



जानकी देवी मेमोरियल कॉलेज JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय)/(University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060
Sir Ganga Ram Hospital Marg, New Delhi-110060

दूरभाष/Tel. : 49876630, ई-मेल/E-mail : jdmcollege@hotmail.com, वेबसाइट/Website : http://jdm.du.ac.in

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Minutes of the IQAC Internal Members' Meeting held on 31 October 2023

A meeting of JDMC IQAC Internal Members was held on 31 October 2023 in the Committee. The meeting was attended by the following IQAC members:

Chairperson: Prof. Swati Pal (Principal)

Faculty Members

Prof. Poonam Bewtra

Dr. Sudnya Kulkarni

Prof. Manisha Agnihotri

Mr. Ankan Dhar

Mr. Dinesh Ahirrao

Administrative Staff Members

Dr. Nivedita Sharma: Librarian

Dr. Kaushal Kishore: A. O. Accounts

Mr. Surendra Kumar: A. O. Administration

Ms. Poonam Abott: S. O. Administration

Ms. Pushpa Rawat: S. O. Accounts

Students' Union Members:

Ms. Ananya Narang: President

Ms. Arushi Chauhan: Vice President

IQAC Mentor: Dr. Shilpa Chaudhary

IQAC Coordinator: Prof. Payal Nagpal

The Chair started the meeting by welcoming the new IQAC Coordinator, Prof. Payal Nagpal and the new members of the IQAC. She thanked the efforts of the former IQAC Coordinator Dr. Shilpa Chaudhary for her leadership in the second accreditation cycle and appreciated her continued guidance as IQAC Mentor.

Reporting Matters by the Principal

The Principal declared the results of the College's second accreditation cycle which is **A+ Grade and 3.43 percentile**. She also mentioned that the College has received the **ISO 21001:**



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2018 Certification (specifically for educational institutions) along with the **9001: 2015** Certification. At present the College is the only one in the University of Delhi with the ISO 21001: 2018 Certification. Prof. Pal mentioned that the College has successfully trained its second batch of ISO Internal Auditors, along with Refresher Course for the first batch and a Risk Management Training for both the batches. The IQAC congratulated the Principal and the Institution for such important achievements.

Reporting Matters by IQAC Coordinator

Prof. Nagpal presented the agenda and discussed how the IQAC has to plan ahead not only to improve the College's accreditation grade, but also the holistic development of the Institution. Her PPT presentation had the following major areas:

- 1. Documentation of NAAC Grade and ISO Certification**
- 2. Presentation of feedback from all stakeholders**
- 3. NAAC recommendations and Peer Team Feedback**

NAAC Recommendations

Prof. Nagpal presented the NAAC Peer Team recommendations. With regard to the new courses, Prof. Pal informed that although the College has received permission from the University, it has not received sanction of teaching posts for the same from the UGC, as no new posts are being sanctioned. The possibility of offering them as self-financing courses was discussed. It was pointed out by Mr. Surendra Kumar that the three courses cannot be offered as self-financing courses in the academic structure of the University.

The second NAAC recommendation was the augmentation of physical and digital infrastructure of the college. The Chair informed everyone that due to the old structure and weak foundation of the present building, any new construction is not possible. A plan to demolish the old JDVC building and build a new 4-storey building has been developed, with new classrooms for the college. Dr. Kishore informed the committee about the status of the construction of the sports facility structure in the campus. He informed that a multi-storeyed structure will be constructed to house the Sports Room, the Girls' changing room and an indoor sports/games room.

The third NAAC recommendation was developing collaborations with foreign universities and promoting student exchanges. Mr. Dhar suggested that the Institution can register with the 'Study in India' programme of the Ministry of Education to promote the college amongst



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foreign students. The IQAC considered this as a recommendation that could be implemented. Prof. Nagpal also shared that a Centre for International Programmes (CIP) had been set up by IQAC in the college.

The fourth NAAC recommendation was improving student placements/internships. Prof. Poonam Bewtra informed the Principal that the Placement Cell will be screening the recruiting organisations that come to the college. The Principal asked the Students' Union to conduct a survey among the students to find out reasons for their low interest in placements/internships. The Principal requested Prof. Bewtra to organise MBA coaching for students under the Centre for Career Guidance.

Students' Union President Ms. Ananya said that the Students' Union was preparing a video to motivate the students to pursue internship/placement opportunities offered by the College.

Research Projects

Prof. Pal emphasised the need to increase the number and range of research projects undertaken in the College. She stressed that the faculty needs to undertake more external research projects, and the IQAC and Research Centre has to work on it. Prof. Pal emphasised that the Library has to take on a more proactive approach and promote research, conferencing and publishing in the College. Prof. Nagpal mentioned that the Research Centre should have an external Advisory Board as this was also another NAAC recommendation. Many HEIs have external advisory boards, which have experts from various disciplines. The Chair supported this suggestion.

With regard to conferences/seminars, the Principal stressed on the need for more national/international conferences/seminars along with parallel sessions being organised. She suggested that a Conferences Committee should be constituted to spearhead this. The IQAC recommended the constitution of the Conference Committee with representatives from each departmental association. The Committee should draw up a calendar of seminar/conference every year and departments could plan to organise a seminar/conference every two years. The IQAC Coordinator mentioned that departments can take turns and 3 large departments can organise seminars/conferences in a semester. That way, a department will be required to organise one every two years. Dr. Kulkarni cited that earlier the Kamla Rani Memorial Seminar was organised by departments in rotation every year. Prof. Nagpal suggested that research activities could be further augmented by organising departmental sessions devoted to listing Scopus Indexed and Web of Science Journals according to disciplines.



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Prof. Pal recommended that the Library Committee work with each department and Dr. Vibhash Kumar (External Expert) to look at SI and WS journals. She also congratulated the IQAC for conducting successfully the recently held Seminar on 'Nuts and Bolts of Publishing'. Prof. Nagpal mentioned that such useful sessions will be organised in the near future, for example on using Zotero. She said that research will become even more important in the future as we approach the fourth year of the NEP UGCF.

Skill Development Courses

An important recommendation by NAAC was starting skills development courses in the College offered by the NSDC. The Principal asked the Centre for Career Opportunities to collaborate with the NSDC and start offering its courses. Prof. Nagpal also suggested that the possibility of setting up an incubation centre in collaboration with JDVC could be explored. She also mentioned that skill development is the most important aspect of the NEP UGCF and the College should start a Skill Development Centre. The Principal reinforced the idea that an incubation Centre in collaboration with JDVC could be set up. The Principal also mentioned that the college was already working towards setting up a Skill Development Centre in college.

International Collaborations

Another NAAC recommendation was to offer hostel facilities to the foreign students. The Chair suggested that during vacations, when students go home, bed-and-breakfast facilities can be provided to foreign students. This can be very attractive as the College is located in the heart of the city. Mr. Dhar suggested that this venture be offered as an 'immersive programme', as offered in many HEIs. The immersive programmes offer students an opportunity to learn about local culture, language and soft knowledge by staying in a place. The IQAC accepted this as a proposal. Mr. Surender suggested that the immersive programme can be offered by the Vidya Vistar Committee. At present, the college has MoUs with MGGC, Mayabunder and Colombo University. The IQAC accepted these recommendations. The Students' Union was asked to conduct a survey and find out if our students are interested in this proposal.

Media and Publicity

The Principal discussed how PR and branding of the college will have to be further augmented. She suggested that events when organised should be entered by all teachers and students into Google Maps. This will increase the visibility of the college. She reiterated that all staff members must post college events on social media. The IQAC recommended that the Media Committee should include student members from all departments/societies. The Students' Union should collaborate with all departments and societies to cover and upload all events held. Mr. Surender Kumar pointed out that the college Facebook page was inactive and the last post was from 2022. Ms. Ananya said they do not have the login details of the Facebook page. The



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Chair requested that the login details be taken from the previous Students' Union office bearers. Also, the IQAC recommended that from now on the login details of the College social media accounts should remain with the faculty members of the Media Committee.

The next item on the agenda was the college's NIRF ranking, and Prof. Nagpal informed the IQAC that the 2021-22 ranking was lower than its previous ranking. One of the primary reasons was the low number of student progression in higher education and placements/internships. She informed that the NIRF Committee has tried to collect data from students when they come to collect their provisional marksheets. The team is trying to get data from BA Prog students through the teachers who have taught them in semester VI. The IQAC was informed about how students are unwilling to provide data and fill up google forms.

Presentation by IQAC Coordinator

The IQAC Coordinator made a presentation on the possible areas that can be included in the Strategic Plan for 2022-2027. These included:

1. Academic Excellence through seminars/conferences, student mentoring, newer pedagogies and assessment practices, introducing new courses, establishing a skill development centre.
2. ICT Development
3. Holistic Development
4. Research Ecosystem
5. E-Governance
6. Best Practices

Prof. Nagpal said that the IQAC would be conducting workshops for teachers to adopt and develop newer assessment patterns. The Principal agreed to it and said that assessment should be on multiple levels and include all stakeholders.

With regards to ICT augmentation, Prof Pal noted the efforts of the ICT Committee and the workshops it had organised for teaching and non-teaching staff. She said that ICT workshops should also be included for support staff, gardeners, etc. Besides ICT, sensitisation on digitisation and cybersecurity should be organised for them as well as their family members living on campus. This can also become an outreach initiative of the Institution.

The IQAC was informed of the steps taken by the College towards inclusivity. The Centre for Studies of Disabilities and Inclusion was successfully set up. With regard to green activities, Dr. Kulkarni pointed out that the plastic waste generated in the college is very high and steps



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should be taken to address it. Recycling of plastic waste through collaborations with NGOs was recommended by the IQAC.

The IQAC Coordinator lastly, presented the work done by the IQAC in the last academic session. This included organising ICT workshops, seminars on understanding NAAC; creating a new portal for students and faculty; mentoring students; conducting faculty induction programmes, ISO training, international programmes and G20 activities. The Principal congratulated the IQAC and all staff members for conducting these events. She also suggested that the College should take up collaborations with organisations of excellence based in Delhi like the Shastri Indo-Canadian Institute, American Centre, British Council, etc.

The meeting ended with a vote of thanks by IQAC Coordinator.

Prof. Payal Nagpal
IQAC Coordinator

Prof. Swati Pal
Principal



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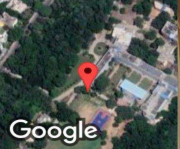
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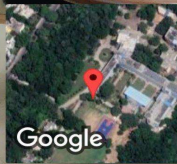
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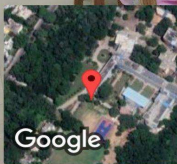
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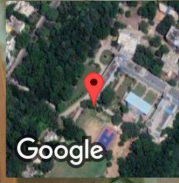
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