



AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

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

Website : 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 2020

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL



AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

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

Date: 06.01.2020

Dear College Council Member,

A College Council Meeting will be held at 10.00 a.m, on Monday, 17th January, 2020 in the conference room of Amala College of Nursing. I request you to make it convenient to attend the meeting.

AGENDA:

1. Conduction of Arts and Sports Day
2. KUHS Inspection
3. Conduction of External classes and awareness programmes
4. Organization of workshop
5. Conduction of meetings of various committees

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

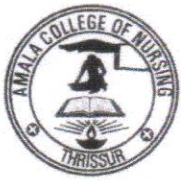
Web: www.amalaims.org

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.

Report of College Council Meeting held on 17.01.2020

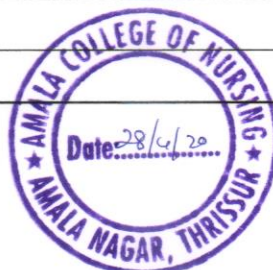
Meeting was started with a silent prayer at 10.00 a.m. in the conference room. Prof. Dr. Rajee Reghunath, Principal chaired the meeting. Following members attended the meeting:

1. Director - Fr. Francis Kurissery CMI
2. Chairman - Prof. Rajee Reghunath
3. Secretary - Sr. Litha Lizbeth FCC
4. Head of the Department - Prof. Lakshmi G
- Sr. Litha Lizbeth
- Sr. Merly John
5. Representative of teaching staff - Mrs. chanlinchacko
6. Office superintendent - Mr. Leo Jacob
7. Director/ Head of Physical education dept - Mrs Elsy
8. PTA president - Mr Martin Louis
9. Chairman of student's union - Ms. Ponnu

Sr. Litha Lizbeth, Secretary welcomed the gathering and presented the previous minutes.

Action taken report of previous minutes.

Events					
1. Staff and student tour					
• Staff tour has been conducted on 08.10.2019.					
• Student picnic has been conducted on 09.01.2020.					
2. Bridge programme on personality development					
• Two-day course conducted on 18.10.2019.					
3. Workshop participation					
• Workshop by NORKA ROOTS conducted on 28.10.19.					
4. Mock Inspection for NAAC Accreditation					
• Held on 02.11.2019.					
5. Conduction of various committee meetings					
<table border="1"><thead><tr><th>Class/program/Add on course</th><th>Date</th></tr></thead><tbody><tr><td>IQAC 4th meeting</td><td>18.10.2019</td></tr></tbody></table>	Class/program/Add on course	Date	IQAC 4 th meeting	18.10.2019	
Class/program/Add on course	Date				
IQAC 4 th meeting	18.10.2019				



Regul



AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

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

UG & PG coordination committee 1 st meeting	14.11.2019
Maintenance, Housekeeping, and wright off committee 1 st meeting	15.11.2019
Finance and auditing committee 1 st meeting	20.11.2019
IQAC 5 th meeting	20.11.2019
Hospital Management Committee 1 st meeting	21.11.2019
Departmental 1 st meeting -Medical Surgical Nursing	22.11.2019
Student Council / SNA meeting	22.11.2019
Mentor Mentee Committee 1 st meeting	23.11.2019
Student Support and Guidance Council 1 st meeting	23.11.2019
Graduation meeting	18.12.2019
UG and PG coordination committee 2 nd meeting	07.01.2020
Internal auditing committee 1 st meeting	07.01.2020
Student welfare committee 1 st meeting	07.01.2020
Code of conduct monitoring committee 1 st meeting	16.01.2020
IQAC 6 th meeting	16.01.2020

6. Graduation ceremony 2020 – conducted on 04.01.2020.

7. Telecast in Akashvani on 19.12.2019

8. Conduction of External classes and awareness programmes

Class/program/Add on course	Date
Energy saving class	17.01.2020
Inscol external class	28.01.2020
Digital Awareness Programme	26.02.2020
CTP (Continuous Training Programme)	27.02.2020
Add on course in Health care Quality management	02.03.2020

9. Workshops

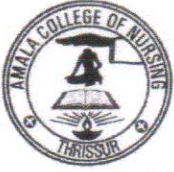
Workshop	Date
Academic and administrative audit	11.02.2020

10. Conduction of meetings of various committees

Committees Meetings	Date
---------------------	------



Rajee
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.

IQAC 7th meeting	13.02.2020
Hospital Management Committee 2 ND meeting	06.03.2020

Discussion of Agenda

The Chairman discussed about the conduction of Sports and Arts day. It is planned to conduct during the month of January and February 2020. Chairman advised SNA advisor to proceed for the same. It is informed that KUHS inspection is expected in the month of January. So, all teachers should complete the records and files related to that. Besides this the Chairman also informed the faculty and students to attend various upcoming awareness programs in Amala Institute of Medical Sciences. Faculties are motivated to attend an upcoming workshop on academic and administrative audit organized by St. Thomas college Thrissur and Jubilee Mission College of Nursing. In the coming months it is decided to carry out the meeting of various committees.

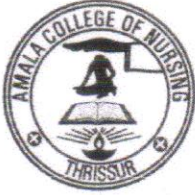
The next College Council meeting date is fixed in the month of April 2020. Meeting came to an end at 11.00 a.m.

Date: 17.01.2020



Principal

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: 18.04.2020

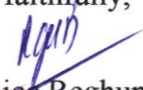
Dear College Council Member,

A College Council Meeting will be held at 10.00 a.m, on Monday, 23rd April, 2020 in the conference room of Amala College of Nursing. I request you to make it convenient to attend the meeting.

AGENDA:

1. Conduction of meetings of various committees
2. Training programs
3. KUHS-QAS inspection
4. Organization of national webinar

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

Web: 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.

Report of College Council Meeting held on 23.04.2020

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

1. Director -Fr. Francis Kurissery CMI
2. Chairman - Prof. Rajee Reghunath
3. Secretary - Sr. Litha Lizbeth FCC
4. Head of the Department - Prof. Lakshmi G
-Sr. Litha Lizbeth
- Sr. Merly John
5. Representative of teaching staff -Mrs. chanlinchacko
6. Office superintendent - Mr. Leo Jacob
7. Director/ Head of Physical education dept - Mrs Elsy
8. PTA president - MrMartin Louis
9. Chairman of student's union - Ms. Ponnu

Sr. Litha Lizbeth, Secretary welcomed the gathering and presented the previous minutes.

Action taken report of previous minutes of college council meeting conducted on 17.01.2020

Events

1. Conduction of Arts and Sports Day

- Sports day "ZEAL-2020" conducted on 18.01.2020
- Arts day "DHANAK-2020" conducted on 14.02.2020 to 15.02.2020

2. KUHS Inspection

- conducted on 23.01.2020. Name of Inspectors – Prof.Dr.Geetha Kumar V. P, Govt. College of Nursing, Kozhikode and Prof.Rathi.M, Principal, Almas College of Nursing, Kottakkal.

3. Conduction of External classes and awareness programmes

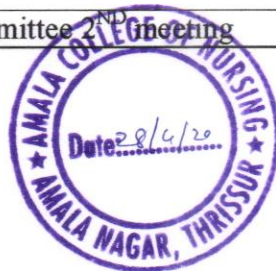
Class/program/Add on course	Date
Energy saving class	17.01.2020
Inscol external class	28.01.2020
Digital Awareness Programme	26.02.2020
CTP (Continuous Training Programme)	27.02.2020
Add on course in Health care Quality management	02.03.2020

4. Workshops

Workshop	Date
Academic and administrative audit	11.02.2020

5. Conduction of meetings of various committees

Committees Meetings	Date
IQAC 7th meeting	13.02.2020
Hospital Management Committee Meeting	06.03.2020



Regu

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.

Discussion of Agenda

The chairman informed that the 8th IQAC meeting should be conducted online to discuss about the post lockdown academic scenario and online class evaluation. He has also pointed out that to carry out the meetings of Hospital Management Committee, Maintenance Housekeeping and Write off Committee and Finance and auditing committee. All meetings should be conducted online. In the month of June, a training on common fire protection equipment's and usage is arranged by sreepadmam fire engineering unit. It is informed that KUHS-QAS inspection is arranged on 11.08.2020. So, all faculty should keep ready the file according to the criteria. Chairman informed to conduct National Webinar on virtual learning in Nursing Education. It is also decided that the further webinars can be planned and organize along with Marian College Kuttikkanam and St. Thomas College, Thrissur.

The next College Council meeting date is fixed in the month of September 2020. Meeting came to an end at 11.00 a.m.

Date: 23.04.2020




Principal

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, Thrissur - 680 555, Kerala

Affiliated to Kerala University of Health Sciences and recognized by Kerala Nurses and Midwives Council & Indian Nursing Council
No. B/069/2020/ACON (Certificate No. 18-16/2893-INC) Date: 01.06.2020

OFFICE ORDER

Sub: College Council –Re - reconstituted – reg:

- Read: 1. No. 2955/Ac-B2/KUHS/2016 (2) dated 19.03.2016
2. KUHS – First Statues 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
Sr. Cherupushpam
Sr. Merly John |
| 4. Director / Head of
physical education dept | - | Mrs. Elsy |
| 5. Chairman of students union | - | Ms. Anakha Pavithran |
| 6. Office Superintendent | - | Mr. Leo Jacob |
| 7. PTA President | - | Mr. John C V |
| 8. Representative of teaching staff | - | 1) Sr. Jyothish
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

Prof. 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.

Affiliated to Kerala University of Health Sciences and recognized by Kerala Nurses and Midwives Council & India Nursing Council
(Certificate No. 18-16/2893-INC) Date: 05.09.2020

Dear College Council Member,

A College Council Meeting will be held at 10.00 a.m, on Monday, 11th September, 2020 in the conference room of Amala College of Nursing. I request you to make it convenient to attend the meeting.

AGENDA:

1. Initiation of MOODLE platform as online teaching method
2. Training of OSCE
3. Organization of online webinar by all departments
4. Organization of Faculty Development Program
5. Conduction of class PTA meeting and Alumni meet.
6. Conduction of meetings of various committees
7. Mock Inspection for NAAC accreditation
8. Curriculum feedback for the academic year 2019 - 2020



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
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.

Report of College Council Meeting held on 11.09.2020

Meeting was started with a silent prayer at 10.00 a.m. in the conference room. Prof. Dr. RajeeReghunath, Principal chaired the meeting. Following members attended the meeting:

- | | |
|---|---|
| 1. Director | -Rev. Fr. Francis Kurissery CMI |
| 2. Chairman | - Prof. RajeeReghunath |
| 3. Secretary | - Sr. Litha LizbethFCC |
| 4. Head of the Department | - Prof. Lakshmi G
-Sr. Litha Lizbeth
- Sr. Merly John |
| 5. Representative of teaching staff | -Mrs. chanlinchacko |
| 6. Office superintendent | - Mr. Leo Jacob |
| 7. Director/ Head of
Physical education dept | - Mrs Elsy |
| 8. PTA president | - MrMartin Louis |
| 9. Chairman of student union | - Ms. Ponnu |

Sr. Litha Lizbeth, Secretary welcomed the gathering and presented the previous minutes.
Action taken report of previous minutes.

Events

1. Conduction of meetings of various committees

Committees	Date
IQAC meeting (8 th meeting)	16.06.2020
Hospital Management Committee (3 rd meeting)	23.06.2020
Maintenance, Housekeeping and Write-Off Committee (2 nd meeting)	08.07.2020
IQAC meeting (9 th meeting)	08.09.2020
Finance and auditing committee meeting (2 nd meeting)	10.09.2020

2. Training programs

FDP	Date
Training on common fire protection equipment's and usage	29.07.2020

3. KUHS-QAS inspection

Action taken -Inspection held on 11.08.2020.

4. Organization of national webinars

Webinar	Date
Virtual learning in nursing education	17.07.2020
Developing learning management system for medical education	04.08.2020



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



AMALA COLLEGE OF NURSING

(An undertaking of Amala Cancer Hospital Society)

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

The Chairman informed the need for using Learning Management System, MOODLE platform as a teaching method. The faculty training for OSCE will be organized by KUHS to get trained to conduct University practical examinations. The Chairman informed regarding the organization of Department wise webinars. It is decided that the webinars should conduct in the month of November according to the availability of resource persons. Faculty Development Programs on “Outcome Based Education” (OBE) and “Guidelines for publication of Research Articles” are planned in the month of December. The Chairman announced the dates of PTA general body meetings. The meetings are scheduled from 19th to 22nd September as online. It is informed that various committee meetings also should be conducted. Hospital Management Committee meeting is scheduled on 18/09/2020. The dates of meetings of IQAC, Curriculum Committee, Alumni meeting, Faculty meeting, and Management committee meeting should be fixed on the availability of respective members. All the meetings should be conducted online (Zoom Platform). In case of conducting offline, strict Covid-19 protocol should be followed. Mock inspection for NAAC is planned on 22nd February 2021. The faculty from St. Thomas will be conducting Mock Inspection. A discussion was made on obtaining the curriculum feedback from various stake holders for the academic year 2019 -2020 and it was decided to inform curriculum committee to consider the same.

The next College Council meeting date is fixed in the month of March, 2021. Meeting came to an end at 11.00 a.m.

Date: 11.09.2020



Principal

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