



# 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(1)/12.01.2023

A meeting of the Staff Council was held on January 12, 2023 at 1015hrs in the AV Room. The meeting was attended by the members listed below along with Prof. Avneesh Mittal, the Chairman Staff council and Prof. Anil K Bali, the Secretary Staff council.

Prof./Dr./Mr./Ms

1. Alivia Roy	25. Kapil Roy	49. Ramesh Kumar
2. Amit Kumar	26. Krishna Dutt	50. Ratyakshi
3. Amit Kumar Singh	27. Lalit Kapur	51. Reetuparna Basak
4. Anand Bharadvaja	28. Laljee Ram Meena	52. Sakshi Khurana
5. Anil Barak	29. Madhulika Bajpai	53. Salam Sonia Devi
6. Anita Sondhi	30. Manisha Thakur	54. Sampat Singh Chauhan
7. Anjali Saxena	31. Manjeet Barwa	55. Sandeep Kumar
8. Anoop Kr. Saini	32. Manoj Kumar	56. Satyam Ravi Dwivedi
9. Arti Batra	33. Manoj Tiwari	57. Satyawati
10. Asha	34. Manu Kataria	58. Seema
11. Bhavya Deep	35. Meetu Luthra	59. Shailja Singh
12. Catherine S Paul	36. Mohit Kumar	60. Shikha Srivastava
13. Eram S. Rao	37. N. S. Abbas	61. Shivani G. Varmani
14. Franky Varah	38. Neeru Bhagat	62. Shubhra Barwa
15. Geeta Mongia	39. Neeru Sharma	63. Shvetambri
16. Gunjan Sirohi	40. Neha Singh	64. Sidhharth Sirohi
17. Gurumayum S Sharma	41. Pallee Shree	65. Susmita Dey Sadhu
18. Harendra Kumar	42. Partha S. Pal	66. Swati Gupta
19. Inderbir Kaur	43. Parveen Kumar	67. Uma Chaudhry
20. J Dinakaran	44. Pawas Goswami	68. Uma Dhawan
21. Jayant Sharma	45. Prem Lata Meena	69. Vandana Batra
22. Jitender Kumar	46. Purnima Anand	70. Vijay Kr. Nalla
23. Julie Thakur	47. Ragini Jindal	71. Vijay Kumar
24. Jyoti Chauhan	48. Rakesh	72. Yagyadatta Goswami

Prof. Sangeeta Srivastava, Dr. Saroj Shukla, Dr. Sujata Bhardwaj, Dr. Shalini Sehgal, Dr. Vandita Gupta, Dr. Amandeep Kaur, Mr. Pawan Kumar, Ms. Shweta Dua and Dr. Umesh Kumar 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 June 23, 2022 have been circulated electronically via email dated June 25, 2022. All the concerned members gave their consent to have received the same and are now available on the college website

## **ITEM NO. 2023(1)/1 : REPORT OF THE PRINCIPAL**

The principal informed the house about the following in his initial remarks.

A(i) IQAC was formed via BCAS/2022/PO/IQAC/981 Dated 06.09.2022

### Internal Members

#### **Prof. Eram Rao, Coordinator**

Dr. Sujata Bharadwaj	Dr. Arti Dua
Dr. Purnima Anand	Dr. Manjeet Singh (Spl Invitee)
Dr. Uma Dhawan	Ms. Geeta Papnai
Dr. Ramesh Kumar	Dr. Partha Pal (Technical Assistance)
Dr. Neeru Sharma	Ms. Ritu Sareen (Secretarial Assistance)
Dr. Susmita D Sadhu	NAAAC Convener/Co-convener

A(ii) NIRF was notified with the following committee members

#### **Prof. Geeta Mongia, Convener**

#### **Dr. Purnima Anand (Co- Convener)**

Dr. Susmita D Sadhu	Dr. Shailja Singh
Dr. Meenakshi Garg	Dr. Amit K Singh (Zoology)
Dr. Shivani G Varmani	Dr. Salam Sonia
Dr. Amit Kumar	Mr. Rakesh
Dr. Ramesh Kumar	Ms. Ritu Sareen
Ms. Arti Dua	Sh. Manish Verma

A(iii) India Today Rankings 2023 committee was formed as per details below:

#### **Dr. Uma Dhawan - Convener**

Prof. Geeta Mongia (or her representative from NIRF)	Dr. Kapil, Member
Dr. Sandeep Kumar, Member	Dr. Palleshree, Member
Dr. Neeru Bhagat, Member	Ms. Seema, Member
Ms. Jyoti, Member	Dr. Harender, Member
Dr. Salam Sonia, Member	Ms. Shweta Dua, Member
	Ms. Usha Sati, Member

B(i) UGCF has been implemented w.e.f. Academic year 2022-23. We congratulate Admission Committee Convener Prof Sangeeta, Co-Convener Dr. Neeru and Dr. Rizwana for successful completion of the admission along with all the Deptt TICs and their teams. Present seat distribution is as follows.

Sr. No.	Course B.Sc.(H)	Total Seat	UR	OBC	SC	ST	EWS	CW	KM	Sports	ECA	FSR	Total Admission
1	Biomedical Science	59	24	13	10	2	5	3	1	0	1	2	59
2	Botany	40	15	9	4	2	3	0	0	0	0	0	33
3	Chemistry	40	15	5	2	0	3	0	0	0	0	0	25
4	Computer Science	59	23	16	9	3	6	2	0	2	0	1	61
5	Electronic Science	59	20	11	4	0	3	0	0	0	1	0	39
6	Food Technology	59	23	16	9	3	6	0	0	1	0	0	58
7	Instrumentation	59	17	8	3	1	2	1	0	0	0	0	32
8	Microbiology	40	15	10	7	1	4	1	2	1	1	0	42
9	Physics	40	16	9	3	0	3	0	0	0	0	0	31
10	Polymer Science	59	14	8	3	0	1	2	0	1	0	0	29
11	Zoology	40	14	10	5	0	3	1	0	0	0	0	33
Total (-112)		554	196	115	59	12	39	10	3	5	3	3	442

B(ii) Odd Semester Examination for II and III yr 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.

B(iii) The colored college logo has been registered via Application No 4079893, Class 41 under section 20(1) of the Trade Marks Act, 1999 as informed via letter dated December 5, 2022.

B(iv) The college Alumni has now been registered under society act. Special thanks to Prof. Balaram Pani, Prof. Sidhharth Sirohi, Dr. Vandana Batra and Alumni Committee.

B(v) AQAR 2021-22 was successfully uploaded and accepted.

B(vi) IIQA has been accepted dated December 26, 2022. The college is preparing for SSR submission now at the earliest.

B(vii) The college has entered several MoU as below

- MoU with 21st Century Polymers for industrial collaboration.
- MoU with Food Security Foundation of India on Nutri garden Project
- MoU with Sir Vithaldas Thackrey College SNDT University Mumbai for academic collaborations.
- MoU with Shriram Institute for Industrial Research, Delhi for the academic collaborations and internship

B(viii) The equal Opportunity cell and committee for Inclusive Education in collaboration with Vision Divyang Foundation celebrated International Day of Persons with Disabilities on 2nd December 2022. The college has also launched a one day short term course on Inclusive Education in collaboration with Vision Divyang. The college was given an appreciation certificate by the Vision Divyang Foundation for the

continuous support and welfare of the Divyangjan Community. An athletic meet for divyangjan is also scheduled for December 17, 2022 in collaboration with Saksham.

B(ix) The college celebrated ICSSR sponsored seminar AAVAAHN'2022 in collaboration with Unnat Bharat Abhiyan and Think India at IIT Delhi during 13-15 October 2022.

B(x) The college organized ICSSR sponsored Swadeshi Haat Mela in collaboration with Swadeshi Jagran Manch at CRT Ground Dwarka during 11-17 October 2022

B(xi) Dr. Anita Sondhi is the teacher in charge Deptt of Zoology w.e.f. Jan 2, 2023 as Prof. Bali is due for superannuation on January 31, 2023.

B(xii) Dr. Meenakshi have proceeded on CCL. Dr. Vandita Gupta will be the TIC, Deptt of Food Technology upto March 31, 2023.

B(xiii) Dr. Ruchi G Marwah has proceeded for non-academic EOL for one year w.e.f. Dec 7, 2022.

B(xiv) Ms. Aarti Batra has resumed her duties after availing study leaves for three years.

B(xv) Delhi University Notifications comprising of guidelines for calculation of workload, for direct teaching learning arrangement as also Teacher-Student Ratio in all the programmes/courses being offered, were shared electronically for information and compliance:

- a) Notification No.Aca.I/Class size/2022 dated 11.11.2022
- b) Notification No.Estab.T/Workload/2022/1883 dated 14.11.2022

B(xvi) Delhi University notification regarding workload calculation via, CB-II/Circular/2022/45 Dated 20.06.2022, was shared electronically for information and compliance.

B(xvii) Several development works were carried out towards the NAAC cycle-II including nursery, green pathway, Centralized RO plant, tactile paths, vermicompost, wooden shelves and polycarbonate sheet, LEDs, 2 Desktops, fixed steel shelves, chair and furniture repair, minor labs repair, sanitary work, CCTV repair, signages and others under GFR-2017. The college is thankful to the GB for the approval of the their funds. Several repair works in different labs are still under process.

B(xviii) Dr. Madhulika Bajpai is now the PIO w.e.f. 29/11/2022 for a period of 1 year.

B(xix) 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	*Ms. Vineeta Goswami (appointed against the leave vacancy of Ms. Arti Dua)	Computer Science	25/08/2022 (F.N.)
2	Dr. Roshan Lal	Food Technology	03/10/2022 (F.N.)
3	Dr. Bholey Singh	Chemistry	10/10/2022 (F.N.)
4	Dr. Ajay Kumar	Physics	18/10/2022 (F.N.)
5	Dr. Anil Kumar	Instrumentation	28/11/2022 (A.N.)

B(xx) The college governing body has accepted resignation of Ms. Harmeet Kaur w.e.f. February 2, 2016 (FN).

B(xxi) The college governing body has approved for a 50% fee waiver/ scholarship from “College Development Fee” Head (50% i.e. Rs.500/- per student at present and accordingly thereafter) for SC/ST students enrolled in the College from the Academic Year 2023-24.

B(xxii) As approved by the college governing body, the students would be initially given a minimum 15 day time to deposit the college fee. Thereafter, the fine/ penalty would be imposed as per the details below

- Rs.50/- for first week after due date
- Rs.150/- for second week after due date
- Rs.500/- for third week after due date
- Rs.1500/- for fourth week after due date
- Rs.5000/- after delay of one month or more

B(xxiii) The GB has also sanctioned Rs. 1L for procurement of books to cater UGCF curriculum.

### **ITEM NO. 2023(1)/2 Election of the Secretary Staff Council:**

The house congratulated Prof. Bali for successful completion of his services in the college and wish him a healthy life after his superannuation due on January 31, 2023. Prof. Bali proposed Dr. Partha S Pal, Associate Professor, Department of Physics as Secretary Staff Council. Prof. Eram Rao, Dr. Vandana Batra, Dr. Neeru Sharma second the proposal. The house elect Dr. Partha S Pal as secretary staff council.

### **ITEM NO. 2023(1)/3 NAAC**

(i) NAAC Committee has submitted the Institutional Information for Quality Assessment (IIQA Form) form on NAAC portal of the college on 20 December 2022 which has been accepted by NAAC on 28 December 2022. The college is in the process of uploading NAAC-SSR on the portal and plans to submit the same at the earliest.

(ii) Departments presented analysis of the Student Satisfaction Survey (SSS) carried out in the year 2021-22 and submitted their action taken reports in Staff Council. Students who are currently on roll need to be primed for Student Satisfaction Survey that would be carried out by NAAC upon submission of NAAC SSR. SSS exemplar questions and poster shall be displayed on e-notice / notice boards. Internal SSS would also be carried out by IQAC and NAAC members at the earliest. Mock Test of NAAC SSR uploading on portal will be also carried out as soon as possible.

(iii) Department is requested to map Course Outcomes with Programme Outcomes as mentioned in the LOCF syllabus. The same needs to be submitted latest by 14 January 2023. Further, Result analysis needs to be consolidated as per template shared in Department Audit Forms and placed in Result Files of respective Departments.

Templates for mapping COs with POs and Result Analysis will be provided by the NAAC committee.

- (iv) MOCK visit with Department presentation will be also scheduled after submission of the SSR.

#### **ITEM NO. 2023(1)/4: Formation of the various staff council committees 2022-23.**

The house unanimously decided the following

- (i) All existing committees, their Conveners, Coordinators will remain same till the NAAC peer team visit.
- (ii) Anti Discriminatory Cell- Convener will be Dr. Jitender Kumar in place of Prof. Anil K. Bali
- (iii) Biological & Chemical Waste Management- Dr. Uma Dhawan will be the co-convener.
- (iv) Canteen Committee- Dr. Shubhra Barwa will be the co-convener.
- (v) The secretary Staff Council was authorized to restructure committees as and when required in consultation with the Chairman staff council.

#### **ITEM NO. 2023(1)/5: ANY OTHER ITEM:-**

The house approved the revised document for SOPs of the Staff Council Committees attached herewith.

The meeting ended with a vote of thanks to the Chair

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.