

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S
SMT. BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION
KARVENAGAR, PUNE – 411052.**

Internal Quality Assurance Cell Meeting Report -I

Vente: Conference room

Time: 11am-12pm

Agenda:

- Information about action plan of IQAC for academic year 2017-18.
- Planning about clinical posting.
- Discussion about various committecs' activities for the academic.

The meeting held on 09th August 2017 at 11am to 12pm. The head of the institution Dr. Meena Ganapathy and IQAC coordinator have discussed the action plan for the present academic year. Main focus was given for smooth functioning of all programs, encouragement for newer teaching learning methods, more departmental researches along with publications in indexed journals and organization of various workshop and conferences and strgethening the social welfare activities.

The IQAC coordinator Mrs. Minakshi Garud informed that the concerned head of the committee will work out as per planning for timely implementation of the activity like organization of conferences, workshop, SNA activities and NSS programs etc.

All of the members should plan the academic year in coordination with each other. The outside posting can be planned in advance with coordination of the years those who are having the related subject like Community Health Nursing, Mental Health Nursing, and Midwifery. There should be one leader for each outside posting who will seek permission in written and responsible for coordination of posting and should be discussed with the curriculum committee. She further emphasized each member's contribution is important towards maintaining quality in the institute.

As there were no points for discussion the meeting was adjourned at 12pm


Sign of IQAC Coordinator


Sign of Principal

Principal
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Internal Quality Assessment Cell Meeting Report-II

Venue: Conference room

Time: 2pm-3pm

Agenda:

- Encouragement for research activities.
- Information about Avishkar competition of MUHS.
- Planning for workshop and conferences

IQAC meeting held on 09th Oct.2017 at 2pm to 3pm under the chairperson Dr. Meena Ganapathy. Madam encouraged all M.Sc. teachers to publish research articles in national and international journals and to participate in Avishkar competition organized by MUHS related to research at individual and departmental level. After discussion it is decided that following conferences and workshops can be organized throughout the year and Mrs. Nupoor will coordinate it along with all senior faculty.

Conference 1.Nurse: A Voice to Lead –Health is Human Right

2. Technology: Present and Future Nursing

Workshop 1.First Aid management

2. Personality development

3. ATLS and BLS

4. GFATM

As there were no points for discussion the meeting was adjourned at 3:00pm


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Internal Quality Assessment Cell Meeting Report-III

Venue: Conference room

Time: 11am-12pm

Agenda: Discussion about students' curricular and extracurricular activities.

IQAC meeting was held on 04th Dec.2017 at 11am to 12pm.under the chairperson Dr. Meena Ganapathy. The discussion was mainly regarding Personality Development Programme, various collegiate and intercollegiate competitions (sports and cultural).Principal madam informed about blood donation camps to be organized as per planned of our Samstha and NSS officer can organize it along with her team. Further it was discussed to prepare for release of "Beti Magazine" and periodical up gradation of our college website.

After the discussion it was decided to arrange Personality Development workshop for all batches in rotation by SNA advisor in collaboration with Ramkrishnamath, Pune.

Principal Madam has informed that she had a conversation with Dr.Rajrani Sharma from U.S.A. regarding BLS and ACLS workshop and simulation technique of two days and she has agreed for the same. Therefore Mrs. Nupoor along with other faculty and M.Sc. students will organize two days' workshop for all faculty and students.

The SNA advisor informed about all annual calendar and various competitions of SNA activities for students like TNAI, SNA, MUHS, Damini (sports intercollegiate), and college week. It was decided to encourage student to take active part in all and relieving them from clinics for practice and for competitions. The sports committee incharge will arrange a coach for training the students.

As there were no points for discussion the meeting was adjourned at 12pm.


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Internal Quality Assessment Cell Meeting Report-IV

Venue: Conference room

Time: 02pm-03pm

Agenda: Plan for alumnae meet

AQAR preparation for academic 17-18.

The meeting held on 12th March 2018 at 02 pm to 03 pm. The IQAC coordinator Mrs. Minakshi informed all committee and departmental incharge to update their records of all the activities conducted till date as it will be required for Annual Quality Assurance Report of NAAC. Principal madam discussed that we can organize alumnae meet in month of May and incharge Mrs. Bijaya can plan for it after discussion with other staff.

As there were no points for discussion the meeting was adjourned at 3pm.


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Internal Quality Assessment Cell Meeting Report-V

Venue: Conference room

Time: 02pm-03pm

Agenda: Internal assessment and exam preparations.

The meeting held on 02nd April 2018 at 01 pm to 02 pm. The IQAC coordinator has informed about internal assessment dates for university programs and tentative dates for other programs. Further it was told that the submission of internal assessment at college level to be submitted by 30th May 2018.

It was informed that the revision classes and question paper solving should be done for all the students and special measures should be taken for weaker students in form of extra classes, mentoring and unit wise test and parents also should be informed about their ward's performance. The class coordinator should present their plan in staff meeting regarding students' preparation for final examinations.

As there were no points for discussion the meeting was adjourned at 3pm.


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