



# 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

#### 6.2. Strategy Development and Deployment

*6.2.1 Minutes of the College Council 2017*

*Submitted to*



**THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**



**KERALA UNIVERSITY OF HEALTH SCIENCES  
THRISSUR- 680 596**

No. 8747/ AC1/Gen A2/KUHS /2016

Dated ,07.02.2017

**CIRCULAR**

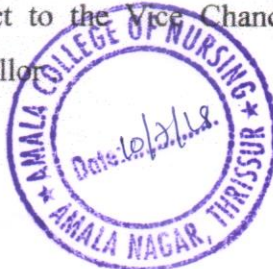
Sub:- KUHS- Academic- Constitution of College Council- Members – reg  
Ref :- Circular of even No dated 03.08.2016.

In continuation of the circular cited, All the Principals of all affiliated colleges is hereby directed to constitute college council consisting of following members, which is mandat ory as per Chapter XXI Clause 15 of the Kerala University of Health Sciences First Statute.

- 1) The Principal, who shall be the Chairman;
- 2) All the Heads of departments or teachers in charge of the departments;
- 3) The Director or Head of Department of Physical Education;
- 4) The Chairman of the college union;
- 5) The Administrative Officer/Superintendent /Head clerk who is the chief of the office staff;
- 6) The Chairman/President of the Parent – Teachers Association in the college;
- 7) Two representative of the teaching staff elected by the members of the teaching staff from amonh themselves. ( the procedure for election will be intimated after next meeting of the Governing Council )

**The procedure for the conducting of the meetings as follows :-**

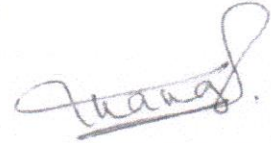
- a). The College council shall elect a Secretary from among the members who shall be a teacher other than the Principal. The College council shall be reconstituted every year.
- b). The Secretary shall convene the meetings of the council. It shall be competenet for the council to remove the Secretary from his office by two-third majority decision.
- c). The College Council shall meet at least twice in an year and the minutes shall be recorded.
- d). The decisions of the college council shall be taken by simple majority and in case of equality of votes , the chairman shall have second or casting vote
- e). If the Principal overrules the decisions of the college council, and if the Principal does not report the fact to the Vice Chancellor, the Secretary shall report the same to the Vice Chancellor.



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



All colleges affiliated to this University are hereby directed to constitute College Council before 28.02.2017 excluding the representative of teaching staff and should report to the University. Continuation Provisional affiliation for the year 2017-18 will not be granted to those colleges who fail to constitute the College Council.



**REGISTRAR**

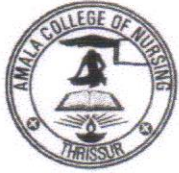
To

The Principals of all the colleges affiliated to the KUHS.

Copy to :

1. IT Section





# AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

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

## Report of Council Meeting held on 11.01.2017

Council meeting was started with a silent prayer at 10.30 a.m. on 11.01.2017. Sr. Nirmala, Secretary welcomed the gathering. Council meeting discussed the request about different aspects of relaxing the compensation hours of three students, Ms. Dania Davis, Ms. Colin Paul and Ms. Sharon Mariya. Council found that there was no precedence in this aspect, and this will become a bad precedence in future. Hence the council unanimously decided not to relax compensation duty of all three students. It was decided to include Ms. Ancy Anto, present union Chairman instead of Ms. Sreshtatha Jose who graduated from college. Selection of best outgoing student and clinically proficient student shall be selected by formulating a committee before the graduation ceremony. Committee also decided to recommend the name of all students graduated from 2012 batch for staff nurse post at Amala Hospital. Meeting came to an end at 11.30 a.m.

Date: 11.01.2017



  
Principal

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



KERALA UNIVERSITY OF HEALTH SCIENCES

Abstract

KUHS- Academic- Constitution of College Council – Procedure for the election of representatives of teaching staff – fixed – orders issued.

**ACADEMIC I BRANCH**

No. 8747/AC1/GEN A2/KUHS/2016

Thrissur, Dated, 23 03.2017

Read:- 1. Circular No. 8747/ACI/GEN A2/KUHS/2016 Dated 07.02.2017.  
2. Decision No. 37.14 of the 37<sup>th</sup> Governing Council meeting held on 06.03.2017

**ORDER**

As per the circular read above, All the Principals of all affiliated colleges was directed to constitute College Council which is mandatory as per Chapter XXI Clause 15 of the Kerala University of Health Sciences First Statute excluding the representative of teaching staff. In the circular, it was mentioned that the procedure for election of the two representative of teaching staff will be intimated after next meeting of the Governing Council, since the functioning of the election to the College Council shall be governed by the rules framed by the Governing Council as per clause 15 (9) chapter XXI of the Statute. Accordingly, the Governing Council meeting held on 06.03.2017 vide decision read as 2<sup>nd</sup> above, has framed the following procedure for the conduct of elections to College Council, as detailed below

1. The Principal shall issue meeting notice intimating the purpose of election before seven days of meeting.
2. The quorum of the meeting should be half of the total teaching staff.
3. The representative may be elected through mutual consent of the entire members or by election.
4. If election is needed, it should be through secret ballot system.
5. The details of representatives along with the procedures followed for selecting the representatives should be intimated to the University with in seven days of the meeting.

Sanction has been accorded by the Hon'ble Vice Chanecllor to implement the decision of Governing Council.

In the above circumstances, All colleges affiliated to this University are hereby directed to strictly follow the above guidelines for the election of two representatives of teaching staff to the College Council.

Orders are issued accordingly.

Sd/-  
**REGISTRAR**

To

The Principals of all affiliated colleges to KUHS

Copy to

The PA to VC/PVC/Registrar/Deans



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

**Forwarded/By Order**





**KERALA UNIVERSITY OF HEALTH SCIENCES  
THRISSUR- 680 596**

No. 8747/ AC1/Gen A2/KUHS /2016

Dated 28.03.2017

**CIRCULAR**

Sub:- KUHS- Academic- Constitution of College Council- Procedure for the election of representatives of teaching staff to the College Council – intimated-reg

- Ref:- 1. Circular of even No dated 27.02.2017  
2. Decision No. 37.14 of the Governing Council Meeting held on 06.03.2017  
3. University Order of even No. Dated 23.03.2017.

In continuation of the circular cited 1<sup>st</sup> above, copy of the University order , fixing the procedure for the election of representatives of teaching staff to the College Council, is forwarded to the Principals of all affiliated colleges of Kerala University of Health Sciences for information and necessary action.

The Principals are directed to scrupulously follow the procedure for the election of representatives to the College Council and forward the list of College Council members to the University without delay.

**REGISTRAR**

To

The Principals of all the colleges affiliated to the KUHS.

Copy to :

1. IT Section



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





# AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

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

Date: 12.04.2017

## NOTICE

Sub: Election of two teaching staff representative to college council - reg.

Ref: 1. No. 8747/ACI/Gen A2/KUHS/2016 dated 07.02.2017

2. Order No. 8747/Ac1/GENA2/KUHS/2016 dated 23.03.2017

A special faculty meeting will be convened at 2.00 pm on 22.04.2017 for the purpose of electing two teaching staff representatives to college council. All teachers are directed to present for the meeting. Please see the referred order for details regarding election.



  
Principal

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



# AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

Amala Nagar, Thrissur - 680 555, Kerala

Affiliated to Kerala University of Health Sciences and recognized by Kerala Nurses and Midwives Council & Indian Nursing Council  
(Certificate No. 18-16/2893-INC)

No. B/061/2017/ACON

Date: 09.06.2017

To

The Registrar,  
Kerala University of Health Sciences,  
M.G. Kavu, Medical College P. O.,  
Thrissur – 680 596.

Sir,

**Sub:** Constitution of College Council – forwarding the details of representatives- reg:

**Ref:** 1. An order from your office bearing no. 8747/AC1/GEN A2/ KUHS/2016  
dated 23.03.2017

As per the reference order cited above, we have conducted a meeting at 12.30 p.m. on 08.06.2017 in our conference room for selecting representatives to the college council. Following two members from teaching faculty were elected to the college council by mutual consent of entire members.

1. Mrs. Chanlin Chacko, Assistant Professor, Pediatric Nursing
2. Sr. Jyothish, Associate Professor, Medical Surgical Nursing

The notice of the meeting was issued seven days before the meeting. Full quorum of the teachers were present in the meeting. The representatives were elected by mutual consent of the entire members. So I request you to do the needful.



Yours faithfully,

Prof. Dr. Rajee Reghunath

Principal **Dr. RAJEE REGHUNATH**

PRINCIPAL

AMALA COLLEGE OF NURSING

AMALA NAGAR P.O., THRISSUR-680 555

Email : amalanursingcollege@gmail.com

Web : www.amalanursingcollege.org

www.amalaims.org

Phone : 0487-2304070(college),2304000(Hospital)

: 0487-2307574,2304120 (principal's Office)

: 0487-2304103(Director)

Fax : 0487-2307969(Med.College),2307020(Hospital)





# AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

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

Date: 06.06.2017

Dear College Council Member,

A College Council Meeting will be held at 10.00 a.m, on Thursday, 8<sup>th</sup> July, 2017 in the conference room of Amala College of Nursing. I request you to make it convenient to attend the meeting.

1. Constitution of College Council- election of two faculty representatives

Yours faithfully,

Prof. Dr. Rajee Reghunath

Principal

PROF. DR. RAJEE REGHUNATH  
PRINCIPAL

AMALA COLLEGE OF NURSING  
AMALA NAGAR P.O., THRISSUR-680 555



E-mail: [amalanursingcollege@gmail.com](mailto:amalanursingcollege@gmail.com)

Web: [www.amalaims.org](http://www.amalaims.org)

Fax : 0487 - 2307969(Med. College), 2307020 (Hospital)

Phone : 0487 - 2304005 (Joint Director)

0487 - 2307574, 2304120 (Principal's Office),

0487 - 2304070 (Office)



# AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

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

## Minutes of College Council Meeting held on 08.07.2017

Meeting was started with a silent prayer at 10.00 a.m. in the conference room. Prof. Dr. Rajee Reghunath, Principal chaired the meeting.

Sr. Litha Lizbeth FCC, Secretary welcomed the gathering and presented the university order. As per the KUHS University order the meeting is conducted to select two teaching staffs as representatives to the college council.

Following two members were elected to the council by mutual consent of entire members

- Mrs. Chalin Chacko, Assistant Professor, Pediatric Nursing
- Sr Jyothish, Associate Professor, Medical Surgical Nursing

Meeting came to an end at 11.00 a.m.

Date: 08.07.2017



  
Principal

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





# AMALA COLLEGE OF NURSING, THRISSUR

Constitution of College Council Meeting on 08.07.2017

Sl. No.	Name of Faculty	Signature
1	Dr. Rajee Reghunath	
2	Sr. Nirmala	
3	Prof. Lakshmi G	
4	Sr. Litha Lizbeth	
5	Sr. Merly John	
6	Sr. Jyothish CSC	
7	Mrs. Chanlin Chacko	
8	Mrs. Jyothi K F	
9	Mrs. Aneesha V B	
10	Sr. Dona (Moly Thomas)	
11	Sr. Cicily James	
12	Mrs. Mary Treesa Joseph	
13	Sr. Sudha Rose (Rose Dency P D)	
14	Mrs. Fancy Paul K	
15	Ms. Nimi Maria Augustin	
16	Mrs. Shaly Joseph Pullan	
17	Mrs. Rose Maria	
18	Mrs. Merine Therese Jose	
19	Mrs. Yashly Varghese	



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



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Amala Nagar, Thrissur - 680 555, Kerala

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(Certificate No. 18-16/2893-INC)

No. B/113/2017/ACON

Date: 03.11.2017

## OFFICE ORDER

Sub: College Council –Re - reconstituted – reg:

Read: 1. No. 2955/Ac-B2/KUHS/2016 (2) dated 19.03.2016

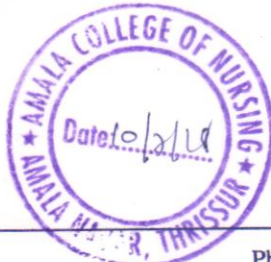
2. KUHS – First Statutes 2013, Chapter XXI, clause 15


3. No. – 8747/ACI/Gen A2/KUHS/2016 dated 07.02.2017

The Director is pleased to constitute College Council of Amala College of Nursing, in compliance with the rules and regulations of KUHS as shown in the reference given above, with the following members:

- |  |   |  |
|--|---|--|
| 1. Chairman                                      | - | Prof. Dr. Rajee Reghunath, Principal                   |
| 2. Secretary                                     | - | Sr. Litha Lizbeth, Vice Principal                      |
| 3. Head of the Department                        | - | Prof. Lakshmi. G<br>Sr. Cherupushpam<br>Sr. Merly John |
| 4. Director / Head of<br>physical education dept | - | Mrs. Elsy  |
| 5. Chairman of students union                    | - | Ms. Anjali Joseph                                      |
| 6. Office Superintendent                         | - | Mr. Leo Jacob  |
| 7. PTA President                                 | - | Mr. Martin Louis N                                     |
| 8. Representative of teaching staff              | - | 1) Sr. Jyothish<br>2) Mrs. Chanlin Chacko              |

The Principal may invite the Director/ Joint Director as an observer to the meeting of the College Council. The College Council is meant to advise the Principal on matters related to the internal management of the college. The Principal may convene the meeting as per the directions in the university statutes. The minutes and the decisions of the meeting may be sent to the Director/ Joint Director.



  
Prof. Dr. Rajee Reghunath  
Principal PRINCIPAL  
AMALA COLLEGE OF NURSING  
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