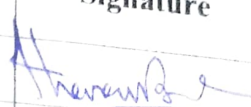
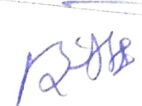
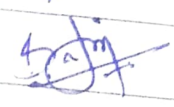

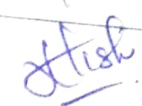
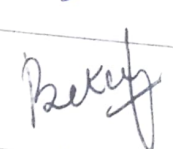
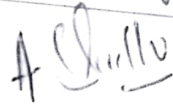
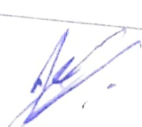
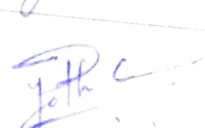




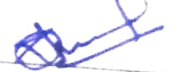


# MINUTES OF THE IQAC MEETING HELD ON 08. 08. 2024

Venue: IQAC Office.

Time: 10.30 AM to 12 AM

Members present	Designation	Signature
Sr. Dr. Terese Kochuvilayil SIC	Principal BBCON	
Prof. Binutha.V.P	CRITERION HEAD -III/Vice Principal, BBCON	
Sr. Jaisy Sebastian	IQAC Coordinator	
Prof. Sheeja .S	CRITERION HEAD- V /HOD Community Health Nursing Department	
Mrs. Nisha John	CRITERION HEAD IV/ HOD OBG Nursing Department	
Mrs. Betcy .K.Jayims	CRITERION HEAD- I HOD Child Health Nursing Department	
Mrs. Sudha A	HOD Mental Health Nursing Department	
Mr Jerin James	CRITERION HEAD- VI/ Logistic Support	
Mrs. Jyothilekhami J	CRITERION HEAD -II/NSS Program Officer	
Mrs. Neethu M	CRITERION HEAD-VII	
Mrs. Amala L	CRITERION HEAD-VIII	
Mrs. Lakshmipriya	IQAC Secretary	
Mr. Prince Christopher	College Union Coordinator	
Sr. Medona	SSGP Coordinator	



# 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++)

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



## AGENDA:

- Review of the previous meeting minutes
- Internal academic auditing
- External academic auditing
- Criteria revision class
- Faculty division of KUHS AND NAAC criteria
- Examination and evaluation procedures
- Commencement of 6<sup>th</sup> Sem classes
- Admission of new batch
- Any other issues.

AGENDA	MATTER	Remarks
1. Review of the previous meeting's minutes	<ul style="list-style-type: none"> <li>• The minutes of the previous meeting were read aloud by the secretary.</li> <li>• The necessary corrections were provided by the Principal.</li> <li>• Mrs. Sheeja S, Head of the Community Health Nursing Department, proposed the approval of the minutes, which was seconded by Amala L., from the same department.</li> </ul>	
2. Internal academic auditing	<ul style="list-style-type: none"> <li>• The internal academic audit is scheduled to take place from October 8th to 10th.</li> <li>• The report should be completed and submitted by October 15th.</li> <li>• Any necessary rectifications must be made by October 19th.</li> <li>• Mrs. Sindha H. Mendez, Research Consultant; Mrs. Binutha V.P.,</li> </ul>	The committee accepted the plan

	Vice Principal; and Mrs. Sudha A, Head of the Mental Health Nursing Department, have been appointed as Internal Auditors for the year 2024.	
3. External academic auditing	<ul style="list-style-type: none"> <li>The external audit can be scheduled for November 5th, if feasible. Dr. Anoop K.R. and Dr. Sijin K.S. from Fatima Mata National College could be selected as the external auditors.</li> </ul>	The committee accepted the plan
4. Criteria revision class	<ul style="list-style-type: none"> <li>It is essential to provide faculty with an orientation on the revised NAAC criteria. Since Mrs. Betsy attended an online workshop, she will be able to lead the orientation program. Therefore, an FDP has been scheduled by the IQAC department for August 30th.</li> </ul>	IQAC department has taken charge.
5. Faculty division of KUHS AND NAAC criteria	<ul style="list-style-type: none"> <li>Due to the revision, the number of NAAC criteria has increased. Considering the similarities between KUHS and NAAC criteria, the faculty members have been reassigned, and the updated list of criterion heads and members is attached.</li> </ul>	The committee accepted the decision.
6. Examination and evaluation procedures	<ul style="list-style-type: none"> <li>The fifth-semester university exams will start on 12th August, and the students are currently on study leave.</li> <li>The results for the first, third, and fourth-semester university exams have been published, and the analysis</li> </ul>	The committee accepted the decision.



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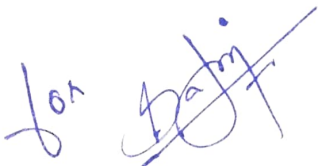
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	indicates the need for improvement. Faculty members need to take remedial measures.	
7. Commencement of classes for 6 <sup>th</sup> Sem students	<ul style="list-style-type: none"> <li>The sixth semester classes are expected to begin after the practical exams, likely after August 25th.</li> </ul>	6 <sup>th</sup> semester, faculty took the charge
8. Admission of new batch	<ul style="list-style-type: none"> <li>NRI admissions have been completed, and the Management and LBS allotment process is ongoing. Classes are expected to start by October, with Mrs. P. V. Greeshma as the class coordinator and Mrs. Anupama as the assistant coordinator.</li> </ul>	
9. Any other matter.	<ul style="list-style-type: none"> <li>Graduation and College Day celebrations are scheduled.</li> <li>The dates have been finalized for August 18th and 19th, with committees formed.</li> <li>Each committee has provided updates on their completed work.</li> </ul>	Meeting adjourned by 12.30 pm



Signature of the Secretary



Signature of the Principal



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