

## Minutes of the IQAC Meeting held on Thursday, 30.06.22, at 3 pm, Online

- The meeting was attended by the chair, Principal Prof. John Varghese, Dr. Karen Gabriel, Dr. Pankaj K. Mishra, Mr. Deepak Mukarji, and the IQAC Co-ordinator, Dr. Aditya Pratap Deo.
- On the question of the confirmation of the minutes of the meeting held on 09.03.22, Mr. Mukarji suggested a modification on the report of a point made by him, which now reads as follows:

Mr. Mukarji felt that College societies should not be formed on linguistic and regional bases. Linguistic or geographical based societies tended to exclude rather than include and while there is always a place for such groupings in an educational system, they tend to enforce divisions.

The minutes of the meeting held on 09.03.22 were then confirmed. The confirmation was proposed by Dr. Mishra and seconded by Mr. Mukarji.

- On matters of report, Dr. Deo informed the Committee of
  - (a) new SSR guidelines which will be applicable from 1<sup>st</sup> June 2022 ([http://www.naac.gov.in/index.php/en/?option=com\\_content&view=article&id=26:apply-now&catid=18:apply-now](http://www.naac.gov.in/index.php/en/?option=com_content&view=article&id=26:apply-now&catid=18:apply-now))
  - (b) an online workshop that was held by NAAC to apprise all HEIs of the same which was attended by Dr. Vibha Sharma, Coordinator, NAAC Steering Committee, and Dr. Deo
  - (c) the formation of a NAAC Steering Committee under the Co-ordinator-ship of Dr. Sharma to prepare for the 2<sup>nd</sup> cycle of accreditation
  - (d) the success of the Mental Health Initiative of the IQAC, where along with SSL, it managed to galvanize a large number of societies to promote mental health awareness for the students
  - (e) the fact that the IQAC had successfully completed a one-day feasibility visit by GRIHA council affiliated to TERI on May 24<sup>th</sup>, 2022. Ms. Divya Singh Coordinated the visit and Dr. Mishra, Convener, Infrastructure and Learning Resources, IQAC, and Mr. Thomas, Estate Officer, represented. A report of the same, and the Feasibility Report are available for study by the members.
- Dr. Deo briefly apprised the Committee of the preparations that were being done to submit the Self Study Report. He pointed out that in order to bring the College's system of functioning in sync with NAAC requirements, many changes need to be made in relation to how we collect information and maintain records. For example, he said that all academic Departments must be asked to organize national/international level conference, hold Departmental meetings once per semester, conduct regular Faculty – Student Committee meetings, analyse the performance of the student every year and systematically handle student grievances related to continuous internal assessment.

The Principal agreed for the need to make the process systematic.

Dr. Gabriel cautioned against the trend to quantify everything and increase bureaucratic procedures; and felt that one needed instead to focus on the substantial tasks of teaching-learning without the necessity of always having to show quantifiable results and to follow the College's own rhythms.

- Dr. Deo then presented the findings of the Student Satisfaction Survey (<https://www.ststephens.edu/wp-content/uploads/2021/10/Student-Satisfaction-Survey-2020-21.pdf>) to the Committee. After the Survey, the data had been analysed by the IQAC team and the findings presented through pie charts. The findings are as follows:

**(a) 434 undergraduate students of the third year were given the survey and 316 and 72.8% responded.**

**(b) Most of the respondents thought that the syllabus had been covered well (88%)**

**(c) 57% felt that teachers had prepared thoroughly for lectures and 41%, satisfactorily.**

**(d) 54% felt that teachers were always effective in communicating, while 37%, sometimes.**

**(e) An overwhelming percentage (82%) believed that the teachers' approach to teaching was very good or good.**

**(f) 86% believed that evaluation was always or usually fair.**

**(g) About 39% felt that the teachers needed to discuss their assignments more**

**(h) About 41% felt that the institution should play a greater role in encouraging students to take on internships, field-trips, exchanges, etc.**

**(i) 32% of the students felt that the teaching and mentoring process needs to better promote their cognitive, emotional and social growth.**

**(j) 89% however believed that the institution does provide them opportunities to learn and grow.**

**(k) 69% felt that teachers had informed them of course and programme outcomes.**

**(l) 54% felt that mentors followed up.**

**(m) 89% reported that teachers illustrated concepts through examples and applications.**

**(n) 38% felt that teachers needed to identify their strength and encourage them with the right level of challenge.**

**(o) 44% of the students felt that teachers needed to help them identify and deal with their weaknesses.**

**(p) 64% felt that the institution involves them in mentoring, review and continuous quality improvement of teaching-learning process.**

**(q) 71% felt that the teachers use student centric methods such as experiential learning, participative learning and problem-solving methodologies for enhancing learning experience.**

**(r) 42% felt that Teachers need to encourage them more to participate in extracurricular activities.**

**(s) 63% students were of the opinion that efforts are made by the institute to inculcate soft skills, life skills and employability skills to make you ready for the world of work.**

**(t) 52% reported that over 70% of the teachers use projectors, multimedia etc. while teaching.**

**(u) 86% of the students were of the opinion that the overall Teaching-Learning process in the institute is very good.**

In the discussion that followed, members pointed out that one needed to work on many aspects of the teaching-learning process, including the syllabus and its transaction, to further improve the same in College. Dr. Gabriel pointed out the need for the students to understand the nature of the survey; and for the evaluators of the survey, the dynamics of student responses. She pointed out that it might be worthwhile to explore a teachers' satisfaction survey in order to ascertain issues faced by teachers.

Dr. Deo requested for the IQAC to forward the feedback report to the Principal to in turn forward it to the University as the syllabus was a University subject. He also informed the Committee that for 2021-22, the Survey would be extended to all students in the College.

The Principal agreed to forward the feedback report to the University.

Dr. Aditya Pratap Deo, Coordinator, IQAC, 2021-22