



AMALA COLLEGE OF NURSING

AQAR (2022-2023)



CRITERION 1 – CURRICULAR ASPECTS

Key Indicator 1.1 – Curricular Planning and Implementation

Metric No. 1.1.1 - The Institution ensures effective curriculum planning, delivery and evaluation through a well-defined process as prescribed by the respective regulatory councils and the affiliating University.

SUBMITTED TO



National Assessment and Accreditation Council

**MINUTES OF THE
COLLEGE COUNCIL**

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Minutes of college council meeting which was held on 18/07/2022

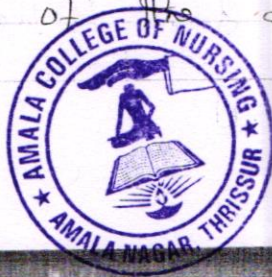
Agenda:

- 2.1. Academic progress
- 2.2. Parent feedback analysis
- 2.3. NAAC Peer Team visit Preparation
- 2.4. Add-on course approval
- 2.5. Capability enhancement programme
- 2.6. Club activities
- 2.7. Any other item.

The following members were present for the meeting.

1. Dr. Rajee Reghunatha
Principal & Chairperson
2. Sr. Latha Elizabeth
Vice Principal & Secretary
3. Prof. Lalitha C.
HOD & IQAC coordinator
4. Dr. Sr. Mealy John - HOD
5. Mrs. Binny Ap - HOD
6. Sr. Gyothish CSC Teacher rep
7. Mrs. Chankin Charles Teacher rep
8. Mr. Antony Joseph Office rep
9. Ms. Siya Joy Student Union

The meeting commenced at 12 noon in the Conference Room with a silent prayer. Chairperson Dr. Rajee Reghunatha welcomed the gathering and introduced the agenda of the meeting.



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PRINCIPAL
AMALA COLLEGE OF NURSING
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Secretary S. S. Dittu read out the previous meeting minutes.

Action taken report-

1.1 XIACac IIOA filing

After 2 internal audit IIOA was filed on 29/03/2022

1.2 Academic evaluation:

Semester/Credit system as in Bsc Nursing Degree course was implemented and the classes of first batch commenced on 08/03/2022

1.3 Preparation for third wave of Covid-19

Students were instructed to follow use PPE and to follow covid appropriate behaviour in the college, hostel and during clinicals, and the situation was managed well

1.4 Disciplinary issues of college.

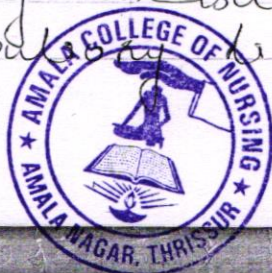
Anti ragging protocol was strictly followed during commencement of the new academic batch and no incidence of ragging was reported in the campus.

Discussion of agenda.

2.1 Academic progress.

Academic progress was evaluated and the chairperson suggested the following measures for better outcome.

- computer library hours.



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- Specific Subject Related assignments.
- For internal assessment examination, include difficulty index questions.
- weight-age for external reference.

2.2 Parent-Feedback analysis

Feedback of the parents were analysed and the college council suggested a brief introduction to parents before filling the Feedback Form.

2.3 NAAC Peer team visit Preparation.

As a preparation for peer team visit, the NAAC coordinator pointed out the need for an internal audit by the external experts.

2.4 Add-on course approved.

Chairperson informed that Add-on course for the next academic year need to be approved by the college council.

2.5 Capability enhancement programme

College council decided to arrange various capability enhancement programme for the students by the experts.

2.6 Club activities:

Chairperson informed that various club activities need to be done under the leadership of concerned criteria team.



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The meeting was adjourned at 1.30pm

[Signature]

Dr. Rajee Reghunath
Chairperson

[Signature]

S.S. dithe
Secretary



[Signature]
Prof. Dr. RAJEE REGHUNATH
PRINCIPAL
AMALA COLLEGE OF NURSING
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AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

Amala Nagar P.O, Thrissur - 680 555, Kerala, India.

No.C/042/CC/2021

Date: 22.12.2021

CIRCULAR

Meeting of College Council is scheduled at 12 noon on 1st January, 2022. Kindly make it convenient to attend the meeting.

Agenda:

1. NAAC IIQA filing
2. Academic evaluation
3. Preparation for third wave of Covid
4. Disciplinary issues of college


Dr. Rajee Reghunath
Principal

Copy to :

Rev. Fr. Julious Arakkal CMI (for information) / Sr. Litha Lizbeth / Prof. Lakshmi G /

Dr. Sr. Merly John/ Mrs. Bincy A. P / Mrs. Elsy / Sr. Jyothish / Mrs. Chanlin Chacko / Mr. Leo Jacob /

Mrs. Maria Thomas/ Ms. Anakha Pavithran




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Sr. Litha

Report of first college council meeting for the year 2022 on 1-1-2022

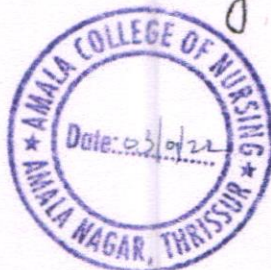
First meeting of reconstituted college council on 31/12/21 is conducted on 1-1-2022 with the following agenda.

- 1.1. NAAC HQA filing
- 1.2. Academic evaluation.
- 1.3. Preparation for third wave of covid.
- 1.4. Disciplinary issues of college.

The following members were present for the meeting

- | | |
|--|--------------------|
| 1. Dr. Rajee Reghunathan
Principal & Chairman | <i>[Signature]</i> |
| 2. Sr. Latha Lizbeth
Vice principal & Secretary | <i>[Signature]</i> |
| 3. Prof. Lakshmi G.
HOD & IQAC co-ordinator | <i>[Signature]</i> |
| 4. Dr. Sr. Mary John, HOD | <i>[Signature]</i> |
| 5. Mrs. Binny A-P, HOD | <i>[Signature]</i> |
| 6. Mrs. Elsy, Physical education | Absent |
| 7. Sr. Jyothish, Teacher rep. | <i>[Signature]</i> |
| 8. Mrs. Chanthirachok, Teacher rep. | <i>[Signature]</i> |
| 9. Mr. Leo Jacob, QIP | <i>[Signature]</i> |
| 10. Mrs. Maria Thomas, PTA president | Absent |
| 11. Ms. Anukha Pavithran, Student union | <i>[Signature]</i> |

The meeting commenced at 12 noon at Principal's office with a silent prayer. Chairman Dr. Dr. Rajee Reghunathan, Principal welcomed the gathering and introduced the agenda of the meeting. All members except Mrs. Elsy & Mrs. Maria Thomas attended meeting. They have informed



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their inability to attend the meeting.

Secretary S. Adithya disabettu read out the previous meeting minutes.

Action taken Report-

1. Launch of new Website - 18/08/2021
2. Committee meetings
 - IQAC (15th) - 24/08/2021
 - Management committee meeting (2nd) - 14/09/21
 - Maintenance, house keeping & waste off committee meeting (4th) - 08/11/21
 - In house Alumni Meeting - 11-11-21
 - Finance & Auditing committee meeting (3rd) - 15/11/21
 - PTA meetings
 - BSc Nsg - 2020 batch - 24/8/21
 - BSc Nursing - 2019 batch - 25/8/21
 - BSc Nursing - 2018 batch - 26/8/21
 - BSc Nursing 2017 batch - 27/8/21
 - PTA Executive meeting on 31/8/2021 and 20/11/2021
3. Webinars/Workshop
 - Webinar on Women Empowerment - 10/9/21
 - Workshop on Neonatal Resuscitation Programme - 25/9/21
 - Webinar on mentor mentee programme - 27/9/21

A. Various programmes

- Nurse led Geriatric Clinic - Homeopathy for healthy aging - 27/8/21
- FDP on Administrative & Academic



19/10/21
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Audit - 21/1/21

- Administrative Training Programme - Creation & Enhancement of loyalty and trust in the workplace - 28/10/21
- Administrative Training Programme - Conflict Resolution & management - 30/10/21
- Training on professional ethics - 12/11/21
- Pre departure orientation programme by NORCA - 15/11/21
- Cancer awareness talk - 13/11/21
- Quality Audit & Training Programme - 19/11/21
- Value added course on BLS & ACLS - 24/11/21
- Faculty exchange programme - 20/11/21
- Students exchange programme - 1/12/21
- FDP on writing Jo Research Grants - 3/12/21
- Yoga class - 18/12/21
- FDP on Research Methodology - 18/12/21
- FDP on IPR - 16/12/21

5. Graduation Ceremony - 30/09/21

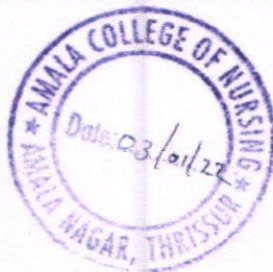
6. NAAC Criteria Based Audit - 11/10/21

7. NAAC Criteria based Audit - 23/10/21

8. Add-on courses on

- Gerontology - 23/11/21
- Biodiversity & its conservation - 24/11/21
- Guidance and counselling - 25/11/21
- Human Population and the Environment - 26/11/21
- Environment Population - 27/11/21
- Gender equality and women empowerment - 28/11/21
- Scholastic Guidance - 15/12/21

9. QAS Consultation For casual college of Nursing - Kottayam (Online) - 29/11/21



Discussion of Agenda

1. NAAC IIOA filing:

Chairman informed that NAAC has introduced XEP and since it has to be incorporated IIOA filing will be done by March 31st 2022 after 2 internal audits.

Deficiency in infrastructure facilities such as provision for common room, IIOA room, student union/sports room need to be fixed and the recommendation will be sent to the management for approval.

2. Academic evaluation

Implementation of Semester/Credit system.

- College council approved the implementation of new university syllabus for BSc Nsg 2020 batch.
- Internal and External clinical posting of students shall be scheduled as per requirements for the next academic year.
- College council has decided to implement the rules and regulations of KUHSSIN regarding internal assessment, attendance and compensation duty of students strictly with immediate effect.
- 80% attendance is compulsory for theory and practical of each subject.



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to appear for university examination. Those students who have less than 80% attendance will not be allowed to appear for regular examination. They have to compensate the lost hours along with junior batch of students to make it 80% and can appear in supplementary examination only.

- A total of 3 sessional examinations will be conducted with prior time table for all subjects. The average of all examinations is taken for calculating internal assessment. Failed students will not be allowed to write university examination. Improvement test will be conducted only in exceptional cases with the permission of College Council.

- Mrs. Binny AP - HOD (Mental Health Nursing) suggested SH hospital Dainkulum for M.H. Nursing external posting of 2024 batch. College Council approved the suggestion.

- University examination protocol will be followed for the smooth and transparent conduction of sessional examinations.

Sessional examinations will be conducted in examination hall. Booklets with minimum number of pages with sign and seal will be provided and extra answer sheets will be issued on request. Only transparent pouch will be permitted in the examination hall.



3. Preparation of third wave of covid-19

As the threat of third wave of covid-19 persists, students will be instructed to use PPE & all covid appropriate behaviour during clinical postings. Also decided to follow all Government directions and special precautions against covid-19.

4. Disciplinary issue of college

Anti ragging protocol will be strictly followed as the new batch is going to join soon.

The meeting was adjourned by 1:30pm.

[Signature]
Dr. Rajee Reghunath

[Signature]
Sr. Dilna Elizabeth
Secretary

Principal
Dr. RAJEE REGHUNATH
AMALA COLLEGE OF NURSING
AMALA NAGAR P.O., THRISSUR-680 555



[Signature]
Prof. Dr. RAJEE REGHUNATH
Principal
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