	SRI DEVARAJ URS COLLEGE OF NURSING, TAMAKA, KOLAR-563103	Format No.	ADM-15
		Issue No.	02
	INTERNAL COMMUNICATION FORM	Rev. No.	00
		Date:	01-09-18

Date-01-12-2023

CIRCULAR

This is for the information of the following teaching faculty and students that the Curriculum Committee meeting for the academic year 2023-24 is scheduled on 08-12-2023 at 2:30 pm in Council Hall of SDUCON. Kindly attend the meeting without fail.


Agenda for the meeting:

1. Minutes of the Previous meeting and Action taken report
2. Curriculum **planning and implementation** for the present academic year- 2023-2024
3. Announcement of **academic and institutional calendar of events**
4. Planned and implemented **Curriculum and Evaluation** for the academic year-2022-23
5. Selection of Course **coordinators, Class coordinators, Academic and Administrative** related committee members.
6. Teaching **Faculty Status and Student Enrollment** for the current academic year
7. Planning for Teaching Learning Resources
8. Short list and approval of Value Added and Certificate Courses for 2023-24
9. Short list and approval of Innovative and Best Distinctive Practices
10. ISO-9001:2015 **Internal Quality Audit Plan**
11. Any Other

ASAR-4

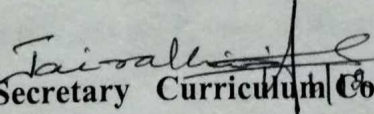
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Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563101.


Principal
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

Members:

Sl. No	Name	Designation
1	Dr.G Vijayalakhmi	Chair Person, Principal, SDUCON, Kolar PG Course Co-ordinator
2	Dr. Lavanya Subhashini	Vice Principal , HOD of Pediatric Nsg& UG Course Co-ordinator
3	Dr. Zeanath Cariena J	HOD. MSN & CNO
4	Prof. Punitha M	HOD.OBG Nsg & II M.Sc. Co-ordinator
5	Dr. Malathi K.V	HOD.CHN & I M.Sc Co-ordinator
6	Mrs. Komala Devi	IV B Sc Co-ordinator
7	Mrs. Ramya M	III B Sc Co-ordinator
8	Mr Rajendra Prasad	III Sem .B Sc Co-ordinator
9	Mrs Sumalatha	II Sem B.Sc Co-ordinator
10	Mrs.Sumana Yesu Priya	I Sem B.Sc Coordinator
10	Mrs. Saritha V	IIPBBSc Co-ordinator
11	Mr.Monappa	IPBBSc Co-ordinator
12	Mrs.Beneta	IGNM Co-ordinator
13	Mr. Gajendra Singh	IIGNM Co-ordinator
14	Mrs Kavaitha P	IIIGNM Co-ordinator
15	Prof. Jairakini Aruna	Curriculum Committee Member Secretary Prof &HOD,MHN Department and CNE Co- Ordinator
External representative member		
16	Dr. J. Krishnappa	Medical Superintendent, RLJH & RC
17	Dr.Kathyani BV	Principal, college of Nursing, NIMHANS, Bangalore
Student Representatives		
18	Ms. Anjali	IIM.Sc Student
19	Ms. Sherin	IV B.Sc Student
20	Ms.Anwasha sahuo	III GNM


Secretary Curriculum Committee


Principal Chairperson
Principal

Copy to;

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

1. Dr. Kathyani BV-Principal, college of Nursing, NIMHANS, Bangalore
2. Dr. J. Krishnappa -Medical Superintendent, RLJH & RC, Kolar.
3. Dr. Zeanath Cariena J- HOD. MSN & CNO, RLJH & RC, Kolar.

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Tamaka, Kolar-563101.



SRI DEVARAJ URS COLLEGE OF NURSING,
TAMAKA, KOLAR-563103

Format No. PRN-05

Issue No. 02

Rev. No. 00

Date: 01-09-18

Meeting minutes record

Date: 09-12-2023

Proceeding of the Curriculum and Evaluation Committee Meeting Minutes held on 08-12-2023

Curriculum and Evaluation Committee Meeting of Sri Devaraj Urs College of Nursing was held on 08-12-2023 at 2:30 pm in council hall of SDUCON under the chairmanship of Dr.G. Vijayalakshmi, Principal, SDUCON. She welcomed the members and discussed on the following agenda of the meeting.

Agenda for the meeting:

1. Minutes of the Previous meeting and Action taken report
2. Curriculum **planning and implementation** for the present academic year- 2023-2024
3. Announcement of **academic and institutional calendar of events**
4. Planned and implemented **Curriculum and Evaluation** for the academic year-2022-23
5. Selection of Course **coordinators, Class coordinators, Academic and Administrative** related committee members.
6. Teaching **Faculty Status and Student Enrollment** for the current academic year
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8. Short list and approval of Value Added and Certificate Courses for 2023-24
9. Short list and approval of Innovative and Best Distinctive Practices
10. ISO-9001:2015 **Internal Quality Audit** Plan
11. Any Other

ABAR-4

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Tamaka, Kolar-563103



**SRI DEVARAJ URS COLLEGE OF
NURSING, TAMAKA, KOLAR-563103**

INTERNAL COMMUNICATION FORM

Format No. **PRN-05**
Issue No. **02**
Rev. No. **00**
Date: **01-09-18**

Members:

Sl. No	Name	Designation	Sign
1	Dr.G Vijayalakhmi	Chair Person, Principal, SDUCON, Kolar PG Course Co-ordinator	
2	Dr. Lavanya Subhashini	Vice Principal , HOD of Pediatric Nsg & UG Course Co-ordinator	 MSG 21/12/23
3	Dr. Zeanath Cariena J	HOD. MSN & CNO	 21/12/2023
4	Prof. Punitha M	HOD.OBG Nsg & II M.Sc. Co-ordinator	
5	Dr. Malathi K.V	HOD.CHN & I M.Sc Co-ordinator	
6	Mrs. Komala Devi	IV B Sc Co-ordinator	
7	Mrs. Ramya M	III B Sc Co-ordinator	
8	Mr Rajendra Prasad	III Sem .B Sc Co-ordinator	
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10	Mrs. Saritha V	IIPBBSc Co-ordinator	
10	Mr.Monappa	IPBBSc Co-ordinator	
11	Mrs.Beneta	IGNM Co-ordinator	
12	Mr. Gajendra Singh	IIGNM Co-ordinator	
13	Mrs Kavaitha P	IIIGNM Co-ordinator	
14	Prof. Jairakini Aruna	Curriculum Committee Member Secretary Prof &HOD,MHN Department and CNE Co- Ordinator	
External representative member			
15	Dr. J. Krishnappa	Medical Superintendent, RLJH & RC	
16	Dr.Kathyani BV	Principal, college of Nursing, NIMHANS, Bangalore	 21/12/23
Student Representatives			
17	Ms. Anjali	IIM.Sc Student	
18	Ms. Sherin	IV B.Sc Student	
19	Ms.Anweshah sahu	III GNM	

Secretary Curriculum Committee

AADR-4

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Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563101.

Principal/Chairperson
Principal

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103



SRI DEVARAJ URS COLLEGE OF NURSING,
TAMAKA, KOLAR-563103

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Meeting minutes record

Based on the present agenda the members discussed and the following decisions were taken

Agenda	Action taken report	Responsibility	status
1. Minutes of the previous meeting and action taken report.	Minutes of the previous meeting and the action taken report was read by the member secretary. The members confirmed the same.		-
2. Curriculum planning and implementation for the present academic year 2023-2024	Based on the subject preferential list of faculty and feedback of the students, subject allocation was done (ACD-10) and was presented. The members accepted and approved for the same. Refer Annexure-01	Curriculum committee members, HOD's and class coordinators.	Academic year 2023-24
3. Announcement of academic and institutional calendar of events	Academic and institutional calendar of events (ACD-01) - including working days and hours for the current academic year was presented during monthly faculty meeting by the member secretary with reference to RGUHS calendar of events, departmental activities and academic committee activities. The members accepted and approved for the same. RGHUS-Calendar –Annexure-02 institutional calendar- Annexure-02	Principal, HOD's and member secretaries of various committees	Academic year 2023-24 followed the as discussed
4. Plan on curriculum evaluation/university examination-teaching learning process and resources-students, teachers, alumni, peer team, employers, parents.	1. Member secretary presented the curriculum evaluation feedback for the academic year 2022-23 from various stakeholders and members accepted for the same. Suggestions was given in the students and Alumni feedback, curative and preventive action was discussed and planned to implement the same. Annexure-04-Feedback of all the stakeholders Result Analysis of both UG, PG courses was presented. Allotment of mentors, Peer Mentors and Mentees were made and also conducted Remedial Classes and time schedule for Slow learners which was found to be very much effective in improving overall results, hence decided to plan and follow the same in future.	Curriculum committee in consultation with principal, all the Class coordinators and In-Charges	Academic year -2023-24
5. Selection of course coordinators, class coordinators, academic and administrative related committee members.	Based on the feedback of students and HODs, principal proposed, course coordinators, class coordinators, member secretaries and members of the various academic and administrative committees were discussed on(05/10/2023) in faculty meeting for continuation/alterations. And obtained approval for the same. Annexure-05-Masterlist of all the committees and Class coordinators	Curriculum committee in consultation with principal.	Academic year 2023-24

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SRI DEVARAJ URS COLLEGE OF NURSING,
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Meeting minutes record

6. Teaching faculty status and student enrollment for the current academic year.	Member secretary of staff and student Recruitment and selection committee presented on teaching staff status and total number of students enrolled for the current academic year. Annexure 06&07.-Total students, Teaching Faculty List and INC Approval list	Principal Class coordinators.	Academic year 2023-24
7. Planning for teaching learning resources- books, laboratory equipment/articles, updating teaching technology.	Principal informed the members to shortlist on the requirement of books/lab equipment's/articles including teaching materials. Six to 10 percent of the budget is allocated based on the list submitted by the department for the same. Annexure 08-Labequipments/Library book list with Budget approval copy	HOD's & lab in charges.	Last week of October 2023-24
Departmental activities/Research/Teachers achievements/ College achievements	Member secretary presented departmental activities which is conducted by all the departments and also appreciated on teachers achievements, Mainly highlighted on college achievements such as has got PhD Center under the RGHUS university and also RGUHS has granted permission under NSS Scheme to adopt 5 villages for survey and carry out community activities with help of NSS unit of SDUCON	Curriculum committee in consultation with principal & HOD's	Academic year 2023-24
Curricular/Co-Curricular Activities	Member secretary presented students has been actively involved in all the activities which is conducted both internal or external like quiz Competition/Blood Donation/Workshops /Sports inter zonal competition etc., reports are maintained by SNA unit of SDUCON	Curriculum committee in consultation with principal HOD's and Class co-coordinators	
8. Short list and approval of value added and certificate courses for 2021-2022.	A short list was prepared and presented with regard to value added and certificate courses of 2023-2024 and approved the same Annexure 09-Master List of Value Added and certificate Course list	Criteria I convener, Prof. Jairakini Aruna	Academic year 2023-24
9. Short list and approval of innovative and best distinctive practices.	A short list of best practices and Institutional distinctiveness was prepared and presented and approved the same. Annexure10-Master list of best practices and Institutional distinctiveness	7 th criteria convener Mrs Ramya.R.	Academic year 2023-24
10. ISO-9001:2015 Internal Quality Audit plan.	ISO coordinator, Prof. Jairakini Aruna, presented internal and external quality audit plan and requested all to cooperate to maintain the quality System in the institution. Annexure 11	All the teaching and non-teaching faculty.	Bi annually with surveillance audit.

ABAR-4

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Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563101.

Principal
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103



**SRI DEVARAJ URS COLLEGE OF NURSING,
TAMAKA, KOLAR-563103**

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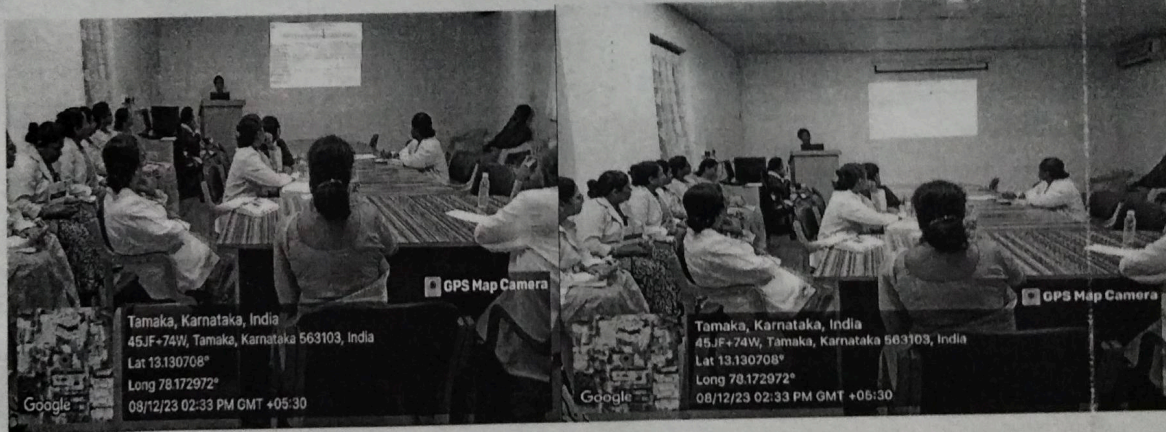
Meeting minutes record

11. Any Other a. Approval of CNE schedule b. NAAC	CNE coordinator, Prof. Jairakini Aruna presented the CNE schedule for the current academic year, members accepted for the same. Annexure 12 NAAC coordinator presented that AQAR -III report has to be uploaded before 30-12-2023. Hence keep ready necessary documents criteria wise for the submission.	CNE coordinator NAAC co-ordinator Mrs. Gayathri K.V	Academic year 2023-24
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Suggestion:

- INC norms has to be followed while allocation of both theory and practical hours to each Faculty
- To encourage the faculties to take up ICMR projects
- Activities carried out in adopted villages can be presented in graphs
- Insist the students to speak / give health talk to the patients in local language

After the above discussion Principal requested the committee members to cooperate and co-ordinate for the smooth functioning of curriculum and evaluation activities. The meeting was adjourned at 4:30pm.



Jairakini Aruna
Secretary
Curriculum committee
09/12/2023

ABAR - 4
Gayathri K.V
IQAC

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103.

[Signature]
Principal
Principal
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103
09/12/23