



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE

(Approved by AICTE, New Delhi & Affiliated to Pondicherry University)
(Accredited by NBA-AICTE, New Delhi, ISO 9001:2000 Certified Institution &
Accredited by NAAC with "A" Grade)
(An Autonomous Institution)
Madagadipet, Puducherry - 605 107



SCHOOL OF ALLIED HEALTH SCIENCES

Board of Studies – 3rd Meeting

23.08.2021

B.Sc., Operation Theatre and Anesthesia Technology & DOTAT

AGENDA OF THE MEETING

Item No. :1	DESCRIPTION
	Welcome Address, Introduction about the Institution, Department and BoS Members
Item No. : 2	
	Confirmation of minutes of the second meeting of the board of studies The Head of the department appraised the board regarding the minutes of BoS 2 nd meeting and the minor revisions incorporated in the course content.
Item No. :3	
	To discuss and ratify the improvisations in the Curriculum and syllabi of the B.Sc., Operation Theatre and Anesthesia Technology & DOTAT under the Regulation of R-2020 for the students admitted in the Academic year 2021-22
Item No. :4	
	To discuss and ratify the improvisations in the Curriculum and syllabi for the Second Year Courses under the Regulation of R-2020 for the students admitted in the Academic year 2020-21
Item No. :5	
	Any other item with the permission of chair

Dr.R. Gopal
Dean-AHS



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MINUTES OF THE MEETING


B.Sc., OPERATION THEATRE AND ANAESTHESIA TECHNOLOGY &

DOTAT

Item No. 3:1	DESCRIPTION
	Dr.R.Gopal Dean of AHS formally initiated the meeting by a warm welcome to the honorable members and thanked them for accepting the invitation for 3 rd meeting of BoS. The Chairman proceeded with the presentation to deliberate on agenda items
Item No. 3: 2	Confirmation of minutes of 2 nd BoS Meeting. The Head of the department appraised the board regarding the minutes of BoS 2 nd Meeting Review and confirm minutes of 2nd BOS meeting held on 20.03.2021 Minutes are Reviewed and Confirmed
Item No.3 :3	To discuss and ratify the Modifications in the curriculum and syllabi of the B.Sc., Operation Theatre and Anaesthesia Technology & DOTAT under the regulation of R- 2020 for the students admitted in the academic Year 2021-2022. The BoS members elaborately discussed the curriculum and syllabi and suggested to include the Medical Information system in Computer Science course of 1st year in Allied Health Sciences.

	The above corrections are made in the syllabus (Given in Annexure- I) and approved by the BoS members.
Item No.3:4	
	To discuss and approve the teaching schedule (Time Table) for the 2 nd year and 3 rd year courses. The BoS Members Elaborately discussed the Teaching Schedule (Given in Annexure- II) and approved by the BoS members.
Item No.3:5	
	Any other item with the permission of chair NIL

The meeting was concluded at 12.30PM with vote of thanks by Dr. R. Gopal, Dean- AHS


Dr.R .Gopal
Dean-AHS



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SCHOOL OF ALLIED HEALTH SCIENCES

Panel for the Board of Studies – B. Sc. OPERATION THEATRE & ANAESTHESIA TECHNOLOGY & DOTAT

Sl. No.	Name of the Member	Designation	Signature
1	Dr. Suneeth P. Lazarus Professor & HOD Department of Anesthesiology Sri Manakula Vinayagar Medical college & Hospital Mail id: lazarus.suneeth@gmail.com PH:9894332543	Chairman	
2	Dr. M. Sudhakar Professor Department of Medicine Pondicherry Institute of Medical Sciences, Puducherry Mail id: drsudhagar7893@gmail.com PH:9944667893	(University Nominee) Subject expert	
3	Dr. Ezhilrajan.V Professor Department of Anaesthesiology AarupadaiVeedu Medical college & Hospital, Puducherry Mail id: ezhilrrajan96@gmail.com PH:9843030074	(Academic Council Nominee) Subject Expert	
4	Dr.M.Senthilnathan Assistant Professor Department of Anaesthesiology JIPMER, Puducherry Mail id: mmc.senthil@gmail.com PH:7598566983	(Academic Council Nominee) Subject Expert	
5	Dr.D.Durai murugan Consultant General and Laparoscopic surgeon Department Of Gastroenterology Villupuram Mail id: duraigastrocare@gmail.com PH:9443723677	Industrial Expert	

6	Dr. Shreevastchavan Assistant Professor Department of Anaesthesiology Sri Manakula Vinayagar Medical college & Hospital Mail id:shreeviano70@yahoo.com PH:9677330718	Internal Member	<i>Shreevastchavan</i>
7	Dr. Dinesh Babu Assistant Professor Department of Anaesthesiology (Sri Manakula Vinayagar Medical college & Hospital) Mail id:babud569@gmail.com PH:9894109684	Internal Member	<i>D. Dhu</i>
8	Dr. SanmugaPriya Assistant Professor Department of Anaesthesiology Sri Manakula Vinayagar Medical college & Hospital Mail id:priyakannan@gmail.com PH:9944337900	Internal Member	<i>K. S. G. P. J.</i>



Dr. Suneeth P. Lazarus
Chairman

Dr.R. Gopal
Dean-AHS

Dr. S. Anbumalar
Dean – Academics

Dr. V.S.K. Venkatachalapathy
Director cum Principal



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SCHOOL OF ALLIED HEALTH SCIENCES

Board of Studies – 3rd Meeting

Annexure –I

CURRICULAM AND SYLLABI

R-2020

Programme

B.Sc., Operation Theatre and Anesthesia Technology

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Diploma in Operation Theatre and Anesthesia Technology

U20CTAT17

COMPUTER SCIENCE

L	P	Hrs
25	25	50

TYPING TEXT IN MS WORD

- Inserting tables in a document.
- Formatting the text—using different font sizes, bold, italics
- Bullets and numbering
- Pictures, file insertion
- Aligning the text and justifies
- Choosing paper size
- Adjusting margins
- Header and footer, Inserting page No"s in a document Printing a file with options
- Using spell check and grammar

CREATING TABLE IN MS EXCEL

- Cell editing—Using formulas and functions Manipulating data with excel
- Using sort function to sort numbers and alphabets
- Drawing graphs and charts using data in Excel—Auto formatting—Inserting data from other work sheets.

PREPARING NEW SLIDES USING MS POWERPOINT

- Inserting slides – Slide transition and animation – Using templates
- Different text and font sizes – Slides with sounds – Inserting clipart, pictures, tables and graphs– Presentation using wizards

INTRODUCTION TO INTERNET

Using search engine –Google search—Exploring the next using Internet Explorer and Navigator – Uploading and Download of files and images – Email ID creation

- Sending messages – Attaching files in E-mail ID
- Typing a text and aligning the text with different formats using MS-Word
- Inserting a table with proper alignment and using MS-Word
- Create email merge document using MS-word to prepare greetings for 10 friends
- Preparing a Slides how with transition, animation and sound effect using MS-PowerPoint
- Customizing the slides how and inserting pictures and tables in the slides using MS- Power Point
- Creating a work sheet using MS-Excel with data and use of functions
- Using MS-Excel prepare a worksheet with text, date time and data
- Preparing a chart and pie diagrams using MS-Excel
- Using Internet for searching, uploading files, downloading files and creating E-mail ID



Curriculum and Syllabi R-2020

REFERENCE BOOKS:

1. Fundamentals of computers- V. Rajaraman-2004
2. Absolute beginners guide to computer basics-Michael Miller. Que Publisher, September 1, 2009.
3. Networking concepts and technology – by Deepak Kalkadia, Francesco DiMambro, Prentice hall publisher, May 25, 2007
4. Operation system concepts (8th edition) by Abraham Silberschatz, Peter Baer Galvin, Greg Gangne, Wiley Publisher, Feb 13, 2009.
5. Microsoft office 2013 for Dummies – by Wallace Wang, July 31, 2013.





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SCHOOL OF ALLIED HEALTH SCIENCES

Board of Studies – 3rd Meeting

Annexure –II

TIME TABLE

Programme

B.Sc., Operation Theatre and Anesthesia Technology

&

Diploma in Operation Theatre and Anesthesia Technology



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Time Table – 2021-2022

DEPARTMENT : II Year - B.Sc. Operation Theatre & Anaesthesia Technology
/Diploma in Operation Theatre & Anaesthesia Technology

BATCH : ^{Degree} 2020-2024 / ^{Diploma} 2020-2022

HOUR	1	2	3	4
Time/Day	8:30AM-1:00PM	1:00PM-2:00PM	2:00PM-3:00PM	3:00PM-4:30PM
Monday	Clinical posting	LUNCH	Introduction to Anaesthesia & Operation Theatre Technology (Lecture)	Seminar IT&ST
Tuesday	Clinical posting		Pharmacology (Lecture)	Community Medicine /EVS (Lecture)
Wednesday	Clinical posting		Introduction to Anaesthesia & Operation Theatre Technology (Lecture)	Introduction to Anaesthesia & Operation Theatre Technology (Practical)
Thursday	Clinical posting		Sterilization procedures (Lecture)	Sterilization procedures (Practical)
Friday	Clinical posting		Introduction to Anaesthesia & Operation Theatre Technology (Lecture)	Introduction to Anaesthesia & Operation Theatre Technology (Practical)
Saturday	Clinical posting		Sterilization procedures (Lecture)	Sterilization procedures (Practical)

Dr. SUNEETA E. LAZARUS, M.D.
HOD

Department of Operation Theatre & Anaesthesia Technology
Sri Manakula Vinayagar Engineering College Hospital
Kaitheertharakuppam, Madagadipet, Puducherry - 605 107.

Dean SAHS

Dr. R. Gopal

Dean

School of Allied Health Sciences
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