

# A HANDBOOK FOR FACULTY

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# PERSONAL MEMORANDA

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Residential address
Phone (Res)
Mobile No.
E-Mail ID
Aadhar No
KUHS ID
NUID
Blood Group
MEDISEP ID
Bank Account No :
IFSC Code :

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## 1. GOVERNMENT COLLEGE OF NURSING, KOTTAYAM

## 1.1. History

Government College of Nursing, Kottayam was established in May 1982 as the third Government College of Nursing in Kerala. The college was started with four year B.Sc Nursing Degree course. The first batch of students were admitted on 31-1-1983. College functioned in the Medical College campus of Thiruvananthapuram from 1983 to 1985, as the physical facilities were inadequate at Kottayam. In November 1985, the college was shifted to Kottayam with three batches of students and started functioning in the old administrative block of Medical College, Kottayam. The new building for the college was inaugurated on 29-6-1997 by Shri. A.C. Shanmugha Das, the Honourable Minister for Health and Family Welfare.

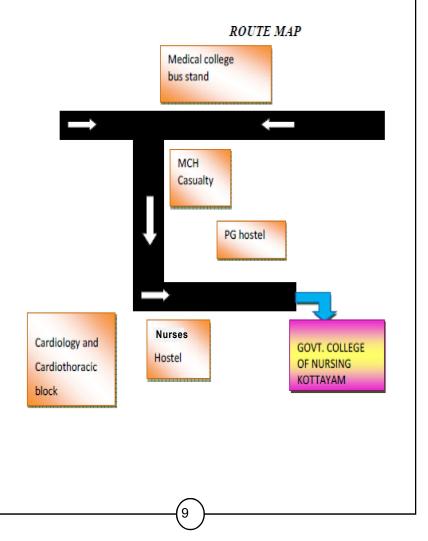
General Nursing and Midwifery programme was started in 2000 under Tribal Sub Plan. Post Graduate Nursing programme was started in 2004. In 2011, Post Basic Diploma in Nursing programme was started in five specialties.

This college is recognised by Indian Nursing Council and Kerala Nurses and Midwives Council and is affiliated to Kerala University of Health Sciences.

College is recognised as PhD study Centre by MG University in the year 2011. In 2016 college is recognized as a Research center of Kerala University of Health Sciences, Thrissur.

## 1.2. Location

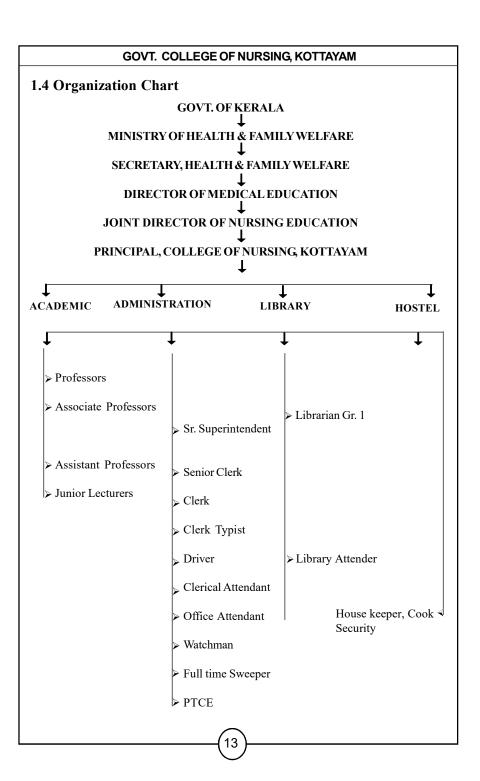
Govt. College of Nursing is located eight kilometers away from Kottayam town and is situated within the Medical College Campus.



GOVT. COLLEGE OF NURSING, KOTTAYAM		
1.3. Major Milestones		
1982	College of Nursing, Kottayam was established	
1983	First batch of B.Sc Nursing Students (25) were admitted	
1983-1985	College functioned in the Medical College Campus, Thiruvananthapuram	
1985	College was shifted to Kottayam, started functioning in the old administrative block of Medical College, Kottayam.	
1986	B.Sc Nursing course was recognized by Indian Nursing Council	
1988	Alumni association was formed	
1989	14 seater Mahindra Van was allotted to the college	
1992	Number of seats for B.Sc Nursing course was enhanced to 50	
1994	Construction of new building for the college started. 40 seater bus was sanctioned to the college	
1997	New College building was inaugurated and college shifted to present location	
2000	G.N.M. Course was started with annual intake of 20 candidates under Tribal Sub Plan	
2002	Revised B.Sc Nursing syllabus was implemented	
2003	N.S.S unit was formed. Number of seats for B.Sc Nursing programme was enhanced to 60.	
2004	College of Nursing-Ladies hostel building was inaugurated. Started M.Sc Nursing programme with 2 seats each in Medical - Surgical Nursing and Mental health Nursing	
2005	M.Sc Nursing seats enhanced to 22 in five specialties.	
2009	Inservice training for nurses under Global Fund for AIDS, Tuberculosis and Malaria (GFATM) was initiated.	
	(10)	

GOVT. COLLEGE OF NURSING, KOTTAYAM		
2011	Post Basic Diploma in specialty Nursing started with 22 seats in five specialities. Recognized as Research Centre under Mahatma Gandhi University. 34 seater new bus purchased for the college.	
2012	New Hostel Annexe inaugurated and started functioning.	
2015	Inaugurated Nursing School (College of Nursing Annexe) on 14/06/2015 which is constructed for GNM Students under Tribal Sub Plan (TSP).  Foundation stone laid for Examination hall cum Auditorium and Library complex on 14/06/2015.  Alumni Grand get together was on July 10 <sup>th</sup> 2015  Library automated with Grandha software.  Renovated old Ladies hostel  Dr. Valsamma Joseph was appointed as First Dean from Faculty Nursing, KUHS.	
2016	Recognized as a Research Centre under Kerala University of Health Sciences, Thrissur.  The First phase construction of Examination hall cum Auditorium and Library complex almost completed and for second phase construction administrative sanction obtained and estimate submitted for technical sanction.	
2017	Govt.College of Nursing, Kottayam was selected as State Nodal centre for strengthening Nursing cadre in Kerala through pre-service education strengthening initiative.  Selected as a Centre of Prime Minister's Special Scholarship Scheme (PMSSS) for students of Jammu & Kashmir initiated by the Ministry of Home affairs and Ministry of Human Resource Development, Govt. of India since 2017-18 academic year admission and the seats are supernumerary. One candidate joined from J&K under PMSSS.	

GOVT. COLLEGE OF NURSING, KOTTAYAM				
2018	Number of seats for GNM course was enhanced from 20 to 30 during 2018 -19 admission. Three Candidates from J&K joined during 2018 -19 admission. Dr. Sreedevi T.R secured Best Teacher Award, KUHS.			
2019	Fund allotted for the construction of new woodstore, Gasstore and Vehicle Parking shed for the hostel and college. Four candidates from J&K joined during 2019-20 admission.  Dr.Usha V.K secured Best Teacher Award, KUHS and became first Senate member of KUHS from Faculty of Nursing.			
	Four Research scholars enrolled for Part time Ph.D programme under KUHS during 2020 -21 academic year.  10% seat enhancement under EWS for B.Sc Nursing, M.Sc. Nursing and Post Basic Diploma in Speciality Nursing (PBDN) Hiked the stipend of CNS from 13900/- to 16800/- from October 2020 onwards.  Basket ball court under Gender Budget provision was inaugurated by Honourable Minister for Health and family Welfare, Smt. Shylaja Teacher on 06-01-2020 Four candidates from J&K joined during 2020-21 admission  Dr. Sreedevi T.R was appointed as Dean Nursing, KUHS.			
2021	Dr.Betty P Kunjumon, Assistant Professor won the Academic Excellence Award 2021-2022 by Novel Research Academy. She was also chosen as finalist in the Best Teacher category of Asianet Nursing Excellence awards 2021  Revised Bsc nursing syllabus with semester and credit system was implemented during the year 2021-2022  Examination hall cum Auditorium and Library complex (29000 sqft) was inaugurated on 28/09/21 by Honourable Minister of Health and Women and Child department Smt. Veena George and the meeting was presided over by Honourable Minister for Co-operation and Registration Mr. V.N Vasavan.			
	(12)			



## 1.5 Philosophy

The faculty, Govt. College of Nursing believe that nursing is a professional discipline based on the holistic concept of health care, directed towards rendering quality care to the clients with commitment & compassion.

We believe health as a dynamic state of being on a continuum from optimal wellness to illness and a state of health exists when a person functions as an integrated whole, living and interacting with environments in a productive manner.

We believe the profession of nursing makes an essential contribution to society and education for professional Nursing is best conducted in an institution of higher learning.

We believe Nursing Education takes place through a planned teaching learning process and this education prepares the student for professional practice and leadership roles within an ever changing health care industry.

We believe Nursing Education at the masters level is specifically concerned with preparing Nurses with advanced practice skills to provide expert nursing care to society & contribute to nursing science as mentors.

We believe that professional nurses contribute to the nursing research, work toward continued improvement & growth of nursing.

#### 6 Vision

Govt.College of Nursing, Kottayam strives for excellence in nursing education and research, enlightens the graduates to practice globally contributing to high standards of health care.

#### 1.7 Mission

Govt.College of Nursing, Kottayam prepares quality focussed and value based graduates to become responsible citizens of the country and prospective members of the profession.

#### 2. HUMAN RESOURCES

#### 2.1 Administration

Govt. College of Nursing, Kottayam is a full-fledged institution under the Director of Medical Education. The Principal is the administrative head of the institution who is responsible to the DME through Joint Director of Nursing Education.

Professors and the office staff assist the Principal in the administration of college.

Contact Numbers: Office: 0481-2598469 & 2598871

Mob: 9495213645

## The faculty position is as follows:

Principal : 01

Professors : 02

Associate Professors : 06

Assistant Professors : 23

# 2.2 List of Faculty with address

## **Principal**

Dr.UshaV.K.M.Sc(N),Ph.D Mental Health Nursing

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ChithiraNelliparambil

Mannanam P.O

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## **Professors**

Vice Principal

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Alparachalil(h)

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Manimalatharappil

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Desire Homes

Kalathipady

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# Mrs. Sindhumol. N.T MSc(N) Obstetrics & Gynaecological Nursing

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# Dr. Mary Joseph M.Sc(N),Ph.D Nursing Education And Administration

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P.S Nivas

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Vadakkanayamcharuvila(h)

Ariyanelloor P.O Kollam-691307

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Kollithanathumalayil(h)

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Pranavam(h)

Perumpuzha P.O

Kollam-691504

Manju Mohanan MSc(N) Child Health Nursing

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Mayanivas(h)

Perumthuruthu P.O

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Vellor P.O

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## 2. Saji K.S (Librarian Grade I)

Kavilpurayidathil(h)

Elikulam P.O

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Mob:9447308778

## 3. Ajayakumar C.R (Senior Clerk)

Chathamala (h)

Punchavayal P.O

Kottayam-686513

Mob:9645112569

## 4. Anju. S (Senior Clerk)

Madathinkal (h)

Thirunakkara P.O

Kottayam-686001

Mob:9946443052

# 5. Shijimol Jeorge (Clerk Typist)

Panachapillil(h)

Chovoor P.O

Kottayam -686583

# 6. Sreeja K.S(LD Clerk)

Karunnalayam

C.M.C 27

Cherthala P.O

Alappuzha-688524

Mob:8891696553

## 7. Anu Jose (LD Clerk)

Thadathill (h)

Karikattor P.O

Kottayam-686544

Mob:9061875031

## 8. Renju K.R(Senior Clerk)

Kakkattu (h)

Karattupallikkara

Ernakulam

Mob:8547873102

# 9. Reji E.K (Library Attendant)

Kochukunnumpuram(h)

Arppukkara (E) P.O

Kottayam

Mob:70255562124

# 10. Shijo Thomas(Clerical Attender)

Areekattil(h)

Methiri P.O.

Kottayam-686576

## 11. Sreeji K.S(House Keeper)

Vazhayil (h)

Edavattom P.O.

Kottayam-686605

Mob:9400039875

# 12. Roshna P Basheer(Office Attendant)

Puthukkottu(h)

Edukkunnam P.O

Edukkunnam-686512

Mob:9847116316

## 13. Sreejith P.K (Watchman)

Pattomkary(h)

Kallara P.O

Kottayam-686611

Mob:6282356381

# 14. Shijumon V.K(Watchman)

Yalammanal P.O.

Kurianad P.O

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# 15. Shyma T.K (Cook)

Thekkemoolakkary (h)

Pazhoor P.O

Kottayam

## 16. Ammini K.G (Part time contingent employee)

Edathinakam(h)

NSHM P.O

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## 17. Usha C.K (Full time Sweeper)

Chalumkarail(h)

Peruva P.O

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# 18. Sunil K.K (Driver)

Mob:949580084

# 19. Jomon P.A (Driver)

Puthuparambil|(h)

Arakulam P.O

Kottayam:685591

#### 3. PROGRAMMES/FACILITIES

## 3.1 Physical Facilities

## Govt. College of Nursing, Kottayam - Main Block (26435.74 Sqft)

**Ground Floor** - Principal's office, Vice Principal's room,

Conference room, Office room, Faculty rooms

and one Class room

First Floor - FON lab, two class rooms and 5 faculty rooms

Second Floor - One class room, Library and AV Aids Lab and

and one faculty room

Third Floor - Seminar room, Examination hall cum Auditorium

Lift facility available

# **Examination hall cum Auditorium and Library complex:** 29000 Sqft

Auditorium (500 seats) - 11000 Sqft

Library -18000 Sqft

# Library collections

Books 7633

Thesis 650

CDs 450

Reference books 850

Library journals 17

International 9

National 8

Magazine 1

# Library software

Koha

## Newspapers

Malayalam 3

English

## Online journals (2 data bases)

1)PROQUEST ONLINE RESOURCES

https://www.proquest.com/210996

2) WOLTERS KLUWER ONLINE RESOURCES

URL:https://dmekerala.ovidds.com

Reprographic Facility- Available

Learning Resource Centre- Available

#### WEBSITE

Government College of Nursing is maintaining a website, www.gcn.kottayam.org

### You Tube channel

College has its own You tube channel

https://youtube.com/channel/UCRUBI3bSVXSULB0MxWorcUw

## Govt. College of Nursing Annexe (School of Nursing) (21707. 97 Sqft)

## **Ground Floor**

 Faculty rooms, Conference hall, GNM class rooms, M.Sc (N) class rooms, Nutrition lab

#### First Floor

- Post Basic Diploma in specialty Nursing class rooms, Skill lab, Computer lab, OBG lab, Child health lab & Community health lab and M.Sc Nursing Specialty class rooms.

### Hostel

Separate hostel buildings are available for UG and PG students within the campus

**Ladies Hostel** (47505 Sqft): B.Sc. Nsg & GNM Students reside in this hostel

**New Hostel** (31500 Sqft): PG & PBDN Students and CNS interns stay here. A portion of the new hostel is separated for accommodating the male students.

# **Clinical Facilities**

The students have their practical experience in Govt. Medical College Hospital, Kottayam, which is a 2038 bedded hospital and in Institute of Child Health, Kottayam which is a 209 bedded hospital. The students will also be taken to the Community areas, Ettumanoor and Athirampuzha FWCs as part of their curriculum.

# 3.2. Courses offered

SL No	COURSES	DURATION	NO.OF SEATS	AFFILIATION
I	B.Sc. Nursing	4 years (7 Semesters + 1 Semester Internship)	60 + 6 EWS+ 4 PMSSS	INC KNMC KUHS
П	M.Sc Nursing a. Medical Surgical Nursing b. Child Health Nursing c. Psychiatric Nursing d. OBG Nursing e. Community Health Nursing	2 Years	6+1 EWS 4 4 4+1 EWS 4	INC KNMC KUHS
Ш	Diploma in General Nursing & Midwifery	3 Years	30	INC KNMC
IV	Post Basic Diploma in specialty Nursing a. Critical Care Nursing b. Neurology Nursing c. Cardio thoracic Nursing d. Neonatal Nursing e. Oncology Nursing	1 Year	6+1 EWS 4 4+1 EWS 4 4	INC KNMC
V	P.hD (Part time)	5 Years	6 (all streams)	KUHS MGU

COURSE CO- ORDINATORS			
1.	M.Sc Nursing	Dr. Sarala P.A	
2	BSc Nursing	Mrs. Marykutty Mathew	
3	GNM	Mrs. Sulochana V.A	
4	Post basic diploma in nursing	Mrs. Jayarani.R.S	
5	Ph.D in Nursing	Dr. Sisy Jose	

CLASS COORDINATORS				
1.	Iyear M.Sc Nursing	Mrs. Marykutty Mathew		
2.	II year M.Sc Nursing	Mrs. Sulochana V.A		
3.	I year BS.c nursing	Mrs. Anisha P S		
4.	II year BS.c nursing	Mrs. Smitha P.V		
5.	III year BS.c nursing	Dr. Betty P Kunjumon		
6.	IV year BS.c nursing	Dr. Sisy Jose		
7.	I year GNM	Mrs. Laly Paul		
8.	II year GNM	Mrs. Sancy George		
9.	III year GNM	Mrs. Divya Devakumar		

	SUBJECT COORDINATORS			
1.	MEDICAL SURGICAL NURSING	Dr. Liny Joseph		
2	CHILD HEALTH NURSING	Mrs. Marykutty Mathew		
3	OBG NURSING	Dr. Sarala P.A		
4	COMMUNITY HEALTH NURSING	Mrs. Gayathri.P.V		
5	MENTAL HEALTH NURSING	Mrs.Mariamma P.Alexander		

# LAB INCHARGES

Fundamentals of Nursing lab	Mrs. Anisha P.S
Skill lab	Mrs. Deepa Merin Kuriakose
Nutrition lab	Dr. Omana M. P
Community Health lab	Mrs. Gayathri P. V
Child Health Nursing lab	Mrs. Sancy George
OBG lab	Dr. Sisy Jose
Computer &AV Aids	Mrs. Mariamma P. Alaxander
Furniture	Mrs. Laly Paul

## 4. STAFF WELFARE ACTIVITIES

- Faculty of this college are provided with opportunities for attending various workshops, seminars and conferences organized by various institutions or agencies in and outside the state. Staff development programs are conducted every month.
- The faculty and staff of this college are also allowed to undergo IMG Training to update the knowledge and skills in various arias like administration, research and advanced technology etc.
- Welfare fund is maintained and utilized for the faculty and the children on various occasions
- Tour programs occasional tour programs are organized for the faculty and students.
- Entertainment programs are organized on occasions like Christmas, Onam, Keralappiravi etc.
- District and college wise Nurses Day celebrations on behalf of TNAI is conducted yearly.
- Various meetings and competitions are conducting yearly in connection with Malayala Bhasha Varacharanam.

### RECRUITMENTS AND PROMOTION

Recruitment to Government colleges is through PSC examination. Staff nurses who are under DME (service) can be appointed to colleges by same PSC examination through" by transfer" appointment.

Designation	Qualification & requirement	Pre-revised pay band	Revised pay matrix level	Rationalised pay	
Lecturer	B.Sc in Nursing	15600- 39100+5400AGP	10	56100	
Assistant Professor	M.Sc in Nursing	15600- 39100+6000	10	57700	
Assistant Professor	Assistant Professor with 5 years teaching experience after P.G.Degree will be given career advancement promotion to Academic level 11.	15600- 39100+7000	11	68900	
Assistant Professor	Assistant Professor who have completed 5 years in the Academic level 11 will be given career advancement promotion as Assistant Professor to Academic level 12.	15600- 39100+8000	12	79800	
Associate Professor	Assistant Professor who have completed 3 years in the Academic level 12 will be given career advancement as Associate Professor in to the Academic Level 13A.	37400- 67000+9000	13A	131400	
Professor Deputy Director of Nursing Education (Nursing only)	Associate Professor who have completed 3 years in the Academic level 13 A will be given career advancement as Professor in to the Academic Level 14.	37400- 67000+10000 37400- 67000+12000	14	144200 162300	

#### Retirement

- Date of retirement is always in the AN of the last day of the month in which he /she retires.
- At present the retirement age is 60yrs.

#### LEAVE DETAILS

#### Casual leave

- Maximum casual leave eligible in a calendar year is 20
- Casual leave cannot be combined with other leave/joining time
- Casual leave can be sanctioned as half day leave at request.

#### Earned leave

- It is earned as 1 EL for 11 duty days.
- For the first year of service it is calculated at the rate of 1/22. On completion of three years of service, it is redirected at the rate 1/11.
- The combination of earned leave with commuted leave is allowed.
- Maximum number of earned leaves that can be surrendered in a year is 30.

## Half pay leave

- Half pay leave is eligible to permanent employees only.
- Eligible at rate of 20 days for each completed years of service.

#### Commuted leave

- Commuted leave is basically half pay leave and is eligible to permanent employees only.
- Two half pay leaves may be converted and availed as one commuted leave.
- Commuted leave can be availed to an employee only after completion of three years of regular service.

#### **DUTIES:**

Teaching, clinical supervision, inspection (DME, KUHS,KNMC) and duties related to KUHS examination.

- Working hours: usually 8 hours per day (may vary according to need).
- Attendance: college is following biometric attendance system.

# Due dates for payment of advance tax and filing IT return.

Liability of payment of advance tax payable by the assessee for the year is 10000/- or more. The due dates for various instalments of advance tax are given below.

Due Date	amount payable				
on or before 15 <sup>th</sup> September of the previous year	amount not less than 30% of such advance tax payable.				
on or before 15 <sup>th</sup> December of the previous year	amount not less than 60% of such advance tax payable				
on or before 15 <sup>th</sup> March of the previous year	Entire balance amount of such advance tax payable				

Tax slabs for the assessment year 2022 - 2023	New tax regime	income tax slab income tax rate	NIL	5% for above 250000	rs. 12500 +10% for above 500000	Rs.37500+15% for above 750000	750000+20% for above 1000000	rs. 125000+25% for above 1250000	187500+30% for above 1500000
		income tax slab	up to RS. 2,50,000	RS. 250001 - 500000	Rs. 500001 - 750000	Rs. 750001- 1000000	Rs. 1000001 - 1250000	Rs. 1250001 - 1500000	Above 1500000
	ıx regime	income tax rate	NIL	5% for above 250000	Rs. 12500 +20% for above 500000	Rs. $112500 + 30\%$ Rs. $750001$ - for above $1000000   1000000$			
	Existing tax regime	income tax slab	up to RS. 2,50,000	RS. 250001 - 500000	RS. 500001 - 1000000 Rs. 12500 +20% for above 500000	above Rs. 1000000			

Individuals can opt for the existing tax regime or the new tax regime with lower rate of taxation. The taxpayer opting for concessional rates in the new tax regime will not be allowed. Certain exceptions and deductions like 80c, 80d. 80ttb HRA ETC, available in the existing tax regime.

#### 5. COMMITTEES AND ASSOCIATIONS

## i ) Standing Committees

The standing committees are constituted for the proper functioning of the academic and co-curricular activities.

Various standing committees functioning in the college are as follows:

- a. Curriculum committee
- **b.** Staff development committee
- c. Library committee
- d. College development committee
- e. Social committee.
- f. Research committee
- g. Hostel Monitoring and Maintenance committee
- h. Quality Assuarance Committee
- i. Question paper scrutinee committee
- j.Committee for college council
- k. Safety committee
- **l.** Grievance redressal committee

## ii) Anti-ragging committee

Ragging is prohibited within the campus and an anti-ragging committee is constituted. Principal is the Chairman, Professors and all Class teachers are the members of the committee. Besides the faculty, PTA representative, NGO representative and the local police officer are also members of the committee. Anti ragging squad is also functioning in the campus. All

teachers, housekeepers and student representatives are the members of the squad.

# iii) Staff development and Continuing Nursing Education (CNE) cell

The faculty of this college are provided with opportunities for attending various workshops, seminars and conferences organized by various institutions/agencies in and outside the State. Staff development programmes are conducted every month. The programme aims at updating the knowledge of teachers with recent advances in nursing, medical and allied fields.

# iv) Parent Teacher Association (PTA)

The association facilitates a common platform for the teachers and parents for the smooth functioning of the college. The Principal of the college is the patron and the forum consists of president, vice-president, secretary, treasurer, class co-ordinators, asst.warden and the parent representatives from all the batches. The executive committee meets once in three months and as and when necessary. The general body meeting is convened once in a year.Mrs Gayathri P V is the secretary of PTA.

# v) Trained Nurses Association of India (TNAI)

It is a national level organization for the trained nurses in India. The Association was established in 1908 to uphold the dignity and honour of Nursing Profession. All the teachers, post graduate students and post basic diploma students are the members of this organization. It conducts unit, zonal, state and national level conferences for the members.

# vi) Kerala Government Collegiate Nursing Teachers' Association (KGCNTA)

All the teachers of Government Colleges of Nursing shall be the members of this association. This association directs all its activities to

keep up the standard of nursing profession and boost up the morale of its members at par with other professions.

# vii) Global Fund for AIDS, Tuberculosis and Malaria (GFATM) Project

The project was started in India in 2008 supported by WHO and Indian Nursing Council. This college was a training centre of GFATM from 2009 onwards. This project aimed at strengthening and capacity building of 55 nursing training institutes and training of 90,000 nurses in India on HIV/AIDS and ART within a period of five years (2008-2013). Later GFATM Project was extended till March 2015 focused on training of Nurses and ANM on HIV/AIDs and Tuberculosis.

Govt. College of Nursing, Kottayam was a recipient of this project and organized training programmes for staff nurses and ANM regarding HIV/ AIDS and Tuberculosis from the four districts of Kerala namely, Kottayam, Thrissur, Ernakulam and Idukki and trained more than six thousand nurses of Govt and Private sector.

viii) Alumni Association: It is the association of the former students of this college. After the successful completion of the course, students are enrolled as life members of the Alumni Association by remitting Rs. 1,000/-. It conducts educational sessions, annual conferences and get together.

-. It conducts educational sessions, annual conferences and get together. This association maintains the college website

# ix) Internal Complaints Committee

Sexual Harassment Prevention Prohibition and Redressal committee of Govt. College of Nursing was constituted on 26.09.2014.

# x) Implementation of official language

Malayala bhasha varacharanam is celebrated druing the first week of November every year. Competitions are arranged in various items like essay writing, story writing, poetry writing, recitation and elocution for

both students and staff in Malayalam and distribute prizes to the winners. Language experts are invited for speech during the celebration.

# xi) Institutional Academic Committee (IAC)

It is the first tier of the KUHS Academic monitoring cell project. It is the institutional component of the Academic Monitoring Cell (AMC) and is an internal monitoring system. It is to ensure that academics takes the centre stage of the institution. Dr. Betty P. Kunjumon, Assistant Professor is the Nodal Officer of IAC.

# xii) Student Support and Guidance Programme (SSGP).

It is for the health and well being of first year students under KUHS. This programme supports the students in the academic, psychological and physical and reproductive health issues by the trained faculties as coordinators. Mrs. Sharon Treesa Antony & Mrs. Jasmine M.B, Assistant Professors are the Nodal Officers of this programme.

### xiii) Institutional Ethics Committee (IEC)

IEC is an independent body constituted of Medical/Scientific professionals and non medical/non scientific members to ensure protection of the rights and welfare of human subjects participating in research studies In this college IEC comprises of Convenor, Chairman, Secretary and Members (Legal Expert, Clinical Expert, Nursing faculty and Public representative) Dr. Liny Joseph is the secretary of IEC.

# xiv) Grievance Redressal Committee for students (GRCS)

GRCS aims to address student's grievances regarding academic and non-academic (campus, hostel,food etc.) aspects of college. The committee comprises of designated faculty, PTA members, students representatives etc. The committee is constituted for one year. Prof. Mercy George. is the Chairperson and Dr. Betty P. Kunjumon is the secretary of the committee.

# xv) Drug Free Campus Initiative

Drug abuse is prohibited within the college campus and hostels. Two committees were constituted to make our campus drug free under Vimukthi mission SRADHA for hostel inmates and NERKKOOTTAM

for college campus in general.Mr.Ajeesh P Mani ,Asst.Professor is the nodal officer.

# xvi) COVID Jagratha Samithi

Covid Jagratha Samithi was constituted with Mrs.Smitha P V, Asst.Professor as nodal officer including all class co ordinators and representatives from each batch for strict maintenance of covid protocol in the college premises.

#### xv) Journal Club

Faculty and M.Sc. Students are active members of Journal Club. The club meets on 1<sup>st</sup> and 3<sup>rd</sup> saturday of every month to present latest research articles.

# VARIOUS COMMITTEE / ASSOCIATION MEMBERS

# **COMMITTEE OF COLLEGE COUNCIL**

Chairman - Principal (Dr. Usha V.K.)

Secretary - Dr.Sarala P.A., Professor, HOD, OBG Nursing

Smt. Gayathri P.V. - HOD, Community Health Nursing

Smt.Marykutty Mathew - HOD, Child Health Nursing

Smt.Laly Paul - HOD, Medical Surgical Nursing

Smt.Mariamma P. Alexander - Mental Health Nursing

Dr. Augustine George - HOD Physical Education

Dr.Mary Joseph - Representative of teaching staff

Smt.Jayarani R.S. - "

Sri.Biju M.Abraham. - Senior Superintendent

Sri.Mani E.G. - PTA President

Ms. Keziya M.S. - Chairperson, College Union

# **INSPECTION SCREENING COMMITTEE MEMBER(KUHS)**

- Dr. Usha V.K.

# PG BOARD MEMBERS(KUHS)

- Dr. Betty P Kunjumon
- Mrs.Mariamma P.Alexander

# NSS ADVISORY COMMITTEE MEMBER(KUHS)

- Dr. Usha V.K.

#### PTA EXECUTIVE MEMBERS 2021-2022

President	Mr Mani E.G
Vice President	MrGopalakrishnan T.C
Convener	Dr.Usha V.K
Secretary	MrsGayathri P.V
Joint secretary	Dr.RakhiManjooran
Treasurer	MrsDepaMerinKuriakose
Internal auditor	MrsSindumol N.T
Representatives	
IV BSc Nursing(36 <sup>th</sup> batch)	Mr.Lalu (9447726032
IV BSc Nursing(37th batch)	Mr Mani E.G(9744209195)
	Mr. Prakash Zacheriah(9961277658)
III BSc Nsg(38th batch)	Mr. Vijayan K.G(9589843453)
	Mr. T.G Gopalakrishnan(9961716083)
II BSc Nsg(39th batch)	Mr.Jayakrishnan G(9562366220)
	MrsSubi(8901950266)
III GNM(20 <sup>th</sup> batch)	Mr.Manoj T.J(7560814401)
III GNM(21st batch)	Mr.Surendran(9747178755)
II GNM(22 <sup>nd</sup> batch)	MrsValsamma J Chandran(9446484564)
I GNM(23 <sup>rd</sup> batch)	Mr.JSajeev(9074816282
Post basic diploma(11th batch)	Mr.Basheer V.A(98955109173)
II Msc Ng(16 <sup>th</sup> batch)	Mr.MuhammedAmjad M(9061374311
I Msc Ng(17 <sup>th</sup> batch)	MrsSasikala C (9747202013)
IBSc NG(40 <sup>th</sup> batch)	Mr.Rajeev S.K(9495352864)
External auditor	MrManoj Baby(9562700914)

Also all the class coordinators and assistant wardens of the hostel are members of PTA executive.

	ALUMNI ASSOCIA	ATION EXECUTIVE MEMBERS
1.	Patron	Dr. Usha V. K
2.	President	Dr. Philomina Jacob [9446211516]
3.	Vice President	Mrs. Shila . B [7902579332]
4.	Secretory	Dr. Mary Joseph
5.	Joint Secretory	Mrs. Rema T.U [9496262255]
6.	Treasurer	Mrs. Laly Paul
7.	Editor	Mrs. Rakhi Manjooran

All the Batch representatives are also considered as executive members.

# IT CELL

Dr.Usha V.K.	Principal	Chairperson
Prof. Dr.Sarala P. A	Vice Principal	Convenor
Dr.Soja S.L.	Assistant Professor	Secretary
Mrs.Sharon Treesa Antony	Assistant Professor	Member
Mr.Biju M Abraham	Senior Superintendent	Member
Mrs. Anu Jose	Clerk	Member

#### PLACEMENT CELL.

Dr.Sisy Jose	Assistant Professor
Mrs.Jayarani R.S.	Assistant Professor
Class Coordinators	IV year B.Sc Nursing
	II year M.Sc Nursing

# **CURRICULUM COMMITTEE**

#### **Chairperson:**

Dr. Usha V.K., Principal, Govt. College of Nursing, Kottayam

# **Secretary:**

Dr.Sarala P.A., Professor, Govt.College of Nursing, Kottayam

#### **MEMBERS**

Mrs.Marykutty Mathew Associate Professor

Child Health Nursing

Dr.Liny Joseph Assistant Professor

Medical Surgical Nursing

Mrs. Sindhumol N.T. Assistant Professor

**OBG** Nursing

Mrs. Gayathri P.V Assistant Professor

Community Health Nursing

Dr.Mary Joseph Assistant Professor

Nursing Education & Administration

Mrs.Mariamma P. Alexander Assistant Professor

Mental Health Nursing

Ms.Alphons Issac II year M.Sc Nursing

Student Representative

Ms. B.Priyadarsini IV year B.Sc Nursing

# THE COMMITTEE FOR QAS

Convener: Dr. Usha V.K., Principal, Govt. College of Nursing Kottayam

Nodal Officer: Mrs. Marykutty Mathew, Associate Professor,

Govt.College of Nursing, Kottayam

**Asst.Nodal Officer**: Dr.Rakhi Manjooran, Assistant Professor, Govt.College of Nursing, Kottayam

Sl.No.	Criteria	Members
1.	Infrastructure facilities	Mrs.Maya Sebastian Dr.Omana M.P. Mrs.Sindhumol N.T. Mrs.Deepa Merin Kuriakose
2.	Teacher profile & teaching learning	Mrs.Sindhu Kizhakkeppattu Dr.Mary Joseph Mrs.Sancy George Ms.Shahana L.S.
3.	Curriculum implementation monitoring	Prof.Sarala P.A. Mrs.Marykutty Mathew Dr.Rakhi Manjooran Mrs.Divya Devakumar Mrs.Manju Mohanan
4.	Quality assurance system	Mrs.Laly Paul Dr.Liny Joseph Mrs. Anisha P.S. Ms.Aksa Thomas
5.	Research enabling environment	Dr.Betty P Kunjumon Dr.Mercy Jacob Dr.Kavitha Chandran.C
6.	Outreach programmes	Mrs.Gayathri P.V. Mrs.Radhika C.K. Mrs.Jasmin M.B. Ms.Akhila P.K

Sl.No.	Criteria	Members
7.	Student support and guidance programme	Mrs.Mariamma P Alexander Mrs.Smitha P.V.
8.	Institutional governance	Mrs.Sulochana V.A. Dr.Sisy Jose Mrs.Padminiamma P. Ms.Vidya K.S.
9.	Innovations and best practices	Prof.Thankamani V.K. Dr.Soja S.L. Mr.Ajeesh P. Mani Ms.Anju Maria James
10.	Feed back and implementation process	Mrs.Jayarani R.S. Mrs.Sharon Treesa Antony Mrs.Liny P. Luke

# PWD WORKS MONITORING COMMITTEE

Dr.Usha V.K.	Principal	Chairperson
Mr.Biju M Abraham	Senior Superintendent	Convenor
Mrs. Anisha P.S.	Assistant Professor	Secretary
Dr.Rakhi Manjooran	Assistant Professor	Member
Mrs. Anu Jose	Clerk	Member

# **SAFETY COMMITTEE**

Chairperson : Dr. Usha V.K., Principal, Govt. College of Nursing,

Kottayam

Coordinator : Dr.Omana M.P.Associate Professor

Members : Mrs.Sulochana V.A. Associate Professor

Mr. Ajeesh P Mani Assistant Professor

Mr.Biju M. Abraham Senior Superintendent

Mr.Shijumon V.K. Watchman

# **QUESTION PAPER SCREENING COMMITTEE**

**Chairperson**: Dr.Sarala P.A., Professor, Govt.College of Nursing, Kottayam

Dr.Sarala P.A.	Professor	OBG Nursing
Dr.Liny Joseph	Assistant Professor	Medical Surgical Nursing
Mrs.Marykutty Mathew	Associate Professor	Child Health Nursing
Mrs. Gayathri P.V	Assistant Professor	Community Health Nursing
Dr.Mary Joseph	Assistant Professor	Nursing Education & Administration
Mrs.Mariamma P. Alexander	Assistant Professor	Mental Health Nursing

#### LAHARI VIMUKTHA SQUAD

Dr.Usha V.K	Principal	Chair Person
Sri.Biju M Abraham	Senior Superintendent	Convener
Sri Ajeesh P Mani	Assistant Professor	Secretory
Sri Sojan Sebastian	Assistant Excise Commissioner &Dist: Manager Vimukthi Mission	ExciseOfficial Member
Sri.Sajith T	Excise InspectorExcise Range Office Ettumanoor	Member
Dr.Mercy Jacob	Assistant Professor(Assistant: Warden –Ladies hostel)	Member
Mrs:Sindhumol N.T	Assistant Professor(Assistant: Warden –New hostel)	Member
Sri.Ajayakumar C.N	Clerk	Member
Sri.Shijo Thomas	Clerical Attender	Member

# STAFFADVISORS FOR VARIOUS UNIONS

KBNSA- Dr. Omana M .P

**SNA-** Mrs. Sharon Treesa Antony

NSS- Dr. Betty P Kunjumon

College Union- Dr . Rakhi Manjooran

# **HOSTELASSISTANT WARDENS**

Ladies hostel -Dr.Mercy Jacob

New hostel- Mrs:Sindhumol N.T

#### HOSTELMONITORINGAND MAINTENANCE COMMITTEE

Dr.Usha V.K	Principal	Chair Person
Dr.Sarala P.A	Professor	Secretory /Convener
Dr.Mercy Jacob	Assistant: Warden	Member
	- Ladies hostel	
Mrs:Sindhumol N.T	Assistant: Warden	Member
	- New hostel	
Mrs Jasmin M.B	Assistant Professor	Member
Sri.Biju M Abraham	Senior Superintendent	Member
Sri Mani E.G	P.T.A President	Member
Mrs Sreeja K.S	Clerk	Member
Mrs Sreeji K.S	House keeper	Member
Miss SherinShaji	Hostel Secretory	Member
	- Ladies hostel	
Sr.Anju Mathews	Hostel Secretory	Member
	- New hostel	
Miss Annmariya Baby	Mess Secretory	Member
Mr.Muhammad Hams	a Men's Hostel	Member
	Representative	

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(IAC
Committee
Academic
Institutional

		FEPID	Mobile	E-mail
Dr.Usha V.K., Principal	Chairman	N11516	9495213645	principalcnk@gmail.com
Dr. Sarala P.A, Professor	Co-Chairman	N16624	9895808221	sarala_lakshman@yahoo.com
Dr. Betty P. Kunjumon	Nodal Officer	N14786	9447486411	bettypkunjumon@gmail.com
1. Mrs.Gayathri P.V., Assistant ProfessorHOD- Community Health Nursing	Member	N14663	9447310381	gayathrishyju@gmail.com
2. Mrs.Mariamma P.Alexander HOD- Mental Health Nursing	Member	N20829	9495850642	mariammalex@gmail.com
3. Mrs.Marykutty Mathew, Associate Professor HOD-Child Health Nursing	Member	N15123	9446013817	marykuttymathew@gmail.com
4. Dr.Sarala P.A, Professor HOD- OBG Nursing	Member	N16624	9895808221	sarala_lakshman@yahoo.com
5. Mrs.Laly Paul, Associate Professor HOD-Medical Surgical Nursing	Member	N15289	9497097189	paulnlaly@gmail.com

(IAC)
Committee
<b>Academic</b>
Institutional

Name		FEPID	Mobile	E-mail
 6. Mrs.Marykutty Mathew, Associate ProfessorM.Sc Nursing I year Course Coordinator	Member	N15123	9446013817	marykuttymathew64@gmail.com
 7. Smt.Sulochana V.A. Associate ProfessorM.Sc Nursing I year Course Coordinator	Member	N12639	9744927571	sulu.jp@gmail.com
 8. Mrs. Anisha P.S., Assistant ProfessorB.Sc Nursing		N14221	9744870595	
I year Course Coordinator	Member			anishanandu2gmail.com
 9. Mrs.Smitha P.V., Assistant ProfessorB.Sc Nursing II year Course Coordinator	Member	N14848	9895317590	smitha.pv8@gmail.com
 10.Dr.Betty P Kunjumon, Assistant ProfessorB.Sc Nursing III year Course Coordinator	Member	M20823	9495515724	omanamp71@gmail.com
11.Dr.Sisy Jose, Assistant Professor B.Sc Nursing IV year Course Coordinator	Member	N14276	9447565575	sindhumolnt@gmail.com

# **QUALITY ASSURANCE COMMITTEE**

**Chairperson** : Dr.Usha V.K.

Principal, Govt. College of Nursing,

Kottayam

Secretary : Mrs.Laly Paul Associate Professor

Govt.College of Nursing, Kottayam

Members : Mrs.Marykutty Mathew

Associate Professor

Dr.Liny Joseph Assistant Professor

Dr.Betty P Kunjumon Assistant Professor

Mrs. Anisha P.S. Assistant Professor

Student representatives: Ms.Neethu Yousuf II year M.sc Nursing

Ms.Alma Thomas IV year B.Sc Nursing

Internal Auditors : Dr.Mary Joseph , Assistant Professor

Mrs. Anisha P.S ,s Assistant Professor

External Auditor : Mrs. Asmi S. S, Assistant Professor

Govt. College of Nursing, Alappuzha

# STUDENT SUPPORT AND GUIDANCE PROGRAMME (SSGP) Advisory Committee 2021-2022

Chairperson - Dr.Sarala P.A.

Nodal Officers - Mrs.Sharon Treesa Antony

Mrs. Jasmin M.B.

Assistant Warden - Dr.Mercy Jacob

Faculties from

various specialties - Mrs.Deepa Merin Kuriakose

(Medical Surgical Nursing)

Mrs.Sindhumol N.T.

(Obstetric & Gynaecologic Nursing)

Dr.Rakhi Manjooran (Paediatric Nursing) Mrs.Gayathri P.V.

(Community Health Nursing)

Mrs.Mariamma P Alexander

(Mental Health Nursing)

Dr.Mary Joseph

(Education & Administration)

Representatives from PTA- Mr. Rajeev S.K. (I year)

Mr. Jayakrishnan.G. (II year)

Mr. Vijayan K.G. (III Year)

Mr. Prakash Sachariah (IV year)

GOVT. C	OLLEGE OF	NURSING	KOTTAYAM
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Class Coordinators - Mrs. Anisha P.S. (I year)

Mrs.Smitha.P.V. (II year)

Dr.Betty P Kunjumon (III year)

Dr.Sisy Jose (IV year)

Class Representatives - Ms.Jeena Thomasin George

(I year)Ms. Arya R. (II year)

Ms. Jain Mariya Shaji

(III year)

Ms.Mihida P. (IV year)

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		GOVT. COLLEGE OF NURSING, KOTTAYAM									
9895808221 sarala_lakshman@yahoo.com	9447486411 bettypkunjumon@gmail.com	7012368501 sharontreesaantony@gmail.com	9995975627 Jasminthaha.thaha@gmail.com	9447124175 mercypurayidam@rediffmail.com	9447565575 sindhumolnt@rediffmail.com	9446800150 ajeeshpmani@gmail.com	8075226877	7909146078	9400962837	9539848876	9847384294
Chairperson	Secretary	Nodal Officer SSGP	Nodal Officer SSGP	Asst.Warden,Hostel	Asst.Warden, Hostel	Teacher Representative	PTA President	College Union Chairman	College Union General Secretary	University Union Councillor[UG]	University Union Councilors[PG]
Dr.Sarala P.A. Professor	Dr.Betty P Kunjumon Assistant Professor	Mrs.Sharon Treesa Antony Assistant Professor	Mrs.Jasmin M.B Assistant Professor	Dr.Mercy Jacob Assistant Professor	Mrs.Sindhumol N.T. Assistant Professor	Mr.Ajeesh P Mani Assistant Professor	Mr.Mani E.G.	Ms.Keziya M.S.	Ms. Titto Elsa Mathew	Ms.Mihida.P.	Ms.Athira Rajan

#### 6.. COLLEGE NEWS

- \* First year BSc Nursing 39th batch classes commenced on 04/01/21 as online
- \* Post basic diploma in nursing 10<sup>th</sup> batch class commenced on 27/01/21.
- \* Mrs.Archana S Nair, MSc (Nursing), Community Health Nursing secured first rank in the examination conducted by KUHS during the year 2021
- \* Ms.Aswathy S, Msc (Nursing), Obstetrics and Gynaecological Nursing secured second rank in the examination conducted by KUHS during the year 2021
- \* Principal, faculty and students participated actively in covid control and prevention activities of state government
- \* Vanissery Foundation acknowledged Principal and appreciated the students by awarding Medical Excellence Award for their outstanding services as covid warriors in CFLTC (on 18-03-2021.
- \* Dr. Sreedevi.T.R , Vice Principal of this college retired from service on 31/05/2021
- \* Anti dowry declaration was signed by all students of UG and PG programme as per the instructions of KUHS
- \* Examination hall cum auditorium and library complex was inaugu rated on 28/09/21 by honourable minister of health and women and child department Smt ,Veena George and presided over by honourable minister for co operation and registration Mr .V N Vasavan
- \* As part of World Diabetic day, our college in collaboration with depart ment of health and family welfare, Arogya keralam and MG university participated in the programme in Maman Mapilla Hall which was inaugurated by former Chief Minister Oomen chandy on 14/11/21.
- \* One day picnic was organized for Faculty on 11/12/2021
- \* General Nursing And Midwifery course 23<sup>rd</sup> batch was commenced on 20/12/21

- \* e- Office was successfully launched in our college from 01/01/2022 onwards
- \* Post Basic Diploma Nursing 11th batch classes started on 3/1/2022
- \* Mrs. Sulekha A.T former associate professor and Alumni of this college took charge as Registrar KNMC on 4/1/2022
- \* Faculty orientation programme of KUHA on KUHS inspection on 24/1/2022.
- \* M.Sc. Nursing 17th batch classes started on 23/02/22
- \* First year BSc (N) 40th batch classes was commenced on 7/03/2022
- \* Mrs. Mercy George(Vice Principal), Mrs. Sulochana Kumar(Professor)and Mrs. Beena N(Assistant Professor) of this college retired from this college on 30/4/2022
- \* College celebrated the NURSES DAY on 13/5/2022. The celebration of NURSES DAY by the district was on 12/5/2022
- \* Graduation ceremony of 34<sup>th</sup> & 35<sup>th</sup> batches of B.Sc Nursing and farewell to 18<sup>th</sup> & 19<sup>th</sup> bathes of GNM on 25/6/2022
- \* Cafeteria inauguration on 17-06-22

#### 7.ACHIEVEMENTS OF OUR FACULTY & COLLEGE

- \* Mrs.Sulochanakumar and Mrs.Sulekha A T were promoted as Professors
- \* Dr.Betty P Kunjumon, Assistant Professor won the Academic Excel lence Award 2021-2022 by Novel Research Academy. She was also chosen as finalist in the Best Teacher category of Asianet Nursing Excellence awards 2021
- \* Dr.Rakhi Manjooran was awarded PhD in Nursing on 15/11/2021 from Mahatma Gandhi University

\* Mrs. Anisha P S, Assistant professor enrolled for PhD under National Consortium (INC) and Mrs. Padminiamma P., Mr. Ajeesh P Mani and Mrs. Jasmine M B, Assistant Professors enrolled for PhD under Kerala University of Health Sciences

Aleesha chacko of 35<sup>th</sup> batch was selected for Chief ministers student merit award on 23/3/2022

Veena J of 9<sup>th</sup>batch post basic diploma in specialty secured THIRD rank in post basic diploma in specialty examination.

Divya J S of 8<sup>th</sup>batch post basic diploma in specialty secured THIRD rank in post basic diploma in specialty examination.

Vijesh Velayudhan Alumni of GCNK won Covid warrior award of nursing excellence, Kuwait edition Asianet Nursing Excellence Award. Asha Mathew advanced nurse practitioner (1988- 1992 batch) was recognized for her exceptional service awarded with SILVER BADGE from Chief nurse Acosia Nyani

#### 8. SEMINARS/CONFERENCES/WORKSHOPS/TRAINING PROGRAMME

#### - CONDUCTED/ATTENDED DURING 2021-2022

Faculty and students of our college participated by presenting scientific papers and research projects in an International Webinar "Kerala Health Making SDG a Reality" on 13/02/21 and 14/02/21.

NSS unit organized a webinar on women empowerment on 09/03/21 as part of International Women's Day

Workshop on 'Nuring Essentials' was organized by Apex Trauma and Emergency Learning Centre, Thiruvananthapuram under DME from 12/04/21 to 23/04/21 for all students and teachers

Webinar on "Orientation to Quality Assurance Programme was organized on 17/04/21

Workshop on 'Emergency Nursing' By Apex Trauma And Emergency Learning Centre, Thiruvananthapuram was organized from 24/05/21 to 29/05/21 and 02/07/21 to 10/07/21

Students participated in a webinar on "Myths And Realities of Additives Disorders" organized by department of psychiatry on 25/06/21

Training programme for Arogya sena volunteers on "COVID Prevention and Control" was organized by Community Health Nursing Department in collaboration with KMCFHC on 24/07/21 in DMC centre Thallakam

An International webinar on "Online Education Mastering Through Simulation And Fundamentals of SPSS" on 09/08/21 and 11/08/21 was organized by Second year MSc Nursing students.

International webinar on Innovative Teaching Strategies, Competency Based Education, Problem Based Learning And Reflective Learning 'MELIORA 2021' organized by First year MSc Nursing students on 29/10/21

CNE on essential skills in critical care nursing for staff nurses was organized from 21/3/2022 to 28/3 2022.

CNE on managerial skills: an update for senior nursing officers from 20/4/2022 to 27/4/2022

#### 8. CONCLUSION

The faculty of the college are well experienced and highly qualified. Among the faculty, 9 are having PhD in Nursing and most of the faculty are doing PhD. Most of the senior faculties are PhD guides of various National Universities. The faculty of this college are invited as resource persons for various National and International conferences.

This college provide all possible environment for the overall development of students. Graduates of Government College of Nursing, Kottayam are functioning at various capacities such as care providers, educators, administrators, researchers and practioners all over the world. They bring fame to the institution through their contributions to the society. The Principal and staff of the college wish them all the success. The future perspective is to upgrade the college as a Centre of Excellence.