



FATHER MULLER COLLEGE OF NURSING

(A Unit of Father Muller Charitable Institutions)

NAAC 'A' Grade

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

IQAC Core member meeting report

Venue : Syndicate Hall

Date and time: 03.12.2016 @ 03.00pm

Members present:

Sr. Winnifred D Souza
Dr Asha P Shetty
Dr Namratha S
Prof. Victoria D'Almeida
Prof. Agnes E J
Prof. Irene Alvares
Dr. Savitha Pramilda Cutinho
Prof Chanu Bhattacharya
Sr. Deepa Peter
Mrs. Shiji P J
Dr Malini Hebbar
Dr Denis Fernandes
Mrs. Preethi Fernandes
Ms Frenita D Souza
Ms Fernandes Jadriya Jeycilla
Ms Jincy P K
Ms Leonzza D Rozario
Ms Badaphira Rapphap
Ms Andrea D Souza

Members Absent:

Rev Fr Richard Coelho
Rev Fr Rudolph
Dr B Sanjeev Rai
Dr Janet Dsouza
Dr. Leena K C
Mrs. Bridget D'Silva
Ms. Seema S Chavan
Ms Rizma Bezami Fernandes

Agenda:

1. Objectives and action plan 2016-17
2. Key aspects for improvement

Then IQAC meeting began at 3 pm in the Syndicate hall with to prayer. IQAC coordinator open the meeting with the introduction and welcomed the committee members. Last meeting report was read

by Mrs Preethi Fernandes. Dr Savitha Pramilda Cutinho read out the objectives and action plan for the year 2016—17 and presented the areas required the improvement.

Based on the agenda the discussed points and experts suggestions were as follows:

- To create a placement cell and merge it with the carrier guidance cell.
- To maintain a record of internal placement cell.
- Collaboration need not be only extensive as MOUs; it can be with local institutions/organization or with interdisciplinary departments. Dr Denis explained that collaboration must in the form of give and take relationship.
- Quality policy to be developed by the management. It has to be developed by involvement of external members.
- Feedback to be collected at the different stages of academic activities such as admission process, after the sessional exams etc.
- Dr Denis queried on registration for National Institutional Ranking Frame work [NIRF]. The IQAC coordinator assured that the institution will register for NIRF in October 2017.
- There was clarification on difference between sanctioned, filled and actual recruitment of staff. Dr Denis said that sanctioned seats are those as per the norms of Indian Nursing Council. The term 'filled' is the member of staff recruited as per norms & the term 'actual' is currently present on the roll.
- The coordinator sought the meaning of 'Gender audit' with the experts. They suggested the psychology department will conduct a Gender Audit.
- Dr. Namratha suggested to participate in the process of Green audit of to institution.
- The experts suggested to document remedial measures, SWOC analysis & to register the alumni.


Signature of the Secretary

Action Report of the meeting 03.12.2016

The actions undertaken as per the suggestions from the external experts present during the meeting.

1. The placement cell and carrier guidance cell is merged together. Ms. Sandra is the chairperson. Contacted Sr. Janet maintained the record of students placement in the present institution. The record book is named as 'Internal Placement Record'.
2. Mrs. Shiji has communicated to the management regarding the development of quality policy.
3. IQAC coordinator has noted the month to register in NRIF in 2017
4. The remedial measures are redefined with the measures to be carried out. The difference between the IA enhancement strategies and remedial measures was made clear during the IQAC core committee meeting and coordinators meeting. As the chairperson of Teaching, Learning and Evaluation committee. Mrs. Bridget was absent during the meeting. The IQAC coordinator has taken the initiative to display the circulars on remedial measures, which was done on 16.01.2017