



གཤམ་རྒྱལ་པོ་གསོ་རིག་གཞུག་ལག་སློབ་ཤེ།  
Khesar Gyalpo University of Medical Sciences of Bhutan  
Royal Government of Bhutan



**Minutes of Meeting**

**Continuous Professional Development and Research Steering Committee (CRSC)**

Name of Meeting: 7<sup>th</sup> Quarterly CRSC Meeting  
Venue: Office of the President, Taba  
Date: 26<sup>th</sup> December 2025  
Time: 2:00 -5:00 Pm

**Members Attended:**

1. Dr. Pem Namgyal, Chairperson
2. Mr. Rixin Jamtsho, Director, MECRIT, Member
3. Mr. Sonam Dorji, Director, OOP ,Member
4. Dr Kipchu Tshering, Associate Professor, FoUGM
5. Tshering Yangzom, DDNM, FNPH
6. Dr Namgay Bidha, Lecturer, FoUGM
7. Mr. Wangchuk, Assistant Professor, FNPH
8. Drg. Dago Tshering, Dy. CPO, MECRIT-Member Secretary
9. Dechen Choden, Senior Lecturer, FoTM
10. Tsheltrim Dema, APO, DoPH, Ministry of Health
11. Tsewang Lhamo, Admin Assistant, MECRIT.



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**Agenda Items:**

1. Adoption of Agenda
2. Research and CPD Project Monitoring Steps
3. Updates on the Ongoing research Projects
4. Updates on the New research & CPD Projects
5. Updates on the Ongoing research Projects
6. 10<sup>th</sup> ICMH by KGUMSB on 3-5<sup>th</sup> December
7. Conference Proposals
8. Status of Budget Utilization
9. Issues and Challenges

**Preliminary /Introductory Remarks**

The Director, MECRIT welcomed the members of the CRSC to the 7<sup>th</sup> quarterly CRSC meeting. The agenda was unanimously adopted and started presentations on the updates of the project. Agenda were deliberated as follows:

	<b>Agenda Items</b>	<b>Deliberations/Recommendations/Decisions</b>
1	Mechanism for Research and CPD Projects	<b>Discussions/Deliberations</b> Director MECRIT presented the format, criteria and steps for monitoring the progressive of the Research and CPD Project implementation.  <b>Recommendations/Decisions</b> The Chairperson recommended revising the percentage allocation for each activity based on the workload and level of effort involved. It was further suggested that the project title be revisited.



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	Updates on the Ongoing research Projects	<p><b>Discussions/Deliberations</b> The status and progress of the ongoing research projects being carried out under various faculties and MECRIT were presented. Issues were raised on Long TAT for processing IRB, REBH and MTA Signing</p> <p><b>Recommendations/Decisions</b> Research mentorship Services to be implemented at the earliest possible and present the progress in the next CRSC meeting to resolve the issues of IRB review TAT. MECRIT to plan a meeting with the Ministry of Health regarding the delay in the REBH and MTA process.</p>
2	Updates on the New research & CPD Projects	<p><b>Discussions/Deliberations</b> Discussed on new research projects currently under proposal.</p> <p><b>Recommendations/ Decisions</b> The newly proposed project on Infant Immune Profiling is still under discussion and progress to be updated in the next CRSC meeting.</p> <p>Multi-country research project on Endotypes of Multi-Morbidity Identify Disease Trajectories:</p> <ul style="list-style-type: none"><li>- To submit detailed proposals to the president.</li><li>- Invitation of the international experts related to the research to be planned and approved 6 months ahead of the proposed visit.</li><li>- All the research proposals to be aligned with requirements of the University for research capacity building, strengthening infrastructure, diagnostic facilities besides enhancing technical skills and knowledge.</li></ul>
3		<b>Discussions/Deliberation</b>



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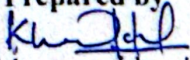
	Updates on the Ongoing research Projects	<p>South Asian Academy of Ophthalmology, Pediatric Ophthalmology and Strabismus Association (SAO POSA) conference in Bhutan proposed to be held from 17-20<sup>th</sup> September 2026.</p> <p><b>Recommendations/Decision</b></p> <ol style="list-style-type: none"><li>MECRIT to start working on it and seek formal proposals from SAO-POSA.</li><li>MECRIT will organize an online meeting to discuss the number of participants, venue and logistic arrangements.</li></ol>
4	10 <sup>th</sup> ICMH by KGUMSB on 3-5 <sup>th</sup> December	<p><b>Discussions/Deliberation</b></p> <p>The 10<sup>th</sup> ICMH was proposed to be held from 3<sup>rd</sup> to 5<sup>th</sup> December 2026 that does not fall on tourist peak season</p> <p><b>Recommendations/Decision</b></p> <p>The dates for the 10th ICMH 2026, initially scheduled to be held from 3<sup>rd</sup> to 5<sup>th</sup> December 2026, have been recommended for change due to the likely engagement of faculty members in examinations during December month.</p> <p>Accordingly, new dates for the 10th ICMH 2026 has been proposed from 26<sup>th</sup> to 28<sup>th</sup> November 2026 (Thursday, Friday, and Saturday)</p>
5	Conference on Life Style Medicine and Mindfulness (6 <sup>th</sup> – 8 <sup>th</sup> June, 2026)	<p><b>Discussions/Deliberation</b></p> <p>Appraised for the upcoming conference on Life Style Medicine and Mindfulness scheduled to be held from 6<sup>th</sup> -8<sup>th</sup> June 2026.</p> <p><b>Recommendations/Decision</b></p> <p>The chairman advised to start preparatory work with immediate effect to get all approval and logistics in place.</p>
6	Status of Budget Utilization	<p><b>Discussions/Deliberation</b></p> <p>Presented the detailed budget utilization and status under each project.</p>



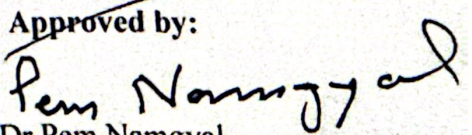
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		<b>Recommendations/Decision</b> Chair advised MECRIT to continue the existing mechanism for monitoring the Project and the same format to be maintained.
	Endorsement sought from the CRSC.	<b>Discussions/Deliberation</b> <ol style="list-style-type: none"><li>1. Establishment of an independent Budget Head for Research Endowment Fund through pooled research grants and a 10% contribution from all research projects, conferences and symposiums were proposed.</li><li>2. Utilization of 10% endowment fund for President's award and Best Employment of the year award for sustainability and institutionalization of this staff motivational initiative.</li></ol> <b>Recommendations/Decision</b> Both the proposal 1 & 2 have been approved. However, only a cash prize of Nu.10, 000 to be used for each award.

Prepared by  
  
Tshewang Lhamo  
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Verified by:  
  
Rixin Jamtsho  
Director, MECRIT

Approved by:  
  
Dr. Pem Namgyal  
Chair, CRSC  
12/1/26