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Ref No: Acd /CC/2023-24/011

30.01.2024

### Circular

The Curriculum Committee of Narayana College of Nursing planned to meet on 3rd February, 2024 at 9 a.m. in the Seminar Hall to discuss the following Agenda.

- 1. Regarding academic calendar.
- 2. Extracurricular and co-curricular activities.
- 3. Method of evaluation
- 4. Regarding interdisciplinary and interdepartmental courses
- 5. New syllabus pattern modules
- 6. Add on and value added courses
- 7. Research enhancement method
- 8. OSCE practical examination
- 9. Feedback on curriculum

DY: Bound

Principal
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Chinthareddypalem,
NELLORE - 524 003

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### MINUTES OF MEETING

**VENUE:** Seminar Hall

DATE: 03.02.2024

The Curriculum Committee meeting of Narayana College of Nursing held on 3, February 2024 in Seminar Hall. The meeting was chaired by Dr.B. Vanaja kumari, Principal.

The meeting was attended by the following:

### **MEMBERS PRESENT:**

- Chair person- Dr. B. Vanaja Kumari
- Dr. Kumari. V, -Vice principal
- Dr. Latha A, HOD Department of Medical Surgical Nursing
- Prof. Shanmugavadivu, HOD, Department of Child Health Nursing
- Dr. N.Anjani devi, HOD, Department of Mental Health Nursing
- Assoc. Prof. Mrs. N. Subhashini, HOD, Department of Nursing Management.
- Assoc. Prof. G. Tejovathi, HOD, Department of Nursing Research
- Ms. Amala Thomas- B.sc (N) Student representative
- Ms. Esther joel— M.sc (N)Student representative
- Ms. Divya- PB B.sc (N) Student representative

### **AGENDA:**

- 1. Regarding academic calendar.
- Extracurricular and co-curricular activities.
- 3. Method of evaluation
- 4. Regarding interdisciplinary and interdepartmental courses
- 5. New syllabus pattern modules
- 6. Add on and value added courses
- 7. Research enhancement method
- 8. OSCE practical examination
- 9. Feedback on curriculum



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### MINUTES OF MEETING DISCUSSED:

### Regarding Academic calendar

- Discussed with each need of the department and planned for calendar events for the academic year.
- The principal instructed that all planned activities should proceed as schedule

### Extracurricular and co-curricular activities.

- Discussion held regarding the increasing of extracurricular activities under SNA and NSS and CO-Curricular activities.
- Including the curriculum enrichment programmes like value added and add on courses.

### Method of evaluation

- Discussed about the effectiveness of current assessment methods in measuring student performance and improving learning.
- The examination pattern was reviewed and revised to align with the new syllabus semester system.

# Regarding interdisciplinary and interdepartmental courses

 Discussed about the various training programmes as interdepartmental courses and dental postings as interdisciplinary posting for students.

# New syllabus pattern modules.

- Discussed about the new syllabus semester pattern mandatory modules and elective modules in each semester.
- Discussed about the completion of the mandatory modules for semester students and discussed the resource person.

#### Add on and value added courses

Discussed about the topics for value added course and add on courses were discussed.

# Research enhancement methods

 Discussed about research enhancement methods and UGSR projects for students for upcoming academic year.

# OSCE practical examination

Discussed and how to arrange station for conducting practical examination.

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# Feedback on curriculum

- Discussed about the feedback from stake holders like students, faculty, alumini, employer, professionals about curriculum.
- Discussed about the action taken support of the feedback from previous batch.
- Advice to collect feedback and take immediate action based on suggestions.

Resolution: All faculty were accepted for the above discussion and finalized the matters

### SIGNATURES:

Dr. Kumari. V-

Dr. Latha A -

Prof. Shanmuga Vadivu-

Dr. N. Anjani devi - M Aujani den

Assoc. Prof. Mrs. N. Subhashini-

Assoc. Prof. G.Tejovathi, HOD-

Ms. Amala Thomas-B.sc (N) Student

Ms. Esther joel - M.sc (N) Student

Ms. Divya- PB B.sc (N) Student



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Ref No: Acd /CC/2023-24/011

05.09.2023

### **CIRCULAR**

The Curriculum Committee planned to meet on September 9, 2023 at 9 a.m. in the Seminar Hall to discuss the following Agenda.

- 1. Confirmation of the minutes passed and considering the acceptance of curriculum committee minutes held on 03.01.2023.
- 2. Regarding modifications in the curriculum committee composition and matters related to frequency of conducting curriculum committee minutes.
- 3. Regarding curricular and cocurricular activities
- 4. Regarding research project for UG and PG students.
- 5. Academic report discussion on field visit & industrial visits.
- 6. Regarding teaching- learning implementation and evaluation.

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#### MINUTES OF MEETING

VENUE: Seminar hall 09.09.2023

TIME: 12PM-1PM

The Curriculum Committee meeting of Narayana College of Nursing held on 9, September 2023 in Seminar Hall. The meeting was chaired by Dr.B.Vanaja kumari, Principal. The meeting was attended by the following:

### **MEMBERS PRESENT:**

Chair person- Dr. B. Vanaja Kumari

Dr. Kumari. V, -HOD, Department of Obstetrics and gynaecology Nursing

Mrs. Latha A, HOD Department of Medical Surgical Nursing

Mrs. Smitha, HOD, Department of Mental Health Nursing

Mrs. Shanmuga Vadivu, HOD, Department of Child Health Nursing

Mrs. G. Pavithra, HOD, Department of Nursing Education

Mrs. N. Subhashini, HOD, Department of Nursing Management

Mrs. G. Tejovathi, HOD, Department of Nursing Research

#### **AGENDA:**

- 1. Confirmation of the minutes passed and considering the acceptance of curriculum committee minutes held on 07.01.2023.
- 2. Regarding modifications in the curriculum committee composition and matters related to frequency of conducting curriculum committee minutes.
- 3. Regarding curricular and cocurricular activities
- 4. Regarding research project for UG and PG students.
- 5. Academic report discussion on field visit & industrial visits.
- **6.** Regarding teaching- learning implementation and evaluation.

### DISCUSSION HELD REGARDING THE FOLLOWING:

Confirmation of the minutes passed and considering the acceptance of curriculum committee minutes held on 07.01.2023.

• Curriculum committee member read the prior minutes and action taken report.

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Evaluate the implementation status of the actions decided in the previous meeting. Discuss
any deviations from the planned actions and address reasons and resolutions.

# Regarding modifications in the curriculum committee composition and matters related to frequency of conducting curriculum committee minutes.

- Discussion need about changing of student representatives and replaced by Ms. Amala
  Thomas for the year 2023-2024, as Ms. Shalu maryshaji passed out from final year and
  became the alumni of the institute.
- Discussed about the frequently of curriculum committee minutes, committee members
  decided to conduct curriculum committee twice in a year or when needed. Date of meeting
  also fixed for curriculum committee.
- First Saturday of the month preceding the commencement of the academic year.
- The first Saturday of the six month following the commencement of the academic year.

## Regarding curricular and co curricular activities

- Mrs.G.Tejovathi Discussed project completion for IV Year B.Sc. (N) and II PBBSc. (N) and M.Sc., Nursing
- Discussed about the field visit postings for the semester students
- Discussed about the theory and practical completion status for all the programs and model exam schedule.
- Discussed about the progress of value added and add on courses completion.
- Instructed IQAC Coordinator to provide resource persons for remaining value-added courses, including Modern technology in nursing, Patient safety, Data analysis, Ecology health care nursing, Pediatric dental care, Energy healing therapy and entrepreneurship development.
- Discussed about the trainining programs under interdisciplinary and interdepartmental courses completion and students satisfaction about training programs

### Regarding research project for UG and PG students.

Discussed about progress and completion of the UG and PG students

Academic report discussion on field visit & industrial visits.

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- Discussed about the field visit completion for basic B.Sc(N)- 4 Year students and planned for the semester students.
- Discussed about the theory and practical completion students for all the courses discussed about the internal exam and model exam schedule.

# Regarding teaching-learning implementation and evaluation.

- The committee reviewed feedback from faculty and students, highlighting the need for integration of interdisciplinary courses that enhance critical thinking and collaboration among healthcare professionals.
- It was proposed to incorporate active learning strategies like simulations, to better prepare students for real-world scenarios

### SIGNATURE OF MEMBERS:

1. Dr. Kumari. V V Ku

2. Mrs. A.Latha

3. Mrs. Smitha - Ender

4. Mrs. Shanmuga vadivu

5. Mrs.G. Pavithra

6. MrsN. Subhashini \_ Julis

7. Mrs.G.Tejovathi

## STUDENT REPRESENTATIVES

1. Ms. Amala Thomas -B.Sc., Nuring

2. Ms.Esther joel –M.Sc., Nursing – 7.5

3. Divya- PB B.sc (N)

PRINCIPAL

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Ref No: Acd /CC/2022-2023/010

03.01.2023

#### Circular

The Curriculum Committee of Narayana College of Nursing planned to meet on 07.01.2023 at 12:00 p.m to 1:00 p.m. in the Seminar Hall to discuss the following Agenda.

- 1. Confirmation of the minutes passed and considers the acceptance of action taken report in the curriculum committee minutes held on 27.09.2022.
- 2. Regarding preparation of academic calendar.
- 3. Discussion about paper setting for semester syllabus.
- 4. Discussion about the issuing of separate MLHP Certificate to the final year basic nursing B.Sc.,(N) students from academic year 2022-2023.
- 5. Discussion about the inter departmental courses inter disciplinary courses in semester syllabus.
- 6. Extracurricular and co-curricular activities.
- 7. Discussion about up gradation of teaching-learning modification and monitoring system.
- 8. Research enhancement methods.
- 9. Feed back on curriculum from various stake holders.( students, faculty, employers, alumni, professionals)

Principal

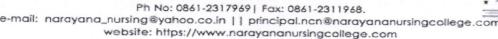
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### MINUTES OF MEETING

**VENUE:** Seminar hall

**DATE:** 07.01.2023

The Curriculum Committee meeting of Narayana college of Nursing held on 7, January 2023 in Seminar Hall. The meeting was chaired by Dr.Indira A, Principal.

### **MEMBERS PRESENT:**

→ Chair person- Dr. Indira.A

→ Secretary- Dr. Kumari. V, Vice- Principal(Academics)

→ Faculty members-

Mrs. Latha A, HOD Department of Medical Surgical Nursing

Mrs. B. Vanaja Kumari, Vice principal (Admission)

Mrs. Smitha, HOD, Department of Mental Health Nursing

Mrs. Shanmuga Vadivu, HOD, Department of Child Health Nursing

Dr. S. Elizabeth Jasmine, HOD, Department of Nursing Foundation

Mrs. G. Pavithra, HOD, Department of Nursing Education

Mrs. N. Subhashini, HOD, Department of Nursing Management

(Member committee co-ordinator)

Ms. Shalu Mary shaji- IV year student representative

### **AGENDA:**

- 1. Confirmation of the minutes passed and considers the acceptance of action taken report in the curriculum committee minutes held on 29.09.2022.
- 2. Regarding preparation of academic calendar.
- 3. Discussion about paper setting for semester syllabus.
- 4. Discussion about the issuing of separate MLHP Certificate to the final year basic nursing B.sc(N) students from academic year 2022-2023.
- 5. Discussion about the inter departmental courses inter disciplinary courses in semester syllabus.
- 6. Extracurricular and co-curricular activities.
- 7. Discussion about upgradation of teaching-learning modification and monitoring system.
- 8. Research enhancement methods.

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9. Feed back on curriculum from various stake holders.( students, faculty, employers, Alumni, Professionals)

### Discussion Held Regarding the Following:

The meeting started with welcome address by Mrs. Subhasini curriculum committee co-ordinator action taken report was initiated to the committee member.

# Regarding preparation of academic calendar

- Dr.Indira A addressed the activities to be done and events in the academic calendar, as well as rotation plans for all batch students, with class coordinators.
- Discussed about the co-curricular and extra-curricular activities to be included in the calendar.
- Instructed department heads on dates for field visits.
- Instructed the IQAC coordinator to select value-added and add-on courses for the academic year.
- Discussed about the research project for IV B.Sc. II PB.B.Sc., Nursing and M.Sc.Nursing Discussion about paper setting for semester syllabus.
  - Prof. A.Latha Discussed The criteria for modifying the paper setup pattern for the semester syllabus and advised all department heads to discuss with concerned department faculty.
  - Review current OSCE standards and paper setting processes.

Discussion about the issuing of separate MLHP Certificate to the final year basic nursing B.sc(N) students from academic year 2022-2023

 Dr.indira A reviewed the INC Circular about the granting of separate MLHP certificates for the final year B.Sc., Nursing students batch 2022-2023.

# Discussion on interdepartmental and interdisciplinary courses in Semester curriculum.

Dr.V.Kumari, discussed about the identification of interdepartmental /interdisciplinary
 courses in semester syllabus and planning for training courses

### Extracurricular and co-curricular activities.

• Discussion was done about the extra curricular and co- curricular activities. Planned to increase the number of activities and more students involvement in the activities.



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# Discussion about up gradation of teaching-learning modification and monitoring system.

Discussion was done about the new evaluation formats and checklist for the new semester syllabus. It was discussed to take print out of these formats and start implementing and maintaining record of the students in the same format.

### Research enhancement methods.

Discussed about the faculty research grants under DR.YSR UHS and encourage to team members and Head of all departments should encourage the faculty to send the proposal for grants and also ICMR Proposals.

Feed back on curriculum from various stake holders. (students, faculty, employers, Alumni, Professionals)

Feedback collected from students, faculty, alumni, professionals and employer about curriculum.

Resolution: Faculty were accepted for the above discussion and finalized the matters discussed in the meeting.

### **SIGNATURE OF MEMBERS:**

1. Dr. Kumari. V

V. Kuma

2. Mrs .B. Vanaja Kumari BO

3. Mrs. A.Latha

4. Mrs. Smitha

5. Mrs. Shanmuga vadivu

6. Dr. Elizabeth jasmine

7. G. Pavithra

8. N. Subhashini

9. R. Girija rani

STUDENT REPRESE

1. Shalu mary shaji -IV B.SC \_ &Lalu

Chinthareddypalem, NELLORE - 524 003

**PRINCIPAL** 

Ref No: Acd /CC/2022-2023/009

20.09.2022

### Circular

We are cordially inviting you that, the Curriculum Committee planned to meet on September 27, 2022 at 9 a.m. in the Seminar Hall to discuss the following Agenda.

- 1. Confirmation of the minutes passed and consider the acceptance of action taken report in the curriculum committee meeting held on January 03.01.2022.
- 2. Discussion about implementation of semester pattern syllabus for the B.sc(N) batch 2022-2023
- 3. Any matters arising with the permission of chairperson.

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### MINUTES OF MEETING

**VENUE:** Seminar hall

DATE: 27.09.2022

**TIME: 9:00AM** 

The Curriculum Committee meeting of Narayana College of Nursing held on 27, September 2022 in Seminar Hall. The meeting was chaired by Dr.Indira A, Principal.

#### MEMBERS PRESENT:

→ Chair person- Dr. Indira.A

→ Dr. Kumari. V, Vice- Principal(Academics)

→ Faculty members:

Mrs. Latha A, HOD Department of Medical Surgical Nursing

Mrs. B. Vanaja Kumari, Vice principal(Admission)

Mrs. Smitha, HOD, Department of Mental Health Nursing

Mrs. Shanmuga Vadivu, HOD, Department of Child Health Nursing

Dr. S. Elizabeth Jasmine, HOD, Department of Nursing Foundation

Mrs. G. Pavithra, HOD, Department of Nursing Education

Mrs. N. Subhashini, HOD, Department of Nursing Management

MS. Girija rani - HOD, Department of Nursing research

### **AGENDA:**

- 1. Confirmation of the minutes passed and consider the acceptance of action taken report in the curriculum committee meeting held on January 03.01.2022.
- 2. Discussion about implementation of semester pattern syllabus for the B.sc(N) batch 2022-2023
- 3. Any matters arising with the permission of chairperson.

#### DISCUSSION HELD REGARDING THE FOLLOWING:

- The meeting was started with welcome done by Dr. Indira. A Chairperson, Action taken report
  was initiated to the committee members.
- Discussion was done on implementation of semester syllabus to the newly joining semester which was laid down by Indian nursing council and Dr. NTRUHS for B.sc nursing for the academic year 2022-2023 onwards.
- Discussed about the requirements like logbook and other subject related requirements were discussed by members of the committee.

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Discussion need about the modification in curriculum committee members.

Resolution: Faculty were accepted for the above discussion and finalized the matters discussed in the meeting.

### SIGNATURE OF MEMBERS:

1. Dr. Kumari. V

2. Mrs .B. Vanaja Kumari Boling

3. Mrs. A.Latha

4. Mrs. Smitha

5. Mrs. Shanmuga vadivu

6. Dr. Elizabeth jasmine -

7. G. Pavithra

N. Subhashini

9. R. Girija rani

### STUDENT REPRESENTATIV

1. Shalu maryshaji -IV B.SC - Stolu

2. Riya mariyashaji-III B.SC

3. Aleena KJ-II B.SC

4. N. Madhavi-II PB B.SC

5. K. Haripriya -II M.SC - K. Haripriya .

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Ref No: Acd /CC/2021-2022/008

30-12-2021

### Circular

The Curriculum Committee of Narayana College of Nursing planned to meet on January 3, 2022 at 9 a.m. in the Seminar Hall to discuss the following Agenda.

- 1. Minutes of the meeting previous and action taken report.
- 2. To plan for new academic year & Discussion About Semester Syllabus
- 3. Announcement of academic calendar events.
- 4. Planning for teaching- learning resources books/laboratory equipment's/ articles updating of teaching technology.
- 5. Internal quality audit plan.
- 6. Integration of cross cutting issues.
- 7. Interdisciplinary and interdepartmental courses
- 8. Any other matters related to NAAC Accreditation.
- 9. Feedback from stakeholders[Students, teachers ,alumni, employer, professionals]

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### MINUTES OF MEETING

VENUE: Seminar hall

DATE: 03.01.2022

The Curriculum Committee meeting of Nrayana college of Nursing held on 3, January 2022 in Seminar Hall. The meeting was chaired by Dr.Indira A, Principal.

### **AGENDA:**

- 1. Minutes of the meeting previous and action taken report.
- 2. To plan for new academic year & Discussion About Semester Syllabus
- 3. Announcement of academic calendar events.
- 4. Planning for teaching- learning resources books/laboratory equipment's/ articles updating of teaching technology.
- 5. Internal quality audit plan.
- 6. Integration of cross cutting issues.
- 7. Interdisciplinary and interdepartmental courses
- 8. Any other matters related to NAAC Accreditation.
- 9. Feedback from stakeholders[Students, teachers ,alumni, employer, professionals]

#### MEMBERS PRESENT:

- → Chair person- Dr. Indira.A
- → Dr. Kumari. V, Vice- Principal(Academics)
- → Faculty members-

Mrs. Latha A, HOD Department of Medical Surgical Nursing, IQAC Co ordinator

Mrs. B. Vanaja Kumari, Vice principal (Admission)

Mrs. Smitha, HOD, Department of Mental Health Nursing

Mrs. Shanmuga Vadivu, HOD, Department of Child Health Nursing

Dr. S. Elizabeth Jasmine, HOD, Department of Nursing Foundation

Mrs. G. Pavithra, HOD, Department of Nursing Education

Mrs. N. Subhashini, HOD, Department of Nursing Management







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# DISCUSSION HELD REGARDING THE FOLLOWING:

Minutes of the previous meeting and the action taken report was read by the member secretary. The members in the committee are confirmed the same.

# To plan for new academic year & discussed about new semester syllabus

- Dr. Indira A discussed the execution of the semester curriculum for the current academic year, preparation of Master rotation plans, and updating of lesson plans with current scenarios.
- Outlined the new semester pattern syllabus, highlighting key changes or updates from the previous curriculum structure.
- Discussed about training programs related to Interdepartmental/interdisciplinary courses for the academic year
- Provided instructions to all departments HODs to plan dates for filed visits.
- Discussed the admission procedure, orientation program related to new batch students.
- Announced the important dates such as examination schedules, clinical rotations, holidays, and special events.
- Discussed about the skills development programmes need to be conducted in new academic year.

### Announcement of academic calendar events:

- Discussed about the preparation of clinical rotation plans, updating of lesson plans with current scenarios.
- Announced the working days and hours allotted for the new academic year with reference affiliated university calendar of events

# Planning for teaching- learning resources books/laboratory equipment's/ articles updating of teaching technology

- Chairperson informed the members to short list on the requirements of lab articles and new books.
- Instructed to all Head of the department to evaluate the use of educational technology (e.g., learning management systems, usage of simulation labs).
- Allotted faculty for Ensuring that all teaching materials are easily accessible to both faculty and students.







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# Internal quality audit plan.

- Discussed about the internal quality audit and criteria need to be prepared for the same
- Advised to IQAC Coordinator to prepare a comprehensive report detailing findings, strengths, weaknesses, and actionable recommendations for each department.

# Integration of cross- cutting issues

- Dr.V.Kumari instructed each batch's class coordinator is responsible for identifying crosscutting concerns and educating students with knowledge and skills appropriate to their everyday lives, and it is advised to prepare a few training programs and workshops connected to issues.
- All members are instructed to identify the cross cutting issues and to integrate into the
  curriculum in order to make the students to have sufficient knowledge and to develop skills to
  adopt into their everyday life. This should be done by the subject coordination and curriculum
  committee members.

# Interdisciplinary and interdepartmental courses

 Discussed about the various interdisciplinary an interdepartmental courses for enriching the students highlights their critical role in enriching students' educational experiences

# Any other matters related to NAAC Accreditation.

- Prof.Latha A outlined the activities needed to achieve excellence in curriculum delivery and evaluation.
- The committee assessed the NAAC's current requirements and criteria.
- Ensured all required documentation was generated and updated for NAAC assessment.

# Review of feedback on curriculum.

 Principal instructed that the Mrs.N.Subhashini with collaboration of IQAC is responsible for collecting feedback In February from stakeholders such as students, professors, alumni, professionals, and employers.

RESOLUTION: Faculty were accepted and finalized the matters were discussed during the meeting.

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