

**MINUTES OF INTERNAL QUALITY ASSURANCE CELL (IQAC) MEETING
OF ARMY COLLEGE OF NURSING HELD ON 07 SEPT 2021**

1. The IQAC meeting of Army College of Nursing, Jalandhar Cantt was held on 07th Sept 2021 from 11:00 AM to 1:30 PM in the Seminar Hall of the college. During the conduct of the meeting, all the norms pertaining to COVID-19 were strictly followed. The meeting was chaired by Prof (Mrs) M. Maheshwary, Principal, Army College of Nursing, IQAC chairperson and attended by the following: -.

MEMBERS

- | | | | |
|-----|-------------------------|---|------------------------------------------------------------------------------|
| (a) | Col HS Phagura (Retd) | - | Registrar & Head of Administration
(Sr Adm Officer). |
| (b) | Col RN Karkhanis | - | Commanding Officer,
4011 Fd Hospital
(Management Rep) |
| (c) | Mrs Priya Sharma | - | Associate Professor
(Faculty Member, ACN) |
| (d) | Mrs Baljeet Kaur | - | Associate Professor
(Faculty Member, ACN) |
| (e) | Mrs Varinderpal Kaur | - | Assistant Professor
(Faculty Member, ACN) |
| (f) | Ms Gagan Sharma | - | Assistant Professor
(Faculty Member, ACN) |
| (g) | Ms Riya Sharma | - | Clinical Instructor
(Faculty Member, ACN) |
| (h) | Dr Saksham Singh | - | Principal, Army Public School,
Jalandhar Cantt
(Nominee Local Society) |
| (i) | Nb Sub Dharmendra Dubey | - | Community Rep /Stakeholder |
| (j) | Ms Ragani | - | Alumni Rep (2016-2020)
Attended online |
| (k) | Ms Gunjan | - | Alumni Rep (2016-2020)
Attended online |
| (l) | Ms Muskan Joshi | - | Student Rep (2017-21) |
| (m) | Ms Renu | - | Student Rep (2017-21) |

(n) Prof (Mrs) Charlotte Ranadive - Vice Principal, ACN
(IQAC Coordinator)

2. At the outset the NAAC Coordinator extended a warm welcome to all the members of IQAC and thanked them for sparing their valuable time for the meeting.

3. **AGENDA OF DISCUSSION**

- a) Feedback of IMC meeting (09.07.21)
- b) Updating of hard copy of the SSR criteria wise

4. **FEEDBACK OF IMC MEETING (09.07.21)**

It was briefed in the IMC meeting of the College that the college has submitted the SSR in the NAAC portal on the 2nd June 2021. The 1st DVV was answered on the 11th of June 2021 in the NAAC portal whereas the 2nd DVV was planned to be completed by the 15th of July 2021. The DVV Clarification statements received from the NAAC for all the criteria was handed over to all the respective Approvers and Coders. The team was asked to formulate appropriate clarification and to seek approval from the IQAC Chairperson then upload the data in the NAAC portal to answer the Data Verification and Validation process. The date for the Student Satisfaction Survey was extended to 20.07.2021 in the NAAC portal due to less response by the students. There were a number of observations made during the process of the filing of SSR and DVV which were presented to the IMC. The Chairman of the IMC directed to take the necessary actions to achieve the best grading for the college.

5. **UPDATING OF HARD COPY OF THE SSR CRITERIA WISE**

The IQAC Chairperson emphasized that all the coders and approvers should focus on the preparation for printing and producing the hardcopy of each criteria of the SSR including the DVV clarifications and submit to the IQAC Coordinator by 25.09.21. She also emphasized that all the approvers, coders and committee heads should make sure that all the documents are updated timely.

Signature of IQAC Coordinator _____

Signature of IQAC Chairperson _____