**College of Nursing, Christian Medical College, Vellore**

Minutes of IQAC Core Committee meeting

**(naac/ICC/26-22/02/2023)**

Date: **22.02.2023, 2.00pm**

Venue: **Board Room, College of Nursing**

Chairperson: **Dr. Vathsala Sadan, Chairperson, IQAC**

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| **Members Present** | **Apology** |
| 1. Dr. Vathsala Sadan  2. Dr. Manoranjitham S  3. Mrs. Reena George  4. Ms. Regina Xavier  5. Ms. Margaret Manoharan  6. Ms. Angelin Esther A  7. Ms. Alice Sony  8. Dr. Vinitha Ravindran  9. Ms. Dorothy Devakirubai T  10. Ms. Emily Daniel  11. Ms. Sarah Emma Rosalind  12. Ms. Rajeswari Siva  13. Ms. Ilavarasi Jesudoss  14. Ms. Shandrila Immanuel  15. Ms. Jenny S  16. Mr. Dinesh Kumar S  17. Ms. Anita Kiruba Jeyakumar | 1. Ms. Sophia Vijayanthan |

The meeting commenced at **2pm** with a prayer by Ms. Sarah Emma Rosalind, Criterion 5 Convener.

The chairperson welcomed the conveners, congratulated, and appreciated the IQAC Core Committee for their contribution towards the NAAC accreditation Process.

**Agenda**

**56/IQ/22/02/23 – Note of Appreciation, Thanks & Cake Cutting.**

The Chairperson placed on record special appreciations and thanks to Mr. Dinesh Kumar.S, Criterion 8 Convener, Ms. Priya, IQAC Office secretary, and Ms. Anita Kiruba Jeyakumar, IQAC Coordinator for their hard work towards securing “A” grade for our Alma Mater in the first cycle with the highest score among those accredited nursing colleges from across the country. This was followed by cake cutting to celebrate the success.

**57/IQ/22/02/23 – Presentation of NAAC Process Report & Recommendation**

The chairperson presented the report received from NAAC, that summarized the evaluation of our SSR and the Peer Team Assessment. The extract of the recommendation under each criterion as per the peer team assessors was presented by the chairperson and a few practical measures to meet those came up during the discussion. The Chairperson instructed the IQAC Co-ordinator to send the full report of each criterion to the respective criterion conveners for further reference. The 10-point recommendation by the assessors were discussed in detail.

**58/IQ/22/02/23 – Way Forward**

a. One of the recommendations by the NAAC assessors was to make IQAC a stronger part of the college’s quality improvement. As a first step, the chairperson proposed the following, and the members accepted the same.

1. Chairperson of the IQAC will be the Dean of our College

2. Dr. Manoranjitham. S will be the IQAC Director for the next 2 years

3. Ms. Anita Kiruba Jeyakumar will be the IQAC Co-ordinator until 2028 and will be responsible to submit an Annual Quality Assurance Report (AQAR) every year until the next cycle. The Chairperson also reiterated that the college will not be eligible to apply for the second cycle without these annual reports. It was also suggested that another IQAC Co-ordinator can be assigned in 2027 to learn as well as to prepare for the second cycle.

4. Until anyone retires the rest of the IQAC members will continue to work on the same criterion for the next five years.

5. The Director of CMC, Vellore will be the Member from the Management.

6. Principal, CMC Vellore and the Nursing Superintendent, CMC, Vellore will represent Senior Administrative officers of the Management

7. Dr. Kuppan, DQAA, VIT, will represent the local society

8. Initially it was suggested that Dr. Punitha Ezhilarasu, former Dean would be the Alumni Nominee for IQAC, but later senior IQAC Core committee Members suggested that Dr. Vathsala Sadan, would become the apt person because of her immense contribution for the first cycle.

9. The SNA Secretary and selected parents will also be included in the IQAC Committee.

10. The Chairperson informed that Ms. Priya will continue as a secretary covering IQAC office and the Simulation Labs.

b. As a way forward, the Criterion Conveners were requested to make a strategic plan for the next five years based on the recommendation provided and to present in the next IQAC Core Committee Meeting. Following the presentation IQAC office will have to collect the plan, collate it, present it for approval of IQAC Core committee and the Dean will freeze it in the HoD’s Meeting for execution of the action plans.

The meeting adjourned at 3.15pm.

Anita Kiruba Jeyakumar

IQAC Core Committee Member