



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

An Autonomous Institution Established in 1996

Recognized by Govt. of M.P.

Approved by NCTE

Affiliated to Devi Ahilya Vishwavidyalaya, Indore

Approved Programmes Study Centre of IGNOU



Minutes of Meeting of IQAC held on 09/10/2018

A meeting of College IQAC (Internal Quality Assurance Cell) was held on 09/10/2018 at 2.00 pm in College campus 1. 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	
	Mrs. Swati Gorhe	Member	
3	Teacher Members		
	Prof. Neeraj Jaiswal	Member	
	Prof. Shweta Rai	Member	
	Dr. Rashmi Thakur	Member	
	Prof. Amit Nilosey	Member	
	Dr. Maya Rathore	Member	
	Dr. Seema Modi	Member	
	Dr. Shweta Talesara	Member	
	Prof. Neha Panwar	Member	
	Dr. Deepika Gupta	Member	
	Prof. Namrata Sharma	Member	
	Dr. Anita Gour		
	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. Shweta Kumari	Member	
	Experts From Outside		
	Dr. Ashok Sharma	Member	
	Dr. Sheela Joshi	Member	
	Industry Persons		
	Mr. Bhupesh Singh Chouhan	Member	
	Mr. Atul Sharma	Member	
	Parent		
	Mr. Anand Kasliwal	Member	
6	Assistant Coordinator IQAC		
	Dr. P. K. Singh	Member & Asstt. Coordinator	
	Coordinator IQAC		
	Dr. Mukesh Keshari	Coordinator	

Contd.....2



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



---2---

The Chairperson Dr. Vyas welcomed all the members who were present in the meeting. He informed the members that recently a National Conference on "Recent Advances and Innovation in the Realm of Commerce" had successfully conducted on 06th of this month. He also informed the members that Vikram University, Ujjain awarded Ph.D. Degree to Prof. Prabhat Dubey of Physics Department. IQAC members congratulated Commerce department for successful organization of National conference and congratulated Physics department for securing one more achievement in their credit in the form of doctorate degree of Prof. Prabhat Dubey.

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

Thereafter, the Teaching Plans, Attendance Registers for the session 2017-18 had presented before the members. The members checked and analyzed the same.

The self-appraisal proforma (API) of teaching and non-teaching staff had also presented before the cell. The members checked and analyzed the same. It is observed that overall API score was good. The information had given to the IQAC about the feedback received from students and other stakeholders for the session 2017-18 and feedback had presented before the cell members. The members checked and analyzed the same.

Annual plans had also discussed in the meeting. Assistant Coordinator Prof. Singh informed the members that an IQAC Calendar had prepared for current year also and the same had presented in the meeting. It had also informed that the activities based on the calendar had already started and continued.

The coordinator Prof. Keshari informed the members that annual reports had sent to various bodies such as UGC, NAAC (AQAR), University, NSS, and NCTE. The reports submitted by various college committees had also presented before the members. The members went through all the reports and expressed their satisfaction.

The College Principal intimated the members that, in the last meeting, a new format of AQAR to be submitted to the NAAC by accredited institutions from current session through online mode had discussed. The IQAC decided that preparations would make on the top priority basis, and then follow-up actions were to be initiated for the new system. The Principal informed that following this matter IQAC internal members had gone through the new AQAR proforma thoroughly. A meeting with all the staff members was held under the chair of the Principal on 24/08/2018. All the staff members were informed about new criterion wise AQAR and SSR proforma. Thereafter different criteria were allotted to different faculty members and some other faculty members were assigned to them for smooth functioning and effective implementation of all the activities. Various criteria had allotted to all the Heads also as mentors. They started various preparations to fulfill and maintain the high standard. The IQAC members also initiated various follow up actions.

Dr. Vyas informed the members that the convener of college research committee had submitted a research policy for enhancement of research activities and motivation of staff members towards research work including paper publication as well as undertaking research project. As a convener of research cell Dr. Kiran Panchal informed the members about various points of research policy. In this matter, Principal Dr. Rajesh Vyas informed members that while implementation of this research policy, financial issues were also taken care such as awarding incentives to the faculty members for their research contribution, facilitated the faculty members with seed money for their research contribution and sanction institutional research projects to the college faculty to initiating research projects. He also informed the members that accordingly looking towards financial implications in research policy; the research proposal had to be present before financial committee.

Contd.....3



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



---3---

In the finance committee, a meeting held on 12/09/2018 approved the proposal and incorporated the related amount in supplementary budget in session 2018-19. The policy had presented before the members for their approval. The members of IQAC go through the prepared research policy for research enhancement.

Principal Dr. Vyas informed the members regarding preparation of proper Hand Book on code of conduct for students. A draft of the same had presented before the members for their approval.

Assistant Coordinator of IQAC informed the members about various activities performed under the IQAC Calendar, Academic and Green Calendar. The activity reports had presented before the members of IQAC for their perusal.

After the discussions, the following decisions were taken:

1. The minutes of the previous meeting had confirmed.
2. The members also checked and approved the attendance records of the students. Teaching Plans also checked and approved by the members.
3. 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 had decided that the faculty members, whose performance was not up to the mark, could be asked for their further improvement.
4. The members appreciated the efforts for preparation of IQAC Calendar and after some suggestions, the IQAC Calendar was accepted and approved. It had also decided that the positive efforts be made to organize the activities as per the calendar.
5. The members approved various annual reports including AQAR for previous session 2017-18. The members appreciated the efforts for preparation of new AQAR and SSR proforma of NAAC and discussed various issues with the criteria in-charges. The members also gave some suggestions for further improvement. It also decided that the further preparations and follow-up actions to be presented in the next meeting.
6. The members appreciated the efforts made by the Research Cell and the institution for research enhancement and after some suggestions; the Policy had been approved for further course of action. The members also suggested that this research policy to be submitted to the academic council meeting and governing body meeting for their final approval.
7. The members appreciated the draft of Hand Book on code of conduct for students and, after some inputs, IQAC approved the draft for its publication at the earliest.
8. The members had been gone through various activities report submitted by the various departments and cells and appreciated performance of various activities accordingly the IQAC calendar. Discussions and planning for the smooth and successful conduction of activities of next quarter also held and the members suggested commencing the preparation of the NET-ITM V.

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

Prof. Mukesh Keshan
Coordinator

Dr. Rajesh Vyas
Chairman



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



Meeting Notice - IQAC*. 09/10/2018

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	
	Mrs. Swati Gorhe	Member	
3	Teacher Members		
	Prof. Neeraj Jaiswal	Member	
	Prof. Shweta Rai	Member	
	Dr. Rashmi Thakur	Member	
	Prof. Amit Nilosey	Member	
	Prof. Jeevan Singh Bisht	Member	
	Dr. Maya Rathore	Member	
	Dr. Seema Modi	Member	
	Dr. Shweta Talesara	Member	
	Prof. Neha Panwar	Member	
	Dr. Deepika Gupta	Member	
	Prof. Namrata Sharma	Member	
	Dr. Anita Gour		
	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. Shweta Kumari	Member	
	Experts From Outside		
	Dr. Ashok Sharma	Member	
	Dr. Sheela Joshi	Member	
	Industry Persons		
	Mr. Bhupesh Singh Chouhan	Member	
Mr. Atul Sharma	Member		
Parent			
Mr. Anand Kasliwal	Member		
6	Assistant Coordinator IQAC		
	Dr. P. K. Singh	Member & Asstt. Coordinator	
	Coordinator IQAC		
Dr. Mukesh Keshari	Coordinator		



www.christianeminent.com

CHRISTIAN EMINENT COLLEGE

(Academy of Management, Professional Education & Research)

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

E-mail : director@christianeminent.com, christianeminent96@gmail.com

Tel.: (0731) 2554175, 2555610 Fax: (0731) 2556215

- 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



Ref. No.: CEA/IQAC/2018/8094 A

Date: 28/09/2018

NOTICE

The meeting of **IQAC** of Christian Eminent College will be organized on **Tuesday the 09th October, 2018. at 2.00 p.m.** at Campus No. 1, RSS Nagar Main Road, Indore.

Your presence in the meeting is cordially requested.


(Dr. Mukesh Keshari)
Coordinator, IQAC

Agenda

1. Confirmation of Last Meeting Minutes.
2. Observation of Teaching Plans, Attendance Registers for the session 2017-18 and its analysis.
3. Observation of Self Appraisal Format (API) of staff and its analysis. Observation of feedback received from students and other stakeholders and its analysis.
4. Discuss Annual Plan for the academic session 2018-19 of IQAC.
5. Information regarding submission of College Annual Report, AQAR and other Reports submitted to various bodies for the Session 2017-18. Observations of various College Committees Reports.
6. Information regarding working on NAAC new format of AQAR and SSR.
7. Any other matter with the permission of chair.