



NEHRU COLLEGE of NURSING



PANAYUR (P O), VANIAMKULAM, 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	ACADEMIC YEAR	DATE	TIME	Order of the Meeting
IQAC OFFICE	2020-2021	25/5/2020	10.00am	03

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 21st DECEMBER 2020

VENUE IQAC OFFICE	ACADEMIC YEAR 2020-2021	TIME 10.00am	ATR of Order of the Meeting 03
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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	Academic calendar for academic Year to be finalized	Curriculum Committee	prepared	Completed
3	Curriculum committee meeting to be conducted by end of May	Curriculum Committee	conducted	Conducted on 25/5/2020
4	All committee meetings to be scheduled and updated	Committee in charges	Conducted and updated	In progress
5	The syllabus to be divided among faculty and hours to be allotted for each faculty	Head of departments	Hours allocation done	Completed
6	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
7	Sessional exams to be planned and conducted as per the regulations	Class coordinators & Exam Scrutiny Cell	Tentative timetables prepared	In progress
8	The answer scripts should be evaluated and results to be published within a week	Subject coordinators	Evaluated and result published	In progress



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MINUTES OF MEETING CURRICULUM COMMITTEE

Academic Year 2020-2021	Date June 2, 2020	Time 02:00 pm
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Members present

Sl.No	Name of the Faculty	Designation	Department	Position in the Committee
1	Dr.Kavitha Mole. P.J	Principal	Obstetrics and Gynaecology	Chairman
2	Ms.Kumari Haripriya. O.B	Vice Principal	Obstetrics and Gynaecology	Secretary
3	Ms. Anusweena Thomas	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. Aswani.B	Assistant Professor	Paediatric 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
- Discussion on Course Outcomes and Program Outcomes



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The following add on courses will be conducted

YEAR OF STUDY	TITLE	RESOURCE PERSON	DURATION
I	Standards of wound Management	Mrs. Sheeba. S Assistant professor Obstetrics and Gynaecology Nursing	01/04/2021 – 06/04/2021 Forenoon and Afternoon Session
II	Advanced health assessment including growth & development of child	Mr. Vishnu. R Lecturer Medical surgical Nursing	01/12/2020 – 05/12/2020 Forenoon and Afternoon Session
III	Preventive & curative paediatric nursing including conduct disorders	Mr. Abdul Nisthar. T.A Assistant professor Child Health Nursing	01/12/2020 – 05/12/2020 Forenoon and Afternoon Session
IV	Skill development in critical care	Lt. Col. Regina. P.F Assistant professor Obstetrics and Gynaecology Nursing	01/12/2020 – 05/12/2020 Forenoon and Afternoon Session

The Stakeholder's feedback of 2019-20 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 discussion on Course Outcomes and Program Outcomes were done for effective attainment.

The meeting adjourned with vote of thanks.

Secretary



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Chairperson