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**INTERNAL QUALITY ASSURANCE CELL
CHRIST (DEEMED TO BE UNIVERSITY), BANGALORE**

Minutes of the Twenty First Meeting of the Internal Quality Assurance Cell (IQAC), held on 24th July 2020 at 3.00 pm on Webex Meeting Platform.

In the Chair: Dr Fr Abraham V M, Vice Chancellor.

Members Present

Members as per the attendance list were present.

Leave of Absence

Leave of absence was received from Mr. Anirudh Kulkarni, Student Representative for IQAC Council.

Having confirmed the quorum, Dr Fr Abraham V M, Vice Chancellor, began the meeting. He welcomed all the members and invitees. He thanked Prof. Chandrasekharan K A, Director of IQAC for his efforts in arranging this meeting online. In his introductory remarks, he informed the Council, how effectively the institution is carrying out all the activities amidst the pandemic. He explained in detail the successful accomplishment of the online end semester (final/intermediate/trimester) examinations with 94.5% attendance of the students. Further he informed that the Management took a firm stance in conducting the examinations online even though resentments arose from a small section of antagonists. He appreciated Prof. Johny Joseph, Controller of Examinations and Dr. Anil Joseph Pinto, Registrar for their appropriate clarification to MHRD, UGC and to the Public through Media. Fr Vice Chancellor expressed his satisfaction on the current online classes for the students.

Prof. Chandrasekharan K A, Director, IQAC presented the agenda of the meeting.

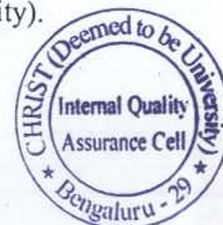
Matters on the Agenda

1. To consider and approve the minutes of the meeting held on 17th March 2020 and to consider matters arising thereon.

The minutes of the meeting of the IQAC held on 17th March 2020 as circulated with the Notice as 'Annexure A' was duly reviewed and approved by the council.

2. To take note of the Programmes conducted by CEDBEC

Dr Kennedy Andrew Thomas, Director of CEDBEC presented the report on the Faculty Development Programme - Servant Leadership, conducted on 15-16, May 2020. The FDP started with the inaugural session by Dr Madanakumar, a Strategist and Mentor for Educational Institutions. The session was followed by a Panel Discussion on Key Drivers of Servant Leadership which are classified into four dimensions – Head Change, Heart Change, Hands Change and Habit Change. The FDP ended with a session on the topic 'Way Forward' by Dr Fr Jose CC, Pro-Vice Chancellor, CHRIST (Deemed to be University).



3. To take note of the Activities of CEDBEC

Dr Kennedy Andrew Thomas, Director of CEDBEC presented the details of the CEDBEC Project on Democracy. He informed the syllabus for three courses, Democracy and Ethics, Democracy on Economy and Democracy and Media has been created, validated, presented, and recommended to the Management for implementation. Each course carries 3 credits. Drafts of three books, Democracy and Ethics, Democracy on Economy, Democracy and Media are ready and sent for review.

4. To take note of the NIRF and other Rankings

Dr Anil Joseph Pinto, Registrar presented a report on the CHRIST University Rankings by National Institutional Ranking Framework 2020, Times Higher Education on Global Universities, India Today – MDRA ‘The Best Colleges of India’ Survey 2020 and The Week-Hansa Research Survey. He thanked the Management, the Deans, the Directors, the HoDs, the Faculty and Students for the recognition achieved in the survey and assessment. The Council members congratulated and wished the best for better rankings, particularly in NIRF in the years to come.

5. To consider the report of Holistic Education and Development Cell (HEDC)

Prof. Ruben VM, Co-ordinator of HEDC presented the activities of the Holistic Education and Development Cell. He informed the members that HED online training was imparted to 850 faculty members in two sessions on 13.05.2020. The online HED classes for students commenced from 26.05.2020. He briefed the Road Map Ahead for HED from July 2020. He further said that HED core committee will start identifying trainers for the odd semester program. He concluded with the information that HED exams for 3rd semester students and HED classes for the 1st semester UG/PG will be conducted online.

6. To take note of the Activities of the Academic Staff College

Dr Louis George, Associate Director of Academic Staff College informed that the online Quality Improvement Program (QIP) on ‘Online Teaching’ was conducted by Academic Staff College between 22nd to 26th April 2020. 850 Faculty members from Bangalore Central, Bangalore BGR, Bangalore Kengeri, Pune Lavasa and Delhi NCR campuses participated. He thanked Dr Tony Sam George for his help in designing the program online. He also presented the details of the staff development programs organised for the administrative staff members. He thanked Mr. Manoj T Thomas and his team for their help in conducting this online training.

7. To take note of the Student Satisfaction Survey (2019-20)

Dr Fr Joseph Varghese, Personnel Officer, presented the report of the Student Satisfaction Survey for 2019-20. The survey revealed the overall impression of the Christites regarding their academic life at CHRIST University. This year, the satisfaction index showed 3.83 as the aggregate score for the various parameters used in the survey. A comparison of the results of the last five years showed consistency in some areas and decline in few parameters. Fr Joseph, informed the Council that the institution is good at providing campus facilities but the score for academics is declining from the previous years.

Dr. Anil Joseph Pinto, Registrar, requested Fr Joseph to explain the reasons for the decline and the solution for improving the academic score. Fr. Joseph, replied that in CHRIST University, the focus is on too many things, sometimes too much on evaluation techniques, examination



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system and preparation of syllabus, very scarcely on the real core need of the University. He indicated that this observation is indirectly reflected in the Students Satisfaction Survey. He requested IQAC to seriously look into this and find out where we are lacking as per NAAC criteria. Prof. Chandrasekharan K A, Director, IQAC, suggested to organize a meeting with the Academic Deans and requested to provide the details of the survey to identify the area in which the score is going down. Fr Joseph opined research as the pulling down factor and agreed to provide the descriptive survey report for analysis.

8. To take note of the status of AQAR and SSR preparation.

Prof. Chandrasekharan K A, Director, IQAC, explained the revised process for submission of SSR. He informed that 70% of the SSR data and documents are to be provided online for third party data validation and the NAAC Peer Team assesses the documents of remaining qualitative metrics. Hence preparation of AQAR and SSR is very important for IQAC. Ideally, the academic audit data can be used in the preparation of AQAR and the five years AQAR can be used to prepare the SSR. But in real situation, the audit data is not sufficient for preparing AQAR as the audit instrument has not been updated as per the revised NAAC requirements. He further said that the information derived from the departments is not suitable for preparing AQAR as the departments don't follow the SOP and the answers are different from what is expected by NAAC.

He also pointed out that the audit instrument has no provision for uploading the data as the auditors visit the departments for hard copy verification. He insisted the necessity of digital documents to upload in the website and give it in the link for SSR. He emphasized the need of getting information from the administrative departments for verifying the data submitted by the academic departments. He requested for provision to upload all these data online in the University website. He informed the Council that Administrative Audit has not been implemented as the discussion is still going on and the Academic Audit process for 2019-20 could not be completed because of the lock down.

Prof. Chandrasekharan informed that only AQAR 2017-18 and 2018-19 have been submitted and as notified by NAAC the University has to submit pending AQAR for 2016-17. He assured the Council that all efforts are made to submit the pending AQAR 2016-17 before 31st October and current AQAR 2019-20 before 31st December. He informed that IQAC has started preparing the SSR and slowly progressing towards the submission in June 2021, six months before the expiry of current accreditation in December 2021.

9. To consider the recommendations for Quality Initiatives.

Prof. Chandrasekharan K A, Director of IQAC presented the following recommendations.

1. Accreditation Management System (AMS)
Since all the data has to be in the digital format, the ERP team has accepted to modify the existing academic audit module as per the revised NAAC requirements and the AMS will help in the systematic presentation of AQAR and SSR. The Council accepted the proposal for AMS.

2. Website updation as per SSR requirement
Many of the regulations, policy and documents have to be uploaded in the institutional website and link to be given in SSR, there should be a digital repository to keep all NAAC documents online. The Council accepted the proposal for digital repository.



10. Any other matter with the permission of the Chair.

Prof. Chandrasekharan K A, Director of IQAC, thanked the Management for providing IQAC a new office space in the Central Block, Room No.118. Dr Fr Abraham V M, Vice Chancellor acknowledged and welcomed IQAC office to the Central Block.

Mr Vijayan, Industrialist, expressed his satisfaction on the ranking of the University that has improved considerably and congratulated the Management for doing whatever possible during the lockdown conditions. He referred to the Students Satisfaction Survey and requested attention on academics. He insisted to address aggressively on the areas, 'following SOP, data collection and compilation for NAAC'. He recommended the use of technology to overcome the difficulties in digital data collection.

Mr. Jugnu Uberoi, President, Alumni Association, congratulated Fr Vice Chancellor and his team for switching so fast to online teaching and administration, especially in conducting online examinations. He requested to speed up collection and uploading of required data for AQAR 2016-17 and 2019-20.

Dr Iven Jose, Dean of Engineering, explained the documentation difficulties they underwent during NBA accreditation. He insisted the need to collect data under one roof using ERP.

Dr Gaana, expressed her happiness to meet the first-year students through online classes and assured to communicate the necessity of documentation to BGR faculty members.

Dr Suniti Phadke, Dean of International Relations, requested to provide the previous two- or three-year's results of rankings for comparison to know where we are going, whether we are going up, in status quo or declining, so that action can be taken. She suggested that some faculty members can come to the departments to collect and give the required documents to IQAC as AQAR 2016-17 has to be submitted in October.

Dr Fr Joseph CC, Pro-Vice Chancellor, informed that the lack of clerical support is a practical problem faced by the minor departments in the preparation of audit compliance report, as a result of which many of the reports were not submitted in the format provided by IQAC. He recommended to lend clerical support to them from the available human resource in the University. Prof. Chandrasekharan K A, Director, IQAC, suggested to appoint more administrative staff in the deanery to help multiple departments.

Dr Somu, Director of Strategic Planning and Audit, informed that the administrative audit instrument is almost ready. Regarding the academic audit, some of the data has to be taken from the central administration as in the audit instrument all the parameters have not been included as per NAAC requirement. He also said that the data generation for the audit is different from the data generation for SSR, if these two can be aligned by the ERP, it is possible to have the data in hand all the time.

Prof. Johny Joseph, Controller of Examinations thanked Fr Vice Chancellor, Pro-Vice Chancellor, Administrative Officials, Deans, HoDs and Faculty members for their constant support, encouragement and cooperation in conducting online examinations despite lot of difficulties.

Dr Fr Abraham V M, Vice Chancellor, said that he predicted, the result of the Student Satisfaction Survey may not be that good as the students are little frustrated because of the lock



down and pandemic. But even then, we got good results. He thanked Dr Fr Joseph Varghese, Personnel Officer for the survey and updating the data.


Fr Vice Chancellor congratulated Prof. Chandrasekharan K A for doing a wonderful job as IQAC Director. He appreciated his meticulous work in setting up everything right along with Dr Charles J A, Associate Director in IQAC. He thanked Mr Jugnu Uberoi, Mr Vijayan, Fathers, Registrar, Controller of Examinations and all the members for their wonderful presence and working together for the betterment of the University.

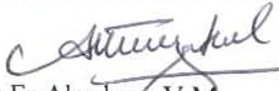
Prof. Chandrasekharan K A, Director, IQAC, thanked Dr Fr Abraham V M, Vice Chancellor for his approval to conduct the IQAC meeting online. He thanked all the contributors for their presentations. He thanked the IQAC team for their support in conducting the meeting.

With no other matter to discuss, the Chairperson thanked all the members for their active participation and adjourned the meeting.

Prof. Chandrasekharan K A
Secretary

Director


Internal Quality Assurance Cell
CHRIST (Deemed to be University)
Bengaluru - 560 029, Karnataka, India


Dr Fr Abraham V M
Chairperson

Vice Chancellor
CHRIST (Deemed to be University)
Bengaluru - 560 029

CHRIST (DEEMED TO BE UNIVERSITY), BANGALORE

21st MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

24 July 2020

ACTION TAKEN REPORT

S.No	Proposal/Suggestion	Action taken
1	Dr Kennedy Andrew Thomas, Director of CEDBEC presented the details of the CEDBEC Project on Democracy. He informed the syllabus for three courses, Democracy and Ethics, Democracy on Economy and Democracy and Media has been created, validated, presented, and recommended to the Management for implementation.	The Management approved the implementation of the three courses. The finalized curriculum on Democracy and Ethics, Democracy and Economy, Democracy and Media has been considered for implementation of credit courses as open Electives from the academic year 2020-21.
2	Prof. Ruben VM, Co-ordinator of HEDC said that HED core committee will start identifying trainers for the odd semester program.	Prof. Ruben VM, Co-ordinator of HEDC said that the HED core committee has selected the trainers and all the faculty members will have a HED training session in December, 2020.
3	Prof. Chandrasekharan K A, Director of IQAC, recommended Accreditation Management System (AMS) to help in the systematic presentation of AQAR and SSR.	The Council accepted the proposal for Accreditation Management System and digital repository.
4	Prof. Chandrasekharan K A, Director of IQAC, recommended Website updation as per SSR requirement.	Prof. Chandrasekharan K A, Director of IQAC informed that the proposed requirements are being modified in KP towards SSR Preparation.



Director

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