



Minutes of the IQAC meeting July2024

Date: 23-07-2024

Time: 02:00 pm

Venue: IQAC Room

Agenda

Agenda Number	Agenda
QC1/07/24	Minutes & ATR of previous meeting
QC2 /07/ 24	Presentation by criteria Leaders
QC3 /07/ 24	New add on course
QC4 /07/ 24	AQAR uploading and website updation
QC5 /07/ 24	IQAC feedback
Annexures	
1.	Action taken report of previous meeting

Members Present

1. Dr. Benny Joseph. CEO,
2. Dr. Angela Gnanadurai., Principal, JMCON
3. Mrs. Reena Vincent, Member
4. Sr.Godwin, IQAC Coordinator
5. Mrs.Sheeja Sebastian, Member
6. Mrs.Anusha Selvin Mary, Secretary- IQAC
7. Mrs.Seeja Jacob., Member
8. Ms. Anila James, Member
9. Ms. Daisy Maria, Member
10. Sr. Sumy Paul., Member

QC1 /07/ 24

The meeting started at 2.00 pm with a silent prayer. IQAC Chairman Dr. Angela Gnanadurai welcomed all the members for the meeting. IQAC Secretary Ms. Anusha read the minutes of the previous meeting.



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COLLEGE OF NURSING**

JUBILEE MISSION HOSPITAL TRUST - Archdiocese of Trichur
(KUHS - QAS 'A' Grade - NAAC Accredited)



QC 2/07/24

IQAC Coordinator Sr. Godwin called the criteria leaders for the presentation. All criteria leaders have done the presentation. Dr. Benny Joseph asked to explain the add on course details and its syllabus and suggested to finalize the new add on course.

QC4/07/24

Sr. Godwin requested all the criteria leaders to get ready with all the documents scanned for the uploading.

QC5/07/24

IQAC reported that, the feedback for the year 2023-24 was send to all faculty members, Students, Alumni, and parents. Principal informed to present the same after analyzing it.

AS
25/7/24

Ms. Anusha Selvin Mary

Secretary

IQAC Coordinator

SG
25/7/24

Sr. Godwin

Principal

Angela
25/7/24


Dr. Angela Gnanadurai



ACTION TAKEN REPORT

IQAC MEETING HELD ON 23/07/2024

Agenda No	Decision/ Resolution/ Suggestion	Action taken
QC 2/07/24	Add on course	Add on course on financial literacy syllabus prepared and started
QC 3/07/24	AQAR uploading	Except 3 criterias, other criteria are uploaded
QC 5/ 07/24	IQACfeedback	IQAC reported that, the feedback for the year 2023-24 was presented


Ms. Anusha Selvin Mary
Secretary

Sr. Godwin 
IQAC Coordinator

Dr. Angela Gnanadurai
Principal



Minutes of the IQAC meeting October 2024

Date: 21-10-2024

Time: 02: 00 pm

Venue: IQAC Room

Agenda

Agenda Number	Agenda
QC1 /10/ 24	Minutes & ATR of previous meeting
QC2 /10/ 24	Binary Accreditation – Team Allocation
QC3 /10/ 24	AQAR submission
QC4 /10/ 24	Binary Accreditation- workshop plan
QC5 /10/ 24	Faculty Training programme & Seminar
QC6 /10/ 24	Internal Audit
QC7/ 10/ 24	Feedback presentation
Annexures	
1.	Action taken report of previous meeting

Members Present

1. Dr. Benny Joseph CEO
2. Fr. Thomas Poopadi, Asst Director
3. Fr. Joyson cheruvathoor, asst. director
4. Dr. Angela Gnanadurai., Principal, JMCON
5. Dr. Sr. Tresa Anto., Vice Principal Clinical
6. Sr. Dhanya., Member
7. Sr. Godwin, IQAC Coordinator
8. Mrs. Sheeja Sebastian, Member
9. Mrs. Anusha Selvin Mary, Secretary- IQAC
10. Mrs. Seeja Jacob., Member
11. Mrs. Justy Joy., Member
12. Sr. Sumy Paul., Member

QC 1/10/25

The meeting started at 2.00 pm with a silent prayer. IQAC Chairman Dr. Angela Gnanadurai welcomed all the members for the meeting. IQAC Secretary Ms. Anusha read the minutes of the previous meeting.



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QC 2/10/24

IQAC Coordinator Sr. Godwin provided a brief overview of the Binary Accreditation process and its key performance indicators and the necessity of team allocation of various criteria under that. Sister insisted the importance of start working on the new reforms. Sister presented the newly allocated team members.

QC 3/10/24

Sr. Godwin reported about the progress of AQAR submission, she mentioned that criteria II, VI, & VIII is not submitted. The documents of remaining criteria were uploaded. Sister also instructed to identify any gaps before submission.

QC 4/ 10/24

Regarding the implementation of New reforms it was suggested to conduct a workshop on Binary Accreditation framework. All criteria leaders suggested to call Dr. Harry Cleetus as a resource person as he can able to fulfill the criterion specific requirements for the new reforms and suggest programs as per the accreditation standards. I was decided to conduct a workshop after the Christmas vacation.

QC 5/ 10/24

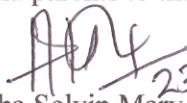
Principal Dr. Angela Gnanadurai suggested a faculty training program on "Emotional Intelligence" which would be helpful in personal and professional development. The HR is arranging such a program in our institution so we can request for the same to our faculty members and conduct as per their convenient date. Madam also suggested to conduct a seminar which helps to motivate the students.

QC 6/10/24


IQAC Coordinator Sr. Godwin explained about the conduct of Internal Audit in all departments. The schedule for the audit will be given and sister requested all the HODs to plan and execute the audit in each department. All required documents should be arranged in all departments

QC7/ 10/ 24

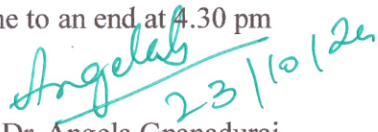
Ms. Anusha IQAC secretary has presented the Quality feedback of students, faculty, alumni, and parents to the committee members. The meeting came to an end at 4.30 pm


Ms. Anusha Selvin Mary

Secretary


Sr. Godwin

IQAC Coordinator


Dr. Angela Gnanadurai

Principal



ACTION TAKEN REPORT

IQAC MEETING HELD ON 21/10/2024

Agenda No	Decision/ Resolution/ Suggestion	Action taken
QC 2/10/24	Binary Accreditation – Team Allocation	All the faculty members are reallocated under 10 criteria as per the new NAAC reforms 2024
QC 3/10/24	AQAR submission	AQAR is submitted successfully on 19/12/2024 and it was accepted on 03/01/2025
QC 4/ 10/24	Workshop on Binary Accreditation	A workshop was conducted on NAAC reforms 2024 on 09/01/2025. The resource person was Dr. Harry Cleetus
QC 5/ 10/24	Faculty training programme	Emotional Intelligence session was conducted on 06/01/2025. A seminar on the topic: Empowering the forgotten was conducted on 04/01/2025
QC 6/10/24	Internal Audit	Internal audit was conducted in the month of October and November in all departments.


Ms. Anusha Selvin Mary

Secretary


Sr. Godwin

IQAC Coordinator


Dr. Angela Gnanadurai

Principal



Minutes of the IQAC meeting January 2025

Date: 17-01-2025

Time: 02: 30 pm

Venue: IQAC Room

Agenda

Agenda Number	Agenda
QC1 /1/25	Minutes & ATR of previous meeting
QC2 /1/25	AQAR submission- Feedback from IQAC Coordinator
QC3 /1/25	Internal Audit- Feedback and suggestions
QC4 /1/25	SQAC
QC5 /1/25	Binary accreditation Implementation plan
QC6 /1/25	International Epilepsy Day
Annexures	
1.	Action taken report of previous meeting

Members Present

1. Dr. Angela Gnanadurai., Principal, JMCON
2. Dr. Sr.Tresa Anto., Vice Principal Clinical
3. Mrs. Reena Vincent, Member
4. Sr. Dhanya., Member
5. Sr. Godwin, IQAC Coordinator
6. Mrs. Sheeja Sebastian, Member
7. Mrs. Anusha Selvin Mary, Secretary- IQAC
8. Mrs. Seeja Jacob., Member
9. Mrs. Justy Joy., Member
10. Ms. Anila James, Member
11. Sr. Sumy Paul., Member
12. Sr. Daisy Maria., Member

QC 1/1/25

The meeting started at 2.30 pm with a silent prayer. IQAC Chairman Dr. Angela Gnanadurai welcomed all the members for the meeting. IQAC Secretary Ms. Anusha read the minutes of the previous meeting.



QC 2/1/25

IQAC Coordinator Sr. Godwin has presented the feedback of the AQAR submission 2022-23. The uploading was started from the month of July. The final submission was done in the month of December 19th 2024. The documents were accepted on 3rd January. Sr. Godwin appreciated all the criteria leaders

QC 3/1/25

The feedback regarding the Internal audit was proposed by Sr. Godwin. A suggestion was kept regarding various programs to be distributed among all departments or we can collaborate.

QC 4/1/25

It was decided in the meeting to formulate a Student Quality Assurance Cell (SQAC) which was suggested during the workshop by Dr. Harry Cleetus. Principal suggested the SNA executives to be the members. Madam suggested to form the objectives & activities for the functioning of the same.

QC 5/1/25

IQAC Coordinator Sr. Godwin requested to prepare a Binary Accreditation Implementation plan depends on the 10 criteria. All criteria leaders can present it on the next meeting.

QC 6/1/25

Principal informed that, as a part of International Epilepsy day, students should conduct a health talk in the Neurology OP. It was decided to send the III Semester students to conduct the program in the OP.


Ms. Anusha Selvin Mary

Secretary


Sr. Godwin

IQAC Coordinator


Dr. Angela Ghanadurai


Principal




ACTION TAKEN REPORT

IQAC MEETING HELD ON 17/01/2025

Agenda No	Decision/ Resolution/ Suggestion	Action taken
QC 4/1/25	SQAC	SQAC is formed including the SNA executives and representatives from each batch is included. SQAC inaugurated on 17/02/25
QC 5/1/25	Binary Accreditation plan	Presentation on Binary Accreditation is done by all criteria leaders
QC 6/1/25	International Epilepsy day	Health talk conducted in neurology OP by III Semester students. Dr. Fiju Chacko lead the Q & A session among the patients


Ms. Anusha Selvin Mary
Secretary


Sr. Godwin
IQAC Coordinator


Dr. Angela Gnanadurai
Principal



Minutes of the IQAC meeting February 2025

Date: 19-02-2025

Time: 03: 30 pm

Venue: IQAC Room

Agenda

Agenda Number	Agenda
QC1 /2/25	Minutes & ATR of previous meeting
QC2 /2/25	IQAC Reconstitution
QC3 /2/25	OBE software
QC4 /2/25	Faculty training program & LMS
QC5 /2/25	Domain based club
QC6 /2/25	Criteria leaders presentation- Binary accreditation
Annexures	
1.	Action taken report of previous meeting

Members Present

1. Dr. Benny Joseph., CEO, JMMCH & RI
2. Rev. Fr. Joyson Cheruvathoor, Assistant Director, JMMCH & RI
3. Dr. Angela Gnanadurai., Principal, JMCON
4. Dr. Sr. Tresa Anto., Vice Principal Clinical
5. Mrs. Reena Vincent, Member
6. Sr. Dhanya., Member
7. Sr. Godwin, IQAC Coordinator
8. Mrs. Sheeja Sebastian, Member
9. Mrs. Anusha Selvin Mary, Secretary- IQAC
10. Mrs. Seeja Jacob., Member
11. Mrs. Justy Joy., Member
12. Ms. Anila James, Member
13. Sr. Sumy Paul., Member
14. Sr. Daisy Maria., Member

Angela Gnanadurai
21/2/25



QC 1/2/25

The meeting started at 3.30 pm with a silent prayer. IQAC Chairman Dr. Angela Gnanadurai welcomed all the members for the meeting. IQAC Secretary Ms. Anusha read the minutes of the previous meeting.

QC 2/2/25

IQAC Coordinator Sr. Godwin has asked about the reconstitution of the IQAC as it's been 7 years and few of the external members job role has also changed. It was decided to change the members once the Binary accreditation process comes to action.

QC3/2/25

Discussion came out regarding the requirement of OBE software for the academic quality assurance as the manual mapping and assessment process are time consuming. Beforehand it was decided to conduct an OBE session and the matrix need to be modified based on the semester system.

QC 4/2/25

It was decided in the meeting to plan and conduct a faculty training program for this academic year to enhance teaching effectiveness and promote the competency. The topic can be decided and conduct in the coming months. It was also decided to conduct a Moodle refreshment program also.

QC 5/2/25

The formation of Domain based club was discussed. Principal informed that based on the suggestion by Dr. Harry Cleetus we have formed the SQAC and inaugurated. Regarding the Domain based club, IQAC members have suggested to formulate department wise domain clubs and activities can be done under that.

QC 6/2/25

All criteria leaders have done the criteria presentation based on the workshop conducted on the binary accreditation process.


Ms. Anusha Selvin Mary

Secretary


Sr. Godwin

IQAC Coordinator


Dr. Angela Gnanadurai


Principal

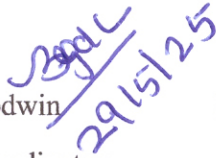


ACTION TAKEN REPORT

IQAC MEETING HELD ON 19/02/2025

Agenda No	Decision/ Resolution/ Suggestion	Action taken
QC 3/2/25	OBE Session – Semester system	Department wise mapping and matrix was done under the guidance of HOD's
QC4/2/25	Faculty training programme LMS	Passport programme was conducted on the topic "Simulation for transforming Nursing Education" on 09/04/25 and 10/04/25. A session for Moodle was conducted on 29/05/25
QC5 /4/24	Domain club	Domain based club was formed department wise


Ms. Anusha Selvin Mary
Secretary


Sr. Godwin
IQAC Coordinator


Dr. Angela Gnanadurai
Principal



Minutes of the IQAC meeting May 2025

Date: 30-05-2025

Time: 01: 30 pm

Venue: IQAC Room

Agenda

Agenda Number	Agenda
QC1 /5/25	Minutes & ATR of previous meeting
QC2 /5/25	AQAR uploading 2025
QC3 /5/25	OBE Session – Semester system
QC4 /5/25	Website updation
QC5 /5/25	External Audit
QC6 /5/25	Institutional visit
Annexures	
1.	Action taken report of previous meeting

Members Present

1. Dr. Benny Joseph., CEO, JMMCH & RI
2. Rev. Fr.Joyson Cheruvathoor, Assistant Director, JMMCH & RI
3. Dr. Angela Gnanadurai., Principal, JMCON
4. Dr.Sr.Tresa Anto., Vice Principal Clinical
5. Mrs.Reena Vincent, Member
6. Sr.Dhanya., Member
7. Sr.Godwin, IQAC Coordinator
8. Mrs.Sheeja Sebastian, Member
9. Mrs.Anusha Selvin Mary, Secretary- IQAC
10. Mrs.Seeja Jacob., Member
11. Mrs.Justy Joy., Member
12. Ms. Anila James, Member
13. Sr. Sumy Paul., Member
14. Sr. Daisy Maria., Member

Angela G
3/7/25



QC 1/5/25

The minutes of the previous IQAC meeting held on 19-02-2025 was read by Ms. Anusha. Minutes was reviewed and passed. The IQAC Action Taken Report was presented based on the decisions and resolutions made in the previous meeting.

QC 2/5/25

It was discussed about the planning, preparation and timely uploading of AQAR for the current academic year. Principal reminded to ensure the completion of all data and requested the IQAC to verify it before final uploading.

QC3 /5/25

The importance of Outcome Based Education interms of Semester system was discussed. The IQAC Coordinator reported that all departments must do the mapping of the CO (Course Outcome)with the PO(Programme Outcome). A refresher programme for faculty members was planned on 20 th and 21st of June in the afternoon time. The responsibility was entrusted to Sr. Sumi.

QC4 /5/25

Regarding the updatation of website, it was informed by the principal that, Ms. Sijo(IT personnel) along with the Ms. Anju can update. She can get a handson sesion from the EDP. Dr. Benny Joseph suggested to combine the medical and nursing college website

QC 5/5/25

The IQAC coordinator reported that the External Audit for the academic year 2024-25 need to be conducted in the coming month. She asked for the suggestion regarding the external auditors for the visit. Dr. Benny Joseph, CEO suggested Dr. Dhanya Johnson, the OQAC coordinator from Vimala College of Nursing and Dr. Chacko for the audit. It was decided to conduct the audit in the 3 rd week of June

QC 6/5/25

IQAC Chairman has suggested an Institutional visit as part of preparation of Binary accreditation. IQAC Coordinator has recommended to visit the nearby college and learn the best practices related to the quality assurance

Ms. Anusha Selvin Mary

Secretary

[Signature]
4/6/25

Sr. Godwin

IQAC Coordinator

[Signature]
4/6/25

Dr. Angela Gnanadurai

Principal

[Signature]
4/6/25



ACTION TAKEN REPORT

IQAC MEETING HELD ON 30/05/2025

Agenda No	Decision/ Resolution/ Suggestion	Action taken
QC 3/5/25	OBE Session – Semester system	OBE orientation program based on the semester system was conducted on 20/6/25 and 21/06/25 for all the faculty members. Hands on session was also conducted
QC5/5/25	External audit	Gap analysis was done criteria wise and made a plan for rectification was made based on External auditors suggestions
QC6 /5/25	Institutional visit	A visit to Amala College of Nursing was done by 2 faculty members on 26/06/2025. Nursing museum was visited. Meeting with IQAC coordinator was also done


Ms. Anusha Selvin Mary
Secretary

Sr. Godwin
IQAC Coordinator

Dr. Angela Gnanadurai
Principal