

**Minutes of the Internal Quality Assurance Cell (IQAC) Council Meeting held on 25 July, 2018 at 3 PM at the Board Room, Central Block, CHRIST (Deemed to be University), Bangalore.**

**In the Chair:** Dr Fr Thomas C Mathew, Vice Chancellor

**Members Present**

Members as per the attendance list were present.

**Leave of Absence**

Leave of absence was received from the absentee members

The meeting began with a silent prayer. The Chairperson welcomed the members and the invitees. Having confirmed the quorum he started the meeting. 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 11 April 2018 and to consider matters arising thereon.**

The minutes of the meeting of the IQAC held on 11 April 2018 as circulated with the Notice as Annexure A (Page 4-5) was duly reviewed and approved by the Council. There were no matters arising out of the minutes. The minutes were approved by the Council as circulated with the members.

- 2. To consider and approve the report of Faculty Development Programme-I (FDP-I).**

Dr Kennedy Andrews Thomas, The Director of Center for Education Beyond Curriculum (CEDBEC) presented the report on Faculty Development Programme - I held from May 14 – 17, 2018 to the council. It was informed that, based on the theme "Towards Sustainable Research Funding and Grants" all the departments had conducted the FDP to build a grant seeking culture in the University.

- 3. To take note of the Programmes conducted by CEDBEC**

The Director, CEDBEC presented the reports of various seminars and programmes conducted for schools and colleges during May – June 2018. The feedback received from the different schools and colleges were discussed with the council and the Vice Chancellor appreciated the efforts and initiatives.

- 4. To take note on the progress of Strategic Plan 2018-23.**

Dr. Somu C S, Coordinator, Office of the Strategic Planning and Implementation, discussed the new report format for reviewing the Strategic Plan 2018-23 implementation for the period from May – July 2018. It was proposed by the Coordinator to conduct the review meeting Departmentwise, involving all faculty for the effective understanding of the Strategic Plan



implementation. The Vice Chancellor stressed on the significance of the reviewing the Strategic Plan execution in line with NAAC parameters. The Council recommended to conduct the first biannual review meeting from 1<sup>st</sup> August 2018 with all the faculty members of the respective departments.

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

The activities held from April – July 2018 by HED Cell were presented to the Council along with the schedule of activities to be held for the following academic semester. It was proposed that there would be no changes in the existing topics at the Deanery and Institutional level. The Vice Chancellor initiated the discussion to assess the challenges in conducting HED classes. The Alumni president Mr Jugunu Uberoi, emphasized that the process for selecting the HED trainers would have a greater impact in HED training process. Also, Mr Vijayan, Industry Member, suggested to identify the possibilities of including students as HED trainers. The Chairperson concluded that the Holistic Education and Development is now a part of CHRIST history and needs to continue into the future as it brings life and harmony to the Institution. The council requested Prof Joy Paulose, Prof Ruben and Dr Kennedy Andrew Thomas along with the Deans of the various departments to do the follow-up for successful conduct of HED classes. Also, based on the discussion and suggestions the chair person insisted the HED Cell to propose a new evaluation model to enhance the quality of the HED classes.

**6. To present the report of Quality Improvement Programme (QIP).**

The Council was informed about the QIP programmes conducted during April – July 2018. The Council reviewed and appreciated the organization of the QIP.

**7. To present the report of analysis of feedback on syllabi from the stakeholders.**

Prof Joy Paulose, The IQAC Director presented the report of the analysis of feedback. The Council deliberated on the gap among rating parameters between different stakeholders. The Council insisted the significance of analyzing the comments along with the rating parameters. The council felt that the overall feedback of the stakeholders was very good and appreciated the initiative.

**8. To update the preparation of AQAR 2017-18.**

Prof Joy Paulose solicited suggestions from the council regarding the AQAR preparation. The council suggested a Committee with the members Dr Anil Joseph Pinto, Registrar, Prof Joy Paulose, IQAC Director, Prof Chandrasekaran, Personal Officer, Prof Johny Joseph, Controller of Examinations and Dr. Somu, Associate Dean, School of Law for preparation and evaluation of the AQAR before sending to the Board of Management. The council suggested that the AQAR should be submitted to the Board of Management in the mid of November 2018.



**9. Any other matter with the permission of the chair.**

**9. a. To take note of Faculty-Student Collaborative Research Initiative:**

Prof Joy Paulose, IQAC Director presented the progress of faculty student collaborative research progress with the status reports submitted by the different departments. The council requested all the remaining departments to submit the status of the faculty student collaborative research to the IQAC.

**9. b. To discuss the University Alumni Association activities.**

Mr Jugunu Uberoi, President, Alumni Association emphasized the involvement of Alumni in conducting Alumni meetings. The Vice-Chancellor suggested the following five members, Prof Ruben, Coordinator, HED Cell, Dr John Joseph Kennedy, Dean Humanities and Social Sciences, Dr Tomy K Kallarakal, Associate Dean, Commerce, Dr Sunithi Phadke, Dean, Institute of Management and Prof Joy Paulose, Director, IQAC to form a committee to discuss and decide about the alumni meetings along with Alumni president.

With no other matter on the agenda, the Chairperson adjourned the meeting thanking the Director of IQAC, the members and invitees for their presence in the meeting.



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

**25 July 2018**

**ACTION TAKEN REPORT**

S.No	Proposal/Suggestion	Action taken
1	Dr Somu, the Coordinator of Strategic Plan 2018-19, proposed to conduct the review meeting department-wise, involving all faculty for the effective understanding of the Strategic Plan implementation.	The summary of the evaluation by all the departments on Strategic Plan (2018-19 First Quarter) was presented by Prof. Joy Paulose, Director of IQAC on 7 <sup>th</sup> December 2018. He also presented the university level achievement on the progress and the department level feedback. He informed that the evaluation of Strategic Plan (Second Quarter) was carried out by respective departments during FDP-II
2	The council suggested a Committee with the members Dr Anil Joseph Pinto, Registrar, Prof Joy Paulose, IQAC Director, Prof Chandrasekaran, Personal Officer, Prof Johny Joseph, Controller of Examinations and Dr. Somu, Associate Dean, School of Law for preparation and evaluation of the AQAR before sending to the Board of Management. The council suggested that the AQAR should be submitted to the Board of Management in the mid of November 2018.	Prof. Joy Paulose informed the members that Annual Quality Assurance Report-1 (AQAR) of Christ University was submitted to NAAC on 30 <sup>th</sup> December 2018.



*Director*

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