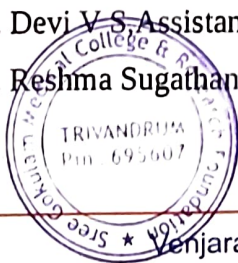SGMCRF/C1/Web Site Committee/2016   01/02/2024

PROCEEDINGS OF THE PRINCIPAL

Sub: College Website – maintenance and updation – committee re -constituted – reg.

The college website committee is re-constituted with the following members for the proper maintenance and timely updation of the college website.

1. Dr. Mamata Chimmalgi,Professor & Head, Dept. of Anatomy	Chairperson
2. Dr. Keba J, Assistant Professor, Dept. of Physiology	Convener
3. Dr. Lalitha Kailas Principal	Member
4. Medical Superintendent	Member
5. Deputy Medical Superintendent	Member
6. Mr. Anoop System Programmer	Member
9. Dr. Akhila , Assistant Professor, Dept. of Anatomy	Member
10.Dr. Manju K S, Associate Professor, Dept. of Biochemistry	Member
11. Dr. Jithu S J Nath, Assistant Professor, Dept. of Community Medicine	Member
12. Dr. Abhijith Jayachandran, Assistant Professor, Dept. Forensic Medicine	Member
11. Dr. Deepthi T, Assistant Professor, Dept. of Microbiology	Member
13. Dr.Jinu Abraham Glaxon, Professor, Dept. of Pathology	Member
14. Dr. Ivy Abrahan Varghese, Assistant Professor, Dept. of Pharmacology	Member
16. Dr. Jarlin John, Assistant Professor, Dept. of General Medicine	Member
17. Dr. Devi V S ,Assistant Professor, Dept. of General Surgery	Member
18. Dr. Reshma Sugathan, Professor, Dept. of Anaesthesiology	Member

19. Dr. Swathi Vijayan, Dept. of Dentistry	Member
20. Dr. Devan Prakash, Assistant Professor, Dept. of Dermatology	Member
21. Dr. Nishant M B, Associate Professor, Dept. of ENT	Member
22. Dr.Bhavani L Nair, Associate Professor, Dept. of OBG	Member
23. Dr. Vivek Oommen Varghese , Assistant Professor, Dept. of Ophthalmology	Member
24. Dr. Mohammed Shabas, Assistant Professor, Dept. of Orthopaedics	Member
25. Dr. Neziya M, Dept. of Paediatrics	Member
26. Dr. Sreekala, Professor & Head, Dept. of PMR	Member
27. Dr. Abeer, Assistant Professor, Dept. of Psychiatry	Member
28. Dr. Gopika M G, Assistant Professor, Dept. of Radiology	Member
29. Dr. Dr. Nini Navakumar, Assistant Professor, Dept. of Pulmology	Member
30. Dr. Linu S M, Associate Professor, Dept. of Emergency Medicine	Member
31. Dr. Neeraja Varma, Dept. of Cardiology	Member
32. Dr. Thanseer, Dept.of Critical Care	Member
33. Dr. Rijuta Priti, Dept. of Medical Gastroenterology	Member
34. Dr. Rakhil, Dept. of Surgical Gastroenterology	Member
35. Dr. Snigdha, Dept. of Neuro Medicine	Member
36. Dr. Karthik B P, Dept. of Urology	Member

PRINCIPAL

PRINCIPAL
Sree Gokulam Medical College &
Research Foundation, Venjaramoodu
Thiruvananthapuram-695 607

Sree Gokulam Medical College & Research Foundation

College Website Committee

A. Composition of the Committee

   I.   Chairperson
  II.   Convener
 III.   Website coordinators from each department

B. Statement of purpose:

The College Website Committee is established to ensure the dynamic and effective management of the college website, with a focus on regular updates of all college-related activities, adherence to NMC criteria, and periodic updates to the website's design.

C. Functions of the committee:

1. **Regular Updating of College Activities:**
   - Ensure timely and comprehensive updates of all college-related activities, including events, academic achievements, research initiatives, and other relevant information.
   - Collaborate with different departments to gather accurate and up-to-date content for publication on the website.
   - Implement a systematic schedule for content updates to maintain a current and informative online presence.

2. **Adherence to NMC Criteria:**

- Stay abreast of National Medical Commission (NMC) criteria and guidelines relevant to the college's online representation.
- Ensure that all necessary information required by NMC is accurately and prominently displayed on the website.
- Regularly review and update the website to align with any changes in NMC criteria.

3. **Website Design Updates:**

- Conduct periodic assessments of the website's design to enhance user experience and visual appeal.
- Explore and implement modern design trends to keep the website aesthetically pleasing and user-friendly.
- Collaborate with web developers or design professionals as needed to implement design updates effectively.

D. Tenure:

The committee will serve for a term of two years, after which a new committee will be formed through a transparent selection process.

E. Frequency of Meetings:

The committee will convene at least once every year to review the website's performance, discuss necessary updates, and plan for the upcoming year. Additional meetings may be scheduled as needed to address urgent matters or major updates.