



SRI SHANMUGHA COLLEGE OF NURSING FOR WOMEN

Approved by Government of Tamilnadu & TNNMC. Approved by Indian Nursing Council, New Delhi

Affiliated to The Tamilnadu Dr. M.G.R Medical University, Chennai

Sankari- Tiruchengode Main Road, Pullipalayam, Morur (Po), Sankari(Tk), Salem (dt), Tamilnadu, Pin- 637304

E-mail : principalsrishannughacon@gmail.com | info@shanmughanursing.edu.in

www.shanmughanursing.edu.in | Phone : 04283 262925, 261899, 262922



1.1.1 Institution ensures effective curriculum planning, delivery and evaluation through a well-defined process as prescribed by the respective regulatory councils and the affiliating University.



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MINUTES OF CURRICULUM COMMITTEE MEETING



SRI SHANMUGHA COLLEGE OF NURSING FOR WOMEN

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CIRCULAR

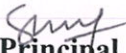
SSCON/CIR022/005


Date: 12.10.2022

It is informed that all Curriculum committee members are having curriculum committee meeting on 13.10.2022 from 12.00 – 1.00. Pm at Principal office

Agenda

- Academic plan
- Orientation of New syllabus
- Identification of slow learners and advanced learners
- Interdisciplinary/Interdepartmental courses
- Subject related certificate courses
- Remedial Classes
- Usage of ICT
- Internal Examination
- Result analysis
- Parents Teachers Meeting
- Vaccination
- Field visit/clinical posting


Principal


Prof. SHEELAVATHI N. PhD
PRINCIPAL
SRI SHANMUGHA COLLEGE OF
NURSING FOR WOMEN
PULLIPALAYAM MORUR P.O 637 304
SANKAGIRI (TK) SALEM DT TN.



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Minutes Of Curriculum Committee Meeting

Date: 13.10.2022

Principal has formulated curriculum committee members as per statutory norms. Minutes of meeting held on 13.10.2022 at A block Principal office

Sno	Curriculum Committee Members	Signature
1	Mrs Sheelavathi	
2	Mrs Gayathri	
3	Mrs Shankari	
4	Mrs Divya	
5	Mrs Keerthika	

Principal welcomed the staff and the meeting started at 12.00 pm. Points discussed in the meeting are as follows

Academic plan:

Principal informed class advisor for I year will be Mrs Kalaiselvi and Asst Coordinator will be Ms Nithya. Ms Jayashri and Asst Coordinator will be Mrs Vinodhini for II Bsc. Mrs Arputhamani will be for III Year, Mrs Menaka and Ms Keerthika for Iv year Bsc. It is also informed to submit the master rotation plan, clinical rotation plan, course plan, and subject allotment, lesson plan for all the B.Sc Nursing students.

Identification of slow learners and advanced learners

Class advisors and subject teachers are informed to identify Advanced learners and Slow learners by conducting class tests and clinical evaluation.

Interdisciplinary/Interdepartmental courses

Curriculum committee members approved Interdisciplinary and Interdepartmental courses which are inbuilt in the program as follows

Sno	I Year	Course code	Course
1		4701	Anatomy
2		4701	Physiology
3		4702	Biochemistry
4		4705	Microbiology
5		4702	Nutrition
6		4704	Psychology
7		4706	English

Prof. SHEELAVATHI N, Ph.D
PRINCIPAL

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8		4707	Introduction to computer
9	II Year	4718	Pharmacology
10		4718	Genetics
11		4718	Pathology
12		4720	Communication and Educational Technology
13		III Year	4724
14	IV Year	4734	Management of Nursing Services and Education

The above said 14 subjects are said to be Interdisciplinary courses in nature

Subject related certificate course

Principal and other committee members decided and approved the following courses for the year 2022 -23

S no	Year	Course code	Name of the course
1	I year	NURCHN/008	Epidemiological Investigation in epidemics
2	I year	NURMSN/009	Robotic surgery
3	II year, III Year	NURFON/003	Donning and Doffing
4	IV Year	NURCHN/010	Recent trends in labour
	III year	NURFON/002	Handling Biomedical waste
3	II, III Year	NURMSN/005	ECMO Training

Nursing faculty are requested to prepare for the above said courses to improve the knowledge of students.


Value added courses

S no	Year	Course code	Name of the course
	IV Year	VAC/022/007	Medical Records Management
1	I, I SEM	VAC/019/002	Trouble shooting in Ventilator
2	I, II, III	VAC/022/005	NABH orientation

Remedial classes

Faculty are instructed to conduct Remedial classes for the students who got failed in the unit test to improve the performance regularly.

Internal Examination


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Principal instructed to conduct unit test after completion of each unit and paper should be evaluated within a week. 3 sessional exams and 1 model exam should be planned as per the master rotation plan. Internal exam marks should be calculated as per university norms.

Parents Teachers Meeting

Fresher's Parents teachers meeting should be planned during the date of joining of students. It can be planned periodically to discuss the progress of students as well as to know the concern of the parents. PTM is to be planned for previous batches also and the date to be informed to parents

Vaccination

Every year Hep B Vaccine should be administered to the newly joined students before they are going for their clinical postings.

Feedback

STUDENTS' FEEDBACK:

Students requested to provide more hours for demonstrating procedures in the lab. Students also requested to provide a course in epidemiology

Students should be provided with more skill lab for demonstrating the procedures. Epidemiological investigations of epidemics course is planned for IV year students.

Faculty requested funds for attending a simulation training program organized by TNNMC.

Principal planned to request sponsorship from the management for a simulation training programme.


Field visit

Field visit should be planned as per the curriculum. It should be planned for covid batches also

Miscellaneous

Faculty should verify the course outcome is attained by the students each year.

Curriculum committee minutes incharge delivered vote of thanks and meeting winded at 1.30 pm.


Prof. SHEELAVATHI N, PhD
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ACTION TAKEN REPORT

2022 -2023

- Master rotation and clinical rotation plan is planned and got approved for Upcoming Batches.
- Add on course on First Aid Module, Handling Biomedical waste, Donning and Doffing, Swatch Bharath, Emerging trends in infusion, ECMO Training were conducted as per schedule.
- Value added courses on Trouble shooting in Ventilator, NABH orientation is conducted.
- Parents Teachers meeting conducted and feedback received
- Tests are conducted and marks are entered after evaluation.
- Field visits, community postings, clinical postings were planned and schedule is approved and it is informed to parents.
- Students requested to plan for recruitment drive and to provide placement opportunities. Students also requested to provide shift duties in clinical posting.
- Apollo Hospitals recruitment drive is planned for Placement
- Students can be given opportunity for visiting Indian nursing council, Trained nurses association of India as a part of the curriculum.
- Educational trip to visit Indian nursing council, Trained nurses association of India as a part of the curriculum will be planned


Prof. SHEELAVATHI N. Ph.D

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CIRCULAR

SSCON/CIR021/004

Date: 21.10.2021

It is informed that all Curriculum committee members are having a curriculum committee meeting on 22.10.2021 from 12.00 – 1.00. Pm at Principal office

Agenda

- Academic plan
- Identification of slow learners and advanced learners
- Interdisciplinary/Interdepartmental courses
- Subject related certificate courses
- Remedial Classes
- Usage of ICT
- Internal Examination
- Result analysis
- Parents Teachers Meeting
- Vaccination
- Field visit/clinical posting

K. Vijayalakshmi
Principal

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Minutes Of Curriculum Committee Meeting

Date: 22.10.2021

Principal has formulated curriculum committee members as per statutory norms. Minutes of meeting held on 22.10.2021 at A block Principal office

Sno	Curriculum Committee Members	Signature
1	Mrs Vijayalakshmi	K. Vijayalakshmi
2	Mrs Gayathri	G. Gayathri
3	Mrs Shankari	S. Shankari
4	Mrs Divya	D. Divya
5	Mrs Keerthika	K. Keerthika

Principal welcomed the staff and the meeting started at 12.00 pm. Points discussed in the meeting are as follows

Academic plan:

Principal informed class advisor for I Sem will be Mrs Swathika and Asst Coordinator will be Ms Nithyapriya. Ms Kausalya and Asst Coordinator will be Mr Karthk for II Bsc. Mrs Shankari and Ms Divya will be for III Year, Mrs Sherlin and Ms Keerthika for Iv year Bsc. It is also informed to submit the master rotation plan, clinical rotation plan, course plan, and subject allotment, lesson plan for all the B.Sc Nursing students.

Principal informed faculty to follow new regulations prescribed by INC for 2022 -2023 batch onwards.

Identification of slow learners and advanced learners

Class advisors and subject teachers are informed to identify Advanced learners and Slow learners by conducting class tests and clinical evaluation.

Interdisciplinary/Interdepartmental courses

Curriculum committee members approved Interdisciplinary and Interdepartmental courses which are inbuilt in the program as follows

Sno	I Year	Course code	Course
1		4701	Anatomy
2		4701	Physiology

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3		4702	Biochemistry
4		4705	Microbiology
5		4702	Nutrition
6		4704	Psychology
7		4706	English
8		4707	Introduction to computer
9	II Year	4718	Pharmacology
10		4718	Genetics
11		4718	Pathology
12		4720	Communication and Educational Technology
13	III Year	4724	Nursing Research and Statistics
14	IV Year	4734	Management of Nursing Services and Education

The above said 14 subjects are said to be Interdisciplinary courses in nature

Subject related certificate course

Principal and other committee members decided and approved the following courses for the year 2021 -22

S no	Year	Course code	Name of the course
1	IV,III year	NURCHN/006	Hands on Swatch Bharath
2	III year	NURMSN/007	Emerging Trends in Infusion
3	I, II Year	NURFON/003	Donning & Doffing
	I year	NURFON/001	First aid module

Nursing faculty are requested to prepare for the above said courses to improve the knowledge of students.

Faculty is instructed to conduct simulation training on BLS for students

Value added courses

S no	Year	Course code	Name of the course
1	I year	VAC/O21/005	Assertiveness Training
2		VAC/O21/006	NABH Orientation

Remedial classes

Faculty are instructed to conduct Remedial classes for the students who failed in the unit test to improve the performance regularly. It should be conducted for covid Batches also.

Internal Examination

Principal instructed us to conduct a unit test after completion of each unit and the paper should be evaluated within a week. 3 sessional exams and 1 model exam should be planned

Prof. SHEELAVATHI N, Ph D

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as per the master rotation plan. Internal exam marks should be calculated as per university norms. It is decided to conduct internal for current I and II year also.

Parents Teachers Meeting

Fresher's Parents teachers meeting should be planned during the date of joining of students. It can be planned periodically to discuss the progress of students as well as to know the concern of the parents. PTM is to be planned for previous batches also and the date to be informed to parents

Vaccination

Every year Hep B Vaccine should be administered to the newly joined students before they are going for their clinical postings.

Field visit

Field visits should be planned as per the curriculum. It should be planned for covid batches also

Result should be analyzed every year and percentage should be updated every year

Miscellaneous

Faculty should verify the course outcome is attained by the students each year.

Feedback

Various stakeholders feedback should be obtained at the end of each year. It is instructed to receive feedback from covid batches also.

Students also requested to take classes on Latest trends in Infusion in Child health Nursing. Students requested to provide a program to learn about the health information system.

Certificate course on Emerging trends in infusion is planned

Students also given a Skill development on Health information and management system

Curriculum committee minutes incharge delivered vote of thanks and meeting winded at 3.30 pm.

Prof. SHEELAVATHI N., PhD

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ACTION TAKEN REPORT

2021 -2022

- Master rotation and clinical rotation plan is planned and got approved for Upcoming Batches.
- Certificate course on First Aid Module, Donning and doffing, Hands on swatch bhath, Emerging trends in Infusion were conducted. Value added courses on Assertiveness training, NABH Orientation is conducted.
- Parents Teachers meeting conducted and feedback received
- Tests are conducted online and marks are entered after evaluation.
- Field visits, community postings, clinical postings were planned and schedule is approved and it is informed to parents.
- Students requested to provide more hours for demonstrating procedures in the lab. Students also requested to provide a course in epidemiology
- Students had been provided more skill labs for demonstrating the procedures. Epidemiological investigations of epidemics course had been given from 02.02.23-03.02.23.
- Faculty requested funds for attending a simulation training program organized by TNNMC.
- Management sponsored Principal One faculty for attending Training of Trainers: "Nursing leaders in simulation" organized by Tamilnadu nurses and Midwives council & Apollo simulation center, Chennai from 08.05.23 to 10.05.23.

Prof. SHEELAVATHI N, PhD

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CIRCULAR

SSCON/CIR020/003

Date: 09 09.2020

It is informed that all Curriculum committee members are having an online curriculum committee meeting on 10.09.2020 from 2.00 to 3.00 Pm at the principal office. Link will be shared through official whats app group

Agenda

- Academic plan
- Interdisciplinary/Interdepartmental courses
- Value added Courses
- Subject related certificate courses
- Parents Teachers Meeting
- Students Feedback
- Faculty development program

Principal

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Minutes Of Curriculum Committee Meeting

Date: 10.09.2020

Principal has formulated curriculum committee members as per statutory norms. It is decided to have a curriculum committee meeting once a year. Minutes of meeting held on 10.09.20 through Zoom meet.

Sno	Curriculum Committee Members	Signature
1	Dr Uthiramani	
2	Prof Angayarkanni	
3	Mrs.Obulakshmi	
4	Ms.Rajeshwari	
5	Ms.Keerthika	

Principal welcomed the staff and the meeting started at 2.00 pm. Points discussed in the meeting are as follows

Academic plan:

Principal informed class advisor for I year will be Mrs Divya and Asst Coordinator will be Mrs Anitha. Class advisors for II Year will be Ms Shobana and Ms Kiruthika and III Year will be Ms Kiruthika and Mrs.J.Anbu Epsi . It is also informed to submit the master rotation plan, clinical rotation plan, course plan, and subject allotment, lesson plan for I and II and III year B.Sc Nursing students. Coordinator file should be submitted to the principal for approval. While taking classes, updated information should be shared to the students. As per circular received earlier in 2019 . We are in Covid 19 Pandemics, Like last year all the staff are informed to take online classes and can use ppt prescribed by the council.

Identification of slow learners and advanced learners

Class advisors and subject teachers are informed to identify advanced learners and slow learners by conducting class tests and clinical evaluation. Advanced learners should be given the opportunity to attend more conferences, presentations etc to enhance their ability.

Interdisciplinary/Interdepartmental courses

Curriculum committee members approved Interdisciplinary and Interdepartmental courses which are inbuilt in the program as follows

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Sno	Year	Course code	Course
1	I year	4701	Anatomy
2		4701	Physiology
3		4702	Biochemistry
4		4705	Microbiology
5		4702	Nutrition
6		4704	Psychology
7		II Year	4706
8	4707		Introduction to computer
9	II Year	4716	Sociology
10		4718	Pharmacology
11		4718	Genetics
12		4718	Pathology
13		4720	Communication and Educational Technology
14	III Year	4724	Nursing Research and Statistics

The above said 14 subjects are said to be Interdisciplinary courses in nature

Subject related certificate course

Principal and other committee members decided and approved the following courses for the year 2020-21

S no	year	Course code	Name of the course
1	III, II	NURMSN/005	ECMO Training Programme
2	I	NURFON/001	First aid module
3	I	NURFON/002	Handling Biomedical waste


Nursing faculty are requested to prepare for the above said courses to improve the knowledge of students. Certificate courses also can be conducted online. Kindly follow the instructions

Faculty are instructed to provide a schedule for approved certificate courses. Kindly inform the students priorly about the online courses.

Value added Course:

Curriculum committee members are informed about conducting value added courses to improve the skills required for their service. The following courses are approved for this year

S no	year	Course code	Name of the course
1	I	VAC/020/003	Computer Based learning
2	I, II	VAC/020/004	Quality Control


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Internal Examination

Principal instructed us to conduct unit tests online after completion of each unit and the paper should be evaluated within a week. 3 sessional exams and 1 model exam should be planned as per the master rotation plan. Internal exam marks should be calculated as per university norms.

University Examination

More revision tests should be conducted for students online to prepare them for university examinations. Motivate the students to prepare for university examinations. Exams for I and II year will be postponed due to pandemic situations.

Faculty development program can be conducted by the faculty to update their knowledge online.

Parents Teachers Meeting

Parents teachers meeting can be conducted through zoom meet and inform them about the meeting. Meeting link will be shared through whats app group.

Feedback Students and faculty feedback can be obtained during reopening after lockdown. Based on the feedback from the students this year we have conducted certificate course on ECMO Training programme

Curriculum committee minutes incharge delivered vote of thanks and meeting winded at 3 pm.

Prof. SHEELAVATHI N., Ph.D

PRINCIPAL

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NURSING FOR WOMEN

PULLIPALAYAM, MORUR P.O 63
SANKAGIRI (TK) SALEM D



SRI SHANMUGHA COLLEGE OF NURSING FOR WOMEN

Approved by Government of Tamilnadu & TNNMC, Approved by Indian Nursing Council, New Delhi
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ACTION TAKEN REPORT

2020 -2021

- Master rotation and clinical rotation plan is planned and got approved for Upcoming III, II and I year
- Certificate course on course on First Aid Module, Handling Biomedical waste, ECMO Training programme were conducted online
- Value added courses – Quality control and Computer based learning were conducted online
- Parents Teachers meeting conducted through online
- Tests are conducted online and marks are entered after evaluation.
- Field visits, community postings, clinical postings were postponed.
- Student's feedback and faculty feedback received after reopening of the college.
- Students also requested to take classes on Latest trends in Infusion in Child health Nursing. Students requested to provide a program to learn about the health information system.
- Certificate course on Emerging trends in infusion is conducted on 04.07.22
- Students also given a Skill development on Health information and management system
- Teachers requested to facilitate students to have simulation based learning which will upskill their knowledge.
- Students have been provided BLS simulation training at our foundation lab

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CIRCULAR

SSCON/CIR019/002

Date: 06.09.2019

It is informed that the curriculum committee meeting is arranged on 07.09.2019 from 2.00 – 3.30. Pm at Principal office. All are requested to attend the meeting without fail .The agenda is enclosed for discussion.

Agenda

- Academic plan
- Identification of slow learners and advanced learners
- Interdisciplinary/Interdepartmental courses
- Subject related certificate courses /Value added course
- Remedial Classes
- Usage of ICT
- Internal Examination
- Result analysis
- Parents Teachers Meeting
- Vaccination
- Students Feedback
- Field Visit/ Clinical posting

Principal

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Minutes Of Curriculum Committee Meeting

Date: 07.09.2019

Principal has formulated curriculum committee members as per statutory norms. It is decided to have a curriculum committee meeting once a year. Minutes of meeting held on 28.08.2019 at A block Principal office.

Sno	Curriculum Committee Members	Signature
1	Dr Uthiramani	
2	Prof Angayarkanni	
3	Ms Rajeswari	
4	Ms Keerthika	
5	Mrs Mythili	

Principal welcomed the staff and the meeting started at 2.00 pm. Points discussed in the meeting are as follows

Academic plan:

Principal informed class advisor for I year will be Mrs P.Kalaiselvi and Asst Coordinator will be Ms Nithya Class advisors for II Year will be Mrs Obulakshmi and Ms Kausalya. It is also informed to submit the master rotation plan, clinical rotation plan, course plan, and subject allotment, lesson plan for I and II year B.Sc Nursing students. Coordinator file should be submitted to the principal for approval. While taking classes, updated information should be shared to the students.

Identification of slow learners and advanced learners

Principal explained the procedure to identify advanced learners and slow learners. The pre assessment test will be conducted after three weeks of the regular classes for the students. Criteria to identify advance and slow learners to be followed by the faculty

Interdisciplinary/Interdepartmental courses

Detailed discussion was made with the CC Members for Interdisciplinary/ Interdepartmental courses. CC Members approved following Interdisciplinary/ Interdepartmental courses built in the program will be conducted as per the plan.

Sno	I year	Course code	Course
1		4701	Anatomy
2		4701	Physiology
3		4702	Biochemistry
4		4705	Microbiology

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5		4702	Nutrition
6		4704	Psychology
7		4706	English
8		4707	Introduction to computer
9	II Year	4716	Sociology
10		4718	Pharmacology
11		4718	Genetics
12		4718	Pathology
13		4720	Communication and Educational Technology

Subject related certificate course

Principal and other committee members decided and approved the following courses for the year 2019 -20

S no	year	Course code	Name of the course
1	I	NURFON/001	First Aid Module
2	II,I	NURFON/002	Handling Biomedical waste
3	II, I year	NURFON/003	Donning & Doffing
4	I year	NURCHN/004	Covid 19 awareness program

Nursing faculty are requested to prepare for the above said courses to improve the knowledge of students.

Faculty are instructed to provide a schedule for approved certificate courses.

Value added Course:

Curriculum committee members are informed about conducting value added courses to improve the skills require for their service. The following courses are approved for this year

S no	year	Course code	Name of the course
1	I	VAC/018/001	Best out of waste
2	II	VAC/019/002	Troubleshooting in Ventilator
3	III	VAC/020/003	Computer Based Learning

Remedial classes

Faculty are instructed to conduct Remedial classes for the students who failed in the unit test to improve the performance regularly and to monitor the progress of the students regularly. To enhance their capacity and to improve focus programs can be planned. Concern class advisors are instructed to plan it and get approval from the principal.

Internal Examination

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Principal instructed us to conduct unit test after completion of each unit and the paper should be evaluated within a week. 3 sessional exams and 1 model exam should be planned as per the master rotation plan. Internal exam marks should be calculated as per university norms. Principal informed to Follow Master rotation plan. Students who failed in the sessional examination should be given special attention.

University Examination

More revision test should be conducted for students to prepare them for university examinations

Parents Teachers Meeting

Fresher's Parents teachers meeting should be planned during the date of joining of students. It can be planned periodically to discuss the progress of students as well as to know the concern of the parents. Schedule should be submitted to the principal for approval.

Vaccination

Every year Hep B Vaccine should be administered to the newly joined students before they are going for their clinical postings.

Feedback

Last year collected feedback forms analyzed and an action taken report attached with this minutes. Students requested to purchase more books for the library and requested for a course on Biomedical waste. Faculty requested for more seminars and workshops for them. As requested by the students, purchased more books for the library and planned a certificate course on Handling biomedical waste and its importance. As per the suggestions given by the faculty students are encouraged to participate in more workshops, seminars and it is approved that our institution faculty can be given the opportunity to conduct add on courses.

Field visit

It is informed to get prior approval from the concerned authority for their community postings as well as milk dairy and water purification plant field visits. Requested to communicate with parents also regarding the dates of visit.

Faculty is also informed to regularly update their knowledge by attending seminar, workshops, symposium etc.

Curriculum committee minutes in charge delivered vote of thanks and meeting winded at 4 pm.

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ACTION TAKEN REPORT – 2019 -2020

- Master rotation and clinical rotation plan is planned and got approved for Upcoming II and I year
- Class advisors and subject teachers identified advanced learners and slow learners by keeping PET evaluation and Remedial classes conducted for slow learners.
- Certificate course on first aid module for I year conducted on 03.01.2019 – 04.01.2019 and add on course on Handling Biomedical waste for II year planned on 18.10.2019 – 19.10.2019
- Parents Teachers meeting planned on the first day of academic year
- Field visits, community postings, clinical postings planned after approval from curriculum committee and informed parents regarding the same.
- Students requested to use Information communication and technology tools while taking classes. II year students requested to take classes regarding ECMO.
- Students had given certificate course on ECMO Training programme on 08.03.2021. Teachers are instructed to use Information communication and technology tools while taking classes and also to plan for more ppt classes.
- Teachers requested to enrich themselves with faculty development programmes.
- Teachers are encouraged to conduct faculty development programmes to update themselves. They are conducting regularly faculty development programme

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CIRCULAR

SSCON/CIR018/001

Date: 23.10.2018

It is informed that the curriculum committee meeting is arranged on 24.10.2018 from 2.00 – 3.30. Pm at Principal office. All are requested to attend the meeting without fail .The agenda is enclosed for discussion.

Agenda

- Academic plan
- Identification of slow learners and advanced learners
- Interdisciplinary/Interdepartmental courses
- Subject related certificate courses
- Remedial Classes
- Usage of ICT
- Internal Examination
- Result analysis
- Parents Teachers Meeting
- Vaccination

Principal

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Minutes of Curriculum Committee Meeting

Date: 24.10.2018

Sri Shanmugha College of Nursing for Women has formulated Curriculum Committee (CC) and its members as per statutory norms. The First Minutes of CC meeting held on 24.10.2018 at A block Principal office -2.00pm.

Members Present

Sno	Curriculum Committee Members	Signature
1	Dr Uthiramani	
2	Prof Angayarkanni	
3	Ms Rajeswari	
4	Ms Keerthika	
5	Mrs Mythili	

Principal welcomed the faculty members and gave a brief introduction about the curriculum of the B.Sc Nursing course. The following Agenda were discussed in the meeting

Academic plan:

Principal announced the class coordinator for I year B.Sc students. Ms Rajeswari will be Coordinator and Asst Coordinator will be Mrs Mythili. Principal instructed to prepare and submit the master rotation plan, clinical rotation plan, course plan, and subject allotment, lesson plan for I year B.Sc Nursing students within a week.

Identification of slow learners and advanced learners

Principal explained the procedure to identify advanced learners and slow learners. The pre assessment test will be conducted after three weeks of the regular classes for the students. Criteria to identify advance and slow learners to be followed by the faculty

Interdisciplinary/Interdepartmental courses

Detailed discussion was made with the CC Members for Interdisciplinary/ Interdepartmental courses. CC Members approved following Interdisciplinary/ Interdepartmental courses built in the program will be conducted as per the plan.

SNo	Course code	Course
1	4701	Anatomy
2	4701	Physiology
3	4702	Biochemistry
4	4705	Microbiology

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5	4702	Nutrition
6	4704	Psychology
7	4706	English
8	4707	Introduction to computer

Subject related certificate course

Principal and other committee members discussed and approved the following courses for the year 2018 -2019. Nursing faculty are requested to prepare for the above said courses to improve the knowledge of students.

S no	Course code	Name of the course
1	NURFON/001	First Aid Module

Remedial classes

Faculty are instructed to conduct remedial classes for the students who failed in the pre assessment test to improve the performance regularly. After admitting students within 3 weeks of joining the course, the principal instructed them to conduct a pre assessment test to identify slow learners.

Internal Examination

Principal instructed us to conduct a unit test after completion of each unit and the paper should be evaluated within a week. 3 sessional exams and 1 model exam should be planned as per the master rotation plan. Internal exam marks should be calculated as per university norms. Principal informed to Follow Master rotation plan. Students failed in sessional examination should be given special attention.

Parents Teachers Meeting

Fresher's Parents teachers meeting should be planned during the date of joining of students. It can be planned periodically to discuss the progress of students as well as to know the concern of the parents. Schedule should be submitted to the principal for approval.

Vaccination

Hepatitis B Vaccine should be administered to the newly joined students before they are going for their clinical postings.

Feedback Class coordinators are instructed to collect feedback of the curriculum from the students, Faculty, Professionals and it should be analyzed.

Curriculum committee minutes in charge delivered vote of thanks and meeting adjourned at 4.00pm

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ACTION TAKEN REPORT FOR MINUTES

• 2018 -2019

- Master rotation and clinical rotation plan is planned and got approved on 26.10.2018
- Pre assessment tests conducted and remedial classes were conducted for slow learners and the performance evaluated again.
- Internal examinations planned as per schedule and midcourses were conducted for slow learners. Their parents were also informed about the performance of the students.
- Parents Teachers meeting conducted
- Hepatitis B vaccine administered for I B.Sc nursing students
- Student and faculty feedback were collected.
- Students asked for courses on Biomedical waste management. They also requested to purchase more books for the library. Students also requested a special course on computer based learning
- Students had given a certificate course on Handling biomedical waste and its importance. We have purchased books for the library in the year 2020. We have conducted a value added course on Computer based learning on 15.12.2020 by our faculty.
- Teachers requested to provide opportunities for students to organize or to participate in more conferences and workshops.
- Students had been given opportunities for attending conferences and workshops outside the college.

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