

College of Nursing, Christian Medical College, Vellore
Minutes of IQAC Core Committee meeting
(naac/certprommeet09-07/05/2021)

Date: **07.05.2021, 3.30pm**

ZOOM cloud meeting

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

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

The meeting commenced at 03.30pm with a prayer by Mrs. Emily Daniel, Convener Criterion V. The Chairperson welcomed the conveners and went through the minutes of the previous meeting held on 30.04.2021. It was **passed by Mrs. Reena Rachel, Convener, Criteria I and seconded by Ms. Ida Nirmal, Co-Convener, Criteria II**

Matters arising from the previous minutes

15/IQ/30/4/21- The Chairperson informed about the schedule for the orientation to NAAC framework. The Chairperson instructed the IQAC office to circulate a schedule of the same to the conveners for feedback, suggestion and to check on their availability for the talk.

16/IQ/30/4/21- The Chairperson enquired if the speakers received the PowerPoint for the talk and suggested that the same slide could be shared with co-conveners if they are unavailable.

Agenda

18/IQ/07/05/21- Possibility to fill in the data template for key indicators- approved by dean with seal and signature- Submit to IQAC office- Alternate Saturday.

The Chairperson requested the team, to get the data required for their criterion approved by the dean with seal and signature by Friday and submit the same as Hard and soft copy to the IQAC office on alternate Saturdays.

19/IQ/07/05/21- Orientation to NAAC framework- Faculty

The Chairperson informed that an orientation to NAAC framework is arranged for M.Sc. Faculty on 12.05.2021, between 2 and 4 pm, and subsequent meetings are arranged with UG and PG students.

20/IQ/07/05/21- Presentation of Key indicators- CRITERION CONVENERs –I,II & III

Mrs. Reena Rachel George, Convener, Criterion I presented Metrics 1.1.1, 1.2.1, 1.2.2 & 1.3.2

Mrs. Ida Nirmal, Co-Convener, Criterion II presented Metrics 2.3.1, 2.3.2, 2.3.3, 2.3.4 & 2.3.5

Dr. Vinitha Ravindran, Convener, Criterion III presented Metrics 3.1.1, 3.1.2, 3.1.3, 3.2.1 & 3.2.2

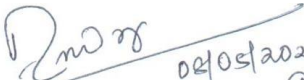
21/IQ/07/05/21- Any other Matters


On opening the floor for suggestions the following issues were raised, discussed and resolved.

- Mrs. Reena George suggested having electronic signature of the past and the present Dean to affix in the documents that are being verified. The floor felt that scanned signature of the previous Dean and fresh signature of the current Dean would be preferable.
- Mrs. Emily Daniel suggested that the last page of the document can be printed for obtaining seal and signature of the Dean instead of printing the whole document for the same. She emphasized on saving time and resources by doing so. It was welcomed by the Team.
- It was suggested by Dr. Vinitha Ravindran for the IQAC office to send the working template for all the Key indicators that would help the upcoming presentation, to represent the work completed. It was welcomed.
- Dr. Manoranjitham insisted that all members of the OQAC Core committee be present for the weekly meeting and the presentation of the criterion groups could be every fortnight.

The meeting adjourned at 4.33pm.

The next meeting was scheduled for the 14th of May, 2021 between 3.30-4.30pm and it was informed that the **CRITERION CONVENERs –I, II & III would be presenting on 28.05.2021.**


02/05/2021 @ 10⁴⁵ am
Ms. Anita Kiruba Jeyakumar
IQAC- Coordinator
College of Nursing, CMC, Vellore


Dean, College of Nursing
Christian Medical College,
Vellore - 632 004.

