

College of Nursing, Christian Medical College, Vellore

Minutes of IQAC Core Committee meeting

(naac/certprommeet 20-15/09/2021)-DUPLICATE

Date: **15.09.2021, 3.00pm**

MS teams

Chairperson: **Dr. Vathsala Sadan, Dean, College of Nursing, CMC, Vellore**

Members Present	Apology
<ol style="list-style-type: none">1. Dr. Vathsala Sadan2. Dr. Vinitha Ravindran3. Ms. Margaret Manoharan4. Mrs. Regina Xavier5. Ms. Reena Santhosh6. Ms. Angeline Esther7. Mrs. Emily Daniel8. Mrs. Sarah Emma Rosalind9. Ms. Ilavarasi Jesudoss10. Ms. Jenny S11. Ms. Anita Kiruba Jeyakumar	<ol style="list-style-type: none">1. Dr. Manoranjitham Sathiyaseelan2. Mrs. Alice Sony3. Ms. Dorothy Singh4. Ms. Rajeswari Siva5. Ms. Sophia Vijayanathan6. Mrs. Shandril Immanuel <p>The meeting commenced at 3.00 pm with prayer by Ms. Sarah Emma Roslind, Co-Convener Criterion V. The Chairperson welcomed the core committee members. The minutes of the previous meeting held on 18.08.2021 was projected for the members to go through.</p>

Agenda

• **57/IQ/15/09/21 - To quicken SSR process**

The Chairperson informed that NAAC is updating its manual and data template very often; hence quickening the process can reduce added work.

• **58/IQ/15/09/21- Conveners, Co-conveners and Dean's Meet - Mon to Fri- 4-4.30pm**

The Chairperson informed the core committee members the need to discuss about the way forward. It was informed that the Dean will meet the Criterion Conveners one on one in the upcoming week from Mon-Fri between 4 and 4.30pm. The tentative plan presented is as follows

TENTATIVE PLAN

Date /Day	Criterion	Conveners
20.09.2021 Monday	I & VII	<ul style="list-style-type: none">• Ms. Reena Santhosh• Ms. Regina Xavier• Ms. Shandril Immanuel• Ms. Jenny S
21.09.2021 Tuesday	II & V	<ul style="list-style-type: none">• Dr. Manoranjitham S• Ms. Angeline Esther• Ms. Sophia Vijayanathan• Ms. Dorothy Singh

Vathsala

22.09.2021 Wednesday	III& IV	<ul style="list-style-type: none"> • Dr. Vinitha Ravindran • Ms. Alice Sony • Ms. Emily Daniel • Ms. Sarah Emma Rosalind
24.09.2021 Friday	VI	<ul style="list-style-type: none"> • Ms. Rajeshwari Siva • Ms. Ilavarasi Jesudoss

• **59/IQ/15/09/21- SSR draft preparation- Slots for Criterion reps**

The Chairperson requested the criterion conveners to allot a representative to draft the SSR on Tuesdays, Wednesdays & Fridays every week until 2nd week of October as follows:

Day/Date	Slot	Criterion rep from
21& 28.09.21 Tuesdays	8-11	I
	11.30-12.30	II
	1.30-2.30	
	2.30-4.30	III
22&29.09.21 Wednesday	8-11	IV
	11.30-12.30	V
	1.30-2.30	
	2.30-4.30	VII
24& 01.09.21 Friday	8-11	VI


• **60/IQ/15/09/21- IIQA submission- Oct 2nd week**

The Chairperson informed the core committee the deadline for submitting IIQA as Oct 2nd week.

• **61/IQ/15/09/21- Presentation of the Metrics that lack supportive documents- 5,6,7**

The above criterion conveners presented the metrics that lacked supportive documents. The team along with the suggested various options

The meeting adjourned at 4.15 pm.


7/10/2021

Ms. Anita Kiruba Jeyakumar
IQAC, Coordinator

(DUPLICATE - MINUTES)