

Minutes of the meeting of the Internal Quality Assurance Cell (IQAC) held on Wednesday, 21 September 2016 at 3 p.m. in the Board Room, Central Block, Christ University

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 Director of the IQAC Dr Kennedy Andrew Thomas welcomed the members and the invitees. Having confirmed the quorum he invited the Chair to conduct the meeting.

Matters on the Agenda

- 1. To consider and approve the minutes of the meeting held on 16 March 2016 and to consider matters arising thereon**

The minutes of the meeting of the IQAC held on 16 May 2016 as circulated with the Notice as Annexure A (page 3-4) was duly reviewed and unanimously approved by the Cell. There was no matter arising out of the minutes

- 2. To take note of the progress of the Annual Quality Assurance Report (AQAR)**

The AQAR report was presented to the Chairman and he has requested Core Committee to review and approve the report before it is uploaded on the website. Though the NAAC has specified May to be the month for uploading, in case of Christ University it should be earlier because it follows a different academic calendar. The Cell approved the idea.

- 3. To consider and approve the report of the Academic Audit 2015-16 and approve the plans for Academic Audit 2016-17**

The audit report for the year 2015-16 was presented to the Cell by the Director of the Strategic Plan Implementation Office, explaining the differences between the academic audit and the institutional audit. After a discussion on areas like consultancy and extension which require more attention, the report was approved by the Cell. The proposal to conduct the audit in April from this academic year was discussed and approved.

- 4. To take note of the activities of the various Centres and Units and their plans for the rest of the academic year**

The Directors and Coordinators of various Centres and Units presented reports of the activities and made proposals for future.

Activities directly conducted through Internal Quality Assurance Cell (IQAC)

- The Council made a review of the Faculty Development Programme-I and projected Graduate Attribute as the theme for the forthcoming FDP-2 to be held in November 2016. The Cell made a difference between Learning Outcome and Graduate Attribute. Internationalization of the programmes was another point for discussion as the University has about 488 students from 59 countries pursuing various courses, the third largest number in Karnataka after Mysore and Manipal Universities. The Council discussed and approved the proposal of IQAC to articulate 1) the Graduate

Attribute at the departmental and the University level 2) to explore the possibilities of internationalization of their curriculum.

Activities conducted by other Centres

- Activities of the **Holistic Education and Development Cell (HED)** was the next item taken up and the Council observed noticeable improvement in the interest of the students and the faculty as well. The Cell approved the schedule for the Even Semester-2016 and it was suggested to choose the trainers with at least 10 years of teaching experience.
- During the discussion on the report of the **Parent-Teacher Meeting**, a proposal was made to further systematize the method of obtaining feedback from the stakeholders. The proposal was accepted.
- The report on **Student Council** listed the feedback received from the students and the measures taken to address them. It was decided to retain the same criteria for inclusion in the Council i.e. academic performance and good attendance. Proper monitoring of support request by students through KP in coordination with administrative team of the university was discussed and approved
- The Personnel Officer presented a report on **Faculty Appraisal** done for the year 2015-16. It was argued to give more weightage for the course plan validation as that would reflect the real potential of the teacher. The proposal was approved.
- The **IT Services** briefed the Cell on the services being provided to the campus. Suggestions were made to improve the image of the University by strengthening it in the social media. The need to update the departmental information was mentioned. The report was approved.
- The report on the **Library** indicated new plans like the exhibition of 'Exam Related Books' at the time of examinations. The plan of the library to organize Book Mark at the Bannergatta Road Campus was discussed and approved
- The **Centre for Social Action (CSA)** reported an increase in the number of partners associating with them and in the total number of children benefitted. A suggestion was made to make the CSA more visible as the publicity about it looks very minimal. The report and the proposals were approved
- The report from the **CU-Academic Staff College (CU-ASC)** explained the activities through its Board of Studies (BOS) and Academic Advisory Committee (AAC) and informed of the completion of the first cycle of Quality Improvement Programme (QIP) covering three major areas namely Curriculum-Teaching and Learning-Research. The CU-ASC's new proposals were discussed and the Council asked for an assessment of impact of the various programmes on the faculty.
- Proposals from the **Centre for Research-PhD** included Workshop on research writing exclusively for supervisors and Refining PhD coursework curriculum for 2016 Batch. The report and the proposals were approved
- The **Centre for Academic and Professional Support (CAPS)** added Life competency workshops, Summer Internships and Online writing lab. Suggestions were made to prioritize their programmes with a focus on capacity building. The proposals were approved
- The **Centre for Advanced Research and Training (CART)** proposed the addition of new programmes like Python, Shiny and SAS. The Centre also outlined the scope

of the newly created Centre for Digital Innovation (CDI) to provide Global Software Development Training. The proposals were discussed and approved

- The **Student Welfare Office** observed increased participation (40%) in the annual talent search competitions this year (2016-17) The Cell, while appreciating the improved participation suggested that the extra-curricular activities should not affect the regular academic activities.
- The **Chief Security Officer** provided an overview of the security structure like communication channels and wearing of IDs by all in the campus. The Cell suggested sending of circulars regarding the security measures to all the teachers and students through the office of Registrar.

5. To take note of the progress of the Strategic Plan 2015-18

The **Strategic Plan Implementation Office (SIO)** evaluated the academic audit of the year 2015-16 and correlated it with the implementation of Strategic Plan 2015-18. The need to identify the quality gaps was stressed. It was proposed that every department will make an assessment of its actual progress made against the plan and take steps to address planned achievement ✓

6. To take note of the preparations for the NAAC Re-visit

The Registrar informed the Council of the developments regarding the re-visit and indicated that the Peer Team might visit during the third or fourth week of November 2016.

7. Any other matter with the permission of the Chair

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

8. Next Meeting of the Internal Quality Assurance Cell

The next meeting of the Internal Quality Assurance Cell was scheduled for 11 January 2017



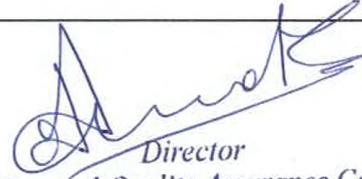
(Dr. (Fr) Thomas C Mathew)
CHAIRPERSON

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

21 September 2016

ACTION TAKEN REPORT

S.No	Proposal/Suggestion	Action taken
1	In the Council meeting held on 16 th March 2016, Prof. Chandrasekharan K A, the Personnel Officer proposed to conduct Faculty Appraisal involving Peer Evaluation, Self-Appraisal, Appraisal by Hod, Appraisal Review by Deans and Non-Teaching Staff Appraisal by respective Office Heads.	Prof. Chandrasekharan K A, the Personnel Officer presented a report on Faculty Appraisal done for the year 2015-16. His request to give more weightage for the course plan validation was approved by the Council.



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