



NEHRU COLLEGE of NURSING



PANAYUR (P O), VANIYAMKULAM, PALAKKAD - 679 522

(Approved by Indian Nursing Council, Kerala Nurses & Midwives Council & Kerala Government
Affiliated to Kerala University of Health Sciences)

MINUTES OF THE INTERNAL QUALITY ASSURANCE CELL

VENUE IQAC OFFICE	ACADEMIC YEAR 2019-2020	DATE 16/12/2020	TIME 10.00am	Order of the Meeting 02
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Agenda

- Affiliation
- Academic calendar
- Curriculum meeting**
- Committee meetings
- Academics
- Result analysis
- Academic performance
- Clinical posting
- Co- curricular activities
- Commemorate Days
- Faculty Development Programs
- Funded Programs
- Publications
- Accreditation
- Internal audit
- Workshops, seminar and conferences
- Suggestions from members

Any other matter with the permission of the chair




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ACTION TAKEN REPORT (APPROVED IN THE MEETING HELD ON 25/5/2020)

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S.NO	ITEM	ACTION BY	ACTION TAKEN	REMARKS
1	The members were informed regarding the upcoming continuation of affiliation inspection and to prepare the necessary documents	All departments	Documents prepared	Completed
2	All committee meetings to be scheduled and updated	Committee in charges	Conducted and updated	In progress
3	The master rotation plan and clinical rotation plan to be prepared	Head of departments and class coordinators	Master rotation plan and clinical rotation plan prepared	Completed
4	Sessional exams to be planned and conducted as per the regulations	Class coordinators & Exam Scrutiny Cell	Tentative timetables prepared	In progress
5	The answer scripts should be evaluated and results to be published within a week	Subject coordinators	Evaluated and result published	In progress
6	Result analysis should be done within two days after publication of sessional exam results	Subject coordinators	Result analyzed	In progress
7	Remedial classes to be planned and executed for slow learners	Subject coordinators	Remedial classes planned	In progress




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MINUTES OF MEETING CURRICULUM COMMITTEE

Academic Year 2019-2020	Date June 3, 2019	Time 02:00pm
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Members present

S.No	Name of the Faculty	Designation	Department	Position in the Committee
1	Prof. Ms. Tamilselvi P.	Principal	Obstetrics and Gynaecology	Chairman
2	Ms. Lavanya	Vice Principal	Medical Surgical Nursing	Secretary
3	Ms. Suden Sumesh Kumar K A	Head of the Department	Psychiatry Nursing	Member
4	Mr. Abdul Nisthar T A	Head of the Department	Paediatric Nursing	Member
5	Lt.Col. Regina P F	Assistant Professor	Obstetrics and Gynaecology	Member
6	Ms. Sheeba S	Assistant Professor	Obstetrics and Gynaecology	Member
7	Mr. Shahul Hameed	Assistant Professor	Medical Surgical Nursing	Member

The curriculum committee meeting started with one minute silent prayer .

The Chairman of the curriculum committee gave a brief introduction regarding the need and objective of the committee.

Meeting agenda

- Previous meeting corrections and rectifications.
- Discussion regarding previous years university results
- Updating of syllabus
- Academic Calendar
- Commencement of the academic year, Value added Courses and Add on courses
- Subject allocation and allocation of hours
- **Feed back of stakeholders**
- Remedial Classes
- Mentoring



G.P.S.V.
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The following add on courses will be conducted

YEAR OF STUDY	TITLE	RESOURCE PERSON	DURATION
I	Ethical aspects of wound Management	Mrs. Sheeba. S Assistant professor Obstetrics and Gynaecology Nursing	02/12/2019 – 06/12/2019 Forenoon and Afternoon Session
II	Advanced health assessment and neurological examination	Mr. Vishnu. R Lecturer Medical surgical Nursing	02/12/2019 – 06/12/2019 Forenoon and Afternoon Session
III	Preventive & curative paediatric nursing including Behaviour disorders	Mr. Abdul Nisthar. T.A Assistant professor Child Health Nursing	02/12/2019 - 06/12/2019 Forenoon and Afternoon Session
IV	Skill development and E- Documentation	Lt. Col. Regina. P.F Assistant professor Obstetrics and Gynaecology Nursing	02/12/2019 -07/12/2019 Forenoon and Afternoon Session

The Stakeholder's feedback of 2018-19 collected from faculty, students, alumni, other professionals, employer and employee.

The Principal pointed the need and importance of mentoring to ensure the overall development of the students.

The Principal instructed to conduct remedial classes for slow learners to improve their academic performance.

The meeting adjourned with vote of thanks.

Secretary



Chairperson

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