

## Baba Educational Society Institute Of Paramedical College of Nursing

Document No: BES /IQAC/M/11/2022

Date: 09/11/2022

### MINUTES OF MEETING

#### General Details

**Committee:** Internal Quality Assurance committee


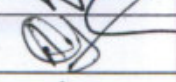



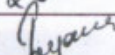
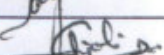


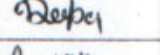


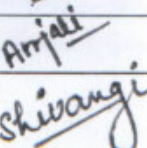
**Date:** 09/11/2022

**Time:** 12:00 PM to 1:00 PM

**Venue:** Conference Hall

**Chairperson:** Dr. Archana Chouhan

#### Attendance details:

S.N.	Name	Designation	Role	Signature
1.	Mr. Rajesh Vajpayee	Director	Chairman	
2	Dr. Archana Chouhan	Principal	Chairperson	
3	Mrs. UmaMaheswari	Professor	IQAC Director	
4	Mr. Gagan Verma	Assoc. Professor	Secretary	
5	Mr. Satish Kumar Saini	Assist. Professor	Joint Secretary	
6	Mrs. Jayana Rupjee	Professor	Member	
7	Mrs. Anjali Chaturvedi	Assist. Professor	Member	
8	Mr. Abhishek Dhamaniya	Assist. Professor	Member	
9	Ms. Deepa Singh	HR Manager	Member	
10	Mr. Pawan	Legal expert	External member	
11	Dr. S.K. Dixit	Administrative officer	Member	
12	Ms. Anjali	Student	Member	
13	Ms. Shivangi	B.Sc Nursing 4 <sup>th</sup> year Student	Member	

**Proceeding of meeting:** All the members are welcomed by the IQAC Director Mrs. Umamaheswari P. The meeting was preceded by IQAC secretary Mr. Gagan Raj by reading the agenda of meeting. The meeting agenda is approved by Chairperson.

## Baba Educational Society Institute Of Paramedical College of Nursing

### Meeting discussion:

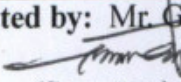
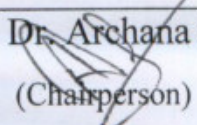
SN	Agenda	Discussion	Responsibility	Target Time
1	Reconstruction of other committees	Done as per decided by Committee  (See Annexure -1)	Dr. Archana Chouhan	2 week
2	Re-allotment of NAAC criteria	Done as per decided by Committee  (See Annexure -2).	Dr. Archana Chouhan	2 week
3	Faculty requirement	Faculty requirement sent to management (See Annexure -3)	Dr. Archana Chouhan	2 week
4	Allotment of class coordinator ship	Allotment of class coordinator ship done  (See Annexure -4)	Dr. Archana Chouhan	2 week
5	Distribution of lab in-charges	Distribution of lab in-charges  (See Annexure -5)	Dr. Archana Chouhan	2 week
6	Curriculum committee is instructed for subject allotment	Curriculum committee is instructed for subject allotment according to their speciality and submit a copy to IQAC  (See Annexure -6)	.....	2 week
7	Starting of classes of new batches of B.Sc. Nursing and M.Sc. Nursing	As per university order the classes of new batches of B.Sc. and M.Sc. Nursing will start from November 2022.	Class Coordinators of B.Sc. Nursing and M.Sc. Nursing  1 <sup>st</sup> year	.....

**Baba Educational Society Institute Of Paramedical College of Nursing**

8	Event celebration planning (Dept. wise)	HOD's of each department are instructed to organize or celebrate the events effectively individually or collaboration with other department. (See Annexure -7)	All HOD's & Event committee secretary	2 week
9	Student clinical planning	All the clinical posting will be planned as per master rotation plan.	All Class Co-ordinators	2 week

**Adjournment of meeting:** The meeting was adjourned at 01:05 PM, with a closing speech by committee secretary.

**Next Meeting:** As per schedule

<b>Submitted by:</b> Mr. Gagan Raj  (Secretary)	<b>Approved By:</b> Dr. Archana Chouhan  (Chairperson) <b>PRINCIPAL</b>
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BABA EDUCATIONAL SOCIETY  
COLLEGE OF NURSING  
INSTITUTE OF PARAMEDICALS  
56, MATIYARI DEVA ROAD  
CHINHAT, LUCKNOW-226028

**BABA EDUCATIONAL SOCIETY INSTITUTE OF PARAMEDICAL,  
COLLEGE OF NURSING**

56 Matiyari, Deva Road, Chinhath, Lucknow- 22602

**IQAC Committee Conducted On 09.11.2022**



**PRINCIPAL  
BABA EDUCATIONAL SOCIETY  
COLLEGE OF NURSING  
INSTITUTE OF PARAMEDICALS  
56, MATIYARI, DEVA ROAD  
CHINHATH, LUCKNOW-22602**

**Baba Educational Society Institute Of Paramedical College of Nursing**

Document No: BES /IQAC/M/01/2023

Date: 12/01/2023

**MINUTES OF MEETING**

**General Details**

**Committee:** Internal Quality Assurance committee

**Date:** 12/01/2023

**Time:** 03:00 PM to 04:00 PM

**Venue:** Conference Hall

**Chairperson:** Dr. Archana Chouhan

**Attendance details:**

S.N.	Name	Designation	Role	Signature
1.	Mr. Rajesh Vajpayee	Director	Chairman	
2	Dr. Archana Chouhan	Principal	Chairperson	
3	Mrs. UmaMaheswari	Professor	IQAC Director	
4	Mr. Gagan Verma	Assoc. Professor	Secretary	
5	Mr. Satish Kumar Saini	Assist. Professor	Joint Secretary	
6	Mrs. Jayana Rupjee	Professor	Member	
7	Mrs. Anjali Chaturvedi	Assist. Professor	Member	
8	Mr. Abhishek Dhamaniya	Assist. Professor	Member	
9	Ms. Deepa Singh	HR Manager	Member	
10	Mr. Pawan	Legal expert	External member	
11	Dr. S.K. Dixit	Administrative officer	Member	
12	Ms. Anjali	Student	Member	
13	Ms. Shivangi	B.Sc Nursing 4 <sup>th</sup> year Student	Member	

**Review of the previous meeting:** The minutes of last meeting which took place on 09/11/2022 were accepted without any changes. The actions arising from the last meeting are covered by taking appropriate action. Secretary Mr. Gagan Raj read the minutes from last meeting. The


## Baba Educational Society Institute Of Paramedical College of Nursing

minutes were approved as read by Chairperson (Dr. Archana Chouhan) seconded by Mrs. Anjali Chaturvedi (Nominee members from Pediatric department)

**Proceeding of meeting:** All the members are welcomed by the IQAC Director Mrs. Umamaheswari P. The meeting was preceded by IQAC secretary Mr. Gagan Raj by reading the agenda of meeting. The meeting agenda is approved by Chairperson.

### Meeting discussion:

SN	Agenda	Discussion	Responsibility	Target Time
1	Timely submission of research projects by B.Sc. Nursing and M.Sc. nursing final year student.	All the faculties who are eligible for guide-ship of students are instructed to carry out the research project as per INC and University guidelines	All Research Guide	2 week
2	Faulty publication at-least 2 in a year (1 original and 1 review paper).	<p>1. All the faculties are instructed to make their contribution in other professional activities by participating as a resource person/delegate in seminar, conferences, webinar etc. copy of participation certificate should be submitted to concerned department.</p> <p>2.- All the faculties are instructed to publish at-</p>	All faculty members	.....

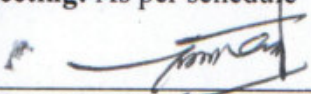
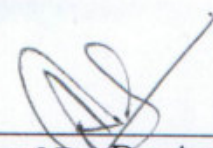
  
 PRINCIPAL  
 BABA EDUCATIONAL SOCIETY  
 COLLEGE OF NURSING  
 INSTITUTE OF PARAMEDICAL SCIENCES  
 56, MATYARIE, CHINHA  
 CHINHA, DISTRICT OF ... 20028

**Baba Educational Society Institute Of Paramedical College of Nursing**

		least 2 research publication in Scopus or Indexed journal.		
3	Student observational field visit.	As per curriculum student observational field visit will be planned( Old age Home, Milk plant, Water Purification, Sevage Treatment Plant, orphanage industries, rehabilitation centre) after getting approval from concerned.	Class Coordinators	.....
4	Instruction to Mass media committee regarding updation of website and other social media (Face book and you tube etc.)	Members of mass media committee have given a clear instruction to update the details of each programme or event on the website and other social media on regular basis	Mr. Abhishek Dhamaniya	.....

**Adjournment of meeting:** The meeting was adjourned at 04:05 PM, with a closing speech by committee secretary.

**Next Meeting:** As per schedule

 <b>Submitted by: Mr. Gagan Raj</b> (Secretary)	 <b>Approved By: Dr. Archana Chouhan</b> (Chairperson)
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BABA EDUCATIONAL SOCIETY  
 COLLEGE OF NURSING  
 INSTITUTE OF PARAMEDICAL SCIENCES  
 55, MATIYARA ROAD  
 GANESHAT, LUCKNOW-226028

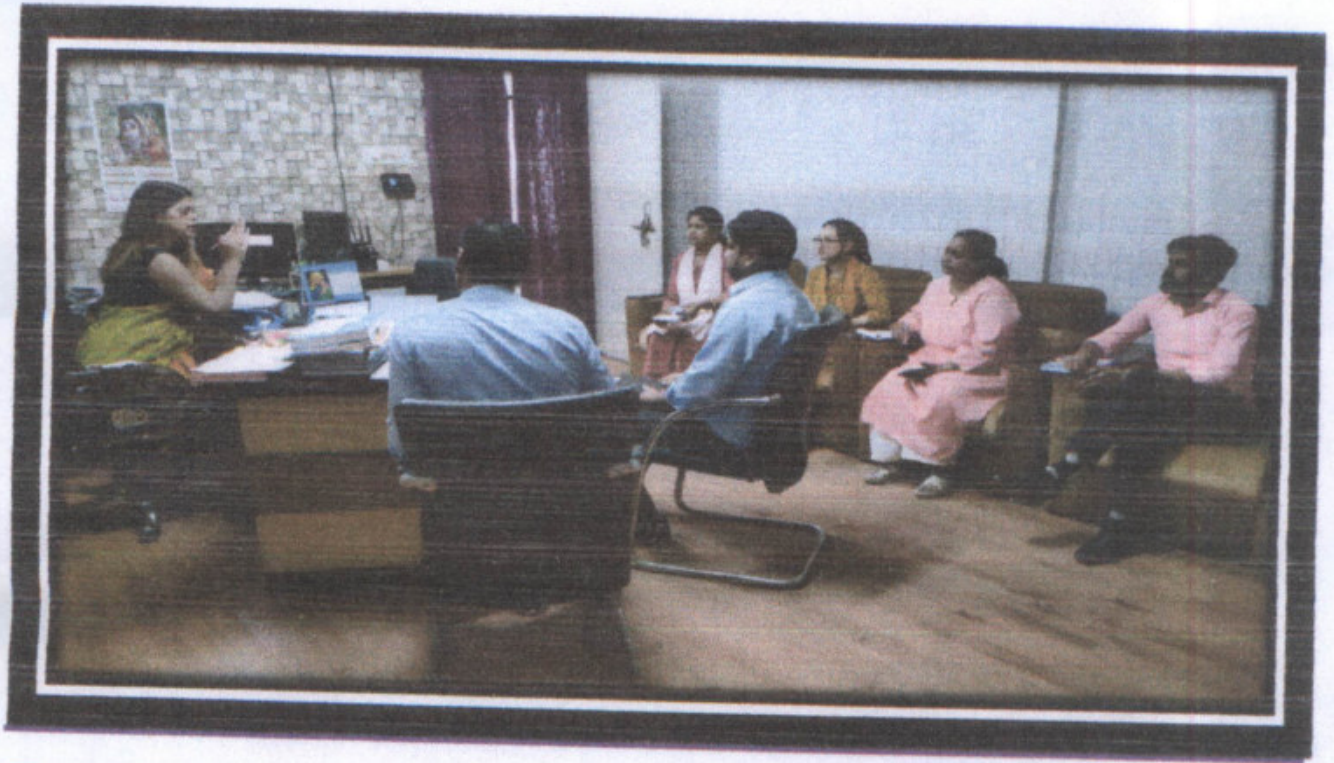



**BABA EDUCATIONAL SOCIETY  
INSTITUTE OF PARAMEDICAL  
COLLEGE OF NURSING**



**Deva Road, Chinhat, Lucknow- 226028**

**IQAC Meeting Conducted on 12.01.2023**



  
PRINCIPAL  
BABA EDUCATIONAL SOCIETY  
COLLEGE OF NURSING  
INSTITUTE OF PARAMEDICAL SCIENCES  
56, MATIYAN ROAD  
CHINHAT, LUCKNOW-226028



## Baba Educational Society Institute Of Paramedical College of Nursing

Document No: BES /IQAC/M/05/2023

Date: 03/05/2023

### MINUTES OF MEETING

#### General Details

**Committee:** Internal Quality Assurance committee

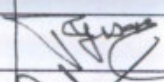
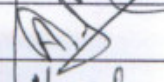
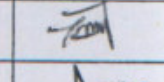
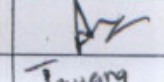
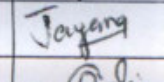
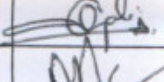
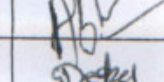
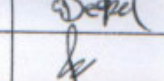
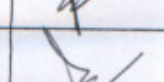
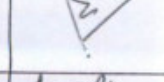
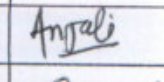
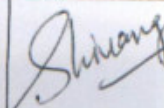
**Date:** 03/05/2023

**Time:** 11:00 AM to 12:00 PM

**Venue:** Conference Hall

**Chairperson:** Dr. Archana Chouhan

#### Attendance details:

S.N.	Name	Designation	Role	Signature
1.	Mr. Rajesh Vajpayee	Director	Chairmen	
2	Dr. Archana Chouhan	Principal	Chairperson	
3	Mrs. Umamaheswari	Professor	IQAC Director	Absent
4	Mr. Gagan Verma	Assoc. Professor	Secretary	
5	Mr. Ankur Sharma	Ass. Professor	Joint Secretary	
6	Mrs. Jayana Rupjee	Assistant Professor	Member	
7	Mrs. Anjali Chaturvedi	Assistant Professor	Member	
8	Mr. Abhishek Dhamaniya	Assistant Professor	Member	
	Ms. Deepa Singh	HR Manager	Member	
10	Mr. Pawan	Legal expert	External member	
11	Dr. S.K. Dixit	Administrative officer	Member	
12	Ms. Anjali	Student	Member	
13	Ms. Shivangi	B.Sc Nursing 4 <sup>th</sup> year Student	Member	

**Review of the previous meeting:** The minutes of last meeting which took place on 12/01/2023 were accepted without any changes. The actions arising from the last meeting are covered by

## Baba Educational Society Institute Of Paramedical College of Nursing

taking appropriate action. Joint secretary Mr. Ankur Sharma read the minutes from last meeting. The minutes were approved by Chairperson Dr. Archana Chouhan.

**Proceeding of meeting:** All the members are welcomed by the IQAC secretary Mr. Gagan Verma. The meeting was preceded by IQAC secretary Mr. Gagan Verma by reading the agenda of meeting. The meeting agenda is approved by Chairperson.

### Meeting discussion:

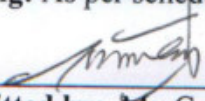

SN	Agenda	Discussion	Action	Responsibility	Target Time
1	Revision of teaching and non teaching performance appraisal Performa	Committee discussed about revision of teaching and non teaching performance appraisal Performa.	Committee decided that performance appraisal Performa should be revised. And also, it should take four times a year.	Mr. Gagan HR Manager	1 week
2	Collection of feedback on Curriculum from stakeholders.	Committee discussed about Collection of feedback on Curriculum from stakeholders.	The Curriculum Committee is instructed to get feedback on Curriculum from Stakeholder during the month August 2023.	Curriculum Committee Secretary	8 week
3	Collection of feedback on teaching and facilities regarding, clinical, skill and simulation labs.	Committee discussed about Collection of feedback on teaching and facilities regarding, clinical, skill and simulation labs.	The Curriculum Committee is instructed to conduct feedback on Curriculum from Students periodically.	Curriculum Committee Secretary	
4	Conduction B.Sc nursing (first semester), 2 <sup>nd</sup> internal exam, pre-	Committee discussed about conduction B.Sc nursing first year (first	Examination Committee is instructed to conduct B.Sc nursing first year (first semester), 2 <sup>nd</sup> internal exam ,	Examination Committee Secretary	

**Baba Educational Society Institute Of Paramedical College of Nursing**

	university and pre-board examination	semester), 2 <sup>nd</sup> internal exam, pre-university and pre-board examination	pre-university and pre-board examination as per Master Rotation Plan, University and Board schedule .		
5	Encourage the faculty and students for more research publication	Committee discussed about the faculty and students research publication.	It is instructed to all Faculty Members and Students conduct more research publication.	Scientific Research Committee Secretary	

**Adjournment of meeting:** The meeting was adjourned at 01:05 PM, with a closing speech by committee secretary.

**Next Meeting:** As per schedule

 <b>Submitted by: Mr. Gagan Verma</b> (Secretary)	 <b>Approved By: Dr. Archana Chouhan</b> (Chairperson)
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PRINCIPAL  
 BABA EDUCATIONAL SOCIETY  
 COLLEGE OF NURSING  
 INSTITUTE OF PARAMEDICALS  
 56, MATIYARI DEVA ROAD  
 UNHAT, LUCKNOW 226103



**BABA EDUCATIONAL SOCIETY  
INSTITUTE OF PARAMEDICAL  
COLLEGE OF NURSING**  
*Deva Road, Chinahat Lucknow*  
**IOAC Meeting Conducted on 02.05.2023**



**PRINCIPAL**  
BABA EDUCATIONAL SOCIETY  
COLLEGE OF NURSING  
INSTITUTE OF PARAMEDICAL STUDIES  
56, MATIYARI DEVA ROAD  
CHINHAT, LUCKNOW-226028

**Baba Educational Society Institute Of Paramedical College of Nursing**

Document No: BES /IQAC/M/08/2023

Date: 05/08/2023

**MINUTES OF MEETING**

**General Details**

**Committee:** Internal Quality Assurance committee

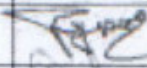
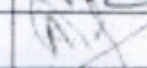
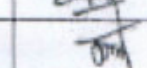
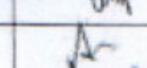
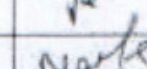
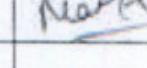
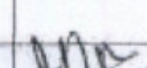

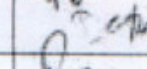
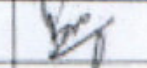


**Date:** 05/08/2023

**Time:** 02:00 PM to 03:00 PM

**Venue:** Conference Hall

**Chairperson:** Dr. Archana Chouhan

**Attendance details:**

S.N.	Name	Designation	Role	Signature
1.	Mr. Rajesh Vajpayee	Director	Chairman	
2	Dr. Archana Chouhan	Principal	Chairperson	
3	Mr. Nitin Soni	Professor	IQAC Director	
4	Mr. Gagan Verma	Assoc. Professor	Secretary	
5	Mr. Ankur Sharma	Assist. Professor	Joint Secretary	
6	Mrs. Manita Acharya	Professor	Member	
7	Mrs. Anjali Chaturvedi	Assist. Professor	Member	
8	Mr. Abhishek Dhamaniya	Assist. Professor	Member	
9	Ms. Deepa Singh	HR Manager	Member	
10	Mr. Pawan	Legal expert	External member	
11	Dr. S.K. Dixit	Administrative officer	Member	
12	Ms. Anjali	Student	Member	
13	Ms. Shivangi	B.Sc Nursing 4 <sup>th</sup> year Student	Member	

**Proceeding of meeting:** All the members are welcomed by the IQAC Director Mr. Nitin Soni. The meeting was preceded by IQAC secretary Mr. Gagan Verma by reading the agenda of meeting. The meeting agenda is approved by Chairperson.

## Baba Educational Society Institute Of Paramedical College of Nursing

### Meeting discussion:

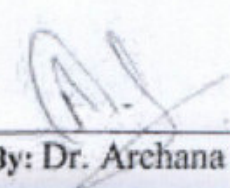
SN	Agenda	Discussion	Action	Responsibility	Target Time
1	Revision of policies of all criteria.	Committee discussed about the importance of revision should be done on policies of all criteria.	Committee decided that all the policies should be revised. Such as	Mr. Nitin Soni, Mr. Gagan Verma & All criteria incharge	2 weeks
2	Conduction B.Sc nursing 3 <sup>rd</sup> year & 4 <sup>th</sup> year , 2 <sup>nd</sup> internal exam, pre-university and pre-board examination	Committee discussed about Conduction B.Sc nursing 3 <sup>rd</sup> year & 4 <sup>th</sup> year , 2 <sup>nd</sup> internal exam, pre-university and pre-board examination	Examination Committee is instructed to conduct B.Sc nursing 3 <sup>rd</sup> year & 4 <sup>th</sup> year, 2 <sup>nd</sup> internal exam, pre-university and pre-board examination as per Master Rotation Plan, University and Board schedule .	Examination Committee Secretary	
3	Encourage the faculty and students for more research publication	Committee discussed about the faculty and students research publication.	It is instructed to all Faculty Members and Students conduct more research publication.	Scientific Research Committee Secretary	
4	Conduction of more extension activities,, workshops, seminar, etc	Committee discussed about conduction of more extension activities,, workshops, seminar, etc	IQAC Committee is instructed to all Departments to conduct workshops, seminar, etc	All departmental HODs and secretary. Event planning committee	
5	Establish MOU with various organization	Committee discussed about establishment of MOU with various organization.	MOU Certificate must be taken from various Government and Non-Government Universities and College.	Mr. Nitin Soni	6 weeks

**Baba Educational Society Institute Of Paramedical College of Nursing**

6	Conduction of M.Sc. Nursing 2 <sup>nd</sup> year research activity.	Committee discussed about Conduction of M.Sc. Nursing 2 <sup>nd</sup> year research activity.	All Subject Specialty Guides are informed to progress in their students Research activity as per plan.	All guides.	6 weeks
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**Adjournment of meeting:** The meeting was adjourned at 03:10 PM, with a closing speech by committee secretary.

**Next Meeting:** As per schedule



<b>Submitted by: Mr. Gagan Verma</b> (Secretary)	<b>Approved By: Dr. Archana Chouhan</b> (Chairperson)
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**BABA EDUCATIONAL SOCIETY  
INSTITUTE OF PARAMEDICAL  
COLLEGE OF NURSING**



**Deva Road, Chinhat, Lucknow- 226028**

**IQAC Meeting Conducted on 05.08.2023**



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