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Bhaikaka University

BHAIKAKA UNIVERSITY

Karamsad, Anand

[Established Under the Gujarat Private Universities Act, 2009]

Internal Quality Assurance Cell - Shri G. H. Patel School & College of Nursing

(IQAC-GHPSCN)

3rd meeting of IQAC-GHPSCN will be held on February 22, 2022 (Tuesday) – 03.00 pm to 05.00 pm at Hospital Board Room, Shree Krishna Hospital, Karamsad to discuss the following agenda :

Sr. No.	Agenda item	Annexure No.
22.03.01	To approve minutes of 2nd meeting of IQAC-GHPSCN was held on January 25, 2021 (Monday) - 11.00 am to 01.00 pm at Hospital Board Room, Shree Krishna Hospital, Karamsad.	—
22.03.02	To review & approve the action taken report of the 2nd meeting of IQAC-GHPSCN was held on January 25, 2021 (Monday) - 11.00 am to 01.00 pm at Hospital Board Room, Shree Krishna Hospital, Karamsad.	1
22.03.03	To approve the replacement of IQAC-GHPSCN member Ms. Sharon Raj with Mrs. Rachana G. Chauhan.	2
22.03.04	To take a note of execution of revised B.Sc. Nursing course from the academic year 2022.	3
22.03.05	To approve the frequency of IQAC-GHPSCN meetings i.e. each academic term.	—
22.03.06	To take a note of Capacity Building Programme for students and faculties.	4
22.03.07	To take a note of items put up in a capital budget for the Financial Year 2022-2023.	5
22.03.08	To note the evaluation report of the department & the audit report of the GHPSCN for NAAC assessment from October 1, 2019, to July 31, 2020.	6
22.03.09	To suggest the convenient measures for filling vacant seats in M.Sc. Nursing and PBDN programs.	—
22.03.10	To discuss and finalize the institutional social activities to be performed by the nursing students and staff for the adopted community such as providing basic education, intervening environmental issues under Swachh Bharath Abhiyan, creating health and hygiene awareness, delivery of free/ subsidized health care, and assisting in resolving socio-economic developmental issues.	—
22.03.11	Any other item with the permission of the Chair.	—

Internal Quality Assurance Cell - Shri G. H. Patel School & College of Nursing

(IQAC-GHPSCN)

Attendance sheet of 3rd meeting of IQAC-GHPSCN will be held on February 22, 2022 (Tuesday) – 03.00 pm to 05.00 pm at Hospital Board Room, Shree Krishna Hospital, Karamsad.

Sr. No.	Name	Designation	Signature
1	Mrs Raksha G. Parmar Principal, GHPSCN	Chairperson	parmar 22/2/2022
2	Mr Kartik Pandya General Manager – P & A, Bhaikaka University	Senior Administrative Official	
3	Dr Harihar Prakash Principal, KMPIP, Bhaikaka University	External expert on quality management / industry	22/2/22
4	Mr Jayeshbhai Patel Principal, N.K High School, Petlad	External expert on local community	२२/२/२२
5	Mr Shailesh G. Panchal Professor	Coordinator	22/02
6	Mrs Shany Thomas Professor	Member	22/2/22
7	Mrs Nila B. Darji Assistant Professor	Member	Bdarji 22/2/2022
8	Ms. Vandana D. Shrimali Assistant Professor	Member	VS 22/2/2022
9	Mrs. Princey Mol Assistant Professor	Member	On Maternity Leave
10	Mrs. Anna D. Rao Tutor	Member	ARao 22/2/22
11	Ms Krina K. Patel SY M.Sc. Nursing Student	Member	Kpatel 22/02/2022
12	Ms Rutvi B. Patel KAA Alumni	Member	Not present

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BU/IQAC/Nursing/03/2022 **Date: 22/02/2022**

Internal Quality Assurance Cell - (GHPSCN)
Minutes of meeting

The 3rd meeting of IQAC was held on 22/2/2022 from 3pm onwards at Board room, Shree Krishna Hospital, Karamsad.

Present members:

1.	Mrs. RakshaParmar	Principal, Chairperson, IQAC
2.	Mr. ShaileshPanchal	Professor, Coordinator, IQAC
3.	Mrs. Shany Thomas	Professor, Member
4.	Mrs. Nila Darji	Assistant Professor, Member
5.	Ms.Vandana Shrimali	Assistant Professor, Member
6.	Ms. Anna Rao	Tutor, Member
7.	Mr. Kartik Pandya	GM (P&A) , Member
8.	Dr. Harihara Prakash	Principal, KMPIP, Member
9.	Mr. Jayeshbhai Patel	Principal, N.K High School, Petlad, Member
10.	Ms. Krina Patel	Alumini, GHPSCN
11.	Ms. Puja Dullo	IQAC Coordinator, Bhaikaka University [Online]

Absent members:

1. Ms. Princey Raju
2. Ms. Rutvi Patel

Mrs. Raksha Parmar, Chairperson welcomed all the members for the meeting.

Agenda 22.03.01: To approve minutes of 2nd meeting of IQAC GHPSCN held on January 25, 2021.

Proceedings

Mr. Shailesh Panchal informed that the first meeting minutes is already circulated and if any suggestions it can be discussed in this meeting.

Resolution 22.03.01:

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Minutes of 2nd Meeting held on January 25, 2021 is approved.

Agenda 22.03.02: To review and approve action taken report following 2nd meeting of IOAC- GHPSCN

Proceedings

Mr. Shailesh Panchal informed that action taken report is already circulated and sought for any clarification if required

Sr. No.	Agenda	Action Taken
21.02.03	**To approve the representatives from Kadambari . Alumni Association and students body, as members of IQAC-GHPSCN.** Resolution : The panel approved the same and suggested ensuring the new members will be available to attend the meetings.	Ms Krina Patel, a student of SY M.Sc. Nursing (2021-2022) and Ms Rutvi Patel, Alumni, KAA (2015 B.Sc. Nursing Batch) are selected as a member. They will join the 3rd IQAC-GHPSCN Meeting.
21.02.04	**To approve restructuring of nursing institute committee.** Resolution : It is resolved that the steering committee of the institution will look after the overall functioning of the institution.	The curriculum committee is merged with IQAC-GHPSCN and being renamed as a 'Steering committee'. 5th Meetings of steering committee held on January 30, 2021; developed the composition, function & Policy / SoP of steering Committee and circulated among all faculty members.
21.02.05	**To approve mechanism for identifying Best Student among the pass out batch.** Resolution :	As per members suggestions to include criteria like participation in co-curricular and extracurricular activities, workshops/seminars and other overall performance for evaluation. Revised proforma was implemented from the 4th Batch of B.Sc. Nursing and 38th Batch of DGNM Programme and

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Harihar Prakash raised a query about the rubric followed for identifying the best student. He insisted to ensure that the rubric should have weightage for academic, co-curricular, and extracurricular performance.

Mrs. Puja Dullo also supported the former, advised to revise the criteria.

Kartik Pandya recommended having common criteria for all the constituent institutions of the university.

Resolution 22.03.02:

All the members took note of actions taken since the last meeting.

Decided to revise the criteria for identifying the best student.

Agenda 22.03.03: To approve the replacement of IQAC-GHPSCN member Ms. Sharon Raj with Mrs.Rachana G. Chauhan.

Proceedings

Mr. Shailesh Panchal briefed about Ms. Rachana Chauhan who is replacing Ms. Sharon Raj in IQAC.

Mr. Harihara Prakash informed that the institutional steering committee can approve the same and can notify the University

Resolution 22.03.03:

The panel approved the same .

Agenda 22.03.04: To take a note of execution of revised B.Sc. Nursing course from the academic year 2022.

Mr. Shailesh Panchal informed that the revised syllabus for B.Sc Nursing by INC is implemented from the academic year 2021-22.

Mrs. Puja Dullo clarified the concept of programme and course. She informed that B.Sc Nursing is a four years programme and the subject taught in each year of programme is course. Course outcome is the outcome of all subjects in each year of programme and cumulative of all four years course outcome is programme outcome of B.Sc Nursing.

Mrs. Dullo added that the course outcome has to be prepared for the new syllabus and it has to be approved by the institutional curriculum committee.

Resolution 22.03.04:

The panel noted the same and suggested to follow the guidelines of INC.

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Agenda 22.03.05: To approve the frequency of IQAC-GHPSCN meetings i.e. each academic term.

Proceedings

Mrs. Puja Dullo suggested keeping the meeting quarterly as the term meeting doesn't offer any scope for quality improvement.

Mr. Harihar Prakash and Mr. Kartik Pandya agreed to the former and recommended planning meetings in accordance with BOS and BOM meetings.

Mr. Harihara Prakash further informed that drafting an administrative calendar will serve the purpose of aligning institutional meetings with the meetings calendar of Bhaikaka University.

Adding to the above Mr. Harihara proposed that if lack of agenda for any quarter meeting, minute it during the steering committee meeting and forward it to IQAC Bhaikaka University.

In response, Mr. Shailesh Panchal informed that an administrative calendar is in use. The panel appreciated the same.

Resolution 22.03.05:

It was resolved to conduct IQAC-GHPSCN meeting quarterly.

Agenda 22.03.06: To take a note of Capacity Building Programme for students and faculties.

Proceedings

Mrs.Raksha Parmar briefed the capacity-building programmes attended by staff and students.

The panel recommended presenting the effect/ output of such programme in terms of change in behavior/competency.

Mr. Kartik Pandya suggested organizing need-based training programmes for faculty and students.

Mrs. Puja Dullo added that research studies can be taken upon such training programmes and the output can be disseminated.

Resolution 22.03.06:

The panel noted and appreciated the same.

Agenda 22.03.07: To take a note of items put up in a capital budget for the Financial Year 2022-2023.

Proceedings

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Mr. Jayeshbhai suggested collecting donations from students' parents to improve facilities for the students.

Resolution 22.03.07

The panel noted the same.

Agenda 22.03.08: To note the evaluation report of the department & the audit report of the GHPSCN for NAAC assessment from October 1, 2019, to July 31, 2020.

Proceedings

Mr. Shailesh Panchal presented the suggestions and recommendations by the internal auditors.

Resolution 22.03.07:

The panel the same

Agenda 22.03.08: To suggest the convenient measures for filling vacant seats in M.Sc. Nursing and PBDN programs.

Proceedings

Mrs. Raksha Parmar informed that there is only one admission in M.Sc Nursing and no admissions in PBDN.

Mr. Kartik Pandya suggested advertising on social media platforms.

The panel also suggested promoting own faculty initially for higher studies in the same institution to which Mrs. Raksha Parmar informed that even though deputation policy is on faculty are not interested to study in the same institution.

Mrs. Puja Dullo suggested getting third-party feedback from faculty to address the issue.

Mr. Harihar Prakash recommended arranging counseling sessions for faculty and students.

Resolution 22.03.08:

It was resolved to get feedback from faculty and students to proceed further.

Agenda 22.03.09: To discuss and finalize the institutional social activities to be performed by the nursing students and staff for the adopted community such as providing basic education, intervening environmental issues under Swachh Bharath Abhiyan, creating health and hygiene awareness, delivery of free/ subsidized health care, and assisting in resolving socio-economic developmental issues.

Proceedings

Mr.Shailesh Panchal invited Mrs. Raksha Parmar to present the draft.

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Mrs. Parmar informed that the institute under the department of community health nursing will collaborate with SARSH to execute social activities. The proposal is getting finalised and the activities will be planned apart from curricular activities.

Mr. Kartik Pandya suggested having a well-structured plan for execution. He further recommended having collaboration with NGOs for better execution.

Mr. Harihar Prakash opined to align activities with extension department activities. Further, he suggested conducting multidisciplinary camps for the effective implementation of activities.

Resolution 22.03.10:

It is resolved to have collaborative community activities.

Agenda 22.03.11: Any Other

Proceedings

Mr. Shailesh Panchal proposed the panel of IQAC – GHPSCN to continue one more term.

The committee agreed to the proposal

No further discussion taken place.

Resolution 22.03.11:

It is resolved to continue the IQAC – GHPSCN panel for one more term.

Meeting ended with thanks to the panel.

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388 325
(GUJ)

9/3/2022