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	**1st 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	2/9/22
3.	Dr. Vitsoie Vupru Vitsosie	Nominee from local society	
4.	Dr. Leishiwon Kumrah	Senior administrative member	2.9.2022
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	Nongozonuo
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		

16	Ms. Worlanso A Shimray	Member	
17	Ms. Ruokuokhonuo Livi	Member	—
18	Ms. Sarsati Gurung	Student Member	Sarsawati
19	Ms. Avino Farris	Alumni Member	(Apologies)

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College of Nursing

Email ID: con.cihsr@gmail.com
Phone No: 03862242555-Ext 6000

Date : 1st September 2022
Time : 9:00 AM
Venue: CoN Board Room
MEMBERS:

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.	Dr. Vitsosie Vupru	Nominee from local society	Present
4.	Dr. Leishiwon Kumrah	Senior administrative member	Present
5.	Dr. Clement Momin	Senior administrative member	**Apologies**
6.	Ms. A. Purnungla Aier	Stakeholder	Present
7	Dr. Paul Ravindran	Senior administrative member	**On leave**
8	Ms. Bendangmenla Ao	Member	Present
9	Ms.L.Emi Humtsoe	Member	**On leave**
10	Ms.Khumjanbeni Murry	Member	**On leave**
11	Ms.YZuchanbeni Humtsoe	Member	Present
12	Ms. Nongozonuo Khape	Member	Present
13	Ms. Cecilia Katasi	Member	**On leave**
14	Ms L. Lidziisa Mao	Member	Present
15	Ms. Worlanso A Shimray	Member	Present
16	Ms. Philanim A Shimray	Member	Present
17	Ms. Merentola Longkumer	Member	Present
18	Ms. Neiketounuo Medom	Member	Present
19	Ms. Ruokuokhonuo Livi	Member	**On leave**
20	Ms. Avino Farris	Alumni Member	**On leave**
21	Ms. Sarsati Gurung	Student Member	Present

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 was further discussed on the following criteria.

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 2nd 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: - 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

Dr. Mrs. Christy Simpson
Principal cum IQAC chairperson

Principal
College of Nursing
Christian Institute of Health Sciences & Research
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Ms. Nukshjungla Ao
IQAC coordinator

IQAC
Co-Ordinator
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CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR

INTERNAL QUALITY ASSURANCE CELL MEETING

ROLL CALL

Date	15th 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. Merentola & Longkumer		

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CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR

INTERNAL QUALITY ASSURANCE CELL MEETING

Date : 15th September 2022
Time : 9:00 AM
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	**On leave**
7.	Ms.KhumjanbeniMurry	Member	Present
8.	Ms.YZuchanbeniHumtsoe	Member	Present
9.	Ms. NongozonuoKhape	Member	Present
10.	Ms. Cecilia Katasi	Member	Present
11.	MsL. Lidziisa Mao	Member	Present
12.	Ms. Philanim A Shimray	Member	Present
13.	Ms. NeiketounuoMedom	Member	Present

The meeting was chairedby Principal, Dr. Mrs. Christy Simpson and started with a prayer by Ms. Nukshijungla Ao. She also highlighted the observations made in Panna Dhai Maa Subharti Nursing College, Meerut, UP.

MATTERS	ACTION TAKEN
Labs: - 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. **Alumni Cell**: Can organize sessions/ talks delivered by an Alumnus, **once in 3 months.**	This is in place. A separate file has been created to file the appointment letter of the alumni. - Ongoing
Clubs: Proposed to form various clubs: To **create Google forms**to 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 2nd floor as IQAC office and is now fully functional

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

Dr. Mrs. Christy Simpson
Principal cum IQAC chairperson

Ms. NukshijunglaAo
IQAC coordinator

Principal
College of Nursing
Christian Institute of Health Sciences & Research
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IQAC
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CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR

INTERNAL QUALITY ASSURANCE CELL MEETING

ROLL CALL

Date	**24th March, 2023**
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	IQAC Coordinator	24/3/23
3.	Dr. Vitsosie Vupru	Nominee from local society	**Apologies**
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 member	**On Leave**
8	Ms. Bendangmenla Ao	Member	
9	Ms. L. Emi Humtsoe	Member	
10	Ms. Khumjanbeni Murry	Member	
11	Ms. Y Zuchanbeni Humtsoe	Member	On leave
12	Ms. Nongozonuo Khape	Member	Nongozonuo 24/3/23
13	Ms. Cecilia Katasi	Member	
14	Ms L. Lidziisa Mao	Member	
15	Ms. Worlanso Awungshi Shimray	Member	

16	Ms. Philanim A Shimray	Member	On leave
17	Ms. Merentola P Longkumer	Member	
18	Ms. Neiketounuo Medom	Member	
19	Ms. Ruokuokhonuo Livi	Member	
20	Ms. Avino Farris	Alumni Member	**Maternity Leave**
21	Ms. Sarsati Gurung	Student Member	Sarsati

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COLLEGE OF NURSING, CHRISTIAN INSTITUTE OF HEALTH SCIENCES AND RESEARCH, DIMAPUR

INTERNAL QUALITY ASSURANCE CELL MEETING WITH EXTERNAL COMMITTEE

Date :24th March, 2023
Time :3: 00 PM
Venue : CON, Board Room

The meeting was chaired by Principal, Dr. Mrs. Christy Simpson. The meeting started with a prayer by Ms. Nukshijungla Ao.

- The AQAR submission made in the NAAC portal, for all the 8 criterions, on 28th February by CON was presented in detail and was discussed. Further discussions on the criterions are as follows:

SL NO	DISCUSSION	ACTION TAKEN
1	Incubation center: Can liaison with Dr. Paul Ravindran, Principal, Allied Health Sciences.	Yet to be initiated
2	Faculty exchange programme: This can be explored with other interested hospital	This is planned
3	International Student Cell: Awareness can be given. Students can be recruited from neighboring countries, viz, Nepal, Bhutan, Bangladesh.	This is enhanced. Ways to admit international students are ongoing.
4	Divyangjan facilities: Suggested to make the lift functional.	This is on hold due to the other constructions ongoing in the campus
5	Geriatric club: Suggested to start in the campus, for elderly residing in the campus	The geriatric club in the community is actively conducted once a month, by the community health nursing dpartemnt. The campus initiative is yet to organize.
6	MoU: The procurement of the same should be strengthened with neighboring organizations/ institutions	This is ongoing

The members requested the administrative support from the administration as many of the criterion requirements demands the higher managerial support. The meeting ended with a prayer by Ms. Neiketounuo Medom. The minutes were recorded by Ms. Nukshijungla Ao.

Dr. Mrs. Christy Simpson
Principal cum IQAC chairperson

Principal
College of Nursing
Christian Institute of Health Sciences & Research
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Ms. Nukshjungla Ao
IQAC cordinator

IQAC
Co-Ordinator
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