



Amala
COLLEGE OF NURSING
ACCREDITED BY NAAC WITH A GRADE

AMALA COLLEGE OF NURSING AQAR (2022-2023)



CRITERION 1 – CURRICULAR ASPECTS

Key Indicator 1.4– Feedback System

Metric No. 1.4.2. Feedback on curricula and syllabi obtained from stakeholders is processed in terms of:

SUBMITTED TO



National Assessment and Accreditation Council

MINUTES OF GOVERNING COUNCIL



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Amala Nagar, Thrissur - 680 555

Kerala, India



MINUTES OF THE ADMINISTRATIVE COUNCIL MEETING HELD ON 21ST FEBRUARY 2024

Venue: Directors chamber, St Chavara Block, AIMS

Time: 10.30 am

Members Present

| Name of Member | Designation | Role in Council | Signature |
|---------------------------------|--------------------------|------------------------|-----------|
| Rev Fr Julious Arakkal CMI | Director, AIMS | Chairperson | |
| Rev Fr Antony Perinchery CMI | Joint Director, AIMS | Member & Finance lead | |
| Rev Fr Jaison Mundanmany CMI | Joint Director, AIMS | Member | |
| Rev Fr Shibu Puthenpurackal CMI | Joint Director, AIMS | Member | |
| Rev Fr Deljo Puthoor CMI | Joint Director, AIMS | Member & Quality lead | |
| Rev Fr Antony Mannummel CMI | Associate Director, AIMS | Member & Academic lead | |

The meeting started with a prayer led by Rev Fr Shibu Puthenpurackal CMI. Chairperson welcomed all members to the meeting and the following agenda were discussed and decisions were taken.

| Agenda No | Agenda item | Discussion | Decisions taken |
|------------|-------------------|--|-------------------------------|
| AC24.01.01 | AQAR for approval | The first AQAR of Amala College of Nursing was circulated among the members for approval and the academic lead pointed out the salient figures in QnM and features of QIM to the council members | The council approved the AQAR |



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| Agenda No | Agenda item | Discussion | Decisions taken |
|------------|--|---|---|
| AC24.01.02 | Approval of feedback analysis | The Administrative Council approved the curriculum and general feedback reports of the college of nursing | Chairperson appreciated the efforts of college in maintaining the feedback mechanism properly |
| AC24.01.03 | Approval of budget of Amala College Of Nursing | The annual budget for the FY 2024-25 was presented to the administrative council | Chairperson requested Fr. Antony Perinchery finance lead to have a separate meeting with the finance team before final approval |

The meeting concluded at 11.30 am

Minutes approved by Chairperson Fr Julious Arakkal CMI

Seconded by Fr Deljo Puthoor CMI

Minutes Prepared By Fr Antony Mannummel CMI



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MINUTES OF THE ADMINISTRATIVE COUNCIL MEETING HELD ON 14TH FEBRUARY 2023

Venue: Directors Chamber, St Chavara Block, AIMS

Time: 10.30 am

Members Present

| Name of Member | Designation | Role in Council | Signature |
|---------------------------------|--------------------------|------------------------|-----------|
| Rev Fr Julious Arakkal CMI | Director, AIMS | Chairperson | |
| Rev Fr Antony Perinchery CMI | Associate Director, AIMS | Member & Finance lead | |
| Rev Fr Jaison Mundanmany CMI | Associate Director, AIMS | Member | |
| Rev Fr Shibu Puthenpurackal CMI | Associate Director, AIMS | Member | |
| Rev Fr Deljo Puthoor CMI | Associate Director, AIMS | Member & Quality lead | |
| Rev Fr Antony Mannummel CMI | Assistant Director, AIMS | Member & Academic lead | |

The meeting started with a prayer led by Rev Fr Jaison Mundanmany CMI.

Chairperson welcomed all members to the meeting and the following agenda were discussed and decisions were taken.

| Agenda No | Agenda item | Discussion | Decisions taken |
|------------|------------------|--|---|
| AC23.01.01 | NAAC score sheet | The council unanimously appreciated the efforts of academic lead Fr. Antony Mannummel's efforts in successfully achieving the NAAC grade of A the highest grade for nursing college in the first cycle. The academic lead presented the detailed score sheet for NAAC, the council members had a detailed discussion on the strengths and weaknesses presented in the report | The deficiencies identified to be coerced by next cycle and in the next cycle should aim for a higher grade |



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| Agenda No | Agenda item | Discussion | Decisions taken |
|------------|---|---|---|
| AC23.01.02 | Progress of infrastructure augmentation | The chairperson enquired regarding the progress of infrastructure augmentation work and it was informed that work is progressing well and shall be completed by April May and will be ready for forth coming inspection | |
| AC23.01.03 | Approval of feedback analysis | The Administrative Council approved the curriculum and general feedback reports of the college of nursing | It was observed that certain parameters are repeatedly not being marked as satisfied by the stakeholders, Chairperson urged the academic lead to look into the matter seriously and take necessary action |

The meeting concluded at 11.30 am

Minutes approved by Chairperson Fr Julious Arakkal CMI

Seconded by Fr Jaison Mundanmany CMI

Minutes Prepared By Fr Antony Mannummel CMI



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MINUTES OF THE ADMINISTRATIVE COUNCIL MEETING HELD ON 10th AUGUST 2022

Venue: Directors Chamber, St. Chavara Block, AIMS

Time: 10 30 am

MEMBERS PRESENT

| Name of Member | Designation | Role in Council | Signature |
|---------------------------------|--------------------------|------------------------|-----------|
| Rev Fr Julious Arakkal CMI | Director, AIMS | Chairperson | |
| Rev Fr Antony Perinchery CMI | Associate Director, AIMS | Member & Finance lead | |
| Rev Fr Jaison Mundanmany CMI | Associate Director, AIMS | Member | |
| Rev Fr Shibu Puthenpurackal CMI | Associate Director, AIMS | Member | |
| Rev Fr Deljo Puthoor CMI | Associate Director, AIMS | Member & Quality lead | |
| Rev Fr Antony Mannummel CMI | Assistant Director, AIMS | Member & Academic lead | |

The meeting started with a prayer led by Rev Fr Antony Perinchery CMI. Chairperson welcomed all members to the meeting and the following agenda were discussed and decisions were taken.

| Agenda No. | Agenda item | Discussion | Decisions taken |
|------------|--------------------------|--|--------------------------------------|
| AC22.02.01 | Preparation for NAAC PTV | The council unanimously appreciated the efforts of academic lead Fr. Antony Mannummels efforts in successfully completing the SSR and DVV. The academic lead presented the preparation plan and need for management preparedness for the PTV | Plan for PTV approved by the council |



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| Agenda No. | Agenda item | Discussion | Decisions taken |
|------------|---------------------------------------|---|---|
| AC22.02.02 | Seat enhancement | A proposal for seat enhancement for B.Sc. Nursing program to 100 was submitted by principal. The council studied in detail. | Chairperson entrusted Fr. Antony Perinchery and academic lead to look into the possibilities of needed infrastructure augmentation and submit proposal. |
| AC22.02.03 | Orientation to administrative council | An orientation program would be arranged for administrative council members for the NAAC SSR by IQAC. | Fr. Deljo Puthoor suggested to coordinate with the hospital quality department. |

The meeting concluded at 11.30 am

Minutes approved by Chairperson Fr Julious Arakkal CMI

Seconded by Fr. Antony Perinchery CMI

Minutes Prepared By Fr. Antony Mannummel CMI



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MINUTES OF THE ADMINISTRATIVE COUNCIL MEETING HELD ON 11TH JANUARY 2022

Venue: Directors Chamber, St. Chavara Block, AIMS

Time: 10.30 am

Members Present

| Name of Member | Designation | Role in Council | Signature |
|---------------------------------|--------------------------|------------------------|-----------|
| Rev Fr Julious Arakkal CMI | Director, AIMS | Chairperson | |
| Rev Fr Jaison Mundanmany CMI | Associate Director, AIMS | Member | |
| Rev Fr Shibu Puthenpurackal CMI | Associate Director, AIMS | Member | |
| Rev Fr Deljo Puthoor CMI | Associate Director, AIMS | Member & Quality lead | |
| Rev Fr Antony Mannummel CMI | Assistant Director, AIMS | Member & Academic lead | |

The meeting started with a prayer led by chairperson Rev Fr Julious Arakkal CMI. Father welcomed all members to the meeting and the following agenda were discussed and decisions were taken.

| Agenda no | Agenda item | Discussion | Decisions taken |
|------------|--|---|--|
| AC22.01.01 | Annual report presentation | The annual report for the year 2021-22 was circulated among the members and the nut shell points were presented by academic lead Fr Antony Mannummel | Report approved by council |
| AC22.01.02 | NAAC accreditation process of college of nursing | The chairman invited the attention of members for the completion of the first cycle of accreditation by NAAC for college of Nursing and Academic lead presented the proposal. The members appreciated the move and offered help form their departments and advised that we should aim for the best possible grade | Fr Antony Mannummel assigned charge of the accreditation process |



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| Agenda No | Agenda Item | Discussion | Decisions Taken |
|------------|---|---|--|
| AC22.01.03 | Curriculum feedback by all stakeholders | The curriculum feedback report with action taken report for all stake holders were presented by the IQAC | Fr. Deljo Puthoor suggested to coordinate with the hospital quality department for easy analysis of feedback reports |
| AC22.01.04 | Yearly strategic plan | The 10 year strategic plan prepared for college of nursing shall continue main strategic goals are 5. The members opined to give more emphasis to research related activities | Follow up of plan to be monitored closely |
| AC22.01.05 | General feedback analysis | The feedback from students faculty and parents were also analyzed and report was submitted for the academic year 2021-22 | The Chairperson urged the academic lead to closely monitor the implementation of action taken report and to give him a personal feedback |

The meeting concluded at 11.30 am

Minutes approved by Chairperson Fr Julious Arakkal CMI

Seconded by Fr. Deljo Puthoor CMI

Minutes Prepared By Fr Antony Mannummel CMI