

# FATHER MULLER COLLEGE OF NURSING

(A Unit of Father Muller Charitable Institutions)

NAAC 'A' Grade

Affiliated to Rajiv Gandhi University of Health Sciences, Karnataka, Bangalore

## IQAC Core member meeting report

**Venue** : Syndicate Hall

**Date and time:** 05.08.2017 @ 03.00pm

### Members present:

Sr. Jacintha D Souza  
Prof. Victoria D'Almeida  
Prof. Agnes E J  
Dr. Leena K C  
Dr. Savitha Pramilda Cutinho  
Ms. Seema S Chavan  
Mrs. Sonia D souza  
Mrs. Preethi Fernandes

### Members Absent:

Prof. Irene Alvares  
Mrs. Bridget D'Silva  
Sr. Deepa Peter  
Mrs. Shiji P J  
Mrs. Binsha Pappachan

### **Agenda:**

1. SOP completion process
2. AQAR
3. Stating and evaluation of learning outcomes (Theory & practical)
4. Contribution to 'Swachh Bharat'
5. Add on course (Environmental Studies)
6. Collaborations
7. Saturday afternoon leave
8. IQAC activities of the August month.

The IQAC core committee meeting began at 3.00pm in the Syndicate hall with the prayer song. Mrs. Preethi Fernandes read out the minutes of previous meeting. The IQAC coordinator discussed on action report of the previous IQAC meet.

The action pending were as follows:

- ❖ Activity on gender sensitivity for which the Principal suggested to have a session on women empowerment / girl child respect / moral promiscuity. The members suggested inviting Ms. Sunitha Krishnan, Padma Bhushan awardee as a resource person.
- ❖ Selection of SNA advisor for the year 2017-18: Principal informed Mrs. Shiji P J and Mrs. Shwetha Rashmi are the SNA advisors.
- ❖ Orientation to the staff on document compilation will be planned in the month of September.
- ❖ Registration for NIRF will be in the month of October and NRP is planned 21<sup>st</sup> August 2017.
- ❖ College rating by magazines is not authentic as it is based on the payment.

**SOP completion process:**

The coordinator informed the members that SOP's are modified and made uniform across the department and submitted for the Principal's approval. After incorporating the Principal's correction a copy each will be sent to the management approval and English editor.

**AQAR:**

Coordinator informed that AQAR entry is on progress. She requested all the committee chairpersons to screen the files for document compilation and also to get ready with the departmental report to present during the external Audit. Dr Harsha will audit conduct on 9<sup>th</sup> of August.

**Stating and evaluation of learning outcomes (Theory & Practical):**

The coordinator oriented to the members on the inclusion of new key aspects that is 'Evaluation of Learning outcomes' in the criteria II. The coordinator questioned the HOD's present in the meet that wheather learning outcomes are formulated in the beginning of the academic year, if yes, wheather they were evaluated. Answering to the question, the members had a brief discussion on the strategies adapted to evaluate the learning outcomes. Meanwhile, Principal suggested having a checklist and administering to the sample of students from each batch.

**Contribution to 'Swatch bharath'**

The coordinator informed the members saying that the college has participated in the 'Swatch Bharath Ranking'. In addition to the sanitation and hygiene there was a concept on 'Open defecation' in the application form. The coordinator requested Dr Leena K C , HOD Community Health Nursing Department, to give weightage and importance on prevention of ' Open defecation' in the future health awareness program of the department.

**Add on course (Environmental studies):**

There was a confusion on commence of the "Environmental studies' as add on course. Dr Leena clarified the query saying that, the placement of environment studies course to be discussed in the RGUHS university in the BOS meeting and this course cannot be called as an Add on course as few units of the prescribed syllabus are existing in the nursing curriculum across the program. Adding to it, Principal said it is not directly related to the nursing profession instead a value added course can be initiated. Members decided to have one each specific Add on course for First, second & third year batch based on their theory & practical program thus there will be three Add on course.

**Collaboration:**

At present collaboration exist only with the RGUHS and Yenepoya University. As community department had an extension program in coordination with the various clubs which can be considered as collaboration and to include Mission Angel Dust (Say no against Narcotics) in the collaboration list.

**Saturday Afternoon leave:**


As there is a student grievance on request for Saturday afternoon leave and the faculty also felt the of Saturday afternoon leave, the IQAC decided to request the same with management. IQAC activities of the August month. The coordinator shared the message on forthcoming IQAC meet and AQAR upload thereafter the IQAC coordinator responsibility will be handed over to Dr Leena K C in the month of September during the IQAC core committee meet.

**Miscellaneous:**

Mechanism on tracking the student progression was discussed. It is suggested that, the Mentor- Mentee system to track to the progression & identify the slow learner.

IQAC coordinator oriented the members on newly uploaded manual for affiliated institution in July 2017 which was uploaded in NAAC website. She updated on the changes incorporated and system for applying for 2<sup>nd</sup> cycle. The meeting adjourned at 04.45pm

  
Signature of the Secretary

  
Signature of the chairperson



### **Action Report of the meeting 05.08.2017**

1. NRIF registration responsibility delegated to Mrs. Binsha Pappachan and Sonia Dsouza by the Principal.
2. AQAR was presented before the IQAC on 19.08.2017. The correction & suggestions were done. The AQAR was uploaded on 30.08.2017. Received the message from NAAC office as an acknowledgement AQAR is uploaded on college website too.
3. Faculty of the college were made known regarding the learning outcome & evaluation of the same at the end of the academic year during staff meeting.
4. Curriculum committee has taken a step on future 'add on course' to be implemented. The circular was displayed for suggestion and mail was sent to the HOD to give their suggestions on INC syllabus revision.