

## **NOTICE**

**Date: 22<sup>nd</sup> September 2018**

Dear IQAC Members

**IQAC meeting is scheduled on 29<sup>th</sup> September 2018 between 12pm-1pm, 10<sup>th</sup> floor Board room.**

- 1) Activities by IQAC
- 2) Presentation of Adhoc Committee Report
- 3) Patenting & Copyrights
- 4) Any other

**Prof. Dr. Jaya Kuruvilla**

**Principal – College of Nursing**

**P.D. HINDUJA NATIONAL HOSPITAL AND MRC, COLLEGE OF NURSING**

**IQAC Meeting Minutes**

**Date: 29<sup>th</sup> September 2018**

<b>Agenda</b>				<b>Responsible Person</b>
IQAC Co-coordinator welcomed the members.				IQAC Coordinator
Presented IQAC update with month wise activities. Significant activities undertaken are as follows; ✓ Organization of Orientation program ✓ Felicitation of Subject Teacher for Subject ranks. ✓ Celebrated Gratitude week for Administrative & Support Staff				IQAC Secretary
Principal Madam briefed about the Adhoc committee constitution & it`s purpose. Adhoc Committee chairperson presented the report				Prof. Dr. Jaya K.
Criterion I: Curricular Aspects <ul style="list-style-type: none"> <li>• No. meetings held : 3</li> <li>• Objective: Analysis of the Qualitative &amp; Quantitative Data</li> </ul>				Ms. Bindu
KI	Observations	Remarks	Action Taken	
1.1-1.4	Most of the documents present	Certain Documents like updating register & files need to be confirmed with the concerned personnel	Prepared the checklist on required documents as per the key indicators Reminder mail sent by the Criterion 1 leader to the concerned personnel on the required documents.	
1.3	Incomplete - Pending	In process	Closure date: 4 <sup>th</sup> Oct.2018	

Key Indicators	Data Required	Remarks
<b>5.1</b>	<b>STUDENT SUPPORT ( 50)</b>	
<b>5.1.1</b>	Average % of students benefited by the scholarships and <u>freeships</u> by the Govt. during the last 5 yrs	Name of the Scheme No. of students benefiting
	Document	Upload Sanction letters
<b>5.1.2</b>	Average % of students benefited by <u>scholarships, freeships</u> , etc. provided by the institution besides the government schemes during the last 5 Yrs	Name of the scheme with contact information No. of students benefiting
	Document	Upload Sanction letters
<b>5.1.3</b>	No. of capability enhancement and development schemes	Name of the capability enhancement scheme Year of implementation No. of students enrolled Name of the agencies involved with contact details

  

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KI	DEFICIENCY	ACTION PLAN
3.1.1	E-Copies of the grant award letters for research projects sponsored agencies (research Msc. Nursing students) <ul style="list-style-type: none"> <li>ArjoHuntleigh</li> <li>P D Hinduja Hospital (Waiving off laboratory )</li> <li>SurgiMedix</li> </ul>	Informed passed out MSc. Students , work under way

3.1.2	Research projects per teacher funded (Travel expenses, MUHS AVISHKAR) *Letter from Principal college of nursing *Supporting document from Funding Agency	To be complete by 30 <sup>th</sup> October
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3.2.1	Incubation centre :patenting process *Community Health Nursing Bag	Contacting companies/ industries related to manufacture
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3.2.2	Link Of the IPR & Industry-Academia Innovative practices activity report on the website	
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3.3.2	Institution incentives to teachers received state, national and international awards *Letter of acknowledgment/appreciation year 2012-2018 for faculty	
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3.3.3	Number of Ph.D.s awarded	NIL
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Key Indicators		Data Required	Remarks	
5.1.4	Average % of students benefited by the guidance for competitive examinations and career counselling offered by the institution during the last five years	* Name of the Scheme * No. of the students who have passed in the competitive exam * No. of students placed	Present	
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5.1.5	Average % of the students benefited by the Vocational Education and Training ( VET) during the last 5 Yrs	* No. enrolled * No. of successfully completed	???	
5.1.6	The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases		Md. Shubhangi to work on it. Closure date: 15 <sup>th</sup> Oct	
	Document	Upload the minutes of meeting	Closure Date: 20 <sup>th</sup> Oct 2018	
Key Indicators		Data Required	Remarks	
5.3	<b>Student Participation &amp; Activities ( 25)</b>			
5.3.1	No. of awards/ medals for outstanding performance in sports/cultural activities at national / international level during the last 5 yrs.	* SNA Binneal * Sports * NSS * IAP * Intercolleagat Competition	In Process reminder mail sent	
	Document	Upload award letters and certificates	In process; Closure Date: 20 <sup>th</sup> Oct 18	
5.3.2	Presence of active Student Council & representation of students on academic & administrative bodies/committees of the Institution		Present	
5.3.3	Average no. of sports and cultural activities / competitions organised at institution level per year	* Name of the activity	In Process reminder mail sent	

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Key Indicators		Data Required	Remarks
<b>5.4</b>	<b>Alumni Engagement (10)</b>		
5.4.1	The Alumni Association / Chapters contributes significantly to the development of the institution through financial and non financial during the last five years	Upload a description of alumni association contribution to the institution	Present
5.4.2	Alumni Contribution during the last five years	*Name of the Alumnus/ Alumni association *Quantum of the contribution	Present
	Documents	Upload *Annual audited statements of accounts *Alumni Association audited statements	In Process
5.4.3	No. of Alumni Association / Chapters meetings held during the last 5 yrs.	*No. of Alumni association meetings *Dates of meetings	
<b>Criteria 6-Governance, Leadership and Management</b>			
6.2.4 activity successfully implemented based on the Minutes of the meeting of various Bodies/ Cells and Committees (Counselling Cell)			
6.3.5 Appraisal system: Description need to be enhanced			
6.4.1 Financial Audit: Description need to be enhanced			
6.4.3 Resource mobilization policy: Description is pending			
Meeting got adjourned at 2.00pm.			

Ms. Bindu

Ms. Reena D