



BU/IQAC/Nursing/08/2024

Date: 06/06/2024

Institute of Nursing Sciences

Internal Quality Assurance Cell - (IQAC- INS)

Minutes of meeting

The 8th meeting of IQAC - INS was held on 06/06/2024 from 4 pm onwards at the conference room, Academic Centre.

Members present:

- | | | |
|-----|------------------------|-----------------------|
| 1. | Mr. Shailesh Panchal | Chairperson, IQAC |
| | Principal, INS | |
| 2. | Mr. Kartik Pandya | Member |
| | General Manager – P&A, | |
| | Bhaikaka University | |
| 3. | Dr. Harihara Prakash | Member |
| | Principal, KMPIP | |
| 4. | Mr. Jayeshbhai Patel | Member |
| 5. | Mrs. Shany Thomas | Coordinator, IQAC-INS |
| | Professor, INS | |
| 6. | Ms. Vandana Shrimali | Member |
| | Assistant Professor | |
| 7. | Mrs. Princey Mol | Member |
| | Assistant Professor | |
| 8. | Ms. Ravina Khristy | Member |
| | Assistant Professor | |
| 9. | Ms. Anna Rao | Member |
| | Tutor | |
| 10. | Ms. Ansu Varghese | Member |
| | Student representative | |

Members absent :

1. Ms. Rachana Chauhan , Assistant Professor, Member
2. Ms. Devangi Prajapati, Alumni

Prof. Thomas, welcomed all the members to the meeting.

Minutes of 8th meeting of IQAC-INS held on 06/06/2024



Agenda 24.08.01: To approve minutes of the 7th meeting of IQAC-INS held on January 4, 2024 (Thursday) from 04.00 pm to 05.00 pm at the Conference room, Academic Centre, Bhaikaka University.

Proceedings

Prof. Thomas informed that the 7th meeting minutes had already been circulated on 29 January 2024 through official email and reported on the highlights of the previous meeting, which included feedback related discussion of students, parents, and faculty.

Resolution

The minutes of the 7th Meeting held on January 4, 2024, is approved by the members.

Agenda 24.08.02: To review & approve the action taken report of the 7th meeting of IQAC-INS.

Proceedings

Prof. Thomas briefed the action taken report.

Sr. No.	Agenda	Action Taken
24.07.03	To take note of the feedback of students, parents, and faculty for the academic year 2022-2023. Resolution It is resolved that a structured mechanism will be developed to organize common parent meetings and to get feedback from alumni and employers. It was also resolved to have faculty facilitate class presentations and assignments to improve comprehension of the topic.	1. The common parent-teacher meeting is arranged for SEM-I and SEM-V students. 2. Feedback from Alumni and employers is yet to be taken. 3. New strategies for assignments and presentations for the semester students are adopted from the academic year 2023-2024.

Resolution

The members reviewed and approved the action taken report of the 7th meeting of IQAC-INS

Agenda 24.08.03: To take note of the Academic audit report of the assessment year June 2022- May 2023.

Proceedings

Prof. Thomas briefed the summary of academic audit for the assessment year June 2022 to May 2023 held on 9 May 2024.

Criterion	Suggestions
Curriculum	1. UG Semester curriculum and PG Curriculum to be uploaded on the website 2. Geotag photos of Teaching /learning methods to be submitted 3. Schedule feedback session after each internal assessment 4. Prepare assessment blueprint for IA
Best Practices 1. Community-based extension activities 2. Collaboration and emphasis for kangaroo mother care 3. Celebration of national festivals and health days	• For items 1 & 2 - Measurable outcomes are needed as evidence of success. • Celebrating national festivals and health days cannot be considered a best practice as it is a routine activity.

Prof. Panchal informed that the UG and PG curriculum will be uploaded shortly and Clarification was sought regarding the requirement for geotag photos of teaching/learning methods. Dr. Prakash responded that sample photographs can be used as evidence while showcasing innovative teaching methods.

Dr. Prakash suggested allocating a specific time slot in the timetable after each internal exam for providing feedback to students on their performance. He also recommended recording this feedback in the attendance register.

Prof. Panchal further informed that the blueprint for IA is to be implemented.

Prof. Thomas and Mr. Pandya emphasized that best practices should be unique, consistently practiced, and have measurable outcomes.

A brainstorming among members generated several potential areas for best practices, including palliative care, kangaroo mother care, and school health services.

Dr. Prakash outlined the components of best practices, which include the need, objectives,

action plan and implementation, evidence of success as measurable outcomes, and challenges addressed.

Prof. Panchal suggested including this agenda in the next steering committee meeting.

Resolution

It was resolved to discuss the best practices to be adopted by the institution in the forthcoming steering committee meeting.

Agenda 24.08.04: To take note of the Midterm student's feedback and action taken

1	S Y M.Sc Nursing 4/4/2023	General Suggestions • More sports equipment should be made available • Students' fitness level must be evaluated • Ensure the availability of more nursing administration books	Students are encouraged to use the central gym and fitness center and to participate in various sports championships. PG students are sensitsed to use the journals and other available material other than text books.
2	F Y M.Sc Nursing 13/4 /2024	General Suggestions • Purified drinking water facility to be ensured	A new water cooler has been installed.
3	Sem-IV B.Sc Nursing End Term 1/4/2024	General Suggestions • Presentation topics should be reduced in number • Notes should be provided after the completion of class • Learning resource material should be made available	• Presentations are organized in groups, with each group submitting a single plan for their presentation topic. Each group member is responsible for presenting a portion of the topic. • Teachers are asked to provide notes or reference sources to support their lectures.

Sr.No	Year/Batch	Summary	Action Taken
4	SEM-I End Term 2/4/2024	General suggestions • Increase the physical fitness hours	• It is considered whenever feasible • Students are encouraged to use the central gym and fitness center and to participate in various sports championships.
5	SEM-II End Term 12/2/2024	Teaching learning activities • Make sure the availability of resource material • Avoid important topics from the student presentation instead it has to be explained by the faculty. General suggestions • Issue more no. of library cards • Provide PPTs for subjects where books are not available	• The students were encouraged to utilize the books that are available in the library which cover the curriculum though it is not in the title of the revised syllabus. • Additionally, students should make use of the central library and available journals to obtain more comprehensive information on various topics. • Each subject teacher should prepare the list of assignment topics well in advance and verify it with the program coordinator before implementation. Teachers are also advised to review presentation plans beforehand and provide a briefing at the end of presentations. • It is suggested to use the central library and purchasing books relevant to their semester's curriculum. • Teachers are requested to provide notes or reference sources to supplement their lectures.





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Mr. Pandya informed that the trainers at the activity centre are receiving training in various sports, which can benefit students through enhanced sports activities. He also welcomed discussions on developing a new gym package for students.

Dr. Prakash suggested incorporating physical fitness assessments along with health checkups.

Mr. Pandya highlighted the need to assess mental fitness alongside physical fitness.

Ms. Raju insisted on implementing measures for employee wellbeing as well.

Dr. Prakash shared his experience with Era University's Department of Happiness, which focuses on the welfare of both employees and students.

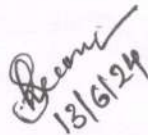
Mr. Pandya suggested exploring the possibility of establishing similar facilities on campus and recommended rewarding students who participate in various fitness activities.

Resolution

The members reviewed the students' mid-term feedback and the corresponding actions taken. It was resolved to propose various welfare measures for both students and employees. Additionally, it was resolved to sensitize students on the benefits of self-directed learning and to facilitate opportunities for them to engage in such learning.

Agenda: 24.08.05 Any other with the permission of the chair

As there were no further discussion, the meeting ended with thanks to the members.


13/6/24
IQAC COORDINATOR




14/6/2024
IQAC CHAIRPERSON