



# 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
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- Affiliated to Devi Ahilya Vishwavidyalaya, Indore
- An Autonomous Institution Established in 1996
- Approved by NCTE
- Approved Programmes Study Centre of IGNOU

**IQAC**

## Minutes of Meeting of IQAC held on 29/08/2019

A meeting of College IQAC (Internal Quality Assurance Cell) was held on 29/08/2019 at 3.30 pm in Campus 1 of College. 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. Neeraj Jaiswal	Member	
	Prof. Shweta Rai	Member	
	Prof. Amit Nilosey	Member	
	Dr. Mukesh Keshari	Member	
	Dr. Maya Rathore	Member	
	Dr. Seema Modi	Member	
	Dr. Varsha Sakargaye	Member	
	Ms. Susmita Paul	Member	
	Dr. Deepali Sharma	Member	
	Prof. Namrata Sharma	Member	
	Dr. Anita Gour	Member	
	Prof. Jeevan Singh Bisht	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. Aqsa Khan	Member	
	<b>Experts From Outside</b>		
	Dr. Ashok Sharma	Member	
	Dr. Sheela Joshi	Member	
	<b>Industry Persons</b>		
	Mr. Bhupesh Singh Chouhan	Member	
Mr. Atul Sharma	Member		
<b>Parent</b>			
Mr. Mahesh Janwa	Member		
6	<b>Assistant Coordinator IQAC</b>		
	Dr. Deepika Gupta	Member & Asstt. Coordinator	
	<b>Coordinator IQAC</b>		
Dr. Rashmi Thakur	Coordinator		



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The Chairperson Dr. Vyas welcomed all the members who were present in the meeting. The Coordinator Dr. Rashmi Thakur informed about the decisions taken in the previous meeting and the implementation of those decisions. Thereafter, the minutes of the previous meeting were confirmed.

Dr. Vyas informed the members that Devi Ahilya University, Indore awarded Ph.D. Degree to Mrs. Varsha Sakargaye of Commerce Department. IQAC members congratulated Commerce Department for securing one more achievement in their credit in the form of doctorate degree of Mrs. Varsha Sakargaye.

Prof. Chouhan informed that new session had commenced properly. He informed the members about the admissions in the college. He told that this year admissions are not so good.

Assistant Coordinator Dr. Deepika informed that all the committees/cell had restructured for current year and formed new committees. The committee lists were presented before the members.

Dr. Rashmi gave the information that all the college committees had submitted their reports and relevant documents for the same for the previous session 2018-19. All the reports were presented before the IQAC for their perusal.

The final calendar of IQAC for the session 2019-20 had presented before the members for their perusal and approval. Dr. Deepika Gupta, Assistant Coordinator informed the members that various activities under IQAC Calendar and other calendars had started. The reports were presented before the committee for their perusal.

Dr. Deepika Gupta also informed the members that the physical verification had done to all the departments and reports for the same had submitted for it. The same were presented before the IQAC for their perusal.

Coordinator, Dr. Rashmi Thakur informed that after implementing the suggestions in the first drafting of AQAR, IQAC draft it again. The revised draft of AQAR had presented before the IQAC for their perusal and approval. UGC Annual Report, College Annual Report and other Reports had also presented before the IQAC for their approval. She also presented ATR (Action Taken Report) of IQAC for the session 2018-19 before the committee for its approval.

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 2018-19 and feedback had presented before the cell members. The members checked and analyzed the same.

Principal Dr. Vyas informed the members that as per the suggestion received in previous meeting regarding emphasis on placement activities improvement, Mr. Ajay Verma along with Mr. Makhan Kumbhakar had appointed for working of placement activities.

After discussions, the following decisions were taken:

1. The minutes of the previous meeting were confirmed.
2. Members advised some promotional activities including counseling sessions at schools for admissions improvement.
3. IQAC approved the restructured committees/cell of current session and advised to involve the student in those committees/cell also from next session where there was no students representation.

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 **IQAC**

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4. IQAC members approved the IQAC Calendar.
5. The members approved the reports of verifications.
6. IQAC perused the drafts of various annual reports. UGC Annual Report and College Annual Report approved by IQAC. It was decided that further improvement needed in AQAR and improved and final report would present again before the committee in its next meeting. Members of IQAC perused the ATR (Action Taken Report) of IQAC for the session 2018-19 and approved it.
7. 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.
8. The members appreciated the quick action of college administration for enhancement of placement activities.
9. All the members gave best wishes for smooth and successful new academic session.

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

  
Dr. Rashmi Thakur  
Coordinator

  
Dr. Rajesh Vyas  
Chairman



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**IQAC** Internal Quality Assurance Cell

**IQAC Meeting Notice: Date - 29/08/2019**

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www.christianeminent.com

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IQAC

Ref. No.: CEA/IQAC/2019/290819

Date: 19/08/2019

## NOTICE

The meeting of IQAC of Christian Eminent College will be organized on **Thursday the 29<sup>th</sup> August, 2019 at 3.30 pm** at Campus No. 1, RSS Nagar Main Road, Indore.

Your presence in the meeting is cordially requested.

*Rashmi Thakur*

(Dr. Rashmi Thakur)

Coordinator, IQAC

## Agenda

1. Confirmation of Last Meeting Minutes.
2. Observation and discussion of college activities of IQAC, Academic, Green Calendar and other activities. Approval of ATR (Action Taken Report of IQAC for session 2018-19).
3. Information regarding commencement of current academic session 2019-20 and position of new admissions in different courses.
4. Information regarding constitution of various committees of the college for current academic session 2019-20.
5. Observation of activity reports submitted by various committees of the college for current session 2018-19.
6. Observation of Physical Verification Reports for the year 2018-19 of various departments and the library.
7. Finalization of College Annual Report, UGC Annual Report, AQAR and other Reports submitted to various bodies for the Session 2018-19.
8. Observation of Self Appraisal Format (API) of staff and its analysis.
9. Approval of IQAC calendar for current session 2019-20.
10. Discuss Plans for the current academic session 2019-20.
11. Any other matter with the permission of chair.