



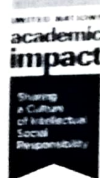
# BISHOP BENZIGER COLLEGE OF NURSING

Post Box No 46, Sastri Jn., Kadappakkada, Kollam - 691001

(Accredited by KUHS with A+ and Re-accredited by NAAC with B++)

Estd: 2004

Website: [www.bbconkollam.org](http://www.bbconkollam.org) email id: [office@bbcon.ac.in](mailto:office@bbcon.ac.in) Ph. No: 0474-2765582



## COLLEGE COUNCIL MEETING

<b>Date</b>	16/11/24
<b>Time</b>	3 to 4pm
<b>Venue</b>	Nutrition Lab
<b>Agenda</b>	<ol style="list-style-type: none"> <li>1. Action Taken Report of the previous meeting</li> <li>2. Discuss the curricular and cocurricular activities of the college</li> <li>3. Discuss the activities of sports/arts/graduation ceremony</li> <li>4. Mentor mentee system in the college</li> <li>5. Any other issues</li> </ol>
<b>Members</b>	<ol style="list-style-type: none"> <li>1. <b>Chairman:</b> Dr. Sr. Terese Kochuvilayil, Principal</li> <li>2. <b>Secretary:</b> Prof. Sudha A., Professor cum HOD of Psychiatric Nursing Department</li> <li>3. <b>Departmental Heads:</b> <ul style="list-style-type: none"> <li>➤ Prof. Binutha VP., Vice Principal cum HOD of Medical Surgical Nursing Department</li> <li>➤ Prof. Sheeja S., Professor cum HOD of Community Health Nursing Department</li> <li>➤ Prof. Sudha A., Professor cum HOD of Psychiatric Nursing Department</li> <li>➤ Mrs. Nisha John, HOD of OBG Nursing Department</li> <li>➤ Mrs. Betsy K. Jayims, HOD of Child Health Nursing Department</li> </ul> </li> <li>4. <b>PTA Secretary:</b> P.V Greeshma, Associate Professor</li> <li>5. <b>PTA Assist. Secretary:</b> Mrs. Parvathy Chandran, Assistant Professor</li> </ol>

*f. Sheeja*  
16/11/2024  
**Signature of the Secretary**

*Dr. Sr. Terese*  
**Signature of the Principal**  
Dr. Sr. Terese  
Principal  
BBCON, Kollam



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## ATTENDANCE FOR COLLEGE COUNCIL MEETING HELD ON

16/11/2024

Sl. No.	Members Name	Signature
1.	Dr. Sr. Terese Kochuvilayil	
2.	Prof. Sudha A.	
3.	Prof. Binutha VP.	
4.	Prof. Sheeja S.	- on duty -
5.	Mrs. Nisha John	
6.	Mrs. Betsy K. Jayims	- on leave -
7.	P.V Greeshma	
8.	Mrs. Parvathy Chandran	

16/11/2024

Signature of the Secretary

Signature of the Principal



Dr. Sr. TERESA K. KOCHUVILAYIL  
M.Sc., Ph.D (N)  
PRINCIPAL  
BISHOP BENZIGER COLLEGE OF NURSING  
KOLLAM-1, KERALA

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## MINUTES OF COLLEGE COUNCIL MEETING HELD ON 16.11.2024

Date	16/11/24
Time	3:20pm to 4:05pm
Venue	Nutrition Lab, BBCON
Agenda	<ol style="list-style-type: none"><li>1. Action Taken Report of the previous meeting</li><li>2. Discuss the curricular and cocurricular activities of the college</li><li>3. Discuss the activities of sports/arts/graduation ceremony</li><li>4. Mentor mentee system in the college</li><li>5. Any other issues</li></ol>
Members	<ol style="list-style-type: none"><li>1. <b>Chairman:</b> Dr. Sr. Terese Kochuvilayil, Principal</li><li>2. <b>Secretary:</b> Prof. Sudha A., Professor cum HOD of Psychiatric Nursing Department</li><li>3. <b>Departmental Heads:</b><ul style="list-style-type: none"><li>➤ Prof. Binutha VP., Vice Principal cum HOD of Medical Surgical Nursing Department</li><li>➤ Prof. Sheeja S., Professor cum HOD of Community Health Nursing Department</li><li>➤ Prof. Sudha A., Professor cum HOD of Psychiatric Nursing Department</li><li>➤ Mrs. Nisha John, Asso. Prof. cum HOD of OBG Nursing Department</li><li>➤ Mrs. Betsy K. Jayims, Asso. Prof. cum HOD of Child Health Nursing Department</li></ul></li><li>4. <b>PTA Secretary:</b> P.V Greeshma, Associate Professor</li><li>5. <b>PTA Assist. Secretary:</b> Mrs. Parvathy Chandran, Assistant Professor</li></ol>

## MEETING MINUTES

SL. NO	AGENDA	DETAILS	REMARKS
1.	Action Taken Report of the previous meeting	<p><b>Summary of Previous Meeting:</b></p> <ul style="list-style-type: none"> <li>• <b>Date:</b> 16th December 2023</li> <li>• <b>Conducted by:</b> Mrs. Shinola, Secretary of the College Council</li> <li>• Reviewed and discussed ongoing and upcoming activities at the college.</li> <li>• Strategies and readiness for the university exams were addressed.</li> <li>• Discussed the handover process for students progressing to the next academic year (2023-24).</li> <li>• Additional topics and concerns related to college activities were discussed.</li> </ul> <p><b>Action Taken Report of Previous Meeting:</b></p> <ul style="list-style-type: none"> <li>• Supervised and assessed the quality of food from January 2024 onwards in hostel.</li> <li>• Improved teaching and learning activity for BSc N students for getting university rank holder. Academic support given from class coordinators and subject in charges for the same.</li> </ul>	Prof. Sudha A. Secretary, College Council
2.	Discuss the curricular and cocurricular activities of the college	<ul style="list-style-type: none"> <li>• Departmental heads given feedback of well-planned curriculum and the same implemented on time, students completed both theory &amp; clinical requirements on time.</li> <li>• Time constraints for 5<sup>th</sup> Sem students to complete the clinical requirements of two clinical subjects because its postings are in the same time.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Principal</b></li> <li>• <b>HOD's of all Departments</b></li> </ul>



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	<ul style="list-style-type: none"> <li>Planned for cocurricular activities with 5<sup>th</sup> Sem students i.e. NSS camp for 7 days.</li> <li>Hospital affiliation letters for academic year clinical posting all together one permission letter for all clinical subjects for one batch of students need to be prepared.</li> <li>Planned 1<sup>st</sup> Sem students clinical posting on Jan 27<sup>th</sup> 2025, before that need to plan for lamp lighting ceremony. Principal suggested the date for lamp lighting ceremony on 26<sup>th</sup> Jan 2025. Fresher's welcome yet to plan tentatively after one month.</li> </ul>	
Discuss the activities of sports/arts/graduation ceremony	<ul style="list-style-type: none"> <li>Graduation ceremony planned to conduct in the month of April, 2025.</li> <li>Common jersey can be provided for throw ball team participants.</li> <li>Requested for SNA cupboard to keep all things related co-curricular / extra-curricular activities.</li> <li>Required one hour monthly once for extracurricular activities.</li> </ul>	Principal
Mentor mentee system in the college	<ul style="list-style-type: none"> <li>Mentor mentee system is good for all students, especially very effective for 1<sup>st</sup> &amp; 2<sup>nd</sup> Sem BSc N students.</li> </ul>	Mentor Mentee Program Coordinator
Any other issues.	<ul style="list-style-type: none"> <li>General Body Meeting with all students</li> <li>Retreat for all the students and faculty need to be planned.</li> </ul>	Principal

THE MEETING ADJOURNED AT 4:05PM.

*A. Shilpa*  
18/11/2024  
Signature of the Secretary

*[Signature]*  
19/11/24  
Signature of the Principal  
D. G. PRABHU  
M.Sc., Ph.D (N)

PRINCIPAL