



CRITERION 5

SUPPORTING DOCUMENT

**5.3.2 Institution Facilitates Students' Representation
and Engagement in Various Administrative,
Cocurricular and Extracurricular Activities Following
Duly Established Processes and Norms**

**(Student's Council, Student's Representation on
Various Bodies)**



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6	Year 5 (2020-21)	34

President of Students Union Society (SUS) becomes a member of IQAC team for next two years.

www.ststephens.edu/iqac-2018/


The Internal Complaints Committee (ICC) of the college constituted under the sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act 2013 have students as the member.

www.ststephens.edu/icc/

Societies and clubs:

Students constitute all the executive members of the societies and clubs.

www.ststephens.edu/societies/


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www.ststephens.edu/iqac-2018/

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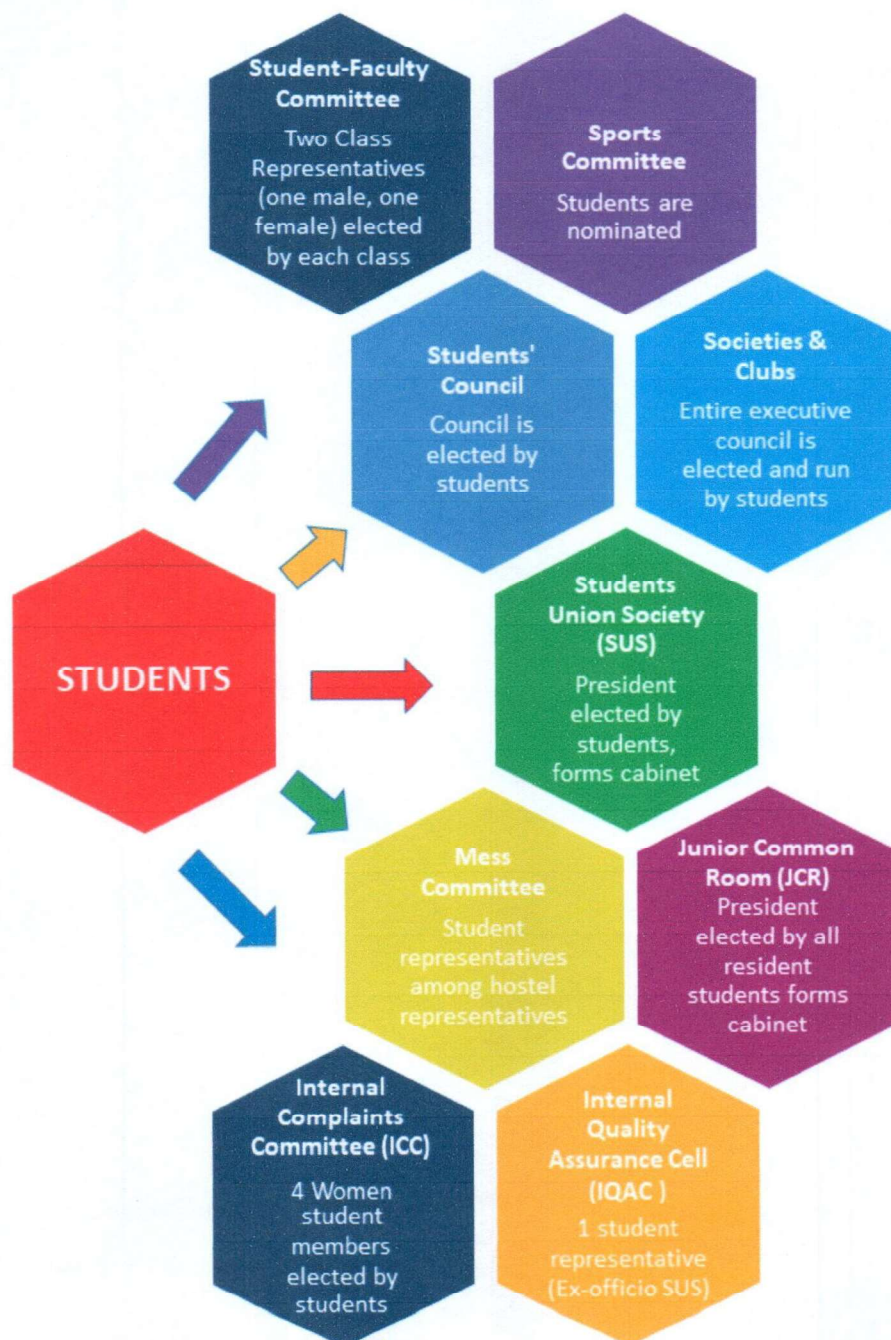
Societies and clubs:

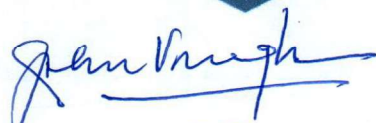
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1. Students' Representation in College's Facilities




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2. Year 1 (2016-17)

NEW Mess Menu 2016-17

16-17

	Breakfast		Lunch		Dinner		Desserts
	Veg.	Non Veg	Veg.	Non Veg	Veg.	Non Veg	
Monday	Sandwich + Dalia + T. Sause + hot milk + Toast	Boiled Eggs + White Sause	Dal + Kadai Paneer + Rice + Roti + fruit	Kadai Chicken	Rice + sambhar + Roti + Mix. Veg.		Rasgulla (small- 2 pcs.)
Tuesday	Chole Batture + hot milk + Bread		Rajma + Rice + Raita + Jeera Aaloo + Roti + fruit		Mutter aloo + Jeera Rice + Rice + Dal Makhani + Roti		Tomato Soup/Kheer
Wednesday	Poha + T. Sause + hot milk + Toast	French Toast	Chole Puri + Rice + Aaloo curry + Lassi/Buttermilk		Rice + Dum Aaloo + Dal + Roti	Chicken Curry	Gulaab Jaamun/Sawian
Thursday	Upma + chutney + hot milk + Toast		Kala Chana + Veg Pulao + Roti + Raita + Nimbu Pani		Dal + Rice + Roti + Mixed Veg.	Egg Fried Rice +	Ice Cream/ Suji Halwa
Friday	Aaloo Bonda + T. Sause + hot milk + Toast		Sambhar + rice + Seasonal mix veg. + roti + fruit		Veg Biryani + chutney + Raita + Aaloo Matar	Chicken Biryani	Custard
Saturday	Paav Baji/ Macaroni + Cornflakes + hot milk + Toast		Kadhi Pakora + Baigan Ka Aaloo + Roti + Rice + Nimbu Pani		Matter Paneer/Lauki, kofta + Dal + Roti + Rice	Egg Curry	Burfi
Sunday	Puri + Aaloo curry + hot/cold milk + Bread		Rice + Dal + Roti + Mix Veg. + buttermilk + Achaar/Paapad		Shahi Paneer/Paneer Masala + roti + Dal + Rice + Salad	Chicken Curry	Cold Coffee/ Hot in winters
	Jam + sugar + Tea & Coffee, every day + Bread/Toast		Salad everyday		Salad Everyday		

Recommended to be implemented w.e.f. 22 November 2016 until further orders.

The items mentioned are subject to change according to the market conditions.

Principal

Bursar

Dean (Residence)

Associate Dean

Mess Steward

SUS President

B. Tutor (AN)

B. Tutor (MW)

Warden (AS)

Warden (RN)

Warden (RS)

SUS Representative

Block Representatives:

Chaitanya K. [RN]

(For AS)

(Nikhil M. Varghese (Jawahar S. Walia) M.E. Atchannaidu)

(Jawahar S. Walia) M.E.

JINCE GEORGE MUKARTI

[Signature]
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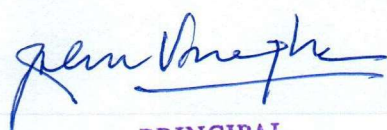




List of Mess Committee Members 2016-2017		
1	Prof. John Varghese	Principal
2	Dr. Renish Abraham	Bursar
3	Dr. Monodeep Daniel	Dean Residence
4	Dr. Chinkhanlun Guite	Associate Dean
5	Mr. Samuel	Mess Steward
6	Dr. Baker	Block Tutor
7	Dr. Ashok Nambiar	Block Tutor
8	Ms. Doya Haldar	Warden
9	Veronica Bor	Warden
10	Viphyilo Kikon	Warden
11	Nikhil Varghese	SUS President
12	Urmila Vishnoi	Block Representative
13	Chandni Kapoor	Block Representative
14	Aparna Misra	Block Representative
15	Jince George	Block Representative
16	Jasroop Singh Walia	Block Representative


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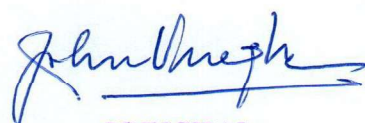




The following Junior Members are the Block Representative for the session 2016-2017				
Sl. NO.	Room NO.	Reg.	Name	Blocks
1	F7	14BBAP036	Nikhil Varghese	Allnutt North
2	A13	14BHST059	Urmila Vishnoi	Allnutt South
3	L2	14BPHY023	Chandni Kapoor	Rudra North
4	O5	14BMAT018	Aparna Misra	Rudra South
5	V15	14BCHE035	Jince George	Mukarji West
6	R16	14BBAP024	Jasroop Singh Walia	Mukarji East


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Minutes of the IQAC meeting held on 26th September 2016 at 3.00 pm

1. The following members participated in the meeting:
 - i. Prof. John Varghese (Principal)
 - ii. Dr. Renish Abraham (Bursar)
 - iii. Dr. Rohit Wanchu (Senior Tutor)
 - iv. Dr. Tasneem Suhrawardy Member IQAC (Coordinator)
 - v. Sangeeta Luthra Sharma Member IQAC
 - vi. Dr. Sangeeta Sachdeva Member IQAC
 - vii. Dr. Aditya Pratap Deo Member IQAC
 - viii. Dr. Bikram Phokun Member IQAC
 - ix. Dr. Prashanto Chatterjee Member IQAC
 - x. Dr. Chinkhanlun Guite Member IQAC
 - xi. Dr. Vibha Sharma Member IQAC
 - xii. Nikhil Varghese SUS President
2. The meeting began with a power point presentation by the Principal on the importance of the IQAC committee. He informed that the IQAC was mandated by NAAC and that its report was essential for continued evaluation and assessment of the institution and necessary flow of funds.
3. He also discussed the composition of the committee and explained as to why there were four members from the industry i.e. the thrust on quality goes beyond academics and administration.
4. He also highlighted the vision of College which is to make quality institution by ensuring quality teaching and research. The need to undertake joint research projects, publications, to introduce innovation in education and to do periodic self assessments.
5. The need to organize quality research studies, consultancy and training programmes was emphasized. For this purpose it was important to collaborate with other stakeholders of higher education.
6. There was a general consensus to consider parents of students and the Karamcharis as important stake holders in the affairs of college.



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7. There was a general agreement about the need to have audio-visual presentations in class and to have a quantified data about the academic performance of our students and faculty over the years. This data was important in order to assess the academic performance of the College.
8. A member also suggested the need to have a representative in the IQAC to guide the committee to which the others agreed.
9. The committee also discussed the need to explore the reasons why the College received a lower grade in the NAAC report in comparison with the other colleges of the University. In this context the admission policy and the high cut offs were also discussed.
10. It was decided that in order monitor the performance of the College it was important to do periodic self assessment. For this regular feedback was important. While the College has a Student- Faculty committee for getting feedback but a need was felt for other means to receive feedback.
11. It was also decided that the faculty should, as soon as possible, fill up their Academic Profile as per a standardized form that would be sent to them. This then would be uploaded on the website.
12. It was also decided that while it was important to look for new avenues for doing academic work, at the same time we should concentrate, develop and project what we already are doing.
13. A member also suggested that in order to improve further it was important to invite suggestions. For this purpose suggestion boxes should be installed at different parts of college so that the different stake holders could give their suggestions.
14. Finally, it was decided that IQAC had to work hard to put together a report by the end of the year as the College had to send a report by beginning of next year.

Dr. Tasneem Suhrawardy,
Coordinator, IQAC


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GAMES RECORD 2016-2017

ST STEPHEN'S COLLEGE

COMMITTEE OF GAMES

SPORT	POSITIONS	2016 -17	2017-18
	VICE PRESIDENT COG	ADITI SINGH	
	SECTERARY COG	DILSHER S SANDHU	
Aquatics (W)	CAPTAIN		CHITRAKSHI RAWAT
	SECTERARY	CHITRAKSHI RAWAT	***
Aquatics (M)	CAPTAIN	AYUSH DOGRA	SIDHANT SEJWAL
	SECTERARY	SIDHANT SEJWAL	***
Badminton(W)	CAPTAIN	SALONI GUPTA	ISHITA SOLANKI
	SECTERARY	ISHITA SOLANKI	MANISHA MALIK
Badminton(M)	CAPTAIN	SHIVAM SANI	HIMANSHU HARI
	SECTERARY	KSHITIJ ANANT	C NATRAJAN
Basketball (W)	CAPTAIN	DIPIKA TITUS	ARUNDHATI CHAKRAVORTTY
	SECTERARY	ARUNDHATI CHAKRABORTY	CHRISTINE M JOSEPH
Basketball (M)	CAPTAIN	NILESH CHOWDHARY	RITVIK PAWAR
	SECTERARY	ARMAAN KUKREJA	PULKIT GROVER
Chess (M)	CAPTAIN	NIRBHAY NANDA	ASHLEESH KOGANTI
	SECTERARY	ASHLEESH KOGANTI	DHRUV ARORA
Cricket (M)	CAPTAIN	RISHABH P SINGH	KARTIKEYA JAISWAL
	SECTERARY	SIDHARTH SINGH	NISHANT KANTAWALA
Football (M)	CAPTAIN	ROHAN SHANE PERIERA	ADITYA VIR ROY
	SECTERARY	DILSHER SANDHU	NITIN JOSHI
Lawn Tennis (W)	CAPTAIN	RHEA DAVID	ANANYA JHA
	SECTERARY	ANANYA JHA	***
Lawn Tennis (M)	CAPTAIN	***	MAYANK YADAV
	SECTERARY	MAYANK YADAV	GAURANG
Shooting (W)	CAPTAIN	ANUSTHA	NIYATI KHANNA
	SECTERARY	NIYATI KHANNA	KAAMAASHI
Shooting (M)	CAPTAIN	JASCHARAN S NARULA	SAMARJIT SINGH
	SECTERARY	***	KISMAT CHOPRA
Squash (M)	CAPTAIN	KUNJ BANSAL	ROHIL BAGGA
	SECTERARY	VEDANT BAHETY	VEDANT BAHETI
Table Tennis (W)	CAPTAIN	AKSHITA SAHNI	SHWETA KATARIA
	SECTERARY	RUCHIKA SOIN	SHUBHI GARG
Table Tennis (M)	CAPTAIN	RAGHAV PANGASA	BIRDIE BORO
	SECTERARY	BIRDIE BORO	***
GYM	SECTERARY		

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3. Year 2 (2017-18)



The Students' Union Society

St. Stephen's College, Delhi - 110007

17-18

DAYS	BREAKFAST		LUNCH		DINNER	
	VEG	NON VEG	VEG	NON VEG	VEG	NON VEG
Monday	Aaloo Tikki		Kadhai Paneer, Malka dal, Rice, Roti	Kadhai Chicken	Mix Dal, Mix veg, Rice, Roti, Pickle, Big Rasagulla	
Tuesday	Macroni, Porridge		Rajma, Aloo Curry Raita, Rice, Roti, Banana		Seasonal Veg, Tuar Dal, rice, roti, kheer	
Wednesday	Poha	Omelette	Pooni Chhole, Rice, Lassi, Aloo Matar		Shahi Paneer, Rice, Roti, sewian	Butter Chicken
Thursday	Bread Pakora		Kala Chana Curry, Rice, Roti, Pickle		Seasonal Veg, Dal, Rice, Roti Ice Cream/ Halwa[Sup]	
Friday	Upma, Corn Flakes	Boiled Egg	Aloo Soya Curry, Masoor Dal, Rice, Roti, pickle, Banana		Veg Biryani, Aloo Matar, Raita, Custard	Chicken Biryani
Saturday	Pav Bhaji		Chhole Bhature, Pulao Rice, Nimbu Pani		Seasonal veg(Pumpkin), Dal, Rice, roti, Milk Cake	Egg Curry
Sunday	Boiled Kala Channa, Banana		Mix Veg, Channa Dal, Rice, roti, Papad, Butter Milk		Palak Paneer, Masoor Dal, Rice, roti, Cold/ Hot Coffee	Palak Chicken
EVERYDAY	Jam, Bread/ Toast, Tea, Coffee, Milk, Sugar		SALAD		SALAD	

Recommended to be
implemented at the earliest

PRINCIPAL: [Signature] BURSAR: [Signature] DEAN: [Signature] ASSOCIATE DEAN: [Signature] MESS STEWARD: [Signature] MESS MANAGER: [Signature] SUS PRESIDENT: [Signature]

WARDEN(RN): [Signature] WARDEN(RS): [Signature] WARDEN(AS): [Signature] B.TUTOR(AN): [Signature] B.TUTOR(MW): [Signature] B.TUTOR(IE): [Signature] SUS REPRESENTATIVE: [Signature]

GRADUATE REPRESENTATIVES:
Varshab Jain, Rudra South, Shivank Singh, Muk East, Shivank, Divyanshu Jha
Pratibha Kohliya, Rudra North, Rudra South, Divyanshu Jha
Anshu, Mahima Rachel (AS), Anshu
Rishabh Jha (ALLVUT NORTH), Anshu (M-N)

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List of Mess Committee Members 2017-2018		
1	Prof. John Varghese	Principal
2	Dr. Renish Abraham	Bursar
3	Dr. Monodeep Daniel	Dean Residence
4	Dr. Chinkhanlun Guite	Associate Dean
5	Mr. Samuel	Mess Steward
6	Mr. Shekhar	Mess Manager
7	Dr. Baker	Block Tutor
8	Ms. Doya Halder	Warden
9	Veronica Bor	Warden
10	Yiphylo Kikon	Warden
11	Konda Sai Aashirvad	SUS President
12	Vaishali Jain	Block Representative
13	Shivank Singh	Block Representative
14	Ruchi Singh	Block Representative
15	Pratibha Lohiya	Block Representative
16	Divyanshu Jha	Block Representative
17	Mahima Rachel N.	Block Representative
18	Alina Rachel Alex	Block Representative
19	Pushpesh Jha	Block Representative
20	John Phungalung Gongmei	Block Representative
21	Himani Maliwal	Block Representative


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The following Junior Members are the Block Representative for the session 2017-2018				
Sl. NO.	Room NO.	Reg.	Name	Blocks
1	O11	15BCHE075	Vaishali Jain	Rudra South
2	O3	15BMAT022	Himani Maliwal	Rudra South
3	R13	15BCHE063	Shivank Singh	Mukarji East
4	S16	15BSAN004	Divyanshu Jha	Mukarji East
5	W24	15BPHY083	John Phungalung Gongmei	Mukarji West
6	L10	15BBAP038	Pratibha Lohiya	Rudra North
7	M12	14BECO048	Soumya Mathew	Rudra North
8	D3	15BMAT032	Mahima Rachel N.	Allnutt South
9	D2	15BMAT007	Alina Rachel Alex	Allnutt South
10	H8	15BHST039	Pushpesh Jha	Allnutt North


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MINUTES OF THE FIRST MEETING OF IQAC HELD ON SEPTEMBER 28, 2017

A meeting of the IQAC was held on September 28, 2017 at 2:15 pm in the IQAC office, St. Stephen's College, University of Delhi, Delhi. The following members participated in the meeting (the attendance sheet is attached herewith):

1. Prof. John Varghese (Principal)
2. Dr. Rohit Wanchoo (Senior tutor)
3. Dr. Vibha Sharma (Member IQAC, Coordinator)
4. Dr. Sangeeta Sachdeva (Member IQAC, Curriculum Design & Planning)
5. Dr. Pankaj Kumar Mishra (Member IQAC, Teaching Learning & Evaluation)
6. Ms. Sangeeta Luthra Sharma (Member IQAC, Infrastructure & Learning Resources)
7. Mr. S. K. Chakravorty (Member IQAC, Student Support & Progression)
8. Dr. Sanil Unnikrishnan (Member IQAC, Innovation & Best Practices)
9. Mr. Konda Sai Aashirwad (SUS President)
10. Dr. Rupendra Guha Majumdar (Parents Representative)

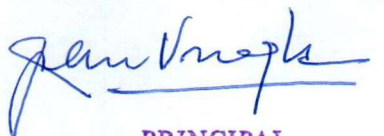
The following members could not attend the meeting.

1. Dr. Renish Geevarghese Abraham (Bursar)
2. Dr. Prashanto Chatterjee (Member IQAC, Research Consultancy & Extension)
3. Dr. Chinkhanlun Guite (Member IQAC, Governance, Leadership & Management)
4. Mr. Deepak Mukerji (Member IQAC, Governing body)
5. Mr. Vishwajeet Kanwarpal (Alumni Representative)
6. Mr. Alex M. George (The Muthoot Group)

Mr. Alex M. George pre-informed the Principal about his inability to attend the meeting. Dr. Renish Geevarghese, Dr. Prashanto Chatterjee, Mr. Deepak Mukerji and Mr. Vishwajeet Kanwarpal pre-informed the coordinator about their inability to attend the meeting.

Minutes of the Meeting


1. The meeting began with a welcome by the Principal. He thanked the Coordinator for taking up the responsibility as Coordinator of the IQAC. He informed the members that he had had an informal meeting with the coordinator and one member from Sciences and one from humanities, earlier, to discuss the plan and way forward before this meeting with all the members.
2. A power point presentation was given by the Coordinator on the **SWOC Analysis, Plan of action for IQAC 2017-18**. The **proposed activities of IQAC** were discussed. The Coordinator informed the members that there were going to be four cycles of AQAR submission followed by 2nd NAAC visit. The current planning is for the **2nd cycle of AQAR** submission.
3. The various aspects of SWOC analysis were discussed and **members were requested to look into possible areas of opportunity and challenges which could be taken up during the year.**


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4. Members were informed about some of the **key functions and expected activities of IQAC** – including development of quality culture in the institution, arrangement of feedback response from various stakeholders, organization of inter and intra institutional workshops, seminars of quality related themes, development and maintenance of institutional data base and towards the year end preparation and submission of the AQAR.
5. **Plan of action for the year 2017-18** based on the AQAR submitted in February 2017 and discussions during the preliminary meeting held on 18th September 2017 was put across to the members.
6. **Seminars and conferences organized by IQAC** – The possibility of conducting seminars, workshops and conferences under IQAC was discussed. **Involvement of some of the Societies to be explored.** Members were informed that on the basis of suggestions from the Principal, it was **decided to invite proposals for holding seminars, workshops and conferences from various departments. Some of the selected proposals will be funded by the IQAC.** The members were asked to look into possibility of getting funding from UGC for holding workshops, **seminars and conferences under IQAC.**
7. **Some initiatives to be taken up towards the organization of Development programmes for faculty and Non-teaching staff** by the College. The principal informed the members that **a group of doctors are coming to college on 10th October 2017. They will be conducting a workshop on mental health state and a possibility of assistance from doctors for the mental health checkup of stakeholders can be explored.**
8. It was brought to the notice of the Principal that some of the academic and development achievements of faculty members do not get accounted in the report especially if it is taken up when duty leave is not required. He clarified that **it is must for the faculty members to inform the Principal or college administration about their academic activities etc.** especially if such credits are to be considered for point system. It was decided to convey the same to the faculty members.
9. **Teaching, Learning and Evaluation** – The members were requested to give their **suggestions on various ways to monitor/evaluate the teaching and learning processes by IQAC** which could then be taken up at the next meeting.
10. **Research, Consultancy and Extension** – The possibility of starting **1-2 new research centers** to be explored. The various departments to be asked **to submit proposals for conducting research work.**
11. Possibility of **enhancement in remedial classes** to be taken up at Departmental and College level.
12. It was decided that **some of the activities of societies can be classified as under IQAC or the Societies can be asked to conduct some of the activities under IQAC. The best activity may be given a prize.** IQAC coordinator to decide on norms and parameters for these activities in consultation with Principal.
13. **Innovation and best practices** - It was decided that the college should arrive at the **'Environment policy' for the College** in consultation with the Environmental Society and others. Newer initiatives in fulfilling social responsibility to be considered. Members were requested to give their suggestions on various possibilities to the coordinator.
14. It was pointed out that the first year students take up Environmental sciences or Communication skills in their first year as part of AECC and possibility of engaging them **into some related workshops, presentations or survey based reports can be explored.**
15. It was pointed out that a number of activities are carried out by Social service league of the college to fulfill our social responsibilities. **Some newer initiatives in fulfilling social responsibility and for Gender sensitization programs to be considered.**
16. **Campus eco-friendly** – Some initiatives to be taken up to make Campus eco-friendly. It was pointed out that the government also encourages setting up separate bins for segregating recyclable waste. The possibility of having such bins must be explored. It was suggested to carry out some awareness programs.


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The Environmental Society could also be asked to assist in this area. Student representative was asked to look into its feasibility.

17. **Governance, Leadership and Management** – To plan and execute various welfare and development programs for the overall development and growth of the supporting staff. On the basis of suggestions from the Principal, **three broad areas (Academic, Administrative and Welfare/Health) were identified that could be explored. Some of the activities suggested were:** Yoga; Stress management; Health check-ups; Eye testing, Anti-smoking; Say “No” to tobacco campaign; Banking assistance and how to fill on-line forms for those unfamiliar with these procedures; Basic computer training; Insurance and Counselling sessions etc. **The responsibility can be assigned to departments and societies to take up some of the initiatives.**
18. **Student support and Progression** – The need to streamline the evaluation system for feedback from various stakeholders - students, faculty, non-teaching staff, parents and alumni was emphasized. **Suggestions on format for data collection, feedback from various stakeholders to be taken from all IQAC members. The IQAC should design template for collecting the required data and feedback.**
19. The members were informed that a **link will be provided on college website for IQAC** where all updates about seminars, workshops, conferences etc. can be accessed by all the stakeholders.
20. **Infrastructure and learning resources** – To take up some renovation work and at least **one classroom to be made smart classroom** initially on experiment basis due to financial considerations.
21. With respect to infrastructure and maintenance, it was pointed by two of the members that they were not informed about their duty as part of garden committee officially. It was pointed out that the college should have a garden committee and it was suggested that all such appointments should be made in writing.
22. Some points with respect to challenges and suggestions on Infrastructure and learning resources were given to the coordinator by the member concerned. It was clarified by Principal that such challenges and suggestions can be given to the coordinator who will then forward to the Principal.
23. It was pointed out that the information on total amount spent on maintenance will be provided by the Accounts office at the end of the financial year.
24. **Proposed activities of IQAC** – It was decided to have **3-4 meetings of the IQAC** members to plan, execute and monitor the working of IQAC. The minutes to be recorded for all the meetings.
25. The components of AQAR were taken up. **The members were informed that the guidelines for IQAC and for submission of AQAR have been revised and can be accessed online. The members were advised to go through the revised guidelines. It was requested that the IQAC members should look up their respective assigned criterion so that they come up with some suggestions for the plan of action for the various initiatives and activities as part of IQAC. The members should look up for opportunities and challenges in SWOC analysis and give their suggestions to the coordinator.**
26. It was decided to ensure **active participation from alumni towards valuable feedback and welfare programmes** and to explore other possibilities. Principal informed the members with respect to **alumni data base that around 2900 members have registered** so far with email ids. It was pointed out that **the alumni directory was updated long time back so some initiative should be taken up in this regard.** The Principal informed the members that **there will be relaunching of the alumni body during the next week** as the term for previous alumni body had lapsed. He also suggested that the Coordinator seek **suggestions from the alumni representative with respect to alumni participation.**
27. It was pointed out that there is no active parent-teacher association. The interaction is limited to parents of students in residence at the time of beginning of the session for first year students. The possibility of providing a **link on college website to parents for submitting their suggestions and feedback online was considered.** However, it was pointed out that some parents preferred not to share their views online

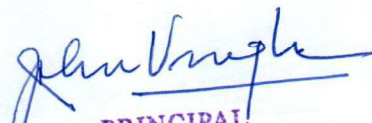

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- and also the question of how to verify the identity of the person. It was decided that **a possibility of parents' day be explored. Talks by parent and sharing of their expertise can also be considered.**
28. On the possibility of best practices of the institute, one of the senior members pointed out that **some students face problems with respect to their writing skills during their stay in college and even at later stage while writing their reports and publications etc. It was decided to take up writing skills as a challenge to make it one of the best practices during the year.** The parent representative informed the members that he had taken up conducting such a course a few years ago. The curriculum and the course was designed by him and he offered to take up a similar initiative in College. This was highly appreciated by all and the Principal suggested **possibility of having a 'Centre for writing skills' to conduct workshops to help students, non-teaching staff and faculty. The parent representative suggested that some possibility of collaboration with linguistic department can be explored to make it more effective.**
29. One of the member pointed out if something can be worked **on providing access to audio, visual art and link to data to students and faculty.** It was pointed out by the student representative that the **students had created 'Magic links' for History for assignments and tutorials. It was suggested that possibility of sharing information to be explored.** Some slides and related information can be put into an archives.
30. It was suggested that **the various departments and societies will be asked to submit their reports towards the end of the session (before the dismissal services) as per AQAR requirement and in the prescribed format.** It was pointed out that the year should be specified while asking for faculty achievements. It was clarified that the **academic achievements should listed as per the academic session and financial matters should be reported as per financial year.**
31. **The possibility of subject societies to submit their reports along with the department reports to be explored.** All extension activities to be numbered and listed. With the existing e-filing system, it is possible to achieve it. It was also pointed out that **some fairs and exhibitions should also be explored as part of society activities.**
32. Principal suggested that **the industry involvement by various department** should be explored. e.g. English Department should look at options with Publishing houses and Physics Department can explore options with manufacturing units or industries involved in instrumentation.
33. With respect to feedback data from students, it was pointed that some students may not like to quote their marks so a range of marks can be given as option. It was also suggested that **the goals of third year students can be asked. The data can be collected to study the preferred fields or areas of interest.**
34. It was suggested that **one of theme for the year could be "Cultural amalgamation"** and various events can be planned to achieve this as one of the best practices.
35. It was decided that the coordinator should **forward the draft of plan of action, to do list and templates for feedback forms to the members** which can then be taken up in the subsequent meeting. Finally, the meeting ended with **a decision to hold next meeting in October (tentatively on 16th October, 2017) to finalize the plan of action and other important aspects based on suggestions (to be received) from members.**

Dr. Vibha Sharma
Coordinator, IQAC


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MINUTES OF THE SECOND MEETING OF IQAC HELD ON OCTOBER 26, 2017

A meeting of the IQAC was held on Thursday, October 26, 2017 at 2:15 pm in the IQAC office, St. Stephen's College, University of Delhi, Delhi. The following members participated in the meeting (the attendance sheet is attached herewith):

11. Prof. John Varghese (Principal)
12. Dr. Rohit Wanchoo (Senior tutor)
13. Dr. Vibha Sharma (Member IQAC, Coordinator)
14. Dr. Sangeeta Sachdeva (Member IQAC, Curriculum Design & Planning)
15. Dr. Pankaj Kumar Mishra (Member IQAC, Teaching Learning & Evaluation)
16. Dr. Prashanto Chatterjee (Member IQAC, Research Consultancy & Extension)
17. Dr. Chinkhanlun Guite (Member IQAC, Governance, Leadership & Management)
18. Mr. Konda Sai Aashirwad (SUS President)
19. Dr. Rupendra Guha Majumdar (Parents Representative)

The following members could not attend the meeting.

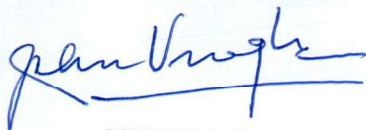
7. Dr. Renish Geevarghese Abraham (Bursar)
8. Ms. Sangeeta Luthra Sharma (Member IQAC, Infrastructure & Learning Resources)
9. Mr. S. K. Chakravorty (Member IQAC, Student Support & Progression)
10. Dr. Sanil Unnikrishnan (Member IQAC, Innovation & Best Practices)
11. Mr. Deepak Mukerji (Member IQAC, Governing body)
12. Mr. Vishwajeet Kanwarpal (Alumni Representative)
13. Mr. Alex M. George (The Muthoot Group)

The Principal informed the members regarding the non-availability of Mr. Alex M. George for the meeting. Mr. Deepak Mukerji, Ms. Sangeeta Luthra Sharma, Mr. S. K. Chakravorty and Dr. Sanil Unnikrishnan had informed the Coordinator about their inability to attend the meeting.

Minutes of the Meeting

The Co-ordinator welcomed all present and thanked them for taking time out to attend the meeting. The points on the agenda were then taken up.

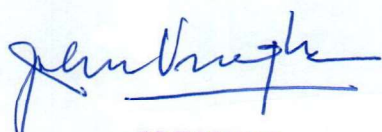
36. Confirmation of the minutes of the first IQAC meeting held on 28-09-2017 – The minutes were confirmed without any changes. Dr. Pankaj Kumar Mishra proposed and the Principal seconded.
37. It was pointed out that programme on Mental Health and stress management at work place was successfully conducted on Tuesday, October 10, 2017. There were two separate sessions for faculty members and students. Doctors from St. Stephen's Hospital, from the Department of Psychiatry conducted the workshop / orientation. The team was led by Dr. Rupali from St. Stephen's Hospital. The response from the faculty and students was very good. It was pointed out that during the orientation programme for students, they were pleased to know that a counsellor was available on the college campus.


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- It was suggested that a letter thanking them for the conduction of such programme be sent by IQAC and College to the team.
38. As a fallout from the orientation it was discovered that some students were under stress. Appropriate action was recommended.
 39. It was pointed out there should be continued effort in conducting such workshops. A toll-free helpline number was also suggested.
 40. It was suggested that departments could identify one faculty member whom students could approach at the time of any need. All options should be available to students like approaching the counsellor, a faculty member appointed by the department or any of the faculty member.
 41. The members were informed that a meeting was arranged and convened by the Principal of the coordinator with the staff advisor to Environmental Society and estate officer (on 17-10-2017) to make campus eco-friendly and to work on the environmental policy of the college. It was decided to restart the compost pit based on guidance from expert/WWF officials. Estate officer was asked to explore possibilities to start segregation of waste and installment of separate bins. It was decided to start with small things first and then to look for bigger objectives. The principal suggested that a member from IQAC should coordinate the team. It was decided that one of the two IQAC members who are part of garden committee can be asked to volunteer.
 42. A concern was expressed about the presence of stray dogs on campus. It was suggested that a drive for vaccination of dogs can be taken up. The SUS representative pointed out that students would not mind if MCD people took the dogs away but that they should be handled with care. He assured that he will discuss this with other students.
 43. The members were informed that the various points as challenges and suggestion under Infrastructure and Learning Resources as provided by the member towards the end of the meeting held on 28-09-2017 were forwarded and discussed with the Principal.
 44. It was decided to explore most effective way/s of disposal of waste.
 45. One of the member pointed out that there is no proper power back up in the Science block. The Principal emphasized that this should not deter us; alternatives including reviving the old generator lying idle, should be explored.
 46. The members were informed that the water harvesting system is fully functional and some new points have been added.
 47. The solar panels are non-functional since long time and need to be removed and replaced/repared.
 48. With respect to inadequate facilities for the visually challenged students especially at the entry gates, it was suggested that the Principal should look into the possibility of having an app to help the visually challenged students as implemented in some other college. He agreed to explore such a possibility.
 49. It was discussed that to work on conducting programmes for students for writing skills, students can be asked for their choices and then start with small groups. The various options that can be explored include - Personality development, Communication skills, Writing skills, Interview skills, Writing reports, Writing applications, Writing SOPs, Speaking skills, Pronunciation, Grammar and Accent etc. The Principal informed that some students from English department had approached him with a similar programme on speaking skills to be conducted by them. He suggested that they could be involved and various initiatives can be taken up for conducting programmes on writing skills and speaking skills under the broad banner of Communication skills.
- It was decided to take up this initiative for 'Writing and speaking skills for students' in the next semester. The SUS should also advertise the initiative. Students can be asked to give their choices or preferred



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- fields through SUS. Learning should be an ongoing process. Based on response of students – demand and needs, constant updation should be done.
50. It was pointed out by the Principal that all the students are not updating information data specially contact details of parents. It was suggested that the students can be asked to update the information in the beginning of the session. They should be issued password for wi-fi only after completing / updating their details during the first week at the beginning of the session.
 51. It was pointed out that since the plan of action for IQAC 2017-18 has been finalized, we must try to achieve most of the objectives during the year. An active participation from Alumni, parents and SUS was to be explored.
 52. It was suggested that to involve all the Departments in various activities, proposals for conducting workshops/seminars/conferences etc. should be invited by second week of December so that the selected activity/activities can be sanctioned in January. It was pointed out that the proposal for a research center needs to be worked out. The Principal suggested that once the research center started functioning, departments should seek funding through external agency like DST etc.
 53. It was suggested that to involve various societies and clubs in IQAC activities, the theme for the year should be such that they all can participate. It was decided that preferably 3-4 topics should be given to work on. The societies should carry out at least one activity under IQAC based on the theme. Cultural amalgamation; Writing skills; Creativity and Innovations & Practices etc. The members were asked to give their suggestions on any other topic that can be taken up to the coordinator. The SUS representative assured to take it up with other students. The Principal informed that he would instruct the registrar of societies to call a meeting of all the staff advisors to share the information with them.
 54. It was pointed out that the college website should be updated regularly for faculty profile and other details. It was suggested that it should be done towards the end of the session. In case anyone wants to update during the session then they can inform the office about updates. It was also felt that there should be prescribed format to upload the profile.
 55. It was also suggested that a link on some information or abstract about the ongoing research projects in college could be provided on the college website.
 56. The members were informed that a Self-defence Awareness Programme for Girls was to be held on 2nd November, 2017.
 57. It was suggested that the possibility of having a society deal with Yoga and other recreational activities should be explored. Such programs can also be conducted in the evening so that support staff can also participate. It was pointed out that the fitness club is involved with such activities.
 58. The meeting ended with a suggestion to hold some programmes for support staff during November – December. The possibility of conducting training session/workshop for non-teaching staff on basic computational skills like word, excel etc. to be explored. It was decided to hold the next IQAC meeting in the new year to discuss further course of action.

Dr. Vibha Sharma
Coordinator, IQAC


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GAMES RECORD 2017-2018

**ST STEPHEN'S COLLEGE
COMMITTEE OF GAMES**

SPORT	POSITIONS	2017 -18	2018-19
	VICE PRESIDENT COG	BIRDIE BORO	
	SECTERARY COG	SIDHANT SEJWAL	
Aquatics (W)	CAPTAIN	CHITRAKSHI RAWAT	
	SECTERARY	***	
Aquatics (M)	CAPTAIN	SIDHANT SEJWAL	
	SECTERARY	***	
Badminton(W)	CAPTAIN	ISHITA SOLANKI	✓ MANISHA ✓
	SECTERARY	MANISHA	ANKITA CHETRI ✓
Badminton(M)	CAPTAIN	HIMANSHU HARI	✓ ANIL KUNDU ✓
	SECTERARY	C NATRAJAN	TUSHAR BABBAR ✓
Basketball (W)	CAPTAIN	ARUNDHATI CHAKRABORTY	✓ VIDHI KUNDU ✓
	SECTERARY	CHRISTINE M JOSEPH	AARUSHI CHADHA ✓
Basketball (M)	CAPTAIN	RITVIK PAWAR	✓ ROBIN SHARMA ✓
	SECTERARY	PULKIT GROVER	ANKIT JOSHI
Chess (M)	CAPTAIN	ASHLEESH KOGANTI	✓ DHURUV ARORA
	SECTERARY	DHRUV ARORA	KAMAL
Cricket (M)	CAPTAIN	NISHANT KANTAWALA	✓ UTKARSH SINGH
	SECTERARY	KARAN MAHAJAN	GARVIT BAJAJ
Football (M)	CAPTAIN	NITIN JOSHI	✓ SATVIK SAHANI
	SECTERARY	MEDUN KONSHAOUWA	
Lawn Tennis (W)	CAPTAIN	ANANYA JHA	✓ MICHELLE
	SECTERARY	***	YASHASWINI
Lawn Tennis (M)	CAPTAIN	MAYANK YADAV	✓ SHUBAM MALHOTRA
	SECTERARY	***	ARJUN
Shooting (W)	CAPTAIN	NIYATI KHANNA	✓ RIYA SINGH
	SECTERARY	KAAMAASHI	SOUMYA SAXENA
Shooting (M)	CAPTAIN	SAMARJIT SINGH	✓ KISMAT CHOPRA
	SECTERARY	KISMAT CHOPRA	SAMARJIT SINGH
Squash (M)	CAPTAIN	ROHIL BAGGA	✓ ASEEM MEHRA
	SECTERARY	VEDANT BAHETI	RAHUL
Table Tennis (W)	CAPTAIN	SHWETA KATARIA	✓ SHUBHI GARG
	SECTERARY	SHUBHI GARG	HARSHA KALRA
Table Tennis (M)	CAPTAIN	BIRDIE BORO	✓ SAMAR KHAN
	SECTERARY	***	HARSH LAHOTI
GYM	SECTERARY	SONU KUMAR PATHAK	

[Signature]

**PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007**





4. Year 3 (2018-19)

Mess Menu 2018-2019

18-19

	Breakfast			Lunch				Tea	Dinner			
	Milk, Tea, Coffee, Jam, Bread, Toast			Salad (Cucumber, Onion, Tomato, Lemon, Chilli, Chappati) (Except Thursday and Saturday)					Salad (Cucumber, Onion, Tomato, Lemon, Chilli, Chappati) (Except Friday)			
	Veg	Non-veg	Side	Staple	Veg	Non-veg	Side	Staple	Veg	Non-veg	Dessert	
Monday	Poha	Omelette	Banana	Rice, Chapni Dal	Butter Paneer	Chicken	Lemonade	Fried rice, Chapni Dal	Veg Manchurian		Flavored milk	
Tuesday	Alao Tikka, Corn Fakes		Banana	Rice, Mashed Dal	Mixed vegetable		Lemonade	Rice, Dal Fry	Shahi Paneer		Panache Ice cream	
Wednesday	Pan Bhajia, Corn Fakes			Rice, Rajma, Phele	Alao-Gobi		Samosa, Fruit	Rice, Achar Dal	Kadhai Paneer	Kadhai Chicken	Hot/Cold Coffee	
Thursday	Upma	Scrambled eggs	Banana	Rice/Poori, potato curry, Chole			Sweet Lassi	Jeera Rice, Dal Makhani	Pasta-opsitem		Sour papdi	
Friday	Chole, Kachua		Banana	Jeera Rice, Mashed Dal, Phele	Butter Chana		Butter milk	Buttermilk, Veg, Non- Veg, Chutney, Panta			Fruit Custard	
Saturday	Boiled Chana, cornflakes, white sauce	Boiled eggs		Rice, Green Leafy Vegetable, Curry	Vegetable		Seasonal Fruit	Rice, Veggie Dal	Soya-Bean Curry	Egg Curry	Gulaab Jamm	
Sunday	Alao paratha, Tortilla		Curd	Rice, Achar Dal, Papad	Try Mixed Fry/ Chole Fry		Lemonade	Rice, Mashed Dal	Pasta Paneer	Fried Chicken	Ice-cream, Strawberry	

Representatives:

Principal: *[Signature]*
 Block warden (RS): *[Signature]*
 Block Tutor (ATW): *[Signature]*
 Mess steward: *[Signature]*
 Mess representative: *[Signature]*
 Mess Manager: *[Signature]*
 Block warden (AS): *[Signature]*

** This menu is on trial for three months and may be revised subject to the decision of the P.M. Committee.*

[Signature]
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DELHI-110007





List of Mess Committee Members 2018-2019		
1	Prof. John Varghese	Principal
2	Dr. Renish Abraham	Bursar
3	Dr. Monodeep Daniel	Dean Residence
4	Dr. Chinkhanlun Guite	Associate Dean
5	Mr. Samuel	Mess Steward
6	Mr. Shekhar	Mess Manager
7	Dr. Baker	Block Tutor
8	Dr. Mir UI Islam	Block Tutor
9	Ms. Doya Haldar	Warden
10	Veronica Bor	Warden
11	Yiphyilo Kikon	Warden
12	Jeffin P George	SUS President
13	Srijit Seal	Block Representative
14	Rejoy Varughese Mathew	Block Representative
15	Prince Paul	Block Representative
16	Feba Ann Mathew	Block Representative
17	Shrishti Singh	Block Representative
18	Bethamehi Joy Syiem	Block Representative

[Signature]
Dean Residence
DEAN

ST. STEPHEN'S COLLEGE
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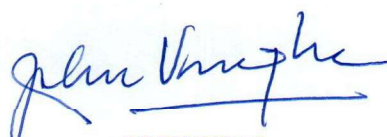




The following Junior Members are the Block Representative for the session 2017-2018				
Sl. NO.	Room NO.	Reg.	Name	Blocks
1	H-6	16BCHE057	Srijit Seal	Allnutt North
2	R-8	16BPHI010	Parinay Soreng	Mukarji East
3	S-19	16BPCS034	Rejoy Varughese Mathew	Mukarji East
4	W-16	16BPCH011	Jinson George Chako	Mukarji West
5	W-19	16BBAP042	Prince Paul	Mukarji West
6	C-9	16BCHE022	Feba Ann Mathew	Allnutt South
7	D-1	16BCHE003	Aginmariya Kottarathil	Allnutt South
8	J-1	16BCHE058	Shrishti Singh	Rudra North
9	J-6	16BECO006	Ann Maria Sunny	Rudra North
10	N-6	16BMAT026	LH Everhring	Rudra South
11	P-1	16BHST016	Bethamehi Joy Syiem	Rudra South


Dean Residence

DEAN
ST. STEPHEN'S COLLEGE
DELHI-110007


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Minutes of the IQAC meeting held on 10/01/2019
Internal Quality Assurance Cell (IQAC)
IQAC Room, St. Stephen's College, Delhi 110007
Meeting held on January 10, 2019 at 3pm

The first meeting of the IQAC was held on 10 January, 2019 at 3.00pm in the IQAC office. The meeting began with introductions. The Principal, Prof. John Varghese, Chairperson of the IQAC, introduced Ms. Felicita Lawrence, Research & Data Analyst who is attached to the IQAC office.

Members Present:

- 1) Prof. John Varghese – Chairperson
- 2) Dr. Ekta Kundra Arora – Co-ordinator
- 3) Dr. Renish G. Abraham
- 4) Dr. Rohit Wanchoo
- 5) Dr. Karen Gabriel
- 6) Dr. Satish Kumar
- 7) Dr. Pankaj Mishra
- 8) Mrs. Archana Chopra
- 9) Mr. Sanjay Rao Ayde
- 10) Mr. Deepak Mukarji
- 11) Mr. Jeffin George
- 12) Prof. Rupin W. Desai
- 13) Ms. E. Felicita Lawrence

The Chairperson informed that Dr. Sarah Iqbal, Alumni Representative had expressed her inability to attend the meeting. The attendance sheet is attached.

Welcome: The Chairperson extended a warm welcome to the IQAC members. The Chairperson specially thanked Prof. Rupin W. Desai for accepting the invitation to be part of the IQAC of St. Stephen's College.

The Chairperson placed on record his appreciation of the former IQAC Committee Members, in particular Dr. Vibha Sharma, the former IQAC Coordinator for her dedicated efforts.

Confirmation of the minutes: The minutes of the IQAC meeting held on February 15, 2018 were confirmed without any changes. The minutes were proposed for passing and adoption by Dr. Pankaj Mishra and seconded by Dr. Rohit Wanchoo.

Matters arising and clarifications on the attached documents: The Principal asked the members if any clarifications were required with respect to the documents attached in the email informing them of the meeting (AQAR 2017-2018, Minutes of the IQAC meeting held on 15 February 2018 and Information about IQAC and AQAR). No clarifications were sought.

The IQAC Coordinator – Dr Ekta Kundra - explained the purpose and role of the IQAC briefly along with the requirement of filling the Annual Quality Assurance Report (AQAR) for the period: July 01, 2018 – June 30, 2019. All members agreed that verifiable documentation at all levels of college functioning is desirable and should be practiced and enhanced.

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Minutes of the IQAC meeting held on 10/01/2019

With respect to student progression, after a discussion it was felt that getting information from students when they visited college to collect their certificates should be enabled. Citing the greater possibility of students sharing information with their own department faculty, a member suggested having departmental collation of such information and then passing it on to the alumni office would be more efficient.

A discussion ensued on fee towards membership of the Alumni. The Chairperson informed everyone that at present no fee is charged for alumni membership but a discussion was underway at the Alumni Committee regarding introducing a small fee. A member shared the option of encouraging students who graduate from college to opt for a Life Insurance with the College as the beneficiary on a voluntary basis. It was decided to explore such an option.

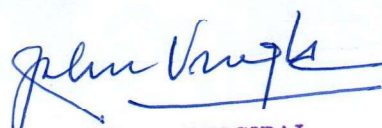
The Coordinator informed that the AQAR required a structured feedback collection from Students, Teachers, Employees, Alumni, and Parents and that the weblink to the feedback forms are to be uploaded on the College website. A member pointed out that 'Student Faculty Committees' in all departments are functional and feedback is obtained from students. A member informed that the Self Study Report (SSR) has a format and the NAAC team only expects that as feedback. It was suggested that the Coordinator send across the format to all members.

Members pointed out that the IT facilities in college needed upgradation. The Chairperson explained that the band width provided by the university is not sufficient and having a dedicated line for the College is desirable though expensive. The Chairperson referred to Dr Pankaj Mishra who was a very good resource person within College for e-content, and said that we should make use of such resources to supplement the work that teachers did. He also mentioned that the library has access to databases and resources and the librarian was holding workshops to share this information. A member suggested that links to study materials may be uploaded on the College website to which another member responded that there are numerous sources and materials that faculty use for a single lecture and to add to the information may turn out to be hard for students to follow.

A member suggested that some sample documents for Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) could be provided to all members to which the Coordinator replied in the affirmative. Several suggestions were made including making quizzes and viva- voce examination as a part of assessment. The issue of plagiarism was mentioned to which the Chair mentioned that the UGC had a downloadable anti-plagiarism software for the use of teachers.

On the point of mentoring of students, all members unanimously agreed that though the College had an informal process of mentoring students through the tutorial system it needs to be systematized and made effective. The Chairperson suggested the option of encouraging final year students/ alumni/graduates for mentoring/helping first and second year students. A member suggested giving them certificates as an incentive.

On the criteria of Student Support and Progression the members were of the opinion that the possibility of starting remedial classes and other activities beneficial for the students be explored. Yoga and meditation sessions were also suggested along with Counselling on campus. On 'Guidance for Competitive Examinations' a member stated that support is being provided through the Campus


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Minutes of the IQAC meeting held on 10/01/2019
Placement Cell (CPC). The difficulty of obtaining verifiable documentation from students was discussed. A member suggested exploring what other institutions are doing in this respect.

Under the criteria for research the Chairperson mentioned that some sponsored funding for student research projects is available in the Economics department. The College also partially funds conferences/workshops organized by Departments, subject to review and approval of the proposal. However, all departments are also encouraged to find their own sponsors. A member stated that there was very little funding or scholarship for the science department. Another member stated that the amount of funding received for science departments was low as it involved the cost of running experiments and purchasing equipment. A member wanted to know if information about scholarships and funding could be made available online. The Bursar responded that the information is available on the notice boards and that the students are expected to check the notice boards daily. It was suggested that the possibility of having such information available on the college portal may be explored.

A member stated that a lot of facilities and upgradation would be needed in the science departments to have collaborations and tie-ups with other institutes. A member suggested that an alumnus of the College, who is now a leading lawyer, may be contacted for a workshop on Intellectual Property Rights.

The Coordinator shared that Google forms are being prepared to collect information from Faculty, Departments, Students, and Societies. The information is needed for the period July 01, 2018 - June 30, 2019. It was decided that the forms should be filled and submitted by mid-March for the information to be available for the Year-end report. It was suggested that the forms should have an option of attaching/uploading documents such as certificates; to enhance documentation and that editing the form should be possible after submission to update any information. It was decided that the Department Heads will have access to all forms.

On discussing Governance, Leadership and Management in college, a member cited the admission process and functioning of societies as examples of decentralization and participative management. It was decided that possibilities of organizing programs for non-teaching staff would continue to be worked upon. On engagement of the parents with faculty and college, members cited that parents are invited to tea hosted by the Principal for the new batch of students who avail residence facilities. Parents also interact with faculty during the Dismissal Service every year.

A member raised a query about Waste Management techniques adopted by college. It was pointed out that such initiatives should not stop and professional help should be taken. A member informed that a professor at CSIR would be willing to help by providing bacteria for the compost pits and another member referred to a NGO who was willing to help with waste management.

A member suggested that Gender Sensitization should be included in the orientation. One member pointed out that the cleanliness of classrooms needed to be looked into. One member suggested we should get in touch with our alumni working in various leading organizations to explore collaborative projects with industry.

As the concerned member handling facilities for the Differently Abled was not present, it was decided that it will be discussed separately with the member concerned.

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**PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007**



**NAAC
Assessment
and
Accreditation 2021**



**St. Stephen's College
University of Delhi
Delhi 110007**

Phone: +91-11-27667200

E-mail: pstoprincipal@ststephens.edu

Website: www.ststephens.edu

Minutes of the IQAC meeting held on 10/01/2019

The meeting ended with the Chairperson thanking everyone for their presence and participation.

Ekta Kundra

Dr. Ekta Kundra Arora
IQAC Coordinator

John Varghese

Prof. John Varghese
Chairperson

John Varghese

PRINCIPAL
ST. STEPHEN'S COLLEGE
DELHI-110007





GAMES RECORD 2018-2019

ST STEPHEN'S COLLEGE

COMMITTEE OF GAMES

SPORT	POSITIONS	2018 - 19	2019 - 20
	VICE PRESIDENT COG	KISMAT CHOPRA	****
	SECRETARY COG	UTKARSH SINGH	****
Aquatics (M)	CAPTAIN	****	SAMIT SEJWAL
	SECRETARY	****	SAMEER SEJWAL
Badminton (W)	CAPTAIN	MANISHA	SURBHI
	SECRETARY	ANKITA CHETRI	****
Badminton (M)	CAPTAIN	ANIL KUNDU	TUSHAR BABBAR
	SECRETARY	TUSHAR BABBAR	MANAS JAIN
Basketball (W)	CAPTAIN	VIDHI KUNDU	SHREYASI VATS
	SECRETARY	AARUSHI CHADHA	NISHITA SABHARWAL
Basketball (M)	CAPTAIN	ROBIN SHARMA	ANKIT JOSHI
	SECRETARY	SAURAV LOHIA	VISHAL RATHEE
Chess (M)	CAPTAIN	DHRUV ARORA	ANGUS ALPHONSO
	SECRETARY	KAMAL	SAI KARTHIK
Cricket (M)	CAPTAIN	UTKARSH SINGH	YATHARTH SINGH
	SECRETARY	KARTIKEY JAISWAL	ARFAT ALI
Football (W)	CAPTAIN	GERTANJALI A PAES	MICHELLE L ROBSON
	SECRETARY	LH EVERHRING	****
Football (M)	CAPTAIN	SATVIK SAHNI	****
	SECRETARY	KARAN KHURANA	****

John Varghese
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GAMES RECORD 2018-2019

Lawn Tennis (W)	CAPTAIN	MICHELLE L ROBSON	MISHA SOOD
	SECRETARY	YASHASWINI	GAURI AGARWAL
Lawn Tennis (M)	CAPTAIN	SHUBHAM MALHOTRA	GAURANG
	SECRETARY	ARJUN	SHUBHAM MALHOTRA
Shooting (W)	CAPTAIN	RIYA SINGH	SOUMYA SAXENA
	SECRETARY	SOUMYA SAXENA	PRABHLEEN DUA
Shooting (M)	CAPTAIN	KISMAT CHOPRA	JAIDEEP PHOGAT
	SECRETARY	SAMARJEET SINGH	ROHAN KHANNA
Squash (M)	CAPTAIN	ASEEM MEHRA	RAHUL VASHISHT
	SECRETARY	RAHUL VASHISHT	YATHENDRA PADEDA
Table Tennis (W)	CAPTAIN	SHUBHI GARG	HARSHA KALRA
	SECRETARY	HARSHA KALRA	PRIYANKA PAREEK
Table Tennis (M)	CAPTAIN	SAMAR KHAN	HARSHVARDHAN LAHOTI
	SECRETARY	HARSHVARDHAN LAHOTI	NEERAJ
GYM	SECRETARY	APPORVA SHARMA	



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5. Year 4 (2019-20)

Sl. No.	Name of the Candidate	Roll No.	Grade	Subject	Teacher	Section	Grade	Subject	Teacher	Section	Grade
1	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
2	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
3	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
4	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
5	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
6	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
7	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
8	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
9	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
10	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
11	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
12	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
13	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
14	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
15	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
16	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
17	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
18	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
19	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A
20	ADARSH KUMAR	190101	A	English	Dr. Pooja	English	A	Maths	Dr. Pooja	Maths	A

John Singh
Principal
ST. STEPHEN'S COLLEGE
DELHI-110007



Phone: +91-11-27667200
E-mail: pstopprincipal@ststephens.edu
Website: www.ststephens.edu

Recommended to be implemented
w.e.f 01 November 2013

25/10/2019
BUSAIR

M. D. Davis
Dean

Associate Dean

Miss Steward

Shelley

Remond

Block Warden (RN)

Black Warden (AS)

Block Tutor (AN)

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S. W. P. A.

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J. H.

Franklin
Smith


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List of Mess Committee Members 2019-2020		
1	Prof. John Varghese	Principal
2	Dr. Renish Abraham	Bursar
3	Dr. Monodeep Daniel	Dean Residence
4	Dr. Chinkhanlun Gulte	Associate Dean
5	Mr. Samuel	Mess Steward
6	Mr. Shekhar	Mess Manager
7	Mr. Dias Mario Antony	Block Tutor
8	Dr. Walter Menezes	Block Tutor
9	Ms. Felicita Lawrence	Warden
10	Veronica Bor	Warden
11	Yiphyilo Kikon	Warden
12	Raman Mohora	SUS President
13	Aanchal	Block Representative
14	Sharanya Shirsath	Block Representative
15	Ritika Saloni Law	Block Representative
16	Sourabh Jasuja	Block Representative
17	Gajus Thomas	Block Representative

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Dean Residence


DEAN
COLLEGE

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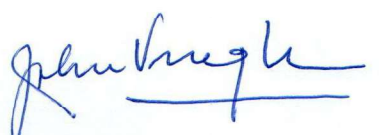




The following Junior Members are the Block Representative for the session 2019-2020				
Sl. NO.	Room NO.	Reg.	Name	Blocks
1	O-5	17BPHY001	Aanchal	Rudar South
2	O-5	17BECO038	Shiphi Akshita Singh	Rudar South
3	M-8	17BPHY002	Aashiya Anita Shaji	Rudra North
4	J-14	17BPCS027	Sharanya Shirsath	Rudra North
5	B-1	17BHST042	Olana Marie Peters	Allnutt South
6	B-2	17BBAP038	Ritika Saloni Law	Allnutt South
7	S-1	17BPCS036	Yathendra Sreevatsava	Mukarji East
8	R-10	17BPCH025	Sourabh Jasuja	Mukarji East
9	U-12	17BBAP019	Gaius Thomas	Mykarji West
10	U-25	17BPCS026	Sarthak Sharma	Mukarji West
11	H-11	18BMAT007	Angus Alphonso	Allnuth North


Dean Residence

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6. Year 5 (2020-21)

Mess Menu July 2021

DAYS	BREAKFAST		LUNCH		DINNER		DESSERT
	VEG	NON VEG	VEG	NON VEG	VEG	NON VEG	
Monday	Macroni Bread		Shahi Paneer, Dal, Rice, Chapatti	Butter Chicken	Mix Veg. Dal - Rice, Chapatti		Cold/Hot Coffee
Tuesday	Pav Bhaji		Rajma, Rice, Chapatti, Lemonade		Soya Mutter Keema, Dal Fry, Rice, Chapatti		Kheer
Wednesday	Aloo Tikki, Bread,	Scramble Egg	Kadhi Pakora, Aloo Curry, Rice, Chapatti		Kadai Paneer, Arhar Dal, Rice, Chapatti	Kadai Chicken	Flavored Milk
Thursday	Poha, Banana		Chole Bhature, Pulao, Butter Milk		Bhindi Aloo, Dal Arhar, Rice, Chapatti		Seviyan
Friday	Vada Sambar		Seasonal veg., Chana Dal, Chappati, Rice,		Veg Biryani, Raita	Chicken Biryani	Custard
Saturday	Boiled Chana, Bread	Boiled Eggs	Seasonal Veg. Dal Tadka, Rice Chapati		Soya Bean Curry, Dal Makhani, Rice, Chapatti	Egg Curry	Suji Ka Halwa
Sunday	Aloo Paratha, Pickle		Seasonal veg. Dal, Rice, Chapatti, Papad		Mutter Mix Veg. Arhar Dal, Rice, Chapatti		Ice Cream
EVERYDAY	Tea, Coffee, Milk, Sugar		SALAD				

Representatives

Tilak Bhardwaj	Anu Migom Panging
Falit	Swaswati Das
Ujjwal	Merlin Thomas
Yozo	Archana Thomas
Malein	

*Vegetables are subjected to market change. **Bread will be served with Jam & Butter

This can be approved on the condition that the student takes responsibility

Principal

Bursar

Asst. Bursar

Dorm

Mess Steward

Mess Manager

[Signature]
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List of Mess Committee Members 2021		
1	Prof. John Varghese	Principal
2	Dr. Renish Abraham	Bursar
4	Dr. Chinkhanlun Guite	Asst. Bursar (Associate Dean)
3	Dr. Monodeep Daniel	Dean Residence
5	Mr. Samuel	Mess Steward
6	Mr. Shekhar	Mess Manager
7	Tilak Bhardwaj	Block Representative
8	Falit Sijariya	Block Representative
9	Ujjwal Kumar	Block Representative
10	Yozo Nūvocho	Block Representative
11	Anu Migom Panging	Block Representative
12	Swaswati Das	Block Representative
13	MERLIN THOMAS	Block Representative
14	MALEMNGANGA OINAM	Block Representative
15	Archana Thomas	Block Representative


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The following Junior Members are the Block Representative for the session 2021				
Sl. NO.	Room NO.	Reg.	Name	Blocks
1	L-7	18BCHE015	ARPITA GEORGE	Rudra North
2	J-8	18BENG035	SOMYA HARRIS	Rudra North
3	A-1	18BPHY051	NEELAM FIRDOUS KHAN	Allnutt South
4	A-8	18BBAP053	TAHA FIRDOUS SHAH	Allnutt South
5	U-14	19BHST054	TILAK BHARDWAJ	Mukarji West
6	F-7	18BCHE033	JESVIN JOSEPH	Allnutt North
7	F-5	19BBAP027	HRITIC GAUTAM	Allnuth North
8	S-10	18BCHE006	AMAL T KURIAPPAN	Mukarji East
9	N-2	19BBAP043	OSHIN TOMAR	Rudra South


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Samples of Executive Council of societies :

Students' Executive Council for North East Society 2020-21

Third-Year Council:

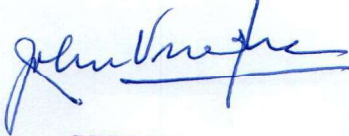
1. President: Longjenthli Longkumer, B.A. (H) History
2. Vice President: Temshimeren Longkumer, B.Sc (H) Chemistry
3. General Secretary: Gary Haobam, B.A. (H) Economics
4. Journal Editor-in-Chief: Ivanna Bazeley A Sangma, B.Sc (H) Physics
5. Unicolour Coordinator: Simran Singh, B.A. (H) History
6. Cultural Secretary: Angeline Sangmuani, B.Sc (H) Mathematics
7. Publicity Head: Alex Gabriel Simon, B.A. (H) Economics

Second-Year Council:

8. Treasurer: Yana Rao, B.A. (H) English
9. Sponsorship Head: Imkongnukshi Longkumer, B.A. (H) History
10. Talks and Panel Discussions Coordinators: Akumjung Pongen (B.A. (H) Philosophy) and Schulu Duo (B.A. (H) Economics)
11. Assistant Unicolour Coordinator: Hage Annkha, B.A. (H) History
12. Assistant Cultural Secretary: Imcharenla Longchar, B.A. (H) History
13. Assistant Publicity Head: Niangthianmuang S. Ngaihte, B.A. (H) English
14. Assistant Journal Editor-in-Chief: Julie Donngaihlun, B.A. (H) English

Students' Executive Council for Civil Service Forum 2020-21

Name	Course	Designation
Pragati Prabha	B.A. Honours History	President
Jonathan B. Mathew	B.A. Programme	Vice-President
Sayed Sayam Ul Rehman	B.A. Programme	General Secretary
Sambhav Patni	B.A. Honours Economics	GD Co-ordinator
Anqa Binti Irshad	B.A. Programme	Treasurer
Zinnia Aurora	B.A. Programme	Defence and Diplomacy Council
		Defence and Diplomacy
Dimitri Mallik	B.A. Honours English	Council
Navya Rana	B.A. Honours English	Executive Dialogues Co-ordinator
Mehak Talwar	B.A. Honours English	Executive Dialogues
Deepak Shah	B.A. Honours Philosophy	Coordinator
Joan Callista	B.A. Programme	Colloquium Coordinator
		Colloquium Coordinator


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Bhavna Dahiya
Anandita
Tewari
Deepanjali Verma
Soumil Saxena

B.A. Programme
B.A. Programme
B.A Honours History
B.Sc. Programme

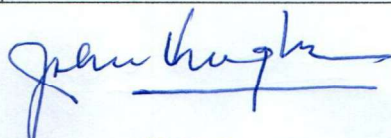
GD Co-ordinator
GD Co-ordinator
Talks Coordinator
Talks Coordinator

Students' Executive Council for Shakespeare Society 2020-21

- General Secretary: Arun Jose (B.A. English III)
- Administrative Coordinators: Aayushi Das (B.A. Programme III) and Schulu Duo (B.A. Economics II)
- Creative Coordinators: Ananay Koushal (B.A. Programme III) and Aastha Tiwari (B.A. English III)
- External Coordinator: Vishnu Sasikumar Nair (B.A. Programme III)
- Financial Coordinator: Somya Harris (B.A. English III)
- Production Coordinator: Srishti Vaideeswaran (B.A. English III)
- Publicity Coordinator: Arnav Michael (B.Sc. Chemistry III)
- Rajpal Coordinators: Swadha Singh (B.A. English III) & Syeda Parsa Nawrin Emani (B.A. English II)
- Technical Coordinator: Mariam George Palal (B.A. Economics II)
- Treasurer: John Damian Scaria (B.A. English II)

Student Representatives – 2020-21

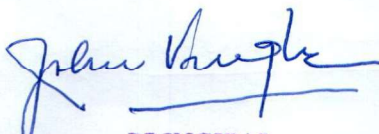
College Reg. ID	Course	Year	Name
20BECO053	B.A. Economics (Hons)	I	Anushree Jain
20BECO010	B.A. Economics (Hons)	I	Gabriel Stephen Ramyakumar Samuel
19BECO058	B.A. Economics (Hons)	II	Gauri Sharma
19BECO032	B.A. Economics (Hons)	II	Sandeep Shah
18BECO031	B.A. Economics (Hons)	III	Nidhi Priya
18BECO030	B.A. Economics (Hons)	III	Mufti Taha Shah
20BENG023	B.A. English (Hons)	I	Rayan Chakraborty
20BENG024	B.A. English (Hons)	I	Purva Dua
19BENG026	B.A. English (Hons)	II	Pritika


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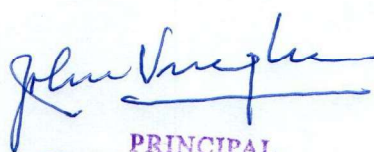
19BENG030	B.A. English (Hons)	II	Shania
18BENG030	B.A. English (Hons)	III	Swadha
18BENG020	B.A. English (Hons)	III	Samson
20BHST074	B.A. History (Hons)	I	Mahima Mukherjee
20BHST040	B.A. History (Hons)	I	Megh Mazumdar
19BHST006	B.A. History (Hons)	II	Ameya Bathla Sharma
19BHST021	B.A. History (Hons)	II	Harris Amjad
18BHST070	B.A. History (Hons)	III	Radhika Tulsian
18BHST032	B.A. History (Hons)	III	Mohammad Arham Hussain
20BPHI036	B.A. Philosophy (Hons)	I	Tanya Christiana
19BPHI004	B.A. Philosophy (Hons)	II	Chakshita Gambhir
18BPHI013	B.A. Philosophy (Hons)	III	Ananya Kaushik
20BBAP010	B.A. Programme	I	Priyanjana Masih
20BBAP036	B.A. Programme	I	Falit Sijariya
19BBAP031	B.A. Programme	II	Joan Callista
19BBAP056	B.A. Programme	II	Siddhartha Gulati
18BBAP019	B.A. Programme	III	Devak Namdhari
18BBAP053	B.A. Programme	III	Taha Firdous Shah
18BBAP009	B.A. Programme	III	Anysa
20BSAN001	B.A. Sanskrit (Hons)	I	Bhuvanesh
20BSAN010	B.A. Sanskrit (Hons)	I	Manshi Milind
19BSAN001	B.A. Sanskrit (Hons)	II	Ayushi
19BSAN009	B.A. Sanskrit (Hons)	II	Neha
18BSAN010	B.A. Sanskrit (Hons)	III	Vasudha Sharma
18BSAN004	B.A. Sanskrit (Hons)	III	Avadhesh Sharma
20BCHE049	B.Sc. Chemistry (Hons)	I	Yogita
20BCHE039	B.Sc. Chemistry (Hons)	I	Aravind Ravi
19BCHE038	B.Sc. Chemistry (Hons)	II	Ridhima Raina
19BCHE044	B.Sc. Chemistry (Hons)	II	Shiv Akhil Vasandani
18BCHE026	B.Sc. Chemistry (Hons)	III	Disha Kashyap
18BCHE055	B.Sc. Chemistry (Hons)	III	Pravesh Kumar
20BMAT077	B.Sc. Mathematics (Hons)	I	Arati Jose
20BMAT063	B.Sc. Mathematics (Hons)	I	Ayyan Ahmed
19BMAT077	B.Sc. Mathematics (Hons)	II	Judit Lalichan
19BMAT065	B.Sc. Mathematics (Hons)	II	Sashank Vaibhaw


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18BMAT076	B.Sc. Mathematics (Hons)	III	Anjali Gupta
18BMAT043	B.Sc. Mathematics (Hons)	III	Shubham Belwal
20BPHY059	B.Sc. Physics (Hons)	I	Akamsha Roy
20BPHY048	B.Sc. Physics (Hons)	I	Hariprasad S. V
19BPHY008	B.Sc. Physics (Hons)	II	Andrea
19BPHY016	B.Sc. Physics (Hons)	II	Deepanshu
18BPHY017	B.Sc. Physics (Hons)	III	Chaitanya
18BPHY042	B.Sc. Physics (Hons)	III	Mahak
20BPCH029	B.Sc. Programme with Chemistry	I	Dixit Goyal
19BPCH029	B.Sc. Programme with Chemistry	II	Bhuvaneshwar Singh Rathore
18BPCH027	B.Sc. Programme with Chemistry	III	Pragya Chaturvedi
20BPCS055	B.Sc. Programme with Computer Science	I	Rudraksh Dua
19BPCS010	B.Sc. Programme with Computer Science	II	Bronia Mathew
18BPCS028	B.Sc. Programme with Computer Science	III	Mansi Jindal


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