

**Minutes of the Internal Quality Assurance Cell (IQAC) Meeting held on 9<sup>th</sup> December 2019 at 3.00 pm at the Board Room, Central Block, CHRIST (Deemed to be University), Bangalore.**

**In the Chair:** Dr Fr Abraham V M, Vice Chancellor

**Members Present**

Members as per the attendance list were present.

**Leave of Absence**

Leave of absence was received from Dr. Suniti Phadke, Dr. Fr. Benny Thomas and Dr. Louis George.

The meeting began with a silent prayer. The Chairperson welcomed all the members and the invitees. Having confirmed the quorum, he started the meeting. Mr. Jugnu Uberoi, President, Alumni Association emphasized that the departments should provide data requested by IQAC within a time frame. Prof. Joy Paulose, Director, IQAC presented the agenda of the meeting.

**Matters on the Agenda**

**1. To consider and approve the minutes of the meeting held on 19<sup>th</sup> September 2019**

The minutes of the meeting of the IQAC held on 19<sup>th</sup> September 2019 as circulated with the Notice as Annexure A was duly reviewed and unanimously approved.

**2. To take note on the report of Faculty Development Programme-II (FDP-II) conducted during 08 November to 30 November 2019.**

Prof. Joy Paulose, Director, IQAC informed that FDP-II was the continuation of Teacher Ethics, the theme for FDP-I. Dr. Kennedy Andrew Thomas, Director of CEDBEC explained the three phases of FDP-II conducted between 8<sup>th</sup> November to 30<sup>th</sup> November 2019. He informed that the Hotel Management will have FDP-II program on 13<sup>th</sup> December 2019. Fr. Dr. Jose CC, Pro-Vice Chancellor requested early information of FDP details be given to departments. He also informed the 5 star FDP venues for most of the departments had limited space for interaction, stay and for games-gathering in the evening. Prof. Joy Paulose, Director, IQAC accepted that venue was congested and food was not up to satisfaction. He pointed out one advantage that the venue was easy to reach within the city limits unlike previous FDP venues in the outskirts which required more than two hours of travelling. Fr. Vice Chancellor and Mr. Jugnu Uberoi, President, Alumni Association suggested to conduct FDP in 3 star venues with good ambience. Dr. Anil Joseph Pinto, Registrar recommended to consider BGR and Kengeri campuses in FDP venue selection. Prof. Johny Joseph, Controller of Examinations wished to know the dates fixed for faculty development programmes. Prof. Joy Paulose, Director, IQAC said full month of November in the academic calendar is allotted for FDP programme.





### **3. To take note of the programmes conducted by CEDBEC**

Dr. Kennedy Andrew Thomas, Director of CEDBEC presented the report on the programmes conducted by CEDBEC between September to December 2019. He highlighted the significance and themes of the National Seminar - Education, Neuroscience, Technology and Pedagogy: Neuro-systemic Influence on Learning conducted by CEDBEC between 12 – 14 November 2019. He also informed about the CEDBEC Academic Retreat Consultancy to the administrative officials of All Saints College on 8<sup>th</sup> and 9<sup>th</sup> December 2019.

### **4. To consider the Academic and Administrative Audit (2019-20).**

Dr. Somu CS, Director of Strategic Planning explained the details of Administrative and Academic Audit for the academic year 2019-20. He informed that 15 centers will be audited along with the departments during the Academic Audit. He said different instruments will be used for 14 offices in the Administrative Audit. He also informed that Auditors' orientation will take place during the first week of February 2020 and audit process around 20<sup>th</sup> of April 2020. Dr. Anil Joseph Pinto, Registrar suggested to conduct audit for three offices, Admissions, Accounts and Examinations in the month of July 2020.

### **5. To take note of the report of Holistic Education and Development Cell (HED).**

Mr. Ruben, Co-ordinator, HED presented the activities of the Holistic Education cell from September to December 2019. He also presented the roadmap ahead for HED from January 2020 to March 2020. He informed that Commerce, Management, Law and IMCU departments have initiated assessment methods and will not have on line exams. He said the Trainers Training for Holistic Education will be conducted on 18<sup>th</sup> May 2020. Prof. Johny Joseph, Controller of Examinations wished to know whether departments will have common or different parameters for HED assessment. Mr. Ruben, Co-ordinator, HED replied that all deaneries except Science & Humanities have been given the liberty to set their own innovative ways of assessment. Dr. Anil Joseph Pinto, Registrar insisted that the HED evaluation criteria should come to Academic Council after passing it in the department Board of Studies.

### **6. To take note on the activities of Academic Staff College.**

The Orientation and Induction programmes organized by the Academic Staff College between 19<sup>th</sup> September till 9<sup>th</sup> December 2019 was presented by Dr. D.N.S. Kumar, Associate Director, Centre for Research. Dr. Anil Joseph Pinto, Registrar requested Academic Staff College to give orientation for Non-Teaching Staff. Dr. D.N.S. Kumar welcomed the suggestion to train Teaching and Non-Teaching Staff under Human Resource Development. Fr. Vice Chancellor suggested to conduct the training during mid semester exams. Dr. Anil Joseph Pinto, Registrar informed that Social Sciences need motivation than Sciences in research. Fr. Vice Chancellor insisted that these programs should enhance research publications at least one per faculty every year.





Mr. Jugnu Uberoi, President, Alumni Association strongly recommended to get statistical data for all metrics and identify the negative areas to be immediately addressed with the departments. Mr. Vijayan, Industrialist enquired about the present research status of the departments. Dr. Anil Joseph Pinto, Registrar replied that it is progressing in publications due to efficient faculty recruitment and collaborative research of staff and Ph.D scholars. He appreciated the efforts of Fr. Joseph Varghese, Director, Centre for Research for arranging hands on training on research tools. Dr. Anitha Varghese, Head, Department of Chemistry highlighted the research credits of her scholar Dr. Akshaya.

#### **7. AQAR 2018-19.**

Prof. Joy Paulose, Director IQAC informed that Annual Quality Assurance Report for the academic year 2018-19 is almost nearing completion. He said AQAR will be uploaded in the NAAC online portal on 20<sup>th</sup> December 2019.

#### **8. Any other matter with the permission of the chair.**

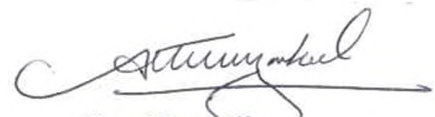
Dr. Anil Joseph Pinto, Registrar informed that Teacher Certification Course on Saturdays has been started for newly recruited faculty members. He said the course gives coverage on research, ethics and teaching methodologies. Prof. Joy Paulose, Director, IQAC informed that NAAC accepted our proposal for association without financial grants towards conducting the IQAC National Seminar on NAAC Assessment and Accreditation – Building Institutional Competencies. He said the seminar will be organized on 5-7, March, 2019.

Mr. Anirudh Kulkarni, the Student representative wished to know how students can contribute to Annual Quality Assurance Report. Mr. Vijayan, Industrialist enquired about the student tracking in placement and progression. Prof. Joy Paulose, Director, IQAC replied that data collection on placement, progression and students who passed competitive examinations is carried out by the departments for the academic years 2016-17, 2017-18 and 2018-19.

With no other matter, the Chairperson Fr. Vice Chancellor adjourned the meeting thanking the Director of IQAC, the members and invitees for their participation in the meeting. Prof. Joy Paulose, Director, IQAC thanked Fr. Vice Chancellor and the members of the meeting for their constructive suggestions and active participation. It has been decided to conduct the next IQAC Council Meeting during the month of March 2020.



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**CHRIST (DEEMED TO BE UNIVERSITY), BANGALORE**  
**MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**09 December 2019**

**ACTION TAKEN REPORT**

S.No	Proposal/Suggestion	Action taken
1	Dr. Somu C S, Director of Audit & Strategic Plan informed that Auditors' orientation will take place during the first week of February 2020	Orientation on Audit Compliance was conducted on 02-05, February 2020 for the department Heads & Coordinators. Orientation on Audit Instrument was organized on 24 <sup>th</sup> February 2020 for Academic Auditors.
2	Dr. Anil Joseph Pinto, Registrar requested Academic Staff College to give orientation for Non-Teaching Staff. Fr. Vice Chancellor suggested to conduct the training during mid semester exams.	Outbound Training for 169 Non-teaching Staff on Experiential Learning Practice (ELP) was organized between 13 <sup>th</sup> January to 12 <sup>th</sup> February 2020 in three batches. In Bound Training for 152 Non-Teaching Staff on Ethics was conducted between 02-04 March 2020.
3	Prof. Joy Paulose, Director IQAC informed that Annual Quality Assurance Report for the academic year 2018-19 is almost nearing completion and will be uploaded in the NAAC online portal.	Annual Quality Assurance Report (AQAR) of CHRIST (Deemed to be University) for the academic year 2018-19 was uploaded in the NAAC online portal on 27 <sup>th</sup> December 2020.
4	Prof. Joy Paulose, Director, IQAC informed that NAAC accepted our proposal for association without financial grants towards conducting the IQAC National Seminar on NAAC Assessment and Accreditation – Building Institutional Competencies. He said the seminar will be organized on 5-7, March, 2019.	IQAC National Seminar on NAAC Assessment and Accreditation – Building Institutional Competencies was organized on 5-7, March, 2020. Ten Resource persons and 77 participants from 22 institutions participated in the National Seminar.

  
Director

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