

6.2.1 The institutional has well defined organizational structure, statutory bodies / committees of the college with relevant rules, norms and guidelines along with strategic plan effectively deployed

Indira College of Nursing

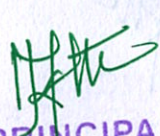
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The college functions are well supported by the following committees

COMMITTEE MEMBERS AND FUNCTIONS:

- Academic committee.
- Anti-ragging committee.
- Co-curricular committee.
- Advisory committee.
- Disciplinary committee.
- Ethical committee.
- Editorial committee.
- Cultural committee.
- SNA committee.
- Sports committee.
- Alumini committee.
- RRC committee.
- Health committee.
- Hostel committee.
- Library committee.
- Social Media committee.
- Campus maintenance committee.
- Student grievance/redressal committee




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COMMITTEE MEMBERS AND THEIR ROLE

ACADEMIC COMMITTEE.

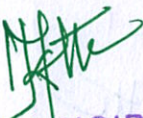
MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.Ankaryarkannan, CEO, Indira group of institutions	CEO
2.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
3.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
4.	Mrs.S.Abirami, M.Sc (N)	Secretary
5.	Mrs.S.Narmatha, M.Sc (N)	Senior Teaching Staff.

FUNCTIONS:

1. The Committee should meet regularly.
2. To organize and evaluate the learning experiences planned by the individual tutors.
3. Implementation of the curriculum planned.
4. Periodical review of the implemented plan.




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ANTI-RAGGING COMMITTEE

MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mr.M.Sudhakar	Administrative Officer
4.	Mrs.S.Narmadha, M.Sc (N)	Vice principal
5.	Mrs.T.Beula Juliet, M.Sc (N)	Professor
6.	Mrs.Thirumaraiselvi, B.Sc (N)	Nursing Superintendent
7.	M.Guhan B.Swathika V.Kaviya Sadhana R.Sudhakar V.Pandiyan S.Nacy Praveena	Members (Students in all respective years)
8.	Mr.Balaji	Warden (Boys)
9.	Mrs.Getzyl	Warden (Girls)




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FUNCTIONS:

1. To create awareness regarding ragging and its impact on an individual.
2. To ensure that students are aware regarding various forms of ragging.
3. To create awareness regarding the anti-ragging policies and disciplinary actions that could be taken.
4. To have complete compliance for the anti-ragging regulations.




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Regd. Office : No. 19, Govindan St. Ayyavoo Colony, Aminjikarai, Chennai - 600 029 Ph : 044 - 23741717 / 1818 Fax : 044 - 23740433 Web : www.indiraeducational.org
Campus : No. 1, V.G.R.Gardens, V.G.R. Nagar, Pandur - 631 203. Thiruvallur Taluk & District. Ph : 044 - 27650160 / 161

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CO-CURRICULAR COMMITTEE.


MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mr.M.Sudhakar	Administrative Officer
4.	Mrs.P.kalavathy, M.Sc (N), MBA, M.Sc (Psy)	Senior Nursing faculty.

FUNCTIONS:

1. The committee should meet regularly at every month
2. Discuss the problems & issues of the institution.
3. Imparts policies, rules & regulation to be followed.
4. Taking actions for the problems concerned.
5. Co-coordinating the work of sub-ordinates.
6. Prepares job responsibilities.
7. Supervises the work of sub-ordinates.
8. Evaluates the performance of students.
9. Decentralization of work planned.




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ADVISORY COMMITTEE


MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Smt.IndiraRaajendran	Managing Director
2.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
3.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
4.	Dr.Regina,	Senior Teaching staff
5.	E.Fenny Praise, B.Sc (N) 4 th year G.Irairasai, M.Sc (N) 2 nd year	Student Representative
6.	Mrs.D.Bharathi, M.Sc (N)	Assistant Nursing Superintendent

FUNCTIONS:

1. The committee should meet regularly once in a month.
2. To study the needs of the college in social and educational aspects.
3. To advise the college as to the needs of society in relation to nursing services.
4. To advise on policies & support the college staff in implementing them.
5. To support the Philosophy of the College & advise college authorities on its implementation.
6. To concern itself with the welfare of staff & students.
7. To assist in interpreting the educational purpose of the school to the public.




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DISCIPLINARY COMMITTEE

MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.Ankaryarkannan, CEO, Indira group of institutions	CEO
2.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
3.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal.
4.	Mrs.Thirumaraiselvi, B.Sc (N)	Nursing Superintendent
5.	Mr.G.Felix Kalaivanan, M.Sc (N)	Senior Teaching Staff
6.	P.Sarumathi V.Likitha M.Ranjith Kumar D.Kalai Selvi	Students Representative from 4 th year
7.	Mr.Balaji	Warden (Boys)
8.	Mrs.Getzyl	Warden (Girls)

FUNCTIONS:

1. The Committee should meet regularly.
2. Taking disciplinary action on students.
3. Recommendations of new disciplinary rules.
4. Periodical review of the implemented plan.
5. Maintaining good atmosphere among students & staff.




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ETHICAL COMMITTEE


MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mrs.S.Narmadha, M.Sc (N)	Vice Principal
4.	Mrs.S.Abiramai, M.Sc (N) Mrs.T.Beula Juliet, M.Sc (N)	Professor cum HOD

FUNCTIONS:

1. To ensure the rights of research participants are protected.
2. To approve research studies by safeguarding the involved ethics.
3. To promote research culture among faculty and students.
4. To suggest changes in the study to enhance the quality of research.
5. To facilitate interdisciplinary, multidisciplinary and evidence-based research in the institute.




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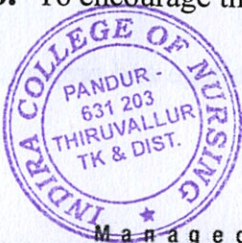
EDITORIAL COMMITTEE


MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mrs.P.kalavathy, M.Sc (N), MBA, M.Sc (Psy)	Associate Professor
4.	Ms.S.Mary Teresha, M.Sc (N)	Editorial incharge
5.	Ms.S.Prasana, M.Sc (N) Ms.J.Jeniferlisi, M.Sc (N)	Editorial team

FUNCTIONS:

1. To contribute to the over-all personality development of the students by promoting artistic skills in them.
2. To provide guidance and platform to the students with a aptitude for creative thinking.
3. To give an exposure to the students' attempts in photography, sketching, drawing and composing.
4. To give wide publicity amongst the students of publication of student's articles, poems and creative arts in the wallpaper
5. To publish minimum two wallpapers by different departments
6. To encourage the students for participation and felicitation of successful participants




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CULTURAL COMMITTEE

MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mrs.S.Abirami, M.Sc (N)	Professor cum HOD
4.	<u>B.Sc (N) 3rd Year & 3rd semester</u> Ravi Kumar D.Dhiliganesh	Student Representative

FUNCTIONS:

1. To endeavour contribute to the overall personality development of the students by promoting the development of their artistic qualities.
2. To provide a wide platform to the students with interest in performing arts like singing, dance, playing on musical instruments, etc.
3. To plan and schedule cultural activities for the academic year.
4. To organize inter collegiate cultural events in the College.
5. To organize Welcome Functions of all first-year students newly admitted in the college
6. To organize Morning Prayer on every Monday with the support of musical instruments
7. To select the students and provide them necessary training throughout the year for the participation in the Yuva Mohotsav and annual cultural gathering of the college
8. To communicate about various festivals and events to be celebrated in the college and prepare them for participation

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SNA COMMITTEE

MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mrs.Kavalathi, M.Sc (N), MBA, M.Sc (Psy)	SNA Advisor
4.	A.Sindu, B.Sc (N) 3 rd year	Vice-President
5.	R.Amrithaambiga, B.Sc (N) 3 rd year	General secretary
6.	<u>B.Sc (N) 3rd year</u> Suvitha A.Holyson Arputharaj	Joint Secretary
7.	M.Ranjith Kumar, B.Sc (N) 4 th year	Treasurer
8.	V.Kaviya Sadhana, B.Sc (N) 3 rd year	Co-Treasurer
9.	<u>B.Sc (N) 3rd Year & 3rd semester</u> Ravi Kumar Vishmaya.S.Raj	Cultural Secretary
10.	Azhif Kabeer, B.Sc (N) 3 rd year	Sports secretary
11.	<u>B.Sc (N) 3rd year</u> P.Ruba Shree D.Varalakshmi	Editorial incharge




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FUNCTIONS:

1. To uphold the dignity and honour of the nursing profession.
2. To promote participation in student community affairs. • To involve the students in intercollegiate sports and cultural activities.
3. To promote collaborative relationships with various health organizations.
4. To bring out the talents and confidence of the students for the upliftment of self and society.
5. To inculcate the value of spirit de corps.
6. To develop leadership abilities among the students.
7. To improve the students social contacts to enhance professional growth




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SPORTS COMMITTEE


MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mr.G.Felix Kalaivanan, M.Sc (N)	Senior Teaching staff.
4.	<u>B.Sc (N)</u> Azhif Kabeer Yuvaraj G.Jayanth K.Harikara Santhosh A.Muhamed Abdullah	Student Representatives from all years.

FUNCTIONS:

1. The committee should meet regularly.
2. Conduction of various sports events both indoor & outdoor.
3. Motivating the students to participate in various events.
4. Provision of all essential sports related goods.
5. Conducting annual sports meet & prize distribution to the winners.
6. Awarding certificates for Extra-curricular activities.




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ALUMINI COMMITTEE

MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Mrs.T.Beula Juliet, M.Sc (N)	Alumini co-ordinator
2.	Ms.Mary Teresha, M.Sc (N)	Alumini secretary
3.	Ms.S.Prasana, M.Sc (N) Ms.J.Jeniferlisi, M.Sc (N)	Alumini team

FUNCTIONS:

1. To maintain the updated data and current status of all Alumni.
2. To encourage, foster and promote close relations among the alumni and with the college.
3. To promote a sustained sense of belonging to the Alma Mater among the Alumni by being in regular contact with them.
4. To provide a forum for the Alumni for exchange of ideas on academic, cultural and social issues of the day by organizing alumni meet frequently
5. To organize different activities of NSS, NCC, and Vivek Vahini in surrounding villages with support from alumni
6. To organize lectures of experts on different occasions in the college with support from alumni




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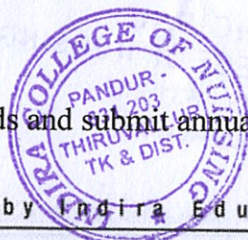
RRC COMMITTEE


MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mrs.T.Beula Juliet, M.Sc (N)	NSS co-ordinator
4.	<u>B.Sc (N) 3rd & 4th year</u> D.Varalakshmi D.Iswarya	NSS members

FUNCTIONS:

1. To develop among students a sense of social and civic responsibilities.
2. To develop among student's leadership qualities and democratic attitude.
3. To encourage participation in rural development including project identification programme formulation, implementation and evaluation.
4. To function as per guidelines laid down by the NSS Department of Shivaji University, Kolhapur
5. To plan the regular field activities of the NSS throughout the year
6. To arrange discussions and workshops of group of students on a regular basis on issues of social importance, ethical relevance and moral values.
7. To plan and organize annual 7day special camp in adopted village
8. To involve students in social service and other extra-curricular activities organized by the Shivaji University
9. To keep the records and submit annual audited accounts and reports to the university




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HEALTH COMMITTEE

MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mrs.Thirumaraiselvi, B.Sc (N)	Nursing superintendent.
4.	Mrs.J.Shantha Sheela, M.Sc (N)	Senior teaching staff.
5.	G.Vasanth K.Thulasi M.Vishali	Student representatives from 3 rd year
6.	Mr.Balaji	Warden (Boys)
7.	Mrs.Getzyl	Warden (Girls)

FUNCTIONS:

1. The committee should meet regularly.
2. Conduction of periodical health check up for all the students.
3. Submission of report to the committee bearers.
4. Verifying the students health record .
5. Provision for the care of sick students
6. Providing referral services to all needy.
7. Review of health status periodically.
8. Provision of sick room for the students.




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HOSTEL / MESS COMMITTEE

MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mr.Balaji	Warden (Boys)
4.	Mrs.Getzyal	Warden (Girls)
5.	Muhamed Adhil M.Bharath A.Thamizhamudhan M.Niviya shree D.Saranya	Student's representative all the year

FUNCTIONS:

1. Rectifying the problems related to hygiene, storage, menu plan and change of diet pattern.
2. Weekly schedule of menu planning.
3. Provision of adequate resources for preparing food.
4. Sanitation of cooking environment.
5. Proper disposal of waste materials.
6. Maintenance of stock supply & mess bill register.




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LIBRARY COMMITTEE

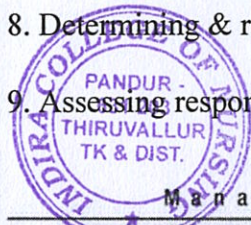
Members:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mrs.S.Anbarasi, M.Sc (N)	Senior Teaching Staff
4.	P.Blessy Penida P.Blessy Petrisa G.Narash C.Danush	Student Representatives from 3rd semester
5.	Mrs.Gandhimathi	Librarian

FUNCTIONS:

1. The Committee should meet regularly once in a month.
2. Preparing the initial budget, estimate and receiving them periodically.
3. Selection of new Books.
4. Selection of Magazine for subscription.
5. Formulating policies regarding the use of the Library.
6. Report about the library usage.
7. Encouraging the use of Library.
8. Determining & reporting on Library requirement.
9. Assessing responsibilities for reviewing new publications etc.


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SOCIAL MEDIA COMMITTEE


MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Ms.S.Prasana, M.Sc (N)	Faculty incharge
4.	Narendar A.Praveen Kumar M.Avinash M.Sanjay Kumar G.Dinesh Kumar	Student representative from all the year

FUNCTIONS:

1. Upload all the academic activities, events organized by the Institution, achievements of staff and students on the website.
2. Periodically update the departmental website




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CAMPUS MAINTENTANCE COMMITTEE

MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mrs.Thirumaraiselvi	Nursing superintendent
4.	Mrs.J.Shantha Sheela	Senior faculty.
5.	A.Vanathi B.B.Narmadha S.Keerthika G.Preethi B.Senthamilselvi M.Faith Merlin	Student representatives from all four years

FUNCTIONS:

1. To maintain the college gardening.
2. SNA unit conducted the tree plantation.
3. To promote an environment in which the values, customs and spiritual beliefs of the individual are respected.
4. Proper disposal of waste materials.
5. The Committee should meet regularly once in a month.




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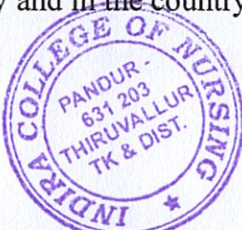
STUDENT GRIEVANCE / REDRESSAL COMMITTEE


MEMBERS:

S.NO	NAME OF THE MEMBERS	DESIGNATION
1.	Dr.C.Zealous Mary, M.Sc (N), M.Phil, PhD	Dean
2.	Dr.M.Kavitha, M.Sc (N), PGDHA, PhD	Principal
3.	Mrs.Abirami, M.Sc (N)	Senior Teaching Staff.
4.	R.Priyadharshini S.Thamarai Selvi V.K.Monisha J.Vinothini	Students Representatives from all 4 years.

FUNCTIONS:

1. Promotion of student welfare.
2. Development of Co-operation & unity.
3. Establishment & maintenance of good interpersonal relationship with the staff.
4. The development of a sense of responsibility for the success of hostel life.
5. The development of ability in organizational techniques and committee procedures.
6. The promotion of the reputation of the College.
7. The establishment of student nurses' association and communicate with other student groups in the community and in the country as a whole.
8. The advancement of professional thinking and action




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