

INDIRANI COLLEGE OF NURSING

ARIYUR, PUDUCHERRY

IQAC MEETING – 12.04.2018

MINUTES OF THE MEETING

VENUE: MEETING HALL ICON

TIME: 10.30 AM-12.30 PM

MEMBERS PRESENT:

COMMITTEE MEMBERS		
IQAC committee	Name of the Member	Designation
Chairperson	Dr. Malliga M,	Principal, Indirani College of Nursing, Ariyur, Puducherry.
Administrative Officers	1. Mr.Soundararajan.A	General Manager, Ramachandra Educational Trust, Puducherry.
	2. Mrs.Malarvizhi	Office Superintendent, Indirani College of Nursing, Ariyur,Puducherry.
Teachers	1. Prof.Sunitha Therese,	HOD (Medical Surgical Nursing)

	2. Prof.E.Ganesan,	HOD (Mental Health Nursing)
	3. Prof.JamunaRani.G	HOD (OBG Nursing)
	4. Dr.S.Rathidevi.S	HOD (Community Health Nursing)
	5. Asso.Prof.Chandrakeka.E,	HOD (Child Health Nursing)
	6. Prof.Chandrakekha.K,	Professor, Dept. of Medical Surgical Nursing
	7. Mrs.Kavitha,S	Asst.Professor, Dept of OBG Nursing
	8. Mrs.Kalpana.R,	Asst.Professor, Dept of Community Health Nursing
Member from the management	Dr.Vidya.B	Chief Operating Officer, Sri Venkateswaraa Group of Institutions Ariyur,Puducherry
Nominees from local society	Dr.Prema,	Chief Medical Officer, Primary Health Centre,Puducherry
Nominees from the students	Ms.Deepika,	M.Sc (N) II Year
	Ms.Maheswaran,	B.Sc (N) IV year
	Ms. Pooja.A,	B.Sc (N) III year
	Ms.Anitha M	Post Basic B.Sc II Year
Nominees from Alumni	Ms.S. Kokilavani	B.Sc.Nursing 2008 Batch
	Ms.Chaitanya	M.Sc.Nursing 2016 batch
Nominees from Employers/ industrialists/ Stakeholders	Prof.Barani.T	Principal RAAK Nursing and Paramedical College Puducherry

IQAC Coordinator	Dr.Rajeswari.R,	Vice Principal Indirani College of Nursing, Ariyur, Puducherry.
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The Objectives of the Meeting

- Orientation of aims, objectives, strategies and functions of IQAC
- Decision of Duration of meeting
- Preparation of quality policy
- Formation of committee as per norms
- Discussion about NAAC proceedings and quality improvement initiatives.

The Meeting started with the warm greeting by the Principal, Prof.Malliga Kannan. The objectives of the present meeting were stated by the IQAC coordinator. The meeting started at 10.30 am with all coordinators, committee in charges and other faculties.

S.No	Agenda	Minutes	Duration	Presented By
1	Orientation of aims, objectives, strategies and functions of IQAC	<ul style="list-style-type: none"> The aims, objectives, need and strategies were discussed and sensitized to all the members. 	20 min	IQAC coordinator
2.	Decision of Duration of meeting	<ul style="list-style-type: none"> Timeline were created with the discussion with all the expert members of the committee Quarterly review and meeting was finalized and accepted. Timely intimation and response expected. 	10 minutes	External experts and Head of the institution
3	Preparation of quality policy	<ul style="list-style-type: none"> Initiation of preparation of quality policy. Involvement of stakeholders needs in preparation of the policy. Decided to be updated to the current trends. 	20 minutes	IQAC coordinator
4	Formation and standardization of committee as per norms	<ul style="list-style-type: none"> Plan to form the new committees as per norms. Standardization of each committee with the vision, mission, norms, rules and guidelines. Activities of each committee discussed and 	20 minutes	IQAC coordinator

		finalized.		
5	Discussion about NAAC proceedings and quality improvement initiatives.	<ul style="list-style-type: none"> • Plan for NAAC Sensitization programme. • Delegation as criteria heads for the senior faculties • Timeline for the sensitization programme and initiation of preparation for the standards. 		Head of the Institution

The meeting was ended with warm gratitude by the IQAC coordinator. The meeting ended at 12.30 pm.

Principal