



# CHRISTIAN EMINENT COLLEGE

(Academy of Management, Professional Education & Research)

F-Sector, H.I.G., Ravi Shankar Shukla Nagar Main Road, Indore (M.P.) – 452011

- NAAC (UGC) Accredited with 'A' Grade
- Recognized by Govt. of M.P.
- Affiliated to Devi Ahilya Vishwavidyalaya, Indore
- An Autonomous Institution Established in 1996
- Approved by NCTE
- Approved Programmes Study Centre of IGNOU



## Minutes of Meeting of IQAC held on 12/08/2017

A meeting of College IQAC (Internal Quality Assurance Cell) was held on 12/08/2017 at 3.00 pm in College campus 1. The following members were present in the meeting.

1	<b>Head of the Institution</b>		
	Dr. Rajesh Vyas, Principal	Chairperson	
2	<b>Senior Administrative Officers</b>		
	Prof. Y. S. Chouhan	Member	
	Shri Sanjay Kanungo	Member	
	Shri Shailendra Pandit	Member	
	Mrs. Swati Gorhe	Member	
3	<b>Teacher Members</b>		
	Dr. Suchita Mishra	Member	
	Prof. Shweta Rai	Member	
	Dr. Anubha Pandya	Member	
	Dr. Prerana Dubey	Member	
	Dr. Kiran Panchal	Member	
	Dr. P. K. Singh	Member	
	Dr. Paresh Vyas	Member	
	Prof. Jeevan Singh Bisht	Member	
	Dr. Maya Rathore	Member	
	Prof. Shruti Pustake	Member	
	Mrs. Shweta Talesara	Member	
	<b>Technical Members</b>		
	Mr. U. A. Khan	Member	
4	<b>Member from the Management</b>		
	Prof. H. N. Gupta	Management Representatives	
	Dr. Ramesh Mangal	Management Representatives	
5	<b>Nominees from the Local Society</b>		
	Dr. Sunanda Jain	Member	
	Shri M. L. Bais	Member	
	<b>Nominees from Alumni</b>		
	Dr. Savita Rai	Member	
	<b>Nominees from Students</b>		
	Ms. Deepika Rajput	Member	
	<b>Experts From Outside</b>		
	Dr. Ashutosh Mishra	Member	
	Dr. Ashok Sharma	Member	
	<b>Industry Persons</b>		
Mr. Bhupesh Singh Chouhan	Member		
Mr. Atul Sharma	Member		
<b>Parent</b>			
Mr. Kamlesh Sen	Member		
6	<b>Assistant Coordinator IQAC</b>		
	Dr. Mukesh Keshari	Member & Asstt. Coordinator	
	<b>Coordinator IQAC</b>		
Prof. Neeraj Jaiswal	Coordinator		

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The Chairperson Dr. Vyas welcomed all the members who were present in the meeting.

The Coordinator Prof. Jaiswal informed about the decisions taken in the previous meeting and the implementation of those decisions. Thereafter the minutes of the previous meeting were confirmed.

To start the proceedings of the meeting, Dr. Vyas informed about the proposed dates of visit of NAAC Peer Team. He also informed the members about preparation in various aspects for visit of NAAC Peer Team. The members discussed on various issues and satisfied with the preparation. Coordinator Prof. Jaiswal informed the members about new policies adopted by NAAC regarding Peer Team Visit.

Thereafter, the Teaching Plans, Attendance Registers for the session 2016-17 were presented before the members. The members checked and analyzed the same. The self-appraisal proforma (API) of faculty members were also presented before the committee. The members checked and analyzed the same. It is observed that overall API score was good.

The AQAR prepared by the College IQAC for the session 2016-17 that was to be sent to NAAC was presented before IQAC for the approval.

Dr. Mukesh Keshari, Assistant Coordinator of IQAC informed that this year CBCS system has been implemented for third year of all courses and the teaching plans are prepared accordingly. He told that the departmental reports regarding course status and students attendance have been received till July 2017. He informed that the completion of syllabus status was good. Annual plans were also discussed in the meeting. Prof. Jaiswal informed the members that an IQAC Calendar had been prepared for current year also and it was presented in the meeting. It was also informed that activities based on the calendar had been already started and continued.

The coordinator Prof. Jaiswal informed the members that annual reports were sent to various bodies such as UGC, University, NSS, and NCTE. The reports submitted by various college committees were also presented before the members. The members observed all the reports and expressed their satisfaction.

The coordinator Prof. Jaiswal also informed the members that during current session three National Conferences scheduled to be organized by Education, Commerce and joint association of Science Departments.

After the discussions, the following decisions were taken:

1. The minutes of the previous meeting were confirmed.
2. The decision has been taken for award of better NAAC grade and accordingly efforts towards the same are prioritized.
3. AQAR was finalized by IQAC, which decided to send it to NAAC. It was also decided that the same would be placed before the Academic Council and the Governing Body for its perusal.
4. The members also checked and approved the attendance records of the students.
5. The members appreciated the efforts for preparation of IQAC Calendar and after some suggestions, the IQAC Calendar was accepted and approved. It was also decided that the positive efforts should be made to organize the activities as per the calendar.

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
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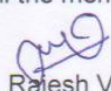


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6. The members appreciated IQAC efforts regarding API based self-appraisal of faculty members. The committee suggested to the departments regarding teaching learning, research publications and academic contribution where they needed to improve any deficiency. It was decided that the faculty members whose performance was not up to the mark, might be asked for their further improvement.

The meeting concluded with a vote of thanks by the Coordinator and refreshment for all the members.

  
Prof. Neeraj Jaiswal  
Coordinator

  
Dr. Rajesh Vyas  
Chairman