IQAC Meeting Minutes



St. Stephen's College University of Delhi Delhi 110007

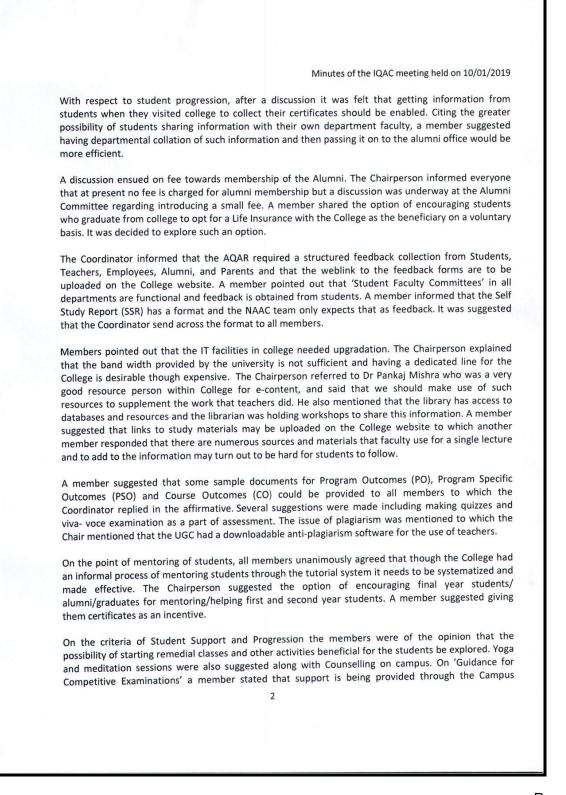
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2018-2019

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



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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. 3

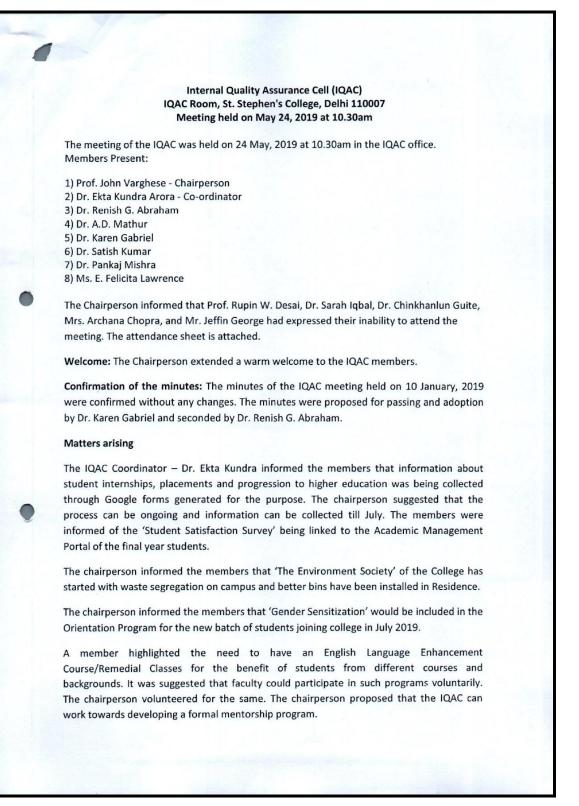


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Minutes of the IQAC meeting held on 10/01/2019 The meeting ended with the Chairperson thanking everyone for their presence and participation. Ekta Kundra Prof. John Varghese Dr. Ekta Kundra Arora Chairperson IQAC Coordinator 4



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A short discussion on the Best practices in the College, Institution Distinctiveness and Procedures and Policies for maintaining and utilizing Physical, Academic and Sports facilities followed. On discussing the Action Plan for the academic year 2019-2020 a member suggested reviving the Public Lecture Series. The member also suggested that 'Faculty Lectures' should also be started where faculty across departments can participate. It was suggested that a slot can be left vacant in the master time table to enable everyone to participate. Another member suggested sending suggestions by emails. It was decided that the IQAC Budget for the academic session can be submitted to the Bursar along with a Budget Utilization for the previous year. It was decided to hold the next meeting of the IQAC on 26 July, 2019 at 10.30 am. The meeting ended with the Chairperson thanking everyone for their presence and participation. Ekta Kundra Dr. Ekta Kundra Arora Prof. John Varghese **IQAC** Coordinator Chairperson



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Quality Initiatives by IQAC

1. The Department of Chemistry under the aegis of IQAC organized the National Conference 'Emerging Trends and Advances in Chemical Sciences'





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National Conference 'Emerging Trends and Advances in Chemical Sciences'



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2. Environmental Awareness and Action Fortnight

Bird Watching Lecture



Lecture: Bird-watching in India: Tips and Tricks and Treats. (Dr. Asani Bhaduri)

Waste Segregation

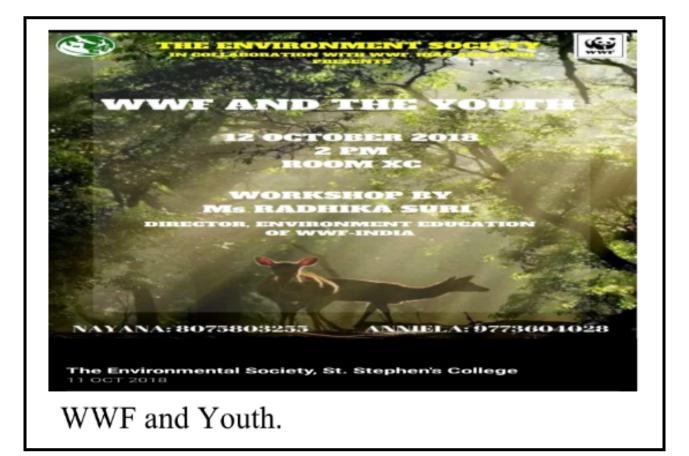




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WWF and Youth





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3. Mental Health Talk

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~	0 1 0 4 0 4	315 of many < >	
	Forwarded message From: Principal St. Stephen's College < <u>principal@ststephens.edu</u> > Date: Fri, 5 Oct 2018 at 8:22 AM Subject: Talk on <u>Mental Health</u> To: Shabnam Johry < <u>shabnamjohry@gmail.com</u> >, Poonam Kalra < <u>poonam.kalra@ststephens.edu</u> >, Karen Gabri < <u>wanchoorohit@gmail.com</u> >, Radha Mohan < <u>radhamohan@vsnl.com</u> >, Sunita Prasher < <u>sprasher2011@yahoo.co</u> < <u>skchakravortty@gmail.com</u> >, Neelam Saxena < <u>nsneelam21@gmail.com</u> >, Ashutosh Mathur < <u>adm.ststephens@</u> < <u>aydesanjayrao@gmail.com</u> >, SHAMIM AHMED < <u>dr.shamimahrmed@yahoo.com</u> >, Jacob Cherian < <u>jacob1cheria</u>	<u>com</u> >, sushant kumar chakravortty)g <u>mail.com</u> >, Sanjay Rao Ayde	
	Dear Colleagues There will be a lecture by Dr Murali Rao on Saturday 6th October at 11.30 in the College Hall. All those who are fr first year students to be there for the lecture. Please ensure that they are present in the Hall along with the		ır
	class schedule at 12.30 and for the rest of the day.		
	Thank you.		
	Prof John Varghese Principal St Stephen's College Delhi 110007		
	INDIA	Activate Windows	(

Dr Murali S. Rao

MD, FAPM, DLFAPA

Professor and Chairman, Department of Psychiatry and Behavioral Neurosciences Loyola University Medical Center, Loyola University Chicago USA



Areas of Interest/Specialization:

Consultation – Liaison Psychiatry and Emergency Psychiatry

Awards & Fellowships:

- Distinguished Life Fellow APA
- Outstanding Academician' Award by the Indo-American Psychiatric Association
- Master Teacher Award at Stritch School of Medicine

Journal Publications: >50 Member of professional bodies:

Member of American College of Psychiatrists, Fellow, Academy of Psychosomatic Medicine, Fellow, CINP, Life Fellow Indian Psychiatric Society, Fellow, American College of Forensic Psychiatry, & many other scientific national & international societies Journal Editorial member/Reviewer: International Journal of Emergency Mental Health and



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4. Dust Control Measures at construction sites to Control Air Pollution

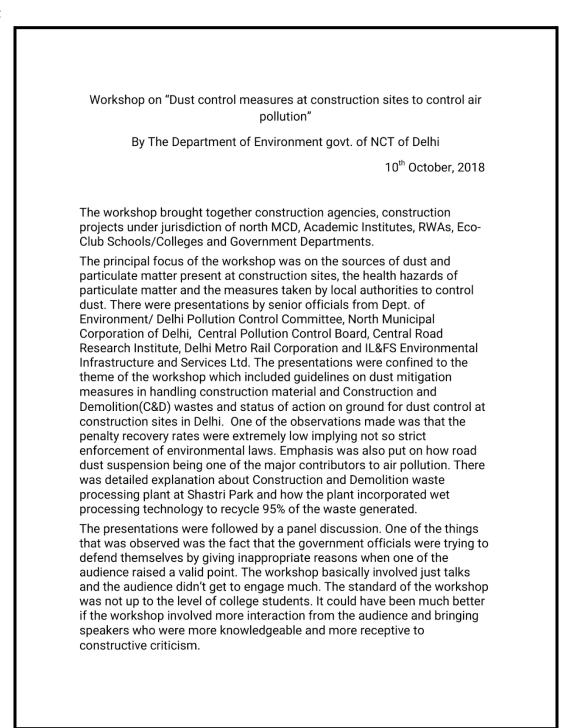
Department of En Govt. of NCT of ^{6th} Level, C-Wing, Delh I.P. Estate, New Del Ph: 23392306, Fax: 3 No. F10 (24)/ Env/2018/ <i>\$397</i>	Delhi, i Secretariat, hi-110002
To,	
The Principal	
Sub: Participation in the Workshop on "Dust Control Air pollution"- regarding.	ontrol Measures at construction sites to
Sir, As you are aware that construction activit specifically in terms of Particulate matter. This fact Green Tribunal orders.	has also been reflected in various National
Considering the need for mass awareness implementation/ enforcement of the existing norms, workshop is being organized for areas under jurisd from 10.00 am to 2.00 pm at Auditorium, Delhi Se	/ regulations for controlling dust pollution, a liction of North MCD on <u>9th October, 2018</u>
You are hereby requested to kindly participa club teacher alongwith 2 students of your College/ discussion séssion. For any query, Dr. Chetna contacted on Mobile no. 9717593542 or <u>dr.chetnaar</u>	and contribute your experience in the open Anand, Scientist (Environment) may be
	Yours Sincerely
	Dr. B.C Sabata24/9/2 SSO (Environment)



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Report





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5. Public Science Talk

St Stephen's College

Internal Quality Assurance Cell

NOTICE

The IQAC invites students to participate in a series of talks on *Public Science* on 12 November, 10 am - 1 pm, at the India Habitat Centre, New Delhi. The event is being organized by India Alliance, a public charity dedicated to building excellence in Indian biomedical science since 2008. The students will get to hear about the research of Indian scientists, who are leaders in their respective fields, and about their scientific journey. There will be ample opportunity for them to interact with these scientists and witness a unique *Science Image exhibition*.

Interested students should submit their names to the undersigned by 20 September 2018.

Ekta Kundua 19/9/18 Dr. Ekta Kundra Arora Co-ordinator IQAC



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6. Yamuna Biodiversity Park Visit



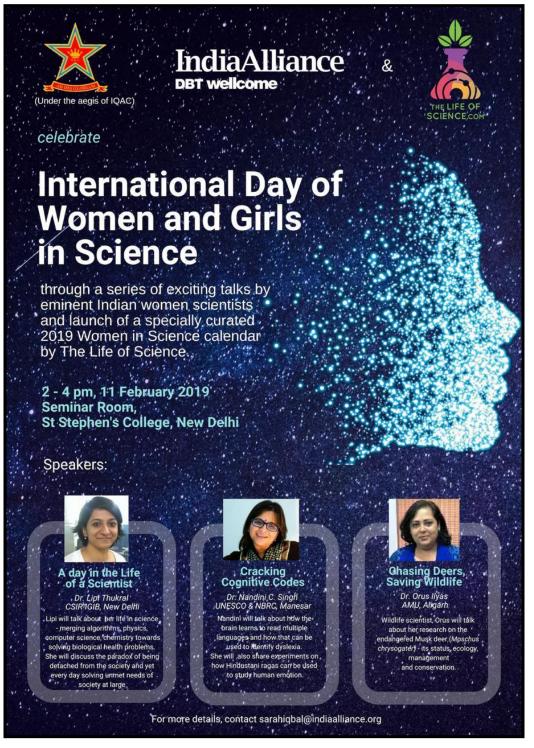
Visit to the Yamuna Bio-Diversity Park



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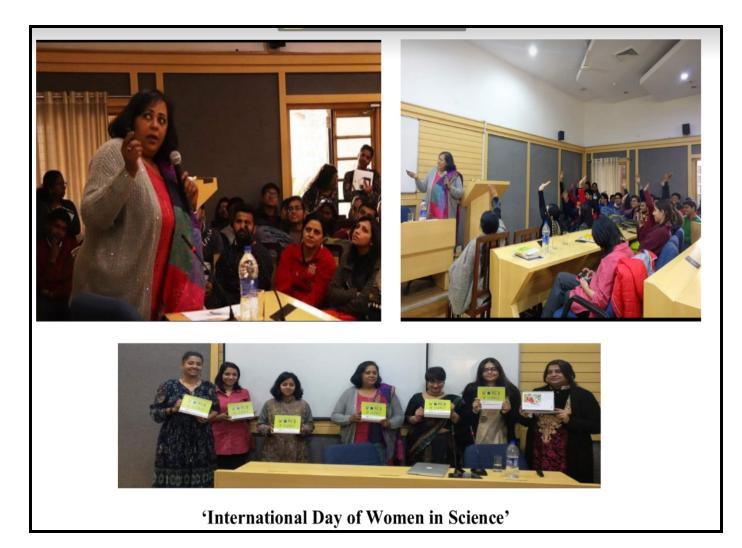
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7. International Day of Women in Science





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8. Meditation Session in collaboration with Yoga Prana Vidya

Poster

	Stephen's College e aegis of the Internal Quality Assurance Cell) In collaboration with
	Invites you to Discover
A world of Ener	gy and Unlimited Opportunities
Are You Interested i	n
Upgrading	Na and a contract of the contr
• Health	here and the second sec
• Brain	
• Emotions	feines succeda obstacle
• Relationship	success = plan gutsy = blanc entry blanc
• Límíts	interest intere
• Energy	Confidence determined balance
• Marks	
	sions are then just right for you
Interested Students/Non-T	eaching Staff/Faculty may register by clicking the link
https://ge	oo.gl/forms/Z5mBI2sKQN5XiuOn2
(Those who reg	jíster are expected to attend all sessions)
Venue: Will be c	communicated, Time: 3:00 – 5:00 pm
Dates: February	13th, 20th, 27th and March 6th, 2019



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Registration Form

1	Email address *	
2.	Name *	
	Category *	
,	Mark only one oval.	
	Teaching Faculty	
	Non-Teaching staff	
	Other:	
4.	Course/Department *	
	If you are a student, please mention your year of study also.	
5.	Mobile number *	
A co	py of your responses will be emailed to the address	that you provided
	F))	



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Attendance List

S.No	D Name	Category		13/02/2019	20/02/2019	27/02/00/15	
1	Jamil		Mobile number	13/02/2019	20/02/2019	27/02/2019	06/03/2019
2	Vinay Panwar	Non-Teaching staff		-		1	
3	Vineeta Negi	Non-Teaching staff	9891850553	Viney			
4	Jeewan singh negi	Non-Teaching staff	8285770837				1
5	Veronica Bor	Non-Teaching staff	7836824996	-	File		
6		Non-Teaching staff	9650165064		_		
7	Sandeep	Non-Teaching staff	8802002843		Sander		-
	Radhey shyam	Non-Teaching staff	9718548687	1.1.	hyoday		-
8	RAJNIKANT	Non-Teaching staff		19	lasicart		-
9	Arvind kumar bansal	Non-Teaching staff	9650600930				
10	Mansi Sachdeva	Non-Teaching staff	9818475194	111-127	AKSANS		
11	Rajbir Singh		9306228624	DA wat			
12	Ankit Verma	Non-Teaching staff	9968257223	NO.	RASSO		
13	Ved Prakash	Non-Teaching staff	7053353337	Any ~-	12-		
14	Kundanlal	Non-Teaching staff	9968234586	Val			
15		Non-Teaching staff	9868504203	Dat	<u> </u>		
16	Lalit Kumar	Non-Teaching staff	9818994302	aliz	des		
10	Mudra Raheja	Student	8708237544	a total	0.2		
	Neetu	Student	9953441050	18_	R		
18	Kumari Shambhavi	Student	8448358970	L.M.	15		
19	Aditya Vardhan	Student	9794639140	Aditza Vano	Adito		
20	Naveen Gupta	Student	9815754157		13009		
21	Rahul Vasishtha	Student	9958453418	Naveen Crupte			
22	Anshul	Student	8708265917	Rahuer			
3	Cheshta	Student	8076467111	RANGE	But		
4	Anjala Mehta	Student	9540785731	Cheshta	Cheshta		
5	Chahat Mehra	Student	8527657056		dry us .		
6	Monika Jeenwal	Student	9711061900	Monika	lue. Ste		
7	NITIK BHATIA	Student	9996254715	i and a	Menika		
8	Charvi Singhvi	Student	9958289375				
9.	Vasundhara	Student	8920796526				
0	Mansi sachdeva	Student	9306228624				
1	Ananya Kapoor	Student	09958563383	Anony	-		
2	Paridhi Agarwal	Student	9560668886	P			
2	Pragya Modi	Student	7291857735		C Look		

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				13/02/2019	20/02/2019	27/02/20	19 06	103/20
34	Mohd Haseeb	Student	8447267686	Harreb	Kareis	1		0-120
35	Vinita	Student		ctar.	James	1	1	
36	Satyanarayan Sharma	Student	9034895350	Batyler		1	1	
37	Anjali Kukreja	Student	+919205301639	Avial		1		
38	Namita Mittal	Student	8826105471	1				
39	Nishprah Saraswat	Student	9205088363	- d				
40	Anil kundu	Student	9773712794	pe	4. 101	1		_
41	Srishti Katiyar	Student	09643227683	Unable to attend	Aril lander		_	
42	Riya Rajan	Student	7982239562				_	
43	Nishita Abraham		09711002537					
44	Krishni Gautam	Student	8510985511	Nebita.				
45	Piyush Bansal	Student	8130905594	Koulden				
46	Ekta Kundra Arora	Teaching Faculty	9810796083	Forguet Banton	- gruh bere	-	~	
		Teaching Faculty	9868066976	Etakurs .	appender .		~	
И 7 .	Altrishek Dangi	Student	7982580323	(a. =			-	
48	Yan lazarus I	Student	7417109822					
49.	Shubhangi Agarwal	Student	8527581706	Russent	Shubbary			-
50	Ampli Prachad	faculty	9910508735	ayac al				
51	Manjula Singh	Faculty	9810350752	aland		1	-	
52	Vibha Shanna	Facult	9873919891	Branne	anno			
53	enpa Tehering Bhutia	Student	832 +2612#6	Buta	Carrie		~	
	YI'PI KIKON	NON-TEACHING	9654617041	Funde		te	/	-
55	E. FELICITA LAWRENCE	NON - TEACHING	8929406143	& Filita Lucence	8 Falit lung	1.	-	



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9. Lecture on 'Intellectual Property Rights'



Lecture on 'Intellectual Property Rights



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10. One Day RAD@home Astronomy Workshop (ODRAW)



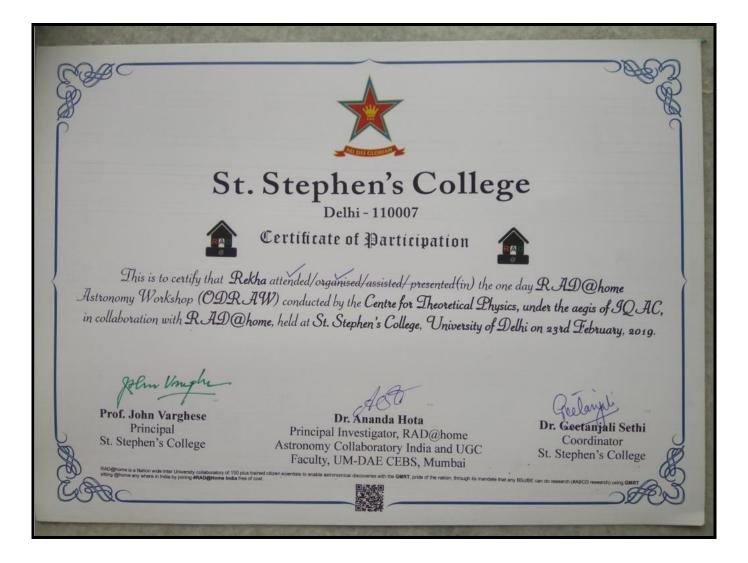


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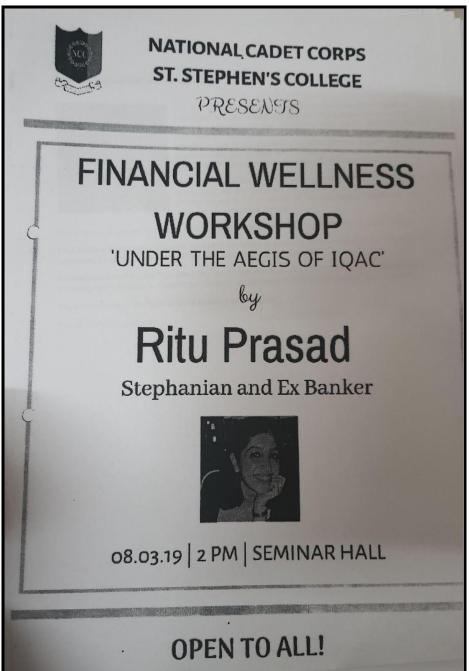
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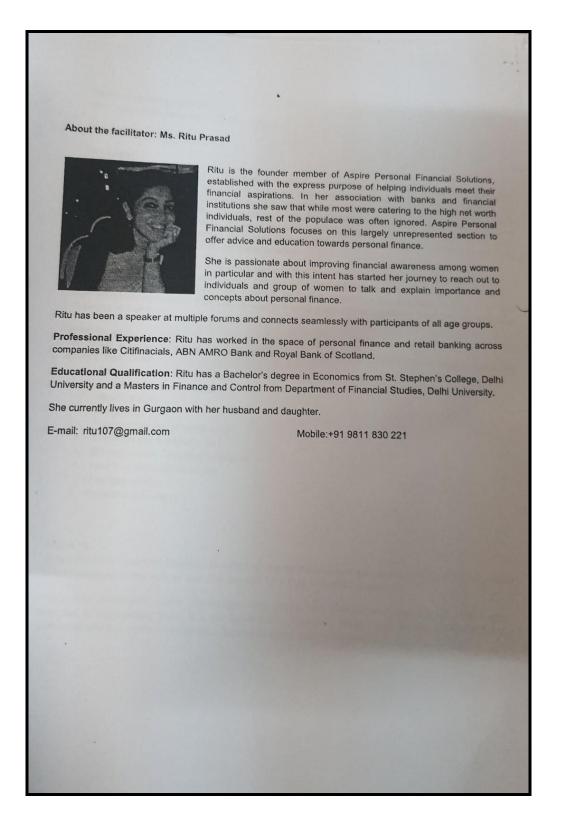
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11. The NCC organized the Financial Wellness Workshop under the aegis of IQAC for faculty and students on the occasion of 'International Women's Day'. Recourse Person: Ms. Ritu Prasad





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12. Workshop on Number Theory and Cryptograpy

SYMPOSIUM ON NUMBER THEORY AND CRYPTOGRAPHY

(Partially funded by IQAC) organised by

The Mathematics Department

in association with

The Mathematics Society

St Stephen's College

27th and 28th March

SPEAKERS

Dr. Geetha Venkatraman School of Liberal Studies, Ambedkar University

Dr. SK Pal Defence Research and Development Organisation Dr. Amitabha Tripathi Mathematics Dept., IITD

Dr. Kapil Hari Paranjape IISER, Mohali

Dr. Indivar Gupta Defence Research and Development Organisation

TOPICS

Number Theoretic Cryptography in the Quantum Era

Number Theory in Cryptography

Public Key Cryptography

Computer Algebra System used in Number Theory

Limited Seats available, register at: http://tinyurl.com/SymposiumMathsoc

Convener

Jaspreet Kaur Assistant Professor Mathematics Department

Coordinators

Kritika Gulati: 98701 47774 Nidhi Saxena: 9918774845 Members of Executive Council The Mathematics Society



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13. Basic Ms Office Workshop

	Ekta Kundra <kundraekta@gmail.com></kundraekta@gmail.com>	145 of r	nany	<	>
551		n, Mar 17, 2019, 8:10 AM	*	-	
	Dear Sir,				
	I) This is to inform you that the following students are enrolled for the Basis Computer Stills, the second				
	1) This is to inform you that the following students are enrolled for the Basic Computer Skills classes : Some sessions are over and semester break.	some will take place aft	ler the m	id	
	1. Akanksha B.sc prog I year				
	2. Yashika B.Sc prog I year				
34	3.Stephen B.A. English I year				
	4. Charisma B.A. Economics I year				
	5.Prarthana B.A. Economics I year				
	6 Sree lakshmi B.A. Economics I year				
	7 Roshni B.A. Economics I year				
	8.Mahima B. Sc. (H) Chemistry 3rd year				
+	II) Mr. Pakach (IPC) has conveyed that he will not be able to take the assessed as in the state of the				
	II) Mr. Rakesh (IRC) has conveyed that he will not be able to take the proposed sessions for the non teaching staff during the mid	emester break.			
	Warm Regards				
	Dr. Ekta Kundra Arora				

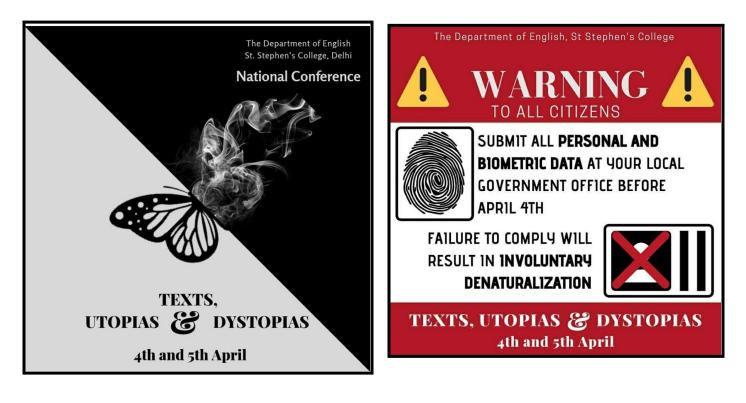


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14. National Conference 'Texts, Utopias and Dystopias'

Poster

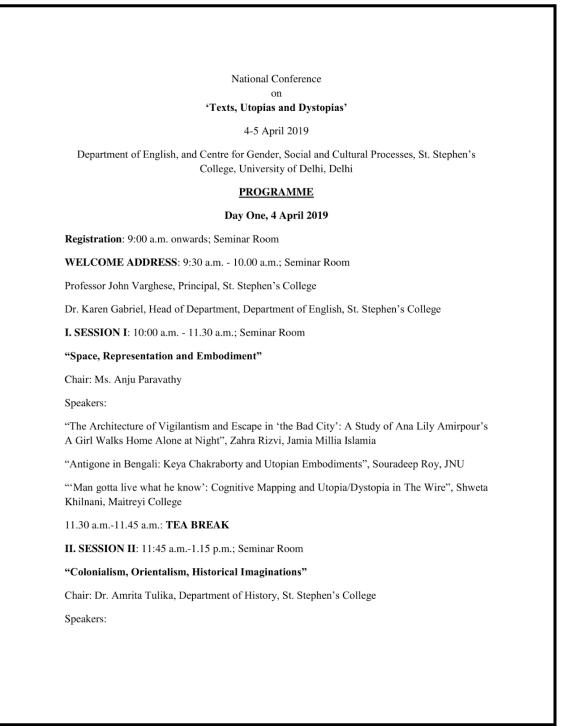




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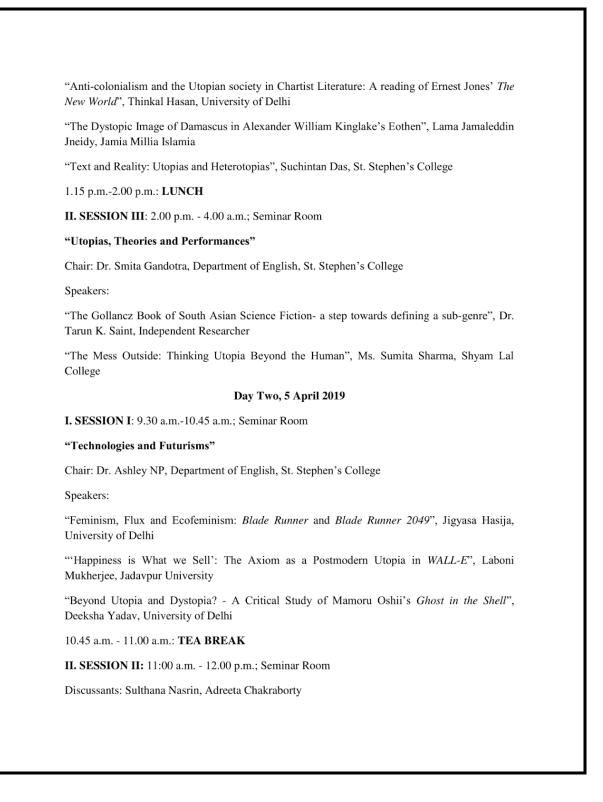
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Programme Schedule





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Speaker:	
Vishwyajy	oti Ghosh
III. SESSI	ON III: 12:00 p.m 1.15 p.m.; Seminar Room
"Politics a	nd (Dis)Order"
Chair: Dr.	Karen Gabriel, Department of English, St. Stephen's College
Speakers:	
"Torture ar	nd Ritual in The Handmaid's Tale", Dr. Swatie, JMC College
"For the Lo	ove of Utopias", Kritika Chettri, University of North Bengal
• •	as a Hysteric Expression of Utopia: Examination of the Excessive and Obsessive in <i>h of Babughat</i> ", St. Stephen's College
1.15 p.m	2.00 p.m.: LUNCH
IV. SESSI	ON IV: 2:00 p.m 3.30 p.m.; Seminar Room
"Post-Apo	calyptic Visions"
Chair: Mr.	Themeem T., Department of English, St. Stephen's College
Speakers:	
	npulsion for a Dystopia/Utopia: An Analysis of the Apocalypse in Japanese ", Manjeera G, University of Delhi
	ho is (Dis)abled, Survives: Challenging Ableist Utopic Notions through Post- Films", Shalini Chakraborty, Jadavpur University
	hon' and human extinction: From playing a game to playing God in Margaret <i>MaddAddam Trilogy</i> ", Shraddha A. Singh, Jamia Millia Islamia
3.30 p.m	3.45 p.m TEA BREAK
V. SESSIC	DN V: 3:45 p.m 5.15 p.m.; Seminar Room
"Gender a	and Textuality"
Chair: Ms.	Hannah Varkey, Department of English, St. Stephen's College
Speakers:	



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"Of Gender and Imagination: Articulating "The Mothers of Maya Diip" by Suniti Namjoshi", Aamir Qayoom Wani, University of Delhi

"Sultana's Dreams, Lajo's Reality: Unearthing Dystopian Moorings in a Utopian World", Asra Mamnoon, Jamia Millia Islamia

"Only ladies please: A Utopia for women in *The Adventures of Amir Hamza*", Shaheen Saba, Jamia Millia Islamia

"Penetration of the Masculine in Gilman's Herland", Madhulika R. Singh, St. Stephen's College

VOTE OF THANKS: 5:15 p.m. - 5.30 p.m.; Seminar Room

Dr. Karen Gabriel, Head of Department, Department of English, St. Stephen's College

Pictures





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Report





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Potential Sub Topics

- Representation and genres of utopic and dystopic imagination
- Speculative Fiction and dystopias
- Theoretical approaches to utopias and/or dystopias
- Utopic and anti-utopic imagination and State
- Utopia and pedagogy (Plato's Republic, Rousseau's Emile)
- Utopia and trauma
- Fiction and Anthropocene
- Utopian/dystopian geographies: urban, pastoral etc
- Artificial intelligence and virtualities

15. Advanced MS Excel Workshop by Dr. Priyanka Thakral



Advanced Excel Workshop