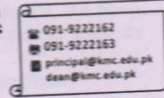




KHYBER MEDICAL COLLEGE PESHAWAR OFFICE OF THE DEAN



Minutes of the meeting:

A meeting of the student council KMC was held under the chairmanship of the Dean KMC on 07th January 2019 at 10:00 am. The following attended the meeting:-

- | | |
|---------------------------------|-----------------------------------|
| 1. Prof. Dr. Shafiq ur Rehman | Associate Dean (Undergraduate) |
| 2. Prof. Dr. Farooq Ahmad | Associate Dean (Research) |
| 3. Asstt: Prof: Dr. Naveed Alam | Chief Provost, KMC |
| 4. Dr. Mian Saad | Warden, Razi Hall Hostel |
| 5. Muhammad Jamil | Warden, Cenna Hall Hostel |
| 6. Dr. Farzand Iqbal | Warden, Qasim Hall Hostel |
| 7. Muhammad Ali | Director Sports, KMC |
| 8. Jawad Farooq | Representative Cenna Hall |
| 9. Yasir Farooq | CR, Large Group A |
| 10. Asfandyar Khan | CR, Large Group B |
| 11. Summayya Yousaf | GR, Large Groups B |
| 12. Ikram Ulliah Hadi | 1 st Year MBBS student |
| 13. Zahid Anwar | CR 3 rd Year MBBS |

The meeting started with recitation of Quran. The following agendas were discussed.

- WIFI INSTALLATION:** The house was informed that installation of Wifi shall be completed soon after technical evaluation tests. Wifi will be available this week for all. Students are directed to submit forms with required fee as soon as possible.
A student in the regard requested that it would be difficult for them to pay annual charges, the chair in consultation with house decided that students can pay this amount i.e. Rs. 3500/- in three equal installments while in the next session this amount shall be included in prospectus.

Action by: Accounts Officer KMC, Peshawar & Incharge SLRC,

- BOUNDARY WALL:** The chair informed the house regarding the ongoing project of boundary wall around Razi Hall & Qasim Hall Hostel, the house showed its satisfaction on the project. The house was further informed that renovation of hostels will take place before June 2019, soon after boundary wall project.
Action by: Sub Engineer (Civil) to update the house in next meeting and initiate renovation proposal.

- WASHERMAN (DHOBI) ISSUE AT QASIM HALL HOSTEL:** On complaints received from students the chair directed to remove such Washer man (Dhobi) who is not following rates set by Hostel Administration.
Action by: Chief Provost, KMC

- BUS DEPARTURE TIMINGS:** A student pointed that the buses for hostel depart at 07:45AM which causes many residents to left behind, the chair assured and directed concerned authorities that buses will leave the hostel by 07:50AM.
Action by: Incharge Transport Section.

- BREAKFAST TIMINGS & ISSUE AT KMC MALE HOSTELS:** On complaints received from students regarding breakfast timings and issues, the chair directed to follow model adopted by Cenna Hall Hostel that is breakfast should have either fried Roti or simple one served with tea and one egg while timings should be 06:30AM to 07:45AM (Working days) except students in examination.
Action by: Chief Provost & respective Wardens.

6. **CAFETERIA AT KMC:** A student inquired regarding opening of the College cafeteria, the house was informed that construction work has been completed and is in rates setting stage by concerned committee, expecting soon the cafeteria will be started.
Action by: Associate Dean Undergraduate to ensure early and quick process completion.
7. **CLOSURE OF COLLEGE GATE IN MORNING:** Students requested some relief in closure of main gate, the chair strictly directed to follow the existing protocols in full spirit.
Action by: Incharge Security Section.
8. **STUDENT PHARMACY AT KMC:** The house was informed that due to non-availability of tablet medicine at KTH (MTI), Social Welfare Society under supervision of Chairman Pharmacology Department will start provision of this facility.
Action by: Chairman SWS in consultation with Chairman Department of Pharmacology.
9. **DECLARATION OF A BLOCK AS STUDENT CENTER:** The chair was pleased to inform the house that to motivate students for co-curricular activities, block just adjacent to Forensic Medicine Department is hereby declared as student center. Soon a proper inauguration will be done.
Action by: Establishment Section for Notification & Incharge Store Section for further actions to make it functional.
10. **KMC WEEK:** The house was informed by Director Sports that tentative dates for KMC Week is 18-22 February 2019, all the societies are in process of adjusting all events in these days.
Action by: Secretary Literary/Sports/SWS/Hiking, Chairman Literary/ Sports / SWS / Hiking, Director Sports under supervision of Associate Dean Undergraduate.
11. **KMC INTER HOSTEL SPORTS COMPETITION:** Director Sports informed the house that due to ongoing sports week, it was difficult to prepare the proposal however the tentative date was proposed to be 3rd Week of April 2019.
Action by: Director Sports & Sports Secretary to prepare proposal in consultation with Hostel Administration within the said time and present in next meeting.
12. **APPROVAL OF DRAFT FOR CR/GR & HOSTEL REPRESENTATIVE SELECTION:** The house was pleased to accord approval of draft submitted by students for CR/GR & Hostel representative selection and the following committee was formulated for scrutiny.
- | | |
|---|----------|
| • Prof Dr Farooq Ahmad (DME) | Chairman |
| • Prof Dr Muhammad Naeem (Community Medicine) | Member |
| • Dr. Naila Hamid, Associate Professor (Physiology) | Member |
- Action by:** Chairman Committee to complete the process of First Profession in one week and evaluation of other batches by next meeting.
- WARD TEACHING BY LOW RANKED OFFICIAL:** A student pointed again that irrespective of the notification by honorable Dean KMC, many wards are still utilizing the services of low ranked official for teaching of undergraduate. The chair took strict notice of the issue and directed students to report the said department on the same day for further necessary actions.
Action by: Chairman College Curriculum Committee to ensure negating all such practice.
13. **PROCEDURE PERFORMANCE BY FINAL PROFESSIONAL MBBS STUDENTS:** A student pointed that they are unable to perform procedures in various clinical departments, the chair directed them to get themselves fully involved in all procedure as per log book other than that DME will also ensure that the students are given maximum chance for procedure performance by communicating and applying the log book in true spirit.
Action by: Director Medical Education.
14. **SKILL LAB:** A student 2nd Professional MBBS pointed that they don't have Skill Lab access in 2nd Year, the chair directed Director, Medical Education to adjust the same in existing calendar and also informed students that soon we would have a world simulation lab.
Action by: Director Medical Education.
15. **EQUIPMENT/INSTRUMENT DEFICIENCY & INEFFECTIVENESS:** Student pointed the following deficiencies and ineffectiveness of equipment and instruments in various departments of the college:
- **Physiology:** Audiometry, Blood Pressure sets and various charts.
 - **Biochemistry:** Practical instruments
 - **Anatomy:** Different Models/Bones etc

Action by: respective Departmental Chairman to generate the demand, Incharge Store Section to issue a letter to all Department of Basic Sciences to submit their demands in terms of instruments and equipment. For Biochemistry Department the chair (Dean KMC) will visit in person to resolve all issues.

16. ABSENTEE OF STUDENTS IN NUEROSCIENCES MODULE: A request was made for some leniency with students who failed to appear in nuerosciences module assessment because of its overburdened course and learning objectives, DME informed the house that this is something applied by the university and they have nothing to do with it. The chair categorically informed the house that all such students who were absent will be dealt strictly, absentee at any cost is not accepted, letter are already being issued to their parents and they have already lost 33% of their internal assessment marks. If the same students remained absent in the next module then irrespective of the case may be he won't be allowed to sit in the Final Examination.

Action by: DME to ensure presence of all such students in next assessment & SAS to issue a strict notice in this regard

17. EXAMINATION FAVORITISM & BIAS BEHAVIOR: A student again pointed the bias and favoritism being done in the examination particularly OSPE/OSCE/Oral examination. The house again assured that the administration won't let any of student to get suffered. Other than that the institution will try its best to start a centralized OSPE/OSCE/Oral examination with defined key system under KMU throughout the province.

Action by: Controller of Examination KMC to take further necessary actions and take up the issue with KMU officials and inform the house in next meeting.

18. LIBRARY SERVICES FOR STUDENTS: A student requested Library services in the morning, the chair informed the house that till 11:00AM students can use staff library while after 11:00AM till 06:00PM central library will remain open for students.

Action by: Librarian to make sure the timings are adopted.

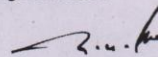
19. GUEST ROOM AT RAZI HALL & QASIM HALL: The house was informed that after the completion of boundary proper and renovated guest rooms for both Hostels will be made functional in the best interest of residents.

Action by: Sub Engineer (Civil) & Chief Provost KMC

20. SELECTION OF STUDENT COUNCIL MEMBERS: It was decided in the meeting that as now all Professional results are being announced, so as per decided criteria new student council should be formulated with inclusion of top 3 students from every class. CR/GR of every class, secretaries of all student societies and Hostel representatives from all hostels as per criteria set.

Action by: Director Medical Education for notification and pursuing the matter.

The meeting ended with thanks from the chair



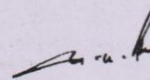
DEAN
Khyber Medical College
Peshawar

Dated: 09/01/2019

No. 333-44/SC/KMC

Copy to:

1. The Chairman, College Curriculum committee, KMC
2. The Director Medical Education KMC.
3. The Chairman, Literary Society, SWS, Hiking KMC.
4. The Chief Librarian, KMC
5. The Director Sports KMC.
6. The Chief Provost KMC Hostel.
7. The Accounts Officer KMC
8. Sub-Engineer (Civil), KMC
9. Incharges SAS Section
10. Incharges Security Section
11. All above concerned.
12. Incharge I.T to upload on college website.



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