



जानकी देवी मेमोरियल कॉलेज JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय)/(University Of Delhi)

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आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्यायित A+ महाविद्यालय
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

Minutes of Staff Council Meeting, 16th May 2025

A staff council meeting was held on 16th May 2025 in the Seminar Room of Janki Devi Memorial College at 12.30 pm. The meeting was attended by 120 faculty members.

The following members informed the college about their inability to attend prior to the meeting:

Ms. Chanpreet Kaur
Ms. Tara Negi (maybe late)
Prof. Sangeeta Gupta
Mr. Dinesh Ahirrao Bharat
Ms. Sonal Jain
Dr. Indu Jain
Dr Tejaswini

The Principal, Prof. Swati Pal, started the meeting by welcoming all the faculty members.

1. Dr. Gill cited the names of the members who had expressed regret at not being able to attend the meeting.
2. The Minutes of the previous Staff Council held on 10th January 2025 were read out and passed.
3. **Agenda 1 Reporting Matters and Announcements:**

- I. The Principal made the following announcements:
 - a) There were 61 promotions of Assistant Professors from Level 1 to 2
 - b) There were 3 promotions to Associate Professorship
 - c) There was 1 promotion to Professorship with 8 more to be completed by the 29th of May 2025.
 - d) The Principal thanked the IQAC Coordinator, Prof Bewtra, the Screening Committee, Scrutiny Committee, SO Admin, Mr Arvind Pal, SO Accounts, Mr Manpreet Singh, AO Admin, Mr Surender Kumar and other admin staff for their meticulous handling of the process of promotion.

The Principal congratulated the faculty members who had secured their promotions.

- II. The Principal mentioned some notable highlights of the year:
 - a) The Principal thanked Professor Nagpal, the Accreditation Support Group members, Criterion Writers, and the entire JDMC staff for their contributions in fulfilling two major NAAC Recommendations of the previous visit.
 - b) It was reported that JDMC is now an official Skill Centre of the University of Delhi and has been sanctioned a budget of INR 25 Lakhs. The Principal expressed her heartfelt gratitude to the IQAC Coordinator, Prof Nagpal,

- c) Dr. Sakshi Bansal and her team, and JDVC Coordinator Ms. Madhuri Verma for their efforts in securing this status.
- d) Some noteworthy International Collaborations and MoUs signed by the college were also mentioned
 - i. The Principal lauded the efforts of the Centre for National and International Programmes (CNIP) led by Prof V. Rajyalakshmi, Prof Nagpal and the team, especially for signing an MoU with Sherubtse College, Bhutan.
 - ii. She also congratulated CNIP for its Round Table Conference on Pedagogical Practices in collaboration with the Oriental University, Uzbekistan.
 - iii. Additionally, for organising an International Conference attended by delegates from Oriental University Uzbekistan and Sherubtse College, Bhutan.
 - iv. The Principal also appreciated the efforts of The Department of Sanskrit led by Dr. Jyoti and Dr. Rajinder Kumar for the MoU signed with the Department of Sanskrit and Eastern Studies, University of Kalaniya, Sri Lanka.
 - v. She also congratulated to the Department and Centres for International Conferences held through the academic year 2024-25.

She applauded all faculty members for fulfilling their duties successfully, in every capacity be it as TICs or as various committee/society /centre heads and their contribution to fulfilling the cultural, academic and administrative responsibilities of the college which had led to great achievements and recognition. She reiterated that that in the recently concluded Annual day, including in the Annual Report, she had accredited all that was due to faculty members, non-teaching staff and students. She also mentioned that students deserved applause for their many achievements and in particular she mentioned Ms Sukanya Datta who had been awarded the Madeline Albright Leadership Programme Scholarship as also Cadet Tejal who had been selected for the NCC Youth Exchange Programme 25-26.

d. This was followed by a brief discussion on what JDMC as a designated skill centre would involve; what skills it would teach; whether these courses would be part of the existing Skill Enhancement Courses offered by the college. It was clarified that the University had selected certain courses proposed by the college; now with this award the college could decide which of the courses it would best be able to offer. The College preferred to choose a course that pre-existed in the DU syllabus.

4. Agenda II Committees and Responsibilities:

- I. Prof Pal mentioned that the tenure of all department committees was for two years after which the department would need to offer the committee to others. For College level committees, the Principal clarified that except for time bound committees, for all others, faculty members would need to confer with the Principal in case s/he wanted to change.
- II. The last date of any information about changes to department committees was 30th May 2025.

- III. Prof Pal requested that all Society and Department Calendars be made ready by June to avoid clashes in events and ease of scheduling. She suggested spreadsheets where everyone could enter tentative dates of events and venues. Dr Antara Datta said that the Society calendar could be done later when all students are there to decide the events to be conducted and work out the details.
- IV. It was suggested by faculty that no events should be scheduled in the month before semester end exams i.e. November and April, to avoid disruptions in academic work.
- V. Prof Pal agreed in principle but said that since there were so many societies and a multiplicity of events, it was sometimes unavoidable. She invited suggestions from the faculty to reduce the number of events.
- VI. Some suggestions given were that those societies that are a part of centres need not organise separate events from their centre. Also, that similar activities/ competitions should not be held by multiple societies/ centres/ clubs/ department associations. More collaborative events could be organised. Convenors were also encouraged to have more workshops add-on courses and training facilities as part of their event calendars.
- VII. The Principal highlighted that active student participation was the need of the hour as the NAAC was particular about the numbers of activities conducted, especially related to certain issues. And students who were not particularly academically inclined should be given a platform to explore other talents. She also mentioned that Centres rarely conducted a host of events- it was the societies under the Centre that did. Centres generally conducted Seminars unless it was a stand-alone Centre like the Disability Inclusivity Centre
- VIII. Some faculty members felt that student participation in multiple events led to the dilution of academic results. The Principal replied that NAAC Accreditation now required a certain number of events across various criteria. She reiterated that collaborations are a useful way to contain the multiplication of events.
- IX. The IQAC Coordinator, Prof Nagpal, whose tenure is ending, expressed her thanks to the Principal and administration for their unfailing and constant support. She expressed her thanks to the entire faculty for their cooperation to the accreditation effort. She thanked her Accreditation Support Group, Criterion Writers and Heads for all their support through her tenure.
- X. Prof Pal then asked faculty to volunteer to be the new coordinator of IQAC. She assured the council that the new team would have the support of the previous team, and IQAC Mentors Prof Nagpal, Prof Chaudhary and Dr Gill. Prof Pal emphasised that there would also no longer be any onsite NAAC team visit, and the assessment would primarily be done through documentation and via AI.
- XI. She reiterated the various efforts taken by the college to streamline the Accreditation Process, namely two data entry operators, maintenance of initiatives that have already been introduced, streamlined documentation processes, workload of IQAC Coordinators being reduced by 50% etc. She also iterated her own unwavering and constant support.

- XII. Dr. Kush Kumar Gayasen, Political Science department, accepted the post of the IQAC Coordinator with Dr Shivani Burnwal, department of Philosophy, joining him as Co-Coordinator/ Deputy Coordinator (nomenclature was to be checked and confirmed by Dr Shilpa Chaudhary). It was decided that they would serve as IQAC coordinator for one year each. Along with the IQAC Coordinators, the new team consists of Dr Md Zubeer Ahmed, Dr Raju Keshari, Dr Vineeta, Ms Mamta, Ms Ekta Bansal, Dr Manjari Gupta, Mr Abhinav Mishra, Dr Narayan Singh, Dr Debahuti Brahmachari and Ms Shalini. Dr Shilpa Chaudhary had volunteered to handle the SSR and do the IQAC coordinator ship for one year, 2027-2028 session; the Principal conveyed her deepest gratitude for the same.

5. Agenda III IQAC Suggestions and Recommendations:

- I. The IQAC Coordinator, Prof Nagpal, informed the house that, according to the new NAAC reforms, there would be 10 criteria.
- II. The new modes of Assessment/ Assignment to be followed by the department were already provided in the IQAC templates. These can be equitably distributed between members of the department.
- III. She advised that IA & CA distribution and course division meetings between teachers sharing papers should be done at the beginning of every semester. These documents should be signed by the concerned teachers.
- IV. She informed the house that there will be an online meeting with the previous NAAC team and Criterion writers to assess and review their experience with Mobiquel. She requested the Criterion Writers to come prepared with specific problems/ areas of concern and concrete solutions if any. She also recommended that the two new IQAC Coordinators join the meeting.
- V. Prof Pal also reiterated that concrete solutions/ alternatives should be provided with regards to Mobiquel as the college is spending considerable resources on it.
- VI. Prof Nagpal informed the house that APAR details will be open for updation and details/ developments and achievements of faculty should be updated consistently.
- VII. All TICs were requested to keep their department assessment samples ready.
- VIII. The Principal requested that Annual Day be held to March instead of April from next year. She invited the faculty members to have a discussion on this and share their recommendations.
- IX. It was decided by the house that migration to JDMC be deferred in the coming academic year given the challenges of the IVth year of NEP.
- X. The Principal requested that unless a specific theme required it, there was no need for an inaugural ceremony for a conference. The conference proceedings are formal academic events and modalities of the same be followed with fewer frills.

- XI. The Principal encouraged departments to host more international conferences/seminars. She promised seed fund from the college for the same. She thanked Ms Jyoti and the department of Sanskrit, and Dr. Manisha Sharma and the department of History, for their leadership and conduct of international seminars.
- XII. Prof Pal requested the Department of Commerce to host an international conference in the next academic year. She also congratulated Dr. Sana Rehman and the EVS department for securing ICSSR funds for an International Conference to be hosted in the coming academic session. She also encouraged CINP and CSDI to hold conferences so that the MOUs could be made functional.

6. Agenda IV Challenges Related to Implementation of the 4th Year under NEP

- I. The Principal said there were infrastructural challenges to the implementation of the IVth year under NEP, which she wanted to address pragmatically in solidarity with teachers. To this effect, she recommended that an 8:00-9:00 a.m. slot be introduced if the department required it.
- II. She also recommended that the 5 day/week activity hour from 12:00-1:00 p.m. be retained for the next semester as a trial to be used for re-registered cases.
- III. She reminded the faculty that no days off will be accepted on Annual Day, Symphony Inaugural, Foundation Day or *Deeksharambh* (Orientation Day). She reminded the faculty members that the college acts as host on these days and everyone is expected to be present and on time as it is an official event. She also reiterated that official meetings need to be attended, even if a person has an off day; this is as per university rules.
- IV. For re-registered students, each department was instructed to prepare plans and strategies and present it to the Principal for approval.
- V. She announced that extra faculty were sanctioned by the Workload Committee under the second tranche to the departments of Commerce-2, English-1, Sociology-1, HDFE-1, History-1 and EVS-2. However, she said that the process would take time. All extra workload would thus need to be equitably distributed between existing faculty members, including extra workload created due to faculty members on leave. No extra hands were currently available as per UGC and DU.
- VI. She advised the departments to expedite the screening process for permanent recruitments
- VII. The IQAC Coordinator reminded the house that Research Methodology must be offered in Semesters VI and VII.

7. Agenda V - Any other matter with Prior Permission from the Chair

- I. Dr Kulkarni raised the issue of zero attendance vis a vis CA Marks. It was agreed after discussion that if a student has zero attendance, her assignments for CA can be accepted and marked out of 35 marks with zero marks given for attendance. The passing marks for CA out of 40 was 16.

- II. On disclosures by Dr Kulakrni that she was pressurised by both, in house faculty members and external faculty members to regarding CA, the Principal iterated that if JDMC faculty is pressured about IA & CA marks by external sources, such pressures be resisted and the matter be reported to her immediately. In house, there should be discussion and dialogue, and each student's case could be considered as per merit.
- III. Prof Nagpal requested cooperation for the Student Survey forms to be expedited.
- IV. Dr Deepak Rawal recommended that to strengthen the entrepreneurial spirit among students, they should be encouraged to have a business name for any entrepreneurial venture they may be part of. For instance, products produced by Enactus Club and Kalakriti could also be included with the same format under Project Anupam. Dr Sanjukta Naskar requested that the work of Enactus be also considered for Entrepreneurship.

The meeting concluded thereafter with a vote of thanks to the Principal and all faculty members by the Staff Council Secretary, Dr Jitender Gill.



Dr. Jitender Gill
Secretary, Staff Council



Prof. Swati Pal
Principal