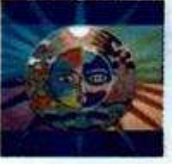




Committed to developing "Conscientious, Confident & Caring quality nursing professionals"  
MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S

**Smt. Bakul Tambat Institute of Nursing Education**

(Affiliated to MSBNE, MNC, MUHS & INC, NAAC Accredited)



# **IQAC Meeting minutes**

## **(2022-2023)**

**MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
SMT BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION  
KARVENAGAR, PUNE - 411052  
Internal Quality Assurance Cell  
24<sup>th</sup> IQAC Meeting Minutes (2022-2023)**

**Date:** 15th July 2022

**Time:** 11:00 am-01:00 pm

**Venue:** Conference room, MKSSSBTINE

**Members present:**

Dr. Meena Ganapathy	: Principal/NAAC Chairperson
Dr. Shubhada Ponkshe	: Vice-Principal/Professor
Mrs. Nupoor N. Bhambid	: NAAC Coordinator
Mrs. Shailaja Mathews	: IQAC Coordinator
Dr. Dhananjay Kulkarni	: LMC member
Ms. Manjusha Daundkar	: Legal adviser, MKSSS
Dr. Prasad Rajhans	: Chief Intensivist, ICU, DMH
Dr. Bhide	: Retd. Principal, Cummins College of Engineering
Dr. Vandana Palsane	: Retd. Professor, Siddhivinayak College, MKSSS, Pune
Mrs. Bijayalakshmi Devi	: Associate Professor
Mrs. Ujwala Jadhav	: Lecturer
Ms. Smita Lisham	: Lecturer
Mrs. Jyoti Karande	: Lecturer
Mrs. Ashwini Sutar	: Lecturer
Mrs. Dipali Awate	: Lecturer
Mrs. Samina Mulani	: Lecturer
Mrs. Deepali Shinde	: Lecturer
Mrs. Shital Padalkar	: Lecturer
Mrs. Seema Mandate	: Senior Clerk
Mrs. Arpita Satkar	: Junior Clerk
Ms. Ankita Kirpe	: First year B.B.Sc.(N) student
Ms. Vaishali Patil	: First Year M.Sc.(N) student
Mrs. Dipali Devkar	: Alumni



The IQAC meeting was conducted under the guidance of NAAC chairperson Dr. Meena Ganapathy.

Review of the previous meeting held on 15/06/2022. The minutes of the meeting were placed before the committee and approved.

Criteria	Agenda	Discussions	Action Taken
1	<p><b>Curricular aspect-</b></p> <p>a. <b>Compulsory Module, Add-on and value-added courses</b></p>	<p>It was discussed that the faculty will be trained for the compulsory modules for the BSc semester pattern like Forensic Nursing, BLS and ACLS, First Aid module, Indigenous Nutrition program, Personality development, and soft skills, SBA module. Planning of Add-on and value-added courses.</p>	<ul style="list-style-type: none"> <li>• A module on First Aid for first-year students is planned for Nov. 2022.</li> <li>• Short course on acupressure for P.B.B.Sc Nursing is scheduled in Dec. 2022.</li> <li>• First-year students will participate in the Indigenous Nutrition program organized in November 2023.</li> <li>• 2 faculty will participate in the Vital Anesthesia Simulation training (VAST) course organized by DMH in February 2023.</li> <li>• 2 faculty will participate in a Forensic nursing course organized by GINRA in Feb-March 2023.</li> <li>• 2 faculty will participate in BLS, ACLS course organized by DMH in June 2023.</li> </ul>
	<p>b. <b>Analysis of the feedback collected from all stakeholders.</b></p>	<ul style="list-style-type: none"> <li>• Analysis of feedback from students, Parents, Alumni teachers, and employers as stakeholders collected and discussed with class coordinators and HOD along with the principal madam.</li> </ul>	<ul style="list-style-type: none"> <li>• As per a few suggestions by stakeholders, implementation was done and uploaded on the website of the institute.</li> </ul>
2	<p><b>Teaching Learning and Evaluation</b></p> <p>a. <b>Planning for activities in AY 2022-23 (Semester and Annual pattern)</b></p>	<ul style="list-style-type: none"> <li>• It was discussed to enhance the active participation of faculties in reframing the syllabus.</li> <li>• It was discussed in detail about implementation of                             <ol style="list-style-type: none"> <li>1. Simulation</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>• All the faculty attended the orientation program of BSc Nursing Semester pattern organized by INC and MUHS.</li> <li>• Innovative teaching-learning methods implemented for faculty and students.</li> </ul>



		<p>2. Experiential and Mastery learning 3. OSCE 4. SBAR</p> <p>NAAC chairperson gave responsibility to Dr. Shubhada Ponkshe to train faculty and implement the same.</p> <ul style="list-style-type: none"> <li>• Need to initiate activities to strengthen the departments of programs.</li> <li>• It was discussed arranging an orientation and induction (Diksharambh) program for newly admitted students in First Year.</li> <li>• Discussion and planning for Admission process and career guidance.</li> <li>• Discussion on Extension and Outreach programs</li> </ul>	<ul style="list-style-type: none"> <li>• Our Principal was a resource person on Orientation program of BSc Nursing Semester pattern at BVCON, Sangli, and for the faculty of MKSSSBTINE.</li> <li>• The syllabus of the semester pattern was discussed for implementation which is approved by INC and MUHS.</li> <li>• Regular field visits are carried out.</li> <li>• The admission process is ongoing, and the orientation-induction program is scheduled for newly admitted first-year students.</li> <li>• The schedule for conducting the induction program for faculty is ready.</li> <li>• Admission committee was decided for all programs. Scheduled for Admission process and career guidance was implemented.</li> <li>• Activities were conducted under community services.</li> <li>• Extension and Outreach programs were conducted.</li> </ul>
3	<p><b>Research, innovations and extension</b></p> <p><b>Departmental activities</b></p>	<ul style="list-style-type: none"> <li>• It was discussed and the faculty was encouraged to conduct research studies and publish in NAAC-approved journals.</li> <li>• Departmental activities- FDP, CPD, faculty and student exchange, interdisciplinary research to be carried out with other</li> </ul>	<p>Departmental and individual research studies were carried out and published in NAAC-approved journals.</p> <p>Research seed money was provided to faculty and departments to conduct research and publish.</p>



		<p>organizations.</p> <p>The chairperson informed the faculty about research seed money provided by the institution to conduct research and publish.</p> <ul style="list-style-type: none"> <li>• Exploring possibilities for MoUs.</li> <li>• Activities conducted under community services.</li> </ul>	<ul style="list-style-type: none"> <li>• MoUs signed with university – SNDT. LT CON Mumbai.</li> </ul>
4	<b>Infrastructure and learning resources</b>	<p>Discussion on 3<sup>rd</sup> floor construction.</p> <p>Recruitment of teaching and non-teaching faculty.</p>	<ul style="list-style-type: none"> <li>• Initiated 3rd-floor construction for advanced lab and classrooms.</li> <li>• Recruitment process was initiated for teaching and non-teaching faculty.</li> </ul>
5	<b>Student support and progression</b>	<ul style="list-style-type: none"> <li>• Alumni meet at the Samstha level are planned at Samstha level where they give their feedback and are encouraged for donation.</li> <li>• Career guidance program for final-year students</li> <li>• Sports and cultural activities conducted.</li> </ul>	<ul style="list-style-type: none"> <li>• Involvement of the Alumni in various programs as resource persons.</li> <li>• Alumni donated books and bedsheets to the institute.</li> <li>• Adequate participation of the alumni in the meeting.</li> <li>• Career guidance program for final-year students on Internships, employability skills, Placements etc.</li> <li>• Sports and Cultural Activities Conducted. Participated in college week, Krida-Mohotsav, Damini, and Nanal competitions.</li> </ul>
6	<p><b>Governance leadership and management</b></p> <p><b>Faculty- Induction and orientation program</b></p>	<ul style="list-style-type: none"> <li>• A one-week FDP on Induction and orientation program scheduled in Sept. 2022 for newly joint faculty.</li> <li>• The NAAC chairperson Dr. Meena Ganapathy informed the faculty about financial support will be provided by the institution for professional development/</li> </ul>	<ul style="list-style-type: none"> <li>• A one-week FDP on Induction and orientation program scheduled in Sept. 2022 where various sessions were taken for newly joint faculty.</li> <li>• Faculty is provided financial support by the institution for Professional membership.</li> </ul> <p>NRSI- 11 faculty GINRA- 7 faculty NTAI- 5 faculty</p>



		<p>administrative training program for teaching, non-teaching, and technical staff.</p> <ul style="list-style-type: none"> <li>• NAAC chairperson Dr. Meena Ganapathy discussed about roles and responsibilities of teaching, non-teaching and technical staff.</li> </ul>	<ul style="list-style-type: none"> <li>• Faculty is provided financial support for various conferences and workshops by the institution.</li> </ul>
7	<b>Institutional Values and Best practices</b>	<p>Discussion on-</p> <ul style="list-style-type: none"> <li>• Mastery and Experiential Learning.</li> <li>• First aid module for other institutes.</li> </ul>	<p>scheduled the following for first-year and second BSc Nursing</p> <ul style="list-style-type: none"> <li>• Mastery and Experiential Learning.</li> <li>• First aid module for other institutes.</li> </ul>
8	<b>Nursing part-Motivation of faculty for higher education</b>	<ul style="list-style-type: none"> <li>• Our faculty are motivated to higher education for degree/ Diploma in other than nursing courses.</li> <li>• Activities conducted under community services.</li> </ul>	<p>Our 3 faculties were encouraged to higher education for degree/ Diploma in other than Nursing courses where Ms. Shivkanya Mane, Ms. Renuka Nagvanshi, and Ms. Nutan Waghela have been admitted to MBA.</p>
		Nursing Art lab naming ceremony.	Nursing Art lab naming ceremony in the name of Mrs. Sumati Phadnis, donated for the development of lab.
9	<b>Miscellaneous</b> <b>Planning for AQAR Submission of A.Y.2021-22</b>	<ul style="list-style-type: none"> <li>• It is discussed that the process of submission of AQAR for AY 2021-22 is already initiated.</li> </ul>	<p>The criteria charges have already started working on the review of data collection and evidence. It is planned to submit the AQAR by the month of December 2022. Before submission, it will be placed in LMC.</p>

As there was no point for further discussion, the meeting was adjourned at 1 pm

*Shaila Mathew*  
IQAC Coordinator



*J. Meena*  
NAAC Chairperson

**PRINCIPAL**  
Maharshi Karve Stree Shikshan Samstha's  
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**Internal Quality Assurance Cell**

**25<sup>th</sup> IQAC Meeting Minutes (2022-2023)**

**Date:** 15/07/2022

**Time:** 2 pm-3:30 pm

**Venue:** Multipurpose Hall

**Agenda:**

1. Orientation to NAAC, IQAC
2. Criteria wise discussion

**Members present:**

1. Mrs. Nupoor N. Bhambid, NAAC Coordinator
2. Mrs. Shailaja Mathews, IQAC Coordinator
3. Mrs. Deepali Shinde: Assist. IQAC
4. Mrs. Shital Padalkar: Assist. NAAC

The meeting was held in the presence of Mrs. Shailaja Mathews (IQAC Coordinator), Mrs. Nupoor Bhambid (NAAC coordinator), and Mrs. Deepali Shinde (assist. IQAC), Mrs. Shital Padalkar (assist. NAAC).

Mrs. Shailaja Mathews and Mrs. Nupoor Bhambid have given a brief introduction to NAAC, IQAC and criterias. Mrs Shailaja informed that the IQAC meeting will be held every 3<sup>rd</sup> Saturday 3.00- 4.00pm every month. She further informed that the last day to upload AQR (2022-23) is 31<sup>st</sup> August 2022. Also, NAAC grade (A) should be published in newspaper and Vartahar, MKSSS.

Mrs. Nupoor read the strengths and weaknesses of our NAAC peer team visit. Also, she has instructed us to maintain confidentiality and not to discuss NAAC-related information with other faculty. Regular follow-up should be taken from responsible faculties.

Mrs. Shailaja informed regarding health day celebration policy. Health day celebration report should include circulars, geotagged photos, and attendance with student participation. Health day banner/PPT should be prepared in advance. The report should be made in 2 original copies and should be emailed to NAAC and drive. Also, it should be informed to samstha.

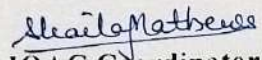
If poster competitions are held, soft copies of posters should be preserved on drive.




Donations should be collected from alumni in the form of books, money etc. Foreign alumni need to be encouraged to share their experiences online. They will be given a receipt with an appreciation email from Utkarsha Alumni Association.

Focus on CNE, FDP, add-on, value added and capability-building courses with research publication. Add on courses should have syllabus of 20 hours and module. We must prepare a strategic plan with aims, objectives, duration, outcome and when to plan the course.

Students should be encouraged to give reviews and course evaluation.

  
IQAC Coordinator



  
NAAC Chairperson  
**PRINCIPAL**  
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BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION  
KARVENAGAR, PUNE — 411052**

**Internal Quality Assurance Cell**

**26th IQAC Meeting Minutes (2022-2023)**

**Date:** 14<sup>th</sup> October 2022

**Time:** 11 am-12:30 pm

**Venue:** Multipurpose Hall

**Members present:**

1. Dr. Meena Ganapathy : Principal/Chairperson
2. Dr. Shubhada Ponkshe : Vice-Principal/Professor
3. Mrs. Nupoor N. Bhambid : NAAC Coordinator
4. Mrs. Shailaja Mathews : IQAC Coordinator
5. Mrs. Bijyalakshmi Devi : Associate Professor
6. Mrs. Ujwala Jadhav : Lecturer
7. Ms. Smita Lisham : Lecturer
8. Mrs. Jyoti Karande : Lecturer
9. Mrs. Ashwini Sutar : Lecturer
10. Mrs. Dipali Awate : Lecturer
11. Mrs. Samina Mulani : Lecturer
1. Mrs. Deepali Shinde : Lecturer
2. Mrs. Shital Padalkar : Lecturer
3. Mrs. Seema Mandate : Senior Clerk
4. Mrs. Arpita Satkar : Junior Clerk
5. Ms. Ankita Kirpe : First year B.B.Sc.(N) student
6. Ms. Vaishali Patil : First Year M.Sc.(N) student
7. Mrs. Dipali Devkar : Alumni



**Agenda:**

1. Review of admission status of UG and PG program
2. Review of departmental activities
3. Review of academic results of the year 2021-22
4. Establishment of simulation laboratory.

Criteria	Agenda	Discussions	Action Taken
2	<b>Teaching learning and evaluation</b> a. Review of admission status of UG and PG programs.	It was discussed about the admission process of First-year BSc (N), B.B.Sc/(N), and M.Sc.(N)	<ul style="list-style-type: none"><li>• First-year P.B.B.Sc/(N) and M.Sc.(N) admission process completed at institutional level.</li><li>• The B.B.Sc.(N) admission process is going on as per DMER notification.</li></ul>
	b. Review of academic results of the year 2021-22	Discussion on results of all programs	<ul style="list-style-type: none"><li>• Review of the academic year of UG and PG taken and corrective measures and improvement for the same were informed to the concerned program class coordinators.</li><li>• The result was placed before the LMC.</li></ul>
3	<b>Research innovation and extension</b>	<ul style="list-style-type: none"><li>• A review of departmental research and other activities is taken.</li><li>• Applied for hosting and organizing MUHS Online state-level research competition.</li></ul>	<ul style="list-style-type: none"><li>• Dept research study is in process.</li><li>• CNE and FDP planning is going on.</li><li>• MUHS Online state-level research competition was scheduled in Feb 2023.</li></ul>
4	<b>Infrastructure and learning resources</b>	<ul style="list-style-type: none"><li>• Discussion on 3rd-floor construction in process</li><li>• Discussion on computer lab.</li></ul>	<ul style="list-style-type: none"><li>• 3<sup>rd</sup> floor construction in process for advance lab and classrooms</li><li>• Computer lab was established, and laptops were purchased for faculty.</li></ul>
5	<b>Student support and Progression</b>	<ul style="list-style-type: none"><li>• Discussion regarding govt and non-govt scholarships for financially needy students.</li><li>• Discussion on encouragement for Bhaubij Nidhi collection</li></ul>	<ul style="list-style-type: none"><li>• Through mentoring financially needy students were identified and after screening they were sent for scholarship interview.</li><li>• All the faculty and students actively participated in Bhaubij Nidhi collection.</li></ul>



		and for girls' education	
8	<b>Nursing part Establishment of simulation laboratory.</b>	Discussion on the list of mannequins, equipment, and articles.	<ul style="list-style-type: none"> <li>• List of required mannequins prepared and further discussion with Dr. Vaibhavi Upadhye.</li> <li>• Three quotations from the vendor were taken and a final list of purchased mannequins was prepared.</li> </ul>

As there were no point for further discussion, the meeting was adjourned at 1pm

*Shaila Mathews*  
IQAC Coordinator



*Mens*  
NAAC Chairperson

**PRINCIPAL**  
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**Internal Quality Assurance Cell**

**27<sup>th</sup> IQAC Meeting Minutes (2022-2023)**

**Date:** 13<sup>th</sup> January 2023

**Time:** 11am-12:30 pm

**Venue:** Conference room, MKSSSBTINE

**Member's present-**

Dr. Meena Ganapathy	: Principal/Chairperson
Dr. Shubhada Ponkshe	: Vice-Principal/Professor
Mrs. Nupoor N. Bhambid	: NAAC Coordinator
Mrs. Shailaja Mathews	: IQAC Coordinator
Mrs. Bijayalakshmi Devi	: Associate Professor
Mrs. Ujwala Jadhav	: Lecturer
Ms. Smita Lisham	: Lecturer
Mrs. Jyoti Karande	: Lecturer
Mrs. Ashwini Sutar	: Lecturer
Mrs. Dipali Awate	: Lecturer
Mrs. Samina Mulani	: Lecturer
Mrs. Deepali Shinde	: Lecturer
Mrs. Shital Padalkar	: Lecturer
Mrs. Seema Mandate	: Senior Clerk
Mrs. Arpita Satkar	: Junior Clerk
Ms. Ankita Kirpe	: First Year B.B.Sc. (N) student
Ms. Vaishali Patil	: First Year M.Sc. (N) student
Mrs. Dipali Devkar	: Alumni

IQAC meeting was conducted under the chairperson of Dr. Meena Ganapathy.



Review of the previous meeting held on 13/01/2023. The minutes of the meeting were placed before the committee and approved.

Criteria	Agenda	Activity taken
2	Teaching Learning Activities-	<ul style="list-style-type: none"> <li>Induction and orientation program for newly joined faculty planned in Dec.2022</li> <li>Forensic Nursing course organized by GINRA foundation to be attended by Mrs. Shital Padalkar and Mrs. Asha Sanas for BSc N (6<sup>th</sup> Sem) preparation.</li> </ul>
3	Research, innovation and extension	<p>Mrs. Shailaja Mathews informed regarding the conduction of the research and publication. Plan departmental activities were planned as follows.</p> <ol style="list-style-type: none"> <li>TOT on simulation by Dr Vaibhavi Upadhe</li> <li>CNE on Emergency management by OBGY dept. at Sutar hospital</li> <li>Implementation of OBE and SBAR assessment</li> <li>TOT on the VAST course at DMH attended by Ms. Smita L and Mrs. Shital Padalkar.</li> </ol>
5	Student support and	Avishkar state- level research competition under MUHS one PG student-Ms Bhakti Kulkarni
6	Governance and Leadership	<ol style="list-style-type: none"> <li>FDP on Competency-Based Education and BLS course by Rajrani Sharma for faculty.</li> <li>National Conference on women's rights by CHN dept. Also received a grant for the conference.</li> </ol>
8	Nursing part-Simulation	New dummy was purchased. and an inauguration ceremony was planned.
5	Miscellaneous	<p>Registration of Utkarsha Alumni Association</p> <p>Registration of mural</p>

As there were no point for further discussion, the meeting was adjourned at 1pm

*Shaila Mathews*  
IQAC Coordinator



*J. Mure*  
NAAC Chairperson  
**PRINCIPAL**  
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SMT BAKUL TAMBAT INSTITUTE OF NURSING EDUCATION  
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**Internal Quality Assurance Cell**

**28<sup>th</sup> IQAC Meeting Minutes (2022-2023)**

**Date:** 17<sup>th</sup> March 2023

**Time:** 11 am-12:30 pm

**Venue:** Multipurpose Hall

**Members present:**

1. Dr. Meena Ganapathy : Principal/NAAC Chairperson
2. Dr. Shubhada Ponshe : Vice-Principal/Professor
3. Mrs. Nupoor N. Bhambid : NAAC Coordinator
4. Mrs. Shailaja Mathews : IQAC Coordinator
5. Mrs. Bijayalakshmi Devi : Associate Professor
6. Mrs. Ujwala Jadhav : Lecturer
7. Ms. Smita Lisham : Lecturer
8. Mrs. Jyoti Karande : Lecturer
9. Mrs. Ashwini Sutar : Lecturer
10. Mrs. Dipali Awate : Lecturer
11. Mrs. Samina Mulani : Lecturer
12. Mrs Deepali Shinde : Lecturer
13. Mrs Shital Padalkar : Lecturer
14. Mrs. Seema Mandate : Senior Clerk
15. Mrs. Arpita Satkar : Junior Clerk
16. Ms. Ankita Kirpe : First B.B.Sc.(N) student
17. Ms. Vaishali Patil : First Year M.Sc.(N) student
18. Mrs. Dipali Devkar : Alumni

IQAC meeting was conducted under the chairperson of Dr. Meena Ganapathy. Review the previous meeting held on 17/03/2023. The minutes of the meeting were placed before the committee and approved.



Sr. No.	Agenda	Discussion	Action
1	<b>Curricular aspect-</b> Add on and value-added course.	Discussion and schedule on add-on and value-added courses taking place.	<ul style="list-style-type: none"> <li>• Yoga Wellness course for 1<sup>st</sup> year P.B.B.Sc nursing.</li> <li>• Acupressure for 3<sup>rd</sup> year BSc nursing</li> <li>• Video making course for 2<sup>nd</sup> year BSc nursing.</li> <li>• Extension and outreach activities- Blood donation camp by NSS.</li> </ul>
3	<b>Research, innovation, and extension</b>	Feedback on research activities and publication.	IEC research topic and tool presentation done. Research work is going on.
		Faculty motivated for active participation in scientific research presentations.	<ul style="list-style-type: none"> <li>• Dr Meena Ganapathy- Third prize for Scientific paper presentation at AIIMS Raipur</li> <li>• Dr Shubhada Ponkshe- scientific paper presentation at Vikhe Patil CON, A.Nagar</li> <li>• Avishkar state-level research competition under MUHS for three faculty - Mrs Nupoor Bhambid, Mrs Bijayalakshmi Devi, Mrs.Jyoti Karande</li> <li>• Mrs Shailaja Mathews- participated and received 2<sup>nd</sup> prize in scientific poster presentation.</li> </ul>
4	<b>Infrastructure and learning resources</b>	Discussion and Review of 3rd-floor construction	<ul style="list-style-type: none"> <li>• 3rd-floor construction is in process.</li> </ul>
5	<b>Student support and progression</b>	<p>Discussion on planning of following activities</p> <ul style="list-style-type: none"> <li>• Anti-ragging and POSCO awareness</li> <li>• Gender sensitization awareness</li> <li>• Freshers party</li> <li>• Lamp lighting and convocation ceremony</li> <li>• College week</li> </ul>	<p>The following activities are scheduled as follows:</p> <ul style="list-style-type: none"> <li>• Anti-ragging and POSCO awareness during SNA meeting</li> <li>• Gender sensitization awareness</li> <li>• Freshers party March 2023</li> <li>• Lamp lighting and convocation ceremony planned on 29<sup>th</sup> April 2023</li> <li>• College week planned in the first week of April 2023</li> </ul>



6	<b>Governance, Leadership and management</b>	<p>Faculty was motivated to apply for various awards like</p> <ol style="list-style-type: none"> <li>1. Best institution</li> <li>2. Nursing Excellence award</li> <li>3. Best faculty</li> <li>4. Best NSS officer</li> <li>5. Award for Special Achievement</li> <li>6. State-level Research competition- Avishkar</li> </ol> <p>It was decided to send nominations to TNAI, Eduved, GINRA, CEGR, and MUHS.</p> <p>NAAC chairperson Dr. Meena Ganapathy discussed the budget and audit for the next financial year.</p>	<ul style="list-style-type: none"> <li>• The institute Nomination was sent for Best Institution Award to MUHS and CEGR and received award.</li> <li>• Applied for GINRA award for Nursing Excellence to our Principal Dr. Meena Ganapathy.</li> <li>• Mrs. Shailaja Mathews received Best Faculty award by Eduved.</li> <li>• Mrs. Samina Mulani was nominated and received Best NSS officer by MUHS.</li> <li>• 3 faculty and 1 MSc Nursing student participated in Avishkar State-level research competition and won prizes.</li> <li>• Madam discussed about purchased of library books and other equipment, and new mannequins for the institution.</li> </ul>
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As there were no points for further discussion, the meeting was adjourned at 12.30 pm.

*Shaila Mathews*  
**IQAC Coordinator**



*Meena*  
**NAAC Chairperson**  
**PRINCIPAL**  
**Maharshi Karve Stree Shikshan Samstha's**  
**Smt. Bakul Tambat Institute of**  
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**Karvenagar, Pune-411052.**



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

**Internal Quality Assurance Cell**

**29<sup>th</sup> IQAC Meeting Minutes (2022-2023)**

**Date:** 16<sup>th</sup> June 2023

**Time:** 02:00 pm- 03:30 pm

**Venue:** Conference room

**Members present:**

1. Dr. Meena Ganapathy : Principal/NAAC Chairperson
2. Dr. Shubhada Ponshe : Vice-Principal/Professor
3. Mrs. Nupoor N. Bhambid : NAAC Coordinator
4. Mrs. Shailaja Mathews : IQAC Coordinator
5. Mrs. Bijayalakshmi Devi : Associate Professor
6. Mrs. Ujwala Jadhav : Lecturer
7. Ms. Smita Lisham : Lecturer
8. Mrs. Jyoti Karande : Lecturer
9. Mrs. Ashwini Sutar : Lecturer
10. Mrs. Dipali Awate : Lecturer
11. Mrs. Samina Mulani : Lecturer
12. Mrs. Deepali Shinde : Lecturer
13. Mrs. Shital Padalkar : Lecturer
14. Mrs. Seema Mandate : Senior Clerk
15. Mrs. Arpita Satkar : Junior Clerk
16. Ms. Ankita Kirpe : First year B.B.Sc.(N) student
17. Ms. Vaishali Patil : First year M.Sc.(N) student
18. Mrs. Dipali Devkar : Alumni

IQAC meeting was conducted under the chairperson of Dr.Meena Ganapathy.

Review the previous meeting held on 16/06/2023. The minutes of the meeting was placed before the committee and approved.



**Agenda:**

1. Feedback from all criteria
2. AQAR data for submission

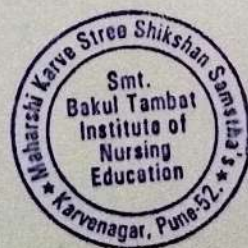
<b>criteria</b>	<b>Agenda</b>	<b>Discussion</b>	<b>Action taken</b>
<b>1</b>	<b>Curricular aspect-</b> Add on and value-added course.  <b>Feedback</b>	Planned and organized GFATM sessions for the final year  Discussion on feedback from all stakeholders, links to be sent to all stakeholders. A curricular committee meeting was scheduled for discussion of the syllabus.	GFATM sessions was scheduled for the final year in July 2023. Other addon and value added course implemented. Links were sent. Collected all data and analysis was in process. Overall syllabus for the academic year was completed. Revision classes and remedial measures for slow learners were undertaken.
<b>2</b>	<b>Teaching learning and evaluation</b>	Review about the implementation of innovative teaching-learning methodology- Mastery and experiential learning, peer tutoring, OSCE etc.	Successfully implemented innovative teaching-learning methodologies. The impact of the methodology was assessed through 3 research studies.
<b>3</b>	<b>Research, innovation, and extension</b>	The discussion and planning on organizing- 1. FDP on IPR 2. FDP on changing face of education. 3. TOT on BLS, simulation  Long-term research grant of Rs 2 lakhs from MÚHS for faculty- Dr Meena Ganapathy and Mrs. Shailaja Mathews. A review of IIC, NSS, and SNA activities was discussed.	<ul style="list-style-type: none"><li>• TOT and FDPs were organized.</li><li>• Faculty participated as resource persons.</li><li>• Various health days celebrated by departments.</li><li>• 7 scientific papers published in recognized journals by faculty.</li><li>• IIC, NSS, and SNA activities were organized. Reports, geotag photos, and attendance of each activities.</li><li>• Extension activities like old age home health checkups, health checkup of Cummins students, first aid training, and first aid in Damini competition.</li></ul>
		<ul style="list-style-type: none"><li>• Discussion for uploading</li></ul>	<ul style="list-style-type: none"><li>• NIRF, AIIRA, IIC ranking</li></ul>



		<p>content for NIRF, AIIRA, IIC</p> <ul style="list-style-type: none"> <li>Registration and patent for comfort pillow</li> </ul>	<p>certificate received.</p> <ul style="list-style-type: none"> <li>Patent on comfort pillow registration</li> </ul>
4	<b>Infrastructure and learning resources</b>		<ul style="list-style-type: none"> <li>3<sup>rd</sup> floor construction is in process</li> </ul>
5	<b>Student support and progression</b>	<ul style="list-style-type: none"> <li>Review and motivation for student's participation in various competition</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>Students participated at various collegiate, state, and national level competitions and won prizes.</li> <li>Financially needy Students received Govt. and private scholarships</li> </ul>
6	<b>Governance and leadership</b>	<ul style="list-style-type: none"> <li>Under the Guidance of Dr. Meena Ganapathy, all the planned activities were implemented.</li> </ul>	<ul style="list-style-type: none"> <li>As per the roles and responsibilities, HODs and coordinators committee incharges implemented the activities.</li> </ul>
7	<b>Institutional Values and Best Practices</b>	<p>Discussion on-</p> <ul style="list-style-type: none"> <li>Mastery and Experiential Learning.</li> <li>First aid module for other institutes.</li> </ul>	<p>Implemented the following for first year and second-year BSc Nursing</p> <ul style="list-style-type: none"> <li>Mastery and Experiential Learning.</li> <li>First aid module for other institutes.</li> </ul> <p>3 research studies were conducted to assess the impact of same.</p>
8	<b>Nursing part</b>	<ul style="list-style-type: none"> <li>Discussion on FDP to understand functioning of new dummies.</li> <li>Nominations of senior faculty sent for BOS for MUHS.</li> </ul>	<ul style="list-style-type: none"> <li>FDP on Orientation to functioning of new dummies.</li> <li>Simulation- procedure Checklist prepared.</li> <li>4 faculties admitted for higher education other than nursing education.</li> </ul>

As there were no point for further discussion, the meeting was adjourned at 3.30 pm

*Shaila Nathe*  
IQAC Coordinator



*J. Meera*  
NAAE Chairperson  
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