# *Guidelines for the Creation of the*

# Internal Quality Assurance Cell (IQAC)

# and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions

 *(Revised in October 2013)*





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**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**
*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

|  |  |
| --- | --- |
| http://mcsnumandal.com/wp-content/uploads/2013/09/hinduja_hospital_logocopy.png | **P.D.HINDUJA NATIONAL HOSPITAL & MRC, COLLEGE OF NURSING****NAAC 'A' GRADE****Affiliated to Maharashtra University of Health Sciences, Nashik****A Unit Of Hinduja National Hospital & Medical Research Centre, Mumbai** |

**----------------------------------------------------------------------------------------------------------------** **The Annual Quality Assurance Report (AQAR) of the IQAC**

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

**Part – A**

|  |  |
| --- | --- |
| AQAR for the year *(for example)* :  |  |
| 1. Details of the Institution | August 2014 to July 2015 |
| 1.1 Name of the Institution | P.D. Hinduja National Hospital and MRC, College of Nursing |
| 1.2 Address Line 1 | Emerald Court, D Wing, Kondivita Lane, Marol Pipe Line |
| Address Line 2 | Andheri (East) |
| City/Town | Mumbai |
| State | Maharashtra |
| Pin Code | 400059 |
| Institution e-mail address | nursingedu@hindujahospital.com |
| Contact Nos | 022-28269159/022 - 24232344 |
| Name of the Head of the Institution | Prof. Dr. Jaya Kuruvilla |
| Tel. No. with STD Code | 022-28269159 Extension - 7944 |
| Mobile | 9820926966 |
| Name of the IQAC Co-ordinator | Prof. Shubhangi V Pangam |
| Mobile:  | 9869075103 |
| IQAC e-mail address | iqac11hindujacon@gmail.com |
| 1.3 NAAC Track ID *(For ex. MHCOGN 18879)*  | 14414 |
| 1.4 NAAC Executive Committee No. & Date:*(For Example EC/32/A&A/143 dated 3-5-2004.* *This EC no. is available in the right corner- bottom of your institution’s Accreditation Certificate)* | EC/61/A&A/40 dated Sept 15.2012 |
| 1.5 Website address: | www.hindujahospital.com |
| Web-link of the AQAR | www.hindujahospital.com/college-of-nursing/index.html |

1.6 Accreditation Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Cycle** | **Grade** | **CGPA** | **Year of Accreditation** | **Validity Period** |
| 1 | 1st Cycle | A | 3.08 | 2012 | 2017 |
| 2 | 2nd Cycle | --- | --- | --- | --- |
| 3 | 3rd Cycle | --- | --- | --- | --- |
| 4 | 4th Cycle | --- | --- | --- | --- |

06.07.2011

1.7 Date of Establishment of IQAC: DD/MM/YYYY

1.8 AQAR for the year

2014 - 2015

1.9 Details of the previous year’s AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

* AQAR :- 2012-13 submitted to NAAC (16/10/2013)
* AQAR :- 2013-2014 submitted to NAAC **( 15/10/2014)**
* AQAR :- 2014 – 2015 submitted to NAAC (06/11/2015)
* AQAR\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (DD/MM/YYYY)

1.10 Institutional Status

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **University** | **Affiliated College** | **Constituent College** | **Autonomous college of UGC** | **Regulatory Agency approved Institution** |
| **Yes** | **No** | **Yes** | **No** | **Yes** | **No** | **Yes** | **No** |
| **State** | **🗸** | **🗸** | --- | --- | **🗸** | --- | **🗸** |  | **🗸** |
| **Central** | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Deemed** | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Private** | --- | --- | --- | --- | --- | --- | --- | --- | --- |

\* (Approved by Indian Nursing Council)

Type of Institution

|  |  |  |
| --- | --- | --- |
| **Co-education** | **Men** | **Women** |
| **Yes** | No | Yes | No | Yes | No |
| **----** | --- | --- | --- | **🗸** | --- |
| **Urban** | **Rural** | **Tribal** |
| **Yes** | No | Yes | No | Yes | No |
| **🗸** | --- | --- | --- | --- | --- |

Financial Status

|  |  |  |
| --- | --- | --- |
| **Grant-in-aid**  | **UGC 2(f)**  | **UGC 12B**  |
| **Yes** | No | Yes | No | Yes | No |
| **---** | --- | --- | --- | --- | --- |
| **Grant-in-aid + Self Financing** | **Totally Self-financing**  | Others |
| **Yes** | No | Yes | No | --- | --- |
| **---** | --- | 🗸 | --- | --- | --- |

1.11 Type of Faculty/Programme

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Arts** | **Science** | **Commerce** | **PEI** | **Law** | **TEI (Edu)** | **Engineering** | **Health Science** | **Management** | **Others (Specify)** |
| **---** | --- | --- | --- | --- | --- | --- | 🗸 Nursing | --- | --- |

1.12 Name of the Affiliating University (for the Colleges)

**Maharashtra University of Health Sciences, Nashik (MUHS)**

1.13 Special status conferred by Central/ State Government-- **Not Applicable**

|  |  |
| --- | --- |
| **Autonomy by State/Central Govt. / University** | **---** |
| **University with Potential for Excellence** | --- |
| **DST Star Scheme** | --- |
| **UGC-Special Assistance Programme** | --- |
| **UGC-Innovative PG programmes** | --- |
| **UGC-COP Programmes** | --- |
| **UGC-CPE** | NA |
| **UGC-CE** | --- |
| **DST-FIST**  | NA |
| **Any other (*Specify*)** | --- |

2. IQAC Composition and Activities

|  |  |  |
| --- | --- | --- |
| **2.1** | No. of Teachers | **8** |
| **2.2** | No. of Administrative/Technical staff | 2 |
| **2.3** | No. of students | 1 |
| **2.4.** | No. of Management representatives | 1 |
| **2.5** | No. of Alumni | 1 |
| **2.6** | No. of any other stakeholder and community representatives | 1 |
| **2.7** | No. of Employers/ Industrialists | ----- |
| **2.8** | No. of other External Experts | 1 |
| **2.9** | Total No. of members | 15 |
| **2.10** | No. of IQAC meetings held | 2 |
|  | IQAC Core committee meeting held | 6 |

2.11 No. of meetings with various stakeholders: No.

40

 Faculty :

12

 Non-Teaching Staff :

02

 Students :

04

 Alumni :

02

 Others :

20

2.12 Has IQAC received any funding from UGC during the year? No 🗸

 If yes, mention the amount :

 -----

2.13 Seminars and Conferences (only quality related)

 (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

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5

 Total Nos. International National

 State Institution

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5

 Level

* Orientation Programs for Students.
* Finishing Skills Program for Final Years ( UG & PG)
* Session on Research Process & Research Report writing for B.Sc. students.
* A session on ‘Corporate Communication’.

 (ii) Themes

2.14 Significant Activities and contributions made by IQAC

* Development of Roadmap for Cycle 2 accreditation.
* Formulation of Employee Development Roadmap.
* Formulation of Quality Policy.
* Preparation of IQAC calendar to implement quality related activities.
* Development of various subcommittees to facilitate implementation of activities in areas

 of Research, extension & consultancy along with enhancement of IT infrastructure & services.

* Submission of Institutional Audit Report to MUHS.
* Submission of proposal to MUHS for grants to conduct Extension Activities.
* Submission of education performance & outcome analysis to Maharashtra University of Health Sciences, Nashik.
* Strengthening of consultancy services with development of Module on “Adolescent Wellbeing”.
* Revision of manual feedback forms for students, Alumni, parents & management.
* Strategy development for reducing paper, electricity use.
* Internal Audit in the area of student`s clinical competencies at the end of Skill Enhancement Session.
* Departments were notified to enhance research, consultancy & extension activities.
* Conduct of Green audit.
* Uploading of lesson notes & procedure videos in centralised computers for easy reference to students beyond class hours.
* Reference management session for MSc Nursing students in collaboration with college library.
	1. Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

|  |  |
| --- | --- |
| Plan of Action | Achievements |
| Course orientation for BSc Nursing, MSc Nursing. | Orientation programs for BSc Nursing & MSc Nursing were organized.  |
| To initiate & strengthen consultancy programs. | Module on “Adolescent Wellbeing” developed & organised program in three schools.Module on “Nursing as a Career” developed & conducted in various schools |
| Observation of Health days & celebration of National days as per the action plan developed by various departments for the year 2014-2015 | The Five Departments of the College observed the following Health days,* World1s Breastfeeding Week August 1st - 7th 2014
* World Alzheimer day 23.09.2014
* World Heart day on 29.09.2014
* World Mental Health Day on 10.10.2015
* Nutrition Day Program on 14.10.2014
* World Diabetes Day on 4.11.2014
* Children`s Day on 14.11.2014
* World Cancer Week on 03.03.2015
* International Women`s Day on 08.03.2015
* World Health day on 07.04.2015
* Nurses day celebration on 12.05.2015
* World Environment day on 5.06.2015
 |
| Preparation of employee Development Roadmap | Employee Development Road map finalised. |
| Development of various subcommittees to enhance activities in specific areas. | Subcommittees under IQAC developed as follows, Research Wing, Extension activity Wing, Consultancy Wing. |
| Professional enculturation & Lamp lighting ceremony of Novice Nurses.  | Professional Enculturation module implemented. Lamp Lighting & Oath taking Ceremony of 9th Batch of BSc held on 6th December 2014.  |
| Culmination of Graduation Program. | Graduation Ceremony of 5th Batch of BSc & 3rd batch of MSc held on 21st February 2015 |
| Development of road map for cycle 2. | Cycle 2 Roadmap developed & will be presented at management for approval. |
| Conduct of Institutional Audit. | Conducted Institutional Audit & submitted its report to MUHS on 30th January 2015. |
| Conduct of educational performance & outcome analysis. | Conducted educational performance & outcome analysis on 7th May 2015. |
| Development of IT Services Road map | IT services road map developed & final draft approved by Director IT. |
| **Organization of Extension Activity Program for adopted orphanage ( CSSU)** | Implemented activities as per CSSU calendar. |
| Finishing Skills Program for Final Year BSc & MSc Nursing students. | Organised soft skill development session for Final BSc on 3rd July 2015 &Final MSc nursing on 31st August 2015. |
| Conduct of Green audit. | Usage of stationary evaluated & measures taken to control the same. |
|  Integrate current GOI guidelines in Teaching Learning Process. | Environmental Sanitation ( Total hours: 10) incorporated in every year of undergraduate curriculum |

*\** ***Attach the Academic Calendar of the year as Annexure.* Annexure I**

2.15 Whether the AQAR was placed in statutory body: Yes  No 

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 Management Syndicate Any other body

Provide the details of the action taken

AQAR was presented before the IQAC members by the IQAC Co-ordinator. Suggestions were incorporated. AQAR uploaded in the institutional website. The Final Report is mailed to NAAC office at Bengaluru.

**Part – B**

**Criterion – I**

**1. CURRICULAR ASPECTS**

 1.1 Details about Academic Programmes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Level of the Programme** | **Number of existing Programmes** | **Number of programmes added during the year** | **Number of self-financing programmes** | **Number of value added / Career Oriented programmes** |
| PhD | PhD Nursing | ---- | 1 | Pre. PhD Certificate Course |
| PG | M.Sc. Nursing | ---- | 1 | Research Methodology Course |
| UG | B.Sc. Nursing | ---- | 1 | First Aid Certificate Course |
| PG Diploma | ---- | ---- | ---- | ---- |
| Advanced Diploma | ---- | ---- | ---- | ---- |
| Diploma | ---- | ---- | ---- | ---- |
| Certificate | ---- | ---- | ---- | ---- |
| Others | ---- | ---- | ---- | ---- |
| Total | **3**      | ---- | ---- | **3** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary | ---- | ---- | ---- | ---- |
| Innovative | ---- | ---- | ---- | ---- |

* 1. (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: NA

(ii) Pattern of programmes:

|  |  |
| --- | --- |
| **Pattern** | **Number of programmes** |
| **Semester** | ------ |
| **Trimester** | ------ |
| **Annual** | 3 |

|  |
| --- |
| 1.3 Feedback from stakeholders\* *(On all aspects)* |
| **Alumni** | Parents | Employers | Students |
| **🗸** | 🗸 | 🗸 | 🗸 |
| **Mode of feedback** |
| **Online** | Manual | CO - operating schools (for PEI) |
| **-----** | 🗸 | NA |

**\*Please provide an analysis of the feedback in the Annexure-II**

|  |
| --- |
| 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects. |
| * No recent revision of syllabus
 |
| * Inclusion of (Module on HIV/AIDS module) GFATM program in Final year BSc & MSc Nursing syllabus.
 |
| * Inclusion of Environmental Sanitation hours at every year in undergraduate program.
 |
| * Inclusion of Additional hours for Competency Assurance among BSc Nursing students at institutional level.
 |
| * Added communication under separate head for evaluation during practical

examination & viva voce.  |

**No**

1.5 Any new Department/Centre introduced during the year. If yes, give details:

**Criterion – II**

1. Teaching, Learning and Evaluation

|  |
| --- |
| **2.1 Total No. of permanent faculty** |
| **Total** | Asst. Professors | Associate Professors | Professors | Lecturer | Tutor/ Clinical Instructor |
| **22** | **-----** | **2** | **4** | **5** | **11** |

|  |
| --- |
| **2.2 No. of permanent faculty with Ph.D. - 1** |

|  |
| --- |
| **2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year** |
| **Asst. Professors** | Associate Professors | Professors | Others | Total |
| **R** | V | R | V | R | V | R | V | R | V |
| **NA** | NA | 2 | - | 4 | - | 16 | - | 22 | - |

|  |
| --- |
| **2.4 No. of Guest and Visiting faculty and Temporary faculty** |
| **Guest** | 5 | Visiting | 29 | Temporary Faculty | NIL |

|  |
| --- |
| **2.5 Faculty participation in conferences and symposia** |
| **No. of Faculty** | **International level** | **National level** | **State level** |
| **Attended Seminars/ Workshops** | **13** | **12** | **9** |
| **Presented papers** | **3** | **9** | **---** |
| **Resource Persons** | **2** | **4** | **1** |

|  |  |
| --- | --- |
| 2.6 Innovative processes adopted by the  institution in Teaching and Learning | * Clinical Competency Assurance Program
* Z to A Learning
* Mind map
* Experiential learning
* OSCE
 |

|  |  |
| --- | --- |
| 2.7 Total No. of actual teaching days during this academic year | 260 Days |

|  |  |
| --- | --- |
| 2.8 Examination/ Evaluation Reforms  initiated by the Institution (for example: Open Book Examination,  Bar Coding, Double Valuation,  Photocopy, Online Multiple Choice  Questions) | * Open Book Examination
* Double Evaluation
* Photocopy of examination booklets.
* Regular Unit Test
 |

|  |  |
| --- | --- |
| 2.9 No. of faculty members involved in  curriculum restructuring/revision/ syllabus development as member of  Board of Study/Faculty/Curriculum  Development workshop | Two Faculty are members of Board of Study (PG) At University Level |

|  |  |
| --- | --- |
| 2.10 Average percentage of attendance of students | Theory : 95%Practical : 100% |

|  |
| --- |
| 2.11 Course / Programme wise distribution of pass percentage  |
| **Title of the Programme** | **Total no. of students appeared** | Division |
| Distinction % | I % | II% | III% | Pass% |
| **B.Sc. Nursing** | **99** | **36.36%** | **57.57%** | **5.05%** | **---** | **99%** |
| **M.Sc. Nursing** | **22** | **59.09%** | **36.36%** | **4.5%** | **---** | **100%** |
| 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes: * Analysis of the feedback given by various stakeholders & incorporation of suggestions accordingly.
* Departmental level Audit of Clinical Competency Assurance Program.
* Regular Curriculum Committee meetings for discussing & implementing strategies to improve Teaching Learning Process.
 |

|  |
| --- |
| 2.13 Initiatives undertaken towards faculty development |
| Faculty / Staff Development Programmes | Specification | Number of facultybenefitted |
| **Refresher courses** | **Refresher course for PhD Scholars & guides on Research Methodology**  | **2** |
| **UGC – Faculty Improvement Programme** | **NA** |  |
| **HRD programs** | **7** |  |
| **Orientation programs** | **Induction Program** | **1** |
| **Faculty Exchange Program** | **Nil** |  |
| **Staff training conducted by the university** | **Workshop on** * **Anti - ragging software use**
* **Research Methodology (PG)**
* **NSS annual meet**
 | **1****4****1** |
| **Staff training conducted by other institutions** | * **CCNS system series (Cardiology)**
* **GFATM workshop (HIV /AIDS, T.B.)**
 | **9****2** |
| **Summer / Winter schools, Workshops, etc.** | * **Enrichment program for outgoing Batches**
* **Preceptorship (PG)**
* **Others**
 | **2****1****9** |
| **Others (In-service Education Program)** | **---** | **9** |

|  |
| --- |
| 2.14 Details of Administrative and Technical staff |
| Category | Number of PermanentEmployees | Number of VacantPositions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
| Administrative Staff | 7 | - | NA | - |
| Technical Staff | 1 | - | NA | - |

**Criterion – III**

**3. RESEARCH, CONSULTANCY AND EXTENSION**

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

|  |  |
| --- | --- |
| **Sr. No.** | **Details** |
| 1 | Regular meetings of research committee. |
| 2 | Availability of Research Fund & provision of seed money for research projects. |
| 3 | Organization of Research Methodology Workshop |
| 4 | Research Poster competition at college level |
| 5 | Participation at university & interuniversity level Research convention |
| 6 | Participation in Research day organised at Hinduja Hospital. |
| 7 | Deputation of faculty to attend various research related workshops & seminars. |
| 8 | Facilitation of intramural and collaborative research projects. |
| 9 | Motivation for the enrolment of PhD |
| 10 | Display of Notifications on Research publications & Brochures of conferences & workshops held by other colleges. |
| 11 | Sponsoring Undergraduate Nursing students & faculty to participate at University & Interuniversity level Research Competitions. |

3.2 Details regarding major projects

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** |  | **Completed** | **Ongoing** | **Sanctioned** | **Submitted** |
| **1** | Number | **1** | **9** | ---- | **14** |
| **2** | **Outlay in Rs.** | **Rs. 30,000/** | ---- | **Rs.7,000/** | ---- |

3.3 Details regarding minor projects

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr. No.** |  | **Completed** | **Ongoing** | **Sanctioned** | **Submitted** |
| 1 | Number | **2** | **4** | ---- | **5** |
| 2 | Outlay in Rs. | ----- | ---- | ----- | ----- |

3.4 Details on research publications

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. No.** |  | **International** | **National** | **State** |
| **1** | **Peer Review Journals** | ---- | **7** | ---- |
| **2** | **Non-Peer Review Journals** | ---- | ---- | ---- |
| **3** | **e-Journals** | **1** | ---- | ---- |
| **4** | **Conference proceedings** | **3** | **10** | **1** |

3.5 Details on Impact factor of publications:

**---**-

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Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of the Project | DurationYear | Name of thefunding Agency | Total grantsanctioned | Received |
| Major projects | 1 | Hinduja Hospital | Lab charges waived off | Lab charges waived off |
| Minor Projects | ---- | ---- | ---- | ---- |
| Interdisciplinary Projects | ---- | ---- | ---- | ---- |
| Industry sponsored | ---- | ---- | ---- | ---- |
| Projects sponsored by the University/ College | 1 | Hinduja CON | Rs. 7000/- | Rs. 7000/- |
| Students research projects*(other than compulsory by the University)* | 6 moths | Hinduja CON | Rs. 1000/- | Rs. 1000/- |
| Any other(Specify) | ---- | ---- | ---- | ---- |
| **Total** | ---- | ---- | **Rs. 8000/-** | **Rs. 8000/-** |

3.7 No. of books published

|  |  |  |
| --- | --- | --- |
| **With ISBN No.** | **Chapters in Edited Books**  | **Without ISBN No.** |
| **----** | ---- | ---- |

3.8 No. of University Departments receiving funds from

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **UGC-SAP** | **CAS** | **DST-FIST** | **DPE** | **DBT Scheme/funds** |
| **----** | ---- | ---- | ---- | ---- |

3.9 For colleges

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Autonomy | CPE | DBT Star Scheme | INSPIRE | CE | Any Other (specify) |
| ---- | ---- | ---- | ---- | ---- | ---- |

3.10 Revenue generated through consultancy

**Rs. 5,000/**

3.11 No. of conferences organized by the Institution

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Level** | **International** | **National** | **State** | **University** | **College** |
| Number | ----- | **1** | ---- | **2** | **13** |
| Sponsoring agencies |  | Arjo Huntleigh | --- | Varsha Book Depot | Intas PharmaBayers Pharma |

3.12 No. of faculty served as experts, chairpersons or resource persons

**5**

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3**.13 No. of collaborations: International National Any other**

 **No. of linkages created during this year University de Montre’al**

**1**

3.15 Total budget for research for current year in lakhs:

**Rs.1,00,000/**

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 From funding agency From Management of University/College

 Total

**Rs.1,00,000/**

 3.16 No. of patents received this year

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Type of Patent** |  | **Number** |
| 1 | National | Applied | **Not Applicable** |
| Granted |
| 2 | International | Applied |
| Granted |
| 3 | Commercialised | Applied |
| Granted |

3.17 No. of research awards/ recognitions received by faculty and research fellows

of the institute in the year.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Total** | **International** | **National** | **State** | **University** | **Dist.** | **Institution** |
| **6** | **1** | **1** | **1** | **2** |  | **1** |
|  | ( EMCON 2014) Best Paper | (National Conference on midwifery)Best Paper | Paper on Preceptorship shortlisted for Interuniversity Research competition. | Two papers selected for University level Research competition | --- | Hospital Research dayBest Paperin Nursing category |

**1**

3.18 No. of faculty from the Institution who are Ph. D. Guides :

 and students registered under them

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3.19 No. of Ph.D. awarded by faculty from the Institution :

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

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-

---

-

JRF SRF

---

---

-

Project Fellows Any other

3.21 No. of students Participated in NSS events:

---

60

University level State level

National level International level

**🗸**

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3.22 No. of students participated in NCC events: Not Applicable.

NA

University level State level

NA

National level International level

NA

NA

3.23 No. of Awards won in NSS:

---

University level State level

---

---

National level International level

---

3.24 No. of Awards won in NCC:

University level State level

NA

NA

National level International level

NA

NA

3.25 No. of Extension activities organized

**🗸**

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University forum College forum

**🗸**

**🗸**

NA

NCC NSS Any other\*

\* *“Nursing as a Career”* workshop at schools and colleges

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. Organization of
* Health camp for Under 5 Children, Uttan.
* Anaemia detection camp for women in their reproductive age group.
* School Health camp at Parol, Rural Community
* General Health camp at Jogeshwari.
* Anaemia Detection camp at Dattatekdi
1. Adoption of orphanage with implementation of various activities throughout the year.
2. Organization of health camps, rallies in adopted village, Uttan.

**CRITERION – IV**

**4. INFRASTRUCTURE AND LEARNING RESOURCES**

4.1 Details of increase in infrastructure facilities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Facilities** | **Existing** | **Newly created** | **Source of Fund** | **Total** |
| Campus area | 0.421acre | --- | Self-Financed | 0.421acre |
| Class rooms | 5220 sq.ft. | --- | 5220 sq.ft. |
| Laboratories | 6500 sq.ft. | --- | 6500 sq.ft. |
| Seminar Halls | 1874 sq.ft. | --- | 1874 sq.ft. |
| No. of important equipment’s purchased (≥ 1-0 lakh) during the current year. | Rs.7.1 lakhs | --- | Rs.7.1 lakhs |
| Value of the equipment purchased during the year (Rs. in Lakhs) | Rs. 2.73 lakhs | **-----** | Rs. 2.73 lakhs |
| Others | --- | --- | --- |

4.2 Computerization of administration and library

1. All administrative records are computerised, although no special MIS package used.
2. Library computerisation and automation in process.
3. Availability of Digital Library.
4. Availability of Copyrighted Educational VCDs.
5. Computerised Question Bank of MUHS examination is available.
6. Central library completely automated.

4.3 Library services:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Existing** | **Newly added** | **Total** |
| **No.** | **Value** | **No.** | **Value** | **No.** | **Value** |
| Text Books | **332** | **Rs.826,661** | **34** | **Rs.65,476/** | **3269** | **Rs.8,92,137** |
| Reference Books | **2937** | **132** | **2937** |
| e-Books | **\*53** | --- | **2** |  | **55** | --- |
| Journals | **26+\*150** |  | --- |  | **26+\*150** | --- |
| e-Journals | **\*172** |  | --- |  | **172** | --- |
| Digital Database | **MUHS digital library****(3000 e books , 13000peer reviewed journals, 4 lakh thesis)** |  |  |  | **MUHS digital library****(3000 e books , 13000peer reviewed journals, 4 lakh thesis)** | --- |
| CD & Video | **350** |  | **2** |  | **352** |  |
| Others (specify) | **Newspapers,****Periodicals, Thesis** | **Rs.24,000/** |  | **Rs.500/-** | **25** | **Rs.24,500/** |

4.4 Technology up gradation (overall)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Total Computers** | **Computer Labs** | **Internet** | **Browsing Centres** | **Computer Centres** | **Office** | **Departments** | **Others** |
| **Existing** | **25** | **15** | **Available** | **NA** | **NA** | **6** | **5** | **1-Smart TV** |
| **Added** | **3** | **----** | **Available** | **NA** | **NA** | **-----** | **-----** |  |
| **Total** | **30** | **15** | **Available** | **NA** | **NA** | **6** | **5** | **1** |

\*10 computers available for students use with internet facility free of cost.

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

* First Year BSc Nursing----Computer Classes by professionals.
* First Year MSc Nursing---Introduction to HIMS at Hinduja hospital from IT professionals
* Free Internet Services for faculty & students.
* Access to digital library to all faculty.
* Biometric attendance for the teaching & non-teaching faculty.
* Access to various data bases like Pubmed, CINHAL, MEDLINE.
* Office staff----- Deputation to software training organised by university.
* Deputation of Faculty for workshop organised on “ Antiragging Software Use” by University.

4.6 Amount spent on maintenance in lakhs :

|  |  |  |
| --- | --- | --- |
| **Sr. No.** | **Particulars** | **Amount** |
| 1 | ICT  | Rs.1,80,000/- |
| 2 | Campus Infrastructure and facilities (Repair and maintenance) | Rs. 21,32,848/- |
| 3 | Equipment (Office equipments & Furniture) | Rs. 63,000/- |
| 4 | Others(Biometrics, camera) | Rs. 30,000/- |
|  | **Total**  | Rs.24,05,848/- |

**CRITERION – V**

**5. STUDENT SUPPORT AND PROGRESSION**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

* Student representative in IQAC is regularly informed about scholarships and various student welfare schemes.
* Regular Student Council Meeting
* Common notice board in student`s hostel and library specially to inform about various welfare schemes.
* Financial, technical Support & expert guidance for participating in University level competitions.
* Organization of Formal Orientation program every year to reorient students to various support services.
* Forwarded proposal to University for sanction of funds under schemes ( Earn & Learn & Savitribai Phule Scholarship) to provide financial assistance to needy students.
* Single window service for selected services such as Admission, Completion of scholarship documentations & Educational loan documentation.
* Freeships, Free lunch coupons & book bank faculty.

5.2 Efforts made by the institution for tracking the progression

* Cumulative records of every student are maintained.
* Parents are informed about FA results through postal and at parent teacher meet.
* Quarterly attendance records maintained and send to university.
* Regular mentoring sessions for UG students.
* Regular Unit test & feedback of the same.

5.3 (a) Total Number of students

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| **108** | **22** | **1** | ----- |

 (b) No. of students outside the state

|  |  |
| --- | --- |
| UG | PG |
| **10** | **2** |

**UG - 2**

 (c) No. of international students

|  |  |
| --- | --- |
| **No** | **%** |
| **131** | **100%** |

 Women

|  |  |
| --- | --- |
| **Last Year** | **This Year** |
| **General** | **SC** | **ST** | **OBC** | **Physically Challenged** | **Total** | **General** | **SC** | **ST** | **OBC** | **Physically Challenged** | **Total** |
| 105 | 2 | -- | 1 | -- | 108 | 136 | 1 | -- | 1 | -- | 138 |

**Demand Ratio**

**1.85%**

**20 : 18**

**53 : 30**

**UG PG Dropout**

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

* Finishing school for outgoing batches (UG & PG) conducted every year to prepare them to face job related challenges.

**11**

**30**

 No. of students beneficiaries UG: PG

5.5 No. of students qualified in these examinations

NA

NA

NA

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NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

NA

NA

NA

NA

5.6 Details of student counselling and career guidance

* Mentorship program for all UG students.
* Three tier System of counselling; I level – By mentor and HOD; II level- By Principal;

III level-By professional counsellors at Hinduja.

* Presence of Grievance Redressal Cell.

**8**

 No. of students benefitted of professional counsellors

5.7 Details of campus placement: **100% job placement in parent hospital if eligible**.

|  |  |
| --- | --- |
| *On campus* | *Off Campus* |
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| NA | NA | NA | NA |

5.8 Details of gender sensitization programmes

* Rally on Women empowerment and female foeticide in rural and community area.
* Celebration of Women`s Day wherein super achievers in various fields such as aviation, education & nursing felicitated.
* Community awareness program on Gender sensitization was carried out at Kurla Bhabha Public Hospital with great success.
* Participated & won prizes in various competitions in on ‘Daughters Day’ organized by Indian Association of Paediatrics.

5.9 Students Activities

**5.9.1 No. of students participated in Sports, Games and other events**

----

**1**

**6**

 **State/ University level National level International level**

 **No. of students participated in cultural events**

**4**

 **State/ University level National level International level**

**5.9.2 No. of medals /awards won by students in Sports, Games and other events**

 **Street Play**

---

6

---

---

1

---

 **Cultural: State/ University level National level International**

 **Level**

**5.10 Scholarships and Financial Support**

|  |  |  |
| --- | --- | --- |
|  | **Total No. of Students** | **Amount** |
| **Financial support from institution** | **2** | **INR 1,68,000/-** |
| **Financial support from government** | **7** | **INR 3,55,714/-** |
| **Financial support from other sources** | **64** | **INR 22,50,000/-** |
| **Others support (From State Government)** | **1** | **INR 95,754/-** |
| **Number of students who received International/ National recognitions** | --- | --- |

**5.11 Student organised / initiatives**

----

---

---

**Fairs : State/ University level National level International level**

---

**Exhibition: State/ University level National level International level**

**1**

--

**5.12 No. of social initiatives undertaken by the students—Annexure III: NSS Calendar**

**5.13 Major grievances of students (if any) redressed: NIL**

**CRITERION – VI**

**6. GOVERNANCE, LEADERSHIP AND MANAGEMENT**

6.1 State the Vision and Mission of the institution

***Mission:*** To provide quality education to provide quality patient care based on our strong commitment to practice, education, research, innovation and collaboration.

***Vision:*** Our goal to be the national leader among academic health centres of nursing. We are building on our traditional missions of patient care, education and research by

* Creating innovation in nursing and delivery of health care.
* Educating nurses in an appropriate learning environment to be efficient and safe practioners by adapting our organization in a changing environment.
* Working collaboratively as partners in the delivery of health care with nurse colleagues in hospitals and colleges and with other professional colleagues nationally and internationally.

6.2 Does the Institution has a Management Information System

* All administrative records are computerised, although no special MIS package used.
* Library computerisation and automation in process.
* Central library completely automated.
* Plan for separate website for college is in process.
* Automation of selected administrative functions is in process.

6.3 Quality improvement strategies adopted by the institution for each of the following:

 6.3.1 Curriculum Development

* Departmentalisation,
* Preparation of institutional level curriculum for Final Year MSc Nursing ( Subject: Child Health Nursing)
* Incorporation of Competency Assurance Program for UG students at institutional level curriculum for ensuring 100% competency in routine & essential procedures.
* Mentorship programs and tutorials
* Implementation of professional enculturation module for First year BSc students.
* Preceptorship program to facilitate transition of graduate to bedside nurse.
* Regular curriculum committee meetings.
* Development of Syllabus & regulations for certificate & fellowship courses is in process.
* Incorporation of environmental sanitation module in every year of UG program.
* Change in framework of question paper incorporated.

6.3.2 Teaching and Learning

* Maintenance of student teacher ratio as and above the norms.
* Training Program on soft skill development for faculty & students.
* Deputation of faculty for workshops/seminars/conferences to facilitate professional development & equip them to face changing demands/needs of students.
* Emphasis on student centric and innovative teaching learning activities.
* Availability of well-equipped, state of art library and internet room with extended hours at free of cost
* State of art laboratories for hands on experience.
* Paid affiliation to best of hospitals in the city for clinical experience apart from parent hospital.
* Planned revision with booster classes before final examination.

6.3.3 Examination and Evaluation

6.3.3 Examination & Evaluation

* Innovative evaluation practices such as open book examination, Objective structured clinical evaluation ( OSCE )
* Availability of strong room and implementation of CAP for formative assessment (FA)
* Intimation of FA dates in the beginning of the academic year itself.
* Intimation of student’s performance after each FA through post and parent-teacher meeting.

6.3.4 Research and Development

6.3.3 Research & Development

* Regular meetings of research committee
* Availability of Research Fund & seed money for research projects.
* Research Poster competition at college level
* Facilitation of intramural and collaborative research projects.
* Research Methodology workshop for PG students.
* Motivation for participating in research related events, projects & poster presentations.
* Deputation of faculty for Research Related workshop.
* Forwarded proposal for organization of Research Methodology workshop by Medical education & Technology Cell of University.
* Constitution of technical committee for Ph. D program.

6.3.5 Library, ICT and physical infrastructure / instrumentation

**Library:**

* Fully air conditioned library and reading room with large volumes of books & journals.
* Library automation and computerisation in process.
* Availability of book bank services for students from weaker socioeconomic strata.

**ICT:**

* Availability of smart class for facility of asynchronous and synchronous learning
* Availability of video bank for skill development.

**Physical infrastructure:**

* State of art laboratories for hands on experience.
* Clean and spacious classrooms, common rooms, well-furnished and safe hostel facility.
* Use of recreation room and ground for indoor and outdoor sports respectively.

6.3.6 Human Resource Management

* Annual Performance Appraisal system Implemented very regularly.
* Induction and orientation program for newly recruited staff
* Facility for deputation for continuing education, workshops, conferences at city, state and national level.
* Regular in-service education program
* Free medical facilities for permanent employees and their dependents.

Deputa

6.3.7 Faculty and Staff recruitment

* Recruitment as per forecasted requirement.
* Double level, fair selection procedure based on meritocracy and experience

6.3.8 Industry Interaction / Collaboration

* Educational visits for final year UG and PG students are arranged outside state.
* Various field visits arranged in the city for all students within and above the requirement of syllabus.

6.3.9 Admission of Students

* Admission based on Common entrance exam conducted by Association of Management of Unaided medical and dental colleges.
* The institutional common entrance test for PG students.
* Single window admission procedure.
* Separate admission scrutiny committee at college level to ensure transparency.

6.4 Welfare schemes for

|  |  |
| --- | --- |
| Teaching Faculty | 1. Diwali gifts, Celebration of teacher`s day.2. Celebration of birthdays, marriages, festivals.3. Long service award |
| Non - teaching Faculty | 1. Availability of loan from In-house employee credit society.2. Diwali gift, Festival advances3. Felicitation of employee`s children for meritorious performance |
| Students | 1. Assistance for Freeships, scholarships, Bank loans2.Book bank, free meal passes |

**\*\* Free medical facilities for teaching, non-teaching faculty and students**

6.5 Total corpus fund generated

Centralised finances

**🗸**

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

|  |  |  |
| --- | --- | --- |
| **Audit Type** | **External** | **Internal** |
| **Yes/No** | **Agency** | **Yes/No** | **Authority** |
| Academic | ---- | ---- | Yes | IQAC |
| Administrative | ---- | ---- | Yes | Internal Audit Dept. at Hinduja |

6.8 Does the University/ Autonomous College declare results within 30 days?

**🗸**

 For UG Programmes Yes No

**🗸**

 For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

* Equal balance between formative & summative assessment.
* Barcoded answer sheets, double evaluation and facility of availing photocopy of

answer sheets available.

* Declaration of results within a month.
* Scrutiny of internal assessment by external assessor appointed by university to

prevent malpractices.

* Restructuring of question paper setting (Eliminated MCQs type question).
* Added communication under separate head for evaluation during practical

examination & viva voce.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

* Principal as administrative head is given complete authority with regard to syllabus implementation and
* Complete autonomy for implementation of university sponsored schemes.
* Principal as Assistant CAP director at University CAP.

6.11 Activities and support from the Alumni Association

* Annual Alumni Association reunion.
* Organisation and sponsoring of program at orphanage.

6.12 Activities and support from the Parent – Teacher Association

* Regular parent teacher meeting after every FA
* Parent Counselling session
* Parent representative at IQAC
* Feedback from parent
* Creation of Email group & SMS Group for prompt & easy communication.

6.13 Development programmes for support staff

* Regular implementation of In-service education program.
* Deputation to workshops and conferences organised by university.

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Solar water heating system
2. Regular toss out day for waste management
3. Celebration of world environment day with tree plantation & conserving electricity by observing total power cut for 1 hour.
4. In campus Jogger`s park.
5. Green campus with vegetables and fruits bearing plants.
6. Aquarium
7. Guppy Fish Cultivation
8. Bottle garden for growing medicinal plants.

**Criterion – VII**

**7. INNOVATIONS AND BEST PRACTICES**

7.1 Innovations introduced during this academic year which have created a positive impact on

 the functioning of the institution. Give details.

* Stationary & electricity conservation drive
* Audit on existing teaching-learning practices, evaluations.
* Development of KRAs for department and HODs.
* Student representation at University level Research competition for undergraduate students

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the

 beginning of the year

* As per the action plan decided upon beginning, 100% implementation of planned activities & events.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

 Clinical Competency Assurance Program

 Performance Enhancement Program (Academic Rehabilitation for weak students & Privilege Batch for high performers)

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

* Solar water heating system
* Regular toss out day for waste management
* Celebration of world environment day with tree plantation & conserving electricity by observing total power cut for 1 hour.
* Green campus with vegetables and fruits bearing plants.
* Aquarium
* Guppy Fish Cultivation
* Bottle garden for growing medicinal plants.

**🗸**

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

**STRENGTHS**

* Academic excellence as evidenced by 100% results.
* Good governance & leadership & academic freedom through departmentalisation.
* Spacious library with large collection of books with access to central library.
* Zero attrition at middle & top level faculty.
* State of Art Infrastructure facility
* 100% job placement for UG students at parent hospital.

**WEAKNESSES**

* Need of more spacious multipurpose hall & playground.
* Distance from parent hospital.

**OPPORTUNITIES**

* National & International collaborations.
* Demand for short term & online courses

**THREAT**

* Declining number of aspiring candidates for nursing.

8.Plans of institution for next year

* Enhance PG admissions.
* Computerisation of library facility
* Add on online & short term courses
* Collaboration with online agencies
* Enhance PhD seats.
* Continue with 100% results.

***Name:******Prof. Shubhangi Pangam*** ***Name****:* ***Prof. Dr. Jaya Kuruvilla***



***Signature of the Coordinator, IQAC Signature of the Chairperson, IQAC***

*\_\_\_\_\_\_\_\*\*\*\_\_\_\_\_\_\_*

**BEST PRACTICE – I**

**Title of the practice:** Clinical Competency Assurance Program. (CCA)

**Goal:** To assure clinical competencies among UG students in execution of routine, essential & high risk procedures in real life settings.

**Context:**

The competence of graduating nursing students is an important issue in health care as it is related to professional standards, patient safety & the quality of nursing care. At Hinduja College of Nursing, we emphasize on achievement of psycho motor objectives & required competency development through rigorous & augmented clinical experience at parent & other affiliated hospitals. However mere re-demonstrations as per the stipulated hours given in syllabus are not sufficient to get rid of initial fear, lack of confidence, technical & manual difficulties related to various procedures as experienced by students. Therefore under CCA, added supervised theory hours are provided during the theory block in various laboratories.

**The practice:**

CCA coordinators of various classes prepare yearly competency assurance calendar in discussion with Class coordinators, HODs & Principal. Faculty as per their teaching subjects is entrusted with the responsibility to provide supervision & guidance to smaller batches of students. CCA sessions are mainly carried through micro skills development, viewing of procedure videos & provision of added time for handling complex equipments. At the end of session, supervisor & peer evaluation is carried out with the help of standardized checklists. At the end of the year, Internal audit of CCA is carried out by cross faculty.

**Evidence of Success:**

Audit & assessment reports indicate that CCA program help students to develop reasonable levels of competencies before entering into real life settings. Students also verbalized satisfaction as they get added time for hands-on experience in laboratories.

**Problems Encountered & resources:** No problems encountered so far. Added resources are not required except extra time spend by faculty & students.

**BEST PRACTICE – II**

**Title of the practice:** Performance Enhancement Scheme.

**Goal:** To enhance academic performance of weaker students through academic rehabilitation program & prepare high performers for distinctions & university ranks through privilege batch.

**Context:** Academic Excellence is first priority key performance area for faculty & students. One of the measurable criteria of academic excellence is 100% results along with distinctions & university ranks. Some students require added efforts, booster or remedial classes & more individual attention. For such students, academic rehabilitation program is implemented. High performing students also require added efforts & direction to get an extra edge during university examinations. For such students, privilege batch is formulated.

**The Practice:**

Academic rehabilitation activities include departmental review of academic performance in PTA, to identify weak students & monitor their progress and also design & implement individual remedial actions. Strategies for the same include time slots for tutorials, question & answer discussions, mock tests & counseling.

High performers based on their First formative assessment scores are selected to be a part of privilege batch. These students are provided with additional privileges such as access to faculty, departmental library along with tailor made paper setting & one to one feedback sessions. These measures are carried out throughout the year with intensified efforts before university examinations.

**Evidence of Success:**

All students of academic rehabilitation program have passed in first attempt with some students even scoring distinctions. Majority (95%-100%) students of privilege batches have achieved distinctions with some university ranks.

**Problems Encountered & resources:** No problems encountered so far with respective efforts appreciated by students & parents.

**Annexure II**

**FEEDBACK ANALYSIS SUMMARY**

**As per the analysis of feedback from various stakeholders,**

1. Majority students reported satisfaction over education program. Education programmes helped them to achieve outcomes such as clinical knowledge & competency & being empathetic educators.
2. Education program also helped them to achieve additional outcomes such as attitude change, personality development, and time management.
3. With regard to opinion about academic program, majority students agreed that it was well planned & organised. They also appreciated inclusion of innovative teaching & evaluation methods especially Workshops, seminars, OSCE.
4. With regard to teachers evaluation, majority students rated their teachers as excellent.
5. Alumni members expressed satisfaction about association activities & services.
6. Parents verbalised above average satisfaction about services provided by college.
7. Management extended appreciation towards college activities during visit by CE to college.
8. Employers rank PG students of Hinduja superior over other colleges.
9. Neighbouring industrial sector expressed satisfaction towards various extension activities organised by college.

 

**Signature of Principal**

**P.D. HINDUJA NATIONAL HOSPITAL & MRC**

**COLLEGE OF NURSING**

**NSS CALENDAR 2015-2016**

|  |  |  |  |
| --- | --- | --- | --- |
| SR. NO. | MONTH | EVENTS | ACTIVITIES |
|  | August | * Breast Feeding Week Celebration
* Independence Day
* Sadbhavana Day
* NSS Orientation
* Daughters Day Celebration
 | Street Play, Sensitisation Sessions, Flag Hosting Puppet Show, Quiz Competition , Jingle Competition |
|  | September | * NSS Day Celebration
* School Health Camp
 | Health Education Campaign |
|  | October | * Cleanliness Drive
* Anaemia Detection camp
* Mental Health Day
* World Alzheimer Day
 | Street Play,Health Education Campaign |
|  | November | * NSS Special Camp
 | Street Play, Rally, Heath education Campaign |
|  | December | * World AIDS Day
 | Quiz SessionsExhibitions |
|  | January | * Republic Day
* Blood Donation Camp
* Under Five Clinic
 | Health Education CampaignRallyStreet play |
|  | February | * School Health Camp
* World Cancer Day
 | Health Education Campaign |
|  | March | * Women’s Day
* World tuberculosis Day
 | Sensitisation Session |
|  | April | * WHO Day
* Immunization Week
 | Project on themeSymposium |
|  | May | * No Tobacco Day
 | Awareness programme |
|  | June | * Best out of waste-Workshop on AV Aids
* World Environment Day
 | WorkshopTree PlantationQuiz competition |
|  | July | * World Hepatitis Day
 | Group Project |

**Signature of NSS Programme Officer Signature of Principal**

**Ms. Savita Raut Dr. Prof. Jaya Kuruvilla**