



## 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: 02.11.2016 @ 2.30pm

#### Members present:

Sr. Winnifred D Souza  
Prof. Victoria D'Almeida  
Prof. Chanu Bhattacharya  
Prof. Agnes E J  
Prof. Irene Alvares  
Dr. Leena K C  
Dr. Savitha Pramilda Cutinho  
Mrs. Bridget D'Silva  
Sr. Deepa Peter  
Ms. Seema S Chavan  
Mrs. Shiji P J  
Ms. Preethi Fernandes

#### Agenda:

1. Feedback Analysis 2015-16
2. Objectives and action plan 2016-17
3. Reflection on M.Sc (N) admissions
4. Faculty positions

The IQAC meeting began at 2.30pm in the Syndicate hall with the prayer song. The IQAC Coordinator briefed upon the process of AQAR upload. The discussion continued based on the agenda of the sitting.

#### **Feedback Analysis 2015-16**

The curriculum chairperson Dr. Leena KC explained the interpretation of the UG feedback. She analyzed and reported to the members that the students have not clearly understood the course feedback, average rating of the students on non nursing subjects such as Kannada, English, Computer and Nursing subjects such as research. She also said that the students have rated average for the clinical experience in Nursing Administration subject. Regarding the teachers feedback the members decided that only the

Principal must manage the problems and not by the curriculum committee or any of the teachers. Ms Seema suggested that the curriculum committee to collect the feedback instead of coordinators to avoid the bias. The decision was taken to collect the feedback twice a year. The PG feedback will be discussed by the PG Coordinator during the following meeting. The coordinator expressed her opinion that the feedback to be collected and analyzed by the curriculum committee. In reply to it Dr Leena KC said there are no sufficient members in the committee to analyze the entire feedback.

### **Objectives and action plan 2016-17**

The objectives and action plan for the academic year 16-17 was not ready during the meeting, as the action plan of the committees and the departments was not submitted and thereafter due to the busy academic schedule, it will be discussed in the next meeting. Prof.Chanu put forward the suggestion to reflect and analyze the status of the quality and achievement of the past two years before developing the objectives and action plan 2016-17. So the members decided that the separate meeting will be held to reflect upon the past activities and to analyze the present status.

### **Reflection on M.Sc (N) admissions**

As there are decreased number admissions for the PG program in the current academic year, the members discussed on the feedback obtained from the PG students regarding the clinical experience. The Principal instructed to consider the feedback seriously. The HOD's had discussed regarding possible reasons for the reduction in admissions such as clinical assignments and opportunities, research panel discussion and also discussed the strategies to overcome the problem.

### **Faculty positions**

Coordinator reported to the members regarding the oral grievance expressed by the faculty with regard to their promotion. The Principal said that the policy of the institution regarding the promotion communicated to the faculty members while applying for the promotion. She said that the post will be filled as it is vacant.

The meeting adjourned at 4.30pm.

Signature of the Secretary

Date: 04.11.2016

Signature of the Coordinator

Signature of the chairperson

## **Action Report of the meeting 02.11.2016**

1. The decision was taken to analyze the feedback by the curriculum committee. The committee chairperson reported to the MIS coordinator. A letter through email was sent to the MIS administrators to solve the issues related to MIS, as they demanded the additional cost of Rs. 30,000. The MIS coordinator mailed the letter, awaiting for their reply, thereafter the lended budget will be forwarded to the management for the approval.
2. There was a meeting held to reflect the status on 14.11.2016.
3. The objectives and plan of actions are developed, a copy of same is distributed to the core committee members.
4. The IQAC meeting with the externals and stakeholder will be conducted on 26.11.2016 with the agenda to discuss on the objectives and plan of action of the year 2016-17.
5. The faculty members were updated on the areas identified for improvement in the future year during staff meeting held on 16.11.2016.
6. The last date for the submission of action plan was notified on the white board giving last date as 12.11.2016.
7. The AQAR with the annexure part A, B publication and certificates were bound.
8. The faculty members had an opportunity to view and go through the bound books.