



# 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 24/01/2018

A meeting of College IQAC (Internal Quality Assurance Cell) was held on 24/01/2018 at 3.30 pm in College IQAC Office. 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>			
	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		
	Dr. Shweta Talesara	Member		
	Dr. Rashmi Thakur	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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----2----

The Chairperson Dr. Vyas welcomed all the members. The Coordinator informed about the decisions taken in the previous meeting held on 12/08/2017, and the implementation of those decisions. Thereafter the confirmation of the minutes of the previous meeting accorded.

The chairperson gladly conveyed the result of the NAAC Peer Team Visit that the college had been again awarded 'A' Grade with CGPA of 3.14 in the meeting that was held in Bangalore NAAC Office on **27th November 2017**. A letter of the Hon'ble Director of NAAC, Prof. D.P. Singh regarding this was presented before the members. The Certificate of Accreditation, Quality Profile and Peer Team Report were also presented. The members expressed contentment over the scoring of the 'A' grade again as awarded by NAAC- UGC, and appreciated the efforts put in by the college.

Prof. H. N. Gupta, Director and Management Representative, told that the College would continue to pursue and initiate internal quality enhancement measures, and start implementation of the recommendations of NAAC Peer Team for quality enhancement of the institution.

The members went through the report and discussed that the suggestions could be implemented step by step. For immediate implementation, it was decided that through all Heads of Departments, teachers were to be instructed to make a regular practice of innovative teaching methodologies by using extensive use of ICT tools. It was also decided that Education Department be given instructions to conduct the workshops for college teachers in association with and under the guidance of IQAC, for Innovative Methodologies of Teaching and Learning.

The proposed academic calendar for next academic session 2018-19 was presented before the IQAC members for their perusal.

The IQAC Coordinator informed about various activities being conducted and will be conducted during the current session. He gave information about the national conference proposed by The Department of Chemical Sciences in the month of June. He also informed that maximum activities were organized as per the IQAC Calendar. The Committee was also informed about the other activities conducted during the semester.

Thereafter, the Teaching Plans, Attendance Registers of the Odd Semester of the current session submitted by the departments were put up before IQAC for their perusal.

The Time Table for the new even semester was put up before the committee by Assistant Coordinator.

The results of the odd semester were presented for their perusal.

After the discussions, the following decisions were taken:

1. The Committee appreciated the efforts made by IQAC, Departments, Staff and Students for receiving A Grade again.
2. The Committee decided that all Heads of Departments were to instruct the teachers to make a regular practice of innovative teaching methodologies by using extensive use of ICT tools.
3. The Committee decided that Education department be given instructions to conduct the workshops for college teachers in association with and under the guidance of IQAC for Innovative Methodologies of Teaching and Learning.
4. It appreciated the activities conducted by the IQAC in accordance with the calendar and also the activities organized by other committees.

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5. The committee perused and appreciated the content planning and its execution for the classroom teaching. The members also checked the attendance records of the students and approved them.
6. The timetable for the new semester was finalized with some suggestions incorporated.
7. The results were perused and recommended for some improvement.
8. The members decided that all possible efforts be made for the successful and smooth organization of the above said national conference.
9. The members agreed that the preparation of AQAR should start in prescribed proforma of NAAC and the Annual Report, which will be submitted to UGC, should start immediately. All the preparations will be put up before the IQAC in the next meeting.

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

  
Prof. Neeraj Jaiswal  
Coordinator

  
Dr. Rajesh Vyas  
Chairman



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Ref. No.: CEA/IQAC/2018/

Date: 12/01/2018

## NOTICE

The meeting of **IQAC** of Christian Eminent College will be organized on **Wednesday the 24<sup>th</sup> January, 2018** at 3.30 p.m. at IQAC Office Campus-2 6-A, Press Complex Indore.

Your presence in the meeting is cordially requested.

(Prof. Neeraj Jaiswal)

Coordinator, IQAC

## Agenda

1. Minute's confirmation of previous meeting.
2. Declaration of NAAC result and discussion on NAAC Peer Team report.
3. Discussion on Academic Calendar of next academic session.
4. Discussion on activities of IQAC of the current session 2017-18.
5. Observation of Teaching Plans, Attendance Registers for the odd semester of the current session 2017-18.
6. Observation of Class Time Table for new even semester.
7. Observation and discussion of odd semester results.
8. Any other matter with the permission of chair.