



**Kristu Jayanti College**

**AUTONOMOUS Bengaluru**

Reaccredited 'A' Grade by NAAC | Affiliated to Bengaluru North University

## **INTERNAL QUALITY ASSURANCE CELL**

**KJC/IQAC/N-E-01/2020-21**

**Date : 17/07/20**

### **NOTICE**

All the members of the Internal Quality Assurance Cell are hereby informed that the first meeting [Internal] of IQAC for the academic year 2020-21 will be held on 22/07/2020 at 10.00 AM in Panel Room-1. The agenda of the meeting is listed as follows. Kindly make it convenient to attend the meeting.

#### **Agenda of the Meeting**

- 1. Academic audit of the year 2019-2020**
- 2. Review of preparedness for Third Cycle of NAAC Accreditation**

**Coordinator, IQAC**

**Principal  
Kristu Jayanti College  
PRINCIPAL**

**Kristu Jayanti College Autonomous  
K. Narayanapura, Kothanur PO  
Bengaluru - 560077**





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## INTERNAL QUALITY ASSURANCE CELL

Academic Year: 2020-2021

### MINUTES OF THE MEETING

**Meeting No. I-1**

**Date: 22/07/2020**

**Time: 10 AM**

**Members Present: 09**

**Venue: Panel Room**

The first meeting of the Internal Quality Assurance Cell for the academic year 2020-2021 was held on 22<sup>nd</sup> July 2020. The meeting was chaired by Dr. Aloysius Edward J the coordinator of IQAC.

#### **Presentation of the agenda of the meeting**

Dr. Aloysius Edward J, the coordinator of IQAC, presented the agenda for the meeting.

#### **Agenda – 1**

##### **Academic Audit**

Dr. Aloysius Edward J invited the opinion of the members regarding the conduct of the academic audit of the year 2019-2020 which got delayed due to the Covid Pandemic. After collective discussion it was decided to extend the time for submitting the hardcopy documents for audit to the IQAC by the departments owing to the pandemic situation.

#### **Agenda – 2**

##### **Review of preparedness for Third Cycle of NAAC Accreditation**

Dr. Aloysius Edward J, the coordinator of IQAC shared the time line of the schedule for submission of the SSR for third cycle NAAC accreditation. All the process owners were urged to stick on to the deadline in preparing the data templates and supporting documents in the required format.

Ms. Ramya B : Presented the statistics regarding the criteria-2 related metrics. Hardcopy documents of the last year 2019-20 regarding to teaching and learning to be collected as the pandemic situation eases.

Ms. Mary Jacob : presented the statistics regarding the student support services and projects and internships. Informed the meeting that the submission of hardcopy documents regarding the projects and internships were not complete as many faculty members should return to the campus.

Ms. Anita C : presented the year wise statistics related to add-on courses offered by the college and the student enrolment ratio.

Mr. Nagendra S : presented the student achievements of the past five years. As per collective discussion, the procedure for digitisation of the various proof collected over the years were charted out.

Dr. Nelson and Ms. Priya Josson : Presented the impact analysis of the extension activities.



### **Agenda-3**

#### **Any other**

Dr. Edward appreciated all the members of the IQAC for keeping their spirits high during the lock down. Appreciated all for organising the FDP programme in collaboration with IIT Kharagpur on outcome based learning and for organising the All India educators meet in the online mode.

### **ATR/Compliance Report**

In compliance with the first meeting held on 22<sup>nd</sup> July 2020,

Academic audit was carried out successfully

All the metric owners were able to complete the targets as per the scheduled deadlines with respect to third cycle SSR preparation.



**Coordinator, IQAC**




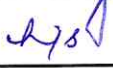







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# MINUTES

Date	Venue	Start Time	End Time
22-7-2020.	Panel Room .	9.15 AM	10.05 Am .
Type of Meeting			
S. No.	Members Present	Signature	
1.	Dr. Aloysius Edward J.		
2.	Dr. Calistus Jude .		
3.	Dr. Justin Nelson meharal		
4.	Ms. Ranje B .		
5.	Ms. Anna Devi K.		
6.	Ms. Phye Jasson AKKara .		
7.	Ms. Anita . C.		
8.	Mr. Nagendra . S.		
9.	Dr. Manikandav K.		



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## INTERNAL QUALITY ASSURANCE CELL

**KJC/IQAC/N-E-02/2020-21**

**Date: 02/09/20**

### NOTICE

All the members of the Internal Quality Assurance Cell are hereby informed that the second meeting [Internal] of IQAC for the academic year 2020-21 will be held on 09/09/2020 at 03.30 PM in Panel Room-1. The agenda of the meeting is listed as follows. Kindly make it convenient to attend the meeting.

#### Agenda of the Meeting

1. National Conference on NEP 2020
2. Review of preparedness for Third Cycle of NAAC Accreditation

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**INTERNAL QUALITY ASSURANCE CELL**

**Academic Year: 2020-2021**

**MINUTES OF THE MEETING**

**Meeting No. I-2**

**Date: 09/09/2020**

**Time: 3.30 PM**

**Members Present: 09**

**Venue: Panel Room**

The second meeting of the Internal Quality Assurance Cell for the academic year 2020-2021 was held on 9<sup>th</sup> September 2020. The meeting was chaired by Fr. Dr. Augustine George, the Principal.

**Presentation of the agenda of the meeting**

Dr. Aloysius Edward J, the coordinator of IQAC, presented the agenda for the meeting.

**Agenda – 1**

**Virtual National Conference on NEP 2020**

Fr. Dr. Augustine George presented the relevance of the conference 'NEP 2020: A Transformative Educational Policy for Aspirational India' scheduled on 15<sup>th</sup> and 16<sup>th</sup> of September, 2020.

Dr. Calistus Jude presented the schedule and the people responsible for each session with the details.

Dr. Aloysius Edward J presented the arrangements made for the conduct of the conference

**Agenda – 2**

**Review of preparedness for Third Cycle of NAAC Accreditation**

Dr. Aloysius Edward J, the coordinator of IQAC made a brief presentation about the current status of NAAC SSR preparation. The meeting entrusted Ms. Ramya B and Ms. Anita C to check and verify the completed quantitative metrics. A review of all the pending metrics were done and strategies to complete the preparation of supporting documents were also discussed in the meeting. The meeting decided for the next review of the completed work by the end of October.

**Agenda-3**

**Any other**

Fr. Augustine, the Principal and Dr. Aloysius Edward appreciated all the members of the IQAC for their work towards the preparation of NAAC third cycle SSR



## ATR/Compliance Report

In compliance with the meeting held on 9<sup>th</sup> September, 2020, the virtual national conference on NEP 2020: A Transformative Educational Policy for Aspirational India was successfully organised as per the schedule.

The review of the SSR preparation observed that the preparation of SSR was progressing as per plan.



**Coordinator, IQAC**

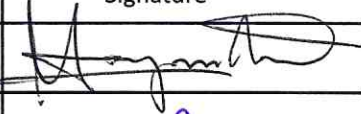


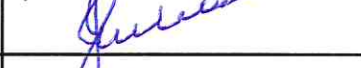

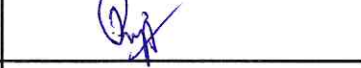




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**MINUTES**

Date	Venue	Start Time	End Time
9-9-20.	Panel Room	3.30	4.45
Type of Meeting	NEP Conference & NAAC Accreditation.		
S. No.	Members Present	Signature	
1.	Fr. Dr. Augustine George		
2.	Dr. Aloysius Edward J		
3.	Dr. Celestus Jude		
4.	Dr. Justin Nelson Michael		
5.	Ms. Ranya B.		
6.	Ms. Priya Jossan Akkana.		
7.	Ms. Anita C.		
8.	Ms. Anna Devi K.	K. Aruna	
9.	Dr. Manikandara		





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## INTERNAL QUALITY ASSURANCE CELL

**Academic Year: 2020-2021**

### IQAC MEETING

**Date: 07-11-2020**

**Time: 3 PM**

### Meeting Schedule

1. Prayer
2. Welcome
3. Presentation of Agenda
4. Discussion
5. Vote of Thanks

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## INTERNAL QUALITY ASSURANCE CELL

Academic Year: 2020-2021

### IQAC MEETING

Date: 07-11-2020

Time: 3 PM

### Meeting Agenda

1. Approval of the minutes of the meeting held on 28<sup>th</sup> May, 2020
2. Present status of third cycle NAAC SSR preparation
3. Quality initiatives of the Institution
4. Add on Courses 2020-2021
5. Any other

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**INTERNAL QUALITY ASSURANCE CELL**  
**Academic Year: 2020-2021**

**MINUTES OF THE MEETING**

**Meeting No. 1**

**Date: 07/11/2020**

**Time: 4 PM**

**Members Present: 20**

**Venue: Zoom Platform**

**Type: IQAC-External**

The first meeting of the Internal Quality Assurance Cell with the external members for the academic year 2020-2021 was held on 7<sup>th</sup> November, 2020. Due to the pandemic period lockdown, the meeting was organised using the virtual online meeting platform. The meeting was chaired by the Principal, Fr. Dr. Augustine George. The Chairperson welcomed everybody and highlighted the genuine guidance offered by the external members of IQAC Mr, Vijayan and Prof. Reddy. The Principal said in his welcome note that Kristu Jayanti College over the years was successful in establishing efficient systems in place with the support of diligent faculty members. The role of IQAC in establishing and maintaining these processes in the college is praise worthy and he appreciated each member of the IQAC for their contribution and commitment towards the institution.

**Resolution**

A resolution appreciating the contributions of the former Principal Fr. Josekutty was moved by Prof. Ravichandra Reddy. The resolution highlighted the efforts of Fr. Josekutty over the past 20 years in making the college a much sought after higher educational institution in such short span of time.

Fr. Augustine George thanked Prof. Reddy for the resolution and thanked the members for the appreciation and acknowledged Fr. Josekutty's contribution.

Dr. Aloysius Edward J, the coordinator of IQAC, presented the agenda for the meeting.

**Agenda – 1**

Approval of the meeting minutes held on 28<sup>th</sup> May, 2020

Ms. Anita C, Member IQAC presented the minutes of the meeting held on 28<sup>th</sup> May, 2020. The summary highlights of the ATR based on the previous meeting was presented before the meeting. The summary highlights of the ATR were the acceptance of AQAR 2018-2019 by NAAC, distribution of Uniforms and notebooks to UBA adopted village schools' children, Special survey conducted in UBA villages to adopt special schemes and laptops given to economically weak students to continue their online classes, training programmes were organized for the school and college teachers on the effective usage of Moodle in teaching-learning methodology, All the teachers, administrative staff and students of the institution have

been oriented about NEP 2020, Virtual National Conference on NEP 2020: A Transformative Educational Policy for Aspirational India on September 15 and 16 2020 was organized in collaboration with Bengaluru North University, The institution has retained its ranking as one of the top 200 colleges in India at NIRF 2020, The Ministry of Education has conferred 4 Star rating to the Institute Innovation Council of the college consecutively for the past two years

The minutes of the meeting was approved

### **Agenda – 2**

#### **Preparation Towards 3<sup>rd</sup> Cycle Accreditation**

Dr. Justin Nelson Michael, Member IQAC and Director, Centre for Research presented the status of the preparedness of the institution towards 3<sup>rd</sup> cycle of NAAC accreditation. The activities in this regard starting from the formation of core committee and the status of the preparation till date. The college is planning to submit the IIQA in December 2020, and online SSR submission in January 2021.

### **Agenda – 3**

#### **Quality Initiatives of the Institution**

Dr. Aloysius Edward, Co-ordinator of IQAC and Dean, Faculty of Commerce & Management presented the quality initiatives of the institution with respect to Teaching Learning and Evaluation. Dr. Edward highlighted the use of Kristu Jayanti Learning Management System and the adoption of a learner centric approach in teaching, learning and evaluation in online mode. Dr. Edward informed the meeting that the pandemic has not stopped the institution from implementing any of its regular academic or co-curricular programmes. The college could conduct all do all the programmes through the online mode. Prof. Ravichandra Reddy appreciated the faculty members and the college for the innovative and diverse teaching learning methodologies. He suggested to bring out a handbook on teaching methodologies and highlighting the group of students getting benefitted from each of the methodology. Dr. Edward informed the meeting that the department wise collation of TL methodologies and participation of students in various TL methodologies is already done.

The employability enhancement training programmes, the activities of the incubation centre and the activities of the IQAC like organising a virtual national conference on NEP 2020 were highlighted.

Dr. Calistus Jude A L, Dean, Faculty of Sciences and coordinator of Literary and cultural association presented the initiatives of the institution with respect to research, consultancy and student support services. The details of research awards 2019-2020, and the statistics regarding research publications, patents filed and the Institution funded and Collaborative Community Project

were presented. The amount distributed through the various scholarship schemes and the initiation of Jayantian Determination Scholarship in 2020 – 2021 were highlighted.

Ms. Priya Josson, Member IQAC presented the quality initiatives of the institution with respect to extension and environmental sustainability. The extension activities organized at the UBA

adopted villages, National Campaigns & Celebrations under the guidance of MHRD and the collaborative activities carried out with external agencies and the green campus initiatives were detailed. She informed the meeting that the college got certified with Green campus Certification with Gold rating

Ms. Ramya B, Member IQAC presented the quality initiatives of the institution with respect to academic collaborations and memberships and the centre for placements and corporate relations.

Ms. Aruna Devi K, Member IQAC presented the student achievements and the awards and recognitions received by the institution.

Prof. Ravichandra Reddy queried about the success rate of students in NET examination.

#### **Agenda – 4**

##### **Add on Courses**

Dr. Gopakumar A V, Dean, Faculty of Humanities detailed about the add on courses offered by each denary and the statistics regarding the same. The institution has collaborated with Courseera to deliver MOOC and Swayam online courses are part of CBCS

#### **Agenda – 5**

##### **Conduct of Online Examination**

Prof. Jeo Joy, Controller of Examinations explained the conduct on online end semester examinations, PG – Mid term examinations. The procedures in place in Kristu Jayanti Learning Management System and the orientation given to all students and faculty members regarding the online examinations were highlighted.

Mr. Vijayan appreciated the college on its seamless transition to technology enabled learning during the pandemic times which proved that Kristu Jayanti College is an institution with good data culture and technology orientation. Pandemic is a differentiator and the good data culture will help the institution not only in the NAAC accreditation process, but in many more avenues.

Fr. Principal explained the processes in place for online teaching and learning and evaluation and Kristu Jayanti College is in a position to help other institutions in the conduct of online examination from the gained experience.

Mr. Vijayan queried about the difficulties faced during online classes. Dr. Aloysius Edward was of the view that internet connectivity of students was a major hurdle and to some extent this could be overcome by the availability of the learning content available to the student in the learning management system Moodle.

Fr. Principal added that proper IT infrastructural augmentation was done for conducting classes and the class animators are regularly in touch with the students to addressing the difficulties faced by the students.

The external members enquired about the plans for the physical conduct of classes and the Principal the informed that the college is planning in bringing students to the campus in a phased manner giving priority to courses which are more practical oriented.

Ms, Kezia Sheriff, the alumni representative inquired about the institutional IT support mechanisms offered to students. Fr. Augustine George explained the distribution of laptops to deserving students and college computer labs being opened to students for learning and provisions made students opting for offline end semester examination. Arrangements are made to accommodate students in the college hostel in the event of students coming back to the campus.

Ms. Keziha queried about how proper engagement with students is happening in the online mode and what measures are in place to address the stress related issues of the students.

Mentoring is conducted and wellness hours were introduced to interact with the students and every department is connecting with the students through organizing fests and other academic enrichment activities. Dr. Aloysius Edward was of the view that much hard work is put up by the teachers to reach out to the students.

The student council secretaries appreciated the efficient conduct of online classes and the concern and availability of teachers for the students and the interesting academic content available in the learning management system.

The external members and the alumni member congratulated the college on the successful conduct of online classes and expressed that the pandemic period once again proved that only the fittest will survive.

The meeting concluded with Fr. Lijo P Thomas , Financial Administrator of the college thanking all the members for their merit and contribution they had made in Kristu Jayanti College's journey towards excellence.



**Coordinator, IQAC**



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## **INTERNAL QUALITY ASSURANCE CELL**

**KJC/IQAC/N-E-01/2020-21**

**Date : 30/05/2021**

### **NOTICE**

All the members of the Internal Quality Assurance Cell are hereby informed that the online meeting [Internal] of IQAC for the academic year 2020-21 will be held on 31/05/2021 at 12.15 PM in online mode using the zoom platform. The agenda of the meeting is listed as follows. Kindly make it convenient to attend the meeting.

Meeting id : 96120806887

#### **Agenda of the Meeting**

1. DVV Clarifications of NAAC third cycle SSR
2. Any other

**Coordinator, IQAC**

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**INTERNAL QUALITY ASSURANCE CELL**

**Academic Year: 2020-2021**

**MINUTES OF THE MEETING**

**Meeting No. I-4**

**Date: 31/05/2021**

**Time: 12.15 PM**

**Members Present: 11**

**Venue: Online Zoom Platform - Meeting id : 96120806887**

The fourth meeting of the Internal Quality Assurance Cell for the academic year 2020-2021 was held on 31<sup>st</sup> May 2021 on online mode using the zoom platform. The meeting was chaired by Dr. Aloysius Edward J the coordinator of IQAC.

**Presentation of the agenda of the meeting**

Dr. Aloysius Edward J, the coordinator of IQAC, presented the agenda for the meeting.

**Agenda – 1**

**NAAC DVV Clarifications**

Dr. Aloysius Edward J presented the DVV clarifications sought by the NAAC with respect to the third cycle SSR submitted to NAAC on 29<sup>th</sup> April, 2021.

Each of the DVV clarifications were taken up for discussion and the way to present the clarifications were also discussed.

The person in charge for each of the clarifications were also decided. Ms. Ramya B and Ms. Anita were assigned the role of verifying the answers prepared and to upload the answers in the NAAC portal. The meeting decided to complete the upload of sought clarification by 12<sup>th</sup> of June, 2021.

**Agenda – 2**

**Any Other**

Dr. Aloysius Edward J appreciated all the members for their continued efforts with respect to third cycle NAAC accreditation.

**ATR/Compliance Report**

In compliance with the first meeting held on 31<sup>st</sup> May 2021, the institution uploaded all the required documents for the clarification sought by NAAC with respect to third cycle SSR in the NAAC portal on 12<sup>th</sup> of June, 2021.










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MINUTES

Date	Venue	Start Time	End Time
31-5-21.	Online meeting	12.15 Pm	2. Pm
Type of Meeting	meeting Id - 96120806887.		
S. No.	Members Present	Signature	
1.	Dr. Aloysius Edward.		
2.	Ms. Ranya B.		
3.	Ms. Anita C.		
4.	Dr. Carleton Jude.		
5.	Dr. Manikandan K.		
6.	Dr. Aruna Devi K.	K. Aruna	
7.	Dr. Justin Nelson Michael		
8.	Mr. Nagendra S.		
9.	Ms. Mary Jacob.		
10.	Ms. Priya Jasson Akkana.		
11.	Dr. Gopakumar AV.		