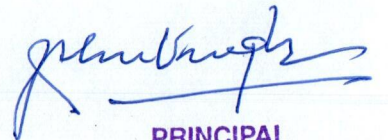


# Internal Quality Assurance Cell St. Stephen's College

2016-2017

## OVERVIEW

- **IQAC Team**
- **Plan of action (2016-2017)**
- **Outcomes/ Significant Contributions (2016-2017)**
- **Future Plans**

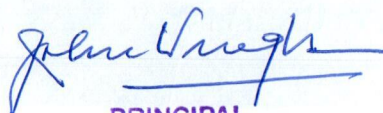
  
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## INTERNAL QUALITY ASSURANCE CELL (2016-2017)

<b>Prof. John Varghese</b>	<b>Chairperson</b>
<b>Dr. Tasneem Suhrawardy</b>	<b>Coordinator, IQAC</b>
<b>Dr. Renish G. Abraham</b>	<b>Bursar</b>
<b>Dr. Sanjay Rao Ayde</b>	<b>Senior Tutor</b>
<b>Dr. Sangeeta Sachdeva</b>	<b>Member (Curriculum Design &amp; Planning)</b>
<b>Dr. Aditya Pratap Deo</b>	<b>Member (Teaching Learning &amp; Evaluation)</b>
<b>Dr. Prashanto Chatterjee</b>	<b>Member (Research Consultancy &amp; Extension)</b>
<b>Ms. Sangeeta Luthra Sharma</b>	<b>Member (Infrastructure &amp; Learning Resources)</b>
<b>Dr. Bikram Phookun</b>	<b>Member (Student Support &amp; Progression)</b>
<b>Dr. Chinkhanlun Guite</b>	<b>Member (Governance Leadership &amp; Management)</b>
<b>Dr. Vibha Sharma</b>	<b>Member (Innovation &amp; Best Practices)</b>
<b>Mr. Diljeet Titus</b>	<b>Member (Governing body)</b>
<b>Mr. Biswajeet</b>	<b>Alumni Representative</b>
<b>Mr. Nikhil Varghese</b>	<b>Student Representative, SUS President (Ex-officio)</b>
<b>Mr. Philip Mathew</b>	<b>MD, Malayala Manorama</b>
<b>Dr. K. M. Chacko</b>	<b>Director, Sriram Institute of Industrial Research</b>

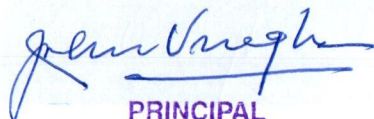
  
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# PLAN OF ACTION (2016-2017)

Plan of Action	Achievements
<b>Digitization</b>	<ul style="list-style-type: none"><li>• E-file System to promote paperless office.</li><li>• Online grievance redressal system.</li><li>• Online fee payment.</li></ul>
<b>Minimizing environmental degradation</b>	<ul style="list-style-type: none"><li>• Decreased use of paper and plastic.</li><li>• Deliberate policy to limit construction on campus.</li><li>• Optimization of existing infrastructure.</li><li>• Paper recycling drive.</li><li>• Tree Plantation.</li><li>• Case studies included in Environmental Science Course.</li></ul>
<b>Development programmes</b>	<ul style="list-style-type: none"><li>• Workshops conducted for staff on digitization.</li><li>• Workshop for library staff on automation.</li><li>• Orientation programmes for faculty on digitization.</li><li>• Counselling session for students are available.</li><li>• Participation in workshops, conferences, seminars and poster presentation by Faculty and Technical staff.</li></ul>

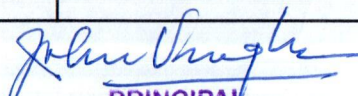
  
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# PLAN OF ACTION (2016-2017)

Plan of Action	Achievements
<b>Fulfilling social responsibilities</b>	<ul style="list-style-type: none"><li>• Remedial classes for weaker students in languages.</li><li>• Evening classes for the under privileged children.</li><li>• Vidya Jyoti Scheme for educational upliftment of slum dwelling children under Social Service League.</li><li>• Blood donation camp.</li><li>• Book and Clothes donation camps</li></ul>
<b>Participation from stakeholders</b>	<ul style="list-style-type: none"><li>• Alumni meetings to discuss and enhance wholesome education and development.</li><li>• Principal's interaction with students.</li></ul>
<b>Enabling better participation from the differently abled</b>	<ul style="list-style-type: none"><li>• Ramps on campus.</li><li>• Audio-Visual Board for differently abled.</li><li>• Enabling Unit with dedicated personel and equipment.</li></ul>

  
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# OUTCOMES

## Conferences/ Workshops/ Lectures and Symposiums.

- Workshop on Group Theory and Its Applications conducted by Mathematics Department.



*Principals*  
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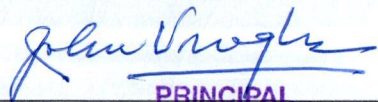




# OUTCOMES

## Conferences/ Workshops/ Lectures and Symposiums.

- Environmental Health Workshop: Chemistry department and Public Health Foundation of India in collaboration with Welcome Trust-DBT India Alliance conducted its first in the VOICES FOR HEALTH series of workshops conducted nationwide. The workshop started with presentations by researchers from Centre for Environmental Health, followed by group activities and presentation of community awareness programmes, October 1, 2016.
- Workshop on "Computer Aided Molecular Modeling and Drug Discovery" hosted by Department of Chemistry, St. Stephen's College, Delhi University, on July 25-26, 2016 with participation from National and International Delegates.

  
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# Environmental Health Workshop



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*John Varghese*

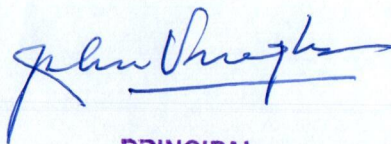




# OUTCOMES

## Conferences/ Workshops/ Lectures and Symposiums.

- Organized the two days skill development programme for library staff on theme "Library Automation" on 13th & 14th Oct. 2016 at St. Stephen College, Delhi (India).
- St Stephen's College library organized the two days Book Exhibition on October 20-21, 2016.
- Library Organized department wise one hour library orientation programme for the first-year Junior members in August 2016.




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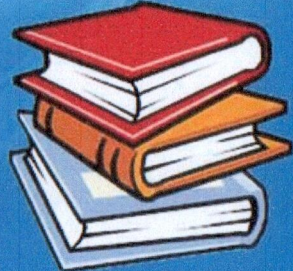


# Book Exhibition



**St. Stephen's College  
Library**

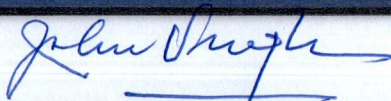
cordially invites you  
to



**Annual Book Exhibition-2016**

on 20 & 21 October 2016  
Venue : Library Lawn  
Timings : 9.00 am to 5.00 pm  
Suggestions & Feedback : [librarian.ststephens@gmail.com](mailto:librarian.ststephens@gmail.com)

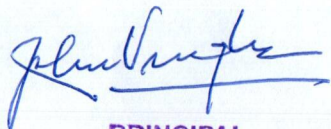
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# Action Taken Report 2016-17

- Digitization is underway
- Seven institutional collaborations have been initiated at International and National.
- E-file system has been implemented successfully.
- Some Workshops have been conducted for Staff and Faculty development.
- Student and Staff welfare schemes continue.
- Counselling sessions are available.



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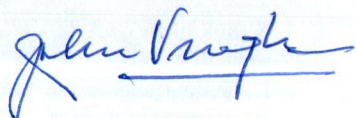


## IQAC MEETINGS 2016-17

➤ September 26, 2016

### FUTURE PLANS

- **Academics**
  - To offer interdisciplinary seminars, workshops and conferences.
  - Add-on courses to increase the number of options/electives for students.
  
- **Development Programmes and Collaborations**
  - To encourage Faculty to start thinking about new courses o Firm up collaborations with foreign universities.
  - To firm up Faculty and student exchange programmes.
  
- **Research and Innovations**
  - Enhance research funding
  - To explore possibilities for active industry participation.



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# FUTURE PLANS

- **Institutional Social Initiatives**
  - Eco-friendly measures
  - Implement the existing awareness programmes on environmental issues.
- **Welfare Programmes**
  - Evolve a scheme for Non-teaching staff
  - Explore housing benefits for more Teaching staff
  - Offer Student internships
- **Administrative**
  - Infrastructural development
  - Interactive feedback, analysis and monitoring.
  - Offer specific and targeted training.
  - Forum for redressal of grievances and reduce turn around time.

