

## Minutes of IQAC Meeting

Date: 17 April 2025 (Thursday) | Time: 1500 hrs onwards | Venue: SSCBS

### Members Present:

1. Prof. Poonam Verma, Principal, SSCBS
2. Mr. Vikas Goyal, Industry Member
3. Ms. Sonia Misri, Parent Representative
4. Dr. Pushpender Kumar, Alumni of SSCBS
5. Dr. Tarannum Ahmad, Asso. Prof., SSCBS
6. Ms. Shalini Prakash, Asso. Prof., SSCBS
7. Ms. Kavita Rastogi, Asso. Prof., SSCBS
8. Dr. Rishi Rajan Sahay, Asso. Prof., SSCBS
9. Dr. Madhu Totla, Asst. Prof., SSCBS
10. Dr. Mona Verma, Asso. Prof., SSCBS
11. Dr. Nidhi Kesari, Asso. Prof., SSCBS
12. Dr. Narander Kumar Nigam, Asst. Prof., SSCBS
13. Dr. Deepti Khatri, Librarian, SSCBS
14. Mr. Ankur Aggarwal, AO (Offg.), SSCBS
15. Mr. Deepak Tiwari, Placement Officer, SSCBS
16. Mr. Navyansh Pant, Student Representative BMS, SSCBS
17. Ms. Roshni Yadav, Student Representative BSc, SSCBS

### Special Invitees:

1. Mr. Tushar Marwaha, Assistant Prof., SSCBS

### Agenda:

1. To confirm the minutes of the IQAC meeting held on 01 Oct. 2024
2. To report the Action Taken on the minutes of IQAC meeting held on 01 Oct. 2024
3. To discuss a road map of the steps to improve the learning environment of the college.
4. Any other matter with the permission of the Chair.

### The following was deliberated upon and resolved:

At the onset, the IQAC coordinator welcomed Ms. Sonia Misri, Parent Representative as a new member of the SSCBS IQAC.

1. To confirm the minutes of the IQAC meeting held on 01 Oct. 2024

IQAC coordinator informed all present that the draft minutes of the meeting held on 09 Oct. 2023 were circulated to all the members. No observations were received from any of the members.

*The Minutes of the Meeting held on 01 Oct. 2024 are confirmed.*

2. To report the action taken on the minutes of IQAC meeting held on 01 Oct. 2024

An Action Taken report was discussed with all present. The report is appended in Annexure 1.

*The report was tabled.*

3. To discuss a road map of the steps to improve the learning environment of the college.

The following was deliberated upon:

- A. Dr. Deepti provided an overview of the current status of the HBR package subscribed by the college. She outlined the courses included in the package and shared data on student enrollment in these courses
- B. Dr. Pushpender asked the college to look into the completion status of the above courses as a way of judging efficacy as the completion rate of online courses is generally low.

***Action to be taken: Dr Deepti***

- C. Prof. Poonam encouraged all faculty members to actively promote student enrollment in the Harvard courses as the college may be unable to renew the HBR package due to its high cost.
- D. Mr. Deepak explained that students who are able to not meet the eligibility criteria set by the Placement Cell (CDC) are leveraging Harvard courses to enhance their qualifications for placements. These courses not only add value but also reflect the students' dedication. However, he noted that resumes heavily focused on courses might affect the students' appeal to recruiters. He emphasized that we to need address these gaps constructively.

***Action to be taken: Mr. Deepak***

- E. Ms. Kavita briefed on the workshops on simulations conducted by experts from Havard and by the college faculty.
- F. The principal shared that 5 of the top 7 students in the 2025 graduating batch of IIMA are SSCBS alumni; bagging pos. 1, 2, 3, 5 and 7. She said that these students have volunteered to conduct workshops on how Harvard resources are utilized in IIMA. Such workshops will target the final year students first as they are about to exit the college.
- G. The Principal provided an overview of how the recent changes in CUET 2025 are influencing the subject preferences of applicants. She expressed concern that these changes could limit applicants' flexibility to apply for multiple courses simultaneously. The Principal suggested that all of us should make efforts to raise this matter at various platforms wherever possible so as to make people aware of the facts.
- H. Mr. Tushar briefed that the college has recently formed a Social Media Promotion Committee to promote the social media presence of the college. As the committee's convenor, he shared a preliminary plan of action and committed to providing more detailed updates in the next meeting. Mr. Vikas recommended involving students as content creators to make the initiative more engaging and dynamic.

**Action to be taken: Social Media Promotion Committee**

- I. The principal briefed about the new scheme launched by DU to facilitate international exchange programs wherein students can take up 1 semester of study abroad. These should start from the July 2025 semester and would benefit the Sem 3, Sem 5 and Sem 7 students.
- J. Ms. Sonia suggested that the CDC conduct mock interviews simulating real interview panels to help students overcome their fear and anxiety associated with actual interviews. Mr. Deepak was requested to take the lead in organizing this initiative.

**Action to be taken: Mr. Deepak and CDC**

- K. Ms. Sonia emphasized that there is uncertainty regarding the fourth year under NEP framework as this is the first batch progressing into the fourth year. She requested that the college needs to provide early clarity on this issue so that students get sufficient time to make informed decisions and plan accordingly.

**Action to be taken: All HOD**

- L. Student representative Mr. Navyansh requested an improved access to alumni information, so that current students can leverage from their expertise and professional networks. Mr. Deepak suggested exploring the potential of the college's alumni portal, 'AlmaShines,' to support this initiative. Mr. Vikas suggested that college could facilitate public groups on platforms like LinkedIn to foster alumni-student interaction. It was also acknowledged that alumni may not prefer open access to their contact details for all students, so any solution should respect their privacy while promoting meaningful engagement. Mr. Deepak and AROC were requested to look into this.

**Action to be taken: AROC and Mr. Deepak**

**Annexures**

1. Action taken report of the IQAC Meeting held on 01 Oct. 2024
2. Updates from Previous Action Report 26 Apr 2024
3. Office order for Social Media Promotion Committee.

**Annexure 1: Action taken report of the IQAC Meeting held on 01 Oct. 2024**

Resolution	Action
<p><b>Item A</b> Effective Utilization of the HBR subscription</p>	<p>Our college has obtained a one-year subscription to Harvard Business Publishing Education resources, valid from September 2, 2024 to September 1, 2025.</p> <p>It provides a wide range of content, including Articles, Chapters, Case Studies, Micro credentials such as Harvard 'ManageMentor', Online Courses, Simulations, Online Tutorials and more covering different disciplines in Management and Finance.</p> <p>After analyzing its usage, it was found that faculty members have created 42 course packs for eLearning materials and 64 course</p>

	<p>packs for case studies covering varied topics, including Negotiation and Leadership, Quantitative Techniques, Operation Management, Business Strategies, Financial Management, Marketing Case Analysis, and more.</p> <p>More than 1300 students got registered for 41 Harvard ManageMentor micro-credential courses which are focused on the themes such as Crisis Management, Leveraging Your Networks, Fostering Innovation and Creativity, Attracting and Cultivating Talent, Digital Intelligence, Time Management, Business Case Development, Global Collaboration, Writing Skills and more.</p>
<p><b>Item B</b> Workshops on Simulations to be organized for students and teachers.</p>	<p>The college successfully organized three impactful Faculty Development Programs (FDPs) centred on simulation training, significantly advancing faculty expertise.</p> <p>Two of these sessions were led by distinguished executives from Harvard Business Publishing School (HBPS), who introduced cutting-edge simulation methodologies, ensuring participants gained insights into innovative pedagogical approaches.</p> <p>Complementing these external sessions, our internal faculty conducted a comprehensive FDP comprising seven modules tailored to their specialized domains—Finance, Marketing, HR, and Operations.</p> <p>These meticulously designed sessions empowered faculty members to effectively integrate simulations into dynamic classroom teaching, thereby enriching student self-learning experiences across diverse disciplines.</p>
<p><b>Item C</b> Including student representatives in some college bodies such as the Discipline Committee and the Attendance committee to give them more exposure about decision making in the college</p>	<p>Based upon inputs received in the IQAC meeting held on 01 Oct. 2024; the college has inducted the below students into specific student facing committees viz:</p> <p>a. Discipline committee.</p> <ol style="list-style-type: none"> <li>1. Arjav Dhawan (BMS), Treasurer, Student Council</li> <li>2. Nayan Dhar (BMS), General Secretary, Student Council</li> </ol> <p>b. Attendance Committee:</p> <ol style="list-style-type: none"> <li>1. Damia Sharma (BMS), Women's Secretary, Student Council</li> <li>2. Aryan Gupta (BMS), Organising Secretary, Student Council</li> </ol>
<p><b>Item D</b> Instituting an award for the Best CRs from each year (1st, 2nd and 3rd) for their contributions as CR for the entire 2 semester year.</p>	<p>From the Academic Year 2023–24, the SSCBS Student's Award Committee decided to confer the Best CR award to one student from the outgoing batch. The criterion set was that the CR should have consistently represented the class across all six semesters.</p> <p>For the batch that graduated in June 2024, the Best CR award was given to Ms. Tanusha Arora (21238) from BMS program.</p>

<p><b>Item E</b></p> <p>Committee to oversee its social media presence and ensure regular management of all its social media handles</p>	<p>Over the past few months, the college has been very active on social media; with promotions for the India Today rankings and the promotions surrounding the fact that 5 of the top 7 of the IIA graduating class of 2025 are SSCBS alumni.</p> <p>In sync with this, the college has conducted many outreach efforts including a felicitation ceremony for these 5 alumni in the college and with the hon'ble VC, University of Delhi, hosting the hon'ble Speaker of the Delhi Legislative Assembly, visiting the Lok Sabha. Additionally, the college has received a valuable amount of surrogate marketing through numerous articles in newspapers w.r.t. the 5 alumni.</p> <p>Due publicity and marketing efforts have been expended to enhance the visibility of the college.</p> <p>As per the recommendations in the previous IQAC Meeting, the college has constituted a Social Media Promotion Committee (a.k.a. Promotion Cell, SSCBS) to coordinate the marketing and outreach efforts of the college.</p>
<p><b>Item F</b></p> <p>Re-invigoration of SCOBASA (the alumni association) and conducting alumni themed events</p>	<p>a. SCOBASA</p> <p>The SSCBS Alumni Association (SCOBASA) is proud to be a bridge that connects the past with the present, fostering lifelong bonds, sharing achievements, and supporting the alma mater. SCOBASA has been conceptualized with a vision 'To cultivate a dynamic alumni network that builds genuine connections across life stages, united by our shared legacy and committed to elevating our institution's reputation' and was formally registered on 17th December, 2024.</p> <p>SCOBASA is working with a mission to create meaningful opportunities for alumni engagement, support holistic student development through diverse initiatives, and strengthen our college's brand through authentic connections and lasting collaborations.</p> <p>SCOBASA has connected college students and societies with alumni in various industries as per the requirements for various events. By offering time, expertise and support to enhance student experience, the alumni are contributing to their growth and inspiring future business leaders.</p> <p>b. Alumni Events:</p> <p>i. Organised by SCOBASA:</p>

	<p>SCOBASA held The Alumni Conclave on 20th December, 2024 which was attended by over 100 alumni from across batches and geographies.</p> <p>ii. Organised by the college: The college organized the ‘Alumni Felicitation and Communion 2025’ on 13th April 2025 in ‘Akash Ganga’ the college auditorium. The college felicitated 34 distinguished alumni (14 joined in-person) who have attained senior leadership positions (CXOs) in their corporate journeys.</p> <p>A commemorative diary featuring the profiles of these distinguished alumni was also released. In addition to the CXOs, 32 alumni from various batches joined the gathering, making it a meaningful opportunity to reconnect and celebrate the vibrant alumni community.</p>
<p><b>Item G</b> Update on International Conference on Marketing that is being organised by MSP in Apr. 2025</p>	<p>In Nov. 2024 the college was approached through Prof. Kavita Sharma, Treasurer-GB in her capacity as India head of an international, London based organisation, MSP Research to explore the possibility of jointly organising an international workshop on sustainability.</p> <p>The college acquiesced and nominated a committee that worked over a 4 month+ period.</p> <p>Unfortunately, on 28 March, 2025 it was decided to withdraw SSCBS involvement with this conference.</p>
<p><b>Item H</b> Positive contributions being made by the CDC (the SSCBS Placement Cell) in making the students more career ready</p>	<p>a. Preparatory Support</p> <ol style="list-style-type: none"> <li>1. Project Prep-for-Success: The program connects students with senior peers in college who serve as mentors during their final year. These mentors offer guidance, share experiences, and help students prepare for placement interviews, making the transition to professional life smoother and more confident. It’s a supportive way to navigate challenges with insights from those who’ve been through it before.</li> <li>2. Comprehensive Interview Document (CID): The document compiles all the questions that companies have asked students during placement and internship interviews. It serves as a valuable resource, helping others prepare effectively by providing insights into common interview topics and expectations. With this collection, students can familiarize themselves with real interview scenarios and approach their placements with greater confidence.</li> <li>3. Sessions: These sessions focus on placement-related topics like resume building, mock interviews, and essential job preparation strategies. They offer practical insights, helping students refine</li> </ol>

resumes, sharpen interview skills, and gain confidence, ensuring they are well-prepared to make a strong impression on recruiters.

**b. Workshops and Sessions**

Total Sessions Conducted: 35+

These sessions provide comprehensive support for students preparing for placements, covering key aspects such as alumni connections, resume building, mock interviews, and insights into the hiring process. Students gain exposure to case studies, guesstimates, and commonly asked HR questions, helping them develop structured problem-solving and interview strategies. With expert guidance and interactive discussions, these sessions equip students with the knowledge and confidence needed to navigate recruitment challenges effectively and make a strong impression on potential employers.

**c. Betterment of SI Evaluation**

1. NDA Policy: To ensure authenticity, the Non-Disclosure Agreement (NDA) has to be shared with the CDC within the first week of the internship. It must be a comprehensive document spanning 3-4 pages, covering all relevant details, including confidentiality clauses, responsibilities, permitted disclosures, and the scope of proprietary information. This ensures clarity for both parties while safeguarding sensitive information throughout the internship.

2. Enhanced Execution: This time the CDC has provided both the internship reports and authenticated resumes so that faculty members can ask students to defend what is written w.r.t. the summer internship. If students fail to do so convincingly, the CDC will take action upto removing the specific portion from the CV for unplaced students and taking disciplinary action for already placed students.

To make the evaluation more effective, the CDC aims to complete the SI evaluation process by September each year. This is important to avoid undue delays since Sept-Nov is a crucial period for placement activities and cannot be disturbed.

**Annexure 2: Updates from Previous Action Report 26 Apr 2024**

*Presented first in the IQAC Meeting held on 01 Oct. 2024*

Extract:

Resolution	Action
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**Item B**

Workshops, Capability Buildings, Personality Development sessions should be expanded

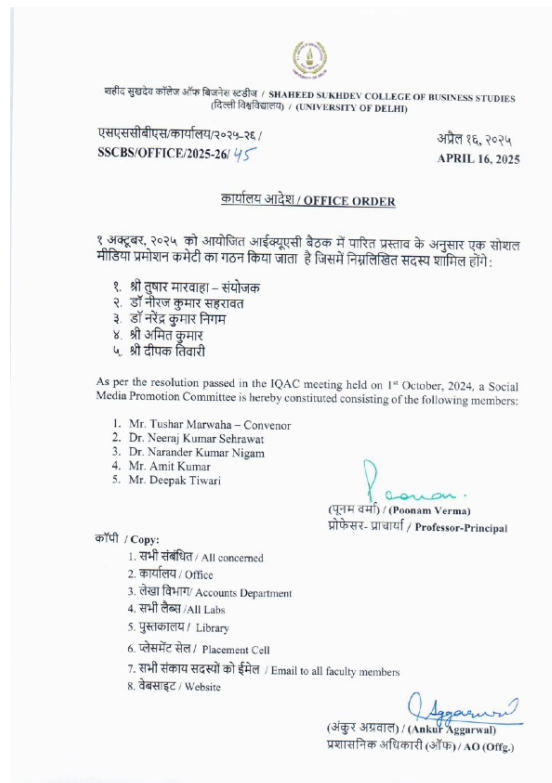
The college has conducted many more such sessions to help the students.  
Details of relevant updates have been given in the Action Taken Report of 01 Oct. 2024

**Item C**

Summer Internships Improvement

Implemented from the 2024-25 internship season.

**Annexure 3: Office order for Social Media Promotion Committee.**



The IQAC coordinator summarised at the end and the meeting ended with thanks to all present.

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