

Jesus and Mary College

University of Delhi
Chanakyapuri, New Delhi - 110021
Accredited by NAAC with "A" Grade



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Jesus and Mary College Chanakyapuri, New Delhi

Minutes of the IQAC Meeting

An IQAC meeting was held on Wednesday, 8th June, 2022 in the Conference Room.

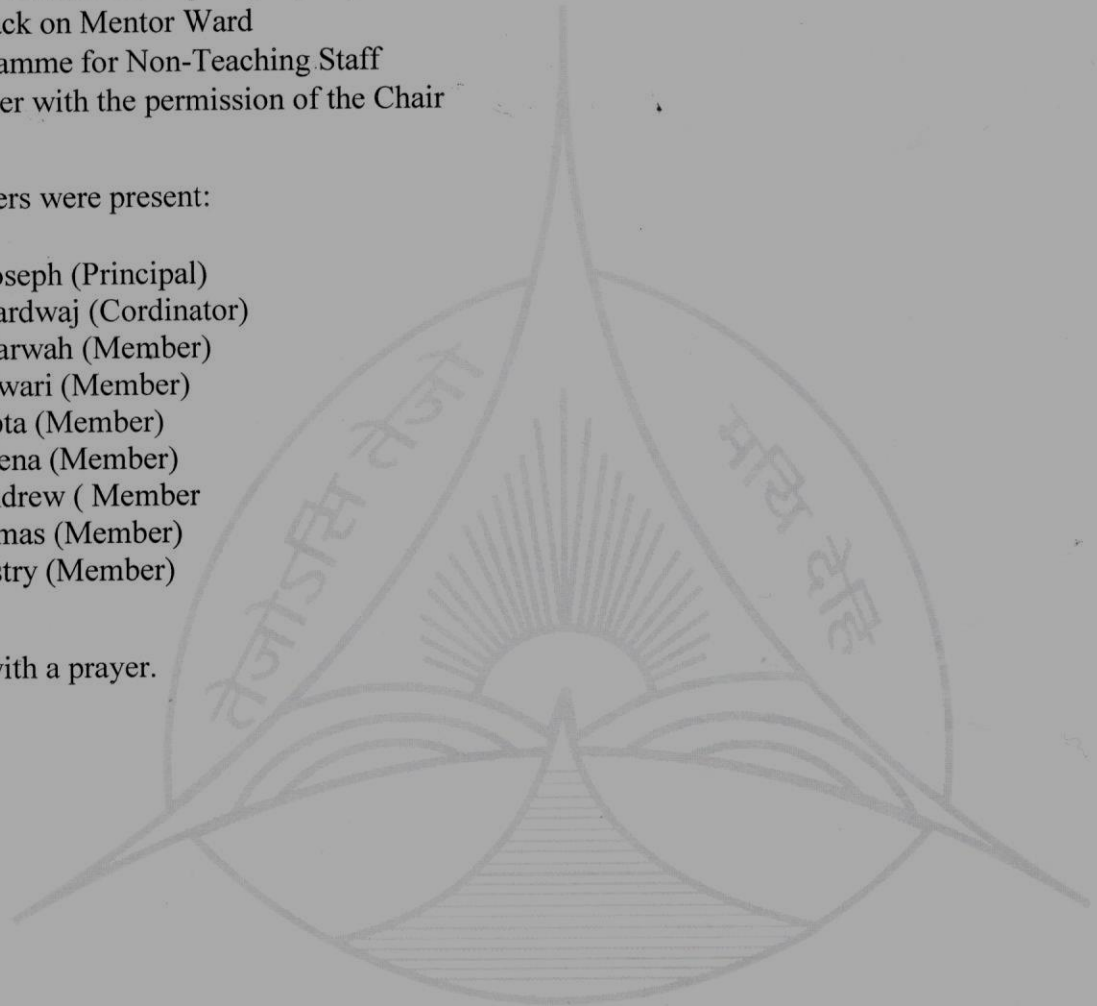
AGENDA

- Implementation of IQAC recommendations on societies and journal as approved by the Staff Council.
- Collection and Analysis of Student Feedback
- Scheduling and planning for the Departmental Academic Audits (Internal and External)
- Preparation of a Tentative Academic Calendar and list of IQAC activities for the next Academic year.
- Planning for an international Conference to be held in the next academic year.
- Pending cases of Faculty Promotions (AL 11 to AL 12) and formulating policies regarding processing of Applications for promotions in future.
- Annual Quality Assurance Report (AQAR) 2021-22
- Faculty Feedback on Mentor Ward
- Training Programme for Non-Teaching Staff
- Any other matter with the permission of the Chair

The following members were present:

1. Prof. Sandra Joseph (Principal)
2. Dr. Pavitra Bhardwaj (Cordinator)
3. Prof. Reena Marwah (Member)
4. Prof. Amita Tiwari (Member)
5. Ms. Smita Gupta (Member)
6. Ms. Rama Saxena (Member)
7. Dr. Sona V Andrew (Member)
8. Mr. Jobin Thomas (Member)
9. Dr. Amrita Sastry (Member)

The meeting began with a prayer.



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The following decisions were taken after due deliberation:

- The IQAC to further streamline the number, scope and goals of Cells/Societies belonging to certain departments.
- No Department to have their individual/separate website.
- Department Magazines may continue as per past practice.
- Official YouTube channel and Instagram page should be made with links to the same on College Website.
- Collection and analysis of Student feedback through an Online form to be completed and report of the same to be submitted to the Principal by Ms. Rama Saxena, Dr Sona Andrew and Mr Jobin Thomas.
- Internal and External Audits to be concluded between July 26 – August 26. A training for the IQAC members to perform the academic audit is to be scheduled.
- Internal Assessment moderation to be done at the level of departments before submission of the final marks to the College level moderation Committee.
- Society Elections should be in first week of September, followed by General Elections.
- Prof. Reena Marwah and Dr. Shefali Mishra to start working towards organizing an International Conference in March 2023 by funding from NAAC.
- Processing of Applications for promotions of faculty should be held twice a year i.e June and December.
- IQAC members who are not from the Applicant's department to be involved in the processing of promotion applications.
- Archana Tripathi and Amita Paliwal's application forms are to be processed. by Dr. Sona V Andrew and Prof. Reena Marwah
- IQAC to organise a Felicitation Program for the six professors in July-Aug.

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- Ms SmitaGupta and Dr Shefali Mishra to work towards this program.
- Guidelines related to Mentor-Ward System to be framed for the next academic year
- APAR should be collected from all faculty members by 30th June 2022.
- Mr. Jobin Thomas, Dr. Shefali Mishra and Dr Pavitra Bhardwaj to work in the editorial board on the proposed edited volume.
- Qualitative Research Workshop by Dr Rajshree to be held between July 11- July 15.
- Mr Jobin Thomas apprised the members about the MoUs signed with various institutions in the Xavier Board Meeting in the month of May 2022.

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(Principal)

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Ms. Rama Saxena
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(Member)

Mr. Jobin Thomas
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Dr. Amrita Sastry
(Member)