

Minutes of Meeting Conducted by the IQAC Maitreyi College 2020-2021

Date	Minutes	Action Taken Report
09.07.2020	<ul style="list-style-type: none"> ● To undertake suitable measures to improve learning outcomes and implement effective online pedagogical practices. ● Smooth and successful conduct of classes in online mode, and efficient curriculum delivery. ● Further promotion and strengthening of digitization initiatives. 	<p>A month-long FTP on ‘Google Applications’ was organized by the Department of Computer Science under the aegis of IQAC, Maitreyi College University of Delhi from 16th Jul- 14th Aug 2020. Under this program, faculty members were equipped with knowledge and skills regarding different Google applications including Google Classroom, Meet, Drive, Sheets, Docs, Slides, and Forms. They were also trained in creating their own Google Pages, digital signatures, and handling PDF documents.</p>
		<p>A workshop on ‘Web Search, Data Analysis and Presentation Tools’ was organized by the Department of Zoology between 22nd -28th Jul 2020.</p>
		<p>A Student Development Program (SDP) was organized for the first time to impart knowledge of different computer software, which is essential for the students in day-to-day life. Lectures were given on various technical contents like Google applications, MS Word and MS Excel. It was conducted from 22nd -27th July 2020. The number of participants was 70.</p>
		<p>A one-day training Program was conducted by the Sanskrit department on 13th November 2020 for Sanskrit teachers, students, and research Scholars on ‘MS Teams’. All first year students attended the training program.</p>
		<p>FDP on ‘Digital Pedagogy to Enhance Teaching and Learning Experience’ was organized jointly by GAD-TLC, SGTB Khalsa College, and Maitreyi College, University of Delhi from 15th - 21st Dec 2020. The event was attended by 135 participants.</p>

		<p>FDP on ‘Emerging Accessible Technology for Teachers in Higher Education’ was conducted jointly by Maitreyi College, University of Delhi and Guru Angad Dev Teaching Learning Centre, SGTB Khalsa College under (PMMMNMTT scheme of MHRD) from 20th Mar- 3rd Apr 2021. The number of participants was 354.</p>
		<p>A Short-Term Course on ‘ICT in Digital Learning and Data Management (Skill Enhancement)’ was conducted from 11th Jan- 20th Feb 2021. The number of participants was 53.</p>
		<p>After the easing of government restrictions, the college library was opened for the students on alternate days (Mon, Wed and Fri) from 10 am to 4 pm.</p>
	<ul style="list-style-type: none"> Community outreach programs and social responsibility initiatives need to be nurtured through various activities. Further strengthening of the alumni network is required. 	<p>NCC cadets participated in ‘Tree Plantation Pakhwada’ from 13th -28th July 2020.</p>
		<p>AAPKI MAITREYI- An education initiative by NSS, Maitreyi College was launched, wherein online classes were arranged for students from classes 1 to 5 to create a friendly environment and make the learning process joyful. The first session of the initiative was scheduled for 19th May- 19th June, 2021. The number of participants was 80.</p>
		<p>NSS unit organized an initiative titled “DHYAN INITIATIVE: MEDITATION CLASSES” for all age groups, free of cost, on 'BUILDING IMMUNITY THROUGH MEDITATION' once a week for a month. The first session was held on 23rd May 2021 and saw participation from 218 people.</p>
		<p>The alumni association organized one-week International workshop on 'Expand Your Horizon and Outlook from 26th July- 2nd August 2020. The workshop was organized to help students de-stress and stay motivated in the unprecedented and uncertain times. Number of registration was 288.</p>

		The Alumni Association also organized “E-Sannidhya 2021: the Annual Alumni Meet” on 3rd April 2021, to bring together alumni, faculty, and students, albeit virtually, and celebrated their mutual association with the Maitreyi Kutumba. Number of registration was 168.
10.08.2020	<ul style="list-style-type: none"> To promote the language and highlight its importance among students. To encourage innovative student and teacher developmental activities and enhance knowledge across various disciplines. To promote the general, emotional, and mental health of all stakeholders (students, faculty, parents). 	<p>A workshop on ‘Sanskrit Communication’ was conducted from 25th Sep- 8th Oct 2020. Total 120 faculty and 568 students participated in this event.</p> <p>A workshop on ‘Intensive Sanskrit Grammar’ was organized from 18th- 24th Nov 2020. Total 18 faculty and 133 students participated in this event.</p> <p>A webinar on ‘Contribution of Modern Poets in Sanskrit Literature’ was held from 28th- 30th Nov 2020. A total number of participants were 400, while 80 research papers have been presented in various technical sessions.</p> <p>A Short Term Course titled ‘Know Thyself: Balancing Mind, Body and Soul’ was conducted between 30th Sept – 9th Oct 2020. The event saw massive participation from all over India, with the total number of participants/beneficiaries being 1250.</p> <p>A national webinar on “Online Teaching – Learning & Eye Care” was held on 6th Sept 2020. It was attended by 223 participants from 16 states.</p> <p>A webinar in partnership with Venkateshwar Hospital, Dwarka was organized on 23rd Dec 2020 on the topic “Orthopaedic Care & Precautions”. It was attended by 142 participants from different states in India.</p> <p>A National-level webinar was held on 26th Dec, 2020 on the topic “Breast Cancer: Prevention & Early Detection”. Total number of participants was 56.</p> <p>A National webinar on ‘First Aid in Medical Emergency Part-II’ was conducted on 12th Sept, 2021. It was attended by 204 participants from different parts of India.</p>

		<p>A National Webinar on ‘Healthy Heart’ was jointly organized by the Health and Hygiene Committee and Enabling Unit of Maitreyi College on 11th Sep 2021 under the health awareness mission to commemorate the Azadi ka Amrit Mahotsava. About 250 participants from every state of India participated in the webinar.</p>
	<ul style="list-style-type: none"> Improving both overall welfare and productivity/skill sets of non-teaching staff. 	<p>The first Dr Savita Datta T-20 Cricket Tournament was conducted by the Non-teaching staff in the month of February 2020 in the college premises. A total of 10 teams comprising of 150 players from Delhi University colleges participated in the tournament.</p> <p>The Department of Physical Education conducted an online Yoga session for Special Olympic players and for Sports' Students every Friday and Saturday between September, 2020- March, 2021.</p>
<p>01.10.20</p>	<ul style="list-style-type: none"> Exchange programs and collaborations with other institutions should be encouraged to improve research climate, industry exposure and to impart vital skills and technical knowledge to the students. Ensure smooth conduct of all traditional college activities and events like Orientation Program for fresher, Diwali Mela by 	<p>A collaborative webinar was organized with MANAV executed by IISER, Pune (Indian Institute of Science Education and Research and the National Centre for Cell Sciences (NCCS) on 7th November, 2020. Total number of participants was 58.</p> <p>Maitreyi College signed a MoU with THSTI (Translational Health Science & Technology Institute) under the Science Setu scheme. A ten-day training workshop was conducted under the Science Setu program titled ‘Shadow the Scientist’ from 4th - 13th Jan 2021.</p> <p>Under the mantle of the Outreach Program for School students, the Zoology Department organized a five-day National Workshop on ‘Biology Made Easy Using Computers’ from 1st-5th September 2021. Total benefitted students were 71.</p> <p>Students’ Union organized ‘Sparkles’20: the Annual Diwali Mela of Maitreyi College’ on 12th Nov 2020. The event was a great success and saw enthusiastic participation of students across different Universities in the various Online Competitions that were conducted.</p>

	<p>adopting innovative virtual tools. This will help to instill a sense of normalcy in students by facilitating active engagement in college activities.</p> <ul style="list-style-type: none"> ● Student representation (higher pupil engagement and decentralization of responsibilities) should be encouraged. ● A participative and collaborative learning and working environment should be stimulated. All stakeholders should share responsibilities pertaining to data collection and compilation. 	<p>NSS MAITREYI successfully conducted its annual Diwali Mela - UMANG' 20 on 7th-8th Nov 2020, which received national-level participation from 180 people across all age groups.</p> <p>Students' Union organized an Online Orientation program on 18th Nov 2020 on the Zoom platform. The event saw participation from the entire batch of first years. The event garnered over 6,800 views on the Youtube channel.</p> <p>A virtual 'Orientation Program was held on 18th Nov 2020. A presentation highlighting the career opportunities after pursuing botanical studies, a virtual tour of the college premises and Botany Department laboratories, and a short training on Google Classroom- the online classroom platform were also organized. All the first-year students (approx 35) attended the training.</p> <p>A student representative and a dedicated team of student volunteers were included in the IQAC team who assisted teachers in data collection and compilation.</p> <p>A robust Mentor-mentee system is being followed for the last few years to guide, help and counsel students with their queries/issues in academic, professional or personal spheres. It is periodically reviewed and renewed as new students come and third years graduate.</p>
	<ul style="list-style-type: none"> ● Gradual reduction in the use of paper with regards to assignment & document submission and adoption of paperless alternatives. 	<p>A system of data collection and documentation for the purpose of national ranking of institutions (NIRF and India Today) has been put in place. The college follows an established practice of collecting data using Google forms and other online resources for maximum efficiency.</p> <p>Large scale development of e-content by all faculty members across departments.</p> <p>All e-content/e-resources are available on college website to enable students and faculty members to access it at any time as per their convenience.</p>

		All assessments are conducted using digital platforms like Google classroom.
14.12.2020	<ul style="list-style-type: none"> • Social responsibility and community building/outreach programs continue to be nurtured among all the stakeholders. • Emphasis on fostering interdisciplinary. Aim to integrate students across different institutions by encouraging inter-college learning opportunities. • Organization of more inter-departmental/ interdisciplinary events. • Advanced learning systems including conduct of regular seminars and workshops for knowledge creation and capacity building. 	<p>Webinar on ‘Ageing Issues: Indian, Regional and Global Contexts’ was held between 16th -17th Jan 2021 by the Department of Sociology and IQAC in collaboration with the International Institute on Ageing United Nations - Malta (INIA) and Development, Welfare and Research Foundation, New Delhi. The number of registered participants was 512.</p> <p>The Annual Academic Interdisciplinary Fest, Avgaahan was organized from 20th Jan- 17th Feb 2021. For the first time, an international conference was organized under the aegis of Avgaahan, International Interdisciplinary Academic Fest on 24th Feb 2021 on the theme “Sustainable Future for Humanity: The New Learning Curve”. The details of attendees are as follows. Faculty: 57, Students : 186, Attendees : 17, Total Participation : 260</p> <p>Workshop on ‘How to Read Budget: A Beginner’s Guide’ was conducted by the Department of Economics, Maitreyi College, University of Delhi on 18th Feb 2021. It was attended by 110 students.</p> <p>Webinar series on ‘Intellectual Property Rights-Creating Value from Intellect, Innovation and Invention’ were conducted from 20th -24th Apr 2021.</p> <p>In collaboration with MANAV, the Botany Department conducted a Webinar On 11th Sept 2021 on ‘How to Read Scientific Literature’ and ‘Introduction to MANAV- The Human Atlas Initiative’. It was attended by 65 students.</p>
4.03.2021	<ul style="list-style-type: none"> • Skill enhancement measures and improving the employability opportunities for 	The Enabling Unit in collaboration with the School of Indic Studies, Institute of Advanced Science organized a three-month skill development Certificate course on ‘Applications of Digital Tools in Teaching and Learning Indian

	students.	Languages' from 17th Apr 2021 - 17 Jul 2021. This was a resounding success, with 2000 participants.
	<ul style="list-style-type: none"> • Effective career guidance and training should be given to interested students. • To foster entrepreneurial skills and talents under the Atmanirbhar Bharat mission by encouraging startups. • Bridging the industry-academia divide by imparting technical knowledge, providing industry insights, and teaching interpersonal and communication skills through webinars, learning sessions, collaborations, and live projects 	<p>A total of 23 Short term courses were offered and conducted during the academic year 2020-2021 where 1691 students enrolled.</p> <p>The Placement Cell of Maitreyi College successfully organized Envision 3.0-The Annual Internship & Job Fair in virtual mode on 6th and 7th April via zoom and google meet. With more than 650 registrations from all over Delhi, the fair facilitated and provided around 250 Maitreyi students from various departments with their desired internships/jobs.</p> <p>Around 08 startups are operating under the umbrella of Meraki, The Entrepreneurship Cell of Maitreyi College. The most recent addition is EduLibrary: a holistic education platform particularly for the college-going students which focus on vocational studies, authentic past-year solutions, and practical learning. In addition to these new projects, the E-Cell is also continuing with its earlier projects, namely Gulistan, Kriti, Urvara, Dhriti, Stay Mentor, Sugary Frost, and Eco Handy.</p> <p>The E-Cell organized a total of 13 webinars which saw massive participation from 977 students.</p> <p>20 student representatives from Meraki worked under distinct live projects of various domains of marketing and branding, strategy, finance, analytics, and HR, for a month (November 2020) for a startup called Metvy. 10 of them were awarded a Letter of Recommendation for exhibiting excellent performance.</p> <p>The E-Cell has signed 50 MOUs with various organizations as part of its joint ventures and collaboration in the last academic session.</p>

		<p>A two-month long E-Learning program organized by Urja,; The Commerce Department of SGGSCC College, University of Delhi from October-November 2020, in which 18 students had participated.</p>
	<ul style="list-style-type: none"> ● To actively encourage critical and scientific temperament in our students. ● To provide an enabling and research-intensive environment for both students and faculty through the Advisory Committee for Professional Grooming (ACPG) and Centre for Research (CFR), Maitreyi College, this pivots the college's research profile. 	<p>Summer Internship Programs and Annual Research Projects were carried out under the umbrella of the Centre for Research during 2020-21. Total 31 projects were carried out under Summer Internship Programs.</p> <p>Centre for Research started a biannual e-journal "Vantage: Journal of Thematic Analysis" to provide a platform to publish original articles/ research papers based on a particular theme. The journal is peer-reviewed.</p> <p>A Training Workshop for 'Summer Internship Program, 2021 was conducted by the Centre for Research, Maitreyi College on 20th May 2021. The expert speakers explained various facets of research methodology for both sciences and social sciences. The number of participants was 118.</p> <p>Centre for Research, Maitreyi College, organized the first edition of "Equinox 2021: The Annual International E-Conference" under the aegis of Vantage: Journal of Thematic Analysis On Sustainable Agriculture: Negotiating Tradition and Modernity from 12th- 14th Aug 2021. Number of participants was 202.</p> <p>The College released two research journals (Vantage: Journal of Thematic Analysis and Samvedna), and ten e-magazines/newsletters in 2020-2021. 4 of these were new additions, namely Vitti (Botany), Chemzone (Chemistry), ComAspire (Commerce), and Iridescence (Zoology).</p>

	<ul style="list-style-type: none"> ● The vision of transformational change in rural development processes by leveraging knowledge institutions to help build the architecture of an inclusive India. 	<p>Maitreyi College is a participant in the MHRD project of Unnat Bharat Abhiyan (UBA), inspired by the vision of transformational change in rural development processes by leveraging knowledge institutions to help build the architecture of an inclusive India. In this regard the college has adopted five villages of Gautam Budha Nagar in March, 2021 where the population of the village varies from 4000-10000.</p> <p>UBA and NSS unit of Maitreyi College organized Swachhta Pakhwada from 1-15 Sept 2021. The total number of participants was 200. In these 15 days, students were involved in tree plantation, waste food management, cleanliness drive, and events related to encouraging sustainability.</p>
<p>3.05.21</p>	<ul style="list-style-type: none"> ● The need for constituting an ethics committee of the college as a part of the general requirement of the university. ● Environmental Consciousness should be further promoted and developed. ● Further strengthening of sustainable measures and Green Initiatives to upgrade existing infrastructure. 	<p>The Code of Ethics committee was formed in a staff council meeting held on 24th Jun, 2021.</p> <p>A Green Audit of the college was done by M/s EHS Alliance services on 25th June 2021.</p> <p>Energy Audit Exercise was done in the 3rd week of June 2021 to address the status of the electrical systems, energy uses, performance assessment of various facilities like AC systems, Fans, lighting systems pumps etc. The report was received on 30th Jun 2021.</p> <p>Several salient measures relating to environmental conservation were initiated including installation of solar panels, e-waste management, C-foot printing, rainwater harvesting, biohazard management, solid waste management via composting and achieving zero water wastage.</p>

		<p>A novel measure was proposed to instill discipline along with eco-consciousness among students. This includes the introduction of the practice of planting trees as a way of giving penalty or punishment to students (e.g, in case of short attendance), organizing tree plantation drives, and planting trees that mitigate noise pollution.</p>
<p>11.06.21</p>	<ul style="list-style-type: none"> ● Proposal to strengthen academic rigor via an Academic audit was given to encourage programs, departments and the institution to evaluate their quality processes and standards based on the predetermined benchmarks and to suggest activities required to assure and regularly improve the quality of the whole system. ● Pre-run of academic audit. ● Review of first draft of SSR to identify possible lacunae and spheres of intervention. ● In continuation of Quality initiatives programs, the practice of regular conduct of webinars related to 	<p>An Academic Audit Exercise was done in the presence of expert members on 15th Jun and 21st Jun 2021 where the departments presented their overall endeavors on the basis of seven criteria that NAAC has prescribed. The Principal also apprised the committee of the overall progress of the college. Suggestions and feedback was received from all stakeholders.</p> <p>NSS Maitreyi in collaboration with UBA organized a national webinar on ‘Long Covid: Vaccination and Future’ on the theme ‘Will there be a 3rd wave? Are we safe?’ on 22 Aug, 2021. Total 11 faculty and 150 students participated in this webinar.</p>

	<p>health hygiene and environmental consciousness should continue.</p>	<p>A National Webinar titled ‘Understanding Environmental Issues Related to Ozone’ was held on 16th Sept 2021.</p>
	<ul style="list-style-type: none"> • Infrastructure up gradation and modernization should continue for optimal functioning and performance. 	<p>Up gradation of infrastructure and equipment has been done in the newly constructed science block as per department-specific requirements to enable efficient and smooth functioning of classes.</p>
		<p>The upgrading of the college website is in process and the new website will be set up soon.</p>
		<p>Various departments and societies of the college have an active presence on different social media handles to maximize outreach and interaction. The college also has a significant social media presence through platforms like Twitter and Facebook.</p>