श्री राम कॉलेज ऑफ कॉमर्स
SHRI RAM COLLEGE OF COMMERCE

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Minutes of the Virtual Meeting of the Internal Quality Assurance Cell

Tuesday, 30th July, 2020
At 9.00 am through Google Meet

Members Present:

1. Prof. Simrit Kaur — Principal and Chairperson, IQAC
2. Dr. C.S. Sharma — Coordinator, IQAC
3. Dr. Anil Kumar — Faculty Member
4. Ms. Smita Sharma — Faculty Member
5. Ms. Reena Chadha — Faculty Member
6. Dr. Amit Sachdeva — Faculty Member
7. Dr. Rachna Jawa — Faculty Member
8. Ms. Aruna Jha — Faculty Member
9. Ms. Priyanka Bhatia — Faculty Member
10. Dr. Tarun Manjhi — Faculty Member
11. Mr. P.K. Jain — Member
12. Mr. Sandeep Nawani — Member
13. Mr. Shiv Nandan — Member
14. Dr. P.C. Jain — Management Representative
15. Dr. Girish Ahuja — Alumni Nominee
16. Prof. Madhu Vij — External Expert
17. Mr. B.M. Gupta — Community Representative

Leave of Absence:

1. Dr. Santosh Kumar — Faculty Member

The meeting commenced with the Principal presenting her opening remarks on different aspects of the College requiring attention in the context of quality improvement:

1. **Issues Relating to NIRF:** The Principal highlighted the issues relating to NIRF Ranking of SRCC:

    (i) Out of the various parameters of the ranking the College has been lagging behind in research component of teaching learning parameter. It was stressed that this area needs to be strengthened further.

    (ii) Regarding other parameters, it was mentioned that though College has shown little upward trend, however, the same is not satisfactory as compared to other prominent Colleges who have shown significant upward change.

2. **Issues pertaining to mismatch in classes and attendance:** One of the key points that is affecting teaching learning is mismatch between actual classes to be taken by the faculty as per time table and classes taken as per attendance record. The Principal expressed concern over this mismatch and mentioned that she is looking forward to the faculty's assistance in identifying this gap.

3. **Teaching Learning during COVID Pandemic:** It was mentioned that College has to decide whether it should go with multiple platforms or a single platform. After internal discussion amongst some senior faculty members with technical expertise Microsoft Teams has been found to be more conducive. Though, other platforms like Google Meet and Zoom Meeting have also been worked upon during the previous semester.

4. **Separate email Identity:** Separate email identity for the College has been stressed upon in place of @srcc.du.ac.in. It was desired that @srcc.edu to be preferred. This will help in having separate identity of the SRCC distinct from the University of Delhi.

5. **Discussion on GBO course:** Regarding the GBO course it was reported that the College has been able to make significant strides in the area of placements which have been quite impressive as in the range of 94-98% in the last few years. For the academic year 2019-20 the highest package of Rs. 19 lakh per annum was offered by the reputed American Express Bank is not able to take this course to a respectable position. However, this course is still much behind College's UG courses which have established SRCC as one of the premiere Colleges in the country. There is a need to make concerted efforts to elevate the level of the Course.

After deliberations at length amongst members and several suggestions the following resolutions was adopted:

A. PG DIPLOMA IN GLOBAL BUSINESS OPERATIONS:
1. **Visiting Faculty from Top Institutes and Experts from the Industry:**
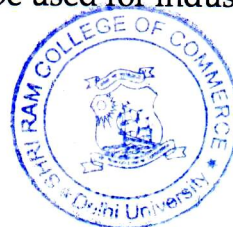   It was observed that in almost all top-notch Business and Management Schools across the world besides in-house faculty, eminent professors from top institutes and corporate managers/leaders from the industry are invited for sharing regular teaching and holding special lecturers.

   The IQAC resolved that as far as possible each paper of GBO program should be shared between academic faculty and a person with corporate experience so that a suitable mix of conceptual and practical knowledge could be imparted to our students.

   It was hoped that industry interaction will help bridging the gap between the theoretical and practical aspect of the subject.

   It was stressed that SRCC alumni resources may also be used for industry interface.

2. **Laboratory:**

It was observed that top Business schools have in house one or more types of Laboratory. On the same lines, labs should be created for the PG Course.

The IQAC recommended setting up labs, like Excel Lab, Finance Lab, Stock Market Lab, Language Lab, etc.

3. **Own Journal and Contribution in Journals:**
It was felt that College should promote its own journal. Faculty, in addition to contributing to such journals must also contribute to other prominent journals.

The IQAC recommended that College should work on the above lines on priority.

4. **Faculty Feedback:**
Student feedback on faculty must be utilized for improving teaching skills and retaining teachers to teach different subjects in GBO Program. "As far as possible, the Feedback of each faculty should be taken twice in a semester, and if any faculty scores less than 4 both the times, the services of faculty may not be continued."

5. **Advisory Board**
An Advisory Board must also be constituted for providing guidance on efficient management of GBO. It was recommended that the Principal may constitute the Board drawing members from amongst alumni, corporates, teachers etc.

6. **Miscellaneous Recommendations:**
   (i) Continuous engagement of students from 9.00 am to 6.00 pm besides curriculum, viz. cases study, projects, research assignment, etc.
   (ii) In case a teacher is going to be absent students should be engaged by the backup/regular/adjunct faculty.
   (iii) Add-on courses should be made mandatory with compulsory attendance.

B. RECOMMENDATIONS ON OTHER ASPECTS:
1. **Subject Specialization by Faculty:**
Concerns were expressed over the fact that College is lacking in subject specialization by faculty for which SRCC is known for decades.
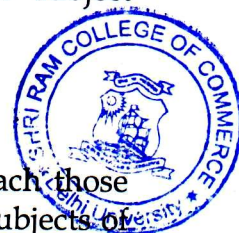
It was also noted that subject of ad hoc faculty are frequently changed.

The IQAC recommended and stressed that faculty must be offered to teach those subjects in which they have better grasp and subject understanding. The subjects of ad hoc should not be frequently changed.

Besides, subject-wise senior expert and seasoned faculty should be invited for giving orientation to the faculty for developing better grasp and understanding for effecting teaching style, delivery and pedagogy.

2. **Building Learning and Research Eco-system:**
The following were suggested to build learning and research eco-system within the College:

(i)   Each faculty must develop an understanding that there is further scope of learning and improvement within them.

(ii) The faculty must attempt at writing one or two research papers in each academic year.

(iii) Faculty holding doctorate degree should assist and mentor non-doctorate faculty.

(iv) Societies Advisors must continually endeavor towards improving the functioning and outreach of their respective societies.

(v)   The senior seasoned faculty must help in confidence building and in developing presentation skills among their junior colleagues.

(vi) Faculty should undertake project work by applying to different funding agencies.

3. **Separate Platform and Domain name for Emails:**

It was recommended that the College should have its own distinct email platform and have a domain name having only the name of the College.

4 **Feedback for UG Programme:**

Efforts must be made to get the student feedback from Undergraduate students in a more robust, systematic and formal way. The feedback should be used positively for counselling and improvement.

Dr. C. S. Sharma
Coordinator, IQAC

Professor Simrit Kaur
Principal