

Minutes of IQAC Meeting

Date: October 29th, 2025, Time: 03:00 PM, Venue: Seminar Room, C1 Block

Members Attended:

- Prof. John Varghese (Principal)
- Dr. Annu Malhotra (Convenor C1, Coordinator Surveys)
- Dr. Shamim Ahmed (Convener C2)
- Dr. Geetanjali Sethi (Convener C3)
- Dr. Pankaj Mishra (Convenor C4)
- Brigadier Rajiv S. Williams (Member)
- Mr. Sunil Issar (Member)
- Dr. Akshay Rana (Associate Coordinator)
- Mr. Gurnoor (SUS President)

Apologies for Absence:

- Dr. Chinkhanlun Guite (Bursar)
- Dr. Aditya Pratap Deo (IQAC Coordinator)
- Dr. N. P. Ashley (Convenor C7)

Points of Discussion:

1. The meeting was initiated by the Principal, Prof. John Varghese, with the consent of all the members present. The Principal informed the Committee that the IQAC Coordinator, Aditya Pratap Deo, was unwell, and conveyed best wishes for his speedy recovery on behalf of all the members. The Principal then extended a warm welcome to the Student Union President, Gurnoor, to the Committee. He also expressed his gratitude to Rajiv S. Williams and Sunil Issar for accepting the invitation to serve as members of the IQAC for the Academic Year 2025-26.
2. On behalf of the IQAC Coordinator, the Principal allowed the Associate Coordinator, Akshay Rana, to take the meeting forward. Dr. Akshay Rana then presented the Minutes of the previous IQAC meeting held on 9 July 2025 for the approval of the members. The minutes were proposed by Brigadier Rajiv S. Williams and seconded by Prof. Shamim Ahmed.
3. The meeting began with a discussion on the implementation and progress of the fourth-year Research Component under the NEP-UGCF. It was noted that the students enrolled in the four-year undergraduate program were required to undertake research

work; and the VII Semester was currently in progress. During the discussion, Dean Research, Prof. Geetanjali Sethi, informed the members that, following DU directives in this regard, a Research Committee of College (RCC) had been constituted to oversee the implementation of the research Component, that it was being chaired by the Principal, and included the IQAC Coordinator, Dean Academics, Dean Research and all the Head of Departments.

4. The preliminary draft of a Handbook of Guidelines for fourth-year students had been prepared in accordance with the University circulars. She stated that the draft would be shared with the respective departments for their feedback and suggestions. She also informed the members that a portal for the fourth-year research program had been developed and was ready to be launched. The portal consisted of three main components:
 - a) Student Profile Section – containing details of individual students
 - b) Supervisor Access – enabling supervisors to monitor and guide the students assigned to them
 - c) Academic Research Committee (ARC) Member Access – allowing ARC evaluators to review student progress and related documents.
5. The meeting further discussed matters arising related to skill development initiatives. Mr. Sunil Issar emphasized the need to identify skill areas relevant to four-year undergraduate students through interactive sessions from a vocational perspective and highlighted the need to address gaps in the existing skill development initiatives. In response, the Principal, John Varghese, suggested organizing an interactive meeting with Junior Members and requested the Student Union President, Gurnoor, to coordinate the same.
6. Dr. Geetanjali Sethi suggested organizing a Skill and Start-up Fair, where students could be introduced to entrepreneurial ideas and learn about notable start-ups from the Delhi-NCR region, enabling them to better understand the skills required for entrepreneurship and innovation. In the course of the discussion, the Associate IQAC Coordinator, Akshay Rana, informed the members about the formation of an Entrepreneurship Development Cell (EDC), which would work towards promoting entrepreneurial initiatives and innovation among students in college, and to oversee the Entrepreneurship component of the 4th year curriculum.
7. During the discussion on the Action Taken Report (ATR), the Associate Coordinator briefed the members about the activities conducted by the IQAC so far. He highlighted initiatives such as a training session on the Constitution and functioning of the Internal Complaints Committee (ICC) under the Prevention of Sexual Harassment (POSH) at Workplace Act. He also informed the members about a training workshop on Food Preparation and Quality Assessment, organized in collaboration with the Food Safety and Standards Authority of India, for the training of mess and café staff members. He further stated that several other academic and capacity-building activities had also been

organized by the IQAC.

8. The Associate Coordinator informed the members that the work related to the AQAR (Annual Quality Assurance Report) 2024–25 was currently in progress. In this regard, the Principal advised all committee members to complete and compile their AQAR-related work by 15 November 2025, and to prepare the first draft of the next AQAR by 26 November 2025.
9. The members discussed the NIRF (National Institutional Ranking Framework) rankings. The Associate Coordinator informed the Committee that the College secured the 5th rank this year, compared to the 3rd rank achieved last year. He also gave a brief presentation on the NIRF process, explaining the 14 key parameters used for ranking and the college's performance in each area in AY 2024-25.
10. During the discussion on research parameters, Prof. Geetanjali Sethi suggested that all faculty members should mention standard and correct version of the College's name in the research papers published by them. She noted that this would help in better reflecting and documenting the research output of the College. The Principal, Prof. John Varghese, agreed with the suggestion and requested Dr. Geetanjali Sethi, in her capacity as Dean (Research), to send an email to all faculty members advising them to use the official abbreviation of the College in their research publications and citations. The Principal further suggested that the College Librarian be requested to register the College on relevant research and publication platforms to facilitate and streamline the process.
11. During the discussion on student progression, IQAC, Associate Coordinator explained the mechanism through which the College stays in touch with students individually to monitor their academic trajectory. In response, Brig. Williams suggested that greater awareness about this initiative should be created among students. Further, IQAC Associate Coordinator informed the committee about the Academic Bank of Credits (ABC) which is a digital platform that securely stores and manages students' academic credits through a unique ABC ID linked to DigiLocker.
12. The SUS president, Mr. Gurnoor Singh, raised a concern regarding the modified fee structure that was also highlighted in media reports. He shared that students were seeking clarification regarding the revised fee structure and the utilization of the increased component. In response, the Principal, Prof. John Varghese, explained that the revision was related to institutional requirements and expenditure borne by the College. He further noted that such revisions are generally undertaken after a considerable period of time. The Principal advised that a meeting be arranged with the Bursar so that detailed clarification could be provided and communicated to the students.
13. To conclude, on behalf of the IQAC Committee, the Principal extended heartfelt thanks to IQAC team, and all committee members for their sincere efforts, and also conveyed

appreciation to all participants for their active involvement and valuable contributions during the meeting.

Dr. Akshay Rana
Associate Coordinator, IQAC
October 2025