



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

MINUTES OF THE MEETING

Date: 12/08/2025

Time: 10:30 A.M.

Venue: IQAC room

Mode of Platform: Hybrid mode

In the opening remarks of the meeting Dr. Shweta Thakur, IQAC Coordinator introduced Sr. (Dr.) Rosily T.L., new Principal of St. Bede's College to the External members of IQAC. She further welcomed all the IQAC members in the first meeting for the academic session 2025-26. Her welcome remarks were followed by Confirmation of Minutes and Follow-Up Action Report of the 4th IQAC Meeting for the academic year 2024-25. The minutes of the previous IQAC meeting held on May 02, 2025 were circulated among all members prior to the meeting. The minutes were proposed by Prof. N.K Goyal and seconded by Ms. Komal Sharma. Our External Expert Prof. Ramesh Thakur (Director IQAC, Himachal Pradesh University), Employers/Industrialist representative Prof. N.K. Goyal and Alumni Representative Ms. Geeta Kapoor joined the meeting through online mode and the committee reviewed and resolved to confirm the minutes of the fourth IQAC meeting. It was resolved that the recommendations provided by the experts on follow-up actions taken based on the decisions from the previous meeting, be noted, and will be resolved shortly.

- Dr. Ramesh emphasized that the signing of MOUs with Jaypee University and World Society for Peace and Sports should be followed by Concrete Action Plan.
- Dr. Shruti Gupta further clarified the internship opportunities students are opting for with collaborative institution (Department of Life sciences, Jaypee University) on which the experts suggested ensuring minimum six week training/internship program under the initiative.



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- Prof Goyal assured that a National Conference on Cyber Security along with Inter-College Cyber Security Debates and Declamation Competitions will be organized in collaboration with St. Bede's College and Himachal Pradesh University. He also recommended conducting bridge classes for both slow and advanced learners giving priority to SEDG students along with facilitating special coaching opportunities at Himachal Pradesh University.
- In order to cater to the diversity and support differential learning needs through remedial teaching, Dr. Ramesh proposed holding doubt clearing sessions after regular hours of teaching and maintaining record of these students and their performance. He also suggested allocating specific slots in the timetable for remedial classes from the next academic session.

IQAC coordinator Dr. Shweta Thakur then read out the agenda of the first meeting for academic session 2025-26 which comprised the following:

- **Development of IQAC Academic Calendar**
- **Implementation of NEP 2020 Recommendations:** Integration of Indian Knowledge System and Regional Languages
- **Promotion of Research and Innovation:** Incubation Startups
- **Alumni Engagement and Contribution Strategy:** Alumni Funded Scholarships and Awards
- **Environment and Sustainability Initiatives**
- **Internal Academic and Administrative Audit**
- **Students Support and Progression Initiatives:** Mental Health and Well-being Programmes, Career Counseling & Coaching, Placements through Industrial Linkages.

S. No.	Agenda	Minutes	Duty Handed Over to
1	Development of IQAC Academic Calendar	<ul style="list-style-type: none">• Dr. Shweta Thakur appraised the members about the kind of activities to be taken up, as well as the calendar prepared by	Formation of Calendar Committee A Calendar Committee has been constituted



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		<p>IQAC to organize these activities for the current academic session.</p> <ul style="list-style-type: none">• It was decided to constitute a Calendar Committee to monitor whether the activities assigned by the IQAC are being carried out by the Conveners and Heads of Departments.• Ms. Geeta Kapoor thus suggested preparing and presenting quarterly report on the organized activities to keep a track of achieved goals.	<p>comprising Dr. Jyotika, Dr. Devina, and Mr. Mohit. The committee will conduct quarterly reviews to ensure that the planned activities are being carried out effectively.</p>
2	<p>Implementation of N.E.P 2020: Integration of IKS and regional languages.</p>	<ul style="list-style-type: none">• To work upon IKS, Dr. Anupama Tandon suggested initiating yoga and meditation sessions under the Department of Physical Education. She also proposed starting traditional art classes such as pottery and block painting under the Skilllabs.• Furthermore, the IQAC members recommended organizing guest lectures on Scientific aspects under Indian Knowledge Systems (IKS), organizing field trips by the	<p>Conveners of all societies and HOD's to conduct the activities as per the departmental plan.</p> <p>Dr. Ashwini, HOD Physical Education to organize certain yoga and meditation sessions.</p> <p>Mr. Mohit, Convener FLIC to explore prospects in Pottery and Block Painting and organize related activities.</p>



		<p>Department of History to ancient and architecturally significant temples, and folktale sessions to help revive and promote Indian cultural heritage.</p> <ul style="list-style-type: none">• Dr. Geeta Kapoor and Dr. N.K. Goyal advised maintaining a proper record or preparing an Indian Knowledge System (IKS) repository within the college.	
3	Research Innovation &	<ul style="list-style-type: none">• It was suggested that a workshop on Intellectual Property Rights (IPR) and Research methodology should be conducted. Dr. Shweta informed the members that sponsorship for the workshop is currently being sought.• One of the members also suggested that the institute should provide seed funding for research projects.	<p>The Department of Biotechnology to take responsibility with Dr. Anita planning a workshop or conference on Research Methodology.</p>
4	Alumni Engagement	<ul style="list-style-type: none">• Dr. Deepti Pajni briefed everyone about the Plan of Action to engage alumni.	<p>Dr. Deepti Pajni, EBA convener to circulate a message to all alumni regarding the college's</p>



		<ul style="list-style-type: none"> Ms. Geeta Kapoor advised that we must look at the strategy to increase the Alumni contribution towards the college. 	<p>initiative of instituting scholarships funded by alumni contributions to support meritorious students.</p>
<p>5</p>	<p>Environment sustainability Initiatives</p>	<ul style="list-style-type: none"> Dr. Preeti Kaundal appraised the members about ideas to expand various facilities, such as the herbal garden and rainwater harvesting pits. She also suggested that initiatives like plastic-free drives, green audits, and tree plantation campaigns should be actively promoted within the college. Dr. Shweta also informed the members that various departments and societies are already working towards these initiatives. Dr. Geeta Kapoor added that, to begin with, cleanliness drives should be given focused attention as part of the environmental initiatives. 	<p>Herbal Garden: Dr. Preeti and members to prepare a plan and share the proposed activities.</p> <p>Rainwater Harvesting Pits: Dr. Sapna Sharma HOD, Physics and Dr. Kanu HOD, Mathematics to outline the activities to be undertaken.</p> <p>Plastic-Free Drives: Dr. Pankaj, Convener of the Environment Cell, to organize a major awareness drive.</p> <p>Tree Plantation Campaigns: Dr. Kanu, NSS In-charge, to coordinate with H.P. forest department.</p>



6	Audits	<ul style="list-style-type: none">• Dr. Shweta Thakur asked Dr. Ramesh Thakur about the appropriate time frame for conducting external academic audits, to which Dr. Ramesh suggested that the audits should be conducted twice before the next NAAC accreditation cycle.	External Audit will be conducted in academic session 2026-27.
7.	Student Support (Mental Health and Well-being Programmes, Career Counseling & Coaching, Placements through Industrial Linkages)	<ul style="list-style-type: none">• Mr. Mohit informed the members about the upcoming sessions focused on mental health and emotional well-being for the students.• The members were also informed about the MOUs signed with various industries, under which experts will be invited to conduct aptitude training workshops for final-year students.• Dr. Kimi Sood suggested that the college can conduct an orientation program for both students and parents together. However, Dr. N.K. Goyal recommended that the sessions	Workshops on Stress Management, Mindfulness, and Resilience: Mr. Mohit HOD Department of Psychology to organize these sessions. Coaching and Training Collaborations (UPSC, SSC, NET, etc.): Mr. Mohit to coordinate with coaching centres or experts. Industry Linkages and MoUs: Dr. Raman Bassi , Placement Officer, to strengthen partnerships with companies for



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		<p>should be held separately for each group. Dr. Ramesh further added that both parties should be sensitized during these sessions about the importance of placement drives, in order to increase student participation.</p> <ul style="list-style-type: none">• It was further suggested that the college should maintain progression records for at least 70% of its students as per the requirements under NAAC.	<p>internships and placements and invite industry experts for pre-placement talks.</p> <p>Mental Health Awareness: Dr. Jyotika Brari, Convener Women's Cell, to conduct a workshop/seminar on mental health.</p> <p>Career Guidance and Skill Development: Dr. Raman Bassi, Placement Officer, to arrange regular career counselling sessions, mock interviews, and personality development workshops.</p>
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The meeting concluded with a vote of thanks proposed by Ms. Snigdha Bhatt.

Proposed by: Prof. N. K. Goyal
Shweta
Coordinator, IQAC
Dr. Shweta Thakur
10/12/25

Seconded by: Ms. Snigdha Bhatt
Sr. Rosily Jm
Chairperson
Sr. Dr. Rosily T.L.
10/12/2025
Principal
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First IQAC Meeting 2025-26

Date: August 12, 2025

Sr. No	Name of the Member	Designation	Signature
1.	Principal	Chairperson	<i>Sr. Rosily Jm</i>
2.	Dr. Shweta Thakur	Coordinator	<i>Shweta</i>
3.	Deputy Co-ordinators	Ms. Komal and Ms. Snigdha	<i>Shamoy Snigdha</i>
4.	Prof. Ramesh Thakur (Director, IQAC Himachal Pradesh University, Shimla)	External Expert	ONLINE
5.	Prof. Karanam Pushpanadham (Department of Educational Administration, Maharaja Sayajirao University of Baroda)	External Expert	ABSENT
6.	Sr. Grace Joseph	Management Representative	<i>Sr. Grace</i>
7.	Dr. Kimi Sood (Former Councillor, Benmore) General Secretary Red Cross Himachal Pradesh)	Local Community Representative	<i>Kimi Sood</i>
8.	Ms. Geeta Kapoor (Retd. Director HR SJVNL, Addl charge: Chairman and Managing Director)	Alumni Representative	ONLINE
9.	Prof. N.K. Goyal (Chairman, Telecom Equipment Mfg. Association)	Employers /Industrialists/Stakeholder Representative	ONLINE
10.	Admiral and Vice Admiral of the College	Student Representatives	<i>Medha</i> <i>Nrupa</i>
11.	Mr. Salil Sood	Administrative Officer	<i>Salil Sood</i>
12.	Ms Neha Walia & Ms Nivedita Sharma	Technical Staff	<i>Neha</i> <i>Nivedita</i>
13.	Dr. Sapna Sharma	Department of Physics	<i>Sapna</i>
14.	Dr. Deepti Pajni	Department of English	<i>Deepti</i>
15.	Dr. Gitanjali Mahendra	Department of English	<i>Gitanjali</i>
16.	Dr. Anupama Tandon	Department of Economics	<i>Anupama</i>
17.	Ms. Punam Chauhan	Department of History	<i>Punam</i>
18.	Mr. Sanjeev Kumar	Department of Geography	<i>Sanjeev</i>
19.	Dr. Shruti Gupta	Department of Biotechnology	<i>Shruti</i>
20.	Mr. Mohit Kumar	Department of Psychology	<i>Mohit</i>
21.	Dr. Preeti Kaundal	Department of Botany	<i>Preeti</i>

Sr. Rosily Jm
12/8/2025

Admiral: *Medha*
Vice Admiral: *Nrupa*