



# भास्कराचार्य कॉलेज ऑफ अप्लाइड साईंसेस

(दिल्ली विश्वविद्यालय)

**BHASKARACHARYA COLLEGE OF APPLIED SCIENCES**



(UNIVERSITY OF DELHI)



Accredited by NAAC with Grade 'A' : NIRF 25



## Confirmed Minutes of the Staff Council 2023(3)/03.04.2023

A meeting of the Staff Council was held on April 03, 2023 at 1100hrs in the AV Room. The meeting was attended by the members listed below along with Prof. Avneesh Mittal, the Chairman Staff council and Dr. Parth S Pal, the Secretary Staff council.

Prof./Dr./Mr./Ms

1. Aarti Malyan	24. Kapil Roy	47. Sampat Singh Chauhan
2. Alivia Roy	25. Krishna Dutt	48. Sandeep Kumar
3. Amit Kumar	26. Lalit Kapur	49. Sangeeta Srivastava
4. Amit Kumar Singh	27. Laljee Ram Meena	50. Satyawati
5. Anand Bharadvaja	28. Madhulika Bajpai	51. Seema
6. Anil Barak	29. Manisha Thakur	52. Shailja Singh
7. Anita Sondhi	30. Manoj Kumar	53. Shalini Sehgal
8. Anjali Saxena	31. Manoj Tiwari	54. Shikha Srivastava
9. Anoop Kumar Saini	32. Meetu Luthra	55. Shivani G Varmani
10. Arti Dua	33. Mohit Kumar	56. Shubhra Barwa
11. Asha Rani	34. Neeru Bhagat	57. Shvetambri
12. Catherine S Paul	35. Neeru Sharma	58. Shweta Dua
13. Eram S Rao	36. Neha Singh	59. Sidhharth Sirohi
14. Franky Varah	37. Palleeshree	60. Sujata Bhardwaj
15. Geeta Mongia	38. Parveen Kumar	61. Susmita Dey Sadhu
16. Gunjan Sirohi	39. Pawas Goswami	62. Swati Gupta
17. Gurumayum Suraj	40. Premlata Meena	63. Uma Chaudhry
18. Harendra Kumar	41. Purnima Anand	64. Uma Dhawan
19. Inderbir Kaur	42. Ramesh Kumar	65. Vandana Batra
20. J Dinakaran	43. Ratyakshi Nain	66. Vandita Gupta
21. Jayant Sharma	44. Rizwana	67. Vijay Kumar
22. Jitender Kumar	45. Sakshi Khurana	68. Vijay Kumar Nalla
23. Jyoti Chauhan	46. Salam Sonia Devi	69. Yagyadatta Goswami

Dr. Bhavya Deep, Ms. Manu Kataria, Prof. N. S. Abbas, Dr. Ragini Jindal, Dr. Reetuparna Basak, Dr. Satyam Ravi Dwivedi and Dr. Umesh Kumar were on leave.

Dr. Amandeep Kaur and Dr. Saroj K Shukla were absent in the meeting.

Dr. Partha S Pal  
Secretary, Staff Council

Prof. Avneesh Mittal  
Chairman, Staff Council

The secretary welcomed all the members in the staff council and informed the house that the confirmed minutes of the last staff council held on January 21, 2023 have been circulated electronically via email dated January 30, 2023. All the concerned members gave their consent to have received the same and are now available on the college website

### **ITEM NO. 2023(3)/1 : INITIAL REMARKS OF THE PRINCIPAL**

The Chairperson Staff Council or the Principal informed the house about the following in his initial remarks.

- I. NIRF and India Today Rankings 2023 committees submitted the documents for the ranking as per the respective schedule. The house expressed gratitude all the members of these committees lead by Prof. Geeta Mongia and Dr. Uma Dhawan.
- II. Odd Semester Examination for I Semester has been successfully completed thanks to examination teams comprising Dr. Amit Kumar (Nodal Officer) along with Dy Supdts Dr. Sujata Bhardwaj, Dr. Madhulika and Dr. Shivani Varmani.
- III. The newly constituted college governing body comprises Prof. Radheyshyam, Deptt of Environmental Sciences as the Chairperson GB, Prof. Mukesh Mehlawat, Department of Operational Research as the Treasurer GB. Also Teacher's Representative are Prof. Eram Rao and Dr. Sujata Bhardwaj.
- IV. Prof. Anil Bali superannuated on January 31, 2023. The house expressed deepest gratitude for the services rendered by him in the growth of the college.
- V. The college has notified TICs and Deptt NAAC Coordinators- via BCAS/17(13)/TIC/2022-2367 Dated 31-03-2023
- VI. The Secretary Higher Education and the Director, Higher Education visited the college on March 13, 2023. The college has submitted a representation for the urgent requirements comprising following points.
  - Inadequate and Delayed release of GIA
  - Ex-post facto approval & Creation of Teaching and Non Teaching posts
  - Start of New Courses
  - Condemnation of Unserviceable/obsolete items
  - PWD Maintenance- Electrical:- Lighting, Fire Fighting system, CCTV Surveillance system, Air Conditioners in AV Room, Conference Room, Principal Office, Library, Computer Labs, Generator Set.
  - PWD Maintenance Civil- AV Room capacity, STP, Sports Complex, Multipurpose Hall, Solar Plant, Tectile paths, Termite treatment
  - College Building Expansion
  - Sports facility upgradation
  - Grant for Capital Asset
  - Furniture Grant
  - IT Grant

VII. The college has recently received a sanction letter of Rs. 5,51,754 in favour of *The Exec Engg, PWD* for rehabilitation of existing two of the rain water harvesting plants in the college.

VIII. The college was given a donation of 400Lit water cooler with the support from MP Ramesh Vidhuri jj. Also, the college has received a boom barrier from the support of its MLA Ms.. Bhawna Gaur. The house expressed its gratitude for the support. The college has received an in kind support of 20 Chairs including 2 executive chairs from its alumni. Support from the MCD and CPWD is also acknowledged for helping the maintenance of the greenery.

IX. The 30KVA Solar plant and the Bio toilet built with the support from NBCC under CSR initiatives are ready for inaugural.

X. The following Assistant Professor working on adhoc basis has resigned from their post as per details given below. The college wish them a good luck for respective career.

S.No	Name	Department	Date of resignation/ relieving from the duties
1	Dr. Manjeet Singh	Chemistry	28/02/2023 (A.N.)
2	Dr. Julie Thakur	Botany	31/01/2023 (A.N.)

XI. Consequent upon the resignation of Dr. Julie Thakur, all were informed the following via mail dated February 1, 2023.

- (i) Dr. Mohit will be the convener of the Yoga Club
- (ii) Dr. J. Dinakaran will be a member in the annual report committee
- (iii) Dr. Salam Sonia will be a member of the Alumni Committee.

XII. A committee was formed for coordinating various events under G20. Dr. Shivani Varmani will be the Nodal Officer along with Dr. Bhavya Deep, Dr. Anoop Saini, Dr. Manoj Kumar, Dr. Sakshi Khurana and Dr. Neeru Bhagat.

XIII. Dr. Shalini Sehgal resumed her duties on March 29, 2023 after availing CCL.

XIV. The college has appointed various Guest lecturers in the Departments of Instrumentation, Physics, Zoology, Food technology, Hindi and Chemistry as per the workload.

XV. The college governing body has approved a fee of Rs. 1000/- for Assistance for the Digital Content w.e.f. 2023-24. Also it has approved the depreciation of the assets as per annexure 'E'.

## ITEM NO. 2023(3)/2 : CULTURAL FEST AND SPORTS MEET 2023

The house agreed for the proposal of holding Sports Day on April 6 2023 and Cultural Fest Srijan on April 13, 2023. All have assured of their full cooperation while holding these events.

### ITEM NO. 2023(3)/3 : NAAC

(i) The house was briefed about the successful prequalification of the SSR for Assessment. Chairperson thanked all the colleagues lead by the NAAC convener and co-convener and seek cooperation to prepare for the peer tem visit. After deliberation and discussion, as required, the three slots proposed for the peer team visit are as follows:-

- a) May 9-10, 2023
- b) June 2-3, 2023
- c) June 20-21, 2023

(ii) The IQAC and NAAC Core Committee will monitor the overall activities related to NAAC Peer Team visit and its preparation. Various sub committees were formed for the work distribution as per Annexure 'A'.

(iii) The NAAC Convener to frame new committees and reconstitute its members within the Committees, in consultation with the IQAC Coordinator and Chairman and as per the requirement of NAAC.

### ITEM NO. 2023(3)/4 : ANY OTHER ITEM

(i) The house approved the SOP for the examination proposed by the Nodal Officer attached herewith as Annexure B.

(ii) The house also approves the lyrics and tune of the college song and authorized the Secretary Staff Council to frame a norms/ SOP for its play.

(iii) The house also authorized the secretary staff council to frame a SOP for holding committee meetings.

(iv) The Chairman presented the analysis report of the student Satisfaction survey for the odd semester 2022-23. The pictorial presentation is attached as Annexure C.

(v) The Chairman also presented the analysis of the students' feedback tabulated below, as per IQAC norms, and emphasises to work upon the areas to improve. Annexure D.

Scale	Approach to Teaching	Communication	Syllabus Covered	IA Evaluation	Examples & Application	Prog Outcome	Average
1.00-2.50	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
2.50-3.00	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
3.00-3.50	2.17%	0.00%	2.17%	0.00%	1.09%	1.09%	1.11%
3.50-4.00	2.17%	4.35%	2.17%	4.35%	3.26%	3.26%	3.33%
4.00-4.50	22.83%	26.09%	23.91%	27.17%	27.17%	29.35%	24.44%
4.50-5.00	72.83%	69.57%	71.74%	68.48%	68.48%	66.30%	71.11%
<b>Total</b>	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

The Chairman was authorized to take an action, deemed fit, in consultation with IQAC coordinator.

(vi) The workload for the academic year 2022-23 has been finalised as below.

Department	Workload Odd Sem 2022-23	Workload Even Sem 2022-23	Sanctioned strength	Permanent Faculty	Adhoc/ Guest	Shifted to (-) from (+) temporarily for this semester.
Biochemistry	21	16	1	1	-	
Biomedical Sciences	115	128	7	3	4	
Botany	152	131	8	2	5	(-)1 shifted to Microbiology
Chemistry	118	131	8	1+1(lien)	7*	
Computer Science	130	155	8	4	4	
Electronics	130	122	8	8 (2 on leave)	2	
Environmental Sciences	18	15	-		1	
English	12	10	-		1	
Food Technology	135	130	8	5	3*	
Human Communication	14	14	1	1		
Instrumentation	130	125	8	1 (on leave)	8	
Mathematics	32	28	2	2		
Microbiology	136	133	6	4(1 on leave)	3	(+)1 shifted from Botany
Hindi	12	12	---	0	2	
Physics	124	131	8	6	2	
Polymer Science	131	137	8	3	5	
Zoology	134	126	8	0 (after superannuation of Prof. Bali)	8	

Some of the GE/SEC/VAC classes were catered by DPE. AEC courses were as per the SOP.

The meeting ended with a vote of thanks to all present.

The salutation mentioned for few members in the list above are notional and used for sorting names alphabetically only and should not be used otherwise elsewhere. An authorized member at any instance is only one who is on roll and in the active service at the time concerned.

**Annexure 'A'**

S. No	Name of the Sub-Committees	Coordinators and Members of the Sub Committee	
1.	NAAC Invitation and Reception Committee	Prof. Eram S. Rao (C) Ms. Manu Kataria Dr. Sujata Bharadwaj Dr. Vandana Batra	Dr. Anil Barak Dr. Sampat Ms. Ritu Sareen
2.	Committee for Teaching-Learning Resources, facilities including Library, ICT enabled rooms	Dr. Partha Sarthy (C) Dr. Anita Sondhi Dr. G Suraj Dr. Vijay Kumar	Dr. Palleshree Dr. Alivia Dr. Arti Batra
3.	Committee for meetings with stakeholders	Dr. Rizwana (C) Dr. Purnima Anand Dr. Susmita Sadhu Dr. Vandana Batra Dr. Premlata Meena Dr. Neha Singh	Dr. Manoj Tiwari Alumni Association Dr. Asha Dr. Jayant Dr. Reetuparna
4.	Committee for Infrastructure Maintenance (Facilities including Medical, Water Harvesting, Green Campus, Canteen, AV Room, Exam Room, Girls Common Room, Sports etc)	Dr. Sandeep Kumar (C) Prof. Eram S. Rao Dr. Jitendra Kumar Dr. Manisha Thakur Dr. Shubhra Dr. Meenakshi Garg* *when resume the duty	Dr. Franky Dr. Mohit Dr. Jyoti Mrs. Ira Sharma Prof. Sidhharth Sirohi
5.	Committee for Cultural Program	Dr. Vijay K. Nalla (C) Dr. Shivani G. Varmani Prof. Geeta Mongia Dr. Neeru Bhagat Dr. Anjali	Dr. Shikha Dr. Amandeep Kaur Dr. Shweta Dua Dr. Salam Sonia Dr. Seema
6.	Committee for IQAC presentation, documentation and display	Prof. Eram S. Rao (C) Prof. Geeta Mongia Dr. Madhulika Bajpai	Dr. Neeru Sharma Dr. Pawas Dr. Shailja
7.	Refreshment Arrangements	Dr. Arti Batra (C) Prof. Eram S. Rao Dr. Sujata Bharadwaj	Dr. Sakshi Khurana Dr. Meenakshi Garg* *when resume the duty
8.	Committee for administration and finance related activities	S. O. Admin S. O. Accounts Mr. Manish Mr. Anoop Mahawer	IQAC Coordinator (C) NAAC Conveners
9.	Campus cleanliness and beautification Committee	Dr. Amit Kumar, Conv NSS (C)	Dr. Meetu Dr. Manoj Kumar

S. No	Name of the Sub-Committees	Coordinators and Members of the Sub Committee	
		Dr. Bhava Deep, Conv Swacchata Committee	Dr. Catherene Paul Mrs Usha Mr Narendra, Caretaker
10.	Department Files and Presentation Committee	All Department NAAC Coordinators	Prof. N.S. Abbas (C) Dr. Uma Dhawan
11.	Committee to coordinate visits to Labs and Departments	Dr. Madhulika Bajpai (C) Dr. Meetu Luthra Dr. Inderbir Kaur	Lab Staff from each department to be co-opted upon nomination from NAAC Department Coordinator
12.	Visit to Physical Facilities (Vermi Composting Unit, Herbal Gardens, Waste Disposal System, E Waste Management unit, Paper Recycling unit, Water Conservation Facility, Biogas, Solar Panel)	Dr. Ragini Jindal (C) Dr. Shalini Sehgal Dr. Gunjan Sirohi Dr. Shikha Dr. Shvetambari	Dr. Franky Dr. Pawas Dr. Shubhra Barwa Dr. Yagyadatta
13.	Media and Press Committee	Dr. Lalit Kapur (C) Prof. Anand	Dr. Umesh Dr. Satyawati
14.	Pandal and Tent Arrangements	Dr. Ramesh Kumar (C) Dr. Bhavya Deep Dr. Manoj Tiwari Dr. Kapil Roy Dr. Amit Singh	Dr. Jayant Sharma Dr. Parveen Kumar Dr. Krishna Dutt Dr. Laljee Ram Meena
15.	Discipline Committee	Prof. Anand (C) Dr. Vandita Gupta Dr. SK Shukla Dr. Lalit Kapur Dr. Amit Kumar	Dr. Bhavya Deep Dr. Satyawati And all other members of the Proctorial and Anti-ragging Committee
16.	Research Plaza	Prof. N. S. Abbas (C) Prof. Anand Prof. Sangeeta	Dr. G Suraj Dr. Harendra Dr. Swati
17.	Decoration Committee	Dr. Shvetambari (C) Dr. Swati	Dr. Neha Singh Dr. Sonia Dr. Dinakaran
18.	Incubation Facility	Prof. Sidhharth Sirohi (C) Dr. Ratyakshi Dr. Catherine Paul	Dr. Sampat Dr. Yagyadatta Goswami
19.	NAAC Presentation preparation	Prof. Uma Chaudhry (C) Dr. Ratyakshi	Dr. Satyam Ms. Aarti Malyan