

**OBSTETRICS &
GYNAECOLOGICAL NURSING**

INDIRA COLLEGE OF NURSING

Pandur, Thiruvallur

CIRCULAR

OBG DEPARTMENTAL MEETING

As per the direction of principal office, The OBG Department meeting schedule on 29.08.2023 at 10am.

DATE : 02.09.2023

TIME :10 AM

VENUE : Obstetrical and Gynaecological Nursing Department.

AGENDA

- Health day celebration related to Clinical specialty,
- Analysis the student performance
- University examination preparation
- IA mark
- Submission of file
- Value added courses

MEMBERS:

1. Prof. Beula Juliet [Professor] *Beula*
2. Mrs.Kalyani [Asso.Professor] *Kalyani.P*
3. Mrs. Geeth priya [Asso.Professor] *Geethapriya*
4. Mrs.Rosy [Asst. Professor] *Rosy*
5. Mrs.Anbarasi [Asst. Professor] *Anbarasi*
6. Ms.Mary Theresa [Nursing Tutor] *Mary*
7. Mrs. Hepsibah Beula [Nursing Tutor] *Hbeula*

T. Beula Juliet.
HOD SIGNATURE

[Signature]
PRINCIPAL
INDIRA COLLEGE OF NURSING
PANDUR - 631 203.
THIRUVALLUR.

INDIRA COLLEGE OF NURSING

Pandur, Thiruvallur

DEPARTMENTAL MEETING REPORT

MINUTES OF MEETING

DATE: 02.09.2023

VENUE: OBG DEPARTMENT

MEMBERS:

1. Prof. Beula Juliet (Professor)
2. Mrs.Kalyani [Asso.Professor]
3. Mrs. Geeth priya [Asso.Professor]
4. Mrs.Rosy [Asst. Professor]
5. Mrs.Anbarasi [Asst. Professor]
6. Ms.Mary Theresa [Nursing Tutor]
7. Mrs. Hepsibah Beula [Nursing Tutor]

AGENDA

- Health day celebration related to Clinical specialty,
- Analysis of student performance
- University examination preparation
- IA mark
- Submission of file

POINTS DISCUSSED:

- Prof .Beula, welcome the staff of the department and above agenda was discussed.
- Above mentioned members were present and approved the previous minutes of meeting
- Discussed about the logbook signing, Model examination, OSCE evaluation to the students during practical preparation.
- Discussed about Health day programme with tentative date.
- Value added course was planned on 04.10.23 and 05.10.23 for safe motherhood programme.
- Discussed about Remedial class for slow learners
- Discussed about university examination
- Discussed about Internal assessment mark.
- Ended with vote of thanks, by Ms.Mary Theresa, Nursing Tutor.

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OBG DEPARTMENT MEETING

As per the direction of principal office, The OBG Department meeting schedule on 02.12.2022 at 11am.

DATE : 05.12.2022

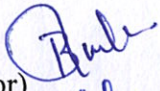
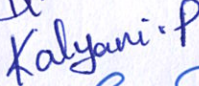

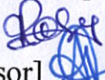


TIME :11am


VENUE : : Obstetrical and Gynaecological Nursing Department


AGENDA

- Health day celebration
- Value added courses
- Model examination
- Exam preparation
- Plan about OSCE and Practical preparation
- Signing the log book
- Planning Revision

MEMBERS:

- Prof. Beula Juliet (Professor) 
- Mrs.Kalyani [Asso.Professor] 
- Mrs. Geeth priya [Asso.Professor] 
- Mrs.Rosy [Asst. Professor] 
- Mrs.Anbarasi [Asst. Professor] 
- Ms.Mary Theresa [Nursing Tutor]
- Mrs. Hepsibah Beula [Nursing Tutor] 


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DEPARTMENTAL MEETING REPORT

MINUTES OF MEETING

DATE: 05.12.2022

VENUE: OBG DEPARTMENT

MEMBERS:

1. Prof. Beula Juliet (Professor)
2. Mrs.Kalyani [Asso.Professor]
3. Mrs. Geeth priya [Asso.Professor]
4. Mrs.Rosy [Asst. Professor]
5. Mrs.Anbarasi [Asst. Professor]
6. Ms.Mary Theresa [Nursing Tutor]
7. Mrs. Hepsibah Beula [Nursing Tutor]

AGENDA

- Health day celebration
- Model examination
- Exam preparation
- Plan about OSCE and Practical preparation
- Signing the log book
- Planning Revision

POINTS DISCUSSED:

- Mrs.Kalyani [Asso.Professor]welcome the staff of the department and above agenda was discussed.
- Above mentioned members were present and approved the previous minutes of meeting
- Discussed about Remedial class for slow learner students
- Discussed about syllabus completion and Revision of previous Question paper
- Discussed about log book signing
- Weekly Report to be submitted to the department HOD.
- Ended with vote of thanks, by Mrs. Hepsibah Beula [Nursing Tutor].


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OBG DEPARTMENT MEETING

As per the direction of principal office, The OBG Department meeting schedule on 05.08.2022 at 2Pm.

DATE : 05.08.2022


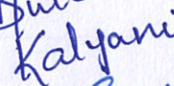



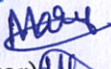

TIME : 2PM

VENUE ; : Obstetrical and Gynaecological Nursing Department

AGENDA

- REQUIREMENT /syllabus pending status.
- Planning Internship duty
- Students performance

MEMBERS:

1. Prof. Beula Juliet (Professor) 
2. Mrs.Kalyani [Asso.Professor] 
3. Mrs. Geeth priya [Asso.Professor] 
4. Mrs.Rosy [Asst. Professor] 
5. Mrs.Anbarasi [Asst. Professor] 
6. Ms.Mary Theresa [Nursing Tutor] 
7. Mrs. Hepsibah Beula [Nursing Tutor] 



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DEPARTMENTAL MEETING REPORT

MINUTES OF MEETING

DATE: 05.08.2022

VENUE: OBG DEPARTMENT

MEMBERS:

1. Prof. Beula Juliet (Professor)
2. Mrs.Kalyani [Asso.Professor]
3. Mrs. Geeth priya [Asso.Professor]
4. Mrs.Rosy [Asst. Professor]
5. Mrs.Anbarasi [Asst. Professor]
6. Ms.Mary Theresa [Nursing Tutor]
7. Mrs. Hepsibah Beula [Nursing Tutor]

AGENDA:

- Requirement /syllabus pending status.
- Planning Internship duty
- students performance
- online course

POINTS DISCUSSED:

- Mrs. Geeth priya [Asso.Professor]welcome the staff of the department and above agenda was discussed.
- Above mentioned members were present and approved the previous minutes of meeting
- Discussed about last departmental meeting task completion
- Discussed about the clinical posting and requirements completed hours
- Discussed about internship training
- Discussed about Remedial class for slow learner students
- Discussed about Online course for students weekly report to be submitted to the department HOD
- The meeting ended with vote of thanks, by Mrs.Anbarasi [Asst. Professor].


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OBG DEPARTMENT MEETING

As per the direction of principal office, The OBG Department meeting schedule on

04.03.2022 at 3Pm.

DATE: 04.03.2022

TIME: 3PM

VENUE : Obstetrical And Gynaecological Nursing Department

AGENDA

- Health day celebration for the month of month of April
- Clinical Posting
- Field visit plan
- Students Performance

MEMBERS:

1. Prof. Beula Juliet (Professor) *Beula*
2. Mrs.Kalyani [Asso.Professor] *Kalyani P*
3. Mrs. Geeth priya [Asso.Professor] *Geeth Priya*
4. Mrs.Rosy [Asst. Professor] *Rosy*
5. Mrs.Anbarasi [Asst. Professor] *Anbarasi*
6. Ms.Mary Theresa [Nursing Tutor] *Mary*
7. Mrs. Hepsibah Beula [Nursing Tutor] *Hepsibah*

T. Beula Juliet

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Pandur, Thiruvallur

DEPARTMENTAL MEETING REPORT

MINUTES OF MEETING

DATE: 04.03.2022

VENUE: OBG DEPARTMENT

MEMBERS:

1. Prof. Beula Juliet (Professor)
2. Mrs.Kalyani [Asso.Professor]
3. Mrs. Geeth priya [Asso.Professor]
4. Mrs.Rosy [Asst. Professor]
5. Mrs.Anbarasi [Asst. Professor]
6. Ms.Mary Theresa [Nursing Tutor]
7. Mrs. Hepsibah Beula [Nursing Tutor]

AGENDA:

- Health day celebration related to Clinical Specialty
- Clinical Posting
- Planning for Sessional examination
- OBG Case Book

POINTS DISCUSSED:

- Mrs. Geeth priya [Asso.Professor] Welcome the staff of the department and above agenda was discussed. Above mentioned members were present and approved the previous minutes of meeting
- Discussed about clinical posting, students performance in I Sessional Examination and measures to improve students' performance.
- Discussed about the clinical posting completed hours in the month of March & April and requirements completed till February.

T. Beula Juliet

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OBG DEPARTMENT MEETING

As per the direction of principal office, The OBG Department meeting schedule on 11.10.2021 at 3Pm.

DATE :11:10:2021

TIME : 3PM

VENUE : Obstetrical and Gynaecological Nursing Department

AGENDA

- The health day celebration related to Clinical specialty,
- Value added courses
- Clinical Posting
- Discuss about the students performance
- Plan to the field visits
- E-content development, E-Learning

MEMBERS:

1. Mrs.Kalyani [Asso.Professor] *Kalyani.P*
2. Mrs. Geeth priya [Asso.Professor] *Geeth Priya*
3. Mrs.Rosy [Asst. Professor] *Rosy*
4. Mrs.Anbarasi [Asst. Professor] *Anbarasi*
5. Mrs. Hepsibah Beula [Nursing Tutor] *Hepsibah*

Kalyani.P
HOD SIGNATURE

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DEPARTMENTAL MEETING REPORT

MINUTES OF MEETING

DATE: 11.10.2021

VENUE: OBG DEPARTMENT

MEMBERS:

1. Mrs.Kalyani [Asso.Professor]
2. Mrs. Geeth priya [Asso.Professor]
3. Mrs.Rosy [Asst. Professor]
4. Mrs.Anbarasi [Asst. Professor]
5. Mrs. Hepsibah Beula [Nursing Tutor]

AGENDA

- The health day celebration related to Clinical specialty,
- Clinical Posting
- Discuss about the students performance
- Plan to the field visits

POINTS DISCUSSED:

- Mrs.Rosy [Asst. Professor] Welcomed the staff of the department and above the agenda was discussed.
- Value added course is planned on Professional skill Training Programme on 06.12.2021
- Above mentioned members were present approved the previous minutes of meeting
- To carry out the last month target department meeting task
- Discussed about the clinical posting completing hours and completing requirements
- Discussed about health day the Cervical Cancer Day, National Girl Child Day, Sexual & Reproductive Awareness Day celebrate the tentative date.
- Discussed about Filed visit Rural Primary Health centre
- Discussed about Remedial Class for Slow learner students, E- learning for Advanced Learners
- Weekly report to be submitted to the department HOD (Theory &Clinical requirement)
- Ended with vote of thanks, by Mrs. Hepsibah Beula [Nursing Tutor).

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OBG DEPARTMENT MEETING

As per the direction of principal office, The OBG Department meeting Schedule on
08.03.2021 at 3Pm.

DATE 08.03.2021

TIME : 3PM

VENUE : Obstetrical and Gynaecological Nursing Department

AGENDA

- Syllabus completion status for the month of October.
- Status of requirements of Clinical posting
- Plan for Sessional I examination
- Planning the Field visit

MEMBERS:

1. Mrs.Kalyani [Asso.Professor] *Kalyani.P*
2. Mrs. Geeth priya [Asso.Professor] *Geetha Priya*
3. Mrs.Rosy [Asst. Professor] *Rosy*
4. Mrs.Anbarasi [Asst. Professor] *AN*
5. Mrs. Hepsibah Beula [Nursing Tutor] *HB*

Kalyani.P
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Pandur, Thiruvallur

DEPARTMENTAL MEETING REPORT

MINUTES OF MEETING

DATE: 08.03.2021

VENUE: OBG DEPARTMENT

MEMBERS

1. Mrs.Kalyani[Asso.Professor]
2. Mrs. Geeth priya [Asso.Professor]
3. Mrs.Rosy [Asst. Professor]
4. Mrs.Anbarasi [Asst. Professor]
5. Mrs. Hepsibah Beula [Nursing Tutor)

AGENDA:

- Syllabus completion status for the month of October.
- Status of requirements of Clinical posting
- Plan for Sessional examination
- Planning the Field visit

POINTS DISCUSSED:

- Welcome the staff of the department and above the agenda was discussed.
- Above mentioned members were present and approved the previous minutes of meeting
- Discussed about last meeting target and completion for the month of October.
- Discussed about the clinical posting and requirements due for the month of December
- Discussed about syllabus completion for the month of December
- Discussed about Sessional examination I
- Weekly Report to be Submitted the department HOD
- Discussed about the field visit planning to IOG.
- ENDED with vote of thanks, by Mrs. Hepsibah Beula [Nursing Tutor).

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Pandur, Thiruvallur

CIRCULAR

OBG DEPARTMENT MEETING

As per the direction of principal office, The OBG Department meeting Schedule on 03.10.2020 at 2 Pm. For the discussion following agenda

DATE : 03.10.2020

TIME : 2PM

VENUE : Obstetrical and Gynaecological Nursing Department

AGENDA

- Syllabus completion status of the month September.
- The health day celebration related to Clinical Specialty
- Discussion about Assessment - Unit test
- Purchasing the lab Instrument
- Value added course.

MEMBERS:

1. Prof. Beula Juliet (Professor) *Beula Juliet*
2. Mrs. Kalyani [Asso. Professor] *Kalyani P*
3. Mrs. Geetha Priya [Asso. Professor] *Geetha Priya*
4. Mrs. Rosy [Asst. Professor] *Rosy*
5. Mrs. Anbarasi [Asst. Professor] *Anbarasi*
6. Mrs. Hepsibah Beula [Nursing Tutor] *Hepsibah Beula*

T. Beula Juliet
HOD SIGNATURE

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Pandur, Thiruvallur

DEPARTMENTAL MEETING REPORT

MINUTES OF MEETING

DATE: 03.10.2020

VENUE: OBG DEPARTMENT

MEMBERS:

1. Prof. Beula Juliet (Professor)
2. Mrs.Kalyani[Asso.Professor]
3. Mrs. Geeth priya [Asso.Professor]
4. Mrs.Rosy [Asst. Professor]
5. Mrs.Anbarasi [Asst. Professor]
6. Mrs. Hepsibah Beula [Nursing Tutor)

AGENDA:

- Syllabus completion status of the month September.
- The health day celebration related to Clinical Specialty
- Discussion about Assessment - Unit test
- Purchasing the lab Instruments
- Value added course

POINTS DISCUSSED:

- Prof. Beula Juliet (Professor) Welcome the staff of the department and above the agenda was discussed.
- Above mentioned members were present and approved the previous minutes of meeting.
- Value added course was planned on 16.11.2020 for Maintenance of Records in Hospital.
- Discussed about last meeting target and achievement.
- discussed about syllabus completion status of the month September
- Maternal child health programme, National Menopausal day. Breast cancer, world polio day will be celebrated this month with tentative date and budget
- Discussed about the planning of Unit test
- Discussed about the list instruments to be purchased for OBG lab
- Weekly report Should be submitted to the Department HOD (Theory & Clinical requirements)
- Ended with vote of thanks, by Mrs.Anbarasi [Asst. Professor].

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INDIRA COLLEGE OF NURSING

Pandur, Thiruvallur

CIRCULAR

OBG DEPARTMENT MEETING

As per the direction of principal office, The OBG Department meeting schedule on
04.03.2020 at 2 Pm.

DATE : 04.03.2020


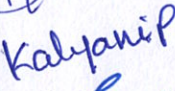

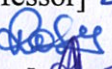


TIME :2 PM


VENUE :Obstetrical and Gynaecological Nursing Department


AGENDA

- Syllabus division
- Planning of Clinical Posting
- E-content Development
- Health day celebration related to Clinical speciality
- Value added course

MEMBERS:

1. Prof. Beula Juliet (Professor) 
2. Mrs.Kalyani[Asso.Professor] 
3. Mrs. Geeth priya [Asso.Professor] 
4. Mrs.Rosy [Asst. Professor] 
5. Mrs.Anbarasi [Asst. Professor] 
6. Mrs. Hepsibah Beula [Nursing Tutor] 


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Pandur, Thiruvallur

DEPARTMENTAL MEETING REPORT

MINUTES OF MEETING

DATE: 04.03.2020

VENUE: OBG DEPARTMENT

MEMBERS:

1. Prof. Beula Juliet (Professor)
2. Mrs.Kalyani[Asso.Professor]
3. Mrs. Geeth priya [Asso.Professor]
4. Mrs.Rosy [Asst. Professor]
5. Mrs. Hepsibah Beula [Nursing Tutor]

AGENDA:

- Syllabus division
- Planning of Clinical Posting
- E-content Development
- Health day celebration related to Clinical specialty

POINTS DISCUSSED:

- Prof. Beula Juliet (Professor) Welcome the staff of the department and above agenda was discussed.
- Above mentioned members were present and approved the previous minutes of meeting.
- Discussed and reported the previous month target and completions.
- Discussed regarding the syllabus division to each faculty
- Planned Staff Members for clinical posting for the month of October with division of clinical Requirements
- World Family Planning Day, World Contraceptive Day programme will be celebrated with tentative date and budget
- Value added course was planned for safe mother hood programme on 15.09.2020 and 16.09.2020.
- Weekly report to be submitted to the department HOD (completing Hours of Theory & Requirement)
- The meeting ended with vote of thanks, by Mrs. Hepsibah Beula [Nursing Tutor].

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HOD OF OBG DEPARTMENT

INDIRA COLLEGE OF NURSING

Pandur, Thiruvallur

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OBG DEPARTMENT MEETING

As per the direction of principal office, The OBG Department meeting schedule on 11.10.2019 at 2 Pm.

DATE :11.10.2019

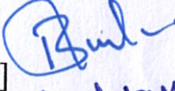
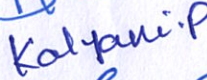

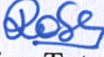

TIME :2 PM


VENUE : Obstetrical and Gynaecological Nursing Department


AGENDA

- Health day celebration related to Clinical specialty,
- Analysis the student performance
- University examination preparation
- IA mark
- Submission of file

MEMBERS:

1. Prof. Beula Juliet [Professor] 
2. Mrs.Kalyani [Asso.Professor] 
3. Mrs. Geeth priya [Asso.Professor] 
4. Mrs.Rosy [Asst. Professor] 
5. Mrs. Hepsibah Beula [Nursing Tutor] 


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DEPARTMENTAL MEETING REPORT

MINUTES OF MEETING

DATE: 11.10.2019

VENUE: OBG DEPARTMENT

MEMBERS:

1. Prof. Beula Juliet (Professor)
2. Mrs.Kalyani[Asso.Professor]
3. Mrs. Geeth priya [Asso.Professor]
4. Mrs.Rosy [Asst. Professor]
5. Mrs. Hepsibah Beula [Nursing Tutor)

AGENDA:

- Health day celebration related to Clinical specialty,
- Analysis the student performance
- University examination preparation
- IA mark
- Submission of file

POINTS DISCUSSED:

- Welcome the staff of the department and above agenda was discussed.
- Above mentioned members were present and approved the previous minutes of meeting
- Discussed about the logbook signing, Model examination, OSCE evaluation to the student during practical preparation.
- Discussed about Health day programme with tentative date and budget [Breast feeding day, world population day]
- Discussed about Remedial class for slow learners
- Discussed about university examination
- Discussed about Internal assessment mark.
- Weekly Report to be submitted to the department HOD
- Ended with vote of thanks.

T. Beula Juliet.

HOD SIGNATURE

[Handwritten Signature]

PRINCIPAL
INDIRA COLLEGE OF NURSING
PANDUR - 631 203.
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Pandur, Thiruvallur

CIRCULAR

OBG DEPARTMENT MEETING

As per the direction of principal office, The OBG Department meeting schedule on 06.03.2019 at 2 Pm.

DATE : 06.03.2019

TIME : 2 PM

VENUE : Obstetrical and Gynaecological Nursing Department

AGENDA

- Health day celebration
- Model examination
- Exam preparation
- Plan about OSCE and Practical preparation
- Signing the log book
- Planning Revision
- Value added courses

MEMBERS:

1. Prof. Beula Juliet (Professor) *Beula*
2. Mrs.Kalyani [Asso.Professor] *Kalyani*
3. Mrs. Geeth priya [Asso.Professor] *Geeth Priya*
4. Mrs.Rosy [Asst. Professor] *Rosy*
5. Mrs. Hepsibah Beula [Nursing Tutor] *Hepsibah*

T. Beula Juliet
HOD SIGNATURE

[Signature]
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Pandur, Thiruvallur

DEPARTMENTAL MEETING REPORT MINUTES OF MEETING

DATE: 06.09.2018

VENUE: OBG DEPARTMENT

MEMBERS:

1. Prof. Beula Juliet (Professor)
2. Mrs.Kalyani[Asso.Professor]
3. Mrs. Geeth priya [Asso.Professor]
4. Mrs.Rosy [Asst. Professor]
5. Mrs. Hepsibah Beula [Nursing Tutor]

AGENDA

- Health day celebration
- Model examination
- Exam preparation
- Plan about OSCE and Practical preparation
- About log book signing
- Planning Revision

POINTS DISCUSSED:

- Welcome the staff of the department and above agenda was discussed.
- Above mentioned members were present and approved the previous minutes of meeting
- Value added courses were planned for professional skill Training Programme on 04.10.2019.
- Discussed about Remedial class for slow learner students
- Discussed about Online courses
- Discussed about syllabus completion and Revision of previous Question paper
- Discussed about log book signing

Ended with vote of thanks.

T. Beula Juliet

HOD OF OBG DEPARTMENT


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