

**SRI SIDDHARTHA MEDICAL COLLEGE**

[Constituent College of SSAHE] Agalakote, B.H. Road, Tumkur - 572107.  
(Recognized by the National Medical Commission, New Delhi)

☎ 0816-2278867 Fax: 0816-2275210, Pri: 2255045

e-mail: info@ssmctumkur.org website: ssmctumkur.org

Date: - 17-01-2026

**COLLEGE DEVELOPMENT COUNCIL, SSMC**

The minutes of meeting held on 09.01.2026 at 02:30 p.m. in the college council hall

Principal welcomed all the HOD's and section heads for the 1<sup>st</sup> Council meeting of the year. He briefed the events took place in the Last 1<sup>st</sup> year. He also wished everyone the Happy New Year to all the members.

Principal congratulated all the council members for the most event full year. Last year we were success full in increasing the UG seats from 200 to 250 and also increasing, the PG seats in the applied departments by 4 seats in each departments. He also mentioned regarding the success full NABH Inspection on 14<sup>th</sup>, 15<sup>th</sup> & 16<sup>th</sup> November 2025. and we are in the processing of submission of NCs after rectification. He also mentioned regarding the renovation work in the Hospital OTs and wards.

Principal prayed tributes to the Late **Mrs. Gangambika** the wife of our Late Founder Chancellor **Dr. G Shivaprasad** and mother of our trustee **Dr. Anand**. The senior members shared the acquaintance of Late Mrs. Gangambika about her contribution to the Development of the Institution. Principal requested all the faculty and staff (teaching, Non-teaching & Nursing) to join for Punyaradhane which will be held on 11<sup>th</sup> of January at their Residence.

The following council members attended the meeting

**Present:**

- Dr. M B Sanikop, Principal.
- Dr. G. N. Prabhakara (Vice Principal) (Prof & HOD General Surgery)
- Dr. Kiran Kumar, C A O.
- Dr. N. S. Venkatesh. (Medical Superintendent Hospital)
- Dr. Rajeshwari Devi H R (Medical Superintendent Administration)
- Dr. Manjunath G. N, M E U Coordinator
- Dr. Parvathidevi G K (P.G Coordinator)
- Dr. Bindhu Rani M K (Pre & Para Coordinator)
- Dr. Kavyashree A N. (Anatomy)
- Dr Nandini T (Pharmacology)

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- Dr.Chandru k (Forensic Medicine)
- Dr.Savitha Rani (Community Medicine)
- Dr.Veeranna (Orthopaedics)
- Dr.Keshavmurthy (Biochemistry)
- Dr.Prashanth.H V (Microbiology)
- Dr.Jyothiswaroop (ENT)
- Dr.Sharath Kumar D Shah (General Medicine)
- Dr.Arifuddin (Physiology)
- Dr.Sathyanarayan M.T (Psychiatry)
- Dr.Srinivas Kulakarni (EMD)
- Dr.Jayashree S Shah (Ophthalmology)
- Dr.Indira (OBG)
- Dr.T.S.Anand Kumar (Paediatrics)
- Dr.S.B.Gangadhar (Anesthesiology)
- Dr.Subramanya.k (Paediatrics Surgery)
- DR.Shivanad (Dermatology)
- Dr.Geetha J P (Pathology)
- Dr.Veena Krishnamurthy (AHS)
- Dr.Sathish Babu (IQAC)
- Dr.Savitha Rani (IQAC)
- Dr.Varsha R Mokhasi (Research Coordinator)
- Dr.Suresh Babu (Research Coordinator - SSAHE)
- Mrs. Nagarathna (Nursing Superintendent)
- Mrs. Ramya (HRD)

The following council members did not attend

### Absent:

- Dr.Harshith.C, Assistant Medical Superintendent
- Dr.Anand S H (Radiology)
- Dr.Bhavya (Respiratory Medicine)
- Mr.Shashi Kumar (Physical Director)

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➤ Mr. Srishalesh (MRD)

### The following agenda were discussed

#### Agenda 1 - Action Taken Report of the last meeting was discussed

SL No	Agenda	Action Taken
1	SSAHE Convocation	Conducted in a grand manner.
2	NABH Inspection.	Conducted and we are in the process of submission of Rectification of the NCs.
3	Kannada Rajyothsava	Conducted in a grand manner.
4	SSM CON Student Conference -2025.	Conducted and many students from state attended in the deliberations.
5	BLS & ACLS Program from E.M.	Conducted by the emergency department.
6	CME & Work shop from E.M dept. on 13 <sup>th</sup> Dec 2025	Conducted.

#### Agenda 2 - TLE (UG, PG & AHS) Schedules & Compliances.

All the HOD's have submitted the schedules & compliances. They also have submitted the minutes of meeting of the department. The OBG, Ortho, Radio diagnosis, Anaesthesia & Respiratory medicine have not submitted the minutes. Principal instructed to conduct the 4 teaching programmes for the PGs without fail. He advised PG coordinator to take the rounds while PG teaching Programmes are going on. He also advised the HOD's to instruct all the PG guides shall be there for all teaching Programmes.

#### Agenda 3 - Student Attendance monitoring (Theory, Practical's & Clinical Postings.)

Principal Informed regarding the installation of student's biometrics at the entrance of the respective Lecture halls. The attendance shall be monitored by the respective HODs through their clerks and staff. The HODs shall monitor the attendance of the students and staff who take the class.

The clinical postings attendance we are getting & they are tabulated in the office of the Principal at the end of the posting.

Theory class attendance we are not getting and the attendance has to reach office of the Principal.

#### Agenda 4 - Strict Attendance monitoring of Faculty, PG's & Interns.

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All the faculty, PGs and Interns shall compulsorily to be present in their work place from 9am to 4pm. It is the responsibility of individual HODs to monitor them. Now on wards the HODs shall bring to the notice of the Principal and such of those faculty, PGs & Interns who are not found shall be marked absent for the day. They shall attend compulsorily & to be present in the OPDs, teaching assignments (UG & PGs teaching Programmes), IPD rounds and any other assignments assigned by the HOD's.

### **Agenda 5 - Maintenance, Strict follow up of case sheets & Registrars by Units and Nursing I / C in the wards, OTs & Diagnostic Labs.**

It is the responsibility of all the Unit heads to ensure all the case papers are up to date every day and failure to maintain results in marking them absent for the days follow up is not written. It is the responsibility of the Intern to write the case paper under the supervision of PGs and ultimately monitored by the Unit staff. The case paper shall be documented in all respects and to be daily signed by all the concerned during the early morning rounds. The OT list shall be prepared by the concerned Units and shall be submitted to the OTs after the signature of the Medical Superintendent every day. It is the responsibility of the concerned to write the PAC, post-operative notes and follow up of the case sheets till patient reaches the wards from OT. The discharge summary shall be prepared by the concerned well in advance when the patient is getting discharged.

### **Agenda 6 - Strict Attendance monitoring of Faculty, Staff, PGs & Interns at their work place after 4pm.**

All the consultants on duty, PGs and Interns shall be available after 4pm in the Hospital premises till 9am on the succeeding day. Failure to this results in marking absent for that day. Any lapses and failure to attend the emergency calls during that periods attracts disciplinary action.

### **Agenda 7 - CLs, ELs and other leaves.**

All the earned leaves, special Casual leaves (For conferences, CMEs and FDPs) and any other leaves except CL shall be submitted to the office of the Principal at least 5 days in advance with supporting documents. The CLs are sanctioned only when they submit on time though HOD's. They should have intimated to their HODs and arrange for their teaching assignments/duties for the days they apply for CL/EL/SPCL/any other leaves.

Any deviation from the above leads to non- sanctioning of such leaves from the HR office.

### **Agenda 8 Cultural Festival by Student Council.**

Cultural coordinator mentioned regarding the conduct of cultural festival which will be held from 12<sup>th</sup> to 16<sup>th</sup> Feb, 2026. Principal advised all the departments to motivate their students to participate in big no's and he advised the cultural secretaries to maintain the Accounts Properly and to submit after the completion of cultural Programmes.

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He advised all the staff members to be Present for the Republic day celebrations. He advised Dr.Shivanand to instruct the students Council to actively participate and to ensure the students attend the programme and to schedule the patriotic Songs during the celebrations.

**Agenda10 - P T M outcome.**

Principal was happy to mention regarding the attendance of the large no.of parents(1st year 2025-2026 batch)for the PTM meeting and their active participation. Their perception and feedback regarding the Institution & departments should be positive. It is the responsibility of all the HOD's to see to that they are happy and their participation shall be satisfactory.

**Agenda11 - Research Updates.**

Our Hon'ble Chancellor was not happy with the outcome of the research activities by the staff & students. He has instructed the Principal to look into this matter and he has advised the Registrar to increase the research publication incentives and to sanction the funds for the research activities.

Principal also conveyed the council regarding the sanction of NAIN 2.0 Center from Karnataka innovation & Technology Society (KITS). We need to establish the center with certain specification which are communicated to us. Under this project we can encourage the student's research project and KITS well sanction up to 5 Lakhs for each project. He requested all the HOD's to motivate the students (Both UGs & PGs) in those projects. Principal congratulated Dr. Suresh Babu S.V for his initiative in getting the sanctions from the KITS.

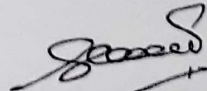
**Agenda12 - Discipline & Cleanliness in the campus.**

Principal advised to all the HOD's regarding the cleanliness in their Departments & the heads to ensure both cleanliness & discipline amongst their sections & staff, members.

The meeting concluded thanking all the members attended the meeting.

**Copy to: -**

1. Vice chancellor.
2. Registrar.
3. Advisor to chancellor.
4. Vice Principal.
5. Medical superintendent Hospital.
6. Medical Superintendent Administration.

  
**PRINCIPAL**  
Sri Siddhartha Medical College & Hospital  
Agalakote, B.H. Road, Tumkur.

7. All the HOD's

8. P.S. of chancellor