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

Minutes of the IQAC meeting held on 08.06.2018 at 02.30 pm in Syndicate Hall of Father Muller College of Nursing

Members Present:

Sl No	Name of members	Position	Sl No	Name	Position
1.	Sr. Jacintha D Souza	Chairperson	8	Mrs Jasmine Saritha Vas	Member
2.	Prof. Agnes E J	Coordinator	9	Mrs Pramila D'Souza	Member
3.	Prof.Victoria D'Almeida	Member	10	Mrs Binsha Papachan	Member
4.	Prof. Irene Alvares	Member	11	Sr. Deepa Peter	Member
5.	Dr Devina Rodrigues	Member	12	Ms Neetha John	Secretary
6.	Ms. Seema S Chavan	Member	**Members Absent:**		
7.	Mrs. Shiji P J	Member	Mrs Sonia D'Souza		

Agenda:
1. Review of previous meeting.
2. Action taken report for the IQAC meeting on 15th May 2018.
3. Internal Audit 2 report presentation.
4. Add on courses.

1. Review previous meeting
The Minutes of the meeting held on15th May 2018 was placed before the committee and approved.

2. Action taken report for the IQAC meeting on 15th May 2018
- IQAC chairperson communicated all staff and students in the meetings to utilize MIS feedback system.
- Actions were taken on the basis of feedback and action taken reports of all departments were compiled by the curriculum committee.
- Website updates on departments is completed.
- English club was inaugurated on 25th May 2018.

3. Internal Audit 2 report presentation
The detailed report of the internal audit for both the Criteria and Departments was presented by the IQAC Coordinator. Specific discussions made are as follows:

Criteria I: Curricular Aspects:
- Mode of Feedback: It was suggested that the feedback of stakeholders in various aspects on the performance of the Institution from social websites such as 'Daijiworld' can be documented.

Criteria II: Teaching, Learning and Evaluation
- Statement of program outcomes (PO), program specific outcomes (PSO) and course outcomes (CO) should be displayed in the Institution website.

Criteria III: Research, Innovations and Extension
- Small scale student projects such as term papers should be initiated.

Criteria IV: Infrastructure & learning Resources
- Photographic evidence of the structural facilities should be maintained.
- Faculty utilization of library facilities need to be improved.

Criteria V: Student Support and Progression
- Contribution of the Alumni must be documented for the last five years as per requirements. Efforts should be undertaken to retrieve alumni feedback and improve alumni database through a web page.

Criteria VI: Governance, Leadership and Management
- Mention the reference towards documents and files

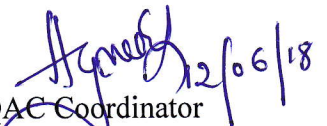**Criteria VII: Institutional values and Best practices**
- Frame the SWOT analysis

4. **Add on courses**

Sl no	Add on course	Department Assigned
1	Infection Control	Nursing Foundation & Medical Surgical Nursing.
2	Environmental sciences'	OBG nursing & Community Health Nursing
3	Bioethics	Mental Health Nursing & Child Health Nursing

Miscellaneous:
- The IQAC Coordinator informed that there will be a session on 'Emotional Intelligence' for students on 7th July 2018.
- The Swiss team will be arriving on 10th June 2018 with regard to the yearly project and Mrs Binsha and MHN faculty will coordinate the project .

The meeting adjourned at 4.00pm

12/06/18

IQAC Coordinator
Prof. Agnes E J