

**MINUTES OF**

**IQAC MEETINGS**

**2023**

**NOTICE**

**Date: 25<sup>th</sup> January 2023**

Dear IQAC Members

**IQAC meeting is scheduled on 28.01.2023 from 9.30am**

**Venue: Board Room**



**Prof. Dr. Jaya Kuruvilla**

**Principal – College of Nursing**



**P. D. HINDUJA NATIONAL HOSPITAL  
& MEDICAL RESEARCH CENTRE**

(Established and Managed by the National Health & Education Society)



**COLLEGE OF NURSING**

**NAAC ACCREDITED**

**MINUTES OF IQAC MEETING**

DATE : 28.01.2023

TIME 9.30-10.00am

**Members attended**

Sn. no.	Members	Signature
1.	Chairperson: Prof. Dr. Jaya Kuruvilla	
2.	Secretary: Ms. Reena Dsouza	
3.	IQAC co-ordinator: Ms. Jain Babu	
<b>Members</b>		
4.	Prof. Shubhangi Pangam	
5.	Prof. Siman Xavier	
6.	Ms. Manisha Ingle	
7.	Ms. Pooja Nair	
8.	Ms. Monalisa Sinha	

Director Academics  
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Mumbai

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Website: www.hindujahospital.com • E-mail: nursingedu@hindujahospital.com



## MINUTES OF THE MEETING

DATE : 28.01.2023

TIME 9.30-10.00am

Particulars	Reported by
<p><b>IQAC UPDATES</b></p> <p>Participation in research activities: Ms. Pooja Nair and Ms. Parvaty presented in State level research conference.</p> <p>College undertaken CAP responsibility.</p> <p>Phase-I: Total bundles received: 28 (semester): Psychology and Sociology papers received.</p> <p>Challenges faced: Difficulty and time consumed in correction of papers due to change in paper pattern.</p> <p>Phase-II: 58 bundles received( Old)</p> <p>Challenges faced: Sickness of examiners and faculties involved in CAP.</p>	Ms. Jain Babu
<p><b>Upcoming plan</b></p> <p>Workshop : Curriculum revision workshop for 3rd and 4th semester will be on 21st February 2023. Curriculum committee meet scheduled on 7th February.</p> <p>Meeting adjourned at 10.00am</p>	Prof. Dr. Jaya Kuruvilla

  
Signature of IQAC Co-ordinator

  
Signature of IQAC Chairperson



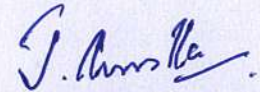
## NOTICE

**Date: 23<sup>rd</sup> February 2023**

Dear IQAC Members

IQAC meeting is scheduled on **24.02.2024 from 3.30pm**

**Venue: Board Room**



Prof. Dr. Jaya Kuruvilla



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**MINUTES OF IQAC MEETING**

DATE : 24.02.2023

TIME : 3.30-4.15 pm

**Members attended**

Sn. no.	Members	Signature
1.	Chairperson: Prof. Dr. Jaya Kuruvilla	<i>J. Kuruvilla</i>
2.	Secretary: Ms. Reena Dsouza	<i>Reena</i>
3.	IQAC co-ordinator: Ms. Jain Babu	<i>Jain</i>
<b>Members</b>		
4.	Prof. Shubhangi Pangam	<i>Shubhangi</i>
5.	Prof. Siman Xavier	<i>Siman</i>
6.	Ms. Manisha Ingle	<i>Manisha</i>
7.	Ms. Pooja Nair	<i>Pooja</i>
8.	Ms. Monalisa Sinha	<i>Monalisa</i>

*J. Kuruvilla*

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## MINUTES OF THE MEETING

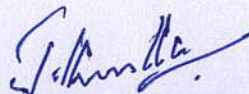
DATE : 24.02.2023

TIME : 3.30-4.15 pm

Particulars	Reported by
<b>MATTERS DISCUSSED</b>	Ms. Jain Babu
<b>I. STRATEGIES FOR IMPROVING INTEGRATED PRACTICE</b> Associate Professor Jacintha Fernandes presented the strategies for improving the integrated practice for 4th year basic BSc nursing students. Presented the strategies on the basis of cognitive, psychomotor and affective domain.	
<b>II. FACULTY DEVELOPMENT IMPLEMENTATION PLAN</b> Prof. Shubhangi Pangam presented the proposed plan for faculty development. Major highlights were integrated faculty development program from entry to exit, individual approach, reconstitution of FDP cell, competency mapping and certification and creating faculty profile. Presented a detailed plan on the interventions, tasks or the activities by the FDP cell and the evaluation. Prof. Dr. Jaya Kuruvilla appreciated the presentation and suggested to add strategies for assessing actual competency at bedside.	Prof. Shubhangi Pangam
Prof. Dr. Jaya Kuruvilla informed to incorporate the suggestions received and present in the upcoming faculty meeting. Meeting adjourned at 4.15pm	Prof. Dr. Jaya Kuruvilla



Signature of IQAC Co-ordinator



Signature of IQAC Chairperson



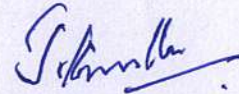
## NOTICE

**Date: 28<sup>th</sup> June 2023**

Dear IQAC Members

**IQAC meeting is scheduled on 30.06.2023 from 9.30pm**

**Venue: Board Room**



Prof. Dr. Jaya Kuruvilla



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**MINUTES OF IQAC MEETING**

Date:30.06.2023

Time : 9.30-10.30am

**Members attended**

Sn. no.	Members	Signature
1.	Chairperson: Prof. Dr. Jaya Kuruville	
2.	Secretary: Ms. Reena Dsouza	
3.	IQAC co-ordinator: Ms. Jain Babu	
<b>Members</b>		
4.	Prof. Shubhangi Pangam	
5.	Prof. Siman Xavier	
6.	Ms. Manisha Ingle	
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## MINUTES OF THE MEETING

Date:30.06.2023

Time : 9.30-10.30am

Particulars	Reported by
<b>IQAC UPDATES</b>	Ms. Jain Babu
<b>FACULTY ACKNOWLEDGEMENTS</b>	
<b>Awards</b> Hinduja hospital received Award on “ Most preferred workplace 2023-2024”. College of nursing received “Best College Award” for the Mumbai Konkan Region at the 25th Anniversary celebrations of the Maharashtra University of Health Sciences, Nashik. Ms. Mansi Hirlekar Faculty received Best NSS Program Officer Award from MUHS at the 25th Anniversary celebrations of the Maharashtra University of Health Sciences, Nashik.	
<b>AQAR PRESENTATION</b> Ms. Jain Babu presented the criterion wise AQAR report. Highlighted the strengths and weakness of each criterion and the challenges experienced. Comments received : <ul style="list-style-type: none"><li>• Publications to be strengthened. Each faculty should add it in KRA.</li><li>• Strengthen the Incubation center</li><li>• Student satisfaction survey: Conduct twice in a month.</li><li>• Alumni activities. Conduct at least one Alumni get together yearly.</li><li>• IPR cell: Ms. Kavita added as a member</li><li>• Website updation: Work on website updation.</li><li>• Display the mandatory informations</li></ul> Prof. Dr. Jaya Kuruvilla informed to incorporate the suggestions received and present in the upcoming faculty meeting.  Meeting adjourned at 10.30am	Ms. Jain Babu

Signature of IQAC Co-ordinator

Signature of IQAC Chairperson



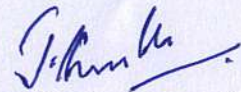
## NOTICE

**Date: 30<sup>th</sup> August 2023**

Dear IQAC Members

**IQAC meeting is scheduled on 31.08.2023 from 3.30pm**

**Venue: Board Room**



Prof. Dr. Jaya Kuruvilla



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**MINUTES OF IQAC MEETING**

**Date: 31.08.2023**

**Time : 3.30-4.00pm**

**Members attended**

Sn. no.	Members	Signature
1.	Chairperson: Prof. Dr. Jaya Kuruvilla	<i>J. Kuruvilla</i>
2.	Secretary: Ms. Reena Dsouza	<i>Reena</i>
3.	IQAC co-ordinator: Ms. Jain Babu	<i>Jain</i>
<b>Members</b>		
4.	Prof. Shubhangi Pangam	<i>Shubhangi</i>
5.	Prof. Siman Xavier	<i>Siman</i>
6.	Ms. Manisha Ingle	<i>Manisha</i>
7.	Ms. Pooja Nair	<i>Pooja</i>
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## MINUTES OF THE MEETING

Date:31.08.2023

Time : 3.30-4.00pm

Particulars	Reported by
<p><b>IQAC UPDATES</b></p> <p>Trauma management workshop conducted</p> <p>Clinical log book, cumulative record and health record released in faculty meeting.</p> <p>Ms. Reena D'souza presented the draft of college prospectus after incorporating the suggestions received.</p> <p>Prof. Shubhangi conceptualized the FDP Plan.</p> <p>Prof. Dr. Jaya Kuruvilla informed to incorporate the suggestions and finalise the college prospectus.</p> <p>Meeting adjourned at 4.00pm</p>	<p>Ms. Jain Babu</p>



Signature of IQAC Co-ordinator



Signature of IQAC Chairperson



## NOTICE

**Date: 25<sup>th</sup> September 2023**

Dear IQAC Members

**IQAC meeting is scheduled on 28.09.2023 from 3.30pm**

**Venue: Board Room**



Prof. Dr. Jaya Kuruvilla



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**MINUTES OF IQAC MEETING**

Date: 28.09.2023

Time : 1.00-1.30pm

**Members attended**

Sn. no.	Members	Signature
1.	Chairperson: Prof. Dr. Jaya Kuruvilla	
2.	Secretary: Ms. Reena Dsouza	
3.	IQAC co-ordinator: Ms. Jain Babu	
<b>Members</b>		
4.	Prof. Shubhangi Pangam	
5.	Prof. Siman Xavier	
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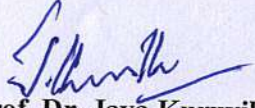
**NOTICE**

**Date: 2<sup>nd</sup> November 2023**

**Dear IQAC Members**

**IQAC meeting is scheduled on 04.11.2023 from 12.30pm**

**Venue: Board Room**

  
**Prof. Dr. Jaya Kuruvilla**



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**MINUTES OF IQAC MEETING**

**Date:** 04.11.2023

**Time :** 12.30-1.00pm

**Members attended**

Sn. no.	Members	Signature
1.	Chairperson: Prof. Dr. Jaya Kuruvilla	× <i>J. Kuruvilla</i>
2.	Secretary: Ms. Reena Dsouza	<i>RD</i>
3.	IQAC co-ordinator: Ms. Jain Babu	<i>Jain</i>
<b>Members</b>		
4.	Prof. Wilma Valsalan	<i>Walsalan</i>
5.	Prof. Shubhangi Pangam	<i>SB</i>
6.	Prof. Siman Xavier	<i>Siman</i>
7.	Ms. Manisha Ingle	<i>Ingle</i>
8.	Ms. Pooja Nair	<i>Pooja</i>
9.	Ms. Monalisa Sinha	<i>Monalisa</i>

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## MINUTES OF THE MEETING

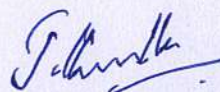
**Date:04.11.2023**

**Time : 12.30-1.00pm**

Particulars	Reported by
<p><b>Matters discussed</b></p> <p><b>ANNUAL RESEARCH MEET REPORT</b></p> <p>Prof. Wilma Valsalan presented the report on Annual Research Meet held on 14.10.23 with total participants of 34. The Jury panel included the Dr Sr Lalitha Rosali, Principal, Holy Spirit Institute of Nursing Education, Dr Avani Oke, Principal, K J Somaiya College of Nursing, Dr Shoba Gaikwad, Faculty, L T College of Nursing.</p> <p><b>FDP PLAN</b></p> <p>Discussed a comprehensive FDP plan designed to integrate new joiners through a structured on boarding process, skill development sessions and continuous career development support.</p> <p>Responsibilities for implementation and follow-up were resensitized to relevant team members.</p> <p>Meeting adjourned by 1.00pm</p>	<p>Prof. Wilma Valsalan</p> <p>Prof. Dr. Jaya Kuruvilla</p>



Signature of IQAC Co-ordinator



Signature of IQAC Chairperson