

FATHER MULLER COLLEGE OF NURSING

Affiliated to Rajiv Gandhi University of Health Sciences, Karnataka, Bangalore

(A Unit of Father Muller Charitable Institutions)

IQAC Core member meeting report

Venue: Syndicate Hall

Date and time: 10.11.2014 at 2pm

Members present

Sr. Winnifred D' Souza

Prof. Victoria D'Almeida

Prof. Irene Alvares

Prof. Savitha Pramilda Cutinho

Prof. Leena K C

Prof. Agnes E J

Mrs. Bridget D'Silva

Mrs. Malarvizhi M

Mrs. Shiji P J

Ms. Josvita Sandra Fernandes

Members absent

Prof. Chanu Bhattacharya

Agenda:

1. Policies review
2. Criteria checklist
3. Seminar update

The meeting started with a brief update on IQAC conference proposal status and agenda of the meeting by the IQAC Coordinator. Agenda wise the discussion took place among the members.

1. Policies review:

As per the task assigned in the previous IQAC core committee meeting, the members were unable to review the policies with their respective committee members due to their busy academic schedule. The chairpersons of the committee expressed that the policies were formulated along with their committee members. Therefore to fasten the process, the decision was taken by the members that committee will meet every day from Wednesday, 8:30am to 9am and review and correct the policies.

2. Criteria checklist:

IQAC coordinator distributed the criteria checklist prepared by the quality circles. She requested the members to review the checklist and give their suggestions, recommendations and corrections.

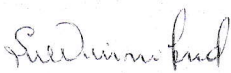
3. Seminar Update:

Post briefing on the status of the proposal, the decision is taken to organized the conference in bigger scale if funds received otherwise the event will not be cancelled instead will be conducted in a smaller scale.

The other points discussed by the members are:

- Quality circles will audit the AQAR Criteria documents and core committee audits the departments in the month of December as per the action plan.
- Prof Leena K C requested the members to take decision on Add On Courses with regard to its number and the nature of the course. She suggested to choose one among the two courses Infection control and Soft skill. The committee members opted for 'Infection Control'.
- Brief communication took place on Bioethics course and the certificates of the course.
- Principle suggested to submit the materials on important events of the department to publish in the Christmas bulletin.
- The rule of the Extension duty is decided as, if less than 5 hours need to compensate for half day, more than 5 hours need to compensate for full day.

The meeting adjourned at 3:10pm.


IQAC Chair person


IQAC Coordinator


IQAC Secretary