

# Jesus and Mary College

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Accredited by NAAC with "A" Grade



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## IQAC Meeting (Online) on 7<sup>th</sup> September 2020

### Members Present:

Dr. Sandra Joseph, Principal

Sr. (Dr.) Rosily T.L rjm

Dr. Alka Marwaha, IQAC Co-ordinator

Dr. Alka Sehgal

Ms. Rashi Mukhopadhyay

Ms. Sameera Mehta

Ms. Anuragini Shreeya

Ms. Aneesha Puri

**Agenda:** To present and discuss the Criterion 1 Report.

### Minutes:

- Dr. Alka Marwaha presented the Criterion Report to the house.
- The following suggestions were given:
  - 1.1.1.  
Counsellors Data needs linking  
Current academic year mentor-ward groups need linking
  - 1.1.2  
Staff Council meeting minutes need linking  
Departmental reports still need linking  
Mention year of mentor-ward programmes
  - 1.1.3  
Remove all names which don't have backup proof in the supporting documents (Alka Marwaha Ma'am will clarify percentage of data with NAAC)
  - 1.2.2 and 1.2.3  
In supporting documents assume French and Spanish are all JMC students so add the numbers in the blank column
  - 1.3.3  
Awaiting clarification whether same data as 1.3.2 or the one we have put. NAAC query needs to be put in by Alka Marwaha Ma'am. Query needs to be mailed to Alka Ma'am for forwarding



1.4.2.

Department feedback reports will go from Alka Marwaha Ma'am (IQAC) to Sister Rosily who will then send it forward to the departments who have to then take a decision on it and the TICs need to sign the action taken report and send it back to the NAAC team for uploading. AQAR needs to be ratified by the governing body members.

- The efforts of the Criterion team members were appreciated.
  - ✓ Ms. Sameera Mehta, Ms. Rashi Mukhopadhyay Ms. Aneesha Puri and Ms. Anuragini Shreeya under the guidance and facilitation of Dr. Alka Sehgal brainstormed ideas and laid the process for systematic collection and compilation of data.
  - ✓ Ms. Sameera's work on 1.1.1 and 1.1.2, organization of information and links for 1.2.1. and contribution in the designing of feedback forms for 1.4.1 along with Rashi, Aneesha and Alka Sehgal was acknowledged. She worked closely with Aneesha for preparation of Stakeholder Reports for the same. She also helped in 1.4.2 preparation of the Institutional ATR for GBM approval, and collated Departmental ATRs and Proformas. Sameera also worked on the Executive Summary for Criteria 1.
  - ✓ Rashi collaborated and coordinated with Ms Gracy, Ms Nancy, Mr Tom and Mr Kailash to procure information for 1.2.2 and 1.2.3 for add-on courses. She worked not only on the allotted component but supported every component of the criteria. Aneesha helped in collecting and collating data for 1.1.3 and making the supporting documents for it. She gave her inputs in writing the descriptive for 1.3.1 and documenting the photographic evidences for the same. Anuragini contributed in the collection and collation of data for the curriculum enrichment Section for 1.3.2 and 1.3.3 along with supporting documents related to experiential learning mandated by the syllabus.
  - ✓ The team's relentless hard work towards compilation of Criterion 1 through several meetings and follow-ups with different sources for information, identifying gaps and creating solutions for the same was noted by the Principal. The report was reviewed several times by Dr Alka Sehgal and her observations were worked upon collectively.

*Alka Marwaha*

**Dr. Alka Marwaha**

**IQAC Co-ordinator**