



AMALA COLLEGE OF NURSING

AQAR (2023-2024)



CRITERION 5 – STUDENT SUPPORT AND PROGRESSION

Key Indicator 5.1–Student Support

Metric No. 5.1.5- The Institution has a transparent mechanism for timely redressal of student grievances / prevention of sexual harassment /prevention of ragging

SUBMITTED TO



National Assessment and Accreditation Council



MINUTES OF STUDENT GRIEVANCE REDRESSAL CELL

HELD ON 6/3/2024

SGRC meeting was held on 6 march at 3pm in conference hall after getting grievance letter from hostel students regarding, a significant mosquito infestation within the new hostel premises.

MEMBERS PRESENT

1. Prof.Dr. Rajee Reghunath
2. Sr. Litha Lizabeth
3. Dr Sr. Merly John
4. Sr. Moly Thomas

AGENDA OF THE MEETING

1. Report of previous meeting
2. Addressing the Grievance Regarding Mosquito Infestation in Hostel Premises

DISCUSSION OF THE AGENDA.

Meeting started with a silent prayer at 3pm in conference hall. Action taken report of the previous meeting presented. Prof. Dr. Rajee Reghunath enquired the students about Mosquito Infestation in Hostel

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REQUEST FOR MOSQUITO NET AND PESTICIDE SPRAYING IN HOSTEL

Student reported their issues in the meeting. Discussed Various factors contributing to the problem, such as open windows, geographical location and Continuous lighting etc. students requested pesticide Spray for controlling.

ACTION TAKEN REPORT

Sl No.	date	Grievance	Action taken report	Date of implementation
1	6/3/2024	Mosquito Complaint in the hostel.	Meeting was Conducted on and discussed the issue. Fogging was Conducted in the hostel surroundings to control the mosquito populations.	10/03/2024



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MINUTES OF STUDENT'S GRIEVANCE REDRESSAL CELL HELD ON 08.04.2024

Student grievance redressal committee convened to address the recent issues of acid fly attack in the hostel students at conference hall on 08.04.2024

Members Present

1. Prof. Dr. Rajee Reghunath *Lynd*
2. Sr. Litha Lizbeth *AK*
3. Dr. Sr. Merly John *Merly*
4. Prof Lakshmi G *Lakshmi*
5. Sr. Moly Thomas *Molly Thomas*
6. Mrs. Chanlin Chacko
7. Mrs. Bincy A P
8. Ms. Ayana Baby *Ayana Baby*
9. Mrs. Sheena

Agenda

1. Addressing the issue of acid fly attacks – overview of the current situation
2. Implementation of preventive measures

Discussion of the agenda

Meeting started with a silent prayer at 3 pm in the conference hall. Action taken report of the previous minutes was presented. Fogging was done in the hostel surroundings to control the mosquitos



Lynd
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Request for mosquito net and pesticide spraying in hostel

The principal enquired the student about the acid fly attack in the hostel. The meeting began with a comprehensive overview of the situation highlighting the health risks and discomfort caused by the presence of these pests. It was decided that the implementation of mosquito nets and regular pesticide spraying.

Action taken report

Sl. No.	Date	Grievance	Action taken report	Date of Implementation
1	08.04.2024	Acid fly attack	Meeting was conducted on and discussed the problem with management and decided to fix window net in both floors and regular safe pesticide spraying.	10.05.2024

Minutes prepared by: Sr. Dona

Minutes approved by: Dr. Rajee Reghunath

Prof. Dr. RAJEE REGHUNATH
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Order No. B/183/2023/ACON

Date: 19.08.2023

Sub: Reconstitution of anti ragging committee.

Anti ragging committee is reconstituted with the following members.

Chairman : Fr. Antony Mannummel CMI, Associate Director
Secretary : Prof. Dr. Rajee Reghunath, Principal
Members : Sr. Litha Lizbeth, Professor
Dr. Ambika C, Professor
Dr. Sr. Merly John (Molly John), Professor
Moly Thomas, Assistant Professor
Mr. Varghese M. V, PTA President, Mob No. 8113927414
Ms. Maria K Darlin, IV year B.Sc. Nursing Student

Functions:

1. Formulation of policies and activities to prevent ragging.
2. Organizing classes, motivation programmes against ragging.
3. Conducting enquiries related to complaints regarding ragging.
4. Discussing disciplinary actions.
5. Helping students to enter anti-ragging declaration in amanmovement.org website



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No.B/184/2023/ACON

Date: 19.08.2023

SUB: RECONSTITUTION OF ANTI RAGGING SQUAD

Anti-ragging squad for the academic year 2023-2024 is reconstituted with the following members:

1. College Building : Dr. Sr. Merly John (Moly John), Sr. Jyothish CSC (Shaji E. J.),
Dr. Ambika C, Sr. Grace Maria (Sheela C D)
2. Hostel : Sr. Litha Lizbeth (Princy C. J), Sr. Maria (Tincy Abraham),
Sr. Moly Thomas
3. Hospital Campus : Mr. Cleetus P D, Office Superintendent
Mr. Sankaradas M, Father of Alumni
Mr. Renny A L, Security Supervisor

Functions:

1. Immediate reporting of any incidence of ragging to Principal.
2. Communication with junior and senior students.
3. Introducing Juniors to Seniors.
4. Counseling and guidance to seniors regarding prevention of ragging.



lqab
Principal



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ANTI- RAGGING DUTY LIST 2023

Date & Day	College	Hostel
05.09.2023 Tuesday	-----	Tincy Abraham (Sr. Maria)
06.09.2023 Wednesday	Dr. Ambika C	Sr. Litha Lizbeth
07.09.2023 Thursday	Mrs. Chanlin Chacko	Dr. Sr. Merly John
08.09.2023 Friday	Mrs. Lekshmi M	Sr. Jyothish CSC
09.09.2023 Saturday	Mrs. Bincy A P	Sr. Moly Thomas
10.09.2023 Sunday	-----	Sheela C D (Sr. Grace Maria)
11.09.2023 Monday	Mrs. Linda Varghese	Sr. Alphonsa M P
12.09.2023 Tuesday	Mr. Aneesha V B	Sherly George (Sr. Likhitha)
13.09.2023 Wednesday	Mrs. Rinu David	Tincy Abraham (Sr. Maria)
14.09.2023 Thursday	Mrs. Shaly Joseph Pullan	Sr. Litha Lizbeth
15.09.2023 Friday	Mrs. Don Jose K	Dr. Sr. Merly John
16.09.2023 Saturday	Mrs. Lovna Grace Paul	Sr. Jyothish CSC
17.09.2023 Sunday	-----	Sr. Moly Thomas
18.09.2023 Monday	Mrs. Tonia Toms	Sheela C D (Sr. Grace Maria)
19.09.2023 Tuesday	Sr. Siji C P	Sr. Alphonsa M P
20.09.2023 Wednesday	Mrs. Shilsa James	Sherly George (Sr. Likhitha)
21.09.2023 Thursday	Mrs. Aswathy Gopi	Tincy Abraham (Sr. Maria)
22.09.2023 Friday	Mrs. Rosariyo Anto	Sr. Litha Lizbeth
23.09.2023 Saturday	Mrs. Surya K	Dr. Sr. Merly John
24.09.2023 Sunday	-----	Sr. Jyothish CSC
25.09.2023 Monday	Mrs. Krishnaja M Unnikrishnan	Sr. Moly Thomas
26.09.2023 Tuesday	Mrs. Maria E J	Sheela C D (Sr. Grace Maria)
27.09.2023 Wednesday	Mrs. Shinu C Vinson	Sr. Alphonsa M P
28.09.2023 Thursday	Mrs. Neethu Anto	Sherly George (Sr. Likhitha)
29.09.2023 Friday	Mrs. Seena A F	Tincy Abraham (Sr. Maria)
30.09.2023 Saturday	Mrs. Siji George C	Sr. Litha Lizbeth

NB: Write report in the anti-ragging register at the end of duty on the same day itself.

Date: 19.08.2023




Principal



MINUTES OF ANTI-RAGGING COMMITTEE MEETING HELD ON 04.10.2023

Anti-ragging committee meeting was held on 04.10.2023 at the conference hall of Amala College of Nursing at 10 am to arrange to prevent ragging in the campus, before arrival of first-year BSc. Nursing students on 15.10.2023

Members present

1. Prof. Dr. Rajee Reghunath, Principal *Regu*
2. Sr. Litha Lizbeth, Professor *DL*
3. Dr. Sr. Merly John (Molly John) *Merly*
4. Sr. Likhitha
5. Sr. Litha Lizbeth
6. Prof. Lakshmi. G *Lakshmi*
7. Moly Thomas, Asst. Professor *Molly Thomas*
8. Mrs. Maria Thomas, PTA President
9. Ms. Aleena (4th year B.Sc. Nursing) *Aleena*
10. Mrs. Sheena (first MSc. Student)

Agenda

1. Action taken report of the previous meeting
2. Strategies are to be decided to prevent ragging since the first year BSc, Nursing students are joining on 15.10.2023

Discussion of the meeting

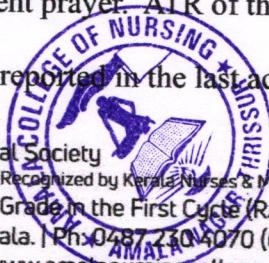
Meeting was started with silent prayer. ATR of the previous meeting was presented by the secretary. No ragging cases was reported in the last academic year.

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Regu
Prof. Dr. RAJEE REGHUNATH

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Discussed regarding the strategies regarding prevention of ragging. A discussion was made on the strategic plan of anti-ragging. After the discussion the principal instructed to educate senior students regarding ragging and related punishment, appointing teachers at college and hostel premises for supervision, promote student volunteering, sensitize anti-ragging squad, evaluate the squad activities, display posters about ragging and punishments.

The meeting adjourned at 11 am.

Action taken report

Date of anti-ragging committee	Action taken report	Date of Implementation
04.10.2023	<ul style="list-style-type: none"> • Reconstitute anti-ragging committee • Sensitize anti-ragging squad • Prepare duty list for assigning duty to all teachers in the college and hostel supervision. • Display flash cards to anti-ragging • Select student representatives for squad activities. 	15.10.2023

Minutes prepared by: Sr. Dona Mul

Minutes approved by: Dr. Rajee Reghunath Regd

Prof. Dr. RAJEE REGHUNATH
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MINUTES OF ANTI-RAGGING COMMITTEE MEETING HELD ON 04.12.2023

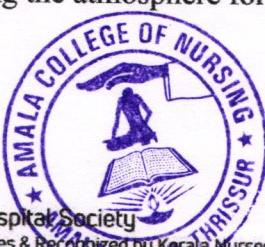
Anti-ragging committee meeting was held on 04.12.2023 at the conference hall of Amala College of Nursing at 11 am to arrange to evaluate the atmosphere after joining of first year BSc. Nursing students.

Members present

1. Prof. Dr. Rajee Reghunath, Principal *Rajee*
2. Sr. Latha Lizbeth, Professor *Latha*
3. Dr. Sr. Merly John (Molly John) *Merly*
4. Sr. Likhitha
5. Sr. Latha Lizbeth
6. Prof. Lakshmi. G *Lakshmi*
7. Moly Thomas, Asst. Professor *Moly*
8. Mrs. Maria Thomas, PTA President
9. Ms. Aleena (4th year B.Sc. Nursing) *Aleena*
10. Mrs. Sheena (first MSc. Student)

Agenda

1. Action taken report of the previous meeting
2. Review and assessment of the atmosphere after joining of first year BSc. Nursing students
3. Discussion of any reported ragging
4. Plan for further improving the atmosphere for new students



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Rajee
Prof. Dr. RAJEE REGHUNATH
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Discussion of the meeting

- Report of the previous meeting presented
- Classes on anti-ragging conducted by principal prof. Dr. Rajee Reghunath
- Displayed the flash cards on anti-ragging

Assessment of atmosphere after joining first year BSc nursing students and discussion of ragging reported

The committee observed that there was no written or oral complaint from 1st year Bsc students. first year students reported that they were satisfied by the care given by teachers and principal. The principal enquired about the ragging cases. No ragging case was reported.

Minutes prepared by: Sr. Dona

Minutes approved by: Dr. Rajee Reghunath

Prof. Dr. RAJEE REGHUNATH
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