



# BISHOP ENZIGER COLLEGE

# OF NURSING

*Accredited by NAAC,*

*Member of United Nations Academic Impact Program*

*Approved Research Centre of Kerala University of Health Sciences*



## 6.4.1- PTA Meeting Report

## PTA Executive Meeting - 16.02.2017

Minutes of PTA executive meeting conducted on  
16.02.2017

Agenda:

Prayer : IV year B.Sc. Nursing

Welcome speech: Mrs. Melba. K. Eppinath, Tutor.

Presidential address

Updates on college : Prof. Anoopta K.R, Principal.  
functions, academic matters

Administrative matter: Mr. D. Solomon, Administrative office.

Election with new office bearers.

Suggestion by parents on developmental activities of the college.

Vote of thanks: Mrs. Lovelin Morris, Tutor.

Members present:

PTA - President: Prof. Anoopta K.R, Principal.

Ex-Secretary: Prof. Anand, Vice principal

Secretary: Mrs. Melba. K. Eppinath, Tutor.

Executive members: Mr. D. Solomon, Administrative office.

(Teachers): Mrs. Nisha John, Tutor.

Clinical coordinator: Mrs. Lovelin Morris Fernandez.

I BSc. Nursing:- Mrs. Vinola

Parent representative: Mr. A. Vijayan.

ii BSc. Nursing:- Mr. M.K. Affeck

Mr. Pramani Rajathi

IV BSc. Nursing:- Mrs. Lillykully Thilraj.

Mr. Preedeen V

I MSc. Nursing:- Mr. Samuel Joshua.

ii MSc. Nursing:- Mr. B. Mohandas

The meeting started at 2.30<sup>pm</sup>.

PIA executive meeting started with prayer by IV B.Sc. N. students. Welcome address was given by Ms. Mekhe. K. Eppinath, Nursing Tutor / Secretary. The proceedings were then taken over by Prof. Anoop K.R., Principal, being the President of the meeting, Presidential address was provided, following which academic matters were discussed.

### Self defense class.

Regarding academic matters, madam explained that the academic performance as result percentage is 90.8% and we are ahead in implementing all activities that assure improvement in quality education. During NOAC visit, there was suggestion to improve self defense of girls. Madam explained that the suggestion had been taken into consideration and an awareness class is planned to be arranged on first week of March for B.Sc. nursing student.

### B.S. Training

Prof. Anoop K.R., principal explained that a B.S. training programme has been organized for final year B.Sc. Nursing students for ₹1000 will be contributed by the management and ₹1000 should be contributed by the student. The student participating in the programme will be provided with a certificate which will be valid upto 2018. Madam further explained to utilize the opportunity wisely as assear students may take the training in the coming years as their certificate may get invalid if taken earlier.

### Green Campus.

Prof. Anoop K.R. insisted on maintenance of green campus and called for PIA's suggestion regarding minimizing plastic usage. Madam

discussed about the 'Maitha Niyamavali' which suggests the minimization of plastic usage. Madam suggested that paper waste can be collected separately and given for recycling and that steel glasses and steel plates can be used instead of plastic cups & plates.

### Disciplinary issues.

Madam explained that some disciplinary issues are arising as matters relating to ethical posting and taking other's files which need to be controlled.

Use of Mobile phones.  
Prof. Anupa K.R., expressed that PIA members can give suggestions regarding mobile phone usage since there are misuses from student side.

### Safe custody of original certificates.

Madam invited on advising the student regarding the importance of keeping the original certificates safely since the originals are given freely to the students.

### PIA fund utilization

PIA president revealed that currently PIA has a fund of ₹ 1,15,000. Madam called for suggestion from executive members for its purposeful utilization. There are needs as - first a biometric punch in library which was a suggestion put forward by librarian, secondly an electronic display board and purchase of steel glass and plates.

Following the discussion of academic matters, Mr. Solomon, Administrative officer discussed about administrative affair.

### NAAC accreditation:-

Sir explained that when other colleges are now under process of getting accreditation, Bishop Berozger had already got accreditation and in implementation.

of activities our college is ahead when compared to other colleges. Sir said that interaction with PTA and giving suggestions, all will enhance program of students.

### Disciplinary committee

A disciplinary committee function for rectifying the students. Sir further explained that pitfalls on the part of the students will be found out and will help them to live positively in the society.

### PTA fund utilization

Solomon Sir said that utilization of PTA fund in purchase of lockers worth ₹50,000 was made possible due to the involvement and effort by ex-vice president Mr. Sonarajan.

### Venue for anti tobacco awareness class.

Solomon Sir said that it is worthful to mention that city police commissioner has chosen BBCL as venue for conclusion of anti tobacco awareness class. and that among the students who were caught by pink police, no students were ~~there~~ from our college.

### Use of mobile phones.

Solomon Sir said that sometimes it become necessity to keep our phones in emergency but misuse should be avoided. Though faculty has been provided to keep their phones in locker or even in office students are not utilizing it.

### Conservation of nature.

Minimization of plastic usage can be considered. Sir added that though we had kitchen garden, due to water scarcity, we could not nurture it. But we have 2 wells and it will be conserved properly by avoiding wastage.

Appreciation of Works by ex-Vice president.  
 It was appreciated despite being a teacher, Mr. Somrajin, ex-vice president, PTA and his wife used to come and attend the meeting, active involve and put effort for the welfare of the institution. His wordless efforts were well appreciated and honoured in the meeting.

Election of new office bearers.  
 Following the discussion by administrative officer regarding administrative affairs, election was conducted to elect the executive members for PTA. The elected members were:

|                      |   |
|----------------------|---|
| PTA President :      | Prof. Anoop K.R, Principal.                           |
| PTA Vice President : | Mr. B. Mohandas.                                      |
| Secretary :          | Ms. Mekha. K. Gopinath, Tutor.                        |
| Treasurer :          | Ven. Rev. Mggr. Fr. Ferdinand Peter,<br>Director BBH. |

Executive members.

|     |                 |                         |
|-----|-----------------|-------------------------|
| I   | B.Sc. Nursing : | Ms. Vinaya.             |
| II  | B.Sc. Nursing : |                         |
| III | B.Sc. Nursing : | Mr. M.L. Alfred         |
| IV  | B.Sc. Nursing : | Ms. Lillykutty Hillary. |
| I   | M.Sc. Nursing : | Mr. Samuel Joshua.      |
| II  | M.Sc. Nursing : | Mr. B. Mohandas.        |

Suggestion by parents on developmental activities.  
 Mr. Alfred, executive member, expressed his opinions as

- Disciplinary issues even if it is a minute one should be informed to parents without fail
- Green campus campaign should be initiated and for that steel glass can be purchased and PTA fund could be utilized for the same
- Plastic garbage can be collected separately.

- Waste bin can be kept separately for collecting plastic and food waste should be fully cleaned before throwing the plastics.
- Suggestion of display board was welcomed
- Certain issues of importance were notified as not informing change of exam date, making students to change uniform, reapproach of one of faculty toward one of student making her to sit alone in bus in an observation visit, not allowing her to write exam.
- Mr. Alfred added that no teacher should behave in such a manner and should never leave a girl child alone; he also expressed his worries regarding negative communication of the faculty member. He suggested that students should never be discouraged and never let down their confidence.
- Mr. Alfred also expressed his grief regarding the harassment his child has to suffer due to entering the operation theatre for seeing her mother's operation.

Mr. B. Mohandas, vice president said that this type of incidences should not happen. Regarding utilization of PTA fund, he said that steel glasses and steel plates can be bought. Display board purchase can also be considered. Regarding disciplinary action he said that disciplinary steps can be taken without hindering this future. He also expressed his gratitude for electing him as vice president and gave assurance that he would function for the progress of the institution.


Answering to the queries of the parent and suggestions of parent, Principal madam

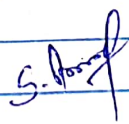
expressed that indeed all the suggestions will be taken into consideration for the changes to be incorporated in future. No eligible candidates will be hindered from writing exam and that if anything hushing has happened from the college for that madam apologize and that if it was with one of the faculty, and if communication strategy need to be changed, it will be intimated. Principal madam further explained that no one will be allowed to witness surgery of blood relatives and it is against hospital policy. All the faculties <sup>members</sup> have the goal intention to make them graduate within 4 years <sup>in future too</sup>. Principal madam also welcomed suggestions and said that experiences should be shared.

Vote of thanks:

Vote of thanks was given by Mr. Lovelin Morris Fernandez, Tutor.

The meeting adjourned at 3.45 PM.

Signature of Secretary:  (Ms. Mega)

Signature of Principal <sup>fr</sup>:  (Ms. S. Anoop)

Dr. ANOOPA, K.R., Ph.D (M)  
PRINCIPAL  
BISHOP BENZIGER COLLEGE OF NURSING  
KOLLAM - 1, KERALA

