



KMCT
COLLEGE OF NURSING

Recognized by Indian Nursing Council & Kerala Nurses and
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TO WHOMSOEVER IT MAY CONCERN

This is to certify that the information in the attached documents is
verified by me and its true to the best of my knowledge



Mageswari

Prof. MAGESWARI R
Principal
KMCT College of Nursing
Manassery, Kozhikode - 673 602



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INSTITUTIONAL RESEARCH COMMITTEE MEETING MINUTES

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PRINCIPAL
KMCT College of Nursing
Manassery, Kozhikode - 673 602



KMCT MEDICAL COLLEGE

NO OBJECTION CERIFICATE

Certified that we have **No Objection** to provide the Plagiarism software for KMCT College of Nursing in our institution from 05.01.2018 onwards.


Principal

KMCT Medical College





KMCT MEDICAL COLLEGE

NO OBJECTION CERIFICATE

Certified that we have **No Objection** to provide the service of the institutional ethics committee for KMCT College of Nursing in our institution from 05.01.2018 onwards.


Principal

KMCT Medical College





INSTITUTIONAL RESEARCH COMMITTEE

STANDARD OPERATING PROCEDURES

OBJECTIVE

The objective of this SOP is to contribute to the effective functioning of the research committee at so that a quality and consistent ethical review mechanism for health and biomedical research is put in place for all proposals dealt by the Committee

Authority of research committee

The Principal or equivalent person from the Institution has the authority for constitution of Research Committee.

- Chairman is the Head of the research committee and he/she will be appointed by the Head of the Institution.
- All other members are appointed by the Head of the Institution in consultation with chairperson/ Member Secretary.
- The Member Secretary is responsible for organizing the meetings, maintaining the records and communicating with all concerned. He/she will prepare the minutes of the meetings and circulated to all the members. The final minutes of the meeting will be kept in the minutes of the meetings file designed by the Chairman / Member Secretary.

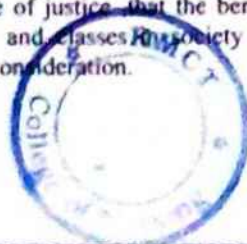
Terms of reference of the committee

- To improve the standards of the research practiced in the college
- To ensure that all proposed research projects conform to regulatory requirements.
- To function as a forum to resolve the complaints on ethical issues from patients and their families.

Responsibilities of Research committee

To protect and safeguard the dignity, rights, safety and well being of all actual or potential research participants.

- To ensure that the research projects that are carried out are sound in design, have statistical validity and are conducted according to the ICMR, Schedule Y and ICH/GCP guidelines
- To consider the principle of justice that the benefits and burdens of research be distributed fairly among all groups and classes of society taking into account age, gender, economic status, culture and ethic consideration.



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- To provide advice to the researchers on all aspects of the welfare and safety of research participants after ensuring the scientific soundness of the proposed research.
- Are conducted under the supervision of trained research guide with the required expertise
- Include ,solely, patients or participant who have given voluntary and informed consent

- It will review the proposals before start of the studies as well as monitor the research throughout the study until and after completion by examining the annual reports and final reports. The committee will also examine whether all regulatory requirements and laws are complied with or not.

Meeting Procedures

The Research committee meetings are held annually. Additional meetings may be held as and when considered necessary.

- The notice of each meeting with the agenda is sent out to the members at least one week before the meeting.
- A quorum is required for all meetings. The project can be approved unanimously or by non-unanimously.
- When it is approved unanimously ,an approval letter will be prepared and signed by chairman and member secretary .If some members are objecting the study to be approved, chairman will take the voting from the members to see the majority and if majority is there the project will be approved. In that case the voting status also will be mentioned in the approval letter.
- Member secretary will prepare the minutes of the meetings and circulated to all the members. The final minutes of the meeting will be kept in the minutes of the meetings file signed by the Chairman.

Element of review

Scientific design and conduct of the study.

- Approval of appropriate scientific review committees.
- Examination of predictable risks /harms.
- Examination of potential benefits.
- Procedure for selection of subjects :Exclusion/ Inclusion criteria
- Management of research related injuries ,side effects,
- Compensation provisions.
- Justification for placebo in control arm, if any.
- Availability of products after the study ,if applicable.
- Patient information sheet and informed consent form in local language.
- Protection of privacy and confidentiality.
- Involvement of the community, wherever necessary.
- Plans for data analysis and reporting
- Adherence to all regulatory requirements.

Decision-making

The committee will give its opinion on the project in writing in one of the following ways:

- Members will discuss the various issues before arriving at a consensus decision.
- Decisions will be made only in meetings where quorum is complete.
- Only members can make the decision. The expert consultants will only offer their opinions.
- Decision may be to approve ,reject or modify the proposals .Specific suggestions should be given for modifications.

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Kerala University of Nursing
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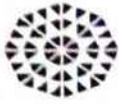
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- Decision may be to approve ,reject or modify the proposals .Specific suggestions should be given for modifications.
- Modified proposals may be reviewed by an interim review through identified members.
- Negative decisions should always be substantiated by appropriate reasons.
- The project can be approved unanimously or by non-unanimously. When it is approved unanimously, an approval letter will be issued and signed by chairman and member secretary. If some members are objecting the study to be approved, chairman will take the voting from the members to see the majority and if majority is there the project will be approved .In that case the voting status also will be mentioned in the approval letter.
- The chairman / member secretary of the committee may provisionally approve without calling a full meeting in case where only administrative amendment has been made.
This decision will be ratified at the next full committee meeting



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Communicating the decision

- Decision will be communicated by the Member Secretary in writing.
- Any suggestions to Research committee, if any, should be sent for modifications.
- Reasons for rejection should be informed to the researchers. There is no need to communicate the name of the specific expert or member who made the review.

Follow up review procedures

Regular reports should be submitted for regular review.

- Final report to be submitted at the end of study.
- Any serious side effects, adverse drug reactions and the interventions undertaken to be intimated.
- Protocol deviation ,if any ,to be informed with adequate justifications.
- Any new information related to the study should be communicated.
- Premature termination of study should be notified with reasons and summary of the studies done so far.
- A study status report should be submitted to research committee

Archiving /Record keeping

All the following documents will be archived

Study close out. Some documents which are archived ,but not limited to the following.

- Curriculum Vitae(CV) of all members of research committee
- Copy of all study protocols with enclosed documents, annual reports ,side-effects
- Minutes of all meetings with due signature of Chairperson.
- Copy of all existing national and international guidelines on research ethics.
- Copy of all correspondence with members ,researchers and other regulatory bodies.
- Final report of the approved projects.



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RESEARCH COMMITTEE MEETING MINUTES 2022-2023



Prof. MAGESWARI R
Principal
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Minutes of meeting held on 22.11.2022

DATE: 22.11.2022

VENUE: 3RD YEAR CLASSROOM

Sl no	Members	DESIGNATION	SIGNATURE
1	Prof . R. Mageswari	Principal	
2.	Dr. Manjula	Vice Principal	
3.	Mrs .Steffy John	Associate Professor	
4.	Mrs .Rakhi Seban	Associate Professor	
5.	Mrs. Lijina	Assistant Professor	

TIME: 2- 4 PM

MEMBERS PRESENT :

Agenda

1. Confirmation of minutes of earlier meeting
2. Selection of topics for student research
3. Approval to send research projects

Research committee discussed with the agenda and it is resolved that a proposal of research topics to be sent to the institutional ethical committee for approval . for that students were subjected to divide in 7 groups and each groups submit 3 topics for the study in front of institutional research committee. The committee members selected 5 topics for students based on their methodology



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Sl.No	Discussion	Action taken
1	A quantitative study to assess the knowledge, attitude and practice regarding umbilical cord stem cell banking among staff nurses in KMCT medical college hospital, Manassery.	Finalized research topic with scant recommendations. Analyze the staff nurses' attitudes, knowledge, and behavior surrounding the banking of umbilical cord stem cells.
2	A descriptive study to access the level of internet addiction among college students, in KMCT college of nursing	Discussed the pros and cons of the topic. The prevalence of digital dependency among undergraduate students has been identified as a significant factor in their academic performance.
3	A descriptive study to assess the knowledge and attitude on oral hygiene among mothers of primary school children attending pediatric OPD in a selected hospital at KMCT women and child hospital	Moms of primary school students have a different attitude towards oral hygiene than other parents. The study is relevant and advised to it accurately.
4	A descriptive study to assess the knowledge regarding colostrum feeding among primi antenatal mothers visiting antenatal OPD in KMCT women and child hospital	Discussed the methodology tools and sample cooperation possible with the researcher.
5	A descriptive study to assess the knowledge and attitude regarding monkeypox and it's prevention among nursing students in KMCT college of nursing , Manassery	Nursing students will be having good cooperation and data collection will be an easy task. Discussed about time of data collection and how it can be carried out effectively.
6	A descriptive study to assess the knowledge, attitude, and practice on prevention of selected diabetic complications among patients with type 2 diabetes mellitus in KMCT medical college hospital at Kozhikode	The students will go through the study in detail and a self instructional module can be used to give some information on DM complications, care and prevention.



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7	A descriptive study to assess the emotional intelligence (self-awareness , self-management ,social awareness , relationship management) among nursing students in KMCT college of nursing, Kozhikode	The study methodology is good and instructed to have a detailed description of the results with proper tool.
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All the plans were rechecked and meeting adjourned at 4 pm.

Secretary

Chairman

Place:

Date:

Mageswari



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Minutes of meeting held on 20.03.2023

MINUTES OF RESEARCH COMMITTEE MEETING

DATE: 20.03.2012023

VENUE: 3RD YEAR CLASSROOM

TIME: 2- 4 PM

MEMBERS PRESENT :

SL NO	MEMBERS	DESIGNATION	SIGNATURE
1	Prof . R. Mageswari	Principal	
2.	Prof . Jasna	Vice Principal	
3.	Mrs .Steffy John	Associate Professor	
4.	Mrs .Rakhi Seban	Associate Professor	
5.	Mrs. Lijina	Assistant Professor	

Agenda: Study report presentation 3rd year BSc Nursing students

All committee members and guides of each group were present in the meeting. Each group presented their study reports. Corrections were given to students regarding presentation of the results of the study. Students also clarified their doubts related to their research projects. Future implications of the study were also discussed.



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Action taken report:

Sl.No	Discussion	Action taken
1	Few groups had corrections in their table headings.	Content updated in accordance with experts' advice
2	Common corrections regarding alignment, table number were given	Modifications done as per suggestions
3	Discussed regarding implication of the studies in nursing	Modifications made in accordance with advice
4	Discussed the future recommendations of the study	Modifications done as per suggestions

All the plans were rechecked and meeting adjourned at 4 pm.

Secretary

Chairman

Place:

Date:

Mageswari



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RESEARCH COMMITTEE MEETING MINUTES 2021-2022

Mageswari R

Prof. MAGESWARI R
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Minutes of meeting held on 22.03.2022

DATE: 22.03.2022

VENUE: 3RD YEAR CLASSROOM

TIME: 2- 4 PM

MEMBERS PRESENT :

Sl no	Members	DESIGNATION	Signature
1	Prof . R. Mageswari	Principal	
2.	Prof . Ambika	Vice Principal	
3.	Mrs .Steffy John	Professor	
4.	Mrs .Rakhi Seban	Professor	
5.	Mrs. Lijina	Associate Professor	

Agenda

1. Confirmation of minutes of earlier meeting
2. Selection of topics for student research
3. Approval to send research projects



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Research committee discussed with the agenda and it is resolved that a proposal of research topics to be sent to the institutional ethical committee for approval. For that students were subjected to divide in 2 groups and each group submit 5 topics for the study in front of the institutional research committee. The committee members selected 1 topics for students based on their methodology.

Sl.No	Discussion	Action taken
1	A study to assess the level of knowledge regarding lifestyle modification among diabetic patients in KMCT medical college hospital, Manassery	Analyze the understanding of diabetes patients on lifestyle modification and provide educational session for the same.
2	A study to assess the level of knowledge regarding Hyperbilirubinemia in neonates among mothers in KMCT women's and child hospital , Manassery , Kozhikode	Evaluate the moms' knowledge of neonatal hyperbilirubinemia and prepare a self instructional module for the same.

All the plans were rechecked and meeting adjourned at 4 pm.


Secretary

Chairman

Place:

Date:




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Minutes of meeting held on 30.11.2022

DATE: 30.11.2022

VENUE: 3RD YEAR CLASSROOM

TIME: 2- 4 PM

MEMBERS PRESENT :

SL NO	MEMBERS	DESIGNATION	SIGNATURE
1	Prof . R. Mageswari	Principal	
2.	Prof . Jasna	Vice Principal	
3.	Mrs .Steffy John	Associate Professor	
4.	Mrs .Rakhi Seban	Associate Professor	
5.	Mrs. Lijina	Assistant Professor	

Agenda: Study report presentation 3rd year BSc Nursing students

All committee members and guides of each group were present in the meeting. Each group presented their study reports. Corrections were given to students regarding presentation of the results of the study. Students also clarified their doubts related to their research projects. Future implications of the study were also discussed.



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Action taken report:

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1	Few groups had corrections in their table headings.	Content updated in accordance with experts' advice
2	Common corrections regarding alignment, table number were given	Modifications done as per suggestions
3	Discussed regarding implication of the studies in nursing	Modifications made in accordance with advice
4	Discussed the future recommendations of the study	Modifications done as per suggestions

All the plans were rechecked and meeting adjourned at 4 pm.

Secretary

Chairman

Place:

Date:

Mageswari



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RESEARCH COMMITTEE MEETING MINUTES 2019-2020

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MINUTES OF RESEARCH COMMITTEE MEETING

DATE: 15.02.2019

VENUE: 3RD YEAR CLASSROOM

TIME: 2- 4 PM

MEMBERS PRESENT:

Sl no	Members	DESIGNATION	Signature
1	Prof . R. Mageswari	Principal	
2.	Prof . Jasna	Vice Principal	
3.	Mrs .Steffy John	Associate Professor	
4.	Mrs .Rakhi Seban	Associate Professor	
5.	Mrs. Lijina	Assistant Professor	

Agenda

1. Confirmation of minutes of earlier meeting
2. Selection of topics for student research
3. Approval to send research projects

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Research committee discussed with the agenda and it is resolved that a proposal of research topics to be sent to the institutional ethical committee for approval. for that students were subjected to divide in 7 groups and each group submit 3 topics for the study in front of institutional Research committee. The committee members selected 5 topics for students based on their methodology.

Sl.No	Discussion	Action taken
1	A study to assess the knowledge regarding polycystic ovarian syndrome (PCOS) among adolescent girls in KMCT college of nursing, Manassery	Advised to add the information booklet after getting the content validity
2	A study to assess the knowledge and attitude regarding preconception care among early adult women (19-25 years) in a selected community at Mukkam with a view to develop information booklet	Discussed about significance of the study. Availability of sample and no of questions to be added in tool.
3	A study to assess the knowledge regarding road traffic awareness and safety measures among first year degree students in a selected college, Mukkam	Advised to give a session on importance of following traffic rules
4	To assess the knowledge regarding urinary tract infection and its prevention among adolescent girls in M.A.M.O college, Manassery.	Advised to provide interventions once noticing the issues or to prepare a handout on management and prevention of UTI.

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5	A study to assess the knowledge regarding iron deficiency anemia in adolescent girls	Advised to provide interventions once noticing the issues or to prepare a handout on management and prevention of anemia
6	A study to assess the wellbeing of elderly at selected community at Mukkam	Advised to provide interventions to improve the wellbeing of elderly
7	A study to assess the effectiveness of planned teaching program on prevention of nosocomial infection among housekeeping staff of KMCT medical college hospital, Manassery	Advised to verify the teaching plan, tool etc before starting the study.

All the plans were rechecked and meeting adjourned at 4 pm.

Secretary

Chairman

Place:

Date:

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Minutes of meeting held on 30.07.2019

MINUTES OF RESEARCH COMMITTEE MEETING

DATE: 30.07.2019

VENUE: 3RD YEAR CLASSROOM

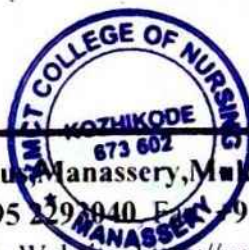
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All the plans were rechecked and meeting adjourned at 4 pm.

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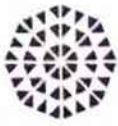
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2018-2019

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MINUTES OF RESEARCH COMMITTEE MEETING

DATE: 15.03.2018

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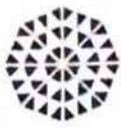


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Sl.No	Discussion	Action taken
1	A study to assess the knowledge regarding radiation therapy among caregivers of cancer patients in a selected community with a view to develop an information booklet	Advised to add the information booklet after getting the content validity
2	Study to assess the knowledge regarding risk factors of coronary artery disease among hypertensive patient with a view to develop an information booklet in selected community of Mukkam	Discussed about significance of the study. Availability of sample and no of questions to be added in tool.
3	A study to assess the knowledge regarding the elderly care among responsible family members in selected Community, Mukkam	Advised to give a session on importance of elderly care
4	A study to assess the knowledge regarding breast discomfort and its management among postnatal mother's in KMCT women and child hospital, Manassery; Kozhikode	Advised to provide interventions once noticing the issues or to prepare a handout on management of breast discomfort
5	A study to assess the effectiveness of planned : teaching programme on basic life support among first year BSc nursing students in KMCT college of nursing	Verified the STP program and advised them to get proper corrections for the content as well as tool.

All the plans were rechecked and meeting adjourned at 4 pm.

Secretary

Chairman

Place:

Date:



Mageswari

Prof. MAGESWARI R
Principal
KMCT College of Nursing
Manassery, Kozhikode - 673 602

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Minutes of meeting held on 10/6/2018

MINUTES OF RESEARCH COMMITTEE MEETING

DATE: 10.06.2018

VENUE: 3RD YEAR CLASSROOM

TIME: 2- 4 PM

MEMBERS PRESENT :

SL NO	MEMBERS	DESIGNATION	SIGNATURE
1	Prof . R. Mageswari	Principal	
2.	Prof . Jasna	Vice Principal	
3.	Mrs .Steffy John	Associate Professor	
4.	Mrs .Rakhi Seban	Associate Professor	
5.	Mrs. Lijina	Assistant Professor	

Agenda: Study report presentation 3rd year BSc Nursing students

All committee members and guides of each group were present in the meeting. Each group presented their study reports. Corrections were given to students regarding presentation of the results of the study. Students also clarified their doubts related to their research projects. Future implications of the study were also discussed.



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Action taken report:

Sl.No	Discussion	Action taken
1	Few groups had corrections in their table headings.	Content updated in accordance with experts' advice
2	Common corrections regarding alignment, table number were given	Modifications done as per suggestions
3	Discussed regarding implication of the studies in nursing	Modifications made in accordance with advice
4	Discussed the future recommendations of the study	Modifications done as per suggestions

All the plans were rechecked and meeting adjourned at 4 pm.

Secretary

Chairman

Place:

Date:

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