



BISHOP ENZIGER COLLEGE

OF NURSING

Accredited by NAAC,

Member of United Nations Academic Impact Program

Approved Research Centre of Kerala University of Health Sciences



8.1.8 - E- Copies of the Appointment Letters

FATIMA MATA NATIONAL COLLEGE

(Autonomous)

Reaccredited with 'A' grade by NAAC

Kollam, Kerala - 691001

Email: mailbox@fatimacollege.net

Website: www.fatimamatanationalcollege.ac.in



FC/A2/Auto/2019

22.06.2019

Dr Anoop K.R.
Principal
Bishop Benziger College of Nursing,
Kollam

Sub: External evaluation committee for Autonomy - nomination - reg

Sir/Madam,

It gives me great pleasure to inform you that you have been nominated as member of External Evaluation Committee for Autonomy. We have decided to hold the external evaluation for the academic year 2018-19 on 25/06/19 & 26/06/19.

The College looks forward to benefitting from your insightful thoughts and valuable contribution in its stride towards excellence. Kindly make it convenient to be available for the same.

Thanking you

Yours faithfully,

Principal



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

7. Personal file
24/6/19.



KERALA NURSES AND MIDWIVES COUNCIL

RED CROSS ROAD, THIRUVANANTHAPURAM- 35

Phone: 0471-2774106, 2301278 (Office)

Fax : 0471-2307337 Email: knmcaffiliation@gmail.com

Website: www.nursingcouncil.kerala.gov.in, www.knmc.org

Date 30-01-2018

No. G.3587/2015/NC

To
The Principal
Bishop Benziger College,
Kollam.

Sir/Madam.

Sub: **KNMC - Orientation Programme for Ad-hoc Inspectors - Colleges of Nursing - reg.**

Ref: - Resolution of the Kerala Nurses and Midwives Council held on 05-12-2017

As per reference cited, the Kerala Nurses and Midwives Council has resolved to conduct an "Orientation Programme for Ad-hoc Inspectors" of Colleges of Nursing. Accordingly it has been proposed to conduct the one day Orientation Programme for the Ad-hoc Inspectors of Colleges of Nursing in Kerala on 15-02-2018.

The following faculty members of your institution is selected for the Orientation

Programme.

Sl No	Name	Designation
1	Mrs. Binutha V.P.	Asso. Profenoz.
2		

The participation may be confirmed by email - knmcaffiliation@gmail.com on or before 09-02-2018.

Venue : I M A Hall, Kerala State Head Quarters, Anayara,
Thiruvananthapuram

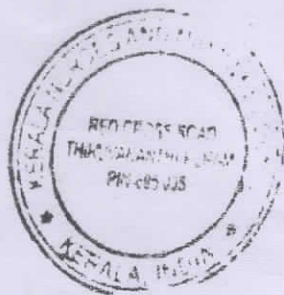
Date : February 15th, 2018, Time : 9 am - 4 pm

❖ Participants must report at 9 am in the venue.

❖ TA will be provided.

Any inconvenience to accept this should be informed to Kerala Nurses and Midwives Council immediately. Alternative arrangement will be made by Registrar, Kerala Nurses and Midwives Council.

To: Mr. Binutha V.P.
Bishop Benziger College
Kollam



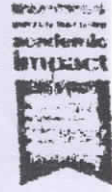
Dr. ANOOPA, K.B., Ph.D (N)
PRINCIPAL
BISHOP BENZIGER COLLEGE OF NURSING
KOLLAM - 1, KERALA
PROF. VAI SAKRANICKER
REGISTRAR

Bishop Benziger College of Nursing

(Accredited by NAAC with B grade)

P.B. No. 46, Sastri Jn., Kollam - 691001, Kerala, India.

(Recognized by INC, KNMC and Affiliated to Kerala University of Health Sciences)



BBCON/121/'20

21/10/2019

To

Mrs. Joyce Yesudas

Assistant Professor

Bishop Benziger College of Nursing

Kollam,

Respected Madam,

Sub: KUHS - QAS Coordinator appointment-reg:-

We are pleased to appoint you as KUHS - QAS institutional coordinator for a period of 3years (2019-2022), Considering your credential as a certified person in Quality Assurance System under KUHS Centre for Interdisciplinary Allied Health Sciences and Technological skills in 2019 batch.

Thanking you,

Sincerely

Principal

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



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

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BBCON/145/20

27/01/2020

Appointment Order

The following members are appointed as the Internal Academic Auditors for the year 2019-20.

The members are:

- | | |
|--|--------------|
| 1. Prof. Anand S, Vice-Principal | -Coordinator |
| 2. Dr. Sindha H Mendez-Academic Consultant | - Member |
| 3. Mrs. Joyce Yesudas, Asst. professor | -Member |
| 4. Mrs. Lincy L, Clinical Instructor | -Member |

Principal

C.c: Prof. Anand S
Dr. Sindha H Mendez
Mrs. Joyce Yesudas
Mrs. Lincy L

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





JUBILEE MISSION COLLEGE OF NURSING

JUBILEE MISSION HOSPITAL TRUST - ARCHDIOCESE OF TRICHUR

Jubilee Gardens, P.B. No. 737, Jubilee Mission P.O.,
Thrissur East - 680 005, Kerala - S.India

Ph: 0487 - 2426709, 90482 85 000, Fax: 0091-487-2422157, E-mail: jmconctr@gmail.com

Ref No jmcon 19/5085

Date: 27.04.2019

A THANK YOU NOTE

To

Dr. Anoop K R
Principal
Bishop Benziger College of Nursing
Kollam

Respected Madam,

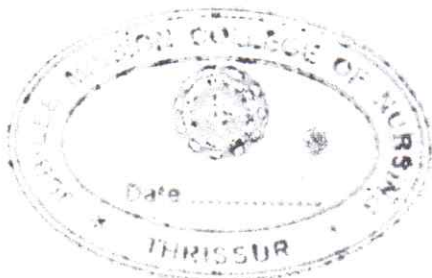
On behalf of faculty, students of JMCON, I extend my heartfelt thank you for being the **External Auditor 2019** for preparation NAAC Audit in Jubilee Mission College of Nursing. I would like to acknowledge the efforts taken & input provided for the betterment of institutional quality.

Thank You for the invaluable guidance & support

Looking forward working with you again!

Thanking you

With Regards



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

Service with Love

www.jubileemissionmedicalcollege.org

Tel. Hospital: 0487 - 2432200 (30 Lines), 2420361, 2421650, 2420136. Fax: 0091-487-2421864, E-mail: jmmctr@gmail.com

Office Supdt : 0487-2421885



KERALA UNIVERSITY OF HEALTH SCIENCES

No: 6035/Dean (AC) A/KUHS/2018

Date: 15.10.2018

Dear Sir/Madam,

Sub: KUHS-Dean (Academic)-Invitation to the 1st Meeting of the Committee for the Accreditation of the Affiliated Institutions of KUHS-reg

Greetings from Dean [Academic] KUHS.

I am happy to invite you to the 1st Meeting of the Committee constituted for the preparation of Guidelines for the Accreditation of the Affiliated Institutions of KUHS.

The Meeting is scheduled on 17th October 2018 (Wednesday), from 10.30 am to 4.30 pm, at Ve's Conference Hall, 6th floor KUHS Head Quarters, Thrissur.

You are requested to attend the Meeting.

You will be eligible for TADA and Sitting Fee as per KUHS norms.

Dean (Academic)

To
The Committee Members



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

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

*To file
Personnel + Academic Dept
cc to Manju
15/10/18*

REG.- NAAC PEER TEAM VISIT TO Mizoram College Of Nursing, Falkawn-796005, Mizoram
Track ID: MZCOGN102196 Visit Date: 26th-27th March 2020 (1st-Cycle)

anoopasuresh@ya.../Inbox

shyaminda <shyamindanaac@gmail.com>
To: anoopasuresh@yahoo.co.in

11 Mar at 11:43 am

NAAC/SSI/ MZCOGN102196/Cycle-I

11th March 2020

Dr. Anoop Suresh
Principal
Bishop Benziger College Of Nursing,
Kollam-691001, Kerala

Mob: 8281302895/ 9447473126
Email: anoopasuresh@yahoo.co.in

Respected Madam,

Thanks for agreeing for the "PTV to Mizoram College Of Nursing, Falkawn-796005, Mizoram " scheduled between 26th-27th March 2020.

Kindly login to your portal using the credentials. In case you have not received credentials or not able to login to your portal kindly contact NAAC immediately.

To login to your portal kindly login through <https://assessmentonline.naac.gov.in/public/index.php/assessor>

On your portal, click on "Visit" in the menu and four sub menus will be visible. First sub menu is "Accept/Reject visits".

- (i) On Selecting Accept/Reject visits, the list visits assigned to you will be displayed for your acceptance.
 - (ii) If you wish to accept you can click on Accept. Subsequently the No conflict of Interest & code of conduct will be displayed for your acceptance.
 - 2) Second menu is "Submit PTR and Score Sheet". The accepted visits of HEIs are listed in this section. Against the details of each HEI, three buttons are available.
 - (i) Click on the first button "Fill itinerary details" so that you can fill the itinerary details in the first section basing on the "HEI recommended details for visit" available in the second tab.
 - (ii) Click on the second button "Preparations for PTR" in which the resulting page contains different tabs.
 - (a) In Reference Documents tab you will find the Self Study Report (SSR), Institutional Information for Quality Assessment (IIQA), Survey Improvement Suggestions (Response submitted by students about the HEI during survey, this can be analysed and if you wish to ask any questions during visit this can be considered) of respective HEI.
 - (b) In Logistics info tab the Flight tickets and Hotel details booked are also visible once the bookings are done.
 - (c) In PTV activity schedule tab you can plan the activities and timings to be followed during the visit.
 - (d) In Metric wise observations tab you can see the metrics of SSR along with the response submitted by HEI so that you can note down your observations for the metric for verifying during visit or for sharing the same among the Peer Team Members for finalisation of the Peer Team Report during the visit.
 - (iii) Click on the third button "Fill and Submit PTR", the resulting page contains the following sections.

Please Note: That these sections are shared among all the Peer Team Members and everyone can view/edit the content. But, Submission of PTR is only by Chairperson in consensus with the Peer Team Members.

 - (a) Section I General Information where you can fill the basic details of the HEI
 - (b) Section II Criterion wise analysis where you can fill the criterion wise observations of the qualitative metrics has to be mentioned.
 - (c) Section III Overall analysis where the SWOC analysis of the HEI has to be mentioned.
 - (d) Section IV Recommendations where maximum 10 recommendations can be given to HEI.
 - (e) Metric wise score sheet is another section where the scores for each qualitative metrics has to be given.
 - 3) Third sub menu "Sign and submit PTR" contains the list of HEIs where the Peer team report and score sheet has been submitted online and the same can be viewed by clicking on the "View" button against each HEI. The Peer team members have to take the print out of the peer team report and the same has to be signed by all the Peer team members and the Head of the institution on all the pages. The scan copy of signed Peer team report has to be uploaded on the portal by clicking on the "upload" button.
 - 4) Last sub menu "Visit History" contains the list of HEIs for which the peer team visits pending, accepted, completed, and drop out.
- Also please send or Upload along with PTR you can decide and suggest us the actual peer team schedule signed by the peer team members and the head of the institution.

In an effort to enhance the professionalism and objectivity of the Peer Team Visits in the Revised Accreditation Framework(RAF), kindly note the following changes made by NAAC w.e.f. 27.06.2017:

- The Core agenda of peer team visit will be to validate claims in the SSRs pertaining to Qualitative Metrics (QM) as enclosed.
- NAAC will not disclose the names of the Peer Team Members to the Institution in advance. Hence as a Peer Team Member you are requested not to contact/inform the institution for any reasons.
- NAAC Logistics Service Provider (NLSP), Balmer Lawrie & Co. Ltd, A Government of India Enterprise, will book your accommodation and travel. You are therefore requested not to contact the institution for these details.

You are kindly requested to finalize your travel itinerary within 2-3 days on receipt of this mail and inform NAAC Logistics Service Provider (NLSP) in the prescribed format.

NAAC expects its nominated members to strictly adhere to the time schedule and the laid down procedures and practices during onsite visit. It is therefore required that the expert team reaches the place of stay latest by previous day evening for participating in the pre-visit meeting of the peer team and plan the return journey only after the exit meeting keeping sufficient time for journey to reach the railway station/airport.

Please Note:

- The Peer Team Members are given Accommodation and Air ticketing services by Balmer Lawrie & Co. Ltd only on behalf of NAAC.
- The food charges will be reimbursed by NAAC to Peer Team Members along with Honorarium Claim and with self attestation.
- Entitlement of transit food charges per day. To & fro journey Rs. 500+ Rs. 500 = Rs. 1000/- only (maximum limit).
- Entitlement of food charges per day during visit days Rs.1,200/- only.
- Above food charges are uniformly applicable to all Peer Team Members.

You are advised not to contact the institution for any details / arrangements. For any academic related clarifications if it is of urgent nature, the Peer Team may bring it to notice of the NAAC coordinator in advance through e-mail. For all other clarification they may request the institution to provide the

<https://mail.yahoo.com/b/folders/1/messages/ACdjdj9IQVEGXmiBmgPUeMSI5ZE?>

Dr. ANOOPA K. P. PRINCIPAL
BISHOP BENZIGER COLLEGE OF NURSING
KOLLAM - 1, KERALA
12/03/2020

details during first interaction with the institution. **It is mandatory that the peer team members sign the hotel bills before checking out.** It is required that the peer team members sign all Trip Sheets after availing cab facilities if any. During the period of stay in hotel, consumption of alcohol, tobacco, use of Laundry, telephone facilities and entertaining guests, other facilities on NAAC account is not admissible. The Peer Team Members be provided a room in the College of University premises for their day-to-day functioning. It is necessary that the room be equipped with a computer, printer stationary and some secretarial assistance. Institution will be informed three (3) days in advance to pick up the members from nearest Airport/Railway Station. **Pooling of vehicles will also be preferable as this would reduce cost as well as ensure safety of journey, if desired.**

Institution is informed to make local transportation arrangement from the hotel to Institution and back to the Peer Team members during the visit period. Institution shall also arrange lunch and snacks during the visit. Institution shall also arrange videography during the entire peer team visit. The Peer Team Members will claim the Honorarium directly from NAAC by submitting claim request in the prescribed format. Kindly note original boarding passes (to and fro) in case of air travel are to be attached with the claim form for early settlement of claim. **As a mandatory compliance a Certificate of Stay/Accommodation (Hotel) is to be signed and sent to NAAC for passing of Honorarium.** NAAC will pay Honorarium of Rs.5,000/- per day uniformly for all Peer Team Members (Chairperson, Member Co-ordinator, Member). The Increase of Honorarium Rs.5000 (Rs. 3000/- +Rs. 2000/-); also covers the partial cost of travel, Postal charges etc.)

For any further information or clarifications, kindly contact the undersigned, details are given below:














Dr. Shyam Singh Inda, Assistant Adviser, National Assessment and Accreditation Council (NAAC) P.O. Box. No. 1075, Opposite to National Law School of India University Nagarbhavi, Bangalore - 560 072, Tel: 080-23005273(D), Fax: 080-23210270, Mobile: 7016017564, Email: shyamindanaac@gmail.com

Regards,

Thanking You,

Dr. Shyam Singh Inda
Assistant Adviser,
NAAC

13 files 1.7MB

-  6. HSM 2 days visit schedule for College.docx
34kB
-  5. For- Communication.docx
17kB
-  8. Format for Claim.pdf
352kB
-  7. CERTIFICATION_OF_STAY for members.pdf
138kB
-  9. Itinery travel plan balmer lawrie from members.doc
44kB
-  3. Member.docx
21kB
-  Empty Peer Review Scoresheet for HSM College .docx
95kB
-  10. letter from you to be submitted along with Honorarium Receipt.doc
35kB
-  Empty PTR for HSM-College .docx
48kB
-  MIZORAM_COLLEGE_OF_NURSING_iiqq.pdf
92kB
-  Logistics Helpline.docx
14kB
-  Sample Peer Review Scoresheet for HSM College.docx
96kB
-  SSR- MZCOGN102196.pdf
778kB



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
(Certificate No. 18-16/2893-INC)

No. B/173/2019/ACON

Date: 28.10.2019

To
Prof. Dr. Anoop K R
Principal
Bishop Benziger College of Nursing
Kollam

Respected Madam,

Sub: Invitation as an expert member of mock inspection for NAAC accreditation – request – reg:

I would like to inform you that we are going for NAAC accreditation in the next year. As your college is a NAAC accredited institution we request your valuable support and guidance. As a part of this I humbly invite you as an expert member for mock inspection of NAAC accreditation procedure on 02.11.2019. Please do the needful.

Thanking you

Yours faithfully,

Dr. Rajee Reghunath
Principal



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