



**MIMS COLLEGE OF NURSING, PUTHUKODE**  
**IQAC MEETING MINUTES**

The core members of IQAC met together on 20.09.2014 at 11:00am in the seminar hall of MIMS College Of Nursing.

**Members present:**

1	Dr Assuma Beevi.T.M, Chairperson	6	Mrs. Reena George, Coordinator
2	Mrs. Isha S	7	Mr Vishnu
3	Mr Madhu, Administrator	8	Mr Bijoy Philip K
4	Mrs. Shyni Saji	9	Mrs Sumitha J
5	Ms. Preetha John	10	Ms. Neethu Jose

**Agenda**

1. AQAR
2. National conference
3. Research project
4. Rain water harvesting
5. Journal club
6. Biometric attendance
7. Awards
8. Wi-Fi
9. Innovative teaching learning activities
10. Feedback

No	Discussion	Remarks
1.	Minutes of previous meeting is read by Dr Reena George	Mrs. Reena George
2.	AQAR Discussion about submission of AQAR was undertaken. Mrs Reena George briefed about overview of AQAR. Clinical written examination and clinical microteaching will be shown as Best Practices. It will be uploaded on 30/12/2014. It was suggested to keep ready the supporting documents.	Mrs Reena George
3.	National Conferences National conferences on the theme - Neurosurgical nursing clinical updates.	Dr. Assuma Beevi.T.M
4.	Research project Fund will be given for Individual and departmental research projects. Abstract of scientific studies and concept papers can be published in online newsletter "Reflection".	Dr. Assuma Beevi.T.M
5.	Rain water harvesting Requested for fund for new rain water harvesting system through canals and check dams with purification facilities.	Dr. Assuma Beevi.T.M
6.	Journal club Conduct journal club Meetings on alternate Saturdays as per schedule	Mrs Sumitha J

7.	Biometric attendance Biometric attendance will be introduced to ensure the attendance of staff at correct time.	Mr Madhu
8.	Awards Best teacher of the year award for the teaching faculty. Best Performance Award for the non-teaching staff. Outgoing PTA president must be felicitated. Best Performance' Award for the hostel warden.	Dr. Assuma Beevi.T.M
9.	Wi-Fi Wi- fi will be available in the campus.	Dr. Assuma Beevi.T.M
10.	Innovative teaching learning activities Principal encouraged the faculty to practice microteaching, clinical written exams, OSCE and peer teaching.	Dr. Assuma Beevi.T.M
11.	Feedback: Collect feedback from students, teachers, parents, employer, employee, alumni and stakeholders	Dr. Assuma Beevi.T.M

*The meeting adjourned at 12.30pm*



IQAC Chairperson