# SEVA MANDAL EDUCATION SOCIETY Smt. Parameshwari Devi Gordhandas Garodia Educational Complex 338, R.A. KIDWAI ROAD, MATUNGA, MUMBAI - 400 019 Phone No: 24095792 Email: smesedu@gmail.com

1<sup>st</sup> February, 2023

A Meeting of the Managing Council of Seva Mandal Education Society will be held on Saturday, 11<sup>th</sup> February, 2023 at 9.30 a.m. at Prangan Nursery, Dr. BMN College of Home Science. All the members are requested to make it convenient to attend the

# AGENDA:

- 1. To approve the minutes of the Managing Council meeting held on 2<sup>nd</sup> November,
- 2. Matters arising out of the minutes of previous meeting.
- 3. To approve the budget for the year 2023-2024 to be filed with Charity
- 4. Reports of Principals of conducted colleges of SMES.
- 5. Any other item with the permission of the chair.

Yours faithfully, Bharat M. Pathak Vasant Khetani Hon. Secretaries

# SEVA MANDAL EDUCATION SOCIETY

Encl: Minutes of the meeting held on 2<sup>nd</sup> November, 2022.

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DDr. Dilip R. Trivedi	President	ARWed
2) Shoù. Pravin G. Shah	Chairman	
3 Shoù Hiren V. Shah	Vice chairman	LOA
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Leth: 193 2/11/2022 Dr. Dilip Briveeli, President SMBS presided the meeting over: Outeet Bhalat Pathak informed )r that Dr. Anchang house. been awarded Doctorate Degree, member Congratulated Dr. Patki Ttom Aapoda NO. of Minutes matin tes tof the previous meeting rela 2nd Novembert 2022 well on 3 confirmed and pm No.2 the er anising out of the minute meeting revious anising no matter Das minutes Ttem No. 3 aona the Annual Budget prove, 2024 2 was C191(1 2023-94 re veue lapt e membe Appno. nvéa ranimously Membe chanit with decided y comm to before the end Vol Reboura nes-Mumbai 2023 ANN MAN

# Ms. Shilpa Shettigar, Principal Smt. Sunanda Pravin Gambhirchand College of Nursing shared the following

Maharashtra University of Health Sciences (MUHS):

# Examination

- 1. MUHS CAP was conducted from 17<sup>th</sup> to 30<sup>th</sup> January 2023.
- Our college was a centre for MUHS Winter phase II exam 2022 scheduled from 14<sup>th</sup> December 2022 and Winter Phase III exam held from 18<sup>th</sup> January to 2<sup>nd</sup> February 2023. Ms.Delphina Gurav was the centre Incharge and Dr. Seema Deokar from Cooper hospital was appointed as the centre Observer.

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- 3. Madam Shilpa Shettigar and Mr. Prashant Tambe were the Centre observers at exam centers at JJ hospital and Vedanta hospital Palghar respectively.
- 4. Theory and practical exam papers have been collected by university
- 5. The Internal assessment and paper setting for new semester pattern has been changed. The training regarding the same will be arranged. The Multiple-Choice Questions will be once again added in the question paper which was not there earlier.
- 6. The fourth year Midwifery exam was held on 28th December, 2022 and Community Health Nursing exam on 29<sup>th</sup> December, 2022. The examiners for the practical exams on 28<sup>th</sup> December, 2022 was Mrs. Jaya Deshpande from Vishwaraj Institute of Nursing, Loni Kalbhor, and on 29th December, 2022 Mrs. Jyoti Dubey from Gokhale Education Society, Nashik.

### **Training:**

- 1. MUHS has organized an orientation session on national Tuberculosis Programme in association with Ministry of health and family welfare.
- 2. A request letter has been sent to university for seeking permission to conduct one-day workshop at university level, with the subject Organ Donation and Transplantation for bridging the gap in transplant co-ordination.

#### Inspection

1. Mrs. Shilpa Shettigar & Mrs. Delphina Gurav attended the online MUHS workshop regarding "Inspection & Teaching & Learning Evaluation" on 11th January, 2023.

#### **Continuation & Extension:**

1. Approval for Continuation & Extension proposal for A.Y - 2023-2024 for 50 seats has been received.

#### Approval:

1. We have received temporary approval of 6 Clinical Instructors. This has sustained the university approval score to 100%. It was conducted on 20th December 2022. Ms. Sheetal Bhalerao (Assistant Professor) from MUHS was the member for approval. Advertisement was published in English newspaper, Free Press journal and Marathi newspaper Navshakti (Mumbai) dated 25<sup>th</sup> November 2022.

#### **Eligibility:**

The aligibility fee of students for the coming admissions has been revised as below

Sr. No	Category	Existing fee	Revised fee
1.	Open	Rs. 5700/-	Rs. 6800/-
2.	Category	Rs. 2300/-	Rs. 2900/-
3.	OMS	Rs. 12200/-	Rs. 18000/-
4.	Govt. employee candidate	Rs. 6800/-	Rs. 9300/-

The enrolment phase one admission for 2022-23 is completed

2. A letter of dropout student Ms. Pramila Prakash Lanjekar who was admitted in the academic year 2012-2013 in first year B.B.Sc. Nursing course, has been written to MUHS for finding out her eligibility regarding continuing the course or attempting the upcoming exam, as she has already surpassed the course completion duration.

#### **Evaluation System**

- 1. Student teaching learning evaluation and mentoring system format has received from the university, which has to be filled and kept ready for the inspection
- 2. Teaching- learning evaluation system of the institute has been submitted in the format as stated by the university.
- 3. Faculty evaluation system, including 360-degree performance appraisal details need to be maintained as per the format circulated by the university, for the upcoming inspections

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#### Avi<mark>shkar:</mark>

1. 2 staff and 1 student presented research poster in medicine & pharmacy category at Research Avishkar competition. Mrs. Shilpa Ashok Shettigar received 3rd prize.

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#### NSS

1. NSS Unit training camp was held on 27<sup>th</sup> December, 2022 at MUHS. Discussion was held on organizing regular activities, special seminars, budget, annual income & expenditure & Accounts management. Mr. Prashant Tambe, NSS head attended this seminar.

#### Social Welfare

1. As per circular received from MUHS and Maharashtra government Social Welfare department, Biometric attendance of students is made compulsory at all aided and non-aided colleges from Academic year 2022-2023 or else students will not get benefit of any of the government Scholarship schemes. Biometric attendance report has to be submitted on monthly basis to MUHS and Social Welfare department.

#### Maharashtra Nursing Council (MNC)

- 1. The last Mercy chance has been given by MNC to ANM students who have not appeared in the MNC exam in previous year.
- 2. We have submitted the five years data of college related to eligibility of students, continuation, undertaking of principal and clerk as requested by the MNC.
- 3. The Undertaking of Principal and Clerk for getting username and password for registration verification of students' documents College level has been submitted. MNC has affirmed that registration of nurses will be done on their level.

#### Indian Nursing Council (INC):

- 1. Compliance received from INC regarding continuation and affiliation for the Academic year 2022-23. Replied to the same within three days.
- 2. Midwifery Capacity building Programme of 6 days have been successfully completed by 6staff.
- 3. Continuation & Affiliation letter received from INC for A. Y 2022-2023 for ANM & B.Sc.Nursing course with 40 seats intake for both B.SC nursing and ANM nursing
- 4. INC Compliance, regarding continuation and affiliation for the Academic year 2022-23 has been submitted successfully.

#### AISHE:

1. AISHE portal is open for A.Y. 2021-2022. The data filling is in process.

#### Fees Regulating Authority (FRA):

- 1. The compliance of the Shikshan Shulka proposal has been submitted. As per direction given by DMER new committee for ANM fees proposal is in process of submission to GT Mantralaya, for A.Y. 2021-2022, 2022-2023.
- 2. The Fees of ANM and GNM courses will be handled by new Shikshan Shulka Samittee formed under DMER and the proposal fees would be Rs.15000/-

# Maharashtra State Board of Nursing and Paramedical Education (MSBNPE): Results

• 2<sup>nd</sup> year ANM nursing students have passed with 100% results.

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- 7 students Distinction
- 23 students -1<sup>st</sup> Class
- 1 student -Pass Class

## Eligibility

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- As per Government GR regarding Fees approval for A.Y. 2021- 2022 and 2022-2023, MSBNPE has issued a circular that the fees sanctioned for ANM course are Ad-hoc fees declared by FRA in the A.Y. 2021 – 2022.
- Online Eligibility enrollment of 1<sup>st</sup> year ANM nursing batch for A.Y. 2022-2023 has been completed. Physical Document verification date for eligibility has been declared as 23<sup>rd</sup> February 2023
- 3. Second year ANM Internal Assessment marks filled again as per instruction of MSBNPE due to their software issue. The Internal Assessment marks of second year ANM has been completed.
- 4. Second year ANM practical exam was held on 29<sup>th</sup> December, 2022, report sent to MSBNPE Board.
- 5. Board Exam online forms of first year ANM nursing batch 2021-22 have been filled. Examination fees of Rs.24400- (Rupees Twenty-Four Thousand Four hundred only) has been paid online.
- 6. ANM Practical exam was completed on 28<sup>th</sup> December, 2022 the examiner for Practical exam was Mrs. Ratna Deore, from Pratibha Institute of Nursing Ghansoli.
- 7. Enrolment portal of first year ANM was re-opened on request. We have enrolled a new candidate against the cancellation of admitted candidate.

## Admission 2022-23:

- The Central Admission Process Mop-up round (3<sup>rd</sup> round) for B.Sc. Nursing was declared on 25<sup>th</sup> January, 2023.We have received 24 students from State round, 8 students from management and 20 students in the institutional round. The Minority round (2<sup>nd</sup> round) for B.Sc. Nursing was declared on 13/01/2023.Two students were marked for our college. Admission criteria for B.Sc. Nursing has been finalized based on PCB marks of HSC.
- 2. Seat matrix of our college on CET website is amended from 40 to 50 seats.

# Staff Development:

# Workshops & Seminars:

- 1. Ms. Delphina Gurav attended a webinar on 'Transforming Youth Skills with Emerging Tech' on 18<sup>th</sup> January 2023 at 03:30pm organized by Elets Technomedia and Dell Technologies.
- 2. An induction programme for all the staff was arranged on 28<sup>th</sup> November 2022 from 9 am to 1 pm. The highlights of the programme were:
  - Introducing revised standards in nursing process,
  - Updates in Supervisory recording
  - Revisiting professional conduct guidelines
  - Orientation to the new 360-degree performance appraisal system of university.
- 3. General academic staff meeting was held on 28<sup>th</sup> November 2022 from 2- 5.30 pm.
- 4. All the staff attended the three days MUHS research methodology workshop organised by the College for all the teaching staff from 15<sup>th</sup> November to 17<sup>th</sup> November 2022. Total 42 participants attended the same. Following were the speakers of the FDP.

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Sr. No	Topic	
1	L-1: Introduction to Research Methodology	Name of speaker
2	L-2: Study Designs-1: Descriptive studies	Dr. Swapnali Kadam
3	L-3: Study designs-2: Case Control and Cohort Studies	Dr. Poorva Bhave
4	L-4: Literature search	Dr. Swapnali Kadam
5	L-5: Types of Data and Data Presentation	Dr. Vishakha Shinde
6	L-6: Study Designs-3: Experimental studies	Dr. Swapnali Kadam
7	L-7: Writing a research protocol	Dr. Poorva Bhave
8	L-8: Sampling: Methods & Sample size	Dr. Vishakha Shinde
9	L-9: Inferential Statistics	Dr. Amit Bondve
10	L-10: Questionnaire Designing	Dr. Amit Bondve
	Dero. Questonnane Designing	Dr. Pooja Rai

- 5. Ms. Priyanka Prasad and Ms. Abeena P.A attended a Seminar on "Nutrition in critically ill patients" organised by Saifee hospital on 11<sup>th</sup> November 2022.
- 6. Mrs Shilpa A. Shettigar attended National workshop organised by Terna Nursing College on "Nursing Theories & Practice: Bridging the Gap", she presented her Scientific Paper.
- 7. Miss. Madhura, Nursing Librarian is doing Research on Knowledge Management and Online Resources Management in Academic Libraries.
- National conference on Multi-Disciplinary Research: An Approach to Sustainable Health Care Solutions (Hybrid mode) was organised by MGM New Bombay College of Nursing held on 20<sup>th</sup> & 21<sup>st</sup> December 2022 Mrs. Shilpa A. Shettigar presented her scientific paper.
- 9. Mrs. Shilpa A. Shettigar presented Scientific Paper in an International Virtual Conference on "Felicitous Communication and Utilization of Research findings in Nursing" organised by Bharati Vidyapeeth Vashi.
- 10. UGC Sponsored Stride Research Capacity Building Centre invites contribution from Faculty, alumnae and students for consideration for publication in our interdisciplinary peer-reviewed journal IDEAS VOL-13 our staff have submitted 8 papers for the journal.
- 11. Ms. Delphina Gurav attended a webinar on 'Designing Course Outcomes and Outcomes- focused questions' organized by InPods Ed-tech company on December 14, 2022.
- 12. Ms. Shilpa Shettigar presented a scientific paper on "Gender preferences of pregnant woman and emotional reaction to information regarding fetal gender at the time of birth" in an international conference organized by Terna College of Nursing.
- 13. 5 staff participated in paper presentations in international conferences held at various colleges in the month of December 2022.
- 14. Staff attended a Virtual session "Developing independent learners and global citizens" with the framework of NEP arena on 1st Dec 2023 at 10:00 am, organized by Elets Technomedia & Digital LEARNING Magazine, in association with International Baccalaureate (IB).

#### Staff welfare:

1. Makar Sankranti celebration was held on 17th January 2023.

2. Christmas party was held on 24<sup>th</sup> December 2022.

#### **Recruitment:**

1. Ms. Tejasvi Dhadse has re-joined the Institution as clinical Instructor from 6<sup>th</sup> December, 2022.

### Students' Activities:

Academic:

1. Students are posted in the clinical field at Sion, SR Mehta hospital and Urban and Rural posting

## NSS/ Extension Activity/ Gender Equity:

- 1. Students participated in the republic day celebration on 26<sup>th</sup> January, 2023.
- 2. 5 students and 2 teachers will be representing MUHS university at zonal level
  - competitions at Gujrat in the 3<sup>rd</sup> week of February 2023.

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- 3. Students participated in the Unnati Project inaugural programme for singing and stagemanagement.
- 4. First year ANM Students participated in Mangroves cleanup drive held at Bandra in collaboration with United Way foundation on 26<sup>th</sup> November 2022.
- 5. Session on Women safety in collaboration with Matunga Police was organized on 26th November 2022 from 2 to 4 pm in the MMP Shah conference room.
- 6. World Diabetes Day 2022-2023 was celebrated on 14th November, 2022. Second year Basic B.Sc. Nursing students presented skit at Lions Tarachand Bapa Hospital and the college campus, whereas final year Basic BSc. Nursing students and ANM second year studentsconducted foot care demonstration. Pamphlet distribution and confirmatory test incommunity was conducted to spread awareness about prevention and management of diabetes.
- 7. Christmas party was celebrated on 23<sup>rd</sup> December 2022. Star making competition and Carol Singing competition was held on this occasion. Students actively participated in both the competitions. 1<sup>st</sup> prize Arpita Tambe and 2<sup>nd</sup> prize Dhanashree Mhade for Star making Competition and Carol Singing Competition 1st prize - F.Y. B.Sc. nursing and 2nd prize S.Y. B.SC Nursing.
- 8. Students participated in Sickle cell Anaemia detection Camp held at Bhuigaon school, Vasai.
- 9. Winners of Indradhanush competition at university have been selected for Zonal entry for the upcoming competitions to be held in month of January 2022 at Savitribai College Pune.
- 10. On the occasion of world AIDS day "Role play" was presented by ANM students at Palghar as well as Dadar Station. Our students participated in various activities of MDACs from 7/12/2022 to 10th December, 2022 for AIDs awareness. They presented role plays at various railway stations to spread awareness among community. This activity was collaborated with Mumbai District & Rapid Aids Testing & Control Unit.
- 11. Hepatitis B vaccination drive was organized in the college for nursing students. 170 students were the beneficiaries for the vaccination.
- 12. The College facilitated the field trip at nursing Labs for kindergarten kids, organized by Prangan for 4 days starting from, 5<sup>th</sup> December, 2022 to 8<sup>th</sup> December, 2022.
- 13. 40 students from 1st year ANM participated in the Mangroves cleanliness drive at Bandra.

#### **Placement Cell:**

- 1. Ms. Jacintha D'Souza, Staff Development Co-ordinator from Nanavati Max Super Specialty Hospital visited as a resource person for the session on Campus placement orientation on 2nd December 2022.
- 2. 38 students of 2nd year B.Sc., visited the All-India Institute of Physical Medicine and Rehabilitation on 29<sup>th</sup> November, 2022 & 1<sup>st</sup> December, 2022

#### **Clinical Postings:**

Students are posted at S.R. Mehta hospital and Rural health facilities at Virar and Vangani. 1. Various activities undertaken at the posting include School health programmes, old age homes visit, Measles surveillance camp, Vaccination camp, Tuberculosis surveillance, well water purification and health education camps.

#### Awards:

1. Students participated and won 3<sup>rd</sup> prize in the Gender Logue competition, organized by Sophia college on 17<sup>th</sup> November 2022

# Scholarship & Freeships:

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- 1. Unnati Skill project Inaugural session was held on 24th January 2023 from 9.45 am to 11 am. Two smart boards will be installed in the classrooms under this project.
- 2. The candidates for Basic Life Support/ Advance life support and First Aid course under skill enhancement project were selected through series of selection rounds. Last round of interview was held on 21st January 2023.
- 3. First Aid management course under Unnati Project was held from 30<sup>th</sup> January, to 1<sup>st</sup> February, 2023.
- 4. Due to the pending decision of ANM fees from FRA, the scholarship forms of ANM students were on hold. Since MSBNPE recent circular & GR of Government of Maharashtrastates that Adhoc fees to be considered as ANM fees for A.Y. 2021-2022 & 2022-2023, we have filled the scholarship fees data accordingly.
- 5. TransUnion Cibil Scholarship amount disbursed to students and Fund Utilization Certificate sent to them.
- 6. Undertaking of no dues submitted to Samaj Kalyan Vibhag, Chembur of batches 2011-12 to 2017-18.
- 7. Execution of scholarship schemes seminar, organized at Government Law College was attended by the Principal and Administrative Officer.
- 8. There are no pending cases in government scholarship portal for the year 2012 to 2018. There is no analysis available for the period 2018 to 2020. Pending scholarship status of students for A.Y. 2018-19 to 2021-22 has been informed to students listed on portal. The institute level forms are being processed.
- 9. For the year 2020-2022, 70 MAHDBT BSc. proposals and 35 ANM proposals are pending

# NAAC:

1. Academic audit for the year 2022-23 was held on 17th January 2023. Ms. Vaishali Jadhav Principal and Ms. Sudarshana Lal, IQAC co-ordinators from Bharti Vidyapeeth deemed university were the auditors for the same. They were impressed by the activities carried out in the Institute. Areas of improvement suggested were Research, faculty exchange programmes and academic results.

# Memorandum Of Understanding:

- 1. MOU with Cellcure Cancer Centre Pvt. Ltd, under Mumbai Onco Care (MOC) for starting 'Oncology Nursing Management' Certificate course, is under process.
- 2. MOU with Dr. B.M.N. College of Home Science for Nurse Led Clinic and Research cell
- 3. MOU with Shree Manav Seva Sangh for adoption of the old age home & the Orphanage.
- 4. MOU with Matunga Police station for social responsibility and extension activities
- 5. MOU with Arjo Huntleigh corporate for Induction and skill enhancement
- 6. MOU with M.P. Bhuta School for social responsibility and extension activities

## **Resolutions:**

- 1. Resolutions made in GC meeting dated 2<sup>nd</sup> November 2022 for the following.:
  - Change in uniform of nursing students for A.Y 2023-24 •
  - MOU with M.P. Bhuta School •
  - Adoption of old age home and orphanage •
  - Adoption of new rules for performance appraisal as per MUHS guidelines •
  - Temporary staff approval of 5 Clinical Instructors.

# **Committee Meetings:**

1. The meetings of the College Development committee, Curriculum committee, Antiragging committee, Grievance Committee, Internal Committee and Committee for caste and differently abled was held on 18<sup>th</sup> November 2022 in hybrid mode

# Skill Development:

- Induction programme on TAVI (Transcatheter Aortic Valve Implantation) conducted by Dr.Trupti Jadapara from Smt. S.R.Mehta Hospital on 23<sup>rd</sup> December, 2022.
- 2. All Students from Skill Courses has been posted to various hospitals for clinical experience.
- 3. 1<sup>st</sup> year B.Sc. nursing students were posted for Urban Public Health (UPH) clinical experience to Sion hospital.
- 4. 2<sup>nd</sup> year B.Sc. nursing 20 students and 1st year ANM students were posted at Rural Public Health (RPH) clinical experience at Virar & Vangani and 20 students were posted at UrbanPublic Health (UPH) clinical experience to Sir S. R. Mehta Hospital.
- 5. 4<sup>th</sup> year B. Sc. nursing students and 2<sup>nd</sup> year ANM nursing were posted for Urban Public Health (UPH) clinical experience at Sion Dharavi Health Centre.

12 11 The meeting concluded with vote of thanks to the chair. Rured A Contract Dr. Bhalat Pathak Hon. Secretary Dr. Dilip Touvedi President. SMES . . . Si Al Nº IT A. A. A. 3 - e. . -2-•4 -13 . , ir's - . . 31.3 ber to shirt Ser 1. 1- Section Finis . • 111111111111111111 •