

SCHOOL OF NURSING SCIENCES AND ALLIED HEALTH  
JAMIA HAMDARD  
"DEEMED TO BE UNIVERSITY"  
NEW DELHI - 110062  
Department of Rehabilitation Sciences

JH/SNSAH/DRSc/10/21

08<sup>th</sup> October, 2021

MINUTES OF THE MEETING OF BOARD OF STUDIES

The Meeting of the Board of Studies was held on 07<sup>th</sup> October, 2021 on Google meet link zjf-noxv-uye which commenced at 3 15 p.m. and was attended by the following members:

- Dr. Rajeev Aggarwal (Member Expert) Senior Physiotherapist, AIIMS, New Delhi.
- Dr. Ruchi Nagar Buckshee (Head and Associate Professor Occupational Therapy)
- Dr. Nishat Quddus (Associate Professor Physiotherapy)
- Dr. Shubha Arora, (Assistant Professor Occupational Therapy)
- Dr. Deepak Malhotra ( Assistant Professor Physiotherapy)

Agenda:

- Revision of Bye Laws and paper format
- Revision of Ph.D Course work
- Change of Nomenclature

Dr. Smita Jayvant (Member Expert), Director, Pt. Deendayal Upadhyaya National Institute for Persons with Physical Disabilities, New Delhi, expressed her inability to be the part of this meeting because of her previous commitments

The Meeting started with discussion on following points:

1) Review of byelaws and paper format for U.G. & P.G Programs

(a) **Pass Percentage in each subject:** The house agreed on the passing marks to be kept 50 % in each subject.

(b) **Ratio between End- Examination and Internal Assessment:** The house agreed on the ratio to be maintain between the End- Exam and Internal Assessment marks as 75:25 There will be three (3) Internal Assessments (Unit Tests) and the best two (2) performances out of the three Unit Tests of Internal Assessments will be counted.

(c) **Supplementary examination:** All the members agreed that there will be supplementary examination after each annual examination. A student can have a choice to appear in the backlog papers in the supplementary examination or in the subsequent regular annual examination with a prescribed fee per paper.

The supplementary examination will be held within one month of declaration of results.

(d) **Promotional criteria from annual examination:** The proposed promotional criteria was that a student will be required to clear minimum 40% of his/her papers in annual examination to be eligible for promotion to next year. A student may appear in supplementary examination after each annual examination and can have a choice to appear in a backlog papers in supplementary examination or in subsequent regular annual examination.

A student detained due to shortage of attendance will repeat his/her papers in subsequent year.

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08/10/21

Nishat Quddus  
08/10/21

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08/10/21

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08/10/21

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08-10-21

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*[Signature]*  
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Nishat Quddus  
08/10/21

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08/10/21

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08-10-21

All the members agreed that promotional criteria need to be deliberated upon further and may be discussed in the subsequent BOS meeting after consultation with other universities.

(e) Revised format of question papers: the following format of question paper was presented and approved by all members.

### Paper Format

- Max marks: 75
- Duration: 3 hours

#### SECTION -I

**Short Notes -5 marks each × 3 (15 marks)**

**Attempt three questions out of four**

#### SECTION -II

Long answer - 10 marks each × 3 (30 marks)  
Attempt three questions out of four

#### SECTION - III

Essay type answers - 15marks each ×2 (30 marks)  
Attempt two questions out of three

2. Revision of Ph.D Course Work: All house representatives agreed and approved the following course work of research methodology Section- A which is as follows:

**JAMIA HAMDARD, NEWDELHI**

**PH.D.COURSEWORK  
RESEARCH METHODOLOGY  
(COMPULSORY PAPER)**

#### SYLLABUS

Contact hours- 60

Credits- 04

Marks-100

#### SECTION-A (CREDITS-2)

( 30 Hours)

#### UNIT I: INTRODUCTION TO CONCEPTS OF RESEARCH (08 hrs)

- Meaning of research, attributes and types of research.
- Steps of research: Identifying a research problem and framing of research hypothesis, research planning, execution, data acquisition, analysis, interpretation.
- Research funding: Procurement of research grants and fellowships.

#### UNIT II: RESEARCH DESIGN, DATA COLLECTION, ANALYSIS AND INTERPRETATION (08 hrs)

- Types, sources, acquisition and interpretation of data
- Concept of Variables, Quantitative and qualitative analysis of data
- Graphical representation and mapping of data
- Common statistical tools used in scientific research (sample size determination, power

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08/10/21

Nishat Qudus  
08/10/21

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08/10/21

analysis, normal distribution, and commonly used statistical tests)

**UNIT III: RESEARCH COMMUNICATION AND APPLICATION OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) IN RESEARCH (10 hrs)**

- ICT: meaning, advantages, disadvantages and uses
- Review of literature using library and common research databases
- Art of research writing: Steps, flow chart method, organization of material and style, drawing figures, graphs, tables, footnotes, references etc. in a research work, different types of research papers, submission of papers in different textual templates
- Thesis writing: its characteristics and format
- Scientific presentations (oral and poster)
- Referencing tools

**UNIT IV: COPYRIGHT AND ETHICS OF RESEARCH (04 hours)**

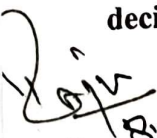
- Introduction to intellectual property rights, patent laws, process of patenting a research finding, copyright cyber laws.
- Ethical issues involving use of animal and human subjects, professional ethical publication.

3. **Change of Nomenclature:** it was proposed that the name of the department may be changed from "Department of Rehabilitation Science" to the "Department of Physiotherapy & Occupational Therapy".


The member expert expressed that the existing name was not appropriate and suggested that the name could be changed to either "Faculty of Healthcare Sciences or Faculty of Healthcare Professionals" in accordance with the National Interim Council, and there could be 2 separate departments as Department of Physiotherapy and Department of Occupational therapy.

The physiotherapy members of BOS also presented their suggestions along the same lines quoting examples of other eminent universities/ National Institutes of the country like NIOH, SVNIRTAR, AIIPMR, PDDUNIPPD, and Santosh Medical College. The Delhi Council for Physiotherapy and Occupational Therapy (DCPTOT) has already mentioned in the list of deficiencies that there is no separate Department of Physiotherapy in the School of Nursing Sciences & Allied Health.

While Occupational therapy members agreed with renaming of "Department of physiotherapy and Occupational therapy". The house was of two opinions either it can be put forth for next BOS to take the input of Dr Smita Jayvant, Director, PDDUNIPPD, since it is a major decision or the matter may be decided by the standing committee.

  
18/10/21  
Dr. Rajeev Aggarwal

  
18/10/21  
Dr. Shubha Arora

  
08/10/21  
Ms Ruchi Nagar Buckshee

  
08/10/21  
Ms Nishat Qudus

  
08/10/21  
Dr. Deepak Malhotra

## **AGENDA'S OF BOARD OF STUDIES**

1. Revision of Bye Laws and paper format
2. Revision of Ph.D Course work
3. Change of Nomenclature

Minutes of BoS Meeting held on 22<sup>nd</sup> December 2020

Minu  
BOS

Meeting of BoS Members was held on 22<sup>nd</sup> December 2020 at 3pm. The Following Members attended the meeting:

- |                             |                 |
|-----------------------------|-----------------|
| 1. Prof. Ona P. Desai       | Chairperson     |
| 2. Ms. Ruchi Nagar Buckshee | Member          |
| 3. Ms. Nishat Quddus        | Member          |
| 4. Ms. Shubha Arora         | Member          |
| 5. Mr. Deepak Malhatora     | Member          |
| 6. Ms. Smita Jayavant       | Co-opted Member |
| 7. Dr. Rajeev Aggarwal      | Co-opted Member |

The suggestions were as follows:

**Agenda1: Revision of syllabus for Bachelor of Occupational therapy of BOS:**

Content analysis was done with all subject teachers. There are suggestions regarding additions and deletions of topics from undergraduates and post-graduate syllabus which are as follows:

Additions:

S.NO	Subject and code	Topics	Remarks
1	BOT-366 OT IN MEDICAL CONDITIONS	Pulmonary conditions:covid19	To be added as "covid -19 & its residual effects"
2	BOT-368 OT IN SURGICAL CONDITIONS	Abdominal surgeries and role of OT	To be added
3	BOT-368 OT IN SURGICAL CONDITIONS	Obstetrics/Gynaecology conditions and role of OT	To be added
4	BOT-368 OT IN SURGICAL CONDITIONS	Nerve injuries and role of OT	To be added

Deletions:

S.NO	Subject and code	Topics	Remarks
1	BOT 361 ORTHOPAEDICS AND ORTHOSURGERY	General Orthopedics: limb deficiency (radial club hand and femoral, tibial and fibular deficiencies meningo-myelocoele, Arthro-gryposis multiplex congenita and Osteogenesis imperfecta	To be retained
2	BOT 361 ORTHOPAEDICS AND ORTHOSURGERY	General Orthopedics: Poncet's Tuberculosis Rheumatism, Tubercular Osteomyelitis, etc.	To be retained
3	BOT 361 ORTHOPAEDICS AND ORTHOSURGERY	Regional Orthopedics including common sports injuries: Osgood Schlatter's Disease,	To be retained
4	BOT 364 PSYCHIATRY	Brain and Behaviour (microanatomy, neuropsychiatry, brain imaging, neurophysiology & neurochemistry, behavioural genetics) (4 Hrs) Contributions of the psychological sciences to human behaviour (theories, accidents, injuries, ethology, experimental disorders and socio-biology, anthropology etc.)	May be deleted ( as covered in other subjects)

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**Agenda2: Revision of syllabus for Master of Occupational therapy: Pediatrics**

Additions/corrections

S NO.	Subject and code	Topics	Remarks
1	MOP163 PRACTICE ENVIRONMENT FOR PHYSICAL DYSFUNCTION	General:COVID19	To be added as "covid -19 & its residual effects"
2	In annual syllabus of MOT Ist (pediatrics) Theory hours has to be rectified by 288 instead of 320 in transcript	Transcript	To be corrected as 288 hours.

**Agenda3: Revision of syllabus for Master of occupational therapy: Musculoskeletal**

Additions/corrections

S NO.	Subject and code	Topics	Remarks
1	MOM163 PRACTICE ENVIRONMENT FOR PHYSICAL DYSFUNCTION	General:COVID19	To be added as "covid -19 & its residual effects"
2	In annual syllabus of MOT Ist (Musculoskeletal) Theory hours has to be rectified by 288 instead of 320 in transcript.	Transcript	To be corrected as 288 hours.

**Agenda 4: Introduction of New course MOT (Neurology).**

Remarks: Introduction of MOT Neurology was approved in Principal.

**Agenda 5: Reviewing syllabus for MOT Neurology.**

Remarks: Syllabus reviewing to be taken up in the subsequent BoS meeting. Permission for the new course to be procured from the DCRTOT.

**Agenda6: Panel of BOT examiners for odd semester (2020-21)**

Remarks: Panel was ratified by B.O.S members

OPD



**Agenda: Revision of syllabus for Bachelor of Physiotherapy:**

S.NO	SUBJECT/CODE/TOPIC	PROPOSED CHANGES		REMARKS
		Subduction (32 hrs/2 credits)	Addition (32 hrs/2 credits) 2 hrs	
1.	<p><u>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF EXERCISE THERAPY (THEORY)</u></p> <p>Section I Musculoskeletal and Mechanical Basis of Movement 22 Hrs (Subject code: BPT 166)</p>	<p>Hours to be reduced (22-12 = 10 hours total for section one) remaining 12 hours</p>	<p>YOGA 8HRS GONIOMETRY 8 HRS MASSAGE 8 HRS HYDROTHERAPY 8 HRS FROM BPT 2<sup>nd</sup> year</p>	Review With National Curriculum
2.	<p><u>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF EXERCISE THERAPY (THEORY)</u></p> <p>Section II Gravity and Equilibrium 8 Hrs (Subject code: BPT 166)</p>	<p>Hours to be reduced (8-4 = 4 hours total for section one) remaining 4 hours</p>		do
3.	<p><u>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF EXERCISE THERAPY (THEORY)</u></p> <p>Section III Simple Machines 10Hrs (Subject code: BPT 166)</p>	<p>Hours to be reduced (10-6 = 4 hours total for section one) remaining 6 hours</p>		do
4.	<p><u>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF EXERCISE THERAPY (THEORY)</u></p> <p>Section V Fundamental and Derived Positions 10 Hours</p>	<p>Hours to be reduced (10-5 = 5 hours total for section one) remaining 5 hours</p>		do
5.	<p><u>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF EXERCISE THERAPY (THEORY)</u></p> <p>Section VII Relaxation 8 Hrs (Subject code: BPT 166)</p>	<p>Hours to be reduced (8-3 = 5 hours total for section one) remaining 3 hours</p>		do

6	<p><b>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF EXERCISE THERAPY (THEORY)</b></p> <p>Section IX Passive stretching 12 Hrs (Subject code: BPT 166)</p>	<p>Hours to be reduced (12-2 = 10 hours total for section one) remaining 2 hours</p>		do
7	<ol style="list-style-type: none"> <li>1. Mechanical Principles applied in Physiotherapy like force, Torque, Centre of Gravity, etc.</li> <li>2. Demonstration of different types of levers in the human body.</li> <li>3. Demonstration of different types of pulleys and strings used in Physiotherapy.</li> <li>4. Demonstration of Archimedes' Principle of floatation and Bernoulli's Theorem in Hydrotherapy.</li> <li>5. Demonstration of normal and abnormal pelvic tilts and corrective exercises.</li> <li>6. Demonstration of Group action of muscles</li> <li>7. Demonstration of starting and derived positions</li> <li>8. Demonstration of techniques of giving active movements for various joints and muscle groups</li> <li>9. Demonstration of Passive Movement techniques for the whole body</li> <li>10. Demonstration of passive stretching and self-stretching techniques of various muscles in the body.</li> <li>11. Application of PRE principle, Strengthening exercises for different muscles and muscle groups</li> <li>12. Clinical Observation</li> </ol>	<p>112 hrs</p> <p>The overall hours will not be changed – these 4 topics will be added</p>	<p>Need to add practical orientation for</p> <p>Goniometry (10 hrs)</p> <p>Yoga (10 hrs)</p> <p>Massage (10 hrs)</p> <p>2 hrs more in clinical orientation (total 32 hrs/ 2 credits)</p>	<p>Review With National Curriculum</p>



S.NO	SUBJECT/CODE/TOPIC	PROPOSED CHANGE		REMARKS
		SUBDUCTION	ADDITION	
8	<u>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF ELECTRO THERAPY (THEORY)</u> - Subject code: 168 Section I Physical principles		1.Types of electric current, wave forms, current modulation – continuous, burst, beat, surge. 2.Electric circuit in parallel and series	Review With National Curriculum
9	<u>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF ELECTRO THERAPY (THEORY)</u> - Subject code: 168 Section II Electrical Supply and Electric shock		Burns: electrical & chemical burns, prevention and management	do
10	<u>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF ELECTRO THERAPY (THEORY)</u> - Subject code: 168 Section III Effects of Current Electricity		1.Ionization: Principles, effects of various technique of medical ionization. 2.Electro-magnetic Radiation: Physical Principles and their Relevance to Physiotherapy Practice 3.Electric Currents: Physical Principles and their Relevance to Physiotherapy Practice.	do

11	<b>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF ELECTROTHERAPY (THEORY)</b> - Subject code: 168 Section IV Electrophysiology of Nerve and Muscle		Muscle and nerve response to electrical stimulation – polarization, depolarization and propagation of impulse.	do
12	<b>BASIC PHYSICS AND PHYSICAL PRINCIPLES OF ELECTROTHERAPY (THEORY)</b> - Subject code: 168 Section VII Electrotherapeutic Modalities		Therapeutic application of electric current: Iontophoresis, TENS, FES.EMS, IFT, HVGS ETC	do

**BPT 2<sup>nd</sup> Year**

S.NO	SUBJECT/CODE/TOPI C	PROPOSED CHANGES		REMARKS
		Subduction	Addition	
1.	<b><u>EXERCISE AND MANUAL THERAPY (THEORY)</u></b> <b>Subject code: BPT 268</b> Introduction to Manual Therapy Techniques		1. Hours to be added (8 + 8 = 16) 8 hours total to be added. 2. MFR 3. Kaltenborn	Review With National Curriculum
1.1	Massage	Shift to 1 <sup>st</sup> year		do
1.2	Motor Learning	Hours to be reduced (8 - 2 = 6 hours total for section one) remaining 2 hours		do
1.3	Motor control	Hours to be reduced (8 - 2 = 6 hours total for section one) remaining 2 hours		do
1.4	Yoga	Shift to 1 <sup>st</sup> year		do

1.5	Muscle strength	Hours to be reduced (8 - 4 = 4 hours total for section one) remaining 4 hours Shift to 1 <sup>st</sup> year		do
1.6	Hydrotherapy			do
1.7	Goniometry	Shift to 1 <sup>st</sup> year		do
1.8	Bed Rest Complications	Hours to be reduced (8 - 2 = 6 hours total for section one) remaining 2 hours		do
1.9	Posture		Hours to be added (8 +4 = 12 hours 4 hrs total to be added.	do
1.10	Gait		Hours to be added (8 +4 = 12 hours 4 hrs total to be added.	do
1.11	Basic concepts in manual therapy	Hours to be reduced (8 - 6 = 2 hours total for section one) remaining 6 hours		do
1.12	Pilates		Topic to be added in exercise therapy unit	do
2	<b><u>EXERCISE THERAPY &amp; MANUAL THERAPY</u></b> (Lab Hours) SUBJECT CODE: BPT 269	Goniometry of various joints of body	1. Hours to be added (96 + 32 = 128 hours 32 hrs total to be added. 2. practical hands on MFR & Kaltenborn and Pilates	do
3	<b><u>ELECTROTHERAPY</u></b> (THEORY) Subject code: BPT 270	Hours to be reduced (144 - 32 = 112 hours total for section one) remaining 32 hours		do
4	<b><u>ELECTROTHERAPY</u></b> (LAB HOURS) Subject code: BPT 271		Hours to be added (96 +32 = 128 hours 32 hrs total to be added.	do

BPT 3<sup>rd</sup> Year – No proposed Changes

BPT 4<sup>th</sup> Year – Proposed Changes

**CHANGES IN SYLLABUS OF PROSTHETIC AND ORTHOTICS**

S.No.	Class	Subject	Proposed Changes	REMARKS
1.	BPT-4 <sup>th</sup> Year	PROSTHETICS & ORTHOTICS BPT-467	<ul style="list-style-type: none"> <li>• Elaboration of the "Prosthesis" section</li> <li>1. Upper Limb Prosthesis               <ul style="list-style-type: none"> <li>✓ Transhumeral Prosthesis</li> <li>✓ Transradial Prosthesis</li> <li>✓ Prosthesis for Elbow and Shoulder Disarticulation</li> <li>✓ Prosthesis for Hand Amputation and Wrist Disarticulation</li> <li>✓ Prosthesis for Congenital Limb Deficiency</li> </ul> </li> </ul>	Review With National Curriculum
2.	BPT-4 <sup>th</sup> Year	Ethics	<ul style="list-style-type: none"> <li>1. Addition of Topic               <ul style="list-style-type: none"> <li>• Function and Goals of Different State Councils of India</li> <li>• Formulation of Standard Operating Procedure (SOP) for Physiotherapy Departments</li> </ul> </li> </ul>	do
3.	BPT-4 <sup>th</sup> Year	Research	<ul style="list-style-type: none"> <li>1. Addition of Topic               <ul style="list-style-type: none"> <li>• Plagiarism-Definition, Types, Methods to check and correct Plagiarism</li> </ul> </li> </ul>	do

*OPD*

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Department of Rehabilitation Sciences

JH/SNSAH/DRSc/10/18

30<sup>th</sup> May 2018

MINUTES OF THE MEETING OF BOARD OF STUDIES

The Meeting of the Board of Studies was held on 30<sup>th</sup> May 2018 which commenced at 2.00 p.m. and was attended by the following members:

- Mr. Anoop Aggarwal (Member Expert)
- Dr. Chitra Kataria (Member Expert)
- Ms. Ona P. Desai (Professor Occupational Therapy)-Member
- Ms. Ruchi Nagar Buckshee (Assistant Professor Occupational Therapy)-Member
- Ms. Nishat Quddus (Assistant Professor Physiotherapy)-Member
- Ms. Jyoti Ganai (Assistant Professor Physiotherapy)-Member

Following Faculty members also attended the Board of Studies Meeting

- Kalpana Zutshi.
- Owaise Ahmed Bhat
- Aditya Kasotia.

**Agenda:**

- Change from semester system to annual system.
- Review of the bye laws and syllabus (promotion criteria).
- Review of the examination paper format.

The Meeting started with discussion on following points:

1. Change from Semester system to Annual system:- This was agreed upon by members as most of the courses across the country are having Annual system.
2. Review of byelaws and syllabus:-
  - i) Inclusion of supplementary exam: As per university directives supplementary exams are to be conducted within 45 days of declaration of results of Annual Examinations.
  - ii) Modification in Promotion criteria: These were recommended by University and were agreed upon by the members.

Nishat Quddus  
30/5/18

OP Desai

R Nagar  
30/5/18

30/5  
30/5/2018

The syllabi for the BOT/BPT/MPT and MPT have been reviewed, keeping in mind the Council guidelines the recent University guidelines and general guidelines followed by other Universities and National Institutes.

The Meeting ended with a view that academic meets be held every couple of months for discussion of important topics regarding the profession.

Mr Anoop Aggarwal

Dr Chitra Katana

Ms Ona P. Desai

Ms Ruchi Nagar Buckshee

Ms Nishat Quddus

Ms. Jyoti Ganai

Dean, SNSAH

Dr. Anil Kumar  
01/06/18



**BOARD OF STUDIES MEETING, 21<sup>st</sup> Feb 2017**  
**MEETING OF THE BOARD OF STUDIES DEPARTMENT OF REHABILITATION SCIENCES**  
**Changes with respect to Physiotherapy**

**I REVIEW OF BYELAWS**

- a. Annual or semester system of exams
- b. Inclusion of supplementary exams
- c. Span period of UG and PG courses
- d. Addition or deletion of topics in UG and PG syllabi

**a. Annual or Semester system of exams**

- Annual system of exams are being followed in most of the Universities in India and the content in each subject are vast most of them require a year of teaching
- The department as implemented the UGC guidelines of semester system since 2011
- To effect any change we will have a syllabus review committee and reorganise the syllabus accordingly

**b. Inclusion of supplementary exams**

- There are no supplementary exams in the semester system as a result many of the students lose a year Hence it is proposed that if University permits there can be a supplementary exam, attempts remaining same.

**c. Span period of UG and PG courses**

- The span period of PG course: presently six years.

**d. Addition or deletion of topics in UG and PG syllabi**

**II REVIEW OF PAPER PATTERN FOR ALL COURSES**

- PG courses have essay type questions
- Whether to continue MCQ in PG exam
- Review of paper pattern for all courses

**III. CHANGES IN NOMENCLATURE AND COURSE CODES**

MTO To MTM (O=Orthopedics, M= Musculoskeletal)