



MINUTES OF THE IQAC MEETING ON 12-10-2019

MEMBERS

Dr. Matthew Chulaparambil, Director, Montfort College
Dr. Paul Arul Raj, Principal, Montfort College
Br. George V J, Former Principal, Montfort College
Dr. S V. Suryarekha, Former Principal, Montfort College
Dr. Matthew Panathanath, Founder Director, Montfort College
Dr. Molly Joy, HOD, Dept. of Psychology, Kristu Jayanti College, Bangalore
Ms. Karuna Bhaskar, Founder, ResilienceWorks
Ms. Sritha Sandon, Associate Professor, Montfort College
Ms. Saritha Matthew, Administrative Coordinator, Montfort College
Mr. Maxim Periera, Assistant Professor, SIAS (Special guest)

APOLOGIES

Dr. Genevieve, Former Principal, Mount Carmel College, Bangalore
Dr. Tony Sam George, Dean of Social Sciences, Christ University, Bangalore
Ms. Sangeetha Reddy, Alumnus, Montfort College
Mr. Sebastian Anthony Samy, Administrator, Montfort College
Ms. Aparna Rajeev, Student, Montfort College

Proceedings

To open the proceedings, Dr. Matthew Chulaparambil led the members in prayer. Following this, Dr. Paul Raj welcomed the members and Br. George V J introduced the members. The minutes of the previous meeting and the action taken were ratified by the members. Subsequently, the agenda was taken up.

The first two points on the agenda were application of specialized status and submission of the IIQA. These two being related, they were taken up together. The members were made aware that of the process of the NAAC reaccreditation and the present status, as follows:

- 1) Montfort College was due for NAAC reaccreditation (3rd Cycle) in 2017. Spearheaded by the IQAC, the faculty members began the preparation of the SSR in November 2016. The first draft was submitted to IQAC by the end of January 2017.

- 2) Members of the IQAC made suggestions to the faculty on several changes required in the SSR and the supporting documents and the faculty began work on the second draft which was received by the IQAC by the end of April 2017.
- 3) Bro. George and the IQAC members sent the draft SSR to experts for feedback and suggestions while the faculty members continued to gather and collate relevant documents to support the SSR.
- 4) The feedback from the experts was incorporated and by May 2017; and the college was ready to submit the SSR. Just as the college was getting ready with the LOI, we discovered that the portal for submission was closed.
- 5) The new manual for SSR released by NAAC in July 2017 was a great shift from the old manual in that it leaned heavily towards quantitative metrics and was less favorable to a single-department college such as ours.
- 6) The IQAC members sat together to reevaluate the SSR in light of the new manual and decided that any grade based on this evaluation would not be favorable to the college. Members decided to approach NAAC regarding the problem.
- 7) IQAC members had several formal and informal meetings spanning the latter half of 2017 and most of 2018 with members of NAAC to determine the best course of action. The NAAC Director Dr. Latha Pillai was invited as the Chief Guest for the Graduation in 2018 and had consultation with her regarding the course of action. Finally, it was decided that the college could apply for special status and in October 2018, Montfort College sent a formal application for special status.
- 8) However, there has been no communication from NAAC regarding whether the college might receive such a consideration or not from NAAC. In addition, the college is due for renewal of permanent affiliation with Bengaluru North University in 2020-21

With this status report, the need to submit the Institutional Information for Quality Assurance (IIQA) was discussed in light of the application for special consideration, renewal of affiliation and the workload of the faculty. It was also brought to the notice of the members that there has been no response from NAAC regarding the application of specialized institution. After much deliberation, the following decisions were taken:

1. The college would take up the preparation of the Self Study Report (SSR) towards the 3rd cycle of assessment and accreditation
2. The college would submit the IIQA information when the SSR was ready and

3. The college would follow up with NAAC regarding the application for special consideration.

It was also decided that the faculty would be involved in the process of submission of the SSR and would be requested to find dedicated time for this work.

The members were given an orientation about the Revised Assessment Framework and how to go about completing the SSR in this framework. The importance of verifiable documents and clarity of data presentation was stressed.

The meeting broke up with a word of thanks from Sritha Sandon and the members retired for tea.

Action to be taken

- Follow-up with NAAC regarding the application for special institution
- IQAC members to meet with teaching faculty and orient them regarding the SSR and steer the faculty for SSR preparation
- Payment for processing the IIQA to be made when SSR was almost ready

Recorded by
Sritha Sandon, Coordinator, IQAC