



# AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

Amala Nagar P.O., Thrissur-680 555, Kerala, India.

Website : [www.amalanursingcollege.org](http://www.amalanursingcollege.org)

**FIRST CYCLE NAAC ACCREDITATION 2022**

## CRITERION 6

### GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.5. Internal Quality Assurance System

*6.5.3 Minutes of the IQAC meetings 2020-2021*

*Submitted to*



**THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**MINUTES OF IQAC  
MEETING 2020-2021**



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## MINUTES OF THE IQAC MEETING HELD ON 2<sup>nd</sup> JUNE 2021

The 2<sup>ND</sup> meeting of the IQAC for the year 2021 was held on 2<sup>ND</sup> June 2021 at 12.00 noon via ZOOM platform The following s were members present online

1. Rev Fr Julius Arakkal CMI
2. Rev Fr Francis Kurissery CMI
3. Rev Fr Deljo Puthoor CMI
4. Rev Fr Antony Mannummel CMI
5. Prof Dr Rajee Reghunath
6. Sr Litha Lizbeth
7. Dr Sr Merly John
8. Mr Saiju Edakkalathur
9. Mr Franco Joseph
10. Mr Piljo Varghese
11. Sr Jyothish CSC
12. Prof Lakshmi G
13. Mr Don Jose K
14. Ms Ashlin Jose

### Agenda

Agenda no	Title
IQAC 15.01	ATR of previous meeting
IQAC15.02	Evaluation of progress of NAAC activities
IQAC 15.03	Action plan for data compilation
IQAC 15.04	IIQA targets
IQAC 15.05	MoU Action targets



*Regull*



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## Discussion of Agenda

### IQAC 15.01 ATR of Previous meeting

POA no	ITEM	RESULT
IQAC POA 15.01	Implementation of IQAC action plan	Ongoing
IQAC POA 15.02	NAAC data compilation	Ongoing
IQAC POA 15.03	Activities in all criteria	Ongoing

### IQAC15.01 Evaluation of progress of NAAC activities

- The core team got activated 8<sup>th</sup> April 2021 onwards
- The team conducted regular discussions with all criteria heads and found out that the criteria progress is moderate to average and has devised methods of improving progress and monitoring it
- Website committee completed their job commendably well
- All committee and criteria meetings initiated
- Capability enhancement programmes initiated
- Idea day

### IQAC 15.02 Action plan for data compilation

The compilation data for previous year's activities should be initiated now itself, department wise data recording should also be initiated and events should be properly documented

### IQAC15.03 Final IIQA targets

It is decided to complete IIQA by July 2021, major requirements to be requirements to be completed are

Implementation of add on course , OBE and best practice

Clinical integration of various departments

The meeting adjourned at 13.00 pm



*Rgud*



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Clinical integration of various departments

The meeting adjourned at 13.00 pm

With the following POA

IQAC POA15.01- Time frame setting for IIQA submission

IQAC POA15.02- Conduct of mock audits

  
**IQAC COORDINATOR**

COORDINATOR  
INTERNAL QUALITY ASSURANCE CELL  
AMALA COLLEGE OF NURSING  
THRISSUR, KERALA

  
**PRINCIPAL**

**Prof. Dr. RAJEE REGHUNATH**  
PRINCIPAL  
AMALA COLLEGE OF NURSING  
AMALA NAGAR P.O., THRISSUR-680 555





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## MINUTES OF THE IQAC MEETING HELD ON 27<sup>th</sup> JANUARY 2021

The 1<sup>ST</sup> meeting of the IQAC for the year 2021 was held on 27<sup>th</sup> January 2021 via Zoom online platform at 2.00pm

The following s were members present

1. Rev Fr Julius Arakkal CMI
2. Rev Fr Francis Kurissery CMI
3. Rev Fr Deljo Puthoor CMI
4. Rev Fr Antony Mannummel CMI
5. Prof Dr Rajee Reghunath
6. Sr Litha Lizbeth
7. Dr Sr Merly John
8. Mr Saiju Edakkalathur
9. Mr Franco Joseph
10. Mr Piljo Varghese
11. Sr Jyothish CSC
12. Prof Lakshmi G
13. Mr Don Jose K
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The meeting commenced with a silent prayer and the following agenda were discussed



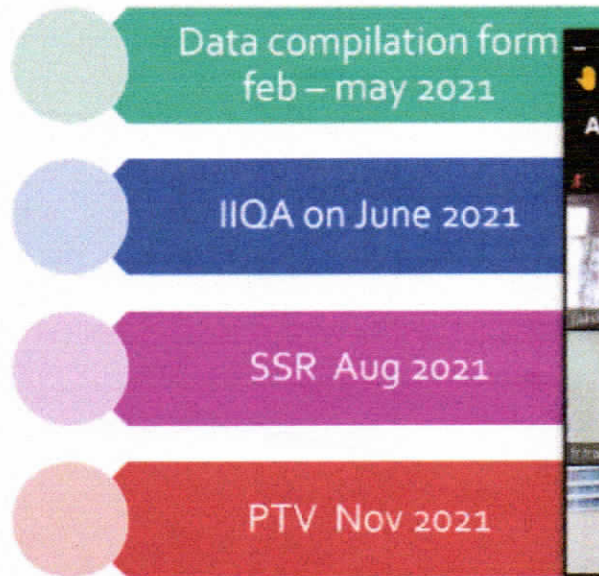
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## Agenda

Agenda no	Title
IQAC 14.01	ATR of previous meeting
IQAC14.02	Presentation of Annual Report
IQAC 14.03	Feedback analysis
IQAC 14.04	NAAC related action plans
IQAC14.05	IQAC annual action plan

*Sign*





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## Discussion of Agenda

### IQAC 14.01 ATR of Previous meeting

POA no	ITEM	RESULT
IQAC POA 13.01	Core team	Formulated and start functioning
IQAC POA 13.02	Website work	Initiated completed uploading some data
IQAC POA 13.03	Committee meetings	All committee meetings initiated
IQAC POA 13.03	Clinical integration(3 level pathway)	Initiated
IQAC POA 13.04	Feed back	Collected and analyzed

### IQAC14.02 Presentation of Annual Report

The annual report of functioning of the IQAC and its activities were presented to the committee by the IQAC coordinator and the committee was appreciative of the activities and asked to proceed fast to NAAC application

### IQAC 14.03 Feedback analysis

The feedback from various stakeholders for the year 2020 were analyzed and the action taken report were discussed in the meeting, the general opinion regarding the feedback process was that it should be proactive and should be productive

### IQAC 14.04 IQAC Annual Action Plan

The annual action plan for the year 2021 was presented by the IQAC coordinator the committee unanimously approved the plan with suggestions such as emphasis on proper documentation and monitoring of progress of work in each criteria



*Rgud*





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<b>Plan of action</b>
<b>IQAC POA11.01</b> Decided to add new members and new roles
<b>IQAC POA11.02</b> Accreditation coordinator and core team
<b>IQ AC POA 11.03</b> Core committee website committee

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**IQAC COORDINATOR**

COORDINATOR  
INTERNAL QUALITY ASSURANCE CELL  
AMALA COLLEGE OF NURSING  
THRISSUR, KERALA

*Leleq*

**PRINCIPAL**

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