



MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
**SITABAI NARGUNDKAR COLLEGE  
OF NURSING FOR WOMEN**



**Ninth IQAC Meeting Notice**

To

IQAC Members.....

Mksss. SNCON.....

Nagpur.....

Respected Sir/ Madam,

This is to inform you that IQAC meeting will be held on 15/10/2022 at 3 pm at board room of MKSSS Sitabai Nargundkar College of Nursing for women, Hingna, Nagpur.

You are requested to attend the same.

Principal

Principal  
Sitabai Nargundkar  
College of Nursing For Women, Nagpur

Agenda:

1. Review of last meeting minutes
2. Regarding AQAR submission
3. Work progress by each criterion head
4. Improvement and points to be improved in each criterion
5. discussion on Value added course.

**In the light of above following points are discussed:**

1. Results of IQAC was discussed
2. Principal and IQAC congratulated the IQAC criterion in charges and committed for the same.
3. The Discussion was made by each criterion in charges regarding the lacuna in each criterion.
4. Discussion on orientation programs
5. IQAC coordinator checked the documents of each coordinator also asked the class coordinator to timely conduct mentor mentee meeting for their respective batches.
6. Values added course on NISM SEBI financial awareness for PB 1st year PB 2<sup>nd</sup> yr. and BSc 2nd sem
7. Skill training for students for placement
8. IQAC coordinator advised the NAAC criterion in charges to work on their criterion and maintain proper documentation
9. Signing of MOU;s with other clinical areas
10. Tentative academic calendar for the upcoming year for November batch to be made

### Action Taken Report:

Results of IQAC was discussed	Principal and IQAC congratulated the IQAC criterion in charges and committed for the same
The Discussion was made by each criterion in charges regarding the lacuna in each criterion.	Meeting of Criteria incharge with IQAC was taken for proper identification of work to be done and areas for improvement
Discussion on orientation programs	It was decided and advised to conduct orientation program for 1 <sup>st</sup> sem students
IQAC coordinator checked the documents of each coordinator also asked the class coordinator to timely conduct mentor mentee meeting for their respective batches.	Mentor Mentee meeting is conducted scheduled in time table of all batches for every 1 <sup>st</sup> and 3 <sup>rd</sup> Saturday of the month.
Values added course on NISM SEBI financial awareness for PB 1st year PB 2 <sup>nd</sup> yr and Bsc 2nd sem	<p>The course is coordinated and organized through Government and Kotak Kona kona Shiksha Project by Patricia Reddy IQAC coordinator.</p> <p>The Coordinator of respective batches were asked make students available for the same course for 4 days in Seminar hall on 27<sup>th</sup> and 28<sup>th</sup> Feb 2023.</p>
Skill training for students for placement	Decision taken to initiate technical skill training and a course was scheduled for 4 <sup>th</sup> years to promote resume writing and communication skill
The IQAC coordinator asked the Research cell of college to conduct a seminar or workshop.	workshop on Raising Scientific Research Literacy Workshop for B.sc Third year Fourth year students and PB 1 <sup>st</sup> yr. students was organized
	The Speakers and moderator for the

	workshop was selected and decided by the principal mam.
	The IQAC coordinator finalized the date of workshop on 13-15 <sup>th</sup> march 2023.
	Also advised to make the brochure for it and circulate.
To conduct parents teachers meeting	Decided to conduct regular PTM after the college exams and regular progress report of student to be conveyed to parents.
IQAC coordinator advised the NAAC criterion in charges to work on their criterion and maintain proper documentation.	
Signing of MOU;s with other clinical areas	MOU with new hospitals were initiated by the clinical coordinator.
Tentative academic calendar for the upcoming year for November batch to be made	Academic calendar was discussed with the coordinator, IOAC coordinator and made.

*Seddy*

**Coordinator IQAC**

**Principal**

Principal  
Sitabai Nargundkar  
College of Nursing For Women, Nagpur



**Member present for IQAC**

Sr. no.	Name of the committee member	Designation	Signature
1	Dr. Dhananjay Kulkarn	Management representative	Online mode
2	Dr. P.V.S. Shastry	Management representative	online mode
3	Prof. Rupa Verma	Chairperson	<i>[Signature]</i>
4	Mr. Lijit Thomas	Hospital representative (care hospital)	online mode
5	Mrs. Vijaylakshmi Achuthan	Hospital representative (Kingsway hospital)	online mode
6	Dr. Sachin Jambhorkar	Academic coordinator NCI	online mode
7	Mrs. Tress Francis	Hospital representative (Wockhardt hospital)	<i>[Signature]</i>
8	Mr. Dileep Sathe	Nominee social representative	online mode
9	Ms. Patricia Reddy	Coordinator, IQAC	<i>[Signature]</i>
10	Mrs. Vandana Thangavel	NAAC Coordinator	<i>[Signature]</i>
11	Ms. Pallavi Bobade	Faculty member	<i>[Signature]</i>
12	Ms. Priyanka Kosare	Faculty member	<i>[Signature]</i>
13	Mr. Ashish Chokhare	Administrative officer	<i>[Signature]</i>
14	Mrs. Aprana Ingole	Rep library Dept	<i>[Signature]</i>
15	Mr. Ghanshyam Meshram	Parents representative	<i>[Signature]</i>
16	Ms. Harshita Manihar	Students representative	<i>[Signature]</i>
17	Mrs. Shrutika Bhalerao	Alumnae representative	<i>[Signature]</i>

**Signature of Principal**

*[Signature]*  
Principal  
Sitabai Nargundkar  
College of Nursing For Women, Nagpur



MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
**SITABAI NARGUNDKAR COLLEGE  
OF NURSING FOR WOMEN**



**Tenth IQAC meeting**

To

..... IQAC Members.....

..... MKSSS, S.N.C.A.N.....

..... Nagpur.....

Respected Sir/ Madam,

This is to inform you that IQAC meeting is scheduled on 18/02/2023 at 12n at board room of MKSSS Sitabai Nargundkar College of Nursing for women, Hingna, Nagpur.

You are requested to attend the same.

**Principal**

Principal  
Sitabai Nargundkar  
College of Nursing For Women, Nagpur

**Agenda:**

- Focus on Research & Publication, which are now the weaker areas as per NAAC report
- Monitor & coordinate all academic activities and document the same
- Work progress of each criteria.
- Planning of Sports and cultural event (Ananya)
- Discussion of Results
- Purchasing and improvement with permission of chairperson and principal.
- Suggestion from the IQAC Committee.

Date: 18.02.2023

Time : 12.00 N.

Venue : Seminar Hall

The meeting began at 12noon and Ms. Patricia Reddy, IQAC coordinator welcomed the members to the meeting. shri shrikant chitale sir ,chairperson appreciated the college IQAC for obtaining B++ grade during the first cycle of accreditation, and requested the IQAC to take steps ahead for a better future of the College.

#### **Review of activities conducted under IQAC.**

- Monthly faculty meeting
- Discussion on mid term result was done
- Sending of progress report to parents will be planned
- Parents teachers meeting was planned and conducted
- Mid term examination was conducted and prefinal examination dates were finalized in month of April
- UPH posting for second yr and RPH posting for final year was planned and students were taken to Saoner for the same.
- Leprosy day 30<sup>th</sup> Jan was celebrated in all the ospital areas covered by students in posting at that time



- Cancer Day Celebrated in ESIS hospital and also in collaboration with care hospital
- Damini sport at Pune students were selected and team is gone for the same.
- Regular feedback collection is on for students.
- Action taken report for feedback form was taken in last curriculum meeting
- Faculty development programs: session on many topics are completed reports with the FDP coordinator.
- Ms. Pallavi Bobade, the FDP coordinator, and the class coordinator prepared and oversaw a one-week orientation programme for first-semester students. The students received certificates. ICT tool Interactive board added in classrooms.

#### **Research & Publication:**

- Students are working on the MUHS research competition Staff are working on MUHS- Sponsored research.
- Seminar/ conference is being held by the college to support student research growth.

#### **Planning of sports and cultural event in Ananya:**

- All the SNA activities were presented by SNA adviser Ms. Sneha Pingale,
- The budget needed for them was discussed and approved by the council members.

### **Purchasing and improvement:**

- For the development of infrastructure of college .
- Development of lab the HODs placed demand for purchasing of simulators which was approved by the management.
- Demand for more computers in the lab was placed. 20 new computers will be added in same assured by the management.
- Librarian of college placed certain demands of spine printer, barcode reader for e governance. was discussed with management members. they assured to work on it and pass it by next session.

**Coordinator IQAC**

**Principal**

Principal  
Sitabai Nargundkar  
College of Nursing For Women, Nagpur

## Action Taken Report

### Review of activities conducted under IQAC

<ul style="list-style-type: none"> <li>▪ Monthly faculty meeting</li> </ul>	<p>Monthly faculty meeting conducted by each coordinator in the first week with principal mam. Progress of syllabus discussed and planning of coming month is prepare and planned by each coordinator and discussed with staff and students.</p>
<ul style="list-style-type: none"> <li>▪ Discussion on mid term result was done</li> </ul>	<p>Mid Term result was prepared, discussed in meeting and displayed on the notice board .</p>
<ul style="list-style-type: none"> <li>▪ Sending of progress report to parents will be planned</li> </ul>	<p>The coordinators sent the mid term results to parents and also a PTM meeting was planned.</p>
<ul style="list-style-type: none"> <li>▪ Parents teachers meeting was planned and conducted</li> </ul>	<p>PTM meeting was conducted by each coordinator, the parents were shown the progress of students.</p>
<ul style="list-style-type: none"> <li>• Mid term examination was conducted and prefinal examination dates were finalized in month of April</li> </ul>	<p>For the students who will be appearing for university exam in summer, the examination cell planned the prefinal exam in month of April and time table was prepared and displayed on notice board</p>
<ul style="list-style-type: none"> <li>• UPH posting for second yr and RPH posting for final year was planned and students were taken to Saoner for the same.</li> </ul>	<p>For the Rural health posting HOD Community health nursing planned and sent the students to Saoner for their experience. the report was</p>

	<p>submitted by the supervisor to clinical coordinator.</p> <p>Completion of assignment for CHN for both batches were taken</p>
<ul style="list-style-type: none"> <li>Leprosy day 30<sup>th</sup> Jan was celebrated in all the hospital areas covered by students in posting at that time</li> </ul>	<p>The students posted in hospital performed Skit for awareness regarding leprosy in th hospital</p>
<ul style="list-style-type: none"> <li>Cancer Day Celebrated in ESIS hospital and also in collaboration with care hospital</li> </ul>	<p>Health education was given to the patients in ESIS hospital on occasion of cancer day.</p>
<ul style="list-style-type: none"> <li>Damini sport at Pune students were selected and team is gone for the same.</li> </ul>	
<ul style="list-style-type: none"> <li>Regular feedback collection is on for students.</li> </ul>	<p>The feedback collected and action taken report was made.</p>
<ul style="list-style-type: none"> <li>Action taken report for feedback form was taken in last curriculum meeting</li> </ul>	<p>Report made an s submitted to IQAC cell</p>
<ul style="list-style-type: none"> <li>Faculty development programs: session on many topics are completed reports with the FDP coordinator.</li> </ul>	<p>The FDP were planned and reports are made and submitted to FDP cell. also aseesion on simulation for the faculty is planned for month of april.</p>
<ul style="list-style-type: none"> <li>Ms. Pallavi Bobade, the FDP coordinator, and the class coordinator prepared and oversaw a one-week orientation programme for first-semester</li> </ul>	<p>Orientation program was conducted successfully on 1<sup>st</sup> sem for 1 week. reports made and submitted.</p>

<p>students. The students received certificates. ICT tool Interactive board added in classrooms.</p>	
<p><b>Research &amp; Publication:</b></p>	
<ul style="list-style-type: none"> <li>Students are working on the MUHS research competition</li> <li>Staff are working on MUHS-Sponsored research.</li> </ul>	<p>Faculty are working on the research topic presented. certificates generated and submitted</p>
<ul style="list-style-type: none"> <li>Seminar/ conference is being held by the college to support student research growth.</li> </ul>	<p>The research workshop was conducted by research cell .</p>
<p><b>Planning of sports and cultural event in Ananya:</b></p>	
<ul style="list-style-type: none"> <li>All the SNA activities were presented by SNA adviser Ms. Sneha Pingale,</li> </ul>	<p>SNA cell of the college is very active. timely activities awareness days are covered under it.</p>
<ul style="list-style-type: none"> <li>The budget needed for them was discussed and approved by the council members.</li> </ul>	<p>For various activities to be conducted budget is prepared and presented before the principal, committee and management members for the grant .</p>
<p><b>Purchasing and improvement:</b></p>	
<ul style="list-style-type: none"> <li>Development of lab</li> </ul>	<p>HODs placed demand for purchasing of simulators which was approved by the management</p>
<ul style="list-style-type: none"> <li>Demand for more computers in</li> </ul>	<p>20 new computers will be added in</p>

the lab was placed.	same assured by the management.
• Librarian of college placed certain demands of spine printer, barcode reader for e governance.	It was discussed with management members. they assured to work on it and pass it by next session

*Feddy*  
Coordinator IQAC



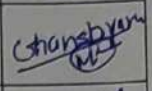
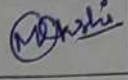
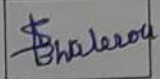
*Sitabai*  
**Principal**  
Principal  
Sitabai Nargundkar  
College of Nursing For Women, Nagpur



Maharshi Karve Stree Shikshan Samstha's  
**SITABAI NARGUNDKAR COLLEGE OF NURSING FOR WOMEN**  
College address :-Mounjesukli (Gupchup), Tal.Hingna, Nagpur 440015



Sr. No.	Name of Committee Member	Designation	Sign
1.	Dr. Ujwala Deshpande	Management Representative	Online Mode
2.	Shri.Shrikant Chitale	Management Representative	online mode
3.	Dr. Rupa Verma	Chairperson	Juror
4.	Mr. Lijit Thomos	Hospital Representative (Care Hospital )	online mode
5.	Ms. Deblina Roy	Research expert	DRoy
6.	Mrs. Shiba Rani	Hospital Representative (Kingsway Hospital)	S Rani
7.	Mrs. Tressa Francies	Hospital Representative (Wockhardt Hospital)	online Mode
8.	Mrs. Surekha saraf	Nominee Social Representative	Surekha
9.	Mrs. Patricia Reddy	IQAC Co-ordinator,	Reddy
10.	Mrs. Patricia Reddy	Criteria Incharge I - Faculty Member	Reddy
11.	Mrs. Vandana Thangavel	Criteria Incharge II - Faculty Member	Thangavel
12.	Ms. Pallavi Bobade	Criteria Incharge VII - Faculty Member	Bobade
13.	Ms. Smita Moon / Priyanka Kosare Swati Gaikwad	Criteria Incharge II - Faculty Member	Smita

14.	Mr. Ashish chokare	Administrative officer	
15.	Mrs. Aprana Ingole	Rep Library Dept	
16.	Mr. Ghanshyam Meshram	Parents Representative	
17.	Ms. Sakshi Manapure	Students Representative	
18.	Mrs. Shrutika Bhalerao	Alumnae Representative	



Sign of Principal

Principal  
Sitabai Nargundkar  
College of Nursing For Women, Nagpur





MAHARSHI KARVE STREE SHIKSHAN SAMSTHA'S  
**SITABAI NARGUNDKAR COLLEGE  
OF NURSING FOR WOMEN**



**Eleventh IQAC Meeting Notice**

To

..... IQAC Members .....


..... MKSSS, S.N.C.N .....

..... Nagpur .....

Respected Sir/ Madam,

This is to inform you that IQAC meeting is scheduled on 24/04/2023 at 12n at board room of MKSSS Sitabai Nargundkar College of Nursing for women, Hingna, Nagpur.

You are requested to attend the same.

  
Principal

Principal  
Sitabai Nargundkar  
College of Nursing For Women, Nagpur

**Agenda:**

1. Monitor & coordinate all academic activities and document the same
2. Work progress of each criteria.
3. Regarding the Research Workshop.
4. Review of last meeting minutes
5. Restructuring of IQAC Committee
6. Doubt Clearance of new Member
7. Formation of eco club
8. Discussion of AQAR submission
9. Regarding Grievances

**In the light of above following points are discussed:**

1. Previous meeting minutes are discussed and passed by member of committee.
2. MUHS election follow up to be taken.
3. Discussion regarding submission of AQAR for year 21-22.
4. The principal suggested that all labs create generic SOPs and also noted that each lab must produce an annual report.
5. A green club that is eco-friendly needs to be created and added. The task was given to Kiran Madam.
6. The Green Club must cover all Green Day and Earth Day best practices. Additionally, the green club has its own goals, objectives, and reports, all of which need to be updated on a regular basis.
7. Under optimal practices, PEACE foundation courses may be introduced.
8. A group devoted to yoga is to be formed. Each person must receive a certificate.
9. Regarding Grievance's only one box will be placed which will be opened in every week under surveillance and from there the grievances will be distributed to the respected cell.
10. Authenticate of professional feedback through signature and stamp. must be taken
11. Infection control brochure to be added.
12. Orientation programme to be planned and made for all batches.
13. Mobilization related to research shall be provided to staff and students.
14. Involved all advance learners in Magazine committee and show it in documentation

15. New IGNOU to be added as an add on course.

16. Video making course can all be done in add-on course, fashion technology institute can all be merge to start a course related to skill in add on

17. The IQAC committee was restructured as follows:

Sr. No	Criterion	Incharge
	IQAC Coordinator	Ms. Patricia Reddy
1	Criterion I	Ms. Patricia Reddy
2	Criterion II	Mrs. Vandana Thangavel
3	Criterion III	Ms. Smita Moon/ Ms. Priyanka Koasar. Ms. Swati Gaikwad
4	Criterion IV	Ms. Priyanka gujar, Ms. Bharti Mandaokar
5	Criterion V	Ms. Sneha Pingale, Ms. Antara dharmik
6	Criterion VI	Ms. Rama Danapure
7	Criterion VII	Ms. Pallavi Bobade
8	Criterion VIII	Ms. Nancy Das Ms. Reena Shelare

## Action Taken Report

<p>Previous meeting minutes are discussed and passed by member of committee.</p>	<p>Each criteria incharges gave the follow up action taken to improve all the issues encountered.</p>
<p>Discussion regarding submission of AQAR for year 22-23.</p>	<p>AQAR format was discussed within the meeting and all incharges were asked to keep the documents ready</p>
<p>The principal suggested that all labs create generic SOPs and also noted that each lab must produce an annual report.</p>	<p>SOP for each procedure was made, Annual report of each lab prepared and kept in documentation.</p>
<p>A green club that is eco-friendly needs to be created and added..</p>	<p>The task was given to Kiran Madam. the green club was made.</p>
<p>The Green Club must cover all Green Day and Earth Day best practices. Additionally, the green club has its own goals, objectives, and reports, all of which need to be updated on a regular basis.</p>	<p>The documentation with reports were made. committee of green club was formed. activities like environment day earth day heritage day were covered under it.</p>
<p>Under optimal practices, PEACE foundation courses may be introduced.</p>	<p>PEACE chapter installation was done in the college and also college participated in many activities under the peace chapter</p>
<p>A group devoted to yoga is to be formed. Each person must receive a certificate.</p>	<p>On Occasion of health day yoga aerobics brisk walking activities were organized as a part of awareness students were awarded with certificates.</p>

	Followed by a group for yoga was getting prepared for yoga day
Regarding Grievance's only one box will be placed which will be opened in every week under surveillance and from there the grievances will be distributed to the respected cell.	Noticed was generated and circulated among the students and faculty.
Authenticate of professional feedback through signature and stamp. must be taken	Professional feedback collected in college were made authenticate with a geo tagged photographs
Infection control brochure to be added.	Infection control brochure as a part of course is under process
Orientation programme to be planned and made for all batches.	Orientation programmed was planned for 3 year and conducted during start of their session
Mobilization related to research shall be provided to staff and students.	Free access to all facilities for research was provided to faculty and students.
Involved all advance learners in Magazine committee	All the advance learner mostly from final year and third year were added in the magazine committee
New IGNOU to be added as an add on course.	Working on it. will implement one soon
Video making course can all be done as a short course skill course.	fashion technology institute was approached to start a course related to skill.

*Peddy*  
Coordinator IQAC

*Sitabai*  
Principal  
Principal  
Sitabai Nargundkar  
College of Nursing For Women, Nagpur



Maharshi Karve Stree Shikshan Samstha's  
**SITABAI NARGUNDKAR COLLEGE OF NURSING FOR WOMEN**  
College address :-Mounjesukli (Gupchup), Tal.Hingna, Nagpur 440015



Estd. : 2001

Sr. No.	Name of Committee Member	Designation	Sign
1.	Dr. Ujwala Deshpande	Management Representative	
2.	Shri.Shrikant Chitale	Management Representative	online mode
3.	Dr. Rupa Verma	Chairperson	online mode
4.	Mr. Lijit Thomos	Hospital Representative (Care Hospital )	online mode
5.	Ms. Deblina Roy	Research expert	
6.	Mrs. Shiba Rani	Hospital Representative (Kingsway Hospital)	D Roy @Rani
7.	Mrs. Tressa Francies	Hospital Representative (Wockhardt Hospital)	online mode
8.	Mrs. Surekha saraf	Nominee Social Representative	Surekha
9.	Mrs. Patricia Reddy	Co-ordinator, IQAC	Reddy
10.	Ms. Sukesni Suke	H.O.D. CHN	Suke...
11.	Mrs. Vandana Thangavel	H.O.D. MHN	
12.	Ms. Pallavi Bobade	Faculty Member	
13.	Ms. Smita Moon	Faculty Member	
14.	Mr. Ashish chokare	Administrative officer	
15.	Mrs. Aprana Ingole	Rep Library Dept	Ag
16.	Mr. Ghanshyam Meshram	Parents Representative	Ag
17.	Ms. Sakshi Manapure	Students Representative	Ghanshyam Sakshi
18.	Mrs. Shrutika Bhalerao	Alumnae Representative	Bhalerao

Sign Of Principal

Principal  
Sitabai Nargundkar  
College of Nursing For Women, Nagpur