

College of Nursing, Christian Medical College, Vellore
Minutes of IQAC Core Committee meeting
(naac/certprommeet 13-11/06/2021)

Date: 11.06.2021, 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. Ms. Margaret Manoharan	2. Dr. Manoranjitham Sathiyaseelan
3. Ms. Reena George	3. Ms. Ida Nirmal
4. Mrs. Regina Xavier	4. Mrs. Shandriela Immanuel
5. Dr. Vinitha Ravindran	5. Ms. Dorothy Singh
6. Ms. Sophia Vijayanthan	
7. Mrs. Emily Daniel	
8. Mrs. Sarah Emma Rosalind	
9. Ms. Rajeswari Siva	
10. Mrs. Ilavarasi Jesudoss	
11. Ms. Jenny S	
12. Ms. Anita Kiruba Jeyakumar	

The meeting commenced at 2.30 pm with prayer by Ms. Margaret Manoharan, Addl. Deputy Dean. The Chairperson welcomed the conveners. The Chairperson requested Ms. Anita Kiruba Jeyakumar, IQAC coordinator to go through the minutes of the previous meeting held on 04.06.2021. The minutes was **passed by Mrs. Margaret Manoharan, Addl. Deputy Dean and seconded by Ms. Jenny S, Convener, Criteria VII**

Matters arising from the previous minutes

29/IQ/04/06/21- The Chairperson informed that Mr. Krishna, CMC, Law consultant approved of the statements drafted for the RTI declaration form and the Dean has attested the declaration form.

Agenda

31/IQ/11/06/21- Gentle reminder- Timeline

The chairperson gently reminded the IQAC core committee members regarding the time line for data collection and verification. The last date for **data collection** and compilation was mentioned as **26.06.2021** and for **data verification** as **17.07.2021**.

32/IQ/11/06/21- Data verification

The Chairperson reiterated that the preliminary verification of data will be carried out by Ms. Margaret Manoharan, Addl. Deputy Dean from the week of 14/06/2021 onwards. It was informed that the data verification will occur on Tuesdays and Thursdays between 2pm and 4pm at Mrs. Margaret's office (Ph.no.7011).

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

The Chairperson informed that a data verification template will be emailed to the IQAC core committee members shortly. At the request of the Chairperson, Ms. Anita Kiruba, IQAC coordinator gave a brief overview of the data verification template as mentioned below:

Metric No.	<i>Description of the metric</i>
Response :	<ul style="list-style-type: none">• For Quantitative Metrics (Q_nM) – Numbers• For Qualitative Metrics (Q₁M) – Description in 500 words
Data template :	<ul style="list-style-type: none">• For Quantitative Metrics -As in the Quality indicator framework as well as Data template for SSR• For Qualitative Metrics – Statement Checks as in the Quality indicator framework. Data template for SSR will not be required
Data for Uploading:	In the order as mentioned in the Quality indicator framework

34/IQ/11/06/21- Presentation of Key indicators

Ms. Sophia Vijayanathan, Convener, Criteria IV presented Key indicator 4.3

During the presentation, Ms. Sophia Vijayanathan raised a query on what to be described as e-content resources used by the teachers. Dr. Vinitha Ravindran prompted to describe about moodle platform. The chairperson clarified that all e-books and e-learning materials used by the teachers can be shown.

Ms. Reena Rachel George, Convener, Criteria I presented Key indicator 1.1-1.4

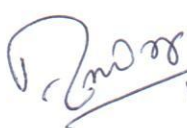
During the presentation, Ms. Emily Daniel, Convener, Criteria IV and member of the IQAC core committee raised a concern on the percentage of add-on courses offered at CONCMCV. Ms. Reena Rachel George, Convener, Criteria I, informed that there is a percentage difference, since there were no add-on courses offered to Third year BSc's. The Team advised to add Secondary Hospital Posting to the add-on course and look out for other co-curricular aspects in third year for transferable and life skills.

Ms. Rajeswari Siva, Convener, Criteria VI presented Key indicator 6.1-6.5

During the presentation, Ms. Rajeswari Siva, Convener, Criteria VI wanted an opinion from the team concerning adding practice related mile stones to elaborate the vast contribution of our college. It was felt that adding practice related can depict integration; however we could choose those that have promoted Nursing education and Research. The Convener of Criterion VI requested the Dean's office to send out a note to obtain scanned copies of workshops/ conference related certificates from faculty for the past 5 years to generate data for metric 6.3.4. The chairperson agreed upon it.

The meeting adjourned at 4.15pm.

The next meeting was tentatively scheduled for the 18th of June, 2021 between 2.30-3.30pm.


12/06/2021

Ms. Anita Kiruba Jeyakumar
IQAC, Coordinator

For 
Dean, College of Nursing
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