

**Internal Quality Assurance Cell
CHRIST (Deemed to be University), Bangalore**

Minutes of the Twenty fifth Meeting of the Internal Quality Assurance Cell (IQAC) Council, held on 24th November 2021 at 11.00 am in the Board Room and Google Meet Platform.

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

Members Present

Members as per the attendance list were present.

Leave of Absence

Dr Kennedy Andrew Thomas

Dr Kavitha D

Dr. Fr Abraham V M, the Vice-Chancellor, started the meeting with a silent prayer. He welcomed all the members and invitees present in the meeting.

Prof. Chandrasekharan K A, Director, IQAC presented the agenda of the meeting.

Matters on the Agenda

1. To consider and approve the minutes of the meeting held on 6th August 2021 and to consider matters arising thereon

The minutes of the meeting of the IQAC held on 6th August 2021 as circulated with the Notice as 'Annexure A' was duly reviewed and approved.

2. To consider the report of the Human Resource Development Centre

Dr. Xavier C, Director, HRDC presented the activities of HRDC. He briefed the trainings conducted by CEDBEC for the months from June to November 2021. He presented the online orientation and induction programmes organised by the Staff Development College for the newly recruited faculty members. He also presented the details of the training programmes for administrative staff. He appreciated Fr. Jose CC, the Pro-Vice Chancellor for selecting effective topics and for the efforts to conduct this training during the pandemic. Prof. Chandrasekharan requested Dr Xavier to submit the reports of the programs to the IQAC.

3. To take note of the update in Strategic Plan

Dr. Somu C S, Director, Strategic Plan briefed on the Strategic Plan implementation, which is in the fourth year. He mentioned that most of the departments are slow in Part-1 (Mega Trends) as the goals were not properly articulated. Many of the departments have shown progress in Part-2 which is aligned with NAAC parameters. Based on the theme of FDP-1 in June 2021, some goals have been added in the final phase of two years 2021-22 and 2022-23. The departments have discussed these goals and strategized in the Faculty Development Programme.

Academic Audit 2020-21 and 2021-22 will be clubbed and carried out with a revised audit instrument. Some parameters have been modified to suit the needs of SDG Goals, Times Higher Education Ranking, QS Ranking and NIRF. The audit will be conducted tentatively in March 2022.

Administrative Audit for 22 departments, centres and offices will be conducted between 29th



November to 4th December 2021. A team of 20 auditors, including both teaching and non-teaching faculty members will carry out the administrative audit. Most of the instruments for the administrative audit have been developed from the SOP in the Administrative Manual. Fr. Jose CC requested to encourage discussion in the departments on suggested strategic goals and reports on implementation.

4. To take note of the QS World University Rankings, Stanford University recognition and Business World-Week Survey Results

Dr Anil Joseph Pinto, Registrar informed the performance of CHRIST University in various surveys and rankings. In Times Higher Education University Impact Ranking, CHRIST University rank has gone down in 2021 due to technical issues in management of the data. He also presented the various ranking results such as India Today MDRA – India's Best University (Private); Competition Success (GHRDC) Ranking; The Week Hansa Research Ranking and Outlook - ICARE Rankings 2021.

He also informed the achievement of CHRIST University faculty on the Stanford University, USA List of Top 2% Scientists based on the single-year impact of 2020. The Council appreciated Dr Mahentesh, Dr Veerasha, Dr Manoj, Dr Pradeep Siddeshwar and Dr Gurusurthy Hegde for their global recognition.

5. To take note of the submission of AQAR (2020-21)

Prof. Chandrasekharan K A informed that the submission of AQAR (2020-21) has been postponed as the AQAR template and SSR template is the same and there should be no mismatch between the AQAR and SSR. He said, AQAR (2020-21) will be submitted before submitting the SSR, probably in February 2022.

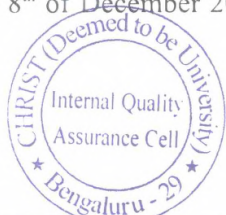
6. To take note of the status of Self Study Report preparation.

Prof. Chandrasekharan K A informed the Council that IQAC Office has prepared a draft SSR, but the response of metrics was not up to the expectation. As suggested by the Advisors, an independent Documentation Centre has been created and the documents collected by IQAC have been shared with the centre. This centre is led by Dr Johny Joseph and the team has started collecting the additional documents from the departments to top up the existing documents. Some of the documents that are not as per NAAC expectation have been realigned by the documentation centre. He expressed hope to submit the IIQA and SSR before March 2022.

Mr. Vijayan requested to know whether insufficient response is due to lack of data compilation. Prof. Chandrasekharan K A replied that it was due to the interpretation of data and the difficulties in collecting the documents during the pandemic.

Dr. Fr Abraham V M, the Vice-Chancellor informed the council, the appointment of quality advisors, Dr Jayasankaran and Dr Joseph Injodey for quality assurance in the institutional preparation towards NAAC Assessment. He requested the involvement of everyone in this collective effort for getting A++ grade in NAAC accreditation. He appreciated Prof. Chandrasekharan K A and IQAC for collecting all available data during the pandemic. He emphasized the importance of documentation, a huge process for which the documentation committee has been established to support and help IQAC in the collection of data and documents. He requested to reflect on what had been done in the previous years, collect the evidence and re-write the history to face this big challenge.

Dr Johny Joseph informed that the supporting documents collected so far is not sufficient as per NAAC requirement. Since all the faculty are back in the campus after the pandemic, the documentation committee has met all the schools and centres, explained what is still required with a request to complete the process by 8th of December 2021. The documentation team will verify each



document uploaded by the department in KP and the entire documentation process will be over by 20th December 2021.

7. Any other matter with the permission of the Chair.

Dr John Joseph Kennedy requested to know whether all the offices undergo the administrative audit. Dr Somu replied that offices which are active and three years old are considered for this trial audit. He also informed the official administrative audit will take place in March 2022 with the revised audit instrument. Dr Iven Jose informed that the NBA team has not considered the IQAC internal audit and suggested having an external representative outside the institution who knows the whole system. Dr Somu accepted an external audit once in three years with a different audit instrument. Dr Anil Joseph Pinto suggested conducting a separate audit involving external representatives for NBA departments based on NBA requirements. Dr Jain Mathew recommended to include a NBA peer team member to be part of the audit team for the departments eligible for NBA accreditation.

Prof. Chandrasekharan K A presented the following recommendations for quality enhancement.

1. Establishment of NEP Cell, as recommended by UGC

It has been suggested that the NEP Cell must prepare regulations on how NEP can be effectively implemented in the institution.

2. Registration for National Academic Depository – NAD

Dr Johny Joseph informed that 2020-21 graduated batch degree certificates have been updated in NAD and marks cards will be uploaded soon.

3. Establishment of data centre to create a common office for data related to NAAC/NIRF/other Ranking purposes

Prof. Chandrasekharan K A requested to finalise the nomenclature for the data centre as the function of the centre involves reviewing and analysing the collected data and documents. Dr Xavier C suggested a digital data management system where everything should be online. Dr Jain Mathew recommended visualising a system wherein data can be derived according to the needs of different assessing agencies.

4. Faculty development programmes be based on collective discussions rather than independent initiatives of different offices/centres

Dr Tony Sam George requested to conduct Faculty Development Programmes based on the needs of the University. He expressed his concern that no coordination exists between the departments and centres in fixing on the theme of FDP. Fr. Jose CC suggested addressing this issue while planning the academic calendar of the institution. Prof. Chandrasekharan K A recommended that the streams conducting FDP should associate with HRDC to avoid unnecessary duplications.

5. Take note of the closure of CART, CESD, COPE

Prof. Chandrasekharan K A informed that CART (Centre for Advanced Research and Training) is discontinued as its functions are done by Centre for Research. CESD (Centre for Educational Sustainability and Development) and COPE (Centre for Organizational and Professional Effectiveness) are also discontinued as these centres are not functional.

6. SWOC as a part of the curriculum review process

Dr Tony Sam George recommended to incorporate SWOC analysis in curriculum revision considering the views of all stakeholders. He suggested to consider examining regional, national, and global needs, benchmarking academic standards, listing expected competencies and pedagogic relevance to students. Dr Iven Jose welcomed the suggestion for SWOC analysis and said that the outcome of SWOC analysis can be placed on the webpage as Programme Educational Objective (PEO).

7. Creating an online course for the Indian Constitution



The existing course on Indian Constitution will be conducted online by the School of Law for the students other than law. This 1 credit online course spread over four weeks is mandatory and aimed to help the UG students in identifying the fundamental rights and duties. Fr. Viju Painadath informed that Delhi NCR School of Law has already started working on this in the name 'Indian Constitution'. Dr Somu brought a correction in the name of the course as Constitution of India. Mr Sanvir Singh, Student Representative for IQAC Council, welcomed this online course which is like the EVS course in the second semester.

Dr Iven Jose briefed on the NBA accreditation held on 12-14, November 2021. He presented the following major recommendations of the NBA scrutiny team.

1. Implementation of the Outcome Based Education in total and information imparted on this OBE to the alumni and stakeholders in terms of execution of planned nuances.
2. Involvement of Industry Personnel in the Audit based on NBA yardsticks.
3. Review committee at the department level to check the quality of the question papers as per the Bloom's Taxonomy.

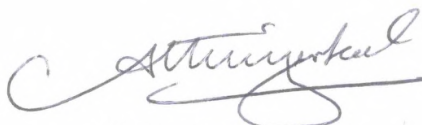
Mr Sanvir Singh suggested that the documentation team can work with CCD and each department can arrange faculty members for each NAAC criteria from the beginning of the academic year to collect data and documents. Prof. Chandrasekharan K A informed that the departments are already having department level IQAC coordinators.

Prof. Chandrasekharan K A informed that the next IQAC Council Meeting will be held between January – February before the submission of SSR.

Dr. Fr. Abraham V M, the Vice-Chancellor, thanked all the council members for their valuable suggestions and adjourned the meeting.


Prof. Chandrasekharan K A
Secretary

Director
Internal Quality Assurance Cell
CHRIST (Deemed to be University)
Bengaluru - 560 029, Karnataka, India


Dr Fr Abraham V M
Chairperson
Vice Chancellor
CHRIST (Deemed to be University)
Bengaluru - 560 029