



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 30/06/2017

A meeting of College IQAC (Internal Quality Assurance Cell) was held on 30/06/2017 at 3.30 pm in Campus 2 of College. The following members were present in the meeting.

1	Head of the Institution		
	Dr. Rajesh Vyas, Principal	Chairperson	
2	Senior Administrative Officers		
	Prof. Y. S. Chouhan	Member	
	Shri Sanjay Kanungo	Member	
	Shri Shailendra Pandit	Member	
3	Teacher Members		
	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. Mohini Tahtte	Member	
	Prof. Shruti Pustake	Member	
	Mrs. Shweta Talesara	Member	
	4	Technical Members	
Mr. U. A. Khan		Member	
4	Member from the Management		
	Prof. H. N. Gupta	Management Representatives	
	Dr. Ramesh Mangal	Management Representatives	
5	Nominees from the Local Society		
	Dr. Sunanda Jain	Member	
	Shri M. L. Bais	Member	
	Nominees from Alumni		
	Dr. Savita Rai	Member	
	Nominees from Students		
	Ms. Khushbu Rajput	Member	
	Experts From Outside		
	Dr. Ashutosh Mishra	Member	
	Dr. Ashok Sharma	Member	
	Industry Persons		
	Mr. Bhupesh Singh Chouhan	Member	
	Mr. Atul Sharma	Member	
	Parent		
Mr. Anil Kanungo	Member		
6	Assistant Coordinator IQAC		
	Dr. Mukesh Keshari	Member & Asstt. Coordinator	
	Coordinator IQAC		
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, the chairperson presented the Annual Report of the College for the year 2016-17 before IQAC for its approval to present before the Governing Body for further approval. The IQAC perused and checked the Annual Report. The Annual Report to be sent to UGC and University was also presented before the IQAC for its approval.

The results for the session 2016-17 were presented before the IQAC for their observation. The coordinator informed the members that the Examination Cell declared all the results within time limit after the completion of examinations and the students obtained good results. The Principal also informed about the explanation called from some faculty members whose results were not up to the mark. Prof. Y. S. Chouhan informed the members that a special examination for ATKT students was going on as per the directions of Government and the University.

The Coordinator Prof. Neeraj Jaiswal informed that as per the decision taken in last meeting, the college has submitted LOI to NAAC on 27/03/2017 before the time limit and uploaded the SSR on college website. Thereafter the NAAC office accepted our LOI and instructed to submit hard copies (five) along with softcopy of SSR to NAAC. Accordingly, the college sent the same through speed post on 01/05/17 to NAAC. Thereafter NAAC directed for providing three date slots for NAAC Peer Team Visit and in response, we had sent the three date slots of the month September 2017. The members also discussed various issues regarding preparation for Peer Team Visit.

The Teaching Plans, Attendance Registers, Feedback received from various stakeholders and the reports of the various committees for the activities conducted during the session were also presented before the members. The members perused the same.

The IQAC observed the Annual Academic Calendar for the next session 2017-18. The members also discussed the plan for the next session. The proposed timetable for the session 2017-18 was presented before the committee. The IQAC decided that as per the requirement and admissions the faculty student ratio will be decided again and only thereafter the faculty will be appointed, if required.

AQAR Proforma submitted by the Departments were presented before the IQAC.

After the discussions, the following decisions were taken:

1. IQAC approved the Annual Report for further and final approval by Governing Body. The members also decided that the Annual Report prepared for sending to UGC and University should be sent and thereafter presented before the Governing Body in its next meeting for their perusal. The members specially congratulate for successful organization of two National Conferences during the session.
2. The IQAC congratulated the Examination Committee for its efficient efforts to declare the result in the stipulated time. The members also congratulated the students and faculty for good results.
3. The IQAC appreciated the way in which the content is planned and executed for the classroom teaching. The members also observed the attendance records and feedback of the students.
4. The members also appreciated the implementation of the preplanned activities conducted by various committees.



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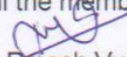
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5. The members instructed that all the activities must be carried out strictly in accordance with the academic calendar and academic timetable would be strictly followed. The activities like seminars workshops etc., which are not included in Academic calendar, should also be organized for the faculty and the students.
6. IQAC instructed the IQAC Coordinator for preparing College AQAR and presenting it before the committee before sending it to NAAC.
7. Looking to enhancement towards ICT teaching-learning, at least two one more Smart Board may be installed.
8. Looking to the NAAC visit, members decided that the preparations must be taken on the top priority and to follow-up the same; the next meeting should be called in the first week of August.

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