

College of Nursing, Christian Medical College, Vellore
Minutes of IQAC Core Committee meeting
(naac/certpromet 14-18/06/2021)

Date: 18.06.2021, 2.30pm

ZOOM cloud meeting

Chairperson: **Mrs. Alice Sony, Deputy Dean, College of Nursing, CMC, Vellore**

Members Present	Apology
1. Mrs. Alice Sony	1. Dr. Vathsala Sadan
2. Dr. Manoranjitham Sathiyaseelan	2. Ms. Margaret Manoharan
3. Ms. Reena George	3. Mrs. Regina Xavier
4. Ms. Ida Nirmal	4. Mrs. Ilavarasi Jesudoss
5. Dr. Vinita Ravindran	5. Ms. Sophia Vijayanthan
6. Ms. Dorothy Singh	
7. Mrs. Emily Daniel	
8. Mrs. Sarah Emma Rosalind	
9. Ms. Rajeswari Siva	
10. Mrs. Shandriela Immanuel	
11. Ms. Jenny S	
12. Ms. Anita Kiruba Jeyakumar	

The meeting commenced at 2.30 pm with prayer by **Ms. Emily Daniel, Convener, Criteria V**. The Chairperson welcomed the core committee members. The Chairperson went through the minutes of the previous meeting held on 11.06.2021. The minutes was **passed by Ms. Emily Daniel, Convener, Criteria V and seconded by Ms. Jenny S, Convener, Criteria VII**

Matters arising from the previous minutes

• **33/IQ/11/06/21- Data verification Template**

The Chairperson enquired Ms. Anita Kiruba Jeyakumar, IQAC coordinator regarding emailing of data verification template and found that it was sent to everyone.



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Agenda

- **36/IQ/11/06/21- Registration of CONCMCV into the NAAC portal**

The chairperson informed that the registration of CONCMCV onto to the NAAC portal was successfully **completed on 15.06.2021**. The chairperson also informed about obtaining the login credentials.

- **37/IQ/11/06/21- Qualitative Metrics**

The Chairperson directed Ms. Anita Kiruba IQAC coordinator to detail on the Qualitative Metrics. Ms. Anita informed that though there is no need to upload supportive documents for qualitative metrics, the team must have supportive documents to produce, in case the peer team requires it for data verification.

- **38/IQ/11/06/21- Letter to obtain data from other departments**

The Chairperson informed the team to adhere to the below stated procedure to avoid time consumption and loss of data:

- a. Conveners can write a letter to the Dean stating the required data from other departments.
- b. The dean's office will forward it to the respective department.
- c. The response or reply email will be directed to naac.deancon@cmcvellore.ac.in

- **37/IQ/11/06/21- One metric in detail as per data verification template**

The Chairperson requested the team to present one metric with all the supportive data from next week onwards to ensure completion and for better clarity. It was also informed that the presented data could be emailed to naac.deancon@cmcvellore.ac.in to organize and align it.

- **36/IQ/11/06/21- Presentation by CRITERION CONVENERS -2,3,5&7**

Ms. Ida Nirmal, Convener, Criteria II presented Key indicator 2.6 &2.7

Ms. Alice Sony, Convener, Criteria III presented Key indicator 3.1-3.4

Ms. Emily Daniel, Convener, Criteria V presented Key indicator 5.2.1

Ms. Shandril Immanuel, Convener, Criteria VII presented Key indicator 7.2.1

The meeting adjourned at 3.45 pm.

The next meeting was tentatively scheduled for the 2nd of July, 2021 between 2.30-3.30pm.


Ms. Anita Kiruba Jeyakumar

IQAC, Coordinator


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