



Christian Institute of Health Sciences & Research

4th Mile, Dimapur, P.B. No. 31, P.O. ARTC, Nagaland – 797115. Ph: 03862-242555 www.cihsr.in

COLLEGE OF NURSING

CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR
INTERNAL QUALITY ASSURANCE CELL MEETING WITH EXTERNAL COMMITTEE

ROLL CALL

Date	25 th Nov 2021
Time	9:00 Am
Venue	Board Room, CON

Sl.No.	Name of the Member	Designation	Signature
1	Dr.Christy Simpson,	Principal-cum-IQAC Chairperson	
2	Ms.Bendangmenla Ao	IQAC Coordinator	
3.	Dr. Vitosie	Nominee from local society	
4.	Dr. Leisihwon Kumrah	Senior administrative member	 25/11/2021
5.	Dr. Clement Momin	Senior administrative member	
6.	Ms.A.Purnungla Aier	Stakeholder	
7	Dr. Paul Ravindran	Senior administrative	
8	Ms.L.Emi Humtsoe	Member	
9	Ms.Khumjanbeni Murry	Member	
10	Ms.Y.Zuchanbeni Humtsoe	Member	
11	Ms. Nongozonuo Khape	Member	
12	Ms. Cecilia Katasi	Member	
13	Ms Lidziisa	Member	
14	Ms. Sarsati Gurung	Student Member	
15	Ms. Avino Farris	Alumni Member	



College of Nursing

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INTERNAL QUALITY ASSURANCE CELL MEETING WITH EXTERNAL COMMITTEE

Date : 25/11/2021

Time : 9:00 AM

Venue : CON, Board Room

MEMBERS PRESENT:

Sl.No.	Name of the Member	Designation
1	Dr. Christy Simpson,	Principal-cum-IQAC Chairperson
2	Ms. Bendangmenla Ao	IQAC Coordinator
3.	Dr. Vitsoie Vupru	Nominee from local society
4.	Dr. Leisihwon Kumrah	Senior administrative member
5.	Dr. Clement Momin	Senior administrative member
6.	Ms. A.Purnungla Aier	Stakeholder
7	Dr. Paul Ravindran	Senior administrative
8	Ms. L.Emi Humtsoe	Member
9	Ms. Khumjanbeni Murry	Member
10	Ms. Y.Zuchanbeni Humtsoe	Member
11	Ms. Nongozonuo Khape	Member
12	Ms. Cecilia Katasi	Member
13	Ms. L Lidziisa Mao	Member
14	Ms. Sarsati Gurung	Student Member
15	Ms. Avino Farris	Alumni Member

Agenda:

1. Peer Team Visit
2. Other Matters

SL NO	MATTERS	ACTION TAKEN
1	<p>1. Dr. Christy Simpson, Principal CON cum IQAC chairman welcomed the members after the prayer, and gave a brief introduction on the progress of the NAAC accreditation and highlighted the composition of IQAC members selected as per the new guidelines given by NAAC 2021 and the selected members who are present now. She also highlighted the tentative plan for the peer team visit on 23-24th January 2022</p> <p>2. The following Suggestions made by Dr. Vitsosie Vupru (External member - Nominee from local society) regarding Peer Team Visit:</p> <ul style="list-style-type: none"> • There will be a 3-member peer team comprising of the Chairman, coordinator, and a member to validate our SSR Report. A Prepared schedule for the 2-day visit should be made, which can be downloaded from the NAAC Website. • Arrange external members for the meeting. Can include local support, administration from the government, members from the university, press etc • Prepare short Exit meeting and on the eve of meeting: • IQAC Chairman can give a brief report • Pre-eve: visit and discuss what should be planned, any changes and lapses can be discussed before the Day-1 • Three (3) copies of the SSR which is bounded should be handed on the day of arrival. • Arrange for transport pick up and dropping • Luncheon/Dinner can be arranged with all the members and organize cultural show for them. • Press publication and enough media coverage should be done • The assessment report given by the peer team will be handed over to the college which will be sealed. This report can be opened only after the results have been announced. 	<p>All these actions have been carried out during the peer team visit.</p>

	<ul style="list-style-type: none"> • Ideally 70 % of the scores are given from SSR Report and 30% from the Peer-Team visits. • Within a weeks' time the grading will be announced, unless otherwise the institute gives a manage Appeal for any discrepancies, to the peer team visit or the SSR Report. • Manage Appeal process: either through peer team visit or it could be related to SSR. In case needed, <ul style="list-style-type: none"> a. Download Performa b. Payment of 50 thousand c. Stepwise look into all the 8 criterions d. Supply supporting documents regarding the claim e. Within 45 days of the visit it should be given. The result and grading stay in abeyance until then. • Check the format for peer team visit from the website, and make a schedule for their 2-day visit and show up prior to the day of inspection: • Call them, communicate and ask about food preferences if needed, organize cultural program • Can invite personnel from the government, DC, and University person from SASARD, on the day of inspection • On day 1; The Principals report, emphasis on the strong points, IQAC report on the 8 criteria, meeting minutes, and action is taken so far. • They may want a department-wise interaction on SWOT • Submit extra documents and file with proof 	<p>NAAC peer team visit was made on 24th & 25th February 2022 by three experts.</p> <p>The institution received its Accreditation on 28th February 2022 with Grade B</p>
3	Good to have a strong Alumni group & the Association has to be registered under Society Act.	Alumni association registration is in process. Meetings are held regularly
4.	Form a teacher-parent meeting and interaction.	This has been formed and is ongoing

5	<p>Financial report of college: suggestion</p> <p>a. To collect the Library fees and utilized them for the development of the library</p> <p>b. Quality fees can be collected from students and used for development, meetings etc</p>	<p>Library fees are collected from the students and utilized for the welfare of the library.</p> <p>This is under process</p>
6	<p>Suggested to have all activities under the IQAC Team and conduct activities related to quality like workshop, Eco club, and cleanliness drive, research cell, mentoring, COP, National days' celebration, book fare, Evangelical union, quilling and other crafts & skills, lab utilization, nutrition lab, research publications.</p>	<p>These activities have been initiated and ongoing</p>
7	<p>To have a Quality portal in our website and upload all materials and content related to it like SSR, Peer team visit, etc</p>	<p>This has been created in the CON official website as 'NAAC corner'</p>
8	<p>Each year after accreditation, we have to give annual report for the next 5 years (AQAR). Faculty were encouraged to work on it.</p>	<p>This is now ongoing</p>
9	<p>Collect certificates for CHO, AYUSH, PCA ETC</p>	<p>Feasibilities for the same are inquired</p>

The meeting ended with special thanks to all the external member. The meeting minutes were recorded ended with a prayer by Ms. Bendangmenla Ao.



(BENDANGMENLA AO)

IQAC
 IQAC Coordinator, CON-CIHSR
 Co-ordinator
 College of Nursing
 Christian Institute of Health Sciences & Research
 4th Mile, Dimapur, Nagaland-797115



Dr. Mrs. Christy Simpson

Principal
 IQAC Chairman, CON, CIHSR
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COLLEGE OF NURSING

CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR
INTERNAL QUALITY ASSURANCE CELL MEETING

ROLL CALL

Date	14 th march 2022
Time	3:00 pm
Venue	Board Room, CON

Sl.No.	Name of the Member	Designation	Signature
1	Dr.Christy Simpson,	Principal-cum-IQAC Chairperson	
2	Ms. Nukshijungla Ao	Co-ordinator	 14/3/22
3.	Ms.A.Purnungla Aier	Member	(Apologies)
4.	Ms.Bendangmenla Ao	Member	
5.	Ms.Worlanso Shimray	Member	
6.	Ms.L.Emi Humtsoe	Member	
7	Ms.Khumjanbeni Murry	Member	
8	Ms.Y.Zuchanbeni Humtsoe	Member	
9	Ms.Nongozonuo Khape	Member	Nongozonuo
10	Ms.Cecilia Katasi	Member	Cecilia
12	Ms. Philanim Shimray	Member	 R00294.
13	Ms. L. LIDZUISA MAO	Member	 R00760
14	Ms NEIKETOUNUD MEDOM	Member	
15			



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COLLEGE OF NURSING CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR INTERNAL QUALITY ASSURANCE CELL MEETING

Date : 14/03/2022

Time : 3:00 PM

Venue : CON, Board Room

MEMBERS PRESENT:

Sl.No.	Name of the Member	Designation	Roll Call
1	Dr. Christy Simpson	Principal-cum-IQAC Chairperson	Present
2	Ms. Nukshijungla Ao	IQAC Coordinator	Present
3.	Ms. A. Purnungla Aier	Stakeholder	Apologies
4.	Ms. Bendangmenla Ao	Member	Present
5.	Ms. Worlanso Awungshi Shimray	Member	Present
6.	Ms. L. Emi Humtsoe	Member	Present
7.	Ms. Khumjanbeni Murry	Member	Present
8.	Ms. Y Zuchanbeni Humtsoe	Member	Present
9.	Ms. Nongozonuo Khape	Member	Present
10.	Ms. Cecilia Katasi	Member	Present
11.	Ms L. Lidziisa Mao	Member	Present
12.	Ms. Philanim A Shimray	Member	Present
13.	Ms. Neiketounuo Medom	Member	Present


I. The meeting was chaired and started with a prayer by Principal cum IQAC chairman, Dr. Mrs. Christy Simpson. Followed by she gave a brief highlight on the feedbacks given by the peer team visit on 23-24th January 2022. She also made acknowledgements to the entire faculty for the hard work extended in receiving the prestigious NAAC accreditation for the college. She also appreciated and thanked Ms. Bendangmenla Ao for executing her responsibilities as an IQAC coordinator and welcomed the new IQAC coordinator, Ms. Nukshijungla Ao to the meeting and conveyed best wishes to her.

II. Some of the feedback discussed for further improvements are as follows:

MATTERS	ACTION TAKEN
<p style="text-align: center;">CRITERION 1: CURRICULAR ASPECTS Ms. Y. Zuchanbeni Humtsoe</p> <p>1.1.2 Need to request the Nagaland University to include our institution, with the principal, CON, as representatives and procure the meeting minutes as well.</p> <p>It was also opined to have workshop/ orientation on SSR by nursing personnel. It was suggested to request, one of the NAAC peer team, Dr. Geeta Parwanda for the same.</p>	<p>This is under process</p> <p>Conducted online workshop with Dr. Geeta Parwanda on PO/CO mapping and clarified doubts on SSR. Faculty, CON, attended the workshop on 03/06/2022</p>
<p style="text-align: center;">CRITERION 5: STUDENT'S SUPPORT AND PROGRESSION: Ms. L. Emi Humtsoe</p> <p>5.1.1 To work on to identify weak students and also increase the number of student's sponsorship scholarship- it is suggested 5 students per year. This needs to be further discussed in AO meetings.</p> <p>5.1.2 - Capacity enhancements: It is proposed to continue language and communication soft skill development. Suggested to develop mini SYIS module for 30 hours sessions, for Soft skill development, with certification. The Youth Net Organization need to be contacted for language and communication development.</p> <p>- It is also proposed to follow up Taekwondo and Music for certification.</p>	<p>Conducted workshop for faculty to identify slow learners. A scale was developed for the same which was validated by factor analysis.</p> <p>- Soft skill development is ongoing. Yet to contact Youth net for communication development.</p> <p>- Mini SYIs module is yet to develop</p> <p>- Taekwondo and music activities are ongoing. In the process to procure certificate</p>

<p>5.1.3 - There is a need to establish a career guidance cell. Need to also include developing and introducing secondary hospital experience (in mission hospitals) during the internship. To be introduced for the batch of 2022 -2023 during the internship.</p>	<p>- Yet to form Career guidance cell</p> <p>- Secondary hospital experience has been initiated. Will start from 2023</p>
<p>5.1.5 - Need to conduct periodical meetings and maintain a separate file for Anti sexual harassment committee meeting minutes. The description of the roles and activities of the committee members need to be given.</p>	<p>- A separate file for anti-sexual harassment/ internal complaint committee (ICC) has been created. Periodical meetings still need to be streamlined.</p>
<p>5.1.6 Periodical meetings for grievances and its redressal needs to be maintained.</p>	<p>- There is no report of grievance so far. Periodical meetings need to be streamlined.</p>

The meeting minutes were recorded and ended with a prayer by Mrs. Nukshijungla Ao.



Mrs. Nukshijungla Ao
 IQAC coordinator
 CON, CIHSR Co-Ordinator
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Dr. Mrs. Christy Simpson
 IQAC Chairman
 CON, CIHSR
 Principal
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COLLEGE OF NURSING
CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR
INTERNAL QUALITY ASSURANCE CELL MEETING

Date : 21/04/2022

Time : 2:00 PM

Venue : CON, Board Room

(Internal members)

ROLL CALL:

Sl.No.	Name of the Member	Designation	Signature
1	Dr. Christy Simpson	Principal-cum-IQAC Chairperson	
2	Ms. Nukshijungla Ao	IQAC Coordinator	 21/4/22
3.	Ms. A. Purnungla Aier	Member	(Apologies)
4.	Ms. Bendangmenla Ao	Member	
5.	Ms. Worlanso A Shimray	Member	
6.	Ms. L. Emi Humtsoe	Member	
7.	Ms. Khumjanbeni Murry	Member	
8.	Ms.Y.Zuchanbeni Humtsoe	Member	
9.	Ms. Nongozonuo Khape	Member	
10.	Ms. Cecilia Katasi	Member	
11.	Ms. L. Lidziisa Mao	Member	
12.	Ms. Philanim A Shimray	Member	 21/4/22
13.	Ms. Neiketounuo Medom	Member	

14. Ms. Ruokuokhonuo Iwi

- do -


The feedback given by the NAAC assessors were discussed further on the following criterions.


MATTERS	ACTION TAKEN
<p>CRITERION 1: CURRICULAR ASPECTS- Ms. Y Zuchanbeni Humtsoe</p> <p><u>ACADEMICS:</u> Minutes of university academic council: To maintain local as well as external academic members and hold meetings pertaining to the university</p>	<p>This is being streamlined</p>
<p><u>VALUE-ADDED COURSES:</u></p> <ul style="list-style-type: none"> - This can be satisfied by adding soft skill training into the existing curriculum for B. Sc 4th years. To contact Youth net for the same. - Music classes can also be an option. Need to find out how students many are taking up the course. A letter from Mr. Zaren, LMA, coordinator, can be procured for the MoU. 	<ul style="list-style-type: none"> • This is in the process • This is in process. Students are enrolled each year for LMA music classes.
<p><u>UPDATED TECHNOLOGY ON ICT:</u> ICT smart classroom has been approved. This needs to be further followed up with Mr. Rabenthung (IT personnel). It is proposed to be set up in the existing exam hall.</p>	<p>All classrooms are now ICT enabled, with LCD monitors and Wi-Fi connectivity. The ICT smart classroom has been installed in the 6th floor, STRC building.</p>
<p><u>GENDER SENSITIZATION PROGRAMME:</u> Periodical classes to conduct Anti-ragging, Sexual harassment, and grievance redressal sessions needs to be done.</p>	<p>This is ongoing. International days, such as, Women's day, on 8th March 2022 was observed.</p>
<p>Need to organize separate special sessions for male gender as well- Person responsible Ms. Zuchanbeni humtsoe & Ms. Cecilia Katasi. The report for these activities must be properly documented and filed.</p>	<p>This is being planned</p>
<p>A suggestion to conduct ARSH program, by Dr. Leishiwon Kumrah, for our students has been made.</p>	<p>This has been conducted. Report of the event has been filed and kept.</p>
<p>CRITERION 2: TEACHING LEARNING AND EVALUATION – Ms. Worlanso A Shimray & Ms. Bendangmenla Ao</p> <p><u>CLINICAL SKILLS LAB</u> There is a need for each faculty to be aware of how every mannequin operates. For this, we need to conduct simulation training for all CON staff. This can be performed on the existing mannequins, available in the labs by the respective department staff. The respective HODs can take responsibility for the same. Signage for each mannequin to be designed and labeled. The reports of formal training also need to be maintained.</p>	<p>This is in process.</p>
<p>A register to record the number of lab utilization by the staff, as well as the students, was essential. Thus, Ms. Worlanso Awungshi Shimray has volunteered to design a register for the same.</p>	<p>This has been designed, sent forgot it printed, and is now being used in each of the labs</p>
<p>The empty spaces on the walls can be utilized innovatively by putting up relevant charts.</p>	<p>The design of the same is in process</p>
<p><u>TEACHER'S PROFILE</u></p> <ul style="list-style-type: none"> • Principal can suggest NNC to provide avenues for 'Best teacher award' 	<p>This is in the process</p>

<ul style="list-style-type: none"> E-content: Some of the faculty are engaged in learning for the delivery of e-content 	Online management system is being trained for the faculty. This will be fully functional from 2023
<ul style="list-style-type: none"> Need to design a program for low performers. This needs to be further designed with people who are an expert in the field (Dr. Simpson and other nursing experts) 	A format for assessing the low and high performers has been designed.
<ul style="list-style-type: none"> Mid-course improvement intervention can be merged along with the ongoing monthly meetings with the students. On such events, the results as well as the progression of students can be discussed. The student can be encouraged to approach and discuss their issues if any. 	Each class coordinator discusses the results of the students during the class meetings. The same is being documented and filed.
<u>STUDENT'S PERFORMANCE & LEARNING OUTCOME</u> <ul style="list-style-type: none"> CO/PO: To conduct a workshop on the same within a month 	An online workshop on PO/CO has been conducted. The exercise will be conducted among the faculty on a periodic basis.
<u>STUDENT'S PASS PERCENTAGE</u> <ul style="list-style-type: none"> Need to present student's performance and pass percentage in a graphical representation. 	This is in process.
<u>PARENT-TEACHER MEETING</u> Parent-teacher meeting: Need to maintain detailed meeting minutes. Suggested forming a parent-teacher WhatsApp group for smooth facilitation and redressal of any grievances or issues.	As parents have constraints in coming to the college on a periodical basis, Parents' WhatsApp group has been created for each class, and information is passed in the group
<u>CRITERION 3: RESEARCH INNOVATIONS AND EXTENSIONS: Ms. Neiketounuo Medom</u> <u>RESOURCE MOBILIZATION</u> <ul style="list-style-type: none"> We have three (3) of our faculty enrolled and undergoing PhD program. 	Faculties are pursuing their PhD programs.
<u>COLLABORATIVE RESEARCH FUNDS</u> To look out for research projects, viz, ICMR/ WHO/ UGC etc. <ul style="list-style-type: none"> Faculty to approach intramural grants by the institution. The following faculty to submit their projects to IRB, namely, Ms. L. Lidziisa Mao, Ms. Nongozonuo Khape, & Ms. Y Zuchanbeni Humtsoe. 	This is ongoing
<ul style="list-style-type: none"> To register as an institution for Swayam / NPTEL/ NDL 	Faculty are registered under Swayam
<ul style="list-style-type: none"> Organise a workshop on Intellectual Property Rights (IPR). 	Regional workshop on IPR has been planned and will be conducted on 9 th and 10 th March 2023.
<ul style="list-style-type: none"> Encouraged to publish papers and research works in the UGC CARE list. 	Faculty are publishing research projects in UGC CARE listed journals
<u>INNOVATIVE ECOSYSTEM</u> <ul style="list-style-type: none"> This can be fulfilled by faculty exchange programs preferably with NAAC-accredited colleges. 	This is on the lookout

<ul style="list-style-type: none"> Placement cells: Ms. L. Lidziisa Mao will be the person in charge to keep track on the various placements of our CON alumni. 	Placement cell has been activated and is fully functional. The appointment orders are procured and filed.
<ul style="list-style-type: none"> Plagiarism software: To procure 	The purchase of this software is deferred as of now. Free online plagiarism software is used at the moment.
<ul style="list-style-type: none"> Institutional Ethics committee: To form a separate committee with external members. This can be proposed to AO 	This is in the process
<ul style="list-style-type: none"> All research activities and MoU to be updated. 	This is in the process
<p>EXTENSION ACTIVITIES: NSS activities need to be strengthened. To strive for awards on NSS activities. Suggested organizing a 'Blood donation drive' among students.</p>	Blood donation drive was organized among the students.
<p>Organization of formal programs such as Celebration of World days needs to be properly documented and filed. Can invite Govt or NGO officials for the programs.</p>	This is in process. The reports are filed with geo-tagged pictures

The meeting minutes were recorded by the IQAC coordinator and ended with a prayer by Ms. Philanim A Shimray.


 Mrs. Nukshijungla Ao
 IQAC coordinator
 CON, CIHS
 Christian Institute of Health Sciences & Research
 4th Mile, Dimapur, Nagaland-797115


 Dr. Mrs. Christy Simpson
 IQAC Chairman
 CON, CIHS Principal
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CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR INTERNAL QUALITY ASSURANCE CELL MEETING

ROLL CALL

Date	25 th May 2022
Time	2:00 pm
Venue	Board Room, CON

Sl.No.	Name of the Member	Designation	Signature
1	Dr. Christy Simpson,	Principal-cum-IQAC Chairperson	
2	Ms. Nukshijungla Ao	IQAC Coordinator	
3	Ms. A.Purnungla Aier	Stakeholder	(Apologies)
4	Ms.L.Emi Humtsoe	Member	
5	Ms.Khumjanbeni Murry	Member	
6	Ms.Y.Zuchanbeni Humtsoe	Member	
7	Ms. Nongozonuo Khape	Member	
8	Ms. Cecilia Katasi	Member	
9	Ms L. Lidziisa Mao	Member	
10	Ms. Bendangmenla Ao	Member	(Apologies)
11	Ms. Philanim A Shimray	Member	
12	Ms. Worlanso A Shimray	Member	
13	Ms. Ruokuokhonuo Livi	Member	

14. Neiketounuo Medom - do -

The meeting was chaired by Principal, Dr. Mrs. Christy Simpson. It started with a prayer by Ms. Nukshijungla Ao. The feedback given by the NAAC assessors were further discussed for the following criterions.


MATTERS	ACTION TAKEN
<p>CRITERION 4: INFRASTRUCTURE- Ms. CECILIA KATASI <u>PHYSICAL FACILITIES:</u> Dr. Christy Simpson to follow up for e-journal. Mr. Banbemo will work on the access for the e-journal and will be made accessible through CMC, Vellore.</p>	<p>E-journals from CMC library has been made available for students.</p>
<p>Appropriate furniture in the computer lab, viz, chairs has been included in the budget.</p>	<p>The budget has been processed</p>
<p>Plan is to upgrade the computer lab with facilities for language lab too.</p>	<p>This is in process</p>
<p>To purchase KOHA software. This will be discussed during the hospital library committee meeting.</p>	<p>KOHA software has been purchased. The librarian is in control of the same.</p>
<p>National Digital Library is in process</p>	<p>All the students are registered for NDLI and are attending the online sessions as well.</p>
<p>To explore and encourage the use of SWAYAM</p>	<p>Faculty are registered under Swayam</p>
<p>To collect 'rare books' for the library</p>	<p>Rare history books has been donated by Parents and guardians of the students and is kept in the library</p>
<p>Programme related to library: All faculty needs to be oriented of the new arrivals of books by Mr. Banbemo. This can be done once in 6 months. Need to increase library usage. Activities like orientation to library, its facilities will be done by the librarian for new students as well.</p>	<p>This is being carried out during the orientation process for staff and students</p>
<p><u>MAINTENANCE OF CAMPUS INFRASTRUCTURE:</u> Need to maintain separate accounting and do auditing. This needs to be further discussed with Ms. Deepti Singh, Finance Director.</p>	<p>This is in process as a part of the budgeting process</p>
<p>The bill for internet connections needs to be procured.</p>	<p>This is in process</p>
<p>CRITERION 6: GOVERNANCE LEADERSHIP AND MANAGEMENT – Ms. Nongozonuo Khape <u>INSTITUTIONAL VISION AND LEADERSHIP</u> • Need to have Enterprise Resource Planning (ERP)</p>	<p>Online management system is in the process. This will be installed and fully functional from 2023</p>

system. The plan is to visit Global Open University to have an awareness of the same as the university has been known to use it.	
Feedback and report from stakeholders needs to be prepared and analyzed. This needs to be archived.	This is being done at the end of the academic session. Issues are discussed and is analyzed. The information is then archived in the IQAC office.
Independent IQAC department needs to be established.	A room has been identified in the 2 nd floor and is fully functional. Few items are yet to be purchased.
More beautification of college is desired.	A separate committee for beautification of college is formed. Activities like planting green plants, hanging wall frames are done.
Need for sensitization program on teaching quality indicators. Vice principals need to monitor. This can be initiated soon.	This is in the process
To start additional courses. Proposed for Diploma in Oncology Nursing.	This is on the lookout, in collaboration with the Oncology department
Development of simulation lab needed. Can be upgraded with existing labs.	The plan for starting a simulation lab has been initiated. The college has proposed for grants.
<u>FACULTY EMPOWERING STRATEGIES</u> Financial assistance for attending conferences. Should keep the formal approved letter from the administration.	This has been done. Two faculty are sponsored to present their papers in an international platform
DSIR number needed for research. Ms. L. Emi Humtsoe to follow it up. Faculty can look for grants	DSIR number has been procured by the institution.
<u>CRITERION 7: INSTITUTIONAL VALUES AND BEST PRACTICES: Ms. KHUMJANBENI MURRY</u> <u>VALUES AND BEST PRACTICES</u> Anti-sexual committee- The ICC of CON need to maintain minutes of meetings held periodically	The ICC committee meets as and when there are reports of such matters. The process is streamlined.
Need to give orientation on Anti Sexual Harassment every year (new batch of students).	Adolescent Reproductive & Sexual Health class was taken & the types of sexual harassment was explained. Students were asked to report if there is any incident.
Recommendations for signage boards in the bio medical waste area	The HICC department has been contacted and the signage order is in process.

Recommendation needs to be done for green waste harvesting	There is a need to upgrade the existing sewage treatment plant and it is now in process
To expand the existing herbal garden, as suggested.	The herbal garden has been innovatively expanded and students are maintaining the same.
CRITERION 8: NURSING PART: Ms. PHILANIM A SHIMRAY To upload NABH & NABL accreditation certificate during the AQAR submission	This has been procured from the office and is uploaded in the AQAR.
Students from other institutions for educational visits can be accommodated.	Students from School of Nursing, District hospital Dimapur has 1 month of clinical postings.
Organize training program to train ASHA workers, staff in CHC, PHC- Community health department, CON, to initiate. – Ms. L. Lidziisa Mao & Neiketounuo Medom	This is ongoing

The meeting minutes were recorded by the IQAC coordinator and ended with a prayer by Ms. L. Lidziisa Mao


Dr. Mrs. Christy Simpson *Principal*
Principal cum IQAC chairperson *College of Nursing*
Christian Institute of Health Sciences & Research
4th Mile, Dimapur, Nagaland - 797115


Ms. Nukshjungla Ao
IQAC coordinator
IQAC
Co-Ordinator
College of Nursing
Christian Institute of Health Sciences & Research
4th Mile, Dimapur, Nagaland - 797115



Christian Institute of Health Sciences & Research

4th Mile, Dimapur, P.B. No. 31, P.O. ARTC, Nagaland - 797115. Ph: 03862-242555 www.cihsr.in

CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR INTERNAL QUALITY ASSURANCE CELL MEETING

ROLL CALL

(With external members) ✓

Date	1 st September 2022
Time	9:00 Am
Venue	Board Room, CON

Sl.No.	Name of the Member	Designation	Signature
1	Dr. Christy Simpson	Principal-cum-IQAC Chairperson	
2	Ms. Nukshijungla Ao	IQAC Coordinator	
3.	Dr. Vitsoie Vupru vitsoie	Nominee from local society	
4.	Dr. Leishiwon Kumrah	Senior administrative member	
5.	Dr. Clement Momin	Senior administrative member	-
6.	Ms. A. Purnungla Aier	Stakeholder	
7	Dr. Paul Ravindran	Senior administrative	On leave
8	Ms. L. Emi Humtsoe	Member	On leave
9	Ms. Khumjanbeni Murry	Member	(Sick leave)
10	Ms. Y Zuchanbeni Humtsoe	Member	
11	Ms. Nongozonuo Khape	Member	
12	Ms. Cecilia Katasi	Member	ON LEAVE
13	Ms L. Lidziisa Mao	Member	
14	Ms. Bendangmenla Ao	Member	
15	Ms. Philanim A Shimray	Member	ON LEAVE

16. Mrs. Neiketounuo Medom
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16	Ms. Worlanso A Shimray	Member	<i>[Signature]</i>
17	Ms. Ruokuokhonuo Livi	Member	—
18	Ms. Sarsati Gurung	Student Member	<i>Sarsati</i>
19	Ms. Avino Farris	Alumni Member	<i>(Apologies)</i>

DISCUSSION	ACTION TAKEN REPORT
Documentation needs to be strengthened. Reports need to be signed and properly filed. Photos must be geo-tagged	This is ongoing
The organogram of the college to be displayed	This is displayed at the CON, entrance.
CON website must be updated/ uploaded with all recent college activities held/organized	This is ongoing in liaison with the IT department.
Hyperlink to be provided when submission of AQAR	This has been done
Media champ: To create a Facebook account for CON, where every activity with pictures will be uploaded. This should be supervised by one (1) faculty	IQAC coordinator is the media champ. Every activity has been uploaded in Facebook, with geo-tagged pictures.
Library attendance register: students must sign the register religiously	Librarian is ensuring that this is done.
Quality assurance fees can be collected from students. This amount will be spent solely for the enhancement of quality assured activities	This is in the process
Student's Corner/ common room: This can be managed under one (1) faculty, where recreational activities for students can be enhanced.	A room on the 2 nd floor has been identified for the same. Few pieces of furniture are yet to receive after which it will be fully functional. Ms. Cecilia Katasi, SNA advisor is the faculty responsible.
Student's profile to be updated. (ST/SC/OB/Physically challenged)	The CON Secretary is updating the information of the students.
E-Governance: Online admission, result declaration, advertisement, fee status, grievances submission etc can be introduced.	On line student Management and learning management are initiated
Placement Cell: To keep a record of students as per batches wise and track them. To archive their appointment order.	Ms. L. Lidziisa Mao is in charge of the placement cell. Appointment orders of the alumni are procured and filed.
International Cell: This can be initiated. Alumni are working in Singapore	Not functional yet
Research cell: <ul style="list-style-type: none"> - Publication to be done by faculty, both for individual research or guided by faculty. - Preferable in UGC-CARE list journals. To keep records. - Faculty can also contribute to writing chapters for books with ISBN numbers. - Suggested updating the nursing procedure manual, having copyright for the same, and publishing further for marketing. 	Ms. Neiketounuo Medom is in the process of streamlining the same.

Faculty individual research: Can be requested from the administration for monetary benefits/ allowances to encourage publication.	This is in the process
Plagiarism software: Good to have one. Can opt for free online tests.	The purchase of this software is deferred as of now. Free online plagiarism software is used at the moment.
Action taken report with data should be maintained and uploaded in IQAR	The minutes of IQAC are written in action taken format, signed by the Principal and IQAC coordinator, scanned and uploaded in the website as well as submitted in AQAR.
Keep checking the NAAC website and update for new information	The Home page for NAAC is being viewed for information and updates.

The meeting minutes were recorded by the IQAC coordinator. It ended with a prayer by Dr. Leishiwon Kumrah


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CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR INTERNAL QUALITY ASSURANCE CELL MEETING

ROLL CALL

Date	15 th Sept 2022
Time	9:00 Am
Venue	Board Room, CON

Sl.No.	Name of the Member	Designation	Signature
1	Dr. Christy Simpson,	Principal-cum-IQAC Chairperson	
2	Ms. Nukshijungla Ao	IQAC Coordinator	
3	Ms. A.Purnungla Aier	Stakeholder	On leave
4	Ms. Bendangmenla Ao	Member	
5	Ms.L.Emi Humtsoe	Member	On leave
6	Ms.Y.Zuchanbeni Humtsoe	Member	
7	Ms.Khumjanbeni Murry Ms.	Member	
8	Ms. Nongozonuo Khape	Member	
9	Ms. Cecilia Katasi	Member	On leave
10	Ms. L. Lidziisa Mao	Member	
11	Ms. Worlanso A Shimray	Member	
12	Ms. Philanim A Shimray	Member	
14	Ms. Neiketounuo Medom	Member	

15- Ms. Merantola & Longkumee

MATTERS	ACTION TAKEN
Labs: <ul style="list-style-type: none"> - Discussed to prepare Aims & Objectives for each lab. - Each department will have its own separate procedure manual - Prepare checklist for each procedures 	On going
Media Champ: Need to create a Facebook page to upload activities conducted in CON. A media champ should be identified to post the relevant activities.	This has been done. Ms. Nukshijungla Ao will currently oversee the official Facebook page
Placement cell: Agreed to collect the appointment letter of the alumni working in various hospitals, and file it.	This is in place. A separate file has been created to file the appointment letter of the alumni.
Alumni Cell: Can organize sessions/ talks delivered by an Alumnus, once in 3 months.	- Ongoing
Clubs: Proposed to form various clubs: To create Google formsto let students choose their most favored clubs, viz	- Ongoing
- Sports Club	Ms. Merentola P Longkumer
- Singing Club	Ms. NeiketounuoMedom
- Herbal Club	Ms. L. Lidziisa Mao
- Arts & Crafts Club	Ms. Philanim A Shimray
- Dance Club	Ms. RuokuokhonuoLivi
- Reading Club	Ms. CeciliaKatasi
Satellite Centers: Wellness activities for students will be adopted under the following satellite centers,	- Ongoing by the concerned department
- Stress Management	MHN
- Menstrual Hygiene	OBG
- Breast Self Examination	MSN
- Healthy Habits	Community Health
- Adolescent Health	CHN
Value Added Courses: Suggested to relook into the ongoing activities for certification. Also to add a few more courses, viz,	- Ongoing
- Alive sessions	Mrs. Khumjanbeni Murry
- ECG	Ms. Lanunaro
- BLS	Ms. Philanim A Shimray
- Skill Training	Ms. Rokotsino / Ms. Meripeni
IQAC office: Decided to designate and prepare adedicated room. To put items in the budget.	A room has been identified in 2 nd floor as IQAC office and is now fully functional

The meeting ended with a prayer by Ms. L Lidziisa Mao


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