



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	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			
	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		
		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. Deepika 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. Kamlesh Sen	Member		
6	Assistant Coordinator IQAC			
	Dr. Mukesh Keshari	Member & Asstt. Coordinator		
		Coordinator IQAC		
	Prof. Neeraj Jaiswal	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.

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.

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----

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



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

www.christianeminent.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/2017/

Date: 05/07/2017

NOTICE

The meeting of **IQAC** of Christian Eminent College will be organized on **Saturday the 12th August, 2017 at 3.00 p.m.** at Campus No. 2, 6-A, Press Complex, Indore.

Your presence in the meeting is cordially requested.

(Prof. Neeraj Jaiswal)

Coordinator, IQAC

Agenda

1. Confirmation of Last Meeting Minutes.
2. Observation of Preparation of NAAC Peer Team Visit.
3. Observation of Teaching Plans, Attendance Registers for the session 2016-17 and its analysis.
4. Observation of Self Appraisal Format (API) of Faculty and its analysis.
5. Observation and Finalization of AQAR for the Session 2016-17.
6. Discuss Annual Plan for the academic session 2017-18 of IQAC.
7. Information regarding submission of College Annual Report and other Reports submitted to various bodies. Observations of various College Committees Reports.
8. Any other matter with the permission of chair.