

GOVERNMENT COLLEGE OF NURSING KOTTAYAM

INTERNAL QUALITY ASSURANCE CELL

ANNUAL QUALITY ASSURANCE REPORT 2021-2022

Name of the Institution	GOVERNMENT COLLEGE OF NURSING KOTTAYAM
Name of the Head of the institution	DR USHA V K
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State/UT	KERALA
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Name of the IQAC Co-ordinator	MRS MARY KUTTY MATHEW

INFRASTRUCTURE FACILITIES

Government College of Nursing, Kottayam, since its inception in 1982 as the third one in government sector, is one of the pioneer institutions of nursing education in Kerala, offering basic and higher education programs. The parent hospital is Government Medical College Hospital, Kottayam with bed strength of 1869 and Institute of Child Health with bed strength of 170. The parent hospital has all the clinical facilities to satisfy the requirements of KUHS. General wards are available for the clinical posting of students in all departments.

Govt. Nursing College functions in own building in 6.3 acres of land earmarked as a single plot located in Arpookkara panchayath, ward 9, No. 484 and is located inside the campus of Govt. Medical College, Kottayam. Training on fire and safety protocol for employees are conducting frequently and fire audit was conducted. Water samples from college and hostels are tested once in 6 months for safety analysis and certified suitable for drinking purpose. Power failures are managed by generator placed in sellar of annexe building and UPS of 5 KV capacity each for

office and computer lab. Inverter is available in the hostel to manage power failure. Proposal for solar paneling is included in the five year plan of the college.

There are 2 buses seated 35 and 20 and a seven seated staff car for Principal/ office use .Canteen available in the college with FSSAI license. Students can also avail the facilities available in Govt. Medical College Hospital and Indian Coffee House inside the campus

Stationery facilities are available in the canteen of the college and a stationery shop is available in the hostel. Complaint boxes are available in the college and hostel to raise suggestions and complaints. A automated library with KOHA software is available in college and Total area of library is 1500 square feet in the main building and planning to shift to the new building complex which has 3029.179 square feet space for library and has good lighting and ventilation and space for stocking and displaying of books and journals.

Reference only materials are available for all subjects and they are kept in separate cupboards. International and national journals are available in the library and adequate number of e journals are also available in two plat forms Proquest (107 Journals) and Ovid (25 journals).Id and password for accessing these journals are displayed in library. Photocopying and printing facility is available in the library and separate Gate register for students and faculty is kept at the entrance of the library

The college is sharing the Govt. Medical College ground and indoor stadium for health related physical activities and sports.

Basket ball court with gallery is available in the college campus.

A sports room is available in the college where items for indoor games are kept and students can utilize. One faculty is appointed as the sports and games coordinator of the college.

The college collaborates with the physical education department of Govt. Medical College for the conduct of sports and games. Inter college sports and games are conducted annually by the student associations, Two auditoriums are available, one in the college.in the main building and 500 seated one with Projector in the new library cum auditorium complex.

Hostel has spacious courtyard, basketball court and shuttle badminton court within the premises and a playground nearby. Three televisions are available, one in mess hall and one for staff residing in the ladies hostel and one in the mess hall of New hostel. A spacious hygienic kitchen with cooking area, preparation area and washing area is available and is common to both hostels. Food serving counters are available in both hostel. Dining hall is adjacent to serving counter in each hostel. Drying area is available in the first floor of the ladies hostel and nearby the washing area in the terrace of the New hostel.

Study hall is available with seating capacity of 60 students with tables and chairs and adequate lighting and ventilation.

TEACHING AND LEARNING PROFILE

All the faculty of the college are post graduates as the minimum qualification laid down by KPSC for appointment in Government Nursing Colleges is M. Sc. Nursing .31.6% of teachers possess Doctoral /M. Phil. 3 Faculty Have Representation In KUHS Academic Bodies. 84 % of Faculty are qualified as examiners. All teachers except junior lecturers are qualified as guides for both UG and PG student projects. The faculty is deputed for continuing education programmes by the college and many attend these programmes on their own interest. A register is kept in Principal's office to record the continuing education programmes attended by faculty. 8% of Faculty presented scientific papers at conferences. All faculty have been resource persons for various conferences and workshops conducted internally and externally. All UG and PG class rooms are equipped with LCD projectors and OHP. Broadband connections and K wifi connection are available in the college. Learning resource centre with reprographic facility is available .2 data base -PROQUEST and OVID are available in library for online journals. Library is equipped with Koha software. College has its own You tube channel.

Online classes are taken through zoom and Google meet. The college has formulated an academic policy manual to establish, monitor, review, certify, and advise on policies and procedures which will ensure high and consistent academic standards of graduate and undergraduate education.

Various programmes given for advanced learners of this college are Peer teaching ,Participation in quizzes and debates ,Attendance at workshops and conferences, Paper presentations at conferences and Involvement in advanced assignments and tasks like innovative projects .Students are involved in various peer/ participatory learning activities such as Group discussion, Role play , Practice of procedures in the lab, Poster presentation and Exhibitions

The institute prepares its own academic calendar well advance before the commencement of the session based on the academic calendar notified by the university .it includes specific dates for completion of syllabus coverage, the conduct of continuous assessment for theory, sessional and laboratory papers . The internal assessment process is communicated to the students by the respective faculty in the first week of session as well as during the orientation program for the first year students The time table for the sessional examinations are prepared at the beginning of the academic year for each batch of students by the respective class coordinators. Three sessional

exams are conducted every year. Question papers are set as per university pattern and are screened by question paper scrutiny and examination screening committee.

Teachers use ICT-enabled tools for effective teaching and learning process including online e-resources and all teachers use various teaching strategies like problem based learning, self directed learning, competency based education, reflective learning and reflective journaling.

Clinical assignments and clinical performance of students in each subject/clinical area is evaluated based on evaluation criteria formulated by teachers.

Various Health days are also celebrated, for example WHO day, International Yoga day, Leprosy day, AIDS day, International Women's day, health day

CURRICULUM IMPLEMENTATION MONITORING

Class coordinators identify advanced learners and slow learners according to the policy of college and a register is kept to record the details. Special programmes implemented for advanced learners are peer teaching, participation in quizzes and attending workshops, conferences and paper presentations in conferences. The special programme for slow learners are peer mentoring, teacher guardian, individual counselling, tips for easy learning and providing teacher made hand outs.

Two students attended conference Kerala Health – making the SDG a reality, Govt. of Kerala and presented papers. Students bagged prizes in various State level inter college competitions.

A debate on “women empowerment- a key to sustainable development” in association with the international women’s day celebrations was also organized on 08/03/2022.

Ms. Archana.S. Nair of Community health nursing secured first rank in M.Sc. Nursing university examination conducted by KUHS in the year 2021.

Ms. Aswathy S of OBG nursing secured second rank in M.Sc. Nursing university examination conducted by KUHS in the year 2021.

Progress of students is assessed in the forthcoming sessional examinations. It is recorded in the Learning assessment register for slow learners and Internal assessment register of the batch and progress card of the student.

The college has an effective mentor mentee system. One teacher guardian is allotted for every 10 students of the college. Regular meetings are held between the mentors and students as per schedule prepared by class coordinators and report of meeting is maintained in the log book kept by the mentor.

Bridge course conducted in the college was Preparation for Professional nursing given to first year B.Sc. Nursing students. Induction training for CNS B.Sc. Interns after publication of IV year B.Sc. Nursing results from 06/09/2021-08/09/2021.

Syllabus of the university is made available to all faculty and students. Copy is available in the Principal office, library and college website. Master plan for the UG and PG programme is prepared covering KUHS syllabus comprehensively and displayed in Principal office and followed. Schedule of examinations are prepared in the beginning of every academic year by respective class coordinators and communicated to the students. Examinations are conducted according to the examination policy specified in the Academic policy manual.

Master time table incorporating theory, lab and clinical practice is prepared by respective class coordinators and completed accordingly and recorded in the theory attendance register. 90% of theory are completed during theory block.

Two add on courses Nursing essentials – A simulation based course for students, Emergency Nursing course was conducted for students. The courses helped students to sharpen their practical skills by hands on training and is applicable in clinical setting and in personal and professional life

Four value added courses were conducted in the college, International seminar on career development, Gearing up for a successful career in Nursing, Drug free campus initiative, Kanal – Gender awareness training programme. These programmes helped students to gain a perspective on the personal and social values such as Career development, Drug deterrence and Gender awareness. A well developed curriculum framework is prepared based on the philosophy of the institute and guidelines of INC and KUHS. Core competencies of the institute is explained and displayed in the front of the Principal office as wall frame and is available in the website.

Class assessment for each year is presented by the class coordinator in the faculty meetings and academic monitoring cell meetings. The problems encountered are discussed and solutions given. Each faculty maintains work assignment document in a file which include teaching, clinical and other appointments including university works

The work done by the faculty are periodically monitored in the faculty meeting and at the end of the academic year the faculty reports the work done in the Work assignment register with the actual amount of work done during that academic year.

A curriculum committee exists in the college with Principal as chairperson and Vice Principal as Secretary. Faculty representatives from all speciality, and one student each from UG and PG programme are members of the committee.

Curriculum committee meets annually Circular with agenda is issued before each meeting and signatures of Faculty are obtained in the circular book

An article on “Future Directions of Nursing Education” by Dr. Usha V K, Principal, published in HAPPENINGS – A KUHS publication on recent advances, Issue 3, September 2020.

An Institutional Academic Committee to monitor the academic activities is constituted with Principal as chairperson and Vice Principal as Co chairperson. Dr. Betty P Kunjumon is the Nodal officer. Representatives of faculty from all specialities are members of this committee. Periodic meetings are held once in six months and meeting minutes are recorded in a register

UG coordinator is Mrs. Marykutty Mathew, Associate Professor.

P G Coordinator is Mrs. Sulochana V A, Associate Professor.

The programme coordinators periodically conduct meetings with the class coordinators of each batch and minutes of meeting is maintained.

QUALITY ASSURANCE SYSTEM

The IQAC was established in the year 2021 with a view to develop a system for continuous, consistent and catalytic improvement in the overall performance of the college. The IQAC is headed by the Principal of the college as the Chairman and Mrs Marykutty Mathew Associate professor as Quality Co Ordinator. IQAC formulated Quality Assurance Committee and Quality circle for maintaining quality education and preparing students to render quality care. College had a well prepared quality manual and is available in website. Quality policy and objectives are displayed in front office. Internal and external academic audit are conducted along with Institutional Academic Committee. Internal administrative audit was done by Directorate of Medical Education and external administrative audit was conducted by accountant general of Kerala. An Employee Satisfaction Survey is conducted annually and necessary actions are taken for improving the working condition of employees. Annual health check up is done for all employees and each employee possess an individual health record. Medisep insurance is available for all government employees .students are provided care free of cost in government medical college Kottayam and individual health record is maintained for all students. A subsidized canteen facility is available in college campus to provide refreshment facility to students and employees. Recreation room for students is available in college as well as hostel. Staff tour was arranged for employees Statutory welfare programmes like leaves ,general provident fund, national pension scheme, group insurance and sate life insurance and non statutory welfare programmes for staff are available

to all employees .IQAC conducts webinars/workshops for students and employees to improve the quality of nursing service and education and all students are sensitized to quality assurance and all class co ordinators takes orientation classes for students on quality assurance process.

Research enabling environment

Govt College of Nursing, Kottayam is an approved Research Center of M G University (2015) and Kerala University of Health Sciences (2017) to facilitate the development of nursing research.

We conduct research of the highest standards across a broad spectrum of specialties. More than one-third (35%) of our faculty are Ph.D. holders and eligible for Ph.D. guidance. Five faculty are PhD guides of KUHS and three faculty are Ph D guides of INC national consortium. All faculty of our college are eligible as PG & UG guides as per University standards. We allow our stakeholders, students, and faculty to utilize their fullest potential in the field of nursing research. We receive funding from intramural and extramural sources for the conduct of research projects.

Our mission is to advance our position as one of the best research-oriented institutions focusing on thrust areas and societal needs. The main focus will be on facilitating researchers with sound knowledge, professional approach & innovative thoughts for global accomplishments.

OUTREACH PROGRAMMES

Govt. College of Nursing, Kottayam has adopted Ettumanoor FHC for the community extension activities. It caters around a population of 49000. The FHC has adequate infrastructure and manpower facilities. Major outreach activities include community survey, organizing training programmes, exhibitions, projects etc. The College has an active NSS unit which is engaged in all community outreach activities. Dr. Betty P Kunjumon, Assistant Professor, is the programme officer. 21% of the faculty are involved in volunteering activities. All the faculty and post graduate students are engaged in various projects of public health interest. As part of the community health curriculum, students are required to complete the assignments and respective log books are also maintained. Govt. College of Nursing, Kottayam is consistently delivering an array of outreach services which include health camps, health awareness programs, health exhibitions, observation of health days, school health programs, palliative care services, geriatric care services, adolescent health care services, dental screening programmes and services for differentially abled children. Local self-government agencies are the key executing points of the Govt. initiatives. In order to ensure that the services being rendered are reaching to the grass root level, the Govt. Nursing

College, Kottayam is maintaining strong ties with the Ettumanoor municipality and actively engaging in health-related activities like observance of TB day, formation of 'Arogyasena' – a team of health volunteers, open defecation free declaration, capacity building of local citizens, establishment of sustainable health projects etc.

Health related programs are regularly conducted in collaboration with various NGOs like DDU –

Thellakom, Navajeevan trust and Archana Women's centre, Kottayam. The type of services includes Geriatric care services, antenatal care services etc. Technical support is being extended by the technical staff at PHCs. Faculty are also engaged in rendering consultancy services. Both faculty and students are involved in the implementation of Govt. level programs in the form of attending seminars, conducting training programs (total sanitation project for ASHA workers under Ardrum scheme), participating in competitions (e.g. world youth day program organized by NACO), involving in tele health counselling for type 1 diabetic patients under *Mittayi project*, lactation counselling etc.

STUDENT SUPPORT AND GUIDANCE PROGRAMME

A functional SSGP unit with 2 nodal officers and teacher guardians for 10 students each are actively monitoring and intervening the academic activities and psychosocial problems of the students. Quarterly meetings of the advisory committee are conducting regularly and appropriate decisions are taking as per the requirements of the students. Various programmes are organizing and conducting as per the needs of the students. A cafeteria started at the college campus. Students are getting scholarship from NGO's other than governmental and university scholarship. Grievance redressal cell organized as per the direction from KUHS is functioning well and immediate measures are taking according to the complaints given by the students. Career guidance programmes are organizing regularly and motivating the students for their career progression. An active ALUMNI association is functioning in the college and providing financial assistance to the needy students and extending support to the smooth functioning of the college. They also provide various cash awards for their academic excellence.

INSTITUTIONAL GOVERNANCE

The Institution has clearly stated Vision and Mission which are reflected in its academic and administrative governance. Describe the Vision and Mission of the Institution, Nature of governance, perspective plans and stakeholders' participation in the decision-making bodies highlighting the activities leading to Institutional excellence. Institution had a well prepared five year plan. Administrative and academic audits are conducted action taken accordingly. e office system was implemented and remuneration is transparent through BIMS portal.

INNOVATIONS AND BEST PRACTICES

Proceedings for MOU with Regional institute of technology, Pampady technical assistance to develop Nursing care devices

Display board placed in various locations

Installed waste Segregation bins

Emphasis on green Campus maintained herbal garden Bio fencing .

Institution awards for best teachers

Cash prize of certificate given to students for best academic performance

Innovative Teaching methodology Gamification - Pediatric nutrition using Snake and ladder game for III B.Sc. Nursing students

Puzzle Learning Tools used for Health assessment for I B.Sc. Nursing students using Jig saw puzzle

Simulation using high fidelity simulators, case based discussions, experimental learning, mind & concept mapping, exhibition

Facilitated tucking of newborn babies is practiced in the NICU of the parent hospital based on a study conducted by Ms. Jomini Joshy, 2021

Trans radial band applied to patients undergoing coronary angiography to reduce pain, hematoma and radial artery occlusion in the cardiology department of parent hospital based on the study conducted by Ms. Femina Joy, 2020

Hospital CNE unit is established in the parent hospital since 2019 for continuing education of nursing officers and a faculty from the college is the coordinator of the unit.

Inception of Aadhar Enabled Biometric Attendance System for registering the attendance of permanent staff of the college. Implementation of e office for smooth transition to paperless office

Environment friendly campus The campus is maintained green by avoiding plastic as far as possible. Fruit garden, Herbal garden and lawn are grown Fruit garden, Herbal garden and lawn are grown in the college. Trees are planted on Environment day

Use and throw items like plastic cups, plates etc. used in the college canteen are replaced by reusable items steel glasses and plates. Glass, paper and metal waste is sold for recyclers. Food waste and non-biodegradable waste are collected in separate bins. Biodegradable waste is disposed off in four dumping yards specially earmarked for the purpose. Sanitary napkin incinerators are fitted in the hostels and college

Govt. College of Nursing, Kottayam strives to become a plastic free campus and follows the Green protocol of Govt. of Kerala. Awareness given to students by class teachers on keeping the campus and home plastic free

FEEDBACK AND IMPLEMENTATION

Feed back from parent hospital was also developed and Senior Nursing officers were now entrusted with the responsibility of assessing the performance of student nurses under various departments of Govt. Medical College Hospital Kottayam.

develop forms like Student satisfaction survey form, Graduate satisfaction survey form, Alumni feed back form and Parents feedback form

A peer evaluation form comprising the names of all teachers were also developed and all the faculty were asked to rate it including theirs.

The diagrammatic representation of the data were completed in pie charts and the suggestion from different categories were noted in a feed back register for corrective measures if any.

The committee was meant to take part in decision making for corrective measures/planning for modifications as per the suggestions received by various groups

the suggestions received through the google forms, which were noted in the feedback register were discussed to develop action plan. Each feed back form was analysed for the responses and based on that action plans were formulated. The class coordinators of each batch was intimated about the feedback/ suggestions from the students so that modications can be made in the teaching learning activities of current academic year. Faculties were awarded for their achievements and performance.College has an Active Social Media Account (Website, and you tube).Mrs Deepa Merin Kuriakose ,Assistant professor was appointed as Social Media Champion as per AISHE Evidence of Media coverage on Institutional activities.