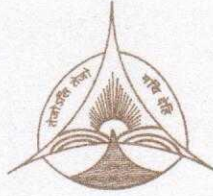


Jesus and Mary College

University of Delhi
Chanakyapuri, New Delhi - 110021
Accredited by NAAC with A+ Grade



Tel No. : +(91)-(011)-26110041, 26875400

Fax No. : +(91)-(011)-24105466

Website : <http://www.jmc.ac.in>

Email Id : admin@jmc.ac.in
info@jmc.ac.in
principal@jmc.ac.in

July 19, 2023

Minutes of the Meeting

Agenda:

1. Discipline Specific Elective Courses to be offered in Semester III, Academic year 2023-24.
2. Any other matter with the permission of the Chair.

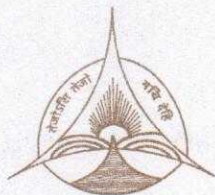
Members present:

Members of the Internal Quality Assurance Cell, Academic Advisory Committee and Teachers in Charge of the Departments of the College were present for the meeting held on Wednesday, 19th July, 2023 in the Conference Room of the College.

1. Prof. Sandra Joseph, Principal
2. Ms. Purnima Topden, Teacher in Charge English dept.
3. Prof. Reena Marwah, Teacher in Charge Commerce dept.
4. Dr. Sapna Gandhi, Teacher in Charge Hindi dept.
5. Dr. Rashmi Sehgal Thukral, Teacher in Charge Mathematics dept.
6. Dr. Anuradha Sharma, Teacher in Charge Sociology dept.
7. Prof. Sushila Ramaswamy, Teacher in Charge Political Science dept.
8. Dr. Richa Raj, Teacher in Charge History dept.
9. Ms. Sunita Narain, Teacher in Charge B. Voc dept.
10. Prof. Dinesh Adlakha, Teacher in Charge B. A. Programme dept.
11. Dr. Joan Antony, Teacher in Charge Psychology dept.
12. Ms. Rajni Singh, Economics dept.
13. Dr. Maya John, Member Academic Advisory committee
14. Dr. Sharon Pillai, Member Academic Advisory committee
15. Dr. Ameeta Motwani, Member Academic Advisory Committee
16. Dr. Pavitra Bhardwaj, Coordinator Internal Quality Assurance Cell
17. Dr. Shefali Mishra, Member Internal Quality Assurance Cell
18. Prof. Amita Tiwari, Member Internal Quality Assurance Cell
19. Mr. Jobin Thomas, Member Internal Quality Assurance Cell
20. Ms. Smita Gupta, Member Internal Quality Assurance Cell
21. Dr. Amrita Sastry, Member Internal Quality Assurance Cell
22. Dr. Shruti Tohan, Member Internal Quality Assurance Cell

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Minutes:

I.

1. At least 1/3rd or 33% of the total student strength should be the minimum requirement for an elective course to be offered by a department under NEP UGCF.
2. An Online Orientation to be held on August 7, 2023 for all Semester III Hons. students by each department on the Discipline Specific Electives (DSEs) Courses to be floated by the respective department in the Academic year 2023- 24.
3. An Online Orientation to be held on August 7, 2023 for B. A. (Multidisciplinary) Semester III students to discuss about the Major/ Minor/ GE languages courses to be offered by the various departments in the Academic year 2023- 24.
4. NEP Courses Committee to be constituted with the following members:
 - (a) Teacher In Charge/ Permanent faculty as the representative of the department,
 - (b) All Members of the Academic Advisory Committee,
 - (c) All members of the Internal Quality Assurance Cell,
 - (d) Nodal officer Generic Electives
 - (e) Nodal officer Ability Enhancement Courses
 - (f) Coordinator Skill Enhancement Courses
 - (g) Nodal officer Value Addition Courses
5. Orientation for Semester I students of the Academic year 2023- 24 to be held as per:
 - (a) General Orientation to be held on August 16, 2023
 - (b) Centralised Academic Orientation to be held on August 21 & August 31, 2023.

II.

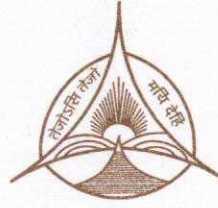
1. A template for a student Record Card to document the various courses studied by the student in each semester was shared and approved by the members present.
2. The members were also informed about the online student dashboard being created for similar purpose.
3. Feedback from the Teachers in Charge on the student Record Card was requested.

III. The meeting concluded with thanks to the Chair.

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Point no. I – 1 of the Minutes of the Meeting should be re-read in the light of the Notification No. Acad.I/Class size/2023/R-4425 issued by the Registrar of the University of Delhi on 28th July, 2023 regarding the Classroom sizes for Lectures/ Tutorials/ Practical's.

Prof. Sandra Joseph

Principal





NOTIFICATION

With a view to observe uniformity in Teacher-Student ratio in all the programmes/courses being offered by the University and its colleges, both at the Undergraduate and Postgraduate level including Management courses, following class room size, in terms of the number of students, is hereby notified for compliance by all concerned.

UNDER GRADUATE Class Room Size		POST GRADUATE Class Room Size	
Lectures	60	Lectures	50
Tutorials	20	Tutorials	20
Practical's	20	Practical's	15-20

Further, the teacher-student ratio and size of the student-groups for lectures/practical's/tutorials with respect to Generic Electives (GEs), Skill Enhancement Courses (SEC) and Value-Added Courses (VAC) shall be as under:

Programs	UNDER GRADUATE Class Room Size			POST GRADUATE Class Room Size		
	GE	SEC	VAC	GE	SEC	VAC
Particulars	20-60	20-60	20-60	50	NA	NA
Lectures	20			20		
Tutorials	20			15-20		
Practicals	20					

Note:

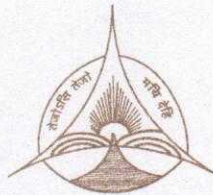
1. In UG, minimum students for any course shall be 20. In case adequate students are not available, cluster of colleges shall under the teaching learning process.
2. The colleges may decide on mentor & mentee group size as per the relevant provisions of the UGC Regulations as applicable from time to time.
3. In case of SEC and VAC papers, the practical size should be the same as the class size.
4. The Class Room Size for Lectures, Tutorials and Practicals for UG and PG Programs is on sanctioned strength and is exclusive of supernumerary seats.
5. Colleges may make arrangements for practical classes in such way that the Laboratory facilities are put to optimum utilization.

This Notification is issued in supersession to earlier Notification No. Acad.I/Class size/2023/235 dated 16.05.2023.

N. K. Chakraborty
28/7/23
REGISTRAR

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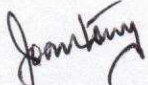
Dr. Anuradha Sharma
Dept. of Sociology

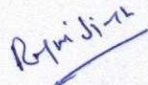
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Dept. of Political Science

Dr. Richa Raj
Dept. of History

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Prof. Dinesh Adlakha
Dept. of B. A. Programme

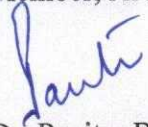

Dr. Joan Antony
Dept. of Psychology

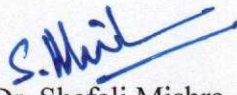

Ms. Rajni Singh
Dept. of Economics

Dr. Sharon Pillai
Member, AAC

Dr. Ameeta Motwani
Member, AAC

Dr. Maya John
Member, AAC

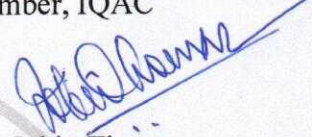

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