



KMCT
COLLEGE OF NURSING

Recognized by Indian Nursing Council & Kerala Nurses and
Midwives Council & affiliated to Kerala University of Health Sciences

TO WHOMSOEVER IT MAY CONCERN

**This is to certify that the information in the attached documents is verified by me
and is true to the best of my knowledge**



Mageswari R
Prof Mageswari R
Principal
KMCT College of Nursing
Manassery Kozhikode 673602



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**CURRICULUM COMMITTEE MEETING
MINUTES
2022-23**

Mageswari R

Prof. MAGESWARI R
Principal
KMCT College of Nursing
Manassery, Kozhikode - 673 602

KMCT Medical College Campus, Manassery, Mukkom, Kozhikode-673602, Kerala

Phone: +91 495 2293040, Fax: +91 495 2295040

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CURRICULUM COMMITTEE MEETING MINUTES

2022-23

Mahesh

Prof Mageswari R
Principal
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Manassery Kozhikode 673602



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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 1/04/2022

Venue :- Principals cabin , KMCT CON , Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| Sl No | Name of the members | Designation | Signature of the members |
|-------|------------------------|---------------------|--------------------------|
| 1 | Prof. Mrs. R Mageswari | Principal | |
| 2 | Prof. Dr. Manjula S | Vice Principal | |
| 3 | Mrs. Steffy John | Professor | |
| 4 | Mrs. Rakhi Seban | Associate Professor | |
| 5 | Mrs. Lijna | Associate Professor | |
| 6 | Mrs. Shine Thomas | Associate Professor | |
| 7 | Ms. Neethu MV | Asst Professor | |
| 8 | Mrs. Aghila SB | Associate Professor | |
| 9 | Mrs. Shibili Abraham | Asst Professor | |

Agenda :

1. 4th year regular classes
2. Preparation of regular academic year of IIIrd year BSc Nursing
3. To discuss regarding next academic year activities and to plan sessional exam for all batches
4. interdisciplinary courses / interdepartmental courses
5. Add on Courses and Value added courses
6. NAAC Updates

With the blessing of Lord Almighty curriculum committee meeting was held on 1/04/2022 at 10:30 am . through offline meeting. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.



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| Sl NO. | Discussion | Action Taken |
|--------|---|---|
| 1 | <p>4th year regular classes</p> <p>It is decided to resume 4th year regular classes by 20/04/2022. Two months complete theory block upto July 31,2022.</p> <p>Mrs. Rakhi Seban : OBG – 130 hrs (Theory) + 640 hrs (Clinical)</p> <p>Mrs. Lijna : Nursing Management – 70 hrs</p> <p>Ms. Neethu Merin Varghese – Nursing education – 80 hrs</p> <p>Mrs. Steffy John – CHN- 100 hrs</p> <p>Students are informed on the previous day about the class.</p> <p>August : Community health Nursing and Obstetric and Gynaecology Nursing</p> | <p>4th year teachers has to prepare for the classes for the classes within 20/05/2022</p> <p>Education : give peer group teaching practice topics.</p> |
| 2 | <p>Preparation of regular academic year of IIIrd year BSc Nursing</p> <p>It was decided to start IIIrd year BSc Nursing regular classes from 31/05/2022 onwards.</p> <p>Class Coordinator : Prof . Dr. Ambika C</p> <p>Asst. Class Coordinator : Mrs. Shibili Abraham</p> <p>Subject Incharges :-</p> <p>Advanced Medical Surgical Nursing : Mrs. Soumya PB</p> <p>Child Health Nursing : Mrs. Shanthamma</p> <p>Mental Health Nursing : Prof. Mrs. Ambika C</p> <p>Nursing research and statistics : Mrs. shibili</p> <p>The sessional exam are planned in the months as follows :</p> <p>1st sessional exam – July</p> <p>2nd sessional exam – October</p> <p>3rd sessional exam – December</p> | <p>The teachers are given different subjects respectively and are the incharges of the same</p> |
| 3 | <p>To discuss regarding next academic year activities and to plan sessional exam for all batches</p> <p>Tentative date for</p> <p>1st year: 1st sessional exam was 30/05/2022.</p> <p>IIInd year :</p> | <p>The class coordinators and Asst coordinators</p> |



[Signature]
 Prof. Mageswari
 Principal



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| | <ul style="list-style-type: none"> - 1st sessional : July 3rd week - IInd sessional – oct 1st week - IIIrd sessional – January | <p>were given responsibilities</p> |
| | <p>Sanction of interdisciplinary courses / interdepartmental courses</p> <p>The chairperson gave an overview about the number of courses where interdisciplinary training needs to be built up in the programme.</p> <p><u>1st year BSc Nursing</u></p> <p>Anatomy (60hrs) Physiology (60 hrs) Microbiology (60hrs) Sociology (60hrs) Nutrition (60 hrs) Computer (25 hrs) Biochemistry (30hrs) Psychology (60hrs) English (30 hrs)</p> <p><u>2nd year BSc Nursing</u></p> <p>Medical Nursing (20hrs) Pharmacology (45hrs) Pathology (30hrs)</p> <p><u>3rd year BSc Nursing</u></p> <p>Medical Surgical Nursing (30hrs) Child Health Nursing (35 hrs) Mental Health Nursing (30hrs) Statistics (30Hrs)</p> <p><u>4th year BSc Nursing</u></p> <p>OBG (10hrs)</p> | <p>The subject teachers who are responsible for each subjects should see that they are looking to the completion of unit test.</p> |
| | <p>Add on Courses and Value added courses</p> <p>The chairman discussed about the success of value added and add</p> | <p>The new dates for</p> |



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Principal

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| <p>on courses to enrich the curriculum as per the institution form IQAC.</p> <p>The dates for value added and add on course courses were decided</p> <p>Value Added Course :</p> <p>1st Year: <i>Soft Skill Training Programme :</i></p> <p>IInd Year: <i>Yoga :</i></p> <p>IIIrd Year : <i>Professional Ettiques</i></p> <p>IVth Year: <i>Communication Skill and Therapeutic Nurse Patient relationship</i></p> <p>Add On Course :</p> <p>1st Year: <i>First Aid</i></p> <p>IInd Year: <i>Palliative Care</i></p> <p>IIIrd Year: <i>Transplant Nursing</i></p> <p>IVth Year : <i>Mid Level Health Povidier</i></p> | <p>the add on and value added courses have been decided .</p> |
| <p>NAAC updates</p> <p>To discuss regarding NAAC accreditation work.</p> <p>The criteria heads were asked for the updation of NAAC Work.</p> <p>Criteria 1: Mrs. Neethu M Varghese, Mrs. Shincy Susan</p> <p>Criteria 2 : Mrs. Lijna , Mrs. Neenu</p> <p>Criteria 3: Mrs. Aghila SB , Mrs. Nasmina</p> <p>Criteria 4 : Mrs. Rakhi</p> <p>Criteria 5 : Mrs. Steffy , Mrs. Kukcumol</p> <p>Criteria 6 : Mrs. Sruthi, Mrs. Shari,</p> <p>Criteria 7 : Mrs. Shibili, Mrs. Athira</p> <p>Criteria 8 : Mrs. Dona Prince , Mrs. Archana</p> | <p>The new staffs were allotted</p> |

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. MANJULA-S
Secretary
Place: Manassery
Date



Prof. 
Chairperson
Prof Mageswari R
Principal
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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 15/09/2022

Venue :- Principals cabin , KMCT CON , Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| SI No | Name of the members | Designation | Signature of the members |
|-------|------------------------|---------------------|--------------------------|
| 1 | Prof. Mrs. R Mageswari | Principal | |
| 2 | Prof. Dr. Manjula S | Vice Principal | |
| 3 | Mrs. Steffy John | Professor | |
| 4 | Mrs. Rakhi Seban | Associate Professor | |
| 5 | Mrs. Lijna | Associate Professor | |
| 6 | Mrs. Shine Thomas | Associate Professor | |
| 7 | Ms. Neethu MV | Asst Professor | |
| 8 | Mrs. Aghila SB | Associate Professor | |
| 9 | Mrs. Shibili Abraham | Asst Professor | |

Agenda :

1. Regular classes of all the batches
2. To discuss regarding next academic year activities and to plan sessional exam for all batches
3. starting of PBBSc Nursing in college and allocation of class coordinator and subject coordinators
4. interdisciplinary courses / interdepartmental courses
5. Add on Courses and Value added courses for PBBSc Nursing
6. NAAC Updates

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With the blessing of Lord Almighty curriculum committee meeting was held on 15/09/2022 at 10:30 am . through offline meeting. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| SI NO. | Discussion | Action Taken |
|--------|--|---|
| 1 | <p>Regular classes of all the batches</p> <p>It is discussed about the regular batches for all the batches.</p> <p>4th year: theory classes are going on and practical details are as follows. OBG and CHN posting going on. Nursing administration posting is over and educational visit is planned on October to visit the institutions in Delhi and Kullu manali. Education practical's planned after the visit.</p> <p>3rd year : Theory classes are going on and practical details are as follows. CHN, MSN and MHN posting in the parent hospitals are going on and waiting for the external posting in January.</p> <p>3rd sem : Theory classes are going on and practical details are as follows. Medical Surgical Nursing posting going on.</p> <p>1st sem : the classes are planned to start in October 2022.</p> | <p>The faculty has been informed about the updates of the following responsibilities. To prepare students for a good outcome.</p> |
| 2 | <p>To discuss regarding next academic year activities and to plan sessional exam for all batches</p> <p>4th year: second sessional – 5/11/2022-11/11/2022</p> <p>3rd year: second sessional - 12/11/2022 – 23/11/2022</p> <p>2nd year : second sessional – 17/10/2022 - 3/11/2022</p> <p>2nd Sem: second sessional – 28/12/2022 – 31/12/2022</p> | |
| 3 | <p>Starting of PBBS Nursing in college and allocation of class coordinator and subject coordinators</p> <p>PBBS first batch is to be starting in this academic year and would have inspections related to the same. The coordinators and the co-</p> | <p><i>R. Mageswari</i></p> |

R. Mageswari
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| | <p>coordinators have been decided and also the subject coordinators.</p> <p>Class coordinator : Mrs. Rakhi Seban</p> <p>Co- coordinator : Mrs. Aghila SB</p> <p>Subject Coordinators</p> <p>Biochemistry : Mrs. Aghila SB</p> <p>Biophysics : Mrs. Stephy</p> <p>Psychology : Mrs. Kukkulomol</p> <p>Microbiology : Mrs. Nasmina</p> <p>Maternal Nursing : Mrs. Rakhi</p> <p>Child Health Nursing : Mrs. Lijna</p> <p>Advance Nursing Practise : Mrs. Neenu</p> | |
| 4 | <p>Interdisciplinary courses / interdepartmental courses for PBBSc Nursing</p> <p>It is planned to have interdisciplinary courses for the PBBSc nursing students also and the respective subject coordinators are to keep the register of the external faculty regularly</p> | |
| 5 | <p>Add on Courses and Value added courses for PBBSc Nursing</p> <p>The value and add on courses for the PBBSc is to be given a choice of the which ever topic they want to appear from the choices given to the BSc nursing students</p> <p>The topics and the syllabus would remain the same</p> | |
| 6 | <p>Mentor Mentee programme</p> <p>The new batches given new mentors for their personal and professional development.</p> | <p>.the batch was divided into different groups for each mentors including slow, average and fast learners.</p> |
| 7 | <p>NAAC Updates</p> <p>To discuss regarding NAAC accreditation work.</p> <p>The criteria heads were asked for the updation of NAAC Work.</p> <p>Criteria 1: Mrs. Neethu M Varghese, Mrs. Shincy Susan</p> <p>Criteria 2 : Mrs. Lijna , Mrs. Neenu</p> <p>Criteria 3: Mrs. Aghila SB , Mrs. Nasmina</p> | <p><i>Maken</i></p> <p>Prof. MAGESWARAN Principal KMCT College of Nursing Manassery, Kozhikode 673 002</p> |




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| Criteria 4 : Mrs. Rakhi | |
| Criteria 5 : Mrs. Steffy , Mrs. Kukkumol | |
| Criteria 6 : Mrs. Sruthi, Mrs. Shari, | |
| Criteria 7 : Mrs. Shibili, Mrs. Athira | |
| Criteria 8 : Mrs. Dona Prince , Mrs. Archana | |

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary
Place: Manassery
Date

Prof. 
Chairperson


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CURRICULUM COMMITTEE MEETING MINUTES

2021-22



Mageswari R
Prof Mageswari R
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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 15/11/2021

Venue :- Principals cabin , KMCT CON , Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| Sl No | Name of the members | Designation | Signature of the members |
|-------|-------------------------|---------------------|--------------------------|
| 1 | Prof. Mrs. R Mageswari | Principal | |
| 2 | Prof. Dr. Manjula S | Vice Principal | |
| 3 | Mrs. Shine | Professor | |
| 4 | Mrs. Steffy John | Professor | |
| 5 | Mrs. Rakhi Seban | Professor | |
| 6 | Mrs. Archana | Lecturer | |
| 7 | Mrs. Shincy Susan Elias | Lecturer | |
| 8 | Mrs. Aghila S B | Associate Professor | |
| 9 | Mrs. Kukkulmol | Lecturer | |
| 10 | Mrs. Amrutha | Lecturer | |
| 11 | Mrs. Shibili Abraham | Asst Professor | |

Agenda :

- 1) Plan for Ist and IIIrd semester – New Academic year
- 2) Monitor progress of II Semester, IIInd year, IIIrd year and IV year

With the blessing of Lord Almighty curriculum committee meeting was held on 18/06/2021 at 10:30 am . through offline meeting. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| Sl NO. | Discussion | Action Taken |
|--------|---|------------------------------------|
| | Plan for Ist and IIIrd semester – New Academic year | Prof. Mageswari R Principal |



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| | <p>Course inauguration is planned on 30/11/2022 followed by the orientation program regarding college and hospital.</p> <p>Coordinator : Mrs. Shine Thomas</p> <p>Asst. Coordinator : Mrs. Kukku</p> <p>Subject teachers :</p> <ul style="list-style-type: none"> - Anatomy : external – Dr. Siddh Raj Internal – Mrs. Shine - Physiology – external – Dr. Ajini -internal - Prof. Dr. Manjula S , Mrs. Shincy, Mrs. Shilpa , Mrs. Amrutha - Sociology – external – Mrs. Shiji - internal – Mrs. Amrutha - Psychology – external – Mrs. Sreethu - internal – Mrs Kukkumol <p>Full theory block : December, January, February</p> <p>Partial Theory Block : March , April</p> <p>Ist sessional exam : Feb 1st week</p> <p>IInd sessional exam : April 3rd week</p> <p>Model Exam : May 2nd week</p> <p>Revision classes : April 4th week</p> | <p>The respective teachers are asked to plan the master rotation and clinical rotation plan.</p> |
| 2 | <p>Monitor progress of II Semester, IInd year, IIIrd year and IV year</p> <p>IV th year BSc Nursing</p> <ul style="list-style-type: none"> → Theory completion : 2nd week of February → III sessional Exam : 20/02.2023 onwards → Model exam : 8th march onwards → Revision : 16th March onwards <p>IIIrd Year BSc Nursing</p> <ul style="list-style-type: none"> → Research data collection : 13/02/2023- 17/02/2023 → IInd Sessional Exam : 20/02/2023 onwards → Files submission : 17/02/2023 | <p>The respective teachers are told to make revision plan and work towards the completion and submission of the registers</p> <p style="text-align: right;"><i>Mageswan R</i> Prof. Mageswan R</p> |



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| | <ul style="list-style-type: none">→ IInd Sessional Exam : 20/02/2023 onwards→ Files submission : 17/02/2023→ Model exam :08/03/2023→ Preparatory→ Preparatory holiday : 22/03/2023 <p>Faculty assigned for revision</p> <ul style="list-style-type: none">- MSN :Mrs Anjitha And Mrs. Neenu- CHN : Mrs. Shibili , Mrs. Athira- MHN : Mrs. Shine, Mrs. Kukku- Nursing Research : Mrs. Shibili, Mrs. Steffy , Mrs. Rakhi <p>IInd Year BSc Nursing</p> <ul style="list-style-type: none">- Theory completion : 30/01.2023- III sessional exam : 17/02/2023- File completion and submission: 31/01/2023- Model exam : 6/03/2023- Preparatory Leave : 5/4/2023 <p>Faculty assigned for revision :-</p> <ul style="list-style-type: none">→ Medical Nursing : Mrs. Archana→ Surgical Nursing : Mrs. Sruthi→ Sociology : Ms Athira→ Pharmacology : Mrs. Archana→ Community Health Nursing : Mrs. Shincy | |
| 3 | <p>Strategic Planning</p> <p>By the end of 2022 we are planning for MSc Nursing program and to upload the NAAC SSR without delay.</p> <p>The team members to have goo coordination and cooperation to work towards the improvement of the student outcome and deliver well equipped nurses.</p> | |
| 4 | <p>NAAC Updates</p> <p>To discuss regarding NAAC accreditation work.</p> <p>The criteria heads were asked for the updation of NAAC Work.</p> |  |




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| Criteria 1: Mrs. Neethu M Varghese, Mrs. Shincy Susan | |
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| Criteria 3: Mrs. Aghila SB , Mrs. Nasmina | |
| Criteria 4 : Mrs. Rakhi | |
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| Criteria 6 : Mrs. Sruthi, Mrs. Shari, | |
| Criteria 7 : Mrs. Shibili, Mrs. Athira | |
| Criteria 8 : Mrs. Dona Prince , Mrs. Archana | |

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary
Place: Manassery
Date

Prof. 
Chairperson


Prof. MAGESWARI R
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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 14/02/2021

Venue :- Principals cabin , KMCT CON , Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| Sl No | Name of the members | Designation | Signature of the members |
|-------|-------------------------|---------------------|--------------------------|
| 1 | Prof. Mrs. R Mageswari | Principal | |
| 2 | Prof. Ambika | Vice Principal | |
| 3 | Mrs. Shine | Professor | |
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| 9 | Mrs. Kukkumol | Lecturer | |
| 10 | Mrs. Amrutha | Lecturer | |
| 11 | Mrs. Shibili Abraham | Asst Professor | |

Agenda :

1. Updates on Ist and IIIrd semester – New Academic year
2. Confirming the dates of sessional exam and portions to be completed portions of II Semester, IInd year, IIIrd year and IV year
3. Strategic planning
4. NAAC update

With the blessing of Lord Almighty curriculum committee meeting was held on 15/11/2021 at 10:30 am . through offline meeting. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| Sl NO. | Discussion | Action Taken |
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|---|--|---|
| 1 | <p>Updates on Ist and IIIrd semester – New Academic year</p> <p>Course inauguration is planned on 30/11/2022 followed by the orientation program regarding college and hospital.</p> <p>Coordinator : Mrs. Shine Thomas Asst. Coordinator : Mrs. Kukku</p> <p>Subject teachers :</p> <ul style="list-style-type: none"> - Anatomy : external – Dr. Siddh Raj Internal – Mrs. Shine - Physiology – external – Dr. Ajini -internal - Mrs. Shilpa , Mrs. Amrutha - Sociology – external – Mrs. Shiji - internal – Mrs. Amrutha - Psychology – external – Mrs. Sreethu - internal – Mrs Kukcumol <p>Full theory block : December, january, February Partial Theory Block : March , April Ist sessional exam : Feb 1st week IInd sessional exam : April 3rd week Model Exam : May 2nd week Revision classes : April 4th week</p> | <p>The respective teachers are asked to plan the master rotation and clinical rotation plan.</p> |
| 2 | <p>Confirming the dates of sessional exam and portions to be completed portions of II Semester, IInd year, IIIrd year and IV year</p> <p>IV th year BSc Nursing</p> <ul style="list-style-type: none"> ➔ Theory completion : 2nd week of February ➔ III sessional Exam : 20/02.2023 onwards ➔ Model exam : 8th march onwards ➔ Revision : 16th March onwards <p>IIIrd Year BSc Nursing</p> <ul style="list-style-type: none"> ➔ Research data collection : 13/02/2023- 17/02/2023 ➔ IInd Sessional Exam : 20/02/2023 onwards | <p>The respective teachers are told to make revision plan and work towards the completion and submission of the registers</p> |

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| | <p>→ Files submission : 17/02/2023</p> <p>→ Model exam :08/03/2023</p> <p>→ Preparatory</p> <p>→ Preparatory holiday : 22/03/2023</p> <p>Faculty assigned for revision</p> <ul style="list-style-type: none">- MSN :mrs Anjitha And Mrs. Neenu- CHN : Mrs. Shibili , Mrs. Athira- MHN : Mrs. Shine, Mrs. Kukku- Nursing Research : Mrs. Shibili, Mrs. Steffy , Mrs. Rakhi <p>IInd Year BSc Nursing</p> <ul style="list-style-type: none">- Theory completion : 30/01.2023- III sessional exam : 17/02/2023- File completion and submission: 31/01/2023- Model exam : 6/03/2023- Preparatory Leave : 5/4/2023 <p>Faculty assigned for revision :-</p> <ul style="list-style-type: none">→ Medical Nursing : Mrs. Archana→ Surgical Nursing : Mrs. Sruthi→ Sociology : Ms Athira→ Pharmacology : Mrs. Archana→ Community Health Nursing : Mrs. Shincy | |
| 3 | <p>Strategic Planning</p> <p>By the end of 2022 we are planning for MSc Nursing program and to upload the NAAC SSR without delay.</p> <p>The team members to have goo coordination and cooperation to work towards the improvement of the student outcome and deliver well equipped nurses.</p> | |
| 4 | <p>NAAC Updates</p> <p>To discuss regarding NAAC accreditation work.</p> <p>The criteria heads were asked for the updation of NAAC Work.</p> <p>Criteria 1: Mrs. Neethu M Varghese,</p> <p>Criteria 2 : Mrs. Lijna , Mrs. Neenu</p> | <p><i>Handwritten signature</i></p> <p>Prof. MAGESWARI R Principal KMCT College of Nursing Manassery, Kozhikode - 673 602</p> |




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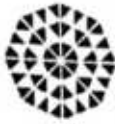
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| Criteria 3 : Mrs. Aghila SB , Mrs. Nasmina Criteria 4 : Mrs. Rakhi Criteria 5 : Mrs. Steffy , Mrs. Kukkumol Criteria 6 : Mrs. Sruthi, Mrs. Shari, Criteria 7 : Mrs. Shibili, Mrs. Athira Criteria 8 : Mrs. Dona Prince , Mrs. Archana | |
|--|--|

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary
Place: Manassery
Date

Prof. 
Chairperson
Prof. MAGESWARI R
Principal
KMCT College of Nursing
Manassery, Kozhikode - 673 602



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CURRICULUM COMMITTEE MINUTES

2020-21

Mabeen!
Prof Mageswari R
Principal
KMCT College of Nursing
Manassery Kozhikode 673602



KMCT Medical College Campus, Manassery, Mukkom, Kozhikode-673602, Kerala

Phone: +91 495 2293040, Fax: +91 495 2295040

Email: nursing@kmct.edu.in Website: <https://www.kmctnursingcollege.org/>



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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 18/06/2021

Venue :- Principals Cabin, KMCT CON, Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| SI No | Name of the members | Designation | Signature of the members |
|-------|------------------------|---------------------|--------------------------|
| 1 | Prof. Mrs. R Mageswari | Principal | |
| 2 | Prof. Ambika C | Vice Principal | |
| 3 | Mrs. Steffy John | Professor | |
| 3 | Mrs. Rakhi Seban | Associate Professor | |
| 4 | Mrs. Jeena Mathew | Associate Professor | |

Agenda :

7. Academic plan for the year 2021-2022
8. Interdisciplinary / Interdepartmental courses
9. Add on Courses and Value added courses
10. To discuss regarding NAAC accreditation work.
11. Mentor Mentee programme

Fees payment With the blessing of Lord Almighty curriculum committee meeting was held on 18/06/2021 at 10:30 am . through offline meeting. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| SI NO. | Discussion | Action Taken |
|--------|---|--|
| 1 | <p>Preparation of the academic plan for the year 2021-2022</p> <p><i>Ist Year BSc Nursing</i></p> <p>Class Coordinator : Mrs. Jeena Mathew Asst. Class Coordinator : Mrs. Shilpa K C</p> | <p>The respective teachers are asked to plan the master rotation and clinical rotation plan.</p> |

KMCT Medical College Campus, Manassery, Mukkom, Kozhikode-673602, Kerala

Phone: +91 495 2293040, Fax: +91 495 2295040

Email: nursing@kmct.edu.in Website: <https://www.kmctnursingcollege.org/>



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Subject Allotment :

- 1) Nursing Foundation
 - Mrs. Shilpa K C
 - Ms Athira
 - Mrs. Ashwathy
- 2) Anatomy : Mrs. Shincy
- 3) Physiology : Mrs. Dona Mohan
- 4) Microbiology : Ms. Roobiya
- 5) Biochemistry & Nutrition : Mrs. Smitha Mathews
- 6) Psychology : Mrs. Shilpa , Ms Alphy(Mrs. Jasna T)

IIInd Year BSc Nursing

Class Coordinator : Mrs. Steffy John

Asst. Class Coordinator : Ms.Nasmina

Subject Allotment :

- 1) Medical – Surgical Nursing -I
 - Mrs. Dona Prince
 - Mrs. Archana
 - Mrs. Anjitha
- 2) Community Health Nursing I
 - Mrs. Steffy John
 - Mrs. NAsmina
- 3) Pharmacology : Mrs. Reshmi M
- 4) Sociology : Ms. Athira

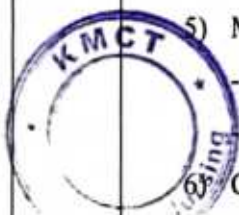
IIIrd Year BSc Nursing

Class Coordinator : Prof. Mrs. Ambika C

Asst. Class Coordinator : Mrs. Ashwathy

Subject Allotment :

- 5) Medical – Surgical Nursing -I
 - Mrs. Dona Prince
 - Mrs. Reshma
- Child Health Nursing
 - Mrs. Lijna

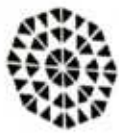


Mageswari R
Prof Mageswari R
Principal
KMCT College of Nursing
Manassery, Kozhikode - 673602

KMCT Medical College Campus, Manassery, Mukkom, Kozhikode - 673602, Kerala

Phone: +91 495 2293040, Fax: +91 495 2293040

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| | <ul style="list-style-type: none"> - Mrs. Ashwathy - Mrs. Athira <p>7) Mental Health Nursing</p> <ul style="list-style-type: none"> - Mrs. Ambika C - Mrs. Kukkulmol - Mrs. Soumya sree <p>8) Nursing research</p> <ul style="list-style-type: none"> - Mrs. Rakhi Seban <p>IVth Year BSc Nursing</p> <p>Class Coordinator : Mr. Rakhi Seban</p> <p>Asst. Class Coordinator : Ms. Neethu Merin Varghese</p> <p><u>Subject Allotment</u></p> <p>1) OBG</p> <ul style="list-style-type: none"> - Mrs. Rakhi Seban - Ms. Neethu Merin Varghese <p>2) Community Health Nursing</p> <ul style="list-style-type: none"> - Mrs. Steffy John - Mrs. Aghila SB <p>3) Nursing Education</p> <ul style="list-style-type: none"> - Mrs. Shine Thomas <p>4) Nursing Administration</p> <ul style="list-style-type: none"> - Mrs. Ambika C - Ms. Neethu Merin Varghese | |
| 2 | <p>Interdisciplinary / Interdepartmental courses</p> <p>The interdisciplinary and inter departmental courses of each year was discussed. Each subject coordinator was to send the letters to the respective departments for classes.</p> | <p>Arrange the classes of respective interdepartmental and interdisciplinary courses</p> |
| 3 | <p>Add on Courses and Value added courses</p> <p>As planned before For the benefit of the students to improve their social, skills, interpersonal skills and Nurse patient relationship it was planned to start a value added course.</p> <p>The value added course details are as it follows :</p> <p>Ist Year BSc Nursing : Soft Skill Training Programme</p> <p>IInd Year BSc Nursing : Yoga</p> <p>IIIrd Year BSc Nursing : Professional Ettiques</p> | <p>The dates and the resource persons were confirmed for the same</p> <p style="text-align: right;"><i>Mageswari</i> Prof Mageswari R Principal KMCT College of Nursing Manassery Kozhikode 673602, Kerala</p> |

KMCT Medical College Campus, Manassery, Mukkom, Kozhikode-673602, Kerala

Phone: +91 495 2293040, Fax: +91 495 2295040

Email: nursing@kmct.edu.in Website: <https://www.kmctnursingcollege.org/>



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| | <p>IV th Year BSc Nursing : Communication Skill and Therapeutic Nurse Patient relationship.</p> <p>The Add on course details are as it follows :</p> <p>Ist Year BSc Nursing : First Aid</p> <p>IInd Year BSc Nursing : Palliative Care</p> <p>IIIrd Year BSc Nursing : Transplant Nursing</p> <p>IV th Year BSc Nursing :Mid Level Health Povider</p> | |
| 4 | <p>To discuss regarding NAAC accreditation work.</p> <p>The criteria heads were asked for the updation of NAAC Work.</p> <p>Criteria 1: Mrs. Neethu</p> <p>Criteria 2 : Mrs. Lijna</p> <p>Criteria 3: Mrs. Aghila</p> <p>Criteria 4 : Mrs. Rakhi</p> <p>Criteria 5 : Mrs. Steffy</p> <p>Criteria 6 : Mrs. Shari</p> <p>Criteria 7 : Mrs. Shibili</p> <p>Criteria 8 : Mrs. Dona Prince</p> | <p>The criteria heads discussed about the updates of the naac work and asked for other members for their assistance , therefore other faculty was given for their assistance</p> |
| 5 | <p>Mentor Mentee programme</p> <p>The new batches given new mentors for their personal and professional development.</p> | <p>.the batch was divided into different groups for each mentors including slow, average and fast learners.</p> |
| | <p>Others</p> <p>4th year : Pending theory hours as follows</p> <ul style="list-style-type: none"> - Nursing education : 2 hrs - Nursing administration : 6 hrs - CHN : 15 hrs - Obstetrics : 15 hrs - Gynaecology: 15 hrs | <p>Principal instructed the class coordinators to divide the students into 3 groups based on their academic performance. Students in good category should be helped to secure more</p> |



Mahesh
Prof Mageswar
Principal
KMCT College of Nursing
Manassery Kozhikode 673602

KMCT Medical College Campus, Manassery, Mukkom, Kozhikode-673602, Kerala

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| | <p>Revision to be started from November second week</p> <p>Parents to be informed when students are absent</p> <p>Teachers incharge of revision</p> <p>Obstetrics : Mrs. Rakhi Seban</p> <p>Gynaecology : Ms. Neethu Merin Varghese</p> <p>Nursing Administration : Mrs. Ambika C</p> <p>Education : Mrs. Shine</p> <p>CHN : Mrs. Steffy John</p> <p>III rd year : Pending hours theory class as follows :</p> <p>Medical surgical II: 25 hrs</p> <p>Child Health Nursing: 10 hrs</p> <p>Mental Health Nursing : completed</p> <p>Nursing research : 8 hrs</p> <p>Statistics : 25hrs</p> <p>II nd years : Pending theory hours</p> <p>Sociology : completed by external faculty , internal – 33hrs</p> <p>Surgical Nursing :12 hrs</p> <p>Medical Nursing : 27 hrs</p> <p>Community Health Nursing : 25 hrs</p> <p>I year : pending theory hours as follows</p> <p>Anatomy : Complete</p> <p>Physiology : complete</p> <p>Microbiology : complete</p> | <p>and poor marks should be given extra revision hours.</p> |
| 7 | <p>NAAC Updates</p> <p>To discuss regarding NAAC accreditation work.</p> <p>The criteria heads were asked for the updation of NAAC Work.</p> <p>Criteria 1: Mrs. Neethu M Varghese, Mrs. Shincy Susan</p> <p>Criteria 2 : Mrs. Lijna , Mrs. Neenu</p> <p>Criteria 3: Mrs. Aghila SB , Mrs. Nasmina</p> | <p><i>clater</i></p> |




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| Criteria 4 : Mrs. Rakhi | |
| Criteria 5 : Mrs. Steffy , Mrs. Kukkulmol | |
| Criteria 6 : Mrs. Sruthi, Mrs. Shari, | |
| Criteria 7 : Mrs. Shibili, Mrs. Athira | |
| Criteria 8 : Mrs. Dona Prince , Mrs. Archana | |

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary
Place: Manassery
Date

Prof. 
Chairperson

Prof. MAGESWARI R
Principal
KMCT College of Nursing
Manassery, Kozhikode - 673 602



MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 18/01/2021

Venue :- Principal Cabin, KMCT College of Nursing, Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| Sl. No. | Names | Designation | Sign |
|---------|------------------------|---------------------|------|
| 1 | Prof. Mrs. R Mageswari | Principal | |
| 2 | Prof. Dr. Ambika C | Vice Principal | |
| 3 | Mrs. Steffy John | Professor | |
| 4 | Mrs. Rakhi Seban | Associate Professor | |
| 5 | Mr. Raldin George | Assistant Professor | |
| 6 | Mrs. Dona Prince | Assistant Professor | |

Agenda :

1. Academic plan for the year 2020-2021
2. Interdisciplinary / Interdepartmental courses
3. Discuss the clinical posting of IV year and third year BSc students
4. Analysis of sessional exam marks
5. Add on Courses and Value added courses
6. NAAC updates

With the blessing of Lord Almighty curriculum committee meeting was held on 18/01/2021 at 10:30 am . in the Principal Cabin. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| Sl NO. | Discussion | Action Taken |
|--------|---|--------------------|
| 1 | Academic plan for the year 2020-2021 The chairperson gave a general overview about the activities to | The respective |



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| <p>be conducted in the year 2020-2021. The committee members discussed subject allotment.</p> <p>Allotment of individual responsibility to teachers</p> <p>7) <i>Subject incharges for all batches</i></p> <p><u>4th year BSc Nursing</u></p> <p>Class Coordinator : Mrs. Rakhi Seban Asst Class Coordinator: Mrs. Akhila</p> <ul style="list-style-type: none">- OBG: Mrs. Rakhi Seban- CHN : Mrs. Steffy John- Nursing Education : Mrs. Akhila- Nursing Management : Prof. Dr. Ambika C <p><u>3rd year BSc Nursing</u></p> <p>Class Coordinator : Mr. Raldin George Asst Class Coordinator: Mrs. Anjitha</p> <ul style="list-style-type: none">- Mental Health Nursing : Prof. Dr. Ambika C- Child Health Nursing : Ms. Aswathi P- Advanced Medical Surgical Nursing : Mrs. Anjitha- Nursing research : Mrs. Steffy John <p><u>2nd year BSc Nursing</u></p> <p>Class Coordinator : Mrs. Steffy John Asst Class Coordinator: Mrs. Nasmina</p> <ul style="list-style-type: none">- Medical Nursing : Mrs. Anjitha- Surgical Nursing : Mrs. Sruthi- Pharmacology : Mrs. Soumyasree- Community Health Nursing : Mrs. Aghila- Sociology : Mrs. Shilpa P V & Ms. Athira <p><u>1st year BSc Nursing</u></p> <p>Class Coordinator : Mrs. Dona Prince Asst Class Coordinator: Mrs. Athira</p> <ul style="list-style-type: none">- Anatomy : Mrs. Shipla- Physiology : Ms. Shari | <p>teachers are asked to plan the master rotation and clinical rotation plan.</p> <p><i>Mahesh</i></p> |
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| | <ul style="list-style-type: none"> - Microbiology : Mrs. NAsmina - Biochemistry & Nutrition : Mrs. Vaishnavi and Mrs. Shilpa - Psychology : Mrs. Kukkulmol - Nursing Foundation : Mrs. Sruthi | |
| 2 | <p>Sanction of interdisciplinary courses / interdepartmental courses</p> <p>The chairperson gave an overview about the number of courses where interdisciplinary training needs to be built up in the programme.</p> <p><u>1st year BSc Nursing</u></p> <p>Anatomy (60hrs) Physiology (60 hrs) Microbiology (60hrs) Sociology (60hrs) Nutrition (60 hrs) Computer (25 hrs) Biochemistry (30hrs) Psychology (60hrs) English (30 hrs)</p> <p><u>2nd year BSc Nursing</u></p> <p>Medical Nursing (20hrs) Pharmacology (45hrs) Pathology (30hrs)</p> <p><u>3rd year BSc Nursing</u></p> <p>Medical Surgical Nursing (30hrs) Child Health Nursing (35 hrs) Mental Health Nursing (30hrs) Statistics (30Hrs)</p> | <p>The subject teachers who are responsible for each subjects should see that they are looking to the completion of unit test.</p> |

Handwritten signature: Malan

Watermark: Prof. MAGE SWARI R, KMCT College of Nursing, Manassery, Kozhikode-673602



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|---|--|---|
| | <p><u>4th year BSc Nursing</u> OBG (10hrs)</p> | |
| 3 | <p>Discuss the clinical posting of IV year and third year BSc students Clinical posting of fourth year started on 03/01/2021 onwards. They are staying back for 2 weeks. All the instructions were given to students about maintaining COVID protocol.</p> | <p>It is decided to call the third years for their posting after 2 weeks</p> |
| 4 | <p>Analysis of sessional exam marks Two sessional exams of all batches have completed. All class coordinators were instructed to complete the internal mark register.</p> | <p>Decided to take the remedial measures for students who got poor marks.</p> |
| 5 | <p>Add on Courses and Value added courses The chairman discussed about the success of value added and add on courses to enrich the curriculum as per the institution form IQAC. The dates for value added and add on course courses were decided Value Added Course : 1st Year: <i>Soft Skill Training Programme :</i> IInd Year: <i>Yoga :</i> IIIrd Year : <i>Professional Ettiques</i> IV th Year: <i>Communication Skill and Therapeutic Nurse Patient relationship</i> Add On Course : 1st Year: <i>First Aid</i> IInd Year: <i>Palliative Care</i> IIIrd Year: <i>Transplant Nursing</i> IV th Year : <i>Mid Level Health Povider</i></p> | <p>The new dates for the add on and value added courses base been decided</p> <p style="text-align: right;"><i>Alaben</i></p> |



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| 6 | To discuss regarding NAAC accreditation work. The criteria heads were asked for the updation of NAAC Work. Criteria 1: Mrs. Shilpa Criteria 2 : Mrs. Lijna Criteria 3: Mrs. Akhila Criteria 4 : Mrs. Rakhi Criteria 5 : Mrs. Steffy Criteria 6 : Mrs. Vaishnavi Criteria 7 : Mrs. Nasmina Criteria 8 : Mrs. Dona Prince | |
| 7 | Strategic Planning The work for NAAC is going on in full swing. Updating the files and the programmes held is clearly to the benefit of the students and their improvement. | |

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary

Prof. 
Chairperson

Place: Manassery
Date

Prof. MAGESWARI R
Principal
KMCT College of Nursing
Manassery, Kozhikode - 673 602



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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- Date :- 25/03/2021

Venue :- Principal Cabin, KMCT College of Nursing, Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| SI No | Name of the members | Designation | Signature of the members |
|-------|------------------------|---------------------|--------------------------|
| 1 | Prof. Mrs. R Mageswari | Principal | |
| 2 | Prof. Ambika C | Vice Principal | |
| 3 | Mrs. Steffy John | Professor | |
| 4 | Mrs. Rakhi Seban | Associate Professor | |
| 5 | Mr. Raldin George | Assistant Professor | |
| 6 | Mrs. Dona Prince | Assistant Professor | |

Agenda :

- 1) To discuss the progress of clinical posting and online classes
- 2) To discuss the third year supplementary result percentage
- 3) To purchase latest books for the year 2021-2022, as per the teachers requirement.
- 4) Result analysis
- 5) University exam – 4th years and internal marks

With the blessing of Lord Almighty curriculum committee meeting was held on 25/02/2020 at 10:30 am . in the Principal Cabin. Under the guidance of Principal cum chairperson Prof. R. Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| SI NO. | Discussion | Action Taken |
|--------|--|---|
| 1 | Progress of clinical posting and online classes Clinical posting for 4 th year and 3 rd year completed for two weeks. Students are strictly following the covid protocols. Online classes are also progressing. | Every week Covid jagratha Samithi report is send to the University. |
| 2 | the third year supplementary result percentage The third yearsupplementary exam results were published | Teachers were instructed to plan remedial measures |

KMCT Medical College Campus, Manassery, Mukkom, Nozhikode-673602, Kerala

Phone: +91 495 2293040, Fax: +91 495 2295040

Email: nursing@kmct.edu.in Website: <https://www.kmctnursingcollege.org/>




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|---|---|---|
| | on 8/2/2021. Out of 12 students 9 students passes (75%). | for the students who failed. |
| 3 | <p>purchase latest books for the year 2021-2022, as per the teachers requirement.</p> <p>Library facilities are increased such as ordered now journals and books after discussion with faculty members. A separate area allotted for PG students (towards MSc Nursing).</p> | On 02/02/2021 library books quotation taken for Rs. 42,000/-. |
| 4 | <p>Result analysis</p> <p>The results of the previous year were</p> <ul style="list-style-type: none"> - The result for 2016-2020 batch were published on 04/02/2020 (third Year). 47 students and among them 35 students passed for the examination. The percentage was 74.46%. - The results for 2017-2021 batch, 2nd year examinations was appeared by 45 students and among them 29 students passed. The percentage was 64.44%. - The 2018-2022 batch their first year exam appeared by 42 students (total intake was 45) among them 25 passed for the examination. The percentage was 59.52%. the results was published on 10/03/2020. | It is decided to give individual responsibility to teachers for each subjects towards increase of pass percentage qualitatively. Faculties allotted for individual subjects having responsibility to conduct revision class, revision test and prepare revision plan notes. |
| 5 | <p>University exam – 4th years and internal marks</p> <p>University exam for the fourth year BSc nursing students starts from 20/04/2021.</p> | Internal marks and attendance are send to KUHS. |

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary
Place: Manassery
Date



Prof. 

Chairperson
Prof. Mageswari R
Principal
KMCT College of Nursing
Manassery Kozhikode 673602

KMCT Medical College Campus, Manassery, Mukkom, Kozhikode-673602, Kerala

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CURRICULUM COMMITTEE MINUTES

2019-20



Mageswari R
Prof Mageswari R
Principal
KMCT College of Nursing
Manassery Kozhikode 673602



MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- Date :- 25/05/2019

Venue :- Principal Cabin, KMCT College of Nursing, Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| Sl. No. | Names | Designation | Sign |
|---------|------------------------|---------------------|------------------|
| 1 | Prof. Mrs. R Mageswari | Principal | <i>Mageswari</i> |
| 2 | Mrs. Steffy John | Professor | <i>Steffy</i> |
| 3 | Mrs. Rakhi Seban | Associate Professor | <i>Rakhi</i> |
| 4 | Mr. Raldin George | Assistant Professor | <i>Raldin</i> |
| 5 | Mrs. Meethu Scaria | Assistant Professor | <i>Meethu</i> |
| 6 | Mr. Deepak | Assistant Professor | <i>Deepak</i> |

Agenda :

- 1) Academic plan for the year 2019-2020
- 2) Sanction of interdisciplinary courses
- 3) Add on Courses and Value added courses
- 4) NAAC updates

With the blessing of Lord Almighty curriculum committee meeting was held on 25/05/2019 at 10:30 am . in the Principal Cabin. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

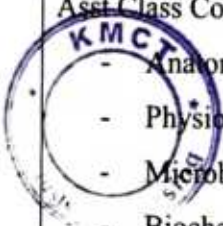
| Sl NO. | Discussion | Action Taken |
|--------|---|--|
| 1 | <p>Academic plan for the year 2019-2020</p> <p>The chairperson gave a general overview about the activities to be conducted in the year 2019-2020. The committee members discussed subject allotment.</p> <p>Allotment of individual responsibility to teachers</p> | <p>The respective teachers are asked to prepare the master rotation and clinical</p> |



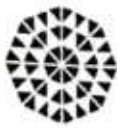
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| <p>8) Subject incharges for all batches</p> <p><u>4th year BSc Nursing</u></p> <p>Class Coordinator : Mrs. Rakhi Seban</p> <p>Asst Class Coordinator: Mrs. Reshmi</p> <ul style="list-style-type: none">- OBG: Mrs. Rakhi Seban- CHN : Mr. Deepak- Nursing Education : Mrs. Deepa- Nursing Management : Mrs. Reshmi <p><u>3rd year BSc Nursing</u></p> <p>Class Coordinator : Mr. Raldin George</p> <p>Asst Class Coordinator: Mrs. Meethu Scaria</p> <ul style="list-style-type: none">- Mental Health Nursing : Mrs. Jasna- Child Health Nursing : Mrs. Meethu Scaria- Advanced Medical Surgical Nursing : Mr. Raldin George- Nursing research : Mrs. Steffy John <p><u>2nd year BSc Nursing</u></p> <p>Class Coordinator : Mrs. Steffy John</p> <p>Asst Class Coordinator: Ms. Alphy</p> <ul style="list-style-type: none">- Medical Nursing : Mrs. Ranjitha Jose- Surgical Nursing : Mrs. Dona Prince- Pharmacology : Mrs. Reshmi M- Community Health Nursing : Mrs. Steffy John- Sociology : Ms. Alphy <p><u>1st year BSc Nursing</u></p> <p>Class Coordinator : Mrs. Dona Prince</p> <p>Asst Class Coordinator: Mrs. Candis</p> <ul style="list-style-type: none">- Anatomy : Mrs. Shincy- Physiology : Mrs. Dona Mohan- Microbiology : Ms. Roobiya- Biochemistry & Nutrition : Mrs. Smitha Mathews | <p>rotation plan.</p> |
|---|-----------------------|



Mageswari R
Prof Mageswari R
Principal
KMCT College of Nursing
Manassery Kozhikode 673602



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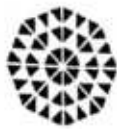
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| | | |
|---|--|--|
| | <ul style="list-style-type: none"> - Psychology : Mrs. Shilpa , Ms Alphy(Mrs. Jasna T) - Nursing Foundation : Mrs. Candis & Mrs. Dona Prince | |
| 2 | <p>Sanction of interdisciplinary courses / interdepartmental courses</p> <p>The chairperson gave an overview about the number of courses where interdisciplinary training needs to be built up in the programme.</p> <p><u>1st year BSc Nursing</u></p> <p>Anatomy (60hrs) Physiology (60 hrs) Microbiology (60hrs) Sociology (60hrs) Nutrition (60 hrs) Computer (25 hrs) Biochemistry (30hrs) Psychology (60hrs) English (30 hrs)</p> <p><u>2nd year BSc Nursing</u></p> <p>Medical Nursing (20hrs) Pharmacology (45hrs) Pathology (30hrs)</p> <p><u>3rd year BSc Nursing</u></p> <p>Medical Surgical Nursing (30hrs) Child Health Nursing (35 hrs) Mental Health Nursing (30hrs) Statistics (30Hrs)</p> <p><u>4th year BSc Nursing</u></p> <p>OBG (10hrs)</p> | <p>The subject teachers who are responsible for each subjects should see that they are looking to the completion of unit test.</p> |
| 2 | <p>Add on Courses and Value added courses</p> <p>The chairman discussed about the success of value added and add on courses to enrich the curriculum as per the institution</p> | <p>The new dates for the add on and value</p> |



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 Prof Mageswari R
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| <p>form IQAC.</p> <p>The dates for value added and add on course courses were decided</p> <p>Value Added Course :</p> <p>Ist Year</p> <p>IInd Year</p> <p>IIIrd Year :</p> <p>IVth Year:</p> <p><i>relationship</i></p> <p>Add On Course :</p> <p>Ist Year: <i>First Aid</i></p> <p>IInd Year: <i>Palliative Care</i></p> <p>IIIrd Year: <i>Transplant Nursing</i></p> <p>IVth Year : <i>Mid Level Health Povidier</i></p> | <p>added courses hase been decided .</p> |
| <p>NAAC updates</p> <p>To discuss regarding NAAC accreditation work.</p> <p>The criteria heads were asked for the updation of NAAC Work.</p> <p>Criteria 1: Mrs. Shilpa</p> <p>Criteria 2 : Mrs. Lijna</p> <p>Criteria 3: Mrs. Akhila</p> <p>Criteria 4 : Mrs. Rakhi</p> <p>Criteria 5 : Mrs. Steffy</p> <p>Criteria 6 : Mrs. Vaishnavi</p> <p>Criteria 7 : Mrs. Nasmina</p> <p>Criteria 8 : Mrs. Dona Prince</p> | <p>The new staffs were allotted</p> |

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary

Place: Manassery
Date

Prof. 
Chairperson
KMCT College of Nursing
Manassery Kozhikode 673602

KMCT Medical College Campus, Manassery, Mukkom, Kozhikode-673602, Kerala

Phone: +91 495 2293040, Fax: +91 495 2295040

Email: nursing@kmct.edu.in Website: <https://www.kmctnursingcollege.org/>



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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- Date :- 25/02/2020

Venue :- Principal Cabin, KMCT College of Nursing, Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| Sl. No. | Names | Designation | Sign |
|---------|------------------------|---------------------|------------------|
| 1 | Prof. Mrs. R Mageswari | Principal | <i>Mageswari</i> |
| 2 | Mrs. Steffy John | Professor | <i>Steffy</i> |
| 3 | Mrs. Rakhi Seban | Associate Professor | <i>Rakhi</i> |
| 4 | Mr. Raldin George | Assistant Professor | <i>Raldin</i> |
| 5 | Mrs. Meethu Scaria | Assistant Professor | <i>Meethu</i> |
| 6 | Mr. Deepak | Assistant Professor | <i>Deepak</i> |

Agenda :

- 1) Allotment of faculty for clinical posting
- 2) Finalization of clinical rotation plan

With the blessing of Lord Almighty curriculum committee meeting was held on 25/02/2020 at 10:30 am . in the Principal Cabin. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| SI NO. | Discussion | Action Taken |
|--------|---|---|
| 1 | Allotment of faculty for clinical posting 4th Year BSc Nursng OBG : Mrs. Rakhi Seban , Mrs. Reshmi Communty Health Nursing : Mrs. Steffy , Mr. Deepak 3rd year BSc Nursing Medical Surgical Nursing : Mrs. Dona Prince Mental health Nursing : Mrs. Jasna | Chairperson also informed regarding the clubbing of external classes for different branches on similar topics, uniformity in care plan, monthly |



Mageswari
Prof Mageswari
Principal,
KMCT College of Nursing
Manassery, Kozhikode 673602

KMCT Medical College Campus, Manassery, Mukkom, Kozhikode-673602, Kerala

Phone: +91 495 2293040, Fax: +91 495 2295040

Email: nursing@kmct.edu.in Website: <https://www.kmctnursingcollege.org/>




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| | | |
|---|---|---|
| | <p>Mental health Nursing : Mrs. Jasna</p> <p>Child Health Nursing : Mrs. Dona Mohan</p> <p>2nd BSc Nursing</p> <p>Surgical Nursing : Mrs. Dona Prince , Mrs. Meethu Scaria</p> <p>Medical Nursing : Mrs. Ranjitha Jose</p> <p>Community Health Nursing : Mrs. Steffy , Mrs. Shincy</p> <p>1st Year BSc Nursing</p> <p>Nursing Foundation : Mrs. Candice , Mrs. Roobiya,</p> | <p>plan, monthly clinical meetings and maintenance of clinical diary.</p> |
| 2 | <p>Finalization of clinical rotation plan</p> <p>Each batch teachers were told to finalize the clinical rotation plan And get the NOC for the clinical posting other than the parent hospital for the next academic year also.</p> | |
| 3 | <p>NAAC updates</p> <p>To discuss regarding NAAC accreditation work.</p> <p>The criteria heads were asked for the updation of NAAC Work.</p> <p>Criteria 1: Mrs. Shilpa</p> <p>Criteria 2 : Mrs. Lijna</p> <p>Criteria 3: Mrs. Akhila</p> <p>Criteria 4 : Mrs. Rakhi</p> <p>Criteria 5 : Mrs. Steffy</p> <p>Criteria 6 : Mrs. Vaishnavi</p> <p>Criteria 7 : Mrs. Nasmina</p> <p>Criteria 8 : Mrs. Dona Prince</p> | <p>The new staffs were allotted</p> |

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary

Prof. 
Chairperson
Manassery
KMCT College of Nursing
Kozhikode - 673 602
Principal
Prof. MAGESWARI R

Place: Manassery
Date



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CURRICULUM COMMITTEE MINUTES

2018-19



Mageswari R
Prof Mageswari R
Principal
KMCT College of Nursing
Manassery Kozhikode 673602



MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 15/09/2018

Venue :- Principal Cabin

Time:-. 10:30 am to 12:30 pm

Members Present :-

| Sl. No. | Names | Designation | Sign |
|---------|------------------------|---------------------|--------------------|
| 1 | Prof. Mrs. R Mageswari | Principal | <i>[Signature]</i> |
| 2 | Mrs. Jasna | Vice Principal | <i>[Signature]</i> |
| 3 | Mrs. Rakhi Seban | Associate Professor | <i>[Signature]</i> |
| 4 | Mr. Raldin George | Assistant Professor | <i>[Signature]</i> |
| 5 | Mrs. Meethu Scaria | Assistant Professor | <i>[Signature]</i> |
| 6 | Mr. Deepak | Assistant Professor | <i>[Signature]</i> |

Agenda :

- 1) Promotion of Batches
- 2) Preparation of the academic plan for the year 2018-2019
- 3) Planning of Value added Courses
- 4) Planning for Add on Courses and its topics
- 5) CNE and Faculty development programme
- 6) Others

With the blessing of Lord Almighty curriculum committee meeting was held on 15/09/2018 at 10:30 am . in the Principal Cabin. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

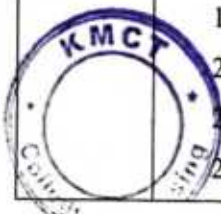
| SI NO. | Discussion | Action Taken |
|--------|--|---|
| 1 | <p>Promotion of Batches</p> <p>III year → IV year : 03/10/2018</p> <p>II year → III Year : 17/09/2018</p> <p>I Year → II year : 06/10/2018</p> <p>IY year BSc Nursing class to commence on 08/10/2018</p> | <p>Planned the Class</p> <p>Coordinators and</p> <p>Asst. Class</p> <p>Coordinators and</p> <p>subject teachers for</p> <p>each classes</p> |



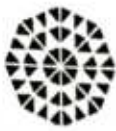
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Prof. Mageswari R
Principal
KMCT College of Nursing
Manassery, Kozhikode 673602



| | | |
|---|---|--|
| 2 | <p>Preparation of the academic plan for the year 2018-2019</p> <p><i>Ist Year BSc Nursing</i></p> <p>Class Coordinator : Mrs. Rakhi Seban Asst. Class Coordinator : Mrs. Nasheeda <u>Subject Allotment : Nursing Foundation</u></p> <p>9) Mrs. Rakhi Seban 10) Mrs. Nasheeda 11) Mrs. Dona Mohan 12) Mrs. Alphy</p> <p><i>IInd Year BSc Nursing</i></p> <p>Class Coordinator : Mr. Raldin George Asst. Class Coordinator : Ms. Ranjitha <u>Subject Allotment :</u></p> <p>1) Medical – Surgical Nursing -I 13) Mrs. Dona Prince 14) Mr. Raldin George 15) Ms. Ranjitha 16) Mrs. Candice 17) Mrs. Reshmi M 18) Mrs. Reshmi R 2) Community Health Nursing 19) Mrs. Steffy John 20) Mrs. Shincy Susan</p> <p><i>IIIrd Year BSc Nursing</i></p> <p>Class Coordinator : Mrs. Meethu Scaria Asst. Class Coordinator : Mrs. Reshmi M <u>Subject Allotment :</u></p> <p>1) Medical – Surgical Nursing -I 21) Mrs. Dona Prince 22) Mrs. Reshmi M 23) Mrs. Reshmi R</p> | <p>The subject teachers who are responsible for each subjects should see that they are looking to the completion of unit test.</p> |
|---|---|--|



Mageswari R
Prof Mageswari R
Principal
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Manassery Kozhikode 673602



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| | <p>24) Mrs. Smitha 2) Child Health Nursing 25) Mrs. Meethu Scaria 26) Mrs. Lijna 3) Mental Health Nursing 27) Mrs. Jasna 28) Mrs. Shilpa 4) Nursing research 29) Mrs. Steffy John</p> | |
| | <p>IVth Year BSc Nursing Class Coordinator : Mr. Deepak Asst. Class Coordinator : Mrs. Deepa <u>Subject Allotment</u> 5) OBG 30) Mrs. Rakhi Seban 6) Community Health Nursing 31) Mr. Deepak 32) Mrs. Shincy Susan 7) Nursing Education 33) Mrs. Deepa 8) Nursing Administration 34) Mrs. Jasna</p> | |
| 3 | <p>III) Planning of Value added Courses As planned before For the benefit of the students to improve their social, skills, interpersonal skills and Nurse patient relationship it was planned to start a value added course. The course details are as it follows : Ist Year BSc Nursing : Soft Skill Training Programme IInd Year BSc Nursing : Yoga IIIrd Year BSc Nursing : Professional Etiques IVth Year BSc Nursing : Communication Skill and Therapeutic Nurse Patient relationship</p> | <p>The details of the Program coordinators and the resource person was to be finalised as soon as possible</p> |



Mageswar R
Prof Mageswar R
Principal
KMCT College of Nursing
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| 4 | IV) Planning for Add on Courses and its topics As planned before For the benefit of the students to improve their Nursing Knowledge and Skills, it was planned to start a Add On course. The course details are as it follows : 1 st Year BSc Nursing : First Aid IInd Year BSc Nursing : Palliative Care IIIrd Year BSc Nursing : Transplant Nursing IV th Year BSc Nursing :Mid Level Health Povider | The details of the Program coordinators and the resource person was to be finalised as soon as possible |
| 5 | V) Others a) Feedback Of stake holders As per the Feedback, taken from the students, faculty , professionals, alumni and employers | It was decided that to continue with the measures used in the teaching earning process. |
| 6 | CNE and Faculty development programme To be conducted in institutional level. Principal instructed faculty to plan for atleast 2-3 workshops / conferences in this academic year. | The topic to be submitted in the next curriculum committee meeting. |

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary
Place: Manassery
Date:

Prof. 
Chairperson
Prof. Mageswari R
Principal
KMCT College of Nursing
Manassery Kozhikode 673602

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Phone: +91 495 2293040, Fax: +91 495 2295040

Email: nursing@kmct.edu.in Website: <https://www.kmctnursingcollege.org/>



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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 30/10/2018

Venue :- Principal Cabin, KMCT College of Nursing, Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| Sl. No. | Names | Designation | Sign |
|---------|------------------------|---------------------|------|
| 1 | Prof. Mrs. R Mageswari | Principal | |
| 2 | Mrs. Jasna | Vice Principal | |
| 3 | Mrs. Rakhi Seban | Associate Professor | |
| 4 | Mr. Raldin George | Assistant Professor | |
| 5 | Mrs. Meethu Scaria | Assistant Professor | |
| 6 | Mr. Deepak | Assistant Professor | |

Agenda :

1. Conduct of Ist sessional exam
2. Educational trip IV th year
3. Lamp lighting
4. CNE and Faculty development programme
5. NAAC Work Discussion
6. Others : value added and add on course

With the blessing of Lord Almighty curriculum committee meeting was held on 30/10/2018 at 10:30 am . in the Principal Cabin. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| SI NO. | Discussion | Action Taken |
|--------|--|---|
| 1 | <p>Conduct of Ist sessional exam</p> <p>IV year : 04/1/2019 onwards</p> <p>III year : 08/01/2019 onwards</p> <p>II year : 08/1/2019 onwards</p> | <p>The respected subject teachers were instructed to get complete the respective portions for</p> <p></p> |

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Email: nursing@kmct.edu.in Website: <https://www.kmctnursingcollege.org/>



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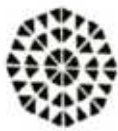
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| | | Ist sessional exam |
|---|--|--|
| 2 | Educational trip for IV BSc It is informed to the students that they are permitted to go for a Delhi trip this year. They are asked to take consent from the parents for the same. | The parents were told about the educational trip and the approximate amount of the same. The consent forms were to be given to the students before hand as the hostels students go home they can get it signed from their parents. |
| 3 | Lamp lightening of Ist year BSc Nursing The lamp Lightening ceremony is tentatively planned on 30/01/2019 | The first year teachers were instructed to give appropriate instructions about the ceremony to the parents as well as the students. The venue to be planned and decided. |
| 4 | CNE and Faculty development programme The topics, date and resourse person discussed are as follows :  1) Qualitative research – 22/12/2018- Mrs. Jasna ,Vice Principal , & Mr. Raldin George , Asst Professor , KMCT Con 2) Critical Care Nursing – 3/2/2029 - Mrs. Jasna | As per the previous meeting the topics, approximate date and the resourse person decided.  Prof. Mageswari R Principal KMCT College of Nursing Manassery, Kozhikode 673602 |

KMCT Medical College Campus, Manassery, Mukkom, Kozhikode - 673602, Kerala

Phone: +91 495 2293040, Fax: +91 495 2295040

Email: nursing@kmct.edu.in Website: <https://www.kmctnursingcollege.org/>



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| | <p>,Vice Principal</p> <p>3) Infection Control – 27/4/2019 – Mr. Raldin George</p> <p>4) Intellectual property rights – 19/03/2019- Prof. R Mageswari, Principal, KMCT CON</p> | |
| | <p>NAAC Work Discussion</p> <p>It is decided to have atleast two persons responsible for one criteria of NAAC.</p> <p>Criteria 1: Mrs. Shincy</p> <p>Criteria 2 : Mrs. Lijna</p> <p>Criteria 3: Mr. Deepak</p> <p>Criteria 4 : Mrs. Rakhi</p> <p>Criteria 5 : Mrs. Steffy</p> <p>Criteria 6 : Mrs. Deepa</p> <p>Criteria 7 : Mrs. Shilpa KC</p> <p>Criteria 8 : Mrs. Dona Prince</p> | <p>It was decided to allocate different faculty for separate teachers for each criteria and instructed to collect data and plan for different programmes.</p> |
| 5 | <p>Others : value added and add on course</p> <p>The dates for value added and add on course courses were decided</p> <p>Value Added Course :</p> <p>Ist Year:</p> <p>IInd Year:</p> <p>IIIrd Year :</p> <p>IVth Year:</p> <p>Add On Course :</p> <p>Ist Year: <i>First Aid</i></p> <p>IInd Year: <i>Palliative Care</i></p> <p>IIIrd Year: <i>Transplant Nursing</i></p> <p>IVth Year : <i>Mid Level Health Povider</i></p> | <p>Instructions given to departments regarding conduct of add on courses</p> <p>Value Added Course :</p> <p>Ist Year: Soft Skill Training Programme</p> <p>IInd Year: Yoga</p> <p>IIIrd Year :</p> <p>Professional Ettiques</p> <p>IVth Year:</p> <p>Communication Skill and Therapeutic Nursing</p> |



Mageswari
Prof Mageswari R
Principal
KMCT College of Nursing
Manassery Kozhikode 673602
Tel: 0495 2295040

KMCT Medical College Campus, Manassery, Mukkom, Kozhikode-673602, Kerala

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| | | Add On Course : 1 st Year: <i>First Aid</i> II nd Year: <i>Palliative Care</i> III rd Year: <i>Transplant Nursing</i> IV th Year : <i>Mid Level Health Povidier</i> |
|--|--|--|

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms.
Secretary

Prof.

Chairperson
Prof. Rameswari R
Principal
KMCT College of Nursing
Manassery Kozhikode 673602

Place: Manassery

Date:





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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 15/12/2018

Venue :- Principal Cabin, KMCT College of Nursing, Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| Sl. No. | Names | Designation | Sign |
|---------|------------------------|---------------------|------------------|
| 1 | Prof. Mrs. R Mageswari | Principal | <i>Mageswari</i> |
| 2 | Mrs. Jasna | Vice Principal | <i>Jasna</i> |
| 3 | Mrs. Rakhi Seban | Associate Professor | <i>Rakhi</i> |
| 4 | Mr. Raldin George | Assistant Professor | <i>Raldin</i> |
| 5 | Mrs. Meethu Scaria | Assistant Professor | <i>Meethu</i> |
| 6 | Mr. Deepak | Assistant Professor | <i>Deepak</i> |

Agenda :

1. Planning of Mentorship for each year BSc Nursing
2. Evaluation of Curriculum feedback
3. Others

With the blessing of Lord Almighty curriculum committee meeting was held on 15/12/2018 at 10:30 am . in the Principal Cabin. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| Sl NO. | Discussion | Action Taken |
|--------|---|---|
| 1 | Planning of Mentorship for each year BSc Nursing Each year class coordinators are asked to divide the students and allot them to the teaching faculty on the basis of slow, average and fast learners | The respected subject teachers were instructed to give equal number of students to each faculty as mentors for students wellness. All faculties are instructed to start the mentorship from 16/12/2018 and to meet the allotted students to provide necessary guidance |
| 2 | Evaluation of Curriculum feedback | A discussion was done to plan the interventions |

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| Overall satisfaction of students on curriculum delivery was excellent 35) Dissatisfaction of syllabus coverage 36) Need for more references 37) Lack of clinical proficiency | to overcome the shortcomings 38) Extend of syllabus coverage to be supervised by subject coordinator 39) Printed notes, remedial classes for weak students 40) Focus on basic clinical skill attainment of students. |
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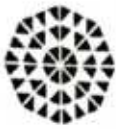
The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary
Place: Manassery
Date:



Prof. 

Chairperson
Manassery Kozhikode 673602
KMCT College of Nursing
Principal
Prof Mageswan R



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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 08/01/2019

Venue :- Principal Cabin, KMCT College of Nursing, Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| Sl. No. | Names | Designation | Sign |
|---------|------------------------|---------------------|------|
| 1 | Prof. Mrs. R Mageswari | Principal | |
| 2 | Mrs. Jasna | Vice Principal | |
| 3 | Mrs. Rakhi Seban | Associate Professor | |
| 4 | Mr. Raldin George | Assistant Professor | |
| 5 | Mrs. Meethu Scaria | Assistant Professor | |
| 6 | Mr. Deepak | Assistant Professor | |

Agenda :

- 1) Planning clinical posting for 1st year BSc Nursing
- 2) Evaluation of result of 3rd year BSc nursing
- 3) One day picnic for IIIrd and 2nd year BSc Nursing

With the blessing of Lord Almighty curriculum committee meeting was held on 08/01/2019 at 10:30 am . in the Principal Cabin. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| Sl NO. | Discussion | Action Taken |
|--------|---|--|
| 1 | <p>Planning clinical posting for 1st year BSc nursing</p> <p>The clinical posting for 1st year BSc nursing is planned to start from 04/02/2019</p> | <p>The faculty instructed to complete maximum of skill lab before sending students to clinicals.</p> |

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| 2 | Evaluation of result of 3rd year BSc nursing The III rd year result is analysed which is 82.97%. Subject Incharges: 41) Advanced Medical Surgical Nursing – Mr. Raldin George 42) Child Health Nursing – Mrs. Meethu Scaria 43) Mental Health Nursing – Mrs. Jasna T 44) Nursing Research – Mrs. Steffy John | It was decided to give individual responsibility to teachers for each students for improving the results. |
| 3 | One day picnic for IIIrd and 2nd year BSc Nursing It is informed to the students of 3 rd and 2 nd year that, they are permitted to go for one day picnic this year. The students are asked to decide the place and to get the consent from their parents. | The dates were informed to the parents |

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary

Place: Manassery
Date



Prof. 
Chairperson
Manassery Kozhikode
KMCT College of Nursing
673602
Prof Mageswan R



KMCT COLLEGE OF NURSING

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MINUTES OF CURRICULUM COMMITTEE MEETING

Date :- 15/02/2019

Venue :- Principal Cabin, KMCT College of Nursing, Manassery

Time:-.10:30 am to 12:30 pm

Members Present :-

| Sl. No. | Names | Designation | Sign |
|---------|------------------------|---------------------|------|
| 1 | Prof. Mrs. R Mageswari | Principal | |
| 2 | Mrs. Jasna | Vice Principal | |
| 3 | Mrs. Rakhi Seban | Associate Professor | |
| 4 | Mr. Raldin George | Assistant Professor | |
| 5 | Mrs. Meethu Scaria | Assistant Professor | |
| 6 | Mr. Deepak | Assistant Professor | |

Agenda :

1. Evaluation of results of 2nd year BSc Nursing
2. Allotment of individual subject responsibility teachers
3. Analysis of sessional marks

With the blessing of Lord Almighty curriculum committee meeting was held on 15/02/2019 at 10:30 am . in the Principal Cabin. Under the guidance of Principal cum chairperson Prof. R Mageswari. The chairperson welcomed all the members to the meeting and requested the secretary of the meeting to readout the agenda.

| SI NO. | Discussion | Action Taken |
|--------|--|--|
| 1 | <p>Evaluation of results of 2nd year BSc Nursing</p> <p>The second year results was 61.70 % which was analysed. It is decided to give responsibilities for teachers for each subjects for improving the results.</p> | <p>The faculty are given separate subject responsibility for improving the</p> <p></p> |



KMCT Medical College Campus, Manassery, Mukkom, Kozhikode-673602, Kerala

Phone: +91 495 2293040, Fax: +91 495 2295040

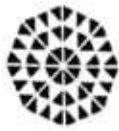
Email: nursing@kmct.edu.in Website: <https://www.kmctnursingcollege.org/>



| | | marks. |
|---|--|--|
| 2 | <p>Allotment of individual responsibility to teachers</p> <p><i>45) Subject incharges for all batches</i></p> <p>4th year BSc Nursing</p> <ul style="list-style-type: none"> - OBG: Mrs. Rakhi Seban - CHN : Mr. Deepak - Nursing Education : Mrs. Deepa - Nursing Management : Mrs. Reshmi <p>3rd year BSc Nursing</p> <ul style="list-style-type: none"> - Mental Health Nursing : Mrs. Jasna - Child Health Nursing : Mrs. Meethu Scaria - Advanced Medical Surgical Nursing : Mr. Raldin George - Nursing research : Mrs. Staffy John <p>2nd year BSc Nursing</p> <ul style="list-style-type: none"> - Medical Nursing : Mrs. Ranjitha Jose - Surgical Nursing : Mrs. Dona Prince - Pharmacology : Mrs. Reshmi M - Community Health Nursing : Mrs. Steffy John - Sociology : Ms. Alphy <p>1st year BSc Nursing</p> <ul style="list-style-type: none"> - Anatomy : Mrs. Shincy - Physiology : Mrs. Dona Mohan - Microbiology : Ms. Roobiya - Biochemistry & Nutrition : Mrs. Smitha Mathews - Psychology : Mrs. Shilpa , Ms Alphy(Mrs. Jasna T) - Nursing Foundation : Mrs. Candis & Mrs. Rakhi | <p>The subject teachers who are responsible for each subjects should see that they are looking to the completion of unit test.</p> |



Handwritten signature
 209327 Prof. Pradeep S. Nair
 Nursing
 KMCT College of Nursing
 Manassery, Mukkom, Kozhikode-673602



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| | | |
|---|--|--|
| 2 | Analysis of sessional marks Sessional marks of all students is discussed and it is decided t have retest for all failed students from 21/02/2019 to 27/02/2019. | The retest will be planned during the clinical hours and candidates will be absent in the clinical on the same day and they has to compensate the same clinical hours. |
|---|--|--|

The above plan was finalized and the meeting adjourned at 12:30 pm

Ms. 
Secretary

Place: Manassery
Date

Prof. 

Chairperson

Prof Mageswari R
Principal
KMCT College of Nursing
Manassery Kozhikode 673602

