



St. Bede's College Shimla-171002
(UGC-NAAC "A" Grade Re-Accredited)
Awarded CURIE Project and Selected DBT-Star College
Phone: 0177-2842304, Fax:- 0177-2842498
www.stbedescollege.in, E-mail:- bedescollege@gmail.com

ACTION TAKEN REPORT

Confirmation of Minutes and Follow-Up Action Report of the 2nd IQAC Meeting

The minutes of the 2nd IQAC meeting held on September 4, 2023, were circulated among all members prior to the meeting. The minutes were proposed by Dr. Gitanjali Mahendra and seconded by Ms. Unnatti Chauhan. The committee reviewed and resolved to confirm the minutes of the 2nd IQAC meeting held on September 4, 2023.

Follow-Up Action Report on Decisions from the 2nd IQAC Meeting

It was resolved that the follow-up actions taken based on the decisions from the 2nd IQAC meeting held on September 4, 2023, be noted, and approved.

Enhancement of job-oriented, management and entrepreneurial skills: The House was apprised that quiz on "Future Business Sharks 2.0" was organised on September 22, 2023 by the Commerce and Management department to highlight the importance of new business ideas in nurturing entrepreneurship skills among students. The Placement and Career Guidance Cell of St. Bede's College organized an Industry Connect Session for all students on November 7, 2023, with Mr. Sanjeev Sharma as the resource person. The session provided students with valuable insights into industry trends and career opportunities, enhancing their readiness for the job market. The Department of Sciences organized a career counseling session on November 23, 2023, with Dr. Vikas Mangal, a scientist at CPRI Shimla, as the resource person. He enlightened students on recent developments in molecular breeding and genetic engineering and their societal benefits.

Self-defense training sessions to be conducted: On October 10th, 2023, the Women Cell organized a Self Defense Training session for girls, focusing on building confidence and strength. The training empowered participants with practical self-defense skills and boosted their confidence, enhancing their ability to protect themselves in various situations.

Environment related activities to be organized: E-waste management activity was organised to raise awareness among students about the importance of proper electronic waste disposal for



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environmental protection. Electronic waste, including items like wires, chargers, TVs, kettles, headphones, batteries, and mobile phones, is a major environmental pollutant often improperly discarded with household garbage. To address this, the State Pollution Control Board organized an e-waste awareness drive from October 16th to 21st, 2023. Contributing to this effort, St. Bede's College's Environment Cell held an E-Waste Collection Drive from October 14th to 18th, 2023, with a collection box for old electronic items. On October 18th, the collected e-waste was deposited with the e-waste van at Chotta Shimla.

Submission of IIQA: IQAC Coordinator apprised that House that IIQA was finally submitted on the NAAC portal on September 20, 2023. She thanked the staff for their support.

Submission of SSR according to new guidelines, Revised SOPs were discussed. The Coordinator, along with conveners and members, was tasked with overseeing the NAAC preparations in accordance with the new guidelines and SOPs provided by NAAC. A fortnightly review was conducted to assess the progress and guide further preparations. The parameters for NAAC preparation, categorized into qualitative and quantitative, have been thoroughly studied. The committee has compiled a list of both types of parameters based on criteria for the preparation of the self-study report (SSR). Emphasizing the importance of timely completion, the Coordinator urged rigorous work. Daily meetings with NAAC committee members were convened by the Coordinator, who reported progress to the Coordinator daily.

SSR was submitted on the NAAC portal on November 2, 2023.

Preparing Program and Course Outcomes with their attainment level: On September 28th, an online training session regarding the attainment and mapping of program outcomes and course outcomes (related to Criterion 2.6.2) was conducted from 2:00 p.m. to 5:00 p.m. in the seminar room. Dr. Surya Rashmi from the Central University served as the resource person. The determination of final course outcome (CO) attainment involves a combination of direct and indirect assessment methods with an 80:20 ratio. These methods aid in mapping and setting benchmarks to recognize the attained levels of program and course outcomes across various



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disciplines. Disparities between achieved program outcomes and target values were identified, and respective academic disciplines formulated improvement strategies. These strategies aim to achieve both program outcomes (POs) and course outcomes (COs). Through this process, the college ensures the attainment of both POs and COs. Each department has mapped COs to POs and developed strategies to address gaps for improvement.

Coordinator, IQAC

Chairperson

Prof. Molly Abraham, *Principal*

Principal
St. Bede's College
Shimla