


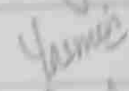

Minutes of IQAC Meeting

Date: - 22 December 2023

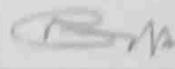
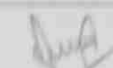

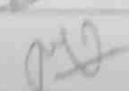
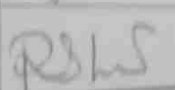
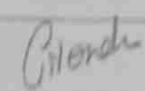

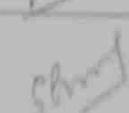
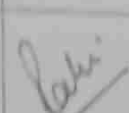
Time: - 4pm -5pm








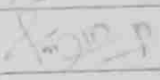
Venue: - Meeting Room

IQAC Meeting was held on 22<sup>nd</sup> December 2023 and following members attended the meeting.

Position	Name	Signature
Chairperson	Prof. Shreeja Vijayan Principal, Choithram College of Nursing	
IQAC Co-ordinator	Prof. Yasmin Sharma, Professor, Choithram College of Nursing	
Deputy IQAC Co-ordinator:	Ms. Sanghamitra Paul, Asst. Professor, Choithram College of Nursing	

Members

Name	Signature
Mr. Rajesh Awasthi Director Educational Service Unit, Choithram, Indore	
Dr. Sunil Chandiwala Director Medical Services, CH&RC, Indore	
Dr. S.P. Jaiswal Quality Manger/HOD Pathology, CH&RC, Indore	
Mr. Rajesh Vyas Director Kasturba gram Rural Institute, Indore	
Mr. Rupesh Shukla HOD, Computer Applications, IQAC Co-ordinator, Shri Cloth Market Girls Commerce College, Indore	
Mrs. Gitendra Kaur Chhabra Director, Manovirdhi Kendra, Indore	
Mrs. Vijaylaxmi Nair Assistant Nursing Superintendent, CH&RC, Indore	
Dr. Prof. Sheetal Saxena Vice Principal, HOD Community Health Nursing Dept, Choithram College of Nursing, Indore	
Prof. Rakhi Chandel HOD Child Health Nursing Dept, Choithram College of Nursing, Indore	

Dr. Prof. Prachi Awasthi HOD Obstetrical Nursing Dept, Choithram College of Nursing, Indore	
Prof. Shweta Pattnaik HOD Medical Surgical Nursing Department, Choithram College of Nursing, Indore	
Mrs. Vaishali Tiwari HOD Psychiatric Nursing Dept, Choithram College of Nursing, Indore	
Mrs. Mercy Philip Office Superintendent, Choithram College of Nursing, Indore	
Mrs. Kiran Wagh Librarian, Choithram College of Nursing, Indore	
Ms. Manju Singh Chouhan (Parent).	
Ms. Fami Prasad Head Girl (Student Representative).	
Ms. Ashley George Head Girl (Student Representative).	

The Last meeting held on 11/12/2023 minutes were read by Prof. Yasmin Sharma, IQAC Co-Ordinator and pass by Ms. Sanghamitra Paul Deputy IQAC Coordinator and confirmed by Prof. Rakhi Chandel, HOD, Child Health Nursing Department.

**Action taken on previous meeting agenda held on 11<sup>TH</sup> Dec 2023:**

S.No.	Agenda	Action Taken
1.	Discussion on strength and weakness criteria wise	Detail SWOC was done.
2.	Discussion on guideline of IQAC Composition	IQAC Composition guidelines was discussed and appointed new IQAC Members for the session 2023 - 2024.
3.	Post CBI inspection Discussion	Comprehensive plan was formulated to work on the suggestion provided by inspection team.
4.	Financial Literacy Awareness Program for Non-Teaching Staff	Session planned on 12/01/2024.
5.	Conference On Research Methodology	Conference is finalized to conduct 24/01/2024.
6.	Reunion Program for the GNM Batch 1982-1996	The program date is finalized i.e. 27/01/2024.
7.	Practice To Perfect Intern Program for UG batch 2019-2023.	The program is going to conduct from 29 <sup>th</sup> Jan – 3 <sup>rd</sup> Feb 2024.

8.	Digital Learning Platform - Astrika Sphere for Undergraduates	All final year undergraduate students enrolled for the courses.
9.	Leveraging Sports Facilities.	Regular sports activity was planned and conveyed to all students by the sports committee.

#### **AGENDA OF THIS MEETING:**

1. **Welcome of the newly appointed IQAC Members.**
2. **Enrollment of students in available value added and certificate courses.**
3. **Planning of conducting activities for interdisciplinary subject related topic.**
4. **Discussion on conducting PTM.**

#### **Agenda 1. Welcome of the newly appointed IQAC Members:**

Prof. Shreeja Vijayan, Chairperson extended a warm welcome to the newly appointed IQAC members. Each member introduced themselves, followed by a brief discussion on their roles and responsibilities. The Chairperson emphasized the importance of collaboration and contribution toward maintaining and enhancing the institution's quality standards.

#### **Agenda 2. Enrolment of students in available value-added and certificate courses:**

The committee discussed strategies to increase student enrolment in the various value-added and certificate courses offered by the institution. It was suggested by Prof. Shreeja Vijayan, Chairperson that awareness could help highlight the benefits of these courses. The possibility of offering some courses in hybrid mode was also explored to make them more accessible to students.

#### **Agenda 3. Planning of conducting activities for interdisciplinary subject-related topics:**

Members deliberated on conducting activities that integrate interdisciplinary topics, fostering collaboration across departments. The idea is to encourage students to think beyond the confines of their specific subjects and explore real-world problems through a multidisciplinary lens. Proposals included workshops, panel discussions, and collaborative projects.

#### **Agenda 4. Discussion on conducting PTM (Parent-Teacher Meeting):**


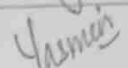
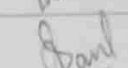
Prof Sheetal Saxena, HOD, Community Health Nursing Department discussed the importance of conducting a PTM to bridge the communication gap between faculty and parents. The meeting aims to update parents on their children's progress and discuss ways to enhance their academic and personal growth.

**Meeting Adjourned at 5pm**




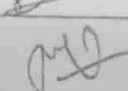
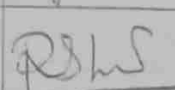
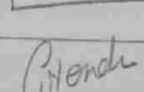
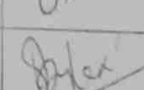
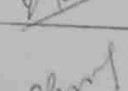
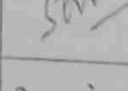
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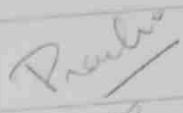






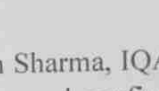
Date: - 20<sup>th</sup> June 2024  
Time: - 4pm -5pm  
Venue: - Meeting Room

IQAC Meeting was held on 20<sup>th</sup> June 2024 and following members attended the meeting.

Position	Name	Signature
Chairperson	Prof. Shreeja Vijayan Principal, Choithram College of Nursing	
IQAC Co-ordinator	Prof. Yasmin Sharma, Professor, Choithram College of Nursing	
Deputy IQAC Co-ordinator:	Ms. Sanghamitra Paul, Asst. Professor, Choithram College of Nursing	

Members

Name	Signature
Mr. Rajesh Awasthi Director Educational Service Unit, Choithram, Indore	
Dr. Sunil Chandiwal Director Medical Services, CH&RC, Indore	
Dr. S.P. Jaiswal Quality Manger/HOD Pathology, CH&RC, Indore	
Mr. Rajesh Vyas Director Kasturba gram Rural Institute, Indore	
Mr. Rupesh Shukla HOD, Computer Applications, IQAC Co-ordinator, Shri Cloth Market Girls Commerce College, Indore	
Mrs. Gitendra Kaur Chhabra Director, Manovirdhi Kendra, Indore	
Mrs. Vijaylaxmi Nair Assistant Nursing Superintendent, CH&RC, Indore	
Dr. Prof. Sheetal Saxena Vice Principal, HOD Community Health Nursing Dept, Choithram College of Nursing, Indore	
Prof. Rakhi Chandel HOD Child Health Nursing Dept, Choithram College of Nursing, Indore	

Dr. Prof. Prachi Awasthi HOD Obstetrical Nursing Dept, Choithram College of Nursing, Indore	
Prof. Shweta Pattnaik HOD Medical Surgical Nursing Department, Choithram College of Nursing, Indore	
Mrs. Vaishali Tiwari HOD Psychiatric Nursing Dept, Choithram College of Nursing, Indore	
Mrs. Mery Philip Office Superintendent, Choithram College of Nursing, Indore	
Mrs. Kiran Wagh Librarian, Choithram College of Nursing, Indore	
Ms. Manju Singh Chouhan (Parent).	
Ms. Fami Prasad Head Girl (Student Representative).	
Ms. Ashley George Head Girl (Student Representative).	

The Last meeting held on 20/06/2024 minutes were read by Prof. Yasmin Sharma, IQAC Co-Ordinator and pass by Ms. Sanghamitra Paul Deputy IQAC Coordinator and confirmed by Prof. Prachi Awasthi, HOD, OBG Nursing Department.

**Action taken on previous meeting agenda held on 22<sup>nd</sup> Dec 2023:**

S.No.	Agenda	Action Taken
1.	Welcome of the newly appointed IQAC Members.	Brief introduction with discussion on their roles and responsibilities.
2.	Enrollment of students in available value added and certificate courses.	A detailed plan for promoting the courses will be prepared by the IQAC in coordination with the respective department heads.
3.	Planning of conducting activities for interdisciplinary subject related topic	Department heads submitted proposals and planning for interdisciplinary activities and some expert lecture and classes are conducted for the same.
4.	Discussion on conducting PTM.	PTM was conducted for all the current batches and detail reports with parent's feedback was submitted by the respective class teachers to academic coordinator.

#### **AGENDA OF THIS MEETING:**

1. **Formation of IKS (Indian Knowledge Systems) Cell and proposed activities under the cell.**
2. **Innovation Ideation Competition Program for students.**
3. **Visit to Herbal Garden**
4. **Capability Enhancement programs for students.**
5. **Guidance and Counselling session for Competitive examinations for students.**
6. **Alumni Engagement**

#### **Agenda 1. Formation of IKS (Indian Knowledge Systems) Cell and proposed activities under the cell:**

Mr. Rajesh Vyas IQAC Member proposed to form new IKS Cell to promote the integration of Indian knowledge systems into the curriculum and activities of the institution. Activities proposed under the cell include workshops on Ayurveda, yoga sessions, seminars on ancient Indian sciences, and integration of traditional knowledge into modern disciplines. The IKS Cell will also collaborate with experts in the field to organize events.

#### **Agenda 2. Innovation Ideation Competition Program for students.**

Prof. Yasmin Sharma proposed the Innovation Ideation competition Program to encourage students to think creatively and develop innovative solutions to current challenges, especially in health sector.

#### **Agenda 3. Visit to Herbal Garden:**

Prof. Rakhi Chandel discussed organizing a visit to the Herbal Garden to provide students with hands-on learning about medicinal plants and their uses. She suggested the visit will be coordinated by the IKS Cell to integrate traditional knowledge with contemporary understanding of herbal medicine.

#### **Agenda 4. Capability Enhancement Programs for students:**

Prof. Prachi Awasthi, HOD, OBG Department discussed the need for continuous capability enhancement programs to improve students' soft skills, communication, technical knowledge, and leadership abilities. She emphasizes programs may include seminars on public speaking, technical skill-building workshops etc.

#### **Agenda 5. Guidance and Counselling session for Competitive Examinations for students:**

Mr. Rupesh Shukla, IQAC Member suggested to plan the sessions to guide students preparing

for competitive exams like OET, IELTS, etc. These sessions will include exam strategies, time management tips, and mental health support to reduce stress.

**Agenda 6. Alumni Engagement:**

Prof. Shweta Pattnaik, HOD, Medical Surgical Department discussed enhancing alumni engagement by creating structured platforms for alumni to interact with current students. Proposed activities include alumni lectures, mentorship programs, and networking events.

**Meeting Adjourned at 5pm**