

Any other item(s).

DISTRIBUTION:
1. Dean, Faculty of Medicine
2. Chairperson, Department of Plastic Surgery
3. All members of the Board of Studies through the Chairperson
4. P.S. to Registrar
Minutes of the ordinary meeting of Board of Studies held on 10.08.2019 at 01:00 PM in Plastic Surgery Seminar Room.

**Following members attended.**

1. Prof. Imran Ahmad (In chair)
2. Prof. A. H. Khan
3. Prof. Mohd. Yaseen
4. Dr. M. Fahud Khurram
5. Prof. M. Fakhruл Hoda (assigned member)

At the outset the Chairman Prof. Imran Ahmad welcomed all the members, especially the assigned member Prof. M. Fakhruл Hoda

**Following Agenda were discussed and approved:**

**Agenda 1.** Confirmation of the minutes of the last meeting of the Board of Studies.

The minutes of ordinary meeting no. 46 held on 22.01.2018 at 01:00 PM were confirmed.

**Agenda 2. Proposal for creation of Department of Hand Surgery.**

The agenda for formation of new hand center and eventually department of hand surgery to start M.Ch. was discussed in detail. It was decided that the center may be started utilizing the existing facilities of the department of plastic surgery and it was also decided that the creation of center should not affect the teaching and clinical facilities of the department of plastic surgery. The proposal for it's formation should be sent to the university.

**Agenda 3. To update the curriculum of M.Ch. (Plastic Surgery)**

The existing curriculum was reviewed by the board and it was decided to make minor revision in the form of inclusion of ethics, attitude & communication skills competencies. Few changes in the topics of seminar presentation were also suggested and it will be incorporated in the revised curriculum.
Agenda 4. To discuss the involvement of Smile Train Project for the Academic activities of the Department.
The board decided that the Smile Train project fund can be utilized for various academic activities of the department of plastic surgery. The fund can also be utilized by the faculty to attend conferences related to cleft lip & palate.

Agenda 5. To discuss the organization of Workshop on hair Transplant in the month of September 2019.
The department will hold one-day workshop on hair transplant in September 2019 and date will be finalized with the resource person as soon as possible.

Agenda 6. To discuss the organization of CME cum Alumni meet in the month of November / December 2019.
As informed by the chair, the department has been awarded the responsibility to hold this year’s “Annual Conference of Society of Plastic Surgeons of UP & UK” in the month of November. Therefore, the department will hold Alumni meet on 16th November along with the conference.

Any other Items: In any other items two agendas were discussed.

Agenda 7 A): To discuss the involvement of smile train project for improving the infrastructure of the department.
This matter was discussed with Prof. A. H. Khan, Project Director –Smile Train & he informed that he has discussed this matter with Ms. Renu Mehta, Area Director – South Asia, Smile Train Project and she has kindly agreed to it. She will send the written permission for the same. So it was decided that once the permission is accorded the Smile Train project fund can be utilized for improving the infrastructure of the department and also for advertisement of Smile Train project.

Agenda 7 B): To discuss organization of UPAPSICON 2019 at Aligarh
The department will organize “Annual Conference of Society of Plastic Surgeons of UP & UK” UPAPSICON – 2019 in the month of November on 15th & 16th. The department will float the brochure in the last week of August 2019.

The meeting ended with vote of thanks to the Chair.

(Prof. Imran Ahmad)
CHAIRMAN
Department of Plastic Surgery
I. N. Medical College
A.M.U., Aligarh