



SRI DEVARAJ URS COLLEGE OF NURSING TAMAKA,
KOLAR-563103

Doc. No.	ACD-15
Issue Status	02
Rev. Status	00
Date:	01.09.2018

INTERNAL COMMUNICATION FORM

Date:-10/10/2022

MASTER LIST OF ORGANIZATION COMMITTEE WITH ITS TERMS AND REFERENCES

NOTIFICATION

CURRICULUM AND EVALUATION COMMITTEE

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that, **CURRICULUM AND EVALUATION COMMITTEE** is constituted for the Academic Year 2022-2023 with following members and there rules and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Composition of the committee:

Sl. No.	Names	Designation	Position in the committee
1	Dr. G. Vijayalakshmi	Principal, SDUCON, Kolar	Chairperson
2	Dr. Lavanya Subhashini	Vice Principal & HOD of Pediatric Nsg. & UG Course Co-ordinator	Member
3	Dr. Zeanath C.J.	CNO of RLJH & RC, HOD of MSN Dept.	Member
4	Prof. Punitha. M	HOD of OBG Nsg Dept, M.Sc.(N)-II Yr. Class Coordinator	Member
5	Dr. Malathi KV	HOD of CHN Dept, M.Sc.(N)- I Yr. Class Coordinator	Member
6	Mrs.T.Umadevi	P.B.B.Sc. (N) - II yr Class Coordinator.	Member
7	Mrs Geetha S	P.B.B.Sc.(N)- I Yr. Class Coordinator	Member
8	Mrs.Komala Devi R	B.Sc.(N)- IV Yr. Class Coordinator	Member
9	Mrs Saritha V	B.Sc.(N)- III Yr. Class Coordinator	Member
10	Mr Rajendra Prasad	B.Sc.(N)- II Yr. Class Coordinator	Member
11	Mrs.Sumalatha C V	B.Sc.(N)- I Yr. Class Coordinator	Member
12	Mrs Kavitha P	GNM III Yr. Class Coordinator	Member
13	Mr. Gajendra Singh	GNM II Yr. Class Coordinator	Member
14	Mr. Monappa	GNM I Yr. Class Coordinator	Member
15	Mrs.Gayathri K V, Mrs Sumana Yesu Priya Mrs Ramya M Mrs Rashmi A	IQAC	Member
16	Dr.Sheela S R	Medical Superintendent, RLJH & RC	External Member
17	Dr. B V Kathyayani	Principal, NIMHANS, College of Nsg	External Member
18	Ms. Mary Sinthiya	IV B.Sc(N)	Student Representative
19	Ms. Achangel Sebastian	IV B.Sc(N)	Student Representative
20	Prof. Jairakini Aruna	HOD of M H N Dept. Curriculum & Clinical Coordinator & ISO Coordinator, CNE Coordinator.	Member secretary

ARAR-III

Gayathri
IQAC

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563101.

Principal

Principal
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103



SRI DEVARAJ URS COLLEGE OF NURSING TAMAKA,
KOLAR-563103

Doc. No. ACD-15

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Purpose

- It ensures that UG and PG curriculum is implemented and evaluated as per statutory request.
- It ensures that the design and structure of a curriculum meets the established curricular goals and objectives
- It monitors and evaluates all aspects of the curriculum periodically

Roles and responsibilities

Chairperson

1. Prepare Curriculum Committee agendas in conjunction with the designated Operations to be done.
2. Moderates Curriculum Committee meetings.
3. Serve as a resource to assist faculty in the development of curriculum proposals.
4. Develop recommended procedures and forms for the processing of curriculum materials.
5. Review all curriculum proposals for accuracy and work with faculty to make necessary corrections.
6. Facilitate curriculum training for committee members.
7. Maintain the Curriculum Guide book, curriculum training materials, and the curriculum management system.
8. Selection of class coordinators and course coordinators

Member Secretary:

1. Attend all Curriculum Committee meetings.
2. Demonstrate mastery of curriculum procedures, policies, resources, forms, and deadlines.
3. Provide first-line curriculum support for faculty in their respective area during curriculum Development by answering questions and providing information on curriculum policies and procedures.
4. Review all curriculum materials provided via agenda prior to meetings and be prepared for the Committee's discussion.
5. Keep their respective areas apprised on curriculum issues and work with Curriculum Committee.
6. Define student evaluation procedures.

Members:

- Plans calendar of events for all the courses
- Prepare course wise master rotation plan for the academic year
- Designing the course developments in accord with the overall academic objectives.
- Supervise the instructional plans for each class/course.
- Ensure on provision of adequate instructional resources
- Investigate specific curriculum problems present and discuss them, find solutions and take corrective measures.
- Plan and organize staff development activities relating to curriculum need in co-ordination with staff welfare committee.

Principal

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

ARAR-III

Gopathe
IQAC

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103



SRI DEVARAJ URS COLLEGE OF NURSING TAMAKA,
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Terms of Office

- The Terms of office of all members shall be for a period of 2 years from the date of joining the committee.
- A member may be re-nominated to the committee for a maximum period of 3 terms.
- A member who has completed a total of two terms shall not be a member of the committee again.

Frequency

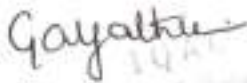
- To conduct meeting thrice a year after two internal quality audit and external audit

Quorum

60% of committee member attendance.


MEMBER SECRETARY

ARAR-III


GAYATHRI

SRI DEVARAJ URS COLLEGE OF NURSING
TAMAKA, KOLAR-563103


CHAIRPERSON
Principal

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103



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INTERNAL COMMUNICATION FORM

Date: 10-10-2022

MASTER LIST OF ORGANIZATION COMMITTEE WITH ITS TERMS AND REFERENCES

NOTIFICATION

MANAGEMENT REVIEW MEETING (MRM) COMMITTEE

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that, **MANAGEMENT REVIEW MEETING (MRM) COMMITTEE** is constituted for the Academic Year 2022-2023 with following members and there rules and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.


Composition of the committee:

Sl. No.	Names	Designation	Position in the committee
1	Sri. J. Rajendra	Vice President, SDUET, Kolar	Member
2	Dr. G. Vijayalakshmi	Principal, SDUCON, Kolar	Chairperson
3	Dr. Lavanya Subhashini	Vice Principal & HOD of Pediatric Nsg. & UG Course Co-ordinator	Member
4	Dr. Zeanath C.J.	CNO of RLJH & RC, HOD of MSN Dept.	Member
5	Prof. Punitha. M	HOD of OBG Nsg Dept, M.Sc.(N)-II Yr. Class Coordinator	Member
6	Dr. Malathi KV	HOD of CHN Dept, M.Sc.(N)- I Yr. Class Coordinator	Member
7	Mrs.T.Umadevi	P.B.B.Sc. (N) - II yr Class Coordinator.	Member
8	Mrs Geetha S	P.B.B.Sc.(N)- I Yr. Class Coordinator	Member
9	Mrs.Komala Devi R	B.Sc.(N)- IV Yr. Class Coordinator	Member
10	Mrs Saritha V	B.Sc.(N)- III Yr. Class Coordinator	Member
11	Mr Rajendra Prasad	B.Sc.(N)- II Yr. Class Coordinator	Member
12	Mrs.Sumalatha C V	B.Sc.(N)- I Yr. Class Coordinator	Member
13	Mrs Kavitha P	GNM III Yr. Class Coordinator	Member
14	Mr. Gajendra Singh	GNM II Yr. Class Coordinator	Member
15	Mr. Monappa	GNM I Yr. Class Coordinator	Member
16	Mrs.Gayathri K V Mrs Sumana Yesu Priya Mrs Ramya M Mrs Rashmi A	IQAC	Member
17	Prof. Jairakini Aruna	HOD of M H N Dept. Curriculum & Clinical Coordinator & ISO Coordinator, CNE Coordinator.	Member secretary

A Management Review is a formal, structured meeting which involves top management and takes place at regular intervals throughout the year. They are a critical and required part of running an ISO certified Management System.

ARAR-III
Gayathri
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

Principal
Sri Devaraj Urs College of Nursing
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Purpose:

The purpose of a MRM is to review and evaluate the effectiveness of Management System and also help to determine its continued suitability and adequacy. The MRM does this, by encouraging top management to consider the degree by which the Management System:

- Achieves the expected results.
- Meets the organization's requirements.
- Functions in accordance with the established operating procedures and processes.

Capable of identifying non-conformities and monitoring subsequent corrective and preventive actions.

Roles & Responsibilities

Administrator over sees the overall responsibility for the Management System and also accountable for convincing, attending and reporting on Management Reviews.

Member Secretary

- To review periodically the working and to ensure the continual improvement of quality management system.
- Reviews adequacy of teaching, non-teaching staffs and supporting facilities to plan, implement and evaluate the Quality management system
- Prepares institutional calendar of events to implement Curricular & Co-Curricular activities.

Members

- Monitors progress of syllabus and plan and implement for the same
- Plans and implements faculty training program and promotions

Terms of Office


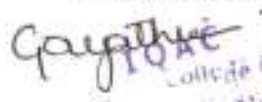
- The Terms of office of all members shall be for a period of 2years from the date of joining the committee.
- A member may be re-nominated to the committee for a maximum period of 3terms.
- A member who has completed a total of two terms shall not be a member of the committee again.

Frequency

- To conduct meeting thrice a year after two internal quality audit and external audit

Quorum

60% of committee member attendance.

ARAR-III

MEMBER SECRETARY

 Sri Devaraj Urs College of Nursing
 Tamaka, Kolar-563103


CHAIRPERSON
 Principal
 Sri Devaraj Urs College of Nursing
 Tamaka, Kolar-563103



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**MASTER LIST OF ORGANIZATION COMMITTEE WITH ITS TERMS AND REFERENCES
NOTIFICATION**

HOSTEL COMMITTEE & MESS COMMITTEE

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that **HOSTELCOMMITTEE& MESSCOMMITTEE** is constituted for the Academic Year 2022-2023 with following members and their roles and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Composition of the committee:

Sl.No.	Names	Designation	Position in the committee
1	Dr. G. Vijayalakshmi	Principal	Chairperson
2	Sri Hanumantha Rao	Advisor, SDUET	Member
3	Mr. Balaji	Finance Officer	Member
4	Dr. Lavanya Subhashini	Vice-Principal HOD of Pediatric Dept	Member
5	Dr. Malathi K V	HOD of CHN Dept	Member
6	Mrs. Saritha V	Asst. Warden	Member Secretary
7	Ms. Lakshmi Parvathi	III B. Sc (N) Students representative	Member
8	Ms. Bristi Mitra	III B. Sc (N) Students representative	Member
9	Tessy Thomas	IV B. Sc (N) Students representative	Member

Purpose

Acting as liaisons between the administration, the caterers, the hostel authorities on one side and the students on the other, the committee members facilitate the addressing of issues that the students have and communicate the same to the concerned authorities. They ensure that the administration's concerns are communicated to the students and act for the benefit of all stakeholders involved. They take numerous initiatives for the betterment of lives of the students and implement the same by bringing the authorities in confidence.

Roles and responsibilities:

Gayathri

Sri Devaraj -
Tamaka, Kolar-563103

Principal

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103



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- Acts as a bridge between the administration, caterers, hostel authorities on one side and the students on the other.
- Facilitates the grievance redressal of students and communicates the same to the concerned authorities.
- Keeps a check on the daily issues regarding the hostel infrastructure, the house keeping issues, mess facilities, etc.
- Ensures an enriching stay at the campus.
- Maintains friendly and homely atmosphere to the students.
- Develops social integrity among students.
- Provides general comfort and welfare to the students.
- Maintains discipline in the hostel.

Terms of Office


- The Terms of Office of all members shall be for a period of 2 years from the date of joining the committee.
- A member may be re-nominated to the committee for a maximum period of 3 terms.
- A member who has completed a total of two terms shall not be a member of the committee again.

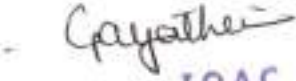
Frequency

Executive meeting will be conducted as and when required.

Quorum

60% of committee member attendance


MEMBER SECRETARY



IQAC

Sri Devaraj Urs College of Nursing
TAMAKA, Kolar-563103


CHAIRPERSON

Principal
Sri Devaraj Urs College of Nursing
TAMAKA, Kolar-563103

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NOTIFICATION
ANTI - RAGGING COMMITTEE

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that **ANTI - RAGGING COMMITTEE** is constituted for the Academic Year 2022-2023 with following members and their roles and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Composition of the committee:

Sl. No.	Name	Designation	Position	Mobile No.
1	Sri. Rajendra	Vice President	Member	9448273138
2	Dr. G. Vijayalakshmi	Principal	Chairperson	9880092435
3	Dr. Zeanath C J	CNO at RLJH & RC & HOD of MSN Dept	Member	9880609853
4	Arun Patil S, I	SI Incharge Gulpet Police Station Kolar	Member	81472 69179
5	Dr. Malathi K.V	HOD of CHN Dept	Member	6364827158
6	Mrs. Saritha V	Tutor	Member	9743968921
7	Mr. Ganesh	District News Reporter, Sanjeevini Kolar	Member	9448311003
8	Mr. Chowdappa	NGO	Member	9448957906
9	Dr. Lavanya Subhashini	HOD of pediatric Dept	Member secretary	9008900768
Student Representatives				
10	Ms. Jesty Babu	IV B.Sc Student	Member	8281042335
11	Ms. Rincy Roy	III B.Sc Student	Member	8867164866
12	Ms. Aleena Boby	II B.Sc Student	Member	7306437327
13	Ms. Fathima Sulfiker	I B.Sc Student	Member	6238753965
Note: Incidence specific invitees & concerned class co-coordinators				

ARAR-III

Gajathar
Sri Devaraj Urs College of Nursing
Tamaka Kolar-563103



Principal
Sri Devaraj Urs College of Nursing
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Roles and responsibilities

- To be vigilant at all hours all around the campus and empowered to inspect such places.
- To make surprise rounds in the hostels, and other vulnerable places of incidents
- To conduct an on-the-spot enquiry into any incident of ragging referred by the faculty or student/parent/guardian, and report along with recommendations to the Head of the Institution for action.
- To ensure that the Anti - Ragging posters are displayed on Institution and Department Notice Boards
- To offer services of counseling and create awareness to the students.
- To maintain documentation regarding the Anti-ragging committee

Further, members also formulated the **Squad committee** who will be visiting weekly and reporting to the head of the institutions in order to keep ragging free campus

List of Anti- ragging squad member

Sl. No.	Names	Designation	Days	Mobile No.
1	Mrs. Sumana yesu priya	Asst. Prof	Monday	6362733707
2	Mrs. Sumalatha	Asst. Prof	Tuesday	9743805813
3	Mrs. Komala Devi R	Tutor	Wednesday	8884570533
4	Mrs Kavitha P	Asst. Prof	Thursday	9945409426
5	Msr K.Gunasheela	Tutor	Friday	9066377118
6	Mrs. Rashmi A	Asst. Prof	Saturday	9141938321
7	Mrs. Saritha V	Tutor	Sunday	9743968921

Responsibilities of Anti Ragging Squad

- To keep / maintain the SDUCON ragging free
- To keep in touch with the students to identify any incidents of ragging.
- To clarify / investigate about the incident.
- If found guilty, first warn, and in subsequent incidents take strong actions like punishments and fines.
- Report the incident to the higher Authorities for further management.
- To keep vigilance / check regularly to stop/ prevent/ avoid ragging among students.

ARAR-III

Gayathri
QAC

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Tamaka, Kolar-563103.

Principal
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Terms of Office

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Frequency

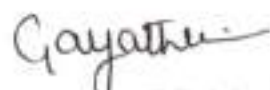
Every month and when incidents are identified. Squads will work every day in a week.

Quorum

60% of committee member attendance.


MEMBER SECRETARY

ARAR-III


IQAC
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103


CHAIRPERSON
Principal

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103


Principal
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Date: 10/10/2022

MASTER LIST OF ORGANIZATION COMMITTEE WITH ITS TERMS AND REFERENCES

**NOTIFICATION
LIBRARY COMMITTEE**

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that **LIBRARYCOMMITTEE** is constituted for the Academic Year 2022-2023 with following members and their roles and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Purpose

It shall assist in developing operational procedures, suggest various measures for improvement and development of the Library resources and formulate both personnel and fiscal policies. It shall strive to inculcate the enriching habit of reading books in a technologically enabled and intellectual atmosphere.

Composition of the Committee


Sl.No.	Names	Designation	Position in the committee
1	Dr. G. Vijayalakshmi	Principal	Chairperson
2	Dr. Lavanya Subhashini	Vice Principal & HOD of Dept	Convener
3	Dr. Zeanath C.J.	HOD of MSN Dept.	Member
4	Prof. Jairakini Aruna	HOD of MHN Dept.	Member
5	Prof. Punitha M.	HOD of OBG Nsg Dept.	Member
6	Dr. Malathi K V	HOD of CHN Nsg Dept.	Convener
7	Mrs. Amrutha S.V.	Incharge /Asst. Librarian	Member
8	Mrs. Shamala M	Asst. Librarian	Member Secretary
Student Representatives			
1.	Ms. Bincy Baby	IV B.Sc.(N)	Member
2.	Mr. Naveen Kumar A.S.	IV B.Sc.(N)	Member

AGAR-III
Gayathri

IQAC
Sri Devaraj Urs College of Nursing
Kolar, Kolar-563103

Principal

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

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Roles and Responsibilities

1. To consider policy matters regarding Central Library/Departmental libraries including the policy for procurement of books and journals and render advice to the Purchase Committee for Library procurements.
2. To look into day to day problems of the Library clientele, Library staff and send recommendations to the Principal.
3. To supervise the allocation and utilization of funds for different departments for purchase of books and journals for the Central and Departmental libraries.
4. To maintain liaison between Central Library and various Academic Departments for the purchase of networking of Departmental libraries with the Central Library.
5. To consider and put forward the views of faculty members regarding books/journals election, ordering process etc.
6. To consider and put forward the views of Students and faculty regarding their problems and solutions ought thereof.

Terms of Office

- The Terms of Office of all members shall be for a period of 2years from the date of joining the committee.
- A member may be re-nominated to the committee for a maximum period of 3terms.
- A member who has completed a total of two terms shall not be a member of the committee again.

Frequency

Conducts meeting for bi-annually or whenever need arises.

Quorum

60% of committee member attendance


MEMBER SECRETARY

ARAR-III


 Sri Devaraj Urs College of Nursing
 Tamaka, Kolar-563103


CHAIRPERSON

Principal
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MASTER LIST OF ORGANIZATION COMMITTEE WITH ITS TERMS AND REFERENCES

**NOTIFICATION
GRIEVANCE REDRESSAL COMMITTEE**

(No. F.91-1/2013(TFGS))

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that **GRIEVANCE REDRESSAL COMMITTEE** is constituted for the Academic Year 2022-2023 with following members and their roles and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Composition of the Committee:

Sl.No.	Names	Designation	Position in the committee
1	Sri. Hanumanatha Rao	Administrator, SDUCON	Advisor
2	Dr. G Vijayalakshmi	Principal	Chairperson
3	Dr. Sarala N	Dean of Academics, SDUMC	Co-Opted External Member
4			Incidental Member Secretary

Purpose

It ensures a fair, impartial and consistent mechanism for redressal of varied issues faced by the staff and students and promotes cordial relationship among staff and students.


Roles & Responsibilities:

- To be a healthy, harmonious academic environment by providing a platform where staff and students are able to express the grievances/concerns freely and fearlessly with a feeling of being victimized.
- To counsel staff and students to refrain from instigating students against other students, teachers and/or college administration.
- To ensure a conducive teaching-learning environment where all members of the staff are affectionate to students without being resentful.
- To maintain 'grievance box' where staff and students can share their grievances.
- To scrutinize the cases of grievances received and redress the grievances depending on the merit of the case.
- To conduct a systematic inquiry into matter (where necessary) and submit a report to the higher authorities (undersigned) for suitable action.

AGAR-III

Gayathri
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

Principal
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Terms of Office

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- A member who has completed a total of two terms shall not be a member of the committee again.

Frequency

Conducts meeting whenever need arises.

Quorum

60% of committee member attendance


MEMBER SECRETARY


CHAIRPERSON

ARAR-III

Principal
Sri Devaraj Urs College of Nursing
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IQAC
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Date:- 10/10/2022
MASTER LIST OF ORGANIZATION COMMITTEE WITH ITS TERMS AND REFERENCES
NOTIFICATION

PLACEMENT CELL & CAREER GUIDANCE COUNSELLING CELL

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that **PLACEMENT CELL&CAREER GUIDANCE COUNSELLING CELL** is constituted for the Academic Year 2022-2023 with following members and their roles and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Composition of the committee:

Sl. No.	Names	Designation	Position in the committee
1	Mrs. Gayathri K V	Assoc. Prof	Chairperson
2	Mrs.Sumana Yesu Priya	Asst.Prof	Member
3	Mrs. Ramya.M	Asst.Prof	Member Secretary

Purpose

- Helps to motivate students to get placement or job in our parent hospital, government, private or semi government sectors within and outside the state or country.
- Provides a platform of support service for the students in developing their clinical skills, communication ability, personal development and confidence to perform better.
- Provides support services to the students to face the challenges with regard to competitive examinations without any stress.
- Provides guidance and counseling to the students regarding various traditional and Job oriented courses.
- Provides or display the information related to vacant jobs.

Principal


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Tamaka, Kolar-563103

Roles and Responsibilities

- To provide information and literature about the various possible careers available in India and abroad.

ARAR-III

Gayathri
IQAC
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103.

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- To help students to resolve career problems.
- To equip them career related information to cope with the career challenges.
- To provide information further academic courses and scholarship etc.
- Provide required training [Soft skills & Technical] to the students through external trainers or through the internal resource members.

Terms of Office

- The Terms of Office of all members shall be for a period of 2 years from the date of joining the committee.
- A member may be re-nominated to the committee for a maximum period of 3 terms.
- A member who has completed a total of two terms shall not be a member of the committee again.

Frequency

The meeting is conducted as and when required.

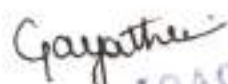
Quorum

60% of committee member attendance


MEMBER SECRETARY

CHAIRPERSON

ARAR-III


IQAC
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103


Principal
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103



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MASTER LIST OF ORGANIZATION COMMITTEE WITH ITS TERMS AND REFERENCES

NOTIFICATION

WOMEN EMPOWERMENT CELL

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that **WOMEN EMPOWERMENT CELL** is constituted for the Academic Year 2022-2023 with following members and their roles and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Purpose

The WEC aims at intellectual and social upliftment of the female students and staffs. The cell supports and creates an enabling environment for sharing anxieties, problems and difficulties faced by persons marginalized on account of gender and sexuality. Train and coordinate the work of Gender Advocates who can champion gender awareness through workshops and other activities.

Composition of the committee:

Sl.No.	Names	Designation	Position in the committee
1	Prof Punitha M	HOD of Dept of OBG	Chairperson
2	Dr. Zeanath.C.J	HOD of Dept of MSN	Member
3	Dr. Shashi Rekha C.A.	Associate Professor	Member
4	Mrs. P. Suvarna Reddy	Advocate, Former student welfare officer, CBIT, Kolar.	External Member
5	Mrs. Gayathri K V	Assoc. professor	Member
6	Mrs. Kavitha P	Tutor	Member Secretary
Student Representatives			
6	Ms. Amrutha S.	IV B.Sc Student	Student representative
7	Ms. Aleena Jose	IV B.Sc Student	Student representative
8	Ms. Anusha J M	II PB B.Sc Student	Student representative


Roles and responsibilities

- The cell stands for facilitating women's empowerment through guest lectures, seminars, awareness program and other welfare activities.
- To create the awareness on the objectives of WEC amongst girl students for their enthusiastic participation.
- To encourage women to undertake activities that strengthen their self-confidence.
- To participate actively in the events and competitions organized by the cell and encourage other girl students to participate.

ARAR-III

Gayathri K V
IQAC
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563101.

Principal
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

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- To review safety and security measures for female employees and girl students.

Terms of Office

- The Terms of Office of all members shall be for a period of 2 years from the date of joining the committee.
- A member may be re-nominated to the committee for a maximum period of 3 terms.
- A member who has completed a total of two terms shall not be a member of the committee again.

Frequency

Conducts meeting for bi-annually or whenever need arises.

Quorum

60% of committee member attendance


MEMBER SECRETARY

CHAIRPERSON

ARAR-III


Principal
 Sri Devaraj Urs College of Nursing
 Tamaka, Kolar-563103


IQAC
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MASTER LIST OF ORGANIZATION COMMITTEE WITH ITS TERMS AND REFERENCES
NOTIFICATION

EQUAL OPPORTUNITY CELL (SC/SCT/MINORITY CELL/OBC CELL)

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that **EQUAL OPPORTUNITY CELL (SC/SCT/MINORITY CELL/OBC CELL)** is constituted for the Academic Year 2022-2023 with following members and their roles and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Composition of the committee:

Sl. No.	Names	Designation	Position in the committee
1	Mrs. Punitha	HOD of OBG Dept	Chairperson
2	Mrs. Shamala	Asst. Librarian	Member
3	Ms Netravathi	Accountant	Member
4	Mr. Vijay	Asst.Cook	Member
5	Mr.Rajendra Prasad	Tutor	Member secretary

Purpose

It oversees the effective implementation of policies and program for disadvantaged groups, to provide guidance and counseling with respect to academic, financial, social and other matters and to enhance the diversity within the campus.

Roles and Responsibilities

1. To ensure equity and equal opportunity to the community at large in the college and bring about social inclusion.
2. To enhance the diversity among the students, teaching and non-teaching staff population and at the same time eliminate the perception of discrimination.
3. To create a socially congenial atmosphere for academic interaction and for the growth of healthy interpersonal relationships among the students coming from various social backgrounds.
4. To make efforts to sensitize the academic community regarding the problems associated with social exclusion as well as aspirations of the marginalized communities.
5. To help individuals or a group of students belonging to the disadvantaged section of society to contain the problems related to discrimination.
6. To look into the grievances of the weaker section of society and suggest amicable

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Tamaka, Kolar-563103

ARAR-III

Gayathri

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solution to their problems.

7. To disseminate the information related to schemes and program for the welfare of the socially weaker section as well as notifications/memoranda, office orders of the Government, or other related agencies/organizations issued from time to time.
8. To prepare barrier free formalities/procedures for admission/ registration of students belonging to the disadvantaged groups of society.
9. To establish coordination with the Government and other agencies/organizations to mobilize academic and financial resources to provide assistance to students of the disadvantaged group.
10. To organize periodic meetings to monitor the progress of different schemes.
11. To adopt measures to ensure due share of utilization by SC/ST in admissions, recruitments (teaching and non-teaching posts) and to improve their performances.
12. To sensitizethecollegeontheproblemsofSC/STandotherdisadvantagedgroups.

Terms of Office

- The Terms of Office of all members shall be for a period of 2 years from the date of joining the committee.
- A member may be re-nominated to the committee for a maximum period of 3 terms.
- A member who has completed a total of two terms shall not be a member of the committee again.

Frequency

Executive meeting will be conducted as and when required.

Quorum

60% of committee member attendance

MEMBER SECRETARY

Principal
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

CHAIRPERSON

ARAR-III

Gayathri
IQAC

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Tamaka, Kolar-563103



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MASTER LIST OF ORGANIZATION COMMITTEE WITH ITS TERMS AND REFERENCES

**NOTIFICATION
YOUTH RED CROSS UNIT**

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that **YOUTH RED CROSS UNIT** is constituted for the Academic Year 2022-2023 with following members and their roles and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Composition of the committee:

Sl.No.	Names	Designation	Position in the committee
1	Dr. G. Vijayalakshmi	Principal	Chairperson
2	Mrs. Malathi K.V.	Asst. Professor	Programme officer
3	Mrs. Sumana Yesu Priya	Asst. Professor	Co-programme officer
4	Agnes Reji	Student IV B.Sc.(N)	Student Secretary
5	Vinaya Anandh	Student IV B.Sc.(N)	Student Treasurer
6	Eliza Biju	Student IV B.Sc.(N)	Member
7	Husna N.	Student IV B.Sc.(N)	Member
8	Sonu M.V.	Student IV B.Sc.(N)	Member
9	Yuvaraj T.N.	Student IV B.Sc.(N)	Member

Purpose

We try to make a difference in our students through YRC by following cardinal principles

1. Promotion of health and life.
2. Service to the sick and the suffering.
3. Develop the mental and moral capacities of the youth

Roles and Responsibilities


- Promotion of health and hygiene.
- Service to others.

ARAR-III

Gayathri
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

Principal

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Tamaka, Kolar-563103

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- Relief work during emergencies like flood, fire and other natural calamities.
- National Integration.

YRC observes the following commemorative days with lectures, health camps

& blood donation camp:

- World Health Day
- World Red Cross Day
- World Blood Donation Day
- World AIDS day

Terms of Office

- The Terms of Office of all members shall be for a period of 2 years from the date of joining the committee.
- A member may be re-nominated to the committee for a maximum period of 3 terms.
- A member who has completed a total of two terms shall not be a member of the committee again

Frequency

- Executive meeting will be conducted as and when required.

Quorum

60% of committee member attendance



MEMBER SECRETARY



CHAIRPERSON

ARAR-III

Gayathri
IQAC

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

Principal
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103



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**NOTIFICATION
STUDENT'S NURSES ASSOCIATION**

REF NO: TNAI/SNA-KT/CC-1223

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that **STUDENT'S NURSES ASSOCIATION** is constituted for the Academic Year 2022-2023 with following members and their roles and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Composition of the committee:

Sl. No.	Names	Designation	Position in the committee
1	Dr. G. Vijayalakshmi	Principal	President
2	Dr. Lavanya Subhashini	Vice-Principal	Vice- President
3	Mrs. Vani R	Asst. Professor	SNA Advisor
4	Mrs. T Umadevi	Asst. Professor	SNA Advisor
5	Ms. Aluri Swathi	IV B.Sc.(N) student	Vice President (student)
6	Ms. Jesty babu	III B.Sc.(N) student	General Secretary
7	Mrs Meghana	IV B.Sc.(N) student	Treasurer
8	Ms. Ann Mary Tom	II B.Sc.(N) student	Sports Secretary
9	Ms. Vinaya Anand	III B.Sc.(N) student	Cultural Secretary

Purpose

The SNA aids in the development of the whole person, his/her professional role and his/her responsibility for healthcare of people in all walks of life. SNA unit of our college strictly follows the Bye- laws of Trained Nurses Association of India (TNAI).

Members

- To serve as liaisons between their respective classes, the SNA and faculty.
- To distribute the "Nurses' Notes" and relay other pertinent information To their respective classes.
- To handle such responsibilities as set down by precedents.

To serve as voting members of the standing committees

All members of the executive board will keep detailed record


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Gayathri

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

Principal

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Tamaka, Kolar-563103

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and procedures of their job responsibilities and committee functions.

Terms of Office

- The Terms of Office of all members shall be for a period of 2 years from the date of joining the committee.
- A member may be re-nominated to the committee for a maximum period of 2 terms.

Frequency

- Once/when required in a year General Body Meeting will be conducted.
- Executive meeting will be conducted as and when required.

Quorum

60% of committee member attendance



MEMBER SECRETARY

ARAR-III

Gayathri

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103



CHAIRPERSON

Principal
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103



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MASTER LIST OF ORGANIZATION COMMITTEE WITH ITS TERMS AND REFERENCES

**NOTIFICATION
STUDENT WELFARE COMMITTEE**

Ref: Curriculum and Evaluation Committee Meeting dated 10/10/2022

Extract Agenda No.: 05- Selection of Administrative, Academic, Student and Employee Focused committees.

This for the information of all the Teaching and Non-teaching Staff that **STUDENT WELFARE COMMITTEE** is constituted for the Academic Year 2022-2023 with following members and their roles and responsibilities as well as the term of office Terms (TOR). Kindly acknowledge the same against your name, which will be considered as your acceptance.

Composition of the committee:

Sl. No.	Names	Designation	Position in the committee
1	Mrs.Vani	Assistant professor	Chairperson
2	Mrs. Sumalatha C V	Asst. Professor	Member
3	Mr. Rajendra Prasad	Tutor	Member
4	Mrs. T Umadevi	Tutor Assistant Professor	Member Secretary
Student Representatives			
5	Mrs. Munirathna	II M.Sc.(N) student	Member
6	Mrs. Anusha J M	II P.B. B.Sc(N) Student	Member
7	Ms. Rengi Sara Varghese	IV B.Sc.(N) Student	Member

Purpose

- It gives Maximum benefits to the students through various welfare activities organized by the college authorities.
- Analyze and solve the problems of students regarding academic & Institutional activities.

Roles and responsibilities

- a. Review the conditions that contribute to the academic success, personal development and well-being of students.
- b. Collect and share information relating to student welfare matters.
- c. Co-ordinate and communicate with teachers and students on matters concerning to the welfare of the students.
- d. Invite guest speakers on aspects of student welfare.
- e. Arranging for physical examination and vaccination.

Preparing health in-charges rotation plan for students.


Principal

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g. Arranging recreational and cultural activities in co-ordination with SNA

Terms of Office

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- A member may be re-nominated to the committee for a maximum period of 3 terms.
- A member who has completed a total of two terms shall not be a member of the committee again

Frequency

Once in four months or whenever required.

Quorum

60% of committee member attendance

T. Uradh
MEMBER SECRETARY

ARAR-III

Gayathri
IQAC

Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103.

[Signature]

Principal
Sri Devaraj Urs College of Nursing
Tamaka, Kolar-563103

[Signature]

CHAIRPERSON