

# Annual Quality Assurance Report (AQAR)

## in Accredited Institutions

(Revised in October 2013)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

## The Annual Quality Assurance Report (AQAR) of the IQAC- July 2016 to June 2017

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

### Part – A

**AQAR for the year**

2016-17

### **I. Details of the Institution**

1.1 Name of the Institution

Manipal College of Nursing Manipal

1.2 Address Line 1

MAHE, Madhav Nagar

Address Line 2

Manipal

City/Town

Manipal, Udupi

State

Karnataka

Pin Code

576104

Institution e-mail address

office.con@manipal.edu

Contact Nos.

0820-2922443

Name of the Head of the Institution:

Dr. Anice George

Tel. No. with STD Code:

0820-2922564

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.5 Website address:

Web-link of the AQAR:

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	--	2002	5 yrs
2	2 <sup>nd</sup> Cycle	A	3.30	2016	5 yrs

1.7 Date of Establishment of IQAC: DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC –

- i. AQAR 2015-2016 (July 1,2015 to June 30, 2016) (29/12/2016)
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

### 1.9 Institutional Status

University                      State  Central  Deemed  Private

Affiliated College              Yes  No

Constituent College            Yes  No

Autonomous college of UGC    Yes  No

Regulatory Agency approved Institution    Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)- approved by **Indian Nursing Council (INC) & Karnataka Nursing Council (KNC)**

Type of Institution    Co-education  Men  Women

                                  Urban  Rural  Tribal

Financial Status        Grant-in-aid  UGC 2(f)  UGC 12B

                                  Grant-in-aid + Self Financing  Totally Self-financing

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

### 1.11 Name of the Affiliating University (*for the Colleges*)

Manipal Academy of Higher Education  
(MAHE)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University

University with Potential for Excellence

√

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

15

2.2 No. of Administrative/Technical staff

03

2.3 No. of students

02

2.4 No. of Management representatives

02

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and community representatives

02

2.7 No. of Employers/ Industrialists

02

2.8 No. of other External Experts

00

2.9 Total No. of members

27

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No   
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
Academic plan is prepared in the beginning of the academic calendar  Based on the academic plan, master and clinical plan, evaluation plan is prepared to enhance the smooth delivery of the curriculum	100% compliance to academic plan

\* Attached the Academic Calendar of the year as Annexure. – I & II

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD (Full time and part time)	01	Nil	Part time PhD programme	Nil
PG	02	Nil	02	02
UG	02	Nil	02	02
PG Diploma	Nil	Nil	Nil	Nil
Advanced Diploma	Nil	Nil	Nil	Nil
Diploma	Nil	Nil	Nil	Nil
Certificate	Nil	Nil	Nil	Nil
Others (Post Basic Diploma in Nursing)	01 (with 04 specialities)	Nil	01	Nil
<b>Total</b>	06	Nil	06	Nil
Interdisciplinary	Nil	Nil	Nil	Nil
Innovative	Nil	Nil	Nil	Nil

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	√ (All programmes)

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
*(On all aspects)*

Mode of feedback : Online  Manual  Co-operating schools (for PEI)  Nil

\* *Attach the Feedback on Institutional Services as Annexure. – III*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

**Yes. Scheme of Examination:**  
 The candidates, if failed in more than one/two subjects in any nursing programme they can be promoted to next year. Only two attempts were allowed up to 2012,  
 Now as per INC new resolutions, a candidate can take any number of attempts with a condition that maximum period allowed is as prescribed for each nursing programme. That is, M.Sc. (N) – 4 years, PB BSc Nursing – 4 years , B.Sc. (N) – 8 years. However, all papers need to be cleared before appearing for the final year University Examinations.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
52	24	05	08	15

2.2 No. of permanent faculty with Ph.D.

13

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
03	00	00	00	01	00	03	00	07	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

00	00	00
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Adjunct Professor: 02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	43	10	13
Presented papers	11	02	00
Resource Persons	01	05	02

## 2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Innovative teaching learning methods are adopted, e.g.: Team based learning, concept mapping, PBL, EBP projects, Small Group discussions, exhibition, field visit.

## 2.7 Total No. of actual teaching days during this academic year

### Number of teaching days for the academic year 2016-17

Course	2016-17
Basic B.Sc Nursing	232
P.B.B.Sc Nursing	227
M.Sc Nursing	239

Course	2016-17
M.Phil Nursing (part time)	
1 <sup>st</sup> year	36
2 <sup>nd</sup> year	32

### Note:

- M.Phil Nursing Part 1/ I year students have independent course related self-work and separate time table is maintained
- M.Phil Nursing Part 2 /II year students have dissertation work and have regular appointments with guide and co-guide throughout the academic year.

## 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Answer key is prepared during the question paper preparation and based on the answer key evaluation is done by subject teachers.
- E-pad exam is introduced for all the first year students' during the academic year 2016-17. E-pad exam evaluation is done onscreen and student paper viewing facility is done onscreen.

## 2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

08	16	15
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No. of faculty members involved in curriculum restructuring: 08

No. of faculty members involved in revision/syllabus development: When a part of the curriculum is revised, coordinators and faculty dealing with that particular subject are called for meeting.

Members of Board of Study: 16

Members Faculty Development workshop: 15

## 2.10 Average percentage of attendance of students

Clinical: 100%
Theory: 80% is required for all

## 2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. Sc Nursing	95	16.84% (16)	55.79% (53)	5.26% (05)	-	21.05% (20)
P.B.B.Sc Nursing	12	25% (03)	58.33% (07)	-	-	8.33% (01)
M.Sc Nursing	24	54.16% (13)	41.66% (10)	-	-	4.16% (01)
M.Phil Nursing	02	50% (01)	50% (01)	-	-	-

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching &amp; Learning processes :

Every month departmental meetings are conducted and the progress of teaching and learning is discussed. Any deviation from regular planned activity is rectified. Every month faculty meeting is held during which the progress and evaluation of the students are discussed. Feedback given by the students is communicated to the faculty during these meetings and need for improvement is stressed.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses (FDP & CNE)	52
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	07
Faculty exchange programme	00
Staff training conducted by the university	11
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	62
Others	00

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05 (MU Roll) 11 (MSS) 01 (MaGE)	00	00	00
Technical Staff	01 (MSS)	00	00	00

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The faculty are awarded with following awards every year for motivating them to conduct research studies.

- Outstanding Research Award
- Maximum number of presentations
- Best Published Research paper in indexed journal award
- Maximum publication award

Faculty are also encouraged to conduct research studies

- Incentives are given to the faculty for publication of articles and obtaining more than 24 points.
- Financial support is provided to the faculty to present paper /poster at National /International conference/workshop/seminar.
- Publication and Research award Incentive for Students to Excel (PRAISE)

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	5	5	27
Outlay in Rs. Lakhs	36,000,000	(Total project amounts 10,939,600.00+1,076,250.00+4,77,750.00+4,618,708.00+1,95,438) Rs. 17307746.00	5,85,680 (7 September, 2016)+ Rs.3,10,625 (9 <sup>th</sup> November 2016)+ Rs.2,38,875.00 (14 September 2016)+ 24,32,438 (2 <sup>nd</sup> August 2016)+ 1,95,438 (13 <sup>th</sup> February 2017)	9,63,17,205.50

### 3.3 Details regarding minor projects (Travel grants)

	Completed	Ongoing	Sanctioned	Submitted
Number	2 (travel grants) submitted and completed	Nil	NA	2 (travel grants submitted and completed)
Outlay in Rs. Lakhs	2,10,000			2,47,112

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	26	00	00
Non-Peer Review Journals	00	00	00
e-Journals	00	00	00
Conference proceedings	00	00	00

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
<b>Major projects</b>				
Capacity Building for Nurse Educators to conduct multidisciplinary research in Geriatric area*	5 years 23/09/2014 onwards ongoing	ICMR-DHR program for support to institutions under HRD-HR scheme	109,39,600 (5 years) out of which 8,10,000 (Non-recurring for 5 years)	17,84,441 (23 <sup>rd</sup> September 2014) 5, 85,680 ( 7 <sup>th</sup> September, 2016)
Study on child abuse, and its relationship with attitude of adults and Socio-demographic variables	3 years 11/9/2015 onwards ongoing	ICMR	10,76,250	Received Rs. 4,11,200 Received Rs.3,10,625 on 9 <sup>th</sup> November 2016
Effectiveness of a mHealth(mobile/smartphone) based Preterm Home Care Program (mHealthPHCP) on the developmental outcomes of preterms.	3 years 02/08/2016 onwards ongoing	DBT	46,18,708	24,32,438 ( 2 <sup>nd</sup> August 2016)
Impact of awareness programme on symptom management among advanced cancer patients and their family care givers.	2 years 14/09/2016 onwards ongoing	ICMR	4,77,750	2,38,875 (14 <sup>th</sup> September 2016)
A Randomized control trial on Home safety supervision program (HSSP): Impact on caregivers child supervisory practices.	1 year 13/02/2017 onwards ongoing	ICMR	1,95,438	1,95,438 (13 <sup>th</sup> February 2017 )
<b>Total</b>	<b>05</b>		<b>173,07,746</b>	<b>59,58, 697</b>

<b>Minor Projects</b>				
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students research projects <i>(other than compulsory by the University)</i>	Nil	Nil	Nil	Nil
<b>Any other(Specify)- minor projects</b>	Nil	Nil	Nil	Nil
<b>Total</b>	Nil	Nil	Nil	Nil

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from :

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges: Autonomy  CPE  DBT Star Scheme

INSPIRE  CE  Any Other (specify)

ICMR

3.10 Revenue generated through consultancy

3.11 No. of conferences Organized by the Institution

Level	International	National	State	University	College
Number	01	00	00	00	00
Sponsoring agencies	00	03	01	00	00

\*4 workshops have been organized by the college.

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institution in the year

Total	International	National	State	University	Dist	College
11	06	00	00	00	00	05

3.18 No. of faculty from the Institution who are Ph. D. Guides   
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution   
(02 faculty+02 Research Scholar)

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="Nil"/>	State level	<input type="text" value="Nil"/>
National level	<input type="text" value="Nil"/>	International level	<input type="text" value="Nil"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="01"/>	College forum	<input type="text" value="&gt;15"/>
NCC	<input type="text" value="Ni"/>	NSS	<input type="text" value="Nil"/>
		Any other	<input type="text" value="Nil"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social responsibility

- Students have a health and social welfare committee through which social service activities are organized regularly.
- Nursing students and faculty members are members of Voluntary Service Organization of Manipal University.
- Each department organizes an average of 4 to 5 outreach programme as a part of their curriculum; which includes special camps, school health programmes, awareness programmes, and national day celebrations every year.
- Faculty and students are actively involved in conducting regular health education in the clinical setting, community and school like, lactation counselling, psychoeducation, breast feeding, diabetes clinic, hemophilia etc.
- Faculty and students are actively involved in Blood donation camps, Eye Camp, Dental camp etc.
- Monthly two Morbidity clinics are conducted by Community Health Nursing department at Athrady and Marne Villages.
- Students visited the slums and educated children and adults on various health related issues.
- Helped the needy migrants in terms of food , stationary items to children and clothing.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	Teaching Block 36,300Sq.Ft  Hostel Block 1,12,147Sq. Ft	Nil	Self	Nil
Class rooms	12	Nil	Self	12
Laboratories	05	Nil	Self	05
Seminar Halls	02	Nil	Self	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	11	Nil	Self	11
Value of the equipment purchased during the year (Rs. in Lakhs)	88.07	4.02	Self	92.09
Others	Nil	Nil	Nil	Nil

#### 4.2 Computerization of administration and library

Library is fully automated using Easylib Software
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#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (in Rs.)	No.	Value (in Rs.)	No.	Value (in Rs.)
Text Books & Reference Books	4155	35,41,732.64	283	1,95,304.47	4438	37,37,037.11
e-Books	-	-	-	-	-	-
Journals (Print)	11	12,72,300.00	360	10,42,389.00	10	23,14,689.00
e-Journals (Online)	16				387	
Digital Database	-	8,43,553.00	-	8,64,443.00	-	17,07,996.00
CD & Video	134	-	1	-	135	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	37	10	Nil	Nil	Nil	08	11	08
Added	03	Nil	Nil	Nil	Nil	02	Nil	01
Total	40	10	Nil	Nil	Nil	10	11	09

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology Upgradation (Networking, e-Governance etc.)

- Introduction to computers subject is taught to for 1<sup>st</sup> year B.Sc Nursing students
- Internet access and Wi-Fi is available to the students in the library and in the campus.
- Wi-Fi is available in the college for academic purpose like workshop, seminars, CNEs'

#### 4.6 Amount spent on maintenance in lakhs:

i) ICT	3.52
ii) Campus Infrastructure and facilities	18.05
iii) Equipments	6.68
iv) Others	30.30
<b>Total :</b>	<b>58.55</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Counselling to the students those who are weak academic performers.
- Evening tutorials for 1<sup>st</sup> year B.Sc Nursing students and also for academically weak students.
- Teacher Guardian for 1<sup>st</sup> year B.SC (N) students (1 Teacher Guardian for 12-13 students).
- Class Coordinator and co-coordinator for monitoring the day to day curricular activities of the class.
- Subject coordinator for coordinating each subject
- Clinical supervision in each of the clinical area
- SNA unit
- Faculty generated fund to support financially weak students
- Health and Social Welfare committee- Sick students
- Mentoring by senior students
- Mentoring by faculty
- Judiciary committee – to monitor the discipline prefect system.
- Study buddy program – to help international students.
- Facility for attending and presenting paper/poster at conference.
- Senior nursing faculty as warden to hostel.
- Annual proficiency awards

#### 5.2 Efforts made by the institution for tracking the progression

- Through the Alumni Cell graduates are contacted for tracking of their achievements
- Every year alumni meet is conducted and alumni are invited to participate
- Contacting all the Alumni for registration in Alumni Portal to update the progress of Alumni's.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
428	75	07	Nil

#### (b) No. of students outside the state

288
-----

#### (c) No. of international students

07
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Men	No	%	Women	No	%
	53	10.54		450	89.46

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
405	05	05	50	Nil	465	429	06	12	56	Nil	503

Demand ratio 69.58%

Dropout % 0.79 (4 students discontinued)

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Not applicable

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations

NET Nil SET/SLET Nil GATE Nil CAT Nil  
IAS/IPS etc Nil State PSC Nil UPSC Nil Others Nil

5.6 Details of student counselling and career guidance

Counselling is provided for

- Those students who have failed in sessional exams, university examination and attendance shortage.
- Also for those who have personal & personality problems
- If required further consultation is given by clinical psychologists.

No. of students benefitted

>50%

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
04	244	200	75

5.8 Details of gender sensitization programmes

Nil

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	193	76,26,312
Financial support from government	04	56,125
Financial support from other sources	05	1,22,000
Number of students who received International/ National recognitions	-	-

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision Statement:** To be a world class nursing institution with international standards and a hallmark of excellence in Nursing Education, Practice and Research.

**Mission Statement:** Excellence in nursing education, health care services, research and commitment to human development.

6.2 Does the Institution has a management Information System

Yes.

- Student Information System (SIS)
- Online attendance
- Online feedback

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Regular curriculum committee meeting was held in May 2017 to discuss the regulation in the reprint of B.Sc Nursing syllabus.

6.3.2 Teaching and Learning

Innovative teaching learning methods are adopted, e.g: Team based learning.

### 6.3.3 Examination and Evaluation

#### **Examination: Sessional examination**

- Three sessional exams are conducted per subject
- Question paper pattern – Same as university examination
- Question paper preparation – Prepared by the subject coordinator, scrutinized by the faculty from other department and approved by the HoD and Dean.
- One week prior to the examination question paper will be prepared and it will remain with the subject coordinator. Question papers will be handed over to the invigilators on the day of exam. E-pad examination question paper will be uploaded to e-cloud one week prior to the exam. Question paper will be released for the students at the beginning of exam.
- Invigilation – One invigilator for every twenty five students and exam chief superintendent for each day will be planned and the exam schedule will be prepared one month prior to the examination.

#### **Evaluation: Sessional examination**

- Evaluation is done by the faculty within one week after the examination and online answer scripts (E-pad) will be available to the students for viewing answer papers (5 days). Marks will be finalized after clarification from the students. All the E-pad writing students will be informed through email about release of answer scripts for student viewing.

#### **University examination:**

##### **UG:**

- Two internal examiner will be evaluating the theory paper and practical examinations will be conducted by one internal and one external examiner. Maximum 15 students will be there in one group.

##### **PG:**

- One internal and One external examiner will be evaluating the theory paper and for practical one internal and one external examiner will conduct the practical examinations.
- Practical examination – feedback is taken from the external examiners.

### 6.3.4 Research and Development

- Workshops related to research.
- Student research guidance.
- Department research by individual faculty
- Research as part of Dr. TMA Pai Endowment chair
- Research in collaboration with other department & institution
- Research in collaboration with international universities.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

On Campus and Off Campus access to Online Journals and online databases have been provided. Library has a computer lab with Internet access available free of cost for faculty to use.

Every faculty above lecturer grade is provided with laptop and free internet connectivity

### 6.3.6 Human Resource Management

- Empowering the faculty members by conducting Faculty Development Programmes/ workshops.
- Taking corrective actions on the basis of feedback from the students
- Providing ample opportunity for conducting research
- Opportunity for promotion based on available vacancy
- Opportunity for participating in national and international conferences/ workshops.

### 6.3.7 Faculty and Staff recruitment

Based on MAHE HR policy which is in line with Indian Nursing Council

### 6.3.8 Industry Interaction / Collaboration

- Industry representatives address the students prior to campus interview and selection.
- Students get direct exposure to the industries during their clinical postings.
- External clinical postings.
- Informal career guidance by the subject teachers and Class coordinators.
- Student participation in Research activities/conferences enhance collaboration.

### 6.3.9 Admission of Students

- Entrance exam is conducted for selecting students for M.Phil Nursing programs
- Online Entrance exam is conducted for selecting students for M.Sc. nursing programs followed by counselling for final selection
- Scholarships are provided for those students who score >80% in qualifying examination based parents economical status.
- Campaigning about nursing programmes in various preuniversity colleges.

### 6.4 Welfare schemes for

Teaching	
Non teaching	
Students	

#### **Teaching and Non-teaching:**

1. College has a staff welfare committee which organizes monthly staff welfare activities. Some of the activities are :

- Various competitions
- Flower arrangement
- Tour /Picnic
- Staff Fest
- Get together for faculty, Staff and their Children
- Antakshari/Quiz
- Laughter therapy
- Talent show
- Easy home making

2. Provision for attending conferences & seminars
3. Leave facility for one year : 24 days of Earned leave, 13 days of compensatory leave, 12 days of Casual leave, 15 days special casual leave, commuted leave of 5
4. Conducting in-service education
5. Provident fund, National Pension Scheme
6. Medicare facility for the employee, spouse and children and dependent parents
7. Financial support to spouse and children for Education
8. Financial support for conference attendance for teaching staff
9. Loan facility

**Students:**

1. SNA Zonal level competitions March 2017 held at A.J Hospital, Mangalore
2. Utsav – cultural competitions organized by MAHE
3. Cultural and annul sports meet organized by Student Nurse's Association
4. Scholarship for students with 80% and above marks
5. Other scholarship facilities.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done    Yes     No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	√	<ul style="list-style-type: none"> <li>• Indian Nursing Council &amp; Karnataka State nursing Council</li> </ul>	External experts	IQAC
Administrative	√	M/s TUV Rhineland Pvt. Ltd	√	ISO

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes    Yes     No

For PG Programmes    Yes     No

#### 6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

The constituent colleges under the university has complete academic freedom to plan their internal assessment as per the guidelines laid in the curriculum. Any amendments are done through the approval from Board of Studies where Registrar Evaluation is a member. All the first year students have written university examination in the E-pad. Repeaters are allowed to write exam in the Answer Scripts. Scribe facility is given for one student for University exam.

#### 6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

The constituent colleges of the university has the academic freedom to manage their programmes within the existing framework, conforming to the policies, rules and regulations of the university. The implementation of the curricular and co-curricular activities is completely independent across the constituent colleges. During the appraisal process accountability is ensured.

#### 6.11 Activities and support from the Alumni Association

- Alumni are attending the university alumni meet every year
- Online registration of alumni for better networking
- Recognition of alumnus for their contributions

#### 6.12 Activities and support from the Parent – Teacher Association

- There is no Parent-Teacher Association. However regular communication with the parents/guardian is done.
- Teacher Guardian- communicate with the parents regularly
- Sessional marks and attendance is sent to the parents regularly.

#### 6.13 Development programmes for support staff

- Conducting continuing education classes.
- Periodic meetings to enable them to cope with the changing developments.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

- Green campus
- Reduction in paper usage/water/electricity
- Compulsory emission testing for vehicle parked in the campus

## Criterion – VII

### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- E-pad exam is introduced.
- Add on courses on Critical Care Nursing, Emergency Management, Advanced Neonatal Nursing

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Need to introduce the innovation was identified and discussed at departmental and institutional level.
- Detailed course outline on short courses was prepared
- The course outline was discussed and approved in the curriculum committee and then at Board of studies for approval of Evidence Based Practice and Geriatric course in the curriculum.
- Later presented at Academic Senate meeting and was approved by the university.
- Emphasised on publication of research papers in Scopus and Indexed Journal.

7.3 Give two Best Practices of the institution

- Incorporating Evidence Based Practice & Geriatric course in the curriculum
- Customer feedback including patients
- Academic mentoring
- Plagiarism check for all type of research report/publication.
- Institutional Research Committee to monitor the Research activity and publications.

7.4 Contribution to environmental awareness / protection

Yearly two fire mock drills, Mercury spillage drill, LPG awareness classes, water sample culture and sensitivity every month, Sticker has been displayed with regard to saving power, water and electricity in each floor.

7.5 Whether environmental audit was conducted? Yes  No

## 7.6 Any other relevant information the institution wishes to add.

SWOC analysis done and reviewed every year.

### **Strength:**

- Good infrastructure
- Highly qualified faculty and Professional development of faculty and adjunct faculty, international assignment.
- Innovative curriculum- Add on courses, accredited by NACC and ISO recognised by Singapore Nursing board.
- Student mentoring, guidance and counselling.
- Diverse student population, International student exchange program.
- Competent research faculty, supported by research incentives and core committee, publication in indexed journals, funded projects, endowment chair, journal published by the college, faculty are peer reviewers in national & international journals .
- Alumni all over the world.

### **Weakness:**

- Lack of patents
- Financial constraint for international student and staff movement
- Poor alumni response and participation
- Decreased PG admissions
- Service, education and research integration

### **Opportunities:**

- Digital pedagogy e platform for delivery of various educational programs
- National / international ranking.
- Coaching for licencing exam.
- Bridging program, travel grants for students.
- Nurse practitioner course, marketing for international students .
- Exploring for grants, international collaboration and professional networking.
- Centre for excellence.
- International fellowship, post doctoral research.
- More endowment chairs.
- Engaging with alumni.

### **Challenges:**

- Mushrooming of nursing colleges.
- Increased number of allied courses.
- Lack of credit system to transfer credits
- Decreased salary and less reputation for nurses, mismatch between qualification and placement
- Less job opportunity for masters degree qualified nurses
- Distance education
- Changing policy of funding agency, more competitors
- Changing foreign policy and currency value
- No ranking system for nursing colleges in India.

## **8. Plans of institution for next year**

- Continuing education program for Al Salam, Hospital Kuwait.
- Nurse practitioner in Critical Care Post Graduate Residency program
- Counseling for school children
- Scopus indexing of Institutional journal - MJNHS
- Short course on Nursing Research Methodology
- Short course on Evidence Based Nursing

Name: Dr. Baby S Nayak

Name: Dr. Anice George



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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## Annexure I

### Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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# Annexure – I

**Manipal College of Nursing Manipal, Manipal University**  
**Academic Calendar for UG & PG courses 2016-2017(Annual Scheme)**  
**B.Sc, PBBSc, Post Basic Diploma in Nursing, M.Sc & M. Phil Nursing**

**Details of Academic Events:**

Events	B.Sc(N) I year	B.Sc(N) II year	B.Sc(N) III year	B.Sc(N) IV year	P.B.B.Sc(N) I year	P.B.B.Sc(N) II year	Post Basic Diploma in Nsg	M.Sc(N) I year	M.Sc(N) II year	M.Phil(N) I year	M. Phil(N) II year	
Admission to the Course (2016-2017)	01.08.2016	-	-	-	01.08.2016	-	-	01.08.2016	-	01.08.2016	-	
Counseling for 2016-2017 Batch	NA							25.04.2016	NA	30.07.2016	NA	
Commencement of the course	01.08.2016	01.08.2016	01.08.2016	01.08.2016	01.08.2016	01.08.2016	-	01.08.2016	01.08.2016	01.08.2016	01.08.2016	
First Sessional Examination	08.10.2016 to 15.10.2016	11.10.2016 to 15.10.2016	11.10.2016 to 14.10.2016	13.10.2016 to 15.10.2016	05.10.2016 to 15.10.2016	08.10.2016 to 15.10.2016	-	11.10.2016 to 14.10.2016	14.10.2016 & 15.10.2016	Part Time course- minimum of 3 contact sessions scheduled each year. Exams are conducted during the contact session.		
Supplementary Examination	Six weeks after reopening the College. (This year exam starts in the month September 2016)											
Second Sessional Examination	12.12.2016 to 17.12.2016	12.12.2016 to 16.12.2016	12.12.2016 to 16.12.2016	15.12.2016 to 17.12.2016	08.12.2016 to 17.12.2016	10.12.2016 to 17.12.2016	-	12.12.2016 to 15.12.2016	16.12.2016 & 17.12.2016			
Mid year Vacation	19.12.2016 to 31.12.2016											
Third Sessional Examination	24.04.2017 to 29.04.2017	24.04.2017 to 28.04.2017	24.04.2017 to 28.04.2017	27.04.2017 to 29.04.2017	20.04.2017 to 29.04.2017	22.04.2017 to 29.04.2017	-	24.04.2017 to 27.04.2017	28.04.2017 & 29.04.2017			
Study Leave	30.05.2017 to 12.06.2017	05.06.2017 to 17.06.2017	05.06.2017 to 17.06.2017	05.06.2017 to 17.06.2017	29.05.2017 to 10.06.2017	05.06.2017 to 17.06.2017	-	26.06.2017 to 01.07.2017	26.06.2017 to 01.07.2017	NA	NA	

1 of 2

Events	B.Sc(N) I year	B.Sc(N) II year	B.Sc(N) III year	B.Sc(N) IV year	P.B.B.Sc(N) I year	P.B.B.Sc(N) II year	Post Basic Diploma in Nsg	M.Sc(N) I year	M.Sc(N) II year	M.Phil(N) I year	M. Phil(N) II year
Annual University examination	13.06.2017 to 30.06.2017	19.06.2017 to 01.07.2017	19.06.2017 to 01.07.2017	19.06.2017 to 01.07.2017	12.06.2017 to 30.06.2017	19.06.2017 to 01.07.2017	-	03.07.2017 to 15.07.2017	03.07.2017 to 15.07.2017	27.06.2017 to 01.07.2017	10.07.2017
Annual Vacation	03.07.2017 to 31.07.2017	03.07.2017 to 31.07.2017	03.07.2017 to 31.07.2017	03.07.2017 to 31.07.2017	03.07.2017 to 31.07.2017	03.07.2017 to 31.07.2017	-	17.07.2017 to 31.07.2017	17.07.2017 to 31.07.2017	03.07.2017 to 31.07.2017	-

  
**Dr. Anice George**  
**DEAN**

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 Manipal College of Nursing  
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2 of 2

