



INTERNAL QUALITY ASSURANCE CELL
CHRIST CHURCH COLLEGE, KANPUR

NOTICE DATED 30/10/2023

A Meeting of the Internal Quality Assurance Cell (IQAC) will be held on Saturday, 04/11/2023 at 11:30 AM in the IQAC Conference Room. Hon'ble Principal and Secretary, College Governing Body will be presiding over the meeting. All the members including the student nominees are requested kindly to attend the same.

D. C. Srivastava

(Prof. D. C. Srivastava)

IQAC Coordinator
Coordinator
Internal Quality Assurance Cell
Christ Church College, Kanpur

Agenda:

1. Initial AQAR submission for Cycle 2 of NAAC Accreditation
2. Skill-Based Certificate and Diploma Courses
3. Subject Affiliation for Physical Education and Sports, and Library and Information Science
4. Renewal of MoUs for Undergraduate Vocational Courses
5. Appointment of a Vocational Coordinator
6. Infrastructure Development for Semester-Based Education Policy
7. Encouragement of Faculty to Apply for Research Grants
8. Proposal for a Research Project Policy at the UG/PG levels
9. Short-Term Computer Skill Courses for Non-Teaching Staff
10. Establishment of a Lending Library
11. Creation of a Research Section within the Lending Library
12. Support for Alumni Association Fundraising Efforts
13. Policy for Institutional Best Practices
14. Policy for internal evaluation
15. Any other matter

IQAC Meeting of Christ Church College, Kanpur

Date: 04/11/2023

Venue: IQAC Conference Room

Chair: Prof. Joseph Daniel

In attendance:

1. Prof. Joseph Daniel (Chair) *Daniel*
2. Prof. Sabina R. Bodra – Vice Principal
- ✓3. Prof. D. C. Srivastava – IQAC Coordinator *DCS*
- ✓4. Prof. Sujata Chaturvedi – IQAC CO-Coordinator *Sujata*
- ✓5. Prof. Satya P. Singh – NAAC Coordinator *SPS*
- ✓6. Dr. R. K. Juneja – Member *RKJ*
- ✓7. Prof. Meet Kamal – Member *Meek*
- ✓8. Prof. Anindita Bhattacharya – Member *apb*
- ✓9. Dr. Sanjay Saksena – Member *S Saksena*
- ✓10. Prof. Anurag Saxena – Alumni Representative – *Anurag*
11. Prof. R. K. Dwivedi – Director, CDC, CSJM University
12. Prof. Ram Naresh Tripathi – Professor of Maths., HBTU
13. Mr. Balram Narula – Industrialist nominee
14. Dr. Lionel Thomson – Management Nominee
15. Dr. John Jaswant – Local Society Nominee
16. Mr. Vimal Tudy – Stakeholder's Nominee
- ✓17. Mr. Sunil Anderson – Off. office Supt. *AS*
- ✓18. Mr. Ashwani James – Library staff *AJ*
- ✓19. Soumya Dixit – Student nominee *S Dixit*
- ✓20. Avichal – Student nominee *Avichal*
21. Chahat Tuteja – Student nominee
- ✓22. Vijay Narayan – Student nominee *Vijay Narayan*
- ✓23. Sandhya Yadav – Student nominee *sandhya*
24. Dr. Himanshu Dixit. *Himanshu Dixit*

Coordinator
Internal Quality Assurance Cell
Christ Church College, Kanpur



INTERNAL QUALITY ASSURANCE CELL
CHRIST CHURCH COLLEGE, KANPUR

Minutes of the Meeting of the Internal Quality Assurance Cell (IQAC)

Date: November 04, 2023
Venue: IQAC Conference Room
Chair: Prof. Joseph Daniel

In attendance:

1. Prof. Joseph Daniel (Chair)
2. Prof. D. C. Srivastava – IQAC Coordinator
3. Prof. Sujata Chaturvedi – IQAC Co-Coordinator
4. Prof. Satya P. Singh – NAAC Coordinator
5. Dr. R. K. Juneja – Member
6. Prof. Meet Kamal – Member
7. Prof. Anindita Bhattacharya – Member
8. Dr. Sanjay Saksena – Member
9. Prof. Anurag Saxena – Alumni Representative
10. Dr. Himanshu Dixit – Invited member
11. Mr. Sunil Anderson – Off. office Supt.
12. Mr. Ashwani James – Library staff
13. Soumya Dixit – Student nominee
14. Avichal – Student nominee
15. Vijay Narayan – Student nominee
16. Sandhya Yadav – Student nominee

Agenda Items Discussed and Resolved:

1. It was decided to upload the initial AQAR for cycle 2 of NAAC accreditation and assessment by December 2023. Prof. Satya P. Singh, the NAAC coordinator, assured the members present that the AQAR would be uploaded on time. He

Joseph Daniel

further suggested that for all the cells and committees of the college, policy documents should be clearly stated. All the co-curricular and extra-curricular activities being conducted regularly through the cells and committees in the college should be documented as per the standard operating procedure of NAAC, and the reports should be regularly submitted to the IQAC office within a week after the completion of each program.

2. A proposal to introduce skill-based certificate and diploma courses under statutory bodies like UGC and CSIR, etc. was discussed.
3. The IQAC will seek subject affiliation from the university for Physical Education and Sports and Library and Information Science at the undergraduate level in the arts faculty stream, given that regular faculty members are already appointed in these disciplines.
4. Renewal of the Memoranda of Understanding (MoU) for all undergraduate-level vocational courses was approved.
5. The suggestion to appoint a vocational coordinator responsible for various operational areas, including curriculum development, trainer recruitment, advisory support, MoU management, employment centre oversight, job opportunity facilitation, and self-employment support, was accepted.
6. Due to the implementation of the new education policy in semester mode across all programs, the urgent development of additional rooms, a multimedia centre, and a computer room with a minimum of fifty computers was discussed.
7. Faculty members of the college were encouraged to apply for research grants from statutory bodies for major and minor research projects.
8. A proposal for a policy on research projects for the course programs, particularly at the undergraduate level in semester V/VI, to facilitate their smooth implementation was discussed.
9. It was decided to organize regular short-term courses on computer skills for non-teaching office staff and seek feedback on office and laboratory infrastructure, and teaching-learning resources in the college.
10. The establishment of a Lending Library in honor of the esteemed former Principal, Prof. Ninan Abraham, was proposed. This library aims to provide books for students to borrow for an entire semester, based on student needs and donations from faculty and alumni.

T. J. Vasanth

11. A Research Section within the Lending Library, housing rare and significant reference materials, was proposed to enhance research opportunities across various disciplines. Contributions of books and reference materials from teachers, alumni, scholars, and others were encouraged.
12. The college agreed to support the Alumni Association in its fundraising efforts and designated suitable office space within the college premises for alumni-related activities and enrolments.
13. It was discussed and decided to formulate an institutional policy for the continuous and comprehensive internal evaluation of all the semester-based courses under the new education policy 2020 for all course programs of the college.

The meeting ended with an expression of gratitude extended to both the chair and the attending members.


PRINCIPAL




IQAC COORDINATOR
Coordinator
Internal Quality Assurance Cell
Christ Church College, Kanpur