

Minutes of the Meeting

Internal Quality Assurance Cell and student CRs

Theme- Me and My College

19 October 2023

A meeting of the IQAC, Mata Sundri College for Women with the college CRs was organised on 19th October 2023 at 12:30 PM in Mata Gujri Hall.

The meeting was attended by the Principal Professor Harpreet Kaur, Administrative Officer Mr Manjit Singh, IQAC Director Dr Lokesh Kumar Gupta, various members of the IQAC from criteria 1,2 and 6 and the class representatives from various courses offered by the college.

The meeting started with the Principal Prof Harpreet Kaur and IQAC Director Dr Gupta informing all the CRs present that they were part of the college governance mechanism and acted as an interface between the students and the administration. The duties of the CR were further elaborated to them including being an information conduit and a conveyor of complaints from the students to the administration. They were also informed that annual recognition and appreciation certificates were provided to all class CRs after verification from concerned teachers. This was done to motivate them to perform their duties more diligently.

After this, the CRs were asked for their suggestions and feedback regarding the functioning of the college. The following points were made by the student CRs: -

Clashes in time-tables between regular lectures and regular lectures and vocational courses were also pointed out. Students also pointed out the need for a short lunch break between back-to-back classes. Dr Gupta suggested that a Google Doc be created and circulated among the students to prepare a list of the clashes which would be rectified by the time-table committee. Alternatively, a Whatsapp group too can be formulated for the same purpose.

Infrastructural issues too were pointed out by the CRs. These included a lack of sufficient dustbins and sanitation in the washrooms, insufficient and ill-maintained furniture in the classrooms, lack of maintenance of lab equipment, lack of hygiene in the canteen, irregular servicing of the water filters, insufficient library collection for certain courses and broken-down sanitary pad vending machines in various washrooms. The A.O. Mr Manjit Singh made a note of all the problems pointed out by the students and said he would get them resolved.

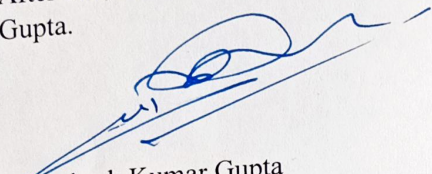
The **behaviour of the non-academic staff** towards students seeking help and guidance was also pointed out as lacking sensitivity by the students. The Principal Dr Harpreet Kaur and IQAC director Dr Gupta promised to investigate the issue.

Missing Peer Mentoring and Research Mentoring programmes were pointed out as issues by students of certain courses. Along with this, **a lack of counselling sessions and short-term courses** were also pointed out by the students. Dr Gupta said that this too would be addressed.

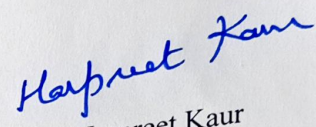
Harpreet Kaur

The final issue discussed in the meeting was the Bootup 360 initiative which was jointly introduced by Dr Lokesh Kumar Gupta and Dr Uzma Nadeem. The students were informed that this was an effort made by the college to encourage entrepreneurial skills and internship opportunities via international collaboration. The students were encouraged to join the same to improve existing their skill sets.

After this, the meeting came to an end by a vote of thanks to all present by Dr Lokesh Kumar Gupta.



Dr Lokesh Kumar Gupta
Director, IQAC



Professor Harpreet Kaur
Chairperson, IQAC