

**Statutory Declaration under Section 4 (1) (b)**  
**of the RTI Act 2005**

# Smt. NAGARATHNAMMA COLLEGE OF NURSING

(Affiliated to RGUHS-Bengaluru, Approved by Government of Karnataka, Recognized by KSNC-Bengaluru INC-  
New Delhi & NAAC Accredited)



## Particulars of the Organization, Functions and Duties

Sl. No.	Title	Details
1.	Name of the College	<b>Smt. NAGARATHNAMMA COLLEGE OF NURSING</b>
2.	Address for Communication	# 89/90, Soladevanahalli, Chikkabanavara Post, Hessarghatta Road, Bangalore -560090
3.	Phone No.	080 22555555
4.	Fax No.	080 23700242
5.	Email	principalanr@acharya.ac.in
6.	Website	<a href="http://www.anr.ac.in">www.anr.ac.in</a>
7.	Campus Director	Dr. Maneesh Paul S.
8.	Email	cd@acharya.ac.in
9.	The Principal	Prof. Devinanjappan
10.	Mobile No.	7204646708
11.	Email	principalanr@acharya.ac.in

## 12. Introduction

Smt. Nagarathnamma College of Nursing is a constituent College of the group of Acharya Institutes, which was set up in 2003 and is one of the best nursing colleges in Bangalore. Nestled among the splendid greenery in the campus that stretches in 120 acres of land, the best nursing college in Bangalore has been providing a perfect ambiance for the pursuit of excellence in Nursing Education and to learn the full spectrum of nursing care. Smt. Nagarathnamma College of Nursing is counted among the top nursing college in Bangalore, offers quality nursing education, and ensures value addition to students through several certification programmes such as BEC for language training and more. The pedagogy involves other training measures that focus on personality training, domain training, etc. Today, graduates of Smt. Nagarathnamma College of Nursing are amongst the top nursing college in several organizations worldwide.

The college has introduced Advanced Programmes in (i) Basic B.Sc Nursing (ii) Post Basic BSc Nursing and (iii) MSc Nursing at UG and PG Level.

## 13. The Vision statement

"Acharya Institutes, committed to the cause of value-based education in all disciplines, envisions itself as a fountainhead of innovative human enterprise, with inspirational initiatives for Academic Excellence"

## 14. The Mission of the College

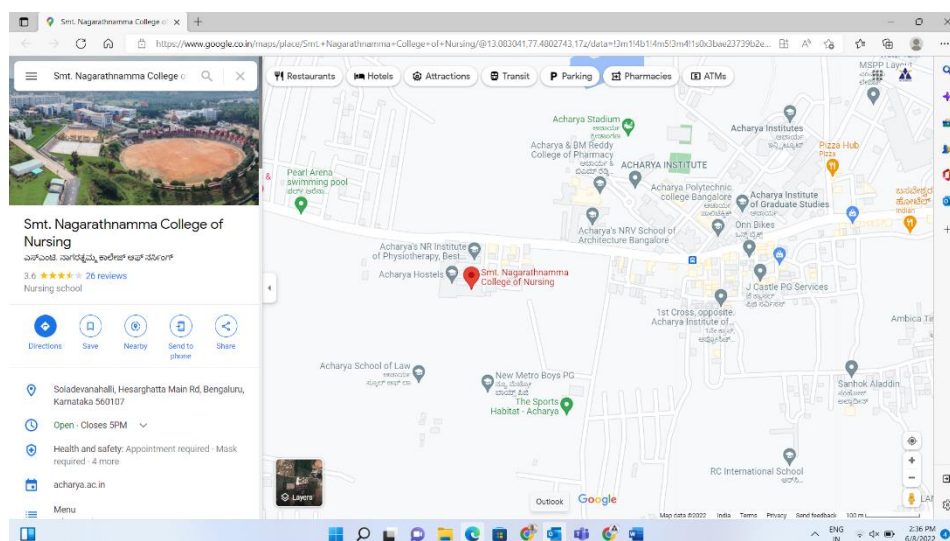
Smt.Nagarathnamma College of Nursing, Acharya Institutes is committed to provide quality education that prepares the resilient professional nurses who care and practice holistically to meet the ever -changing Challenges of the 21st Century, through a culture of evidence -based Practice.

## 15. Objectives of the College

- Demonstrate overall Development of the institution
- Sustain and improve Quality process of the Institution
- Research Culture and Sanitization
- Collaborative Culture building

## 16. Location of the College

<https://goo.gl/maps/8MtNxuc3kcLVEDeG8>



## 17. Governance

The governing body / management comprises of Chairman, Campus Director, Director Admission and Executive Secretary they frame the policies and plans for the Institutions administrative and academic functions. The principal of the Institution implements the statutes laid down by the management and statutory Bodies like INC, KNC and RGUHS through Vice Principal and Coordinator of various departments like administration, Academics, Student Affairs, Research ,Controller of Examination and IQAC through QA Office.

- ◆The Management
- ◆Governing body
- ◆Academic Council
- ◆Planning Committee
- ◆Finance Committee

## The Management

Acharya Institutes is a conglomerate of institutions. Smt. Nagarathnamma College of Nursing functions as one of the unit. The Chairman is the head of all the Institutions. He provides requisite leadership of the system. The Campus Director represents the management of the Institution. He presides over the meetings of the Governing Council, Internal Quality Assurance Cell etc. conducted periodically. The Director admission heads the admissions. All the admissions of the institutions come through the Director Admissions Office. The Executive Secretary to the Chairman executes the framed policies and statutes of the Institutions.

The college is situated in the north part of Bengaluru where there are a few educational institutes which provide quality education. The institute enrolls students from different states of India such as Kerala, Manipur, Tamil Nadu, Andhra Pradesh, Jammu and Kashmir, Gujarat, Shillong, Meghalaya, Assam, Tripura, Karnataka etc; and international students from Africa, Bhutan and .The institution caters to the diverse cultural needs of the learners. The institution makes sure that the students from all strata of the society are admitted. Emphasis is given to the deprived and weaker section of the society

## Governing Body

The Governing Body is a liaison between Management and the College, which oversees and ensures all necessary infrastructural and other developmental activities. The Institution functions under the aegis of JMJ Society, headed by Shri.B.M. Reddy, founder Chairman Shri.B.Premnath Reddy, Smt.Shalini Reddy is the Executive Director, Shri. C.B.M. Bhooshan is the Executive Secretary to the chairman and Dr. Maneesh Paul S. is the Campus Director; the management takes care of the functions and operations of the academic and administrative aspects of the institution. The principal heads the academic and administrative departments of the college. The Academic (Academic, Administration, Student Affairs and Controller of Examination) along with the coordinator are in-charge of the academic and administrative functioning of departments. The teaching faculty takes care of the academic aspects and activities related to co-curricular and extra-curricular aspects. The Principal delegates the administrative work to the coordinators. The financial aspects are taken care by the finance department headed by a CFO. The various administrative departments with office assistants are headed by the Administrative officer. The college has a Governing Council headed by the Founder Chairman of the parent organization –JMJ Society.

The governance fosters a culture of excellence and a commitment for continuous quality improvement by academic, research and developmental activities by continuously monitoring the revision of curriculum, promotion of research, undertaking research projects, to transform into an excellent education Institution continuously engages with the hospitals and other health care providers by way of MOUs and

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Collaborations which internal facilitates student training and internship. Faculty members are encouraged to participate in conferences, workshops and seminar and online e-resources access is provided to all. Remote access facilities are being introduced.

## Academic Council

The Academic Council with the Principal, as Chairperson, Experts nominated by Governing Body (Academician, Industrialist), University of RGUGHS (Affiliating University) nominees and senior teacher members along with all the Heads of the Departments discuss and approves the academic activities of the college such as course structure and policy matters recommended by the Board of Studies (BoS), Admission, Assessment and Evaluation, Research, Extension, Consultancy and Infrastructural developments of the College.

## Planning and Monitoring Committee

All day-to-day activities of the institution like sending e-mail, notices and agenda to faculty and staff rather than printing and distributing them, enforcing a paperless communication. Mass short message service facility is also used. Wi-Fi internet system is promoted in the office and faculty rooms. Foster technology growth by asking students/parents to write e-mail addresses for communication purposes.

## Finance Committee

The College with the Finance Committee constituted as per the guidelines of the UGC for autonomy prepares the annual budget and takes approval by the Governing body. The committee also oversees and monitors the funds from UGC, grants, Autonomy grants and other funds from governmental and non-governmental organizations.

All financial activities are completely automated. There is provision of Single Window approach System for students to pay their fee. Every student has their unique ID number through which one can make their payments.

## 18. Working hours

- ◆ Office 9.00 am to 5:00 pm – Monday to Saturday
- ◆ Lunch – 1.00 pm to 2.00 pm
- ◆ Visiting hours for Public – 10:00 am to 4:00 pm on all working days
- ◆ Library – Week days : 8 am to 8 pm (Sunday: 10 am to 1 pm)

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## 19. Powers and Duties of Officers and Employees

Sl. No.	Title of the Authority	Responsibilities
i.	Campus Director	<ul style="list-style-type: none"><li>◆ Keep a track with policies of regulatory authorities, finance management</li><li>◆ Design action plan</li><li>◆ Define Vision and strategies to achieve the vision</li><li>◆ Aligning People</li><li>◆ Communicate Direction by words/ deeds</li><li>◆ Coalition /teams that accept vision</li><li>◆ Preparing Master Budget and speeding the development</li><li>◆ Effective maintenance of campus infrastructure</li><li>◆ Monitor optimum utilization of campus resources</li><li>◆ Monitor implementations of planned development</li></ul>
ii.	Principal	<ul style="list-style-type: none"><li>◆ Building and improving of the quality of education and research</li><li>◆ Research fund generation from various funding agencies</li><li>◆ Promoting team work and spirit</li><li>◆ Staffing of teaching, technical and supporting staff</li><li>◆ Budgetary optimization of income and expenditure</li><li>◆ Admissions as per Rules &amp; Regulations of Autonomous Guidelines, Parent University and</li></ul>

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iii.	Academic Co-Ordinator	<ul style="list-style-type: none"><li>◆ Actively assisting the Principal</li><li>◆ Monitoring academic profile of the Department</li><li>◆ Co-coordinating the teaching and learning of the subjects</li><li>◆ Ensuring timely and adequate provision of textbooks, materials, and equipment required</li><li>◆ Budgets for the requirements of the laboratories</li><li>◆ To look after repair/maintenance of equipment and instruments</li><li>◆ Conduct regular Departmental meetings to monitor developmental activities</li><li>◆ Motivate faculty to publish research articles and</li></ul>
iv.	Examination Co-Ordinator	<ul style="list-style-type: none"><li>◆ Acquire and maintain an up-to-date knowledge of the examinations circulars issued by the Parent University</li><li>◆ Plan and display to staff, parents and students, the examinations schedule</li><li>◆ Smooth conduct of internal and external exams</li><li>◆ Assign duties related to invigilation</li><li>◆ To maintain documents related to functioning of exam</li></ul>
v.	Placement Co-Ordinator	<ul style="list-style-type: none"><li>◆ Conduct employability, entrepreneurship and soft skill programs</li><li>◆ Awareness camps and programs for personality development for students</li><li>◆ Counsel students for education/job opportunities</li><li>◆ Arrange campus interviews.</li><li>◆ Promote Industry-Institute Interaction for internships sponsored projects, placement etc.</li></ul>

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<b>vi.</b>	Teaching Faculty	<ul style="list-style-type: none"><li>◆ Development of teaching material, planning of lessons, setting up laboratories and experiment, unscheduled teaching activities such as student counselling, setting and grading test papers, arranging and conducting tests, implementation of project for students, setting and evaluation.</li><li>◆ Curriculum development due to the ever expanding demand of knowledge and changing needs of the industry</li><li>◆ Perform the duties and responsibilities assigned by Principal and Department Head</li><li>◆ Student's activities such as Mentor to literary, sports and student progression system</li></ul>
<b>vii.</b>	Sports-in-Charge	<ul style="list-style-type: none"><li>◆ Organize intra and inter college sports events for the students from time to time</li><li>◆ Procure and make available the sports material and equipments</li><li>◆ To promote good health, giving students a new way to make them fit and learn their lessons at the same time.</li><li>◆ Also inculcate the values and importance of team spirit</li><li>◆ Insist them to work as a part of team to make the</li></ul>
<b>viii.</b>	Acharya Alumni Association	<ul style="list-style-type: none"><li>◆ Constitution of committee and maintaining minutes of meeting</li><li>◆ Maintaining and updating alumni database</li><li>◆ Organizing Alumni Meet</li><li>◆ Continuous liaison with alumni for curriculum enrichment, activities of entrepreneurship</li></ul>



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<b>ix.</b>	Anti-Ragging Committee	<ul style="list-style-type: none"><li>◆ Ensure compliance with the provisions as per INC &amp; UGC Act</li><li>◆ Enforcement of act and its amendments as published from time to time</li><li>◆ To prevent the events related to ragging in campus/ off campus / hostel / any other place in the premises.</li><li>◆ Ensure conducts of Anti-ragging squad observing of fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the</li></ul>
<b>x.</b>	Grievances Redressal committee	<ul style="list-style-type: none"><li>▪ Grievance Redressal Cell- addresses inequalities and perceived injustices. Students can approach Grievance Redressal Cell for their problems or deposit them in writing in the grievance / suggestion boxes, kept in college.</li><li>▪ The problems are taken up for discussion and appropriate decisions are taken.</li></ul>
<b>xi.</b>	Committees for reserved category and minority	<ul style="list-style-type: none"><li>▪ To counsel and guide SC/ ST students and help them to manage academic and personal issues of college life effectively.</li><li>▪ To provide prompt counseling for any emotional emergencies arising on account of any event at the campus.</li><li>▪ To aware the SC/ST students regarding various</li></ul>

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<b>xii</b>	Librarian and Library staff	<ul style="list-style-type: none"><li>▪ The committee meets regularly twice in a year and assess the developments made and draws up plans and actions to provide improved services.</li><li>▪ The Committee ensures the procurement of books and other learning resources to pursue courses as per the curriculum.</li><li>▪ The committee assists the librarian to develop comprehensive collection, holdings and other resources.</li><li>▪ Efforts were made to provide e-resources available from HELINET by establishing user terminals in the library.</li><li>▪ Advisory Committee oversees the overall</li></ul>
<b>xiii</b>	Administrative Office Staff	<ul style="list-style-type: none"><li>▪ This is the first level of the Administrative Officer series where the primary function is office and administrative management work is been handled for establishment, Affiliation, Admission, Academic, Examination.</li><li>▪ They manage, co-ordinate, and supervise a group of subordinates that provide the administrative</li></ul>
<b>xiv</b>	Accounts Clerk	<ul style="list-style-type: none"><li>▪ The accounting department's focus is on the day-to-day financial activities (the inflow and outflow of money) in the College.</li><li>▪ Maintenance of bank and cash books</li><li>▪ It also deals with the processing of all accounting information. It records accounts payable and</li></ul>

<b>xv</b>	Lab In -charge	<ul style="list-style-type: none"><li>▪ They perform various Experiments with modern high-quality Equipment's provided by the institute.</li><li>▪ They also will investigate the development of lab equipment's and change them</li></ul>
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## 20. Directory of Officers

Sl. No.	Title	Details
1.	Campus Director	Dr. Mannesh Paul.S cd@acharya.ac.in
2.	Principal	Prof. Devi Nanjappan devinanjappan@acharya.ac.in
3.	Office Superintendent	Mrs. Rekha rekhaa@acharya.ac.in
4.	Controller of Examination	Mrs. Nirmala nirmala@acharya.ac.in
5.	IQAC-Co-Ordinator	Mr. Syam Mohanlal svam_2252@acharya.ac.in
6.	Selection Grade Librarian	Mrs. Susmitha sushmitham@acharya.ac.in
7.	Training & Placement Officer	Mrs. Nirmala nirmala@acharya.ac.in
8.	Physical Education Director	Mr. Gangadhar gangadhar@acharya.ac.in
9.	Convenor-Grievance Redressal Committee	Mrs. Keerti keerthi_2262@acharya.ac.in
10.	Chairperson Anti-Ragging Committee	Prof. Devinanjappan principalanr@acharya.ac.in
11.	Chairman Committee for SC/ST	Prof. Devinanjappan principalanr@acharya.ac.in
12.	Chairman Committee for OBC	Prof. Devinanjappan principalanr@acharya.ac.in