



## GCS Medical College, Hospital and Research Centre

Opp. DRM Office, Nr. Chamunda Bridge,

Naroda Road, Ahmedabad-380025.

Ph:(079) 66048000 Fax: (079) 22201915

No. GCSMCH/ 3708 /2021

Date: 29/11/2021

### Office Order: -

In pursuant to meeting of IQAC held on 18/11/2021 under the chairmanship of Dean following Capability Enhancement Committee is hereby constituted for further necessary action.

Sr. No.	Position	Name
1	Member (Pre- clinical)	Dr. Urja Dholakia (Tutor in Physiology)
2	Member (Pre- clinical)	Dr. Kiran Arora (Asst.Prof. Anatomy)
3	Member (Para- clinical)	Dr. Sumit Patel (Asso. Prof. Pharmacology)
4	Member (Para- clinical)	Dr. Madhur Modi (Asst. Prof. Pathology)
5	Member (Clinical)	Mr. Ami Patel (Asso. Prof.Paediatrics)
6	Member (Clinical)	Dr. Jigna Padhiyar (Asst. Prof. Skin & VD)

The objective, frequency of meetings and roles & responsibilities of the above committee is explained in detail as per attached annexure herewith.

Dean

GCS Medical College  
Ahmedabad

To,

- 1 Dr. Urja Dholakia
- 2 Dr. Kiran Arora
- 3 Dr. Sumit Patel
- 4 Dr. Madhur Modi
- 5  Dr. Ami Patel
- 6 Dr. Jigna Padhiyar



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### Capability Enhancement Committee

#### Objectives:

1. Identify the course with 15 or more contact hours in each of the areas mentioned as under:
  - Soft skill development
  - Language and communication skill development
  - Yoga and wellness
  - Analytical skill development
  - Human value development
  - Personality and professional development
  - Employability skill
2. Identify the resources
3. Identify the eligible students
4. Prepare the brochure for the respective course
5. Implementation of the course

**Frequency of meeting:** Committee will meet every 6 months. Committee will also hold meeting with relevant NAAC Criteria in-charge in presence of NAAC Co-ordinator as and when required. The minutes of meeting are required to be submitted to IQAC Periodically.

#### Roles and responsibilities:

1. To identify relevant courses/ workshops with 15 or more contact hours in the areas mentioned below:
  - a. Soft skill development
  - b. Language and communication skill development
  - c. Yoga and wellness
  - d. Analytical skill development
  - e. Human value development
  - f. Personality and professional development
  - g. Employability skill development
2. To identify the resource persons/ agencies for organizing the workshops or implementing the courses as mentioned above
3. To determine the possible resources in terms of place, expenditure, materials needed for designing and organizing the above mentioned courses/ workshops
4. Identify the eligible students (undergraduate/ postgraduate) for the course/ workshop
5. Finalize the course/ workshop content, the organizing persons/agencies, timing of the course/ workshop in the curriculum/ date and time
6. Prepare brochure outlining the objectives, duration of course, number of times offered in a year, number of participants, course contents of the same & forward to curriculum committee & IQAC for approval.
7. Implementation of the event
8. Collect data regarding details of student participation and course completion certificates.