

Internal Quality Assurance Cell (IQAC)
IQAC Room, St. Stephen's College, Delhi 110007
Meeting held on July 26, 2019 at 11.00am

The meeting of the IQAC was held on 26 July, 2019 at 11.00 am in the IQAC office.
Members Present:

- 1) Prof. John Varghese - Chairperson
- 2) Dr. Ekta Kundra Arora - Co-ordinator
- 3) Dr. Renish G. Abraham
- 4) Dr. A.D. Mathur
- 5) Ms. Archana Chopra
- 6) Dr. Satish Kumar
- 7) Dr. Sarah Iqbal
- 8) Ms. Simmi Puri
- 9) Ms. E. Felicita Lawrence

Mr. Deepak Mukerjee, Dr. Chinkhanlun Guite and Dr. Karen Gabriel had expressed their inability to attend the meeting. The attendance sheet is attached.

Confirmation of the minutes: The minutes of the IQAC meeting held on 24th May, 2019 were confirmed without any changes. The minutes were proposed for passing and adoption by Dr. Renish G. Abraham and seconded by Dr. Satish Kumar.

Matters arising

A member wanted to know if information about student internships, placements and progression to higher education was being collected, to which the coordinator responded that the information for the previous year was collected by circulating Google forms generated for the purpose through the Head of the Departments and that it will be an ongoing process. A discussion on the post –accreditation initiatives ensued. A member suggested strengthening of the Campus Placement Cell by increasing the Faculty Involvement. Another member suggested strengthening the student networking by involving the alumni office and developing a system where students will be able to connect to a mentor and to promote mentorship and apprenticeship. It was decided to promote interdisciplinary interaction in college and revive the Faculty Lecture Series. The Chairperson emphasized on the need to enhance Industry Involvement in college for the benefit of the students and faculty. A member suggested having a centralized system where the faculty can share their expertise. It was suggested that the option of having a recording studio in college be explored so that lectures of general interest/related to the curriculum can be recorded and these lectures may then be uploaded on the website. A member suggested developing an attendance app. The Chairperson emphasized the need to hold some workshops on Health/Welfare related issues for Non-Teaching Staff. A member emphasized the need for a Digital Enhancement Programme for faculty and non-teaching staff for which alumni could be approached. A member suggested that faculty members should be encouraged to use

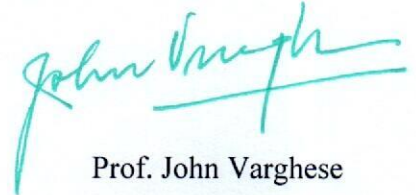
the college email id for all official communication and a notice encouraging this should be put up on the notice board.

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

Ekta Kundra

Dr. Ekta Kundra Arora

IQAC Coordinator



Prof. John Varghese

Chairperson