

**Internal Quality Assurance Cell (IQAC)**

**First Meeting IQAC - GHPCN**

Date : July 30, 2020

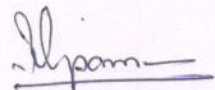
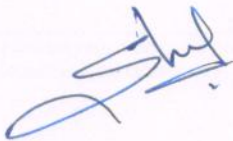
Day : Thursday

Time : 03.00 PM to 05.00 PM

Venue : Board Room, Shree Krishna Hospital, Karamsad

**Agenda of meeting :**

1. To introduce and welcome the members of IQAC – GHPCN.
2. To brief the members about the importance and functions of IQAC – GHPCN.
3. To acquaint the members with the existing status of the institute.
4. To suggest to overcome the weak points and to improve the overall quality of nursing education.
5. To discuss the best modality and approach to conduct the Student Satisfaction Survey (SSS) for positive and effective responses.
6. To suggest the policy of execution of Faculty Development Programme (FDP) in college at regular interval.
7. To suggest to merge of Curriculum Committee with IQAC – GHPCN.
8. To propose the tentative schedule of next meeting of IQAC – GHPCN.
9. Any other item with the permission of the Chair.



**CHAIRPERSON**  
IQAC-GHPCN

# Shri G. H. Patel College of Nursing

(A Constituent of Bhaikaka University)

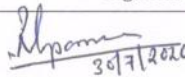
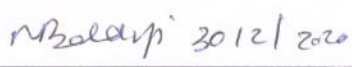
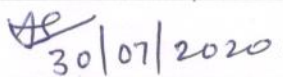
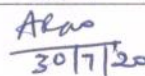
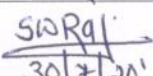
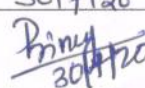
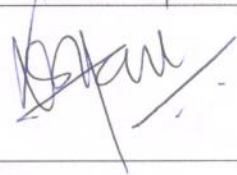
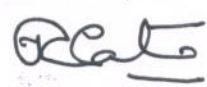
Karamsad

## First Meeting of IQAC-GHPCN

Date : July 30, 2020

Day : Thursday

Time : 03:30 PM to 05.00 PM

| Sr. No. | Role                                                                | Member                                                                                         | Signature                                                                                          |
|---------|---------------------------------------------------------------------|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| 1       | Chairperson                                                         | Mrs. Raksha G. Parmar<br>Principal                                                             | <br>30/7/2020   |
| 2       | Coordinator                                                         | Mr Shailesh Panchal<br>Associate Professor                                                     | <br>30/7/2020    |
| 3       | Member                                                              | Mrs Nila Darji<br>Assistant Professor                                                          | <br>30/7/2020    |
| 4       | Member                                                              | Ms Shany Thomas<br>Assistant Professor                                                         | <br>30/7/2020  |
| 5       | Member                                                              | Ms. Vandana Shrimali<br>Assistant Professor                                                    | <br>30/07/2020 |
| 6       | Member                                                              | Ms. Anna Rao<br>Tutor                                                                          | <br>30/7/2020 |
| 7       | Member                                                              | Ms. Sharon Raj<br>Tutor                                                                        | <br>30/7/2020 |
| 8       | Member                                                              | Ms. Princy M.<br>Tutor                                                                         | <br>30/7/2020 |
| 9       | Senior Administrative Official                                      | Mr Kartik Pandya<br>General Manager – Personnel &<br>Administration, Bhaikaka University       | <br>30/7/2020 |
| 10      | External expert on quality management/<br>industry/ local community | Dr Harihar Prakash<br>Principal, KM Patel Institute of<br>Physiotherapy<br>Bhaikaka University |               |
| 11      | External expert on quality management/<br>industry/ local community | Mr Jayeshbhai Patel<br>Principal, N.K High School, Petlad                                      |               |



Internal Quality Assurance Cell (IQAC-GHPSCN)

Minutes of the Meeting

Meeting No. : 1

Date : July 30, 2020

Day : Thursday

Time : 03.00 PM to 05.00 PM

Venue : Board Room, Shree Krishna Hospital, Karamsad

Members present for the meeting :

|                     |                                                 |
|---------------------|-------------------------------------------------|
| Mrs Raksha Parmar   | Chairperson, IQAC                               |
| Mr Shailesh Panchal | Coordinator, IQAC                               |
| Mr Kartik Pandya    | Senior Administrative Official                  |
| Dr Harihar Prakash  | External expert on quality management/ industry |
| Mr Jayeshbhai Patel | External expert on local community              |
| Mrs Shany Thomas    | Member                                          |
| Mrs Nila Darji      | Member                                          |
| Ms Vandana Shrimali | Member                                          |
| Mrs Princey Mol     | Member                                          |
| Mrs Anna Rao        | Member                                          |
| Ms Sharon Raj       | Member                                          |

**Agenda no. 20.01.01 : To introduce and welcome the members of IQAC – GHPSCN**

Mrs Parmar, Chairperson welcomed all the members. The meeting started with self introduction of each members.

**Agenda no. 20.01.02 : To brief the members about the importance and functions of IQAC – GHPSCN.**

Mr Panchal briefed the members about the constitution and functions of the IQAC of GHPSCN as per notification of IQAC-GHPSCN from Bhaikaka University.



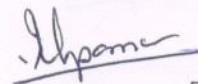
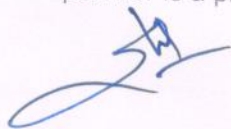


**Internal Quality Assurance Cell (IQAC-GHPSCN)**

**Agenda no. 20.01.03:** To acquaint the members with the existing status of the institute.

Mr Panchal, Coordinator, oriented the members to the current status of GHPSCN. He briefed the members about History of GHPSCN and milestones, Mission & Vision, courses offered and admission strength, courses proposed, regulatory bodies, physical facilities, clinical facilities, community facilities, teaching and non-teaching staff available as per the guidelines of regulatory bodies, Innovative teaching learning process, Co-Curricular activities, Kadambari Alumni Association (KAA), Student Nursing Association & Future plan of the institute.

- Proposed courses include the M.Sc. Nursing in five specialties (Child health Nursing, Medical Surgical Nursing, Mental Health Nursing, Community Health Nursing, Obstetric and Gynecological Nursing); Post Basic Diploma courses in four specialties (Critical care nursing, Cardio thoracic Nursing, Neonatal Nursing and Oncology Nursing) and seat enhancement of Basic B.Sc. Nursing from 40 to 60.
- Mr Pandya, Member, raised query regarding the difference between Post Basic B.Sc. Nursing, Basic B.Sc. and Diploma Nursing. Mrs Raksha Parmar responded that the difference are in terms of the duration of course, eligibility, scope and competence acquired by students after course completion.
- Mrs Parmar also informed the members that the Government of Gujarat had inspected the institute for essentially certification for M.Sc. Nursing. She added that the seat enhancement was over few week before, and the reports are awaited. She furthered that inspection from the Gujarat Nursing Council for M.Sc. Nursing and Post Basic Diploma courses is awaited. She clarified that the admission for M.Sc. Nursing will be managed as per the policy of Bhaikaka University.
- Dr. Prakash, External Expert appreciated the master plan being prepared at the beginning of each academic year at par with the regulatory bodies, which reflects the progress of students throughout the year. He was also agreed that the academic planner is a preliminary requirement for NAAC assessment process.



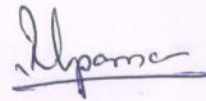
**Internal Quality Assurance Cell (IQAC-GHPSCN)**

- Dr Prakash shared his experiences about organizing PhysioPulse, a student initiated programme for the physically challenged students. The main motto was to equip the students with qualities such as leadership, team work, resource management etc.
- Mr Pandya also emphasized on the need for essential managerial skills a student should possess.
- Professional development activities for experts members commonly suggested that at least one in-service educational program in biannually organized by each department in rotation wise.
- Mrs Parmar informed the members that in near future, national and international collaboration will be developed with esteemed nursing organizations and MoUs will be signed too.

**Agenda no. 20.01.04 :** To suggest to overcome the weak points and to improve the overall quality of nursing education.

Mr Panchal highlighted the SWOT analysis through strength, weakness, opportunity and challenge or thereat faced by nursing institution. Mr Pandya suggested incorporating structured soft skill training in the curriculum. Dr Prakash emphasized for having departmental research committee where students research will be reviewed before being submitted to institutional research committee. He also suggested that the faculty should help students to have publications in reputed indexed journals to overcome research related pitfalls.

Dr Prakash also suggested to encourage the faculties to enroll for FAIMER fellowship, which will enhance the faculty development and research execution. Mr Pandya suggested that the faculty may develop research projects which are beneficial for the hospital functioning.





**Internal Quality Assurance Cell (IQAC-GHPSCN)**

Mrs Parmar informed the members that a structured mentorship programme will be planned for the students in the next academic year i.e. 2020-2021. Dr Prakash shared the practice followed in physiotherapy institute which is titled as multi mentorship programme, where other than the class coordinator, students can select their own mentor from among the rest of the faculty members of their choice. He added that this practice is giving fruitful results.

The panel also suggested to have multidisciplinary approach for the overall development of the students.

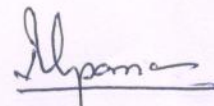
**Agenda no. 20.01.05** : To discuss the best modality and approach to conduct the Student Satisfaction Survey (SSS) for positive and effective responses.

Mrs Parmar expressed her concerns about the false ratings the students report, during surveys for the institute and the faculty members as well as vague rating, which creates negative impact on the faculties despite following good practices for the students.

Dr Prakash suggested that random feedback can be obtained from the students on annual basis. He added that periodic feedback on various aspects such as curriculum implementation, peer review of teachers, examinations, infrastructure etc. may also be acquired. He furthered that feedback can also be collected from the external examiners, alumni, parents, employees etc. It was proposed that the feedback can be obtained by one to one interaction with randomly selected students. Once the survey is done, report on actions taken may be prepared for NAAC data.

It was proposed to arrange periodic parent-teacher meetings, where feedback can be collected from the parents. This meetings also serve to resolve shortfall of resources required of the nursing institute, by voluntary donation by parents.

Mr Pandya suggested that an initial interaction with the parents and student at the time of admission is also important to know a student better.



**Internal Quality Assurance Cell (IQAC-GHPSCN)**

**Agenda no. 20.01.06** : To suggest the policy of execution of Faculty Development Programme (FDP) in college at regular interval.

Dr Prakash informed that the FDP should be need based. Structured policy should be drafted for the FDP. FDP will be planned quarterly in batch of faculties.

**Agenda no. 20.01.07** : To suggest to merge of Curriculum Committee with IQAC – GHPSCN.

The Committee suggested to proceed as per the governing body guidelines.

**Agenda no. 20.01.08** : To propose the tentative schedule of next meeting of IQAC – GHPSCN.

The committee agreed to have the next meeting, any day between 23-28 November, 2020 as per time line suggested by the IQAC-BU.

**Agenda no. 20.01.09** : Any other item with the permission of the Chair.

Mr Jayeshbhai Patel suggested to have frequent meetings with the parents and have a collaborative approach in handling the student matters.

Mrs Parmar expressed thanks to all members and the meeting adjourned at 5 PM.

