

MINUTES OF IQAC MEETING

Date: 17th September 2016

Time: 10.00am – 1.30 pm

Members present were

- Prof. Dr. Jaya Kuruvilla
- Prof. Wilma Valsalan
- Prof. Jacintha Lobo
- Prof. Shubhangi Pangam
- Asso. Prof. JacinthaFernandes
- Asso. Prof. Siman Xavier.
- Ms. SheejaKanade
- Ms. Reena DSouza
- Ms. Savita Raut
- Ms. Meghna Shirke
- Ms. Maisha Ingle
- Ms. SnehaPramod (Student's Representative)

Members Absent were

- Ms. SheejaKanade
- Ms. Sreeja Nair (Alumini Representative)
- Mrs. Sangeeta Sane
- Mr. Rajesh Rao
- Mr. BhagwanPhalsamkar

Signature of IQAC Secretary

Signature of Principal

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CONTENT	RESPONSIBLE PERSON
IQAC Co-coordinator formally welcomed the committee members to the IQAC meeting.	
<p>Matters arising from minutes</p> <p>Madam Principal told of maintaining the proper departmental file, Sero Soft Solutions data update would be much of benefit, consultancy at Manipal by Principal mam and at Ranchi by vice principal mam would be considered under Non Monitored Consultancy</p>	
<p>AQAR report 2015-16 was presented. Resolved that same can be accepted & sent to NAAC office, Bangalore.</p> <p>Action Taken Report presented. Research is identified as thrust area for improvement before next A& A.</p>	IQAC
<ul style="list-style-type: none"> • Academic calendar 2016-2017 • Enhancement of labs to be taken up by the in-charges by December • Creating new teaching learning strategies. • Keep inventory for the existing teaching learning strategies 	IQAC
<p>Criterion I curricular aspect audit was presented by Asso.Prof .Siman Xavier</p> <ul style="list-style-type: none"> ✓ Revision of curriculum ✓ Theory log to be created ✓ Academic calendar , master rotation for the year to be in place ✓ Clinical experience – affiliation & schedules to be maintained. ✓ Clinical supervisory diary ✓ Presence of structural feedback ✓ Modified counseling form to be created for PG ✓ Counseling for PG can be telephonic or through mails ✓ Tutorials and CCA for PG's ✓ Uniformity in the files to be maintained <p>For eg. Spring file containing pink code that includes Index, Syllabus of the university, Institutional curriculum, Master Rotation Plan, Academic calendar...</p> <ul style="list-style-type: none"> ✓ Theory log ✓ Clinical rotation plan 	Ms. Siman Xavier
<p>The other criteria's were also discussed</p> <ul style="list-style-type: none"> ✓ Lactation and wound management to be started in collaboration 	IQAC

<p>with university and Nurse Practitioner with INC syllabus in collaboration with John Hopkins</p> <ul style="list-style-type: none"> ✓ Wound management could be incorporated in CCNS ✓ Creating of need based certificate course like reflexology, Yoga, Aroma Therapy, 1week made mandatory ✓ Counseling course for faculty and fitness club, karate classes to be organized ✓ Prepare a project proposal for First Aid Course including survey of schools , Memorandum of understanding ✓ Local MLA to be invited to sensitize students to national integration, Constitution of India, art and culture it has to be incorporated in the enculturation schedule. ✓ A survey on hygiene to be conducted by CSSU ✓ Research, project taken up or completed of department to be highlighted on board in each department ✓ Typhoid vaccination for UG & PG ✓ Various activities and initiative in relation green audit are on process (Kitchen garden, ECHO carnival, poster completion...) <p>Madam emphasized on maintaining the NAAC culture, working as a team, selflessly working for the same goal.</p>	
<p>In v/o Ms. Sreeja`s resignation, Ms. Seema Samudre would be alumni representative in IQAC</p>	
<p>Meeting got adjourned.</p>	