# Minutes of Staff Council Meeting held on 16<sup>th</sup> May 2023

A meeting of the staff council was held on 16<sup>th</sup> May, 2023 at 12.15 pm in the Seminar Room of the College.  87 members of the Staff Council attended this meeting.

The Chairman and the Secretary, Staff Council welcomed all the members and continued with the agenda**.**

**1.     Confirmation of Minutes of the last Staff Council meeting dated 26.05.2022.**

(a)     Minutes of Staff Council meeting dated 26.05.2022 were confirmed unanimously.

(b)     One of the members requested the Chairman, Staff Council to update the action taken on points under item 3(iii) of the minutes emphasized by the Chairman, Staff Council in the said meeting. The Chairman apprised the members of the Staff Council on the actions taken as follows:

(i)     The College has already started a Youtube channel and also has a Twitter account.  The Facebook and Instagram accounts are yet to be opened.

(ii)     The educational videos on the topics related to the curriculum could not be prepared in the last session.  The Chairman appealed all the faculty members to spend time on preparing 30-minutes video lectures for the students.

(iii)     The Standard Operating Procedure (SOP) for smooth and efficient functioning of the committees of the Staff council and departments could not be prepared in the last session except the SOP for Swachhta Action Plan Committee and its sub-committees. The Chairman, Staff Council appealed all the Conveners of the Staff Council committees/societies to prepare the SOP for their committees.

(iv)     The Under-Graduate Curriculum Framework (UGCF 2022) has been efficiently and effectively implemented in the College from the academic session 2022-23.

(v)     Prof. Mukta D. Mazumder has already prepared the annual activity calendar for Institutional Academic, ECA and Mentor-Mentee Interaction Program.

(vi)     Ms. Garishma Gulyani has encouraged a good number of students to pursue online courses through SWAYAM/MOOCS.

**2.     Welcome of newly appointed faculty on permanent basis in various departments.**

The following faculty members appoointed on permanent basis till date were welcomed by the Secretary, Staff Council:

| Sl. No. | Name | Department |
|---|---|---|
| 1 | Ms. Sakshi Taaresh Khanna | Computer Science |
| 2 | Ms. Dikscha Sapra | Computer Science |
| 3 | Mr. Vikas Mittal | Computer Science |
| 4 | Ms. Shikha Verma | Computer Science |
| 5 | Mr. Arun Kumar Gautam | Computer Science |
| 6 | Ms. Manisha Wadhwa | Computer Science |
| 7 | Ms. Sakshi | Computer Science |
| 8 | Dr. Prabhas Kumar Pande | Geology |
| 9 | Dr. Sarbari Nag | Geology |
| 10 | Dr. Ravish Lal | Geology |
| 11 | Ms. Pooja Yadav | Geology |
| 12 | Mr. Arun Kumar | Geology |
| 13 | Ms. Leimiwon Zimik | Geology |
| 14 | Dr. Rita Jain | Statistics |
| 15 | Dr. Anurag Sharma | Statistics |
| 16 | Dr. Kuldeep Singh Chauhan | Statistics |
| 17 | Mr. Bhukya Rajender | Statistics |
| 18 | Dr. Vishal Goswami | Physical Education |
| 19 | Ms. Swagata Karmakar | Environmental Studies |
| 20 | Dr. Virendra Bahadur Singh | Environmental Studies |
| 21 | Dr. Deepti Gupta | Management Studies |
| 22 | Mr. Siddharth Gupta | Management Studies |
| 23 | Ms. Riyanka Jain | Management Studies |
| 24 | Ms. Srijana Singh | Management Studies |
| 25 | Dr. Kirti Punia | Management Studies |
| 26 | Dr. Anubha | Management Studies |
| 27 | Dr. Rajesh Kumar | Hindi |
| 28 | Dr. Manvesh Nath Das | Hindi |
| 29 | Dr. Annie Ray | Hindi |
| 30 | Dr. Surender Kumar | Hindi |
| 31 | Dr. Reena | Hindi |
| 32 | Dr. Roshan Lal Meena | Hindi |
| 33 | Ms. Sadhana | Hindi |
| 34 | Dr. M. Salome John | Microbiology |
| 35 | Dr. Sunila | Microbiology |

| 36 | Dr. Nidhi Subhash Chandra | Microbiology |
|----|---------------------------|------------------|
| 37 | Dr. Nidhi Verma | Microbiology |
| 38 | Dr. Shalini Swami | Microbiology |
| 39 | Dr. Alankar | Political Science |
| 40 | Dr. Vijay Kumar Bhatia | Political Science |
| 41 | Dr. Nidhi Yadav | Political Science |
| 42 | Dr. Jatin Kumar | Political Science |
| 43 | Dr. Soma Patnaik | Political Science |
| 44 | Mr. Kaptan | Political Science |
| 45 | Mr. Gandharv Koushiy | Political Science |
| 46 | Mr. Deepak Setia | Political Science |
| 47 | Dr. Suneyana Sharma | Economics |
| 48 | Dr. Debashree Das | Economics |
| 49 | Ms. Megha Yadav | Economics |
| 50 | Mr. Manoj Kumar | Economics |

**3.     Presentation and approval of AQAR 2021-22.**

Prof. Prerna Diwan, Coordinator, IQAC presented the AQAR 2021-22 of the College which is to be submitted on the NAAC portal by 31.05.2023.  The AQAR 2021-22 was approved by the Staff Council.   Prof. Prerna Diwan emphasized upon the points/steps to be taken in the next academic session to fill various gaps in some criteria in AQAR 2021-22.

**4.     To discuss and finalize modalities with respect to the University notification dated 01.05.2023.**

A notification dated 01.05.2023 regarding the implementation of UGC guidelines for optimal utilization of resources available in central universities/higher education institutes was received by the College through mail on 04.05.2023.  According to this notification all the colleges and departments are required to take appropriate measures to open the classrooms and laboratory facilities from 08:00 am to 08:00 pm on all working days.  The Registrar, University of Delhi has requested that the Action Taken Report in this matter to be submitted by 31.05.2023 to the Dean, Academic Affairs.  In order to have a wider consultation and decision making, the Chairman, Staff Council forwarded this notification to all the faculty members for their inputs/suggestions.  In the absence of any inputs/suggestions received from the faculty members, the Chairman, Staff Council placed the topic before the house for any inputs/suggestions so that the order could be implemented in spirit.  Some suggestions were received from the members like enhancement of seats in various programs in the College, opening of the library during the above-said timings,

initiating new skill-development courses during the hours after the regular College timings, resource-mapping of both physical and academic infrastructure, etc.

The Chairman, Staff Council put forward the inputs (including the ones suggested by the members) for consideration of the house:

(i)     The College will implement the order of opening the College from 08:00 am to 08:00 pm on all working days and will draw the suitable modalities/guidelines for utilization of its resources as suggested in the notification.

(ii)    The library will be opened for students from 08:00 am to 08:00 pm from the next academic session 2023-24.  The library staff will function in shifts.  The books will be issued to the students between 09:30 am to 04:30 pm.  However, the reading halls will be made available to the students for study from 08:00 am to 08:00 pm.

(iii)   Remedial classes and Mentor-Mentee interactions will be conducted during the first hour i.e. from 08:00 am to 09:00 am.

(iv)    The College will collaborate with higher educational institutions (HEIs) and National Skill Development Council (NSDC) and its associated councils to run various skill development courses for the students of Ram Lal Anand College and from outside.  Facilities like Computer and Microbiology Laboratories will be made available between 05:00 pm to 08:00 pm on all working days to the students enrolled in the above skill development courses.

(v)     A language Laboratory will be established in one of the Computer Laboratories to improve the communication skills of the college students.  This laboratory will be functional between 05:00 pm to 08:00 pm for this purpose.

(vi)    The College has already sanctioned in-house research projects to the faculty and students of the College involving at least 4 to 5 students per project.  In addition, the College also sanctions Summer Research Projects to train a large number of students for research.  Because of limitation of laboratory space during 09:00 am to 05:00 pm working hours of the College, these students are not able to pursue their research studies.  Hence, the College laboratories and the classrooms will be made available for research purpose for the students enrolled in these in-house research projects.

(vii)   The College offers 14 Programs at the Under Graduate level.  The sanctioned strength of students in these 14 programs is neither sufficient to have more than one sections nor low enough to accommodate all the students in a single section.  Hence, it is proposed that the student strength may be increased in the programs (BA[H]Hindi, English, History, Political Science, B.com[P], B.Com [H], B.A. Program, etc.) wherever it is possible.

A committee constituting the following members was constituted to look into the modalities/preparations for successful implementation of the optimal utilization of the College resources.

| | | |
|---|---|---|
| Prof. Rakesh Kumar (HN) | Secretary, Staff Council | Convener |
| Prof. Seema Gupta | Bursar | |
| Prof. Prerna Diwan | IQAC Coordinator | |
| Prof. Rakesh Kumar (HS) | Convener, Infrastructure Committee | |
| Dr. Prabhas Pande | Convener, Time Table Committee | |

Teachers In-charges of Microbiology, Computer Science, Statistics, Geology and Mathematics.

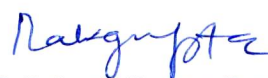The Committee will submit its report within 7 days.

**5.      Any other item with the permission of the Chair.**

The Chairman, Staff Council apprised the members about a new scheme called Competence Enhancement Scheme launched by the University of Delhi. This Scheme will provide opportunities to people from all walks of life to enhance their knowledge/competence by registering for any one or two courses (papers) offering eight credits per semester. This scheme will be rolled out from the academic session 2023-24. It was decided that the College will offer all the Core courses, General Electives, Skill Development Courses/Value Addition Courses in this scheme for enrolment of the candidates from outside the College.

The meeting ended with thanks to the Chair.

(Prof. Rakesh Kumar)
Secretary, Staff Council
Ram Lal Anand College

(Prof. Rakesh Kumar Gupta)
Chairman, Staff Council
& Principal
Ram Lal Anand College