



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](mailto:bedescollege@gmail.com)

## MINUTES OF THE MEETING

**Date:** 09/2/2024

**Time:** 11:30 A.M.

**Venue:** IQAC room

**Mode of Platform:** Hybrid mode

**Address of the Principal:** The Principal of the college welcomed the IQAC members after the winter vacations and encouraged them to finalize the preparatory work before the NAAC Peer team visit. After the welcome address, the minutes of the 3<sup>rd</sup> IQAC meeting held on December 1, 2023, were circulated among all members prior to the meeting. The External expert Prof. Yoginder Verma was attending the meeting online. The minutes were proposed by Mr. Manu Mahajan and seconded by Dr. Shweta Thakur. The committee reviewed and resolved to confirm the minutes of the 3<sup>rd</sup> IQAC meeting.

**Follow-Up Action Report on Decisions from the 3<sup>rd</sup> IQAC Meeting:** It was resolved that the follow-up actions taken based on the decisions from the 3<sup>rd</sup> IQAC meeting to be noted, and approved. IQAC coordinator then discussed the agendas for the 4<sup>th</sup> IQAC meeting with the members which are as follows:

1. **Creating Innovative Ecosystem**
  2. **Enhancement of Entrepreneurship skills and Capacity Building**
  3. **International Workshops/ Webinars to be organized**
  4. **NAAC preparation**
  5. **NAAC Peer Team Assessment at St. Bede's College**
  6. **Emphasis on signing MOU with industry**
  7. **To undertake Academic and administrative audit**
  8. **Any other matter with the permission of the chair.**
- To boost creative and innovative ecosystem in the college the IQAC members suggested that the Fine Arts Society and Paper Recycling Unit of St. Bede's College should organize



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an 'Art Exhibition' in the college displaying articles under themes like "Best from Waste" which would promote sustainability.

- IQAC members deliberated about the future prospects of Placement drives in collaboration with various industries. Further, it was decided to strengthen the placement record by organizing Placement drives and conducting more capacity building program in the college.
- The HODs to be directed and encouraged to write proposals for various funding agencies in order to conduct Webinars, workshops and Seminars on career guidance for the students.
- Further it was decided that the Heads of Departments to be informed to finalize their departmental presentations after making due changes. Also, the Faculty members to be assigned various responsibilities, including hospitality, cleanliness, and Cultural Program for NAAC Peer team visit. The teachers in charge of Alumni and PTA to inform the respective members and prepare a final list. It was resolved to conduct a Mock Peer visit in the beginning of month of march for final NAAC Peer Team visit preparation.
- To enhance student exposure, MOUs to be signed with industries to provide internship and job opportunities to the students which would strengthen their profile and help them for their career prospects.
- The IQAC members decided to conduct Administrative and Academic Audit for the session 2023-2024 to monitor and evaluate the institutional process through systematic internal and external reviews which enhances the institution's performance and ensures continuous improvement.



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### Other matters

- The responsibility of IQAC Coordinator has been handed over to Dr. Shweta Thakur. She will assume her duties after the evaluation by the NAAC peer team.

Proposed by

Dr. Preeti Kaundal

Seconded by

Mr. Mohit Kumar

  
Coordinator of IQAC

  
Chairperson

Prof. Molly Abraham, *Principal*

Principal  
St. Bede's College  
Shimla



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### IQAC 2023-24

Sr. No	Name of the Member	Designation
1	Principal	Chairperson
2	Dr. Anupama Tandon Tomar	Coordinator
3	Prof. Yoginder Verma, Former VC, Central University, Dharamshala	External Expert
4	Dr. P.K Ahluwalia, (Retd. Professor and Head, Department of Physics, HPU, Shimla)	External Expert
5	Sr. Reena Kurian	Management Representative
6	Ms Neeta Khanna	Local Community Representative
7	Dr. Purnima Chauhan <i>IAS Retd.</i>	Alumni Representative
8	Admiral and Vice Admiral of the College	Student Representatives
9	Mr. Salil Sood	Administrative Officer
10	Ms Neha Walia & Ms Nivedita Sharma	Technical Staff
11	Dr. Sapna Sharma	Department of Physics
12	Dr. Deepti Pajni	Department of English
13	Dr. Gitanjali Mahendra	Department of English
14	Ms. Unnatti Chauhan	Department of Economics
15	Mr. Manu Mahajan	Department of Commerce
16	Dr. Shweta Thakur	Department of Zoology
17	Ms. Preeti Kaundal	Department of Botany
18	Mr. Mohit Kumar	Department of Psychology
19	Dr. Maheshwar S. Thakur	Department of Chemistry
20	Ms. Komal Sharma	Department of Political Science

The External expert Prof. Yoginder Verma: Attended the meeting online

Absentees:

- Dr. P.K Ahluwalia
- Dr. Purnima Chauhan
- Sr. Reena Kurian

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IQAC 2023-24

Dated: February 09, 2024

Sr. No	Name of the Member	Signature
1	Principal	<i>mollym</i>
2	Dr. Anupama Tandon Tomar	<i>Anupama</i>
3	<i>Prof</i> Dr. Y.S Verma, OSD, Central University, Former VC Dharamshala	ONLINE
4	Dr. P.K Ahluwalia, (Retd. Professor and Head, Department of Physics, HPU, Shimla)	ABSENT
5	Sr. Reena Kurian	ABSENT
6	Ms Neeta Khanna	<i>Neeta</i>
7	Dr. Purnima Chauhan <i>IAS Retd.</i>	ABSENT
8	Admiral and Vice Admiral of the College	<i>Admiral</i>
9	Mr. Salil Sood	<i>Salil</i>
10	Ms Neha Walia & Ms Nivedita Sharma	<i>Neha</i> <i>Nivedita</i>
11	Dr. Sapna Sharma	<i>Sapna</i>
12	Dr. Deepti Pajni	<i>Deepti</i>
13	Dr. Gitanjali Mahendra	<i>Gitanjali</i>
14	Ms. Unnatti Chauhan	<i>Unnatti</i>
15	Mr. Manu Mahajan	LEFT THE COLLEGE
16	Dr. Shweta Thakur	<i>Shweta</i>
17	Ms. Preeti Kaundal	<i>Preeti</i>
18	Mr. Mohit Kumar	<i>Mohit Kumar</i>
19	Dr. Maheshwar S. Thakur	<i>Maheshwar</i>
20	Ms. Komal Sharma	<i>Komal</i>

*mollym*

Principal  
St. Bede's College  
Shimla