



15/9/2018

## COLLEGE CURRICULUM COMMITTEE

### Minutes of meeting 1

Date: 14/09/2018

Venue: Principal's chamber (Room No 20)

#### Attendees:

1. Prof. Pratijna Suhasini G.R, Principal
2. Prof. Geethalakshmi I.P, Vice Principal
3. Ms. Shiny M D'Souza, Member
4. Mr. Rajib Mandal, Member
5. Ms. Julnar K.P, Member
6. Mr. Prashanth Lobo, Member
7. Ms. Soumya Suvarna, Member

The meeting was chaired by Prof. Geethalakshmi I.P. in the presence of Principal Prof. Pratijna Suhasini G.R. and curriculum committee members.

#### Agenda of the meeting

1. Commencement of new academic year 2018-19
2. Preparation of academic calendar and schedules of internal assessment examinations
3. Departmental activities for the new academic year.
4. Implementation of value-added courses in the curriculum.
5. Implementation of mentor-mentee system.
6. Organizing CME
7. Inclusion of MoU with Mangala ethical committee

#### Minutes of meeting

- The decision was made to commence the classes on 24 September
- Principal Prof. Pratijna Suhasini. G.R. instructed the members of the curriculum committee to review the student's previous year's performance to improve the current year's performance.
- Principal conveyed the necessity of signing MoU with Mangala ethical committee as 3<sup>rd</sup> B.Sc. Optometry students have to get ethical clearance for their project.
- Prof. Geethalakshmi I.P, coordinator of the curriculum committee, presented the draft academic calendar and asked for suggestions and revisions if needed.

- Principal informed the committee members to collect activities of all departments for the new academic year and told them to encourage the students to participate in different co-curricular activities.
- Prof. Geethalakshmi I.P. proposed the concept of implementation of value-added courses. Members accepted the proposal. The decision to implement one interdisciplinary course for each program was taken. Each department is given in charge of one or two value-added courses.
- The Principal suggested organizing a CME to keep the students updated on the latest developments in healthcare.
- Committee members discussed the need for a mentor-mentee system and decided to implement it from the current academic year. The committee coordinator briefed on the roles and responsibilities of mentors.
- The committee decided to implement value-added courses from the current academic year.

  
Coordinator  
College Curriculum Committee

  
Principal



8/10/2018

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of the meeting held on 14/09/2018**

- A new academic calendar which included schedules of internal assessment examinations was prepared and the Principal approved the same.
- MoU was signed with Mangala ethical committee.
- Curriculum committee members of different programmes submitted the curricular activities of the respective department.
- Incharge departments submitted the syllabus for respective value-added courses which are verified and approved by the curriculum committee.
- The decision to organize CME in the month of December was taken and the responsibility was assigned to the Department of Renal Dialysis Technology.
- Mentor-mentee list was prepared and taken approval of the Principal.
- The committee decided to implement value-added courses 1) Basics of First Aid 2) Physiological Parameters 4) Introduction to Computing, 5) Biological Effects of Radiation 6) Eye Health and Eye Care Medical Terminology 7) Blood Banking, Basics of Cardiopulmonary Resuscitation are decided to implement for the current academic year.

Coordinator  
College Curriculum Committee

Principal



27/3/2019

**COLLEGE CURRICULUM COMMITTEE**  
**Minutes of meeting**

Date: 26 /03/2019

Venue: Room No:40

Attendance of the members

1. Prof. Geethalakshmi I.P
2. Ms. Shiny M D'Souza
3. Mr. Animesh Mondal
4. Ms. Rashmi
5. Mr. Prashanth Lobo
6. Ms. Soumya Suvarna

Prof. Geethalakshmi I.P. chaired the meeting in the presence of committee members.

Agenda of the meeting

1. Review of students' performance in first internal assessment examinations.
2. Remedial measures to improve the performance of exam-failed students.
3. Posting places for internship programmes.

Minutes of meeting

- Members reviewed the students' performance in the first internal assessment examinations and decided to implement remedial measures for the improvement of exam-failed students and the decision to conduct remedial classes and retests was taken.
- Coordinator of curriculum committee informed the members to collect the details of posting places for the first batch of internship students.

  
Coordinator  
College Curriculum Committee

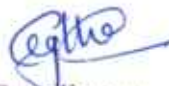
  
Principal



22/04/2019

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of meeting held on 26/03/2019**

- Remedial measures such as extra classes and retests are initiated for the improvement of backlog students.
- Committee members collected the details of posting places from all the departments.

  
Coordinator  
College Curriculum Committee

  
Principal









23/08/2019

**COLLEGE CURRICULUM COMMITTEE**  
**Minutes of meeting**

Date: 21/08/2019

Venue: Room No:40

Attendance of the members

1. Prof. Geethalakshmi I.P. 
2. Ms. Shiny M D' Souza 
3. Ms. Sonu A.S. 
4. Ms. Punitha P 
5. Mr. Prashanth Lobo 
6. Ms. Soumya Suvarna 

Prof. Geethalakshmi I.P. chaired the meeting in the presence of committee members.

Agenda of the meeting

1. Review of curriculum delivery methods.
2. Review of internal assessments and evaluation methods.
3. Review of value-added courses.
4. Allotment of posting places for first-batch internship students.

Minutes of meeting

- The committee reviewed the curriculum delivery methods implemented throughout the year.
- The committee discussed the effectiveness of various assessment techniques to identify the areas for improvement and to modify them in the upcoming years.
- Committee members finalized the posting places and started the needful work.
- The committee observed the good response to value-added courses from the students and decided to continue for upcoming years.

  
Coordinator  
College Curriculum Committee

  
Principal



23/09/2019

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of meeting held on 21/08/2019**

- The committee decided to add assignments and presentations as additional assessment methods.
- Posting places are finalized and allotted to the internees.
- Value-added courses are decided to continue for the next academic year.

Coordinator  
College Curriculum Committee

Principal



04/09/2019

**COLLEGE CURRICULUM COMMITTEE**  
**Minutes of meeting**

Date: 03/09/2019

Venue: Principal's chamber (Room No.20)

Attendance of the members

1. Prof. Pratijna Suhasini G.R.
2. Prof. Geethalakshmi I.P.
3. Ms. Shiny M D'Souza
4. Ms. Sonu A.S
5. Ms. Punitha P
6. Mr. Prashanth Lobo
7. Ms. Soumya Suvarna

The meeting was chaired by Prof. Geethalakshmi I.P. in the presence of Principal Prof. Pratijna Suhasini G.R. and committee members.

Agenda of the meeting

1. Commencement of new academic year 2019-20
2. Implementation of student-centric methods in the teaching-learning process.
3. Preparation of academic calendar and schedules of internal assessment examinations.
4. Departmental activities and posting rotations.
5. Implementation of value-added courses.
6. Preparation of mentor-mentee list.
7. Implementation of new syllabus for First year B.Sc. Optometry and Allied programmes and preparation of curriculum delivery documents.
8. Organizing a workshop to enhance teaching skills.
9. Celebration of World Kidney Day

Minutes of meeting

- The decision to commence classes on 13 September was taken.
- The meeting began with a discussion on the implementation of student-centric methods in teaching teaching-learning process. Principal Prof. Pratijna Suhasini G.R gave her inputs to add student-centric methods such as inter-disciplinary learning, patient-centric and project based learning etc to prioritize the needs and interests of the students.



- Prof. Geethalakshmi I.P. proposed an academic calendar for the new academic year including the dates of important events and schedules of internal assessment examinations.
- Principal instructed to submit the list of departmental activities and posting rotation list for the new academic year.
- As there was positive feedback, the decision to continue the value-added courses for the new academic year was taken.
- The committee discussed the strategies for properly implementing the new syllabus prescribed by Rajiv Gandhi University for first year B.Sc. programmes.
- A deadline was established for the completion of curriculum delivery documents.
- Principal suggested to conduct a workshop on basic course in educational methodology.
- World kidney day was decided to celebrate by organizing a walkathon with the theme 'walk for kidneys'.
- Committee discussed the effective implementation of a mentor-mentee system to provide guidance and support to the students.



Coordinator  
College Curriculum Committee



Principal



17/09/2019

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of meeting held on 03/09/19**

- The academic calendar was approved by making some necessary changes.
- A list of departmental activities is submitted by the various departments to the curriculum committee for the new academic year.
- Some departments submitted the lesson plan on time, while others requested an extension for completing the task.
- The schedule of the teaching methodology workshop was decided.
- Mentor-mentee list was prepared and the Principal approved the same.
- Value-added courses 1)First Aid Training 2) Basics of Vital Signs 3) Ocular Health and Vision 4)Radiation Impact on Living Organisms 5)Computer Fundamentals 6)Clinical Language Mastery 7)Blood Transfusion Assistance, 8)Advanced Cardiopulmonary Resuscitation are decided to implement for the academic year 2019-20.

Coordinator  
College Curriculum Committee

Principal



13/04/2020

**COLLEGE CURRICULUM COMMITTEE**  
**Minutes of meeting**

Date: 10/ 04/2020

Platform: Zoom meeting

Attendance of the members

1. Prof. Pratijna Suhasini. G.R. (Principal)
2. Prof. Geethalakshmi. I.P (Vice Principal)
3. Ms. Shiny M D'Souza (Member)
4. Ms. Sonu A.S (Member)
5. Mr. Prashanth Lobo (Member)
6. Ms. Soumya Suvama (Member)
7. Mr. Punitha P(Member)

Prof. Geethalakshmi I.P. chaired the meeting in the presence of committee members. Ms. Punitha P was absent for the meeting. Mr. Lalu Krishna T.P represented on her behalf.

Agenda of the meeting

1. Implementation of online classes.
2. Setting up a schedule and determining the duration of each class
3. Conducting internal assessment examinations through a virtual platform
4. Enrollment for online, subject enrichment programmes for students and faculties.

Minutes of meeting

- Due to the COVID-19 pandemic the meeting was held in the online platform.
- Principal Prof. Pratijna Suhasini. G.R. and committee members had a detailed discussion regarding the transition from traditional classes to online classes.
- Different online platforms and tools were evaluated by the committee considering factors such as ease of use, accessibility and functionality.
- Participants discussed the scheduling of online classes to ensure a consistent and structured learning environment.

- Various methods for evaluating and assessing students' progress were discussed including online quizzes, assignments and examinations.
- Prof. Pratijna Suhasini, G.R. suggested the members to enroll on Coursera online courses to upskill themselves.

  
Coordinator  
College Curriculum Committee

  
Principal



20/04/2020

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of meeting held on 10/04/2020**

- It was decided to use Zoom and Google Classroom as virtual classroom tools.
- A time duration of 40 minutes was set for each class.
- It was decided to conduct internal assessment examination through Google Forms.
- The staff members enrolled for Coursera online courses to enhance their skills

Coordinator  
College Curriculum Committee

Principal



20/10/2020

**COLLEGE CURRICULUM COMMITTEE**

**Minutes of meeting 3**

Date: 19/10/2020

Venue: Principal's chamber (Room No:20)

Attendance of the members

1. Prof. Pratijna Suhasini. G.R
2. Prof. Geethalakshmi I.P
3. Ms. Shiny M D'Souza
4. Ms. Sonu. A.S
5. Mr. Prashanth Lobo
6. Ms. Soumya Suvarna
7. Ms. Punitha

The meeting was chaired by Prof. Geethalakshmi I.P. in the presence of committee members.

Agenda of the meeting

1. Challenges of online classes
2. Organize activities for the students through an online platform
3. New question paper pattern for first-year B.Sc. courses

Minutes of meeting

- The decision was made to commence the classes on 10 November
- Prof. Geethalakshmi I.P. mentioned the importance of updating the curriculum delivery tools to ensure that it is suitable for remote learning.
- Ms. Sonu highlighted the internet connectivity issues in many students who are from rural places. The decision to share the recordings of online classes with the students was taken.
- Mr. Prashanth Lobo suggested conducting online competitions to make the students active during the pandemic.
- Prof. Pratijna Suhasini. G.R. discussed with the committee about the new question paper pattern and informed them to train the students for the same.

  
Coordinator  
College Curriculum Committee


  
Principal



29/10/2020

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of meeting held on 19/10/20**

- Recordings of online classes were shared with the students.
- Activities such as pencil sketch and spot photography were conducted online.
- A training was given to the students to answer the new question paper pattern.

  
Coordinator  
College Curriculum Committee

  
Principal



# MANGALA COLLEGE OF PARA MEDICAL SCIENCES

(Approved by Govt. of Karnataka, affiliated to Rajiv Gandhi University of Health Sciences, Karnataka)  
(A Unit of Mangala Charitable Trust ©)

Vidyanagar, P.O. Pedamale, Neermarga Road, Mangaluru - 575 029. Ph: 0824-2272276/77

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www.mangalacollege.org



03/11/2020

## COLLEGE CURRICULUM COMMITTEE

### Minutes of meeting

Date: 02/11/2020

Venue: Principal's chamber (Room No: 20)

#### Attendance of the members

1. Prof. Pratijna Suhasini G.R.
2. Prof. Geethalakshmi I.P.
3. Ms. Shiny M D'Souza
4. Ms. Sonu A.S
5. Mr. Prashanth Lobo
6. Ms. Punitha P
7. Ms. Soumya Suvarna

The meeting was chaired by Prof. Geethalakshmi I.P. in the presence of Principal Prof. Pratijna Suhasini G.R. and members of the curriculum committee.

#### Agenda of the meeting

1. Commencement of new academic year 2020-21
2. Preparation of academic calendar and posting rotation list
3. Assigning mentorship to staff members
4. Practical videos/ video lectures to upload to the institution's YouTube channel
5. Implementation of value-added courses
6. Celebration of World Kidney Day

#### Minutes of meeting

- The decision was made to commence the classes on 10 November
- Prof Geethalakshmi I.P. presented a draft calendar of events for the new academic year 2020-21. The calendar included the commencement of the academic year, vacation, internal examination dates and other significant events.
- Principal Pratijna Suhasini G.R. informed the committee that, as per RGUHS notification we are going to start the new academic year through online mode due to COVID-19 pandemic.



- As per the instruction of the Principal, coordinator of curriculum committee informed members to collect the posting rotation list of all departments at the beginning of the new academic year.
- Committee prepared the mentor-mentee list and got the approval from the Principal.
- World Kidney Day was decided to celebrate by organizing free health check-up camps for the public.
- Principal instructed the members to record and upload practical videos and video lectures on the institution's YouTube channel to encourage self-paced learning during COVID-19.
- Value-added courses Immediate Assistance, Significance of Basics of Vital Signs, Health Care Terminology Proficiency, Radiological Consequences Computer Health Care, Cardiopulmonary Resuscitation Guidelines and Procedure, Ophthalmic Care and Vision Health, Blood Collection and Storage Training are decided to implement for the academic year 2020-21



Coordinator  
College Curriculum Committee



Principal



30/11/2020

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of meeting held on 02/11/2020**

- The academic calendar was approved by the Principal.
- Posting rotation list was collected by the committee.
- Practical videos/ video lectures were uploaded to the YouTube channel.

  
Coordinator  
College Curriculum Committee

  
Principal









20/03/2021

**COLLEGE CURRICULUM COMMITTEE**  
**Minutes of meeting**

Date: 19/03/2021

Venue: Room no 40

Attendance of the members

1. Prof. Geethalakshmi I.P. 
2. Ms. Shiny M D'Souza 
3. Ms. Sonu A.S. 
4. Mr. Jayantha 
5. Ms. Punitha P 
6. Ms. Soumya Suvarna. 

The meeting was chaired by Prof. Geethalakshmi I.P. in the presence of members of the curriculum committee.

Agenda of the meeting

1. Review of student's performance in the first internal assessment examination
2. Implementation of remedial measures for exam-failed students
3. Effective implementation of student-centric methods in the curriculum

Minutes of meeting

- Committee members reviewed the performance of students in the first internal assessment examinations and decided to take remedial measures for the exam-failed students.
- The coordinator of curriculum committee informed the members to use student-centric methods as a part of the teaching process such as role play, project-based learning etc.

  
Coordinator

College Curriculum Committee

  
Principal



30/03/2021

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of meeting held on 19/03/21**

- Remedial measures such as retests and assignments are implemented for the exam-failed students.
- Student-centric methods such as role-play, projects etc are implemented.

Coordinator  
College Curriculum Committee

Principal









19/10/2021

**COLLEGE CURRICULUM COMMITTEE**  
**Minutes of meeting**

Date: 18/10/21

Venue: Room no:40

Attendance of the members

1. Prof. Geethalakshmi I.P. 
2. Ms. Shiny M D'Souza 
3. Ms. Sonu A.S. 
4. Ms. Punitha P 
5. Ms. Soumya Suvarna. 
6. Mr. Prashanth Lobo 

The meeting was chaired by Prof. Geethalakshmi I.P. in the presence of members of the curriculum committee.


Mr. Prashanth Lobo was absent for the meeting. Ms. Navya M represented on his behalf.

Agenda of the meeting

1. Review of curriculum delivery methods
2. Review of students' feedback analysis
3. Review of student-centric methods
4. Review of remedial measures

Minutes of meeting

- Due to the COVID-19 second wave few months classes were conducted through online. Committee members discussed the effectiveness of online classes
- The committee reviewed the students' and stakeholder feedback and found good responses for the student-centric methods and also decided to increase the number of experiential learning methods such as hands-on training, as per their recommendations.
- The committee found positive responses from the students to the remedial measures taken for the backlog students and decided to continue the same.

  
Coordinator  
College Curriculum Committee

  
Principal



# MANGALA COLLEGE OF ALLIED HEALTH SCIENCES

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Vidyanagar, P.O. Pedamale, Neermarga Road, Mangaluru - 575 029. Ph: 0824-2272276/77

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www.mangalacollege.org



10/11/2021

## COLLEGE CURRICULUM COMMITTEE Action taken report of meeting held on 18/10/2021

- Arrangements for hands-on training programs were made.
- Students were advised to view institutional YouTube channels to compensate for the gaps in learning caused by online classes.

Coordinator  
College Curriculum Committee

Principal



# MANGALA COLLEGE OF ALLIED HEALTH SCIENCES

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10/11/2021

## COLLEGE CURRICULUM COMMITTEE

### Minutes of meeting

Date: 09/11/21

Venue: Room no 20 (Principal's chamber)

#### Attendance of the members

1. Prof. Pratijna Suhasini G.R.
2. Prof. Geethalakshmi I.P.
3. Ms. Shiny M D'Souza
4. Ms. Sonu A.S
5. Mr. Jayantha
6. Ms. Punitha P
7. Ms. Soumya Suvarna.

The meeting was chaired by Prof. Geethalakshmi I.P. in the presence of Principal Prof. Pratijna Suhasini G.R. and committee members.

#### Agenda of the meeting

1. Commencement of new academic year 2021-22
2. Preparation of academic calendar
3. Assigning mentorship to staff members
4. Preparation of posting rotation list and schedules of internal assessment examination
5. Using ICT-enabled tools for teaching learning
6. Implementation of value-added courses and certificate courses
7. Implementation of BLS training as an add-on course for experiential learning.
8. Organizing CME and awareness programmes on community health.
9. Implementation of integrated learning

#### Minutes of meeting

- The decision was made to commence the classes on 19 November
- Prof Geethalakshmi presented a draft calendar of events for the new academic year 2021. The calendar included the commencement of the academic year, vacation, internal examination dates and other significant events.

- Principal suggested the committee to organize a CME which helps healthcare professionals stay updated with the latest medical advancements and clinical practices. She also added to organize an awareness programme on community health.
- As per the instruction of the Principal, coordinator of curriculum committee informed members to collect the posting rotation list of all departments at the beginning of new academic year.
- A decision to conduct internal assessment examinations in the months of January, April and August for first-year Allied programs was taken.
- Prof. Geethalakshmi informed the committee members to use ICT-enabled tools effectively in teaching teaching-learning process to create more interactive and inclusive learning environments.
- The principal highlighted the need for the implementation of BLS training as an add-on course to develop the skills through active participation. A decision to organize a CPR training programme every year as an add-on course was taken.
- The committee decided to implement integrated learning to provide a comprehensive educational learning experience.
- A decision to implement certificate courses to internship students a was taken by the committee.

  
Coordinator  
College Curriculum Committee

  
Principal





# MANGALA COLLEGE OF ALLIED HEALTH SCIENCES

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23 /11/2021

## COLLEGE CURRICULUM COMMITTEE Action taken report of meeting held on 09/11/2021

- The academic calendar was approved by making some necessary changes.
- The decision to organize CME on World Kidney Day was taken.
- It was decided to organize a breast cancer awareness programme in the month of September.
- Posting rotation list was submitted to the curriculum committee for the new academic year.
- ICT-enabled tools such as projectors and mics are provided to the staff.
- Value-added courses 1) Health and Fitness 2) Preliminary Medical Attention 3) Monitoring and Assessment of Health Parameter 4) Radiation Induced Biological Changes 5) Basics of Computer Application 6) Introduction to Electrocardiogram 7) Eye Hygiene and Visual Well-Being 8) Medical Language Essentials 9) Quality Assurance Planning and Implementation 10) Blood Transfusion Safety 11) Cardiopulmonary Resuscitation in Paediatric and Adults were decided to implement for the academic year 2021-22
- Certificate courses 1) Vene puncture training 2) Basics of psychology 3) Immediate care skills.

  
Coordinator  
College Curriculum Committee

  
Principal









29/03/2022

**COLLEGE CURRICULUM COMMITTEE**  
**Minutes of meeting**

Date: 28/3/2022

Venue: Room no 40

Attendance of the members

1. Prof. Geethalakshmi I.P. 
2. Ms. Shiny M D'Souza 
3. Ms. Sonu A.S. 
4. Mr. Jayantha 
5. Ms. Rakshitha 
6. Ms. Padmashree Mohan Betalakar 

The meeting was chaired by Prof. Geethalakshmi I.P. in the presence of curriculum committee members.

Agenda of the meeting

1. Review of curriculum delivery
2. Identification of slow learners and advanced learners
3. Remedial measures for the improvement of slow learners

Minutes of meeting

- The meeting began with a discussion on curriculum delivery. Committee members observed that there is smooth progress in most of the departments' delivery processes. But few departments' delivery process is slower than what is required.
- It was agreed that there is a need to review the delivery methods being used and identify the areas that need improvement
- Committee members reviewed the students' progress as per the marks scored in the first internal assessment examinations. The criteria for identifying slow learners and advanced learners were discussed.
- A decision of students with marks below 50% and attendance below 75% are considered as slow learners.

Students with marks above 75% and attendance above 75% are considered as advanced learners.

- As the improvement measures, the suggestion of giving assignments, remedial classes and group discussions for the slow learners, were accepted by the committee.



Coordinator  
College Curriculum Committee



Principal



**MANGALA COLLEGE OF ALLIED HEALTH SCIENCES**  
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11/04/2022

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of meeting held on 28/03/2022**

- Different delivery methods such as PowerPoint presentations, seminars, group discussions, role play etc are included.
- The list of slow learners and advanced learners was prepared. The process of remedial measures for the improvement of slow learners has been started.

Coordinator  
College Curriculum Committee

Principal



# MANGALA COLLEGE OF ALLIED HEALTH SCIENCES

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11/10/2022

## COLLEGE CURRICULUM COMMITTEE

### Minutes of Meeting

Date: 10/10/2022

Venue: Principal chamber (room no 20)

#### Attendance of the members

1. Prof. Pratijna Suhasini G.R.
2. Prof. Geethalakshmi I.P.
3. Ms. Shiny M D'Souza
4. Mr. Jayantha
5. Ms. Rakshitha
6. Ms. Sonu A.S.
7. Ms. Padmashree Mohan Betalakar

The meeting was chaired by Prof. Geethalakshmi I.P. in the presence of Principal Prof. Pratijna Suhasini G.R. and committee members. Ms. Sonu A.S and Ms. Padmashree were absent for the meeting and Ms. Priji and Ms. Grahitha deputed on their behalf.

#### Agenda of the meeting.

1. Commencement of new academic year 2022-23
2. Preparation of academic calendar for the new academic year and schedules of internal assessment examinations.
3. Assigning mentorship to staff members.
4. Preparation of timetable for the new academic year and schedules of internal examinations for the semester scheme as well as annual scheme.
5. Implementation of value-added courses and continuation of BLS training as an add-on course
6. Implementation of certificate courses for internship students
7. Continuation of integrated learning.
8. Arranging field visits, seminars, workshops, industry visits, guest lectures
9. Preparation of a well-structured lesson plan
10. Preparation of theory and practical blueprint
11. Organizing an international conference and awareness talk
12. Celebration of World Kidney Day
13. Inclusion of LMS integration

### Minutes of meeting

1. The decision was made to commence the classes on 28 October
2. Discussion regarding the preparation of the academic calendar including the activities of various departments and cells was held.
3. Prof. Geethalakshmi I.P. discussed with the committee members about the preparation of class timetables and schedules of internal examinations for the new academic year.
4. Committee discussed and assigned mentorship to staff members for the upcoming academic year.
5. The decision to continue value-added courses, integrated learning and CPR training as an add-on course was taken.
6. The committee discussed the need to offer certificate courses for internship students to provide a wide range of specialization options.
7. Prof. Patijna Suhasini G.R. suggested the members to arrange seminars, workshops, field visits, industry visits etc to provide opportunities for out of classroom learning as per the recommendations of students' feedback analysis.
8. As per feedback analysis, Prof. Geethalakshmi I.P. directed the members to revise the lesson plan to make it well-structured and to prepare question paper blueprint for both theory and practical examinations and ensure accessibility for the students.
9. Prof. Pratijna Suhasini G.R. directed the members to host an international conference to provide a platform for experts and professionals to share their knowledge and research findings, fostering intellectual exchange.
10. Ms. Shiny M D'Souza, Head of the Department of Medical Laboratory Technology, submitted the proposal to organize aid awareness talk for students.
11. Mr. Jayantha, course coordinator of Renal Dialysis Technology proposed to conduct 5K run on the occasion of World Kidney Day.
12. Principal communicated the necessity of inclusion of LMS integration for curriculum delivery, mentor-mentee interaction, attendance marking and internal assessment.

  
Coordinator  
College Curriculum Committee

  
Principal



# MANGALA COLLEGE OF ALLIED HEALTH SCIENCES

(Approved by Govt. of Karnataka, affiliated to Rajiv Gandhi University of Health Sciences, Karnataka)

(A Unit of Mangala Charitable Trust @)

Vidyanagar, P.O. Pedamale, Neermarga Road, Mangaluru - 575 029. Ph: 0824-2272276/77

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2/11/2022

## COLLEGE CURRICULUM COMMITTEE

### Action taken report of the meeting held on 10/10/22

- The academic calendar was prepared and the Principal approved the same.
- The international conference on Optometry was decided to organize in the month of March.
- Schedules of value-added courses and BLS training were decided.
- Certificate courses on Hands-on training on phlebotomy technique, emergency care and psychological first aid are decided to implement for the internees.
- It was decided to conduct a workshop on career enhancement to prepare the students for their career paths.
- Schedules of the field visit, seminar and guest lecture were decided.
- Theory and practical examination blueprint were prepared.
- The lesson plan was restructured and made available for the students.
- Aids awareness talk was planned to conduct on World Aids Day
- The proposal of 5K run on World Kidney Day was approved.
- Value-added courses 1) Basics of Yoga 2) Emergency Response Training 3) Vital Signs Monitoring and Equipment 4) Effects of Ionising Radiation 5) Application of Computer in Digital Health Care 6) Electrocardiogram Interpretation and Application 7) Optometry and Vision Maintenance 8) Medi-Talk Understanding 9) Essentials of Quality Management 10) Practice Guidelines for Blood Transfusion 11) Emergency Cardiopulmonary Resuscitation were decided implement for the academic year 2022-23.
- LMS integration is implemented

  
Coordinator  
College Curriculum Committee

  
Principal



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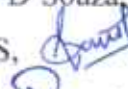

18/10/2022

**COLLEGE CURRICULUM COMMITTEE**  
**Minutes of meeting**

Date: 17/10/2022

Venue: Room no 40

Attendance of the members

1. Prof. Geethalakshmi I.P. 
2. Ms. Shiny M D'Souza 
3. Ms. Sonu A.S. 
4. Mr. Jayantha 
5. Ms. Rakshitha 
6. Ms. Padmashri Mohan Betalakar 

The meeting was chaired by Prof. Geethalakshmi I.P. in the presence of curriculum committee members.

Agenda of the meeting

1. Review of curriculum
2. Outcome analysis
3. Review of slow learners and advanced learners' performance

Minutes of meeting

- Members of the curriculum committee reviewed the curriculum implementation and discussed the methods to improve the quality of education for a better outcome.
- Members discussed the outcomes of internal assessment examinations, value-added courses and observed the students' progress.
- The committee reviewed the performance of slow learners and advanced learners and also discussed about the effectiveness of remedial measures implemented for the improvement of slow learners.

  
Coordinator  
College Curriculum Committee

  
Principal






30/10/2022

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of meeting held on 17/10/22**

- Members observed the enrollment of good number of students for value-added courses and add-on courses and decided to continue for the upcoming years.

  
Coordinator  
College Curriculum Committee

  
Principal



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04/04/2023

## COLLEGE CURRICULUM COMMITTEE Minutes of meeting

Date: 30/3/23

Venue: IQAC Office

### Attendance of the members

1. Prof. Geethalakshmi I.P. 
2. Ms. Shiny D'Souza, 
3. Ms. Sonu A.S 
4. Mr. Jayantha 
5. Ms. Rakshitha 
2. Ms. Padmashri Mohan Betalakar 

The meeting was chaired by Prof. Geethalakshmi I.P in the presence of curriculum committee members Ms. Shiny D'Souza, Ms. Sonu A.S, Mr. Jayantha, Ms. Rakshitha. Ms. Padmashri Mohan Betalakar was absent for the meeting. Ms. Sangeetha was deputed on her behalf.

### Agenda of the meeting

1. Follow up on curriculum implementation
2. Remedial measures for the improvement of slow learners
3. Schedules of 2<sup>nd</sup> internal assessment examination
4. To collect parent feedback during parent-teacher meeting
5. Schedules of internal practical examination.

### Minute of meeting

- Prof. Geethalakshmi I.P. inquired the members about the status of curriculum implementation. Members informed that by the end of April, they will be able to cover 50% of the syllabus.
- Committee members discussed the remedial measures for the improvement of slow learners. The decision to give assignments, conduct re-tests and group discussion was taken.

- Discussion about the schedules of 2<sup>nd</sup> internal assessment examinations was held. It was decided to conduct it on 22 May to 25 May.
- Ms. Rakshitha, suggested to maintain uniformity in marks allotment in the internal examinations. Members accepted the suggestion.
- Prof. Geethalakshmi informed the members to collect feedback from the parents during parent-teacher meeting.
- Discussion on the proposal of conducting internal examinations for practicals was held and it was accepted by the members.



Coordinator  
College Curriculum Committee



Principal



24/04/2023

**COLLEGE CURRICULUM COMMITTEE**  
**Action taken report of meeting held on 30/3/23**

- The decision has been made to accelerate the teaching process due to co-curricular and extra-curricular activities scheduled for the month of June.
- Remedial measures are implemented for the improvement of slow learners.
- Coordinators prepared the timetable and question papers for 2<sup>nd</sup> internal assessment examinations.
- To maintain uniformity, all question papers were prepared for 50 marks.
- After theory internal examinations, it is decided to conduct practical internal assessment examinations.
- Certificate courses phlebotomy, emergency care technique and psychological first aid are decided to implement for internship students.

  
Coordinator  
College Curriculum Committee

  
Principal