

CHRIST COLLEGE – PUNE

Internal Quality Assurance Cell (IQAC)

The Minutes of the Meeting of IQAC held on 9th June 2018

12 June 2018

The following members were present for the meeting :

1. Dr (Fr) Sony J. Chundattu
2. Dr. Shivraj Kukale
3. Ms Deepa Sujith
4. Fr Joy Puthussery
5. Fr Edward Muduvassery
6. Mr George Joseph
7. Mr Joy George
8. Dr Priya Wahab
9. Ms Leena Sanu
10. Mr Blesson James
11. Mr Jagdish Salve
12. Mr Francis Jose
13. Mr Hasmat Laljee
14. Mr Joseph Bosco
15. Ms Jessica Johnson

The meeting began with prayer and the coordinator welcomed all to the meeting

The Chairman suggested addition of new student representative and alumni member to be added to the committee this year as the existing student representative is passed out from the college and the alumni member has inconvenience in attending meetings as he is shifting his job abroad. The committee unanimously agreed the addition of Mr Joseph Bosco and Ms Jessica Johnson to the committee.

The committee reviewed the suggestions given in the NAAC peer team report and had decided to frame a new appraisal format for teachers to motivate them to concentrate specifically on various areas as per NAAC requirement. The meeting decided that the new format should be given to the teachers at the earliest, for improvements in almost every criteria, that NAAC focuses on.

As an initiative to improve quality the committee discussed about the possibility of going for ISO Certification and entrusted the teachers and management to go ahead with further procedures and processes of the same.

A discussion on the plan of action of the cell for the academic year 2018-19 was held .As per the discussion it was resolved to come up with the academic planner at the earliest, to find solutions to improve research culture ,to initiate online feedback system ,to record student satisfaction and also to update the website. The faculty members of the cell were entrusted to look into the matter

A discussion on improvement in the existing attendance management system was conducted and it was resolved to find a new system for managing the attendance that can be more user friendly and less time consuming compared to the existing one.The cell left it to the faculty members of IQAC to find a suitable solution at the earliest.

The coordinator thanked all those who were present and the meeting ended at 5 pm.


Coordinator




Chairman

CHRIST COLLEGE – PUNE

Internal Quality Assurance Cell (IQAC)

The Minutes of the Meeting of IQAC on 4th August 2018

6th August 2018

The following members were present for the meeting :

1. Dr (Fr) Sony J. Chundattu
2. Dr. Shivraj Kukale
3. Ms Deepa Sujith
4. Fr Joy Puthussery
5. Fr Edward Muduvassery
6. Mr George Joseph
7. Mr Joy George
8. Dr Priya Wahab
9. Ms Leena Sanu
10. Mr Blesson James
11. Mr Jagdish Salve
12. Mr Francis Jose
13. Mr Ferdinnd Bunyan
14. Mr Joseph Bosco
15. Ms Jessica Johnson


The meeting began with prayer and the coordinator welcomed every member to the meeting and read out the minutes of the last meeting which was resolved to be confirmed.

To improve the research culture among teachers a suggestion on conducting more conferences was put up by Dr Priya Wahab and was seconded by Mr Blesson James. The cell requested the management to support for organizing more conferences both at national and international level.

In a discussion on the approval of 12F AND 2B, the cell requested Mr Jagdish Salve to enquire the progress in the process of approval at the university and gain further information regarding the matter at the earliest.

The chairman informed the cell regarding the completion of admission process and also expressed concern on inability to provide admissions for all eligible candidates who applied especially for B.Com due to lack of seats. The members appreciated the college's growth in this regard of getting more number of admissions year after year and Mr Joy George suggested to work on getting sanction for one more division for B.COM from university.

In a discussion put forth by Fr. Sony regarding a mail received from the Principal of BSSS Bhopal, initiating Student Exchange program the cell expressed interest in going ahead with the new venture, so that the college goes an extra mile in helping the students grow in various dimensions and suggested that Dept of Computer Science can initiate the program and entrusted Mrs. Leena Sanu to proceed with further formalities in organizing the event.


Coordinator




Chairman

CHRIST COLLEGE – PUNE

Internal Quality Assurance Cell (IQAC)

The Minutes of the Meeting of IQAC on 24th November 2018

26th Nov 2018

The following members were present for the meeting :

1. Dr (Fr) Sony J. Chundattu *[Signature]*
2. Dr. Shivraj Kukale *[Signature]*
3. Ms Deepa Sujith *[Signature]*
4. Fr Joy Puthussery *[Signature]*
5. Fr Edward Muduvassery *Edward Muduvassery S.J.*
6. Mr George Joseph *Joseph*
7. Mr Joy George *Joy*
8. DrPriyaWahab *[Signature]*
9. Ms Leena Sanu *[Signature]*
10. Mr Blesson James *[Signature]*
11. MrJagdish Salve *[Signature]*
12. Mr Francis Jose *[Signature]*
13. Mr Ferdinnd Bunyan
14. Mr Joseph Bosco *Bosco Joseph*
15. Ms Jessica Johnson *J Johnson*

The meeting began with prayer .The coordinator welcomed every member to the meeting and read out the minutes of the last meeting .It was resolved that minutes of the last meeting be confirmed and approved.

Discussing on the departmental initiatives for various extension activities it was noted that the initiatives are going at a slow pace and it was decided that the department meetings should be called for to motivate the teachers in initiating extension programmes.

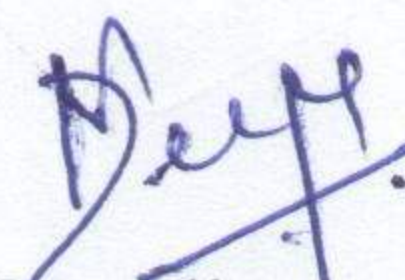
A discussion on the upcoming Youth Awareness Program in connection with annual day celebration was taken up and the chairman explained the idea concepts aims and objectives behind conducting a program

Resolved to organize an International Conference,as IQAC initiative and deputed the Department of Arts to organize it.The Chairman informed the committee the discussion with Confederation of Indian Universities,NewDelhi was a success and they agreed to organize it in association with International Foundation for Environment and Ecology ,India.It was discussed that the


conference can be conducted in the month of February and Dr. Priya Wahab was entrusted to proceed with further formalities of organising it.

The Chairman informed the committee that the college received ISO certification and has its validity till September 2021. The meeting congratulated the efforts behind it.

The coordinator proposed the vote of thanks and the meeting ended at 5.00 p.m.


Coordinator




Chairman

CHRIST COLLEGE – PUNE

Internal Quality Assurance Cell (IQAC)

The Minutes of the Meeting of IQAC on 9th March 2019

12th March 2019

The following members were present for the meeting :

1. Dr (Fr) Sony J. Chundattu
2. Dr. Shivraj Kukale
3. Ms Deepa Sujith
4. Fr Joy Puthussery
5. Mr George Joseph
6. Mr Joy George
7. Dr Priya Wahab
8. Ms Leena Sanu
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11. Mr Francis Jose
12. Mr Ferdinnd Bunyan
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14. Mr Joseph Bosco
15. Ms Jessica Johnson

The meeting began with prayer. The coordinator welcomed every member to the meeting. The committee resolved that minutes of the fifth meeting be confirmed and approved.

Discussing on the feedback to be collected from students by the closure of the academic year, before performance appraisal of teachers, it was resolved to generate google forms to get feedback from students, rather than manually giving it to students and getting it filled so that they have more freedom and there will be a genuine data received on which further analysis can be done for improvements. It was decided that the form should be prepared as mentioned in the NAAC guidelines, especially including the points covered in student satisfaction survey. The committee trusted the faculty members to make an apt feedback form satisfying all the requirements as aforesaid.

The coordinator presented the proforma for appraisal to the committee and it was discussed to clearly explain the proforma to teachers and get the self appraisal form done within a specified time and a record of all should be maintained.

The meeting also discussed that the functions of various committees and cells should be monitored and the reports of all should be submitted to IQAC through mail for easy documentation of the academic year. It was resolved that the faculty members of committee take initiative for the same. To the question raised by Mr. Joy George regarding placements the committee unanimously pointed out the need of accelerating the functioning of the cell with more and better outcomes, though it is showing improvement as is found out from the discussion.

In the discussion raised by the coordinator on the AQAR report to be submitted to NAAC in the coming academic year, Chairman mentioned that the copies of AQAR format should be given to all criteria heads as per the division and the details can be collected by June end for further scrutiny.

The Coordinator thanked all those who were present and the meeting ended at 5.p.m


Coordinator




Chairman