

**Agenda: Open Book Examination and Academic Activities for the upcoming semester**

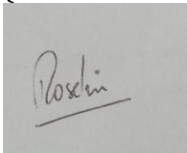
**Minutes:**

- The Department of Political Science met on 28<sup>th</sup> July 2020 to discuss the open book examination and academic activities for the upcoming semester.
- The faculty members were asked to give their suggestions regarding the academic activities to be pursued in the semester keeping in mind that it will be in online mode.
- It was decided that the sessions of the following societies - knowledge club, sambal and cinemates would be organized online.
- During the meeting it was discussed that polimates union of the department would be finalized very soon so that the academic activities could be conducted smoothly.
- In the meeting it was discussed that teachers should stress upon the students that they must go through all the instructions send to them for OBE to avoid last minute confusion.

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. Ms. Poonam Sharma
3. Dr. Rouble Sharma
4. Ms. Neetu Sharma
5. **Ms. Roselin Sekho (Teacher-in-Charge)**
6. Dr. Ishleen Kaur Lamba
7. Dr. Radha Kumari
8. Dr. Moitri Dey
9. Dr. Simer Preet Kaur
10. Ms. Alka Pal
11. Ms. Paromita Datta
12. Dr. Shashwati
13. Dr. Khushboo Verma
14. Ms. Swati
15. Dr. Rachna Kumari Prasad

**Teacher-in-Charge**  
(Roselin Sekho)



**The Department of Political Science met in the college on 10<sup>th</sup> August 2020.**

**Agenda: Joining and Academic Activities for the semester**

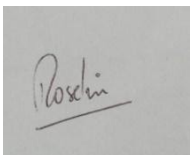
- The Department of Political Science met on 10th August 2020 for joining of the teachers and to discuss on the various activities to be initiated in the new semester.
- During the meeting it was discussed that polimates union of the department would be finalized very soon so that the academic activities could be conducted smoothly.
- In the meeting it was decided that a webinar and short-term course would be organized in the coming months.
- In the meeting, the challenges faced in the online teaching mode was discussed with emphasis on how make it more accessible to the students.
- Lastly, the teachers raised the technical difficulties faced by the students in the ongoing open book examination.

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. Ms. Poonam Sharma
3. Dr. Rouble Sharma
4. Ms. Neetu Sharma
5. **Ms. Roselin Sekho(Teacher-in-Charge)**
6. Dr. Ishleen Kaur Lamba
7. Dr. Radha Kumari
8. Dr. Moitri Dey
9. Dr. Simer Preet Kaur
10. Ms. Alka Pal
11. Ms. Paromita Datta
12. Dr. Shashwati
13. Dr. Khushboo Verma
14. Ms. Swati
15. Dr. Rachna Kumari Prasad

**Teacher-in-Charge**

(Roselin Sekho)

A square box containing a handwritten signature in cursive script that reads "Roselin".

## Department of Political Science, Meeting: 6<sup>th</sup> October, 2020

### Agenda: Admission of First Year, 2020-2021 & Discussion on upcoming short-term course

#### Minutes:

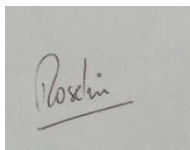
- A department meeting was held on 6<sup>th</sup> October in which the admission process for the first-year students was discussed, along with planning out the short-term course on gender.
- The logistics of the admission process were discussed and the duties for different cut-off lists were distributed amongst the faculty members.
- The set of rules and regulations by the University of Delhi pertaining to the admission process were read out and the teachers were familiarized with the admission process to be conducted in the online mode.
- The meeting also discussed the upcoming short-term course on gender studies. Discussions ensued on the different aspects of the short-term course- format, sessions and themes to be covered and how to encourage more students to enrol for the course.
- The meeting ended on the note that a written plan containing the details of the short-term course would be produced for further approval. In addition, a brief review of the online mode of classes and activities planned for the semester was also done.

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. Ms. Poonam Sharma
3. Dr. Rouble Sharma
4. Ms. Neetu Sharma
5. **Ms. Roselin Sekho (Teacher-in-Charge)**
6. Dr. Ishleen Kaur Lamba
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12. Dr. Shashwati
13. Dr. Khushboo
14. Ms. Swati
15. Dr. Rachna Kumari Prasad

#### Teacher-in-Charge

(Roselin Sekho)



## Department of Political Science, Meeting: 8<sup>th</sup> October, 2020

### Agenda: Regarding NAAC Accreditation

#### Minutes:

With reference to the notice issued by the college regarding NAAC accreditation on 7<sup>th</sup> October 2020, a virtual meeting was held by the department on 8<sup>th</sup> of October 2020.

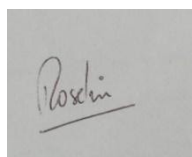
1. As per the notice, it was discussed to nominate a member from the department to coordinate with IQAC/NAAC Steering Committee and also enlist the help of former TICs in the process of documentation. In this context, Ms Paromita Datta was assigned the respective task.
2. The meeting also discussed regarding the submission of academic calendar to the IQAC. Ms Alka Pal and Dr. Rachna Prasad were assigned the task of compiling the academic calendar.
3. As per the notice, planning of conducting a short-term course for the students was also discussed.
4. The meeting also discussed the initiation of Research and Peer-Mentoring at the departmental level as directed by the IQAC.
5. It was discussed in the meeting to begin a programme of peer mentoring in the department involving third year students who will mentor their juniors.
6. Dr. Rouble Sharma volunteered for the coordination of Peer-Mentoring activity by the third-year students.
7. Dr. Shashwati was given the task of research mentoring to the third-year students.

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
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3. Dr. Rouble Sharma
4. Ms. Neetu Sharma
5. **Ms. Roselin Sekho (Teacher-in-Charge)**
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10. Ms. Alka Pal
11. Ms. Paromita Datta
12. Dr. Shashwati
13. Dr. Khushboo Verma
14. Ms. Swati
15. Dr. Rachna Kumari Prasad

#### Teacher-in-Charge

(Ms Roselin Sekho)



## Department of Political Science, Meeting: 18th November, 2020

### Agenda: Screening Committee Meeting

#### Minutes:

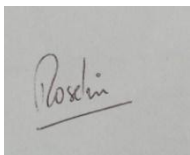
- A department meeting was held on 18<sup>th</sup> November to discuss the task of screening of the forms for permanent recruitments in University of Delhi.
- The department decided to forms three groups, among who, the forms were divided. Sharing of information on the rue of screening and the date for the meeting with the central screening committee was also decided upon.
- In addition to the said agenda, the meeting also reviewed the short-term course on gender studies organised by the department in collaboration with the IQAC. The said course was completed on the 12<sup>th</sup> of November, and the feedback from the students was overwhelming.
- The meeting discussed the experiences and feedback shared by the student-participants in the short-term course and concluded by a decision to work further in the direction of offering such interesting certificate courses to the students of the college.

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
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4. Ms. Neetu Sharma
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14. Ms. Swati
15. Dr. Rachna Kumari Prasad

#### Teacher-in-Charge

(Roselin Sekho)



## Department of Political Science, Meeting: 9<sup>th</sup> December, 2020

### Agenda: Department meeting & joining of Ad-hoc teachers

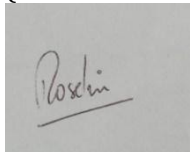
#### Minutes:

- A meeting was held on 9<sup>th</sup> December for the joining of the ad-hoc teachers of the department. All the ad-hoc teachers of the department submitted their joining letters, duly signed and forwarded by the teacher-in-charge.
- The department also discussed the onset of the academic semester for the first-year students, the semester pattern and class schedule for the same.
- The meeting reviewed the progress of the ongoing IQAC-directed projects within the department like research mentoring and peer mentoring

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. Ms. Poonam Sharma
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4. Ms. Neetu Sharma
5. **Ms. Roselin Sekho (Teacher-in-Charge)**
6. Dr. Ishleen Kaur Lamba
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8. Dr. Moitri Dey
9. Dr. Simer Preet Kaur
10. Ms. Alka Pal
11. Ms. Paromita Datta
12. Dr. Shashwati
13. Dr. Khushboo Verma
14. Ms. Swati
15. Dr. Rachna Kumari Prasad

**Teacher-in-Charge**  
(Roselin Sekho)



## **Department of Political Science, Meeting: 31st December, 2020**

### **Agenda: Department meeting for the upcoming semester**

#### **Minutes:**

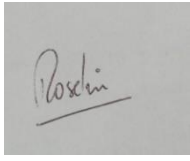
- A meeting of the department was held on 31<sup>st</sup> December to plan the academic activities for the upcoming semester in January 2021.
- The faculty members prepared a tentative list of the academic activities to be organized in the forthcoming semester. The various societies within the department like the Cinemates, the Sambal group and the Knowledge Group were asked to submit a draft of the different activities to be undertaken in the coming days.
- The department also had a discussion on the probable theme of the forthcoming issue of the e-journal, that will be published this semester.
- The various academic tasks within the department were divided amongst the faculty members, and issue of student coordinators for the same was also discussed.

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. Ms. Poonam Sharma
3. Dr. Rouble Sharma
4. Ms. Neetu Sharma
5. **Ms. Roselin Sekho (Teacher-in-Charge)**
6. Dr. Ishleen Kaur Lamba
7. Dr. Radha Kumari
8. Dr. Moitri Dey
9. Dr. Simer Preet Kaur
10. Ms. Alka Pal
11. Ms. Paromita Datta
12. Dr. Shashwati
13. Dr. Khushboo Verma
14. Ms. Swati
15. Dr. Rachna Kumari Prasad

**Teacher-in-Charge**

(Roselin Sekho)

A square image showing a handwritten signature in cursive script that reads "Roselin". The signature is written in dark ink on a light-colored background.



## **The Department of Political Science met on 18<sup>th</sup> January 2021**

### **Agenda: Academic Activities for the present semester**

#### **Minutes:**

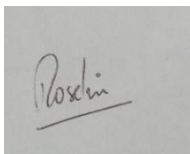
- The department met on 18<sup>th</sup> January with the agenda to decide upon the academic activities to be organized in the present semester.
- The various societies within the departments presented tentative plans for their respective activities. The Knowledge Club, Sambal, Cinemates and e-journal group shared the details of these activities with the department.
- The faculty members also discussed at lengths about the various ways in which the involvement of the first-year students could be increased in various academic activities
- It was decided during the meeting that a career counselling session which would focus on research and analytical skills would be organised for the students.
- Also, an inter-departmental fest would be organised on theme "Art & Democracy."

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. Ms. Poonam Sharma
3. Dr. Rouble Sharma
4. Ms. Neetu Sharma
5. **Ms. Roselin Sekho (Teacher-in-Charge)**
6. Dr. Ishleen Kaur Lamba
7. Dr. Radha Kumari
8. Dr. Moitri Dey
9. Dr. Simer Preet Kaur
10. Ms. Alka Pal
11. Ms. Paromita Datta
12. Dr. Shashwati
13. Dr. Khushboo Verma
14. Ms. Swati
15. Dr. Rachna Kumari Prasad

#### **Teacher-in-Charge**

(Roselin Sekho)



## **The Department of Political Science met on 28<sup>th</sup> January 2021**

### **Agenda: NAAC**

#### **Minutes:**

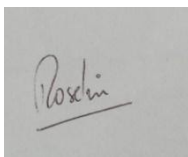
- The Department of Political Science met on 28<sup>th</sup> January 2021 regarding submissions to be made for NAAC.
- It was decided that the updated data pool of the faculty members, related to their qualification and academic achievements would be prepared. All the faculty members were asked to fill up the requisite forms for the same within the stipulated time period, along with the required proofs.
- Different projects to be undertaken from the point of view of NAAC were discussed. Most of these activities like research mentoring and peer mentoring had already been started in the previous semester. A review of these projects from the past semester was done, in order to factor in the improvements in the current semester.
- Academic tasks related to NAAC were divided among the faculty members; fresh coordinators for these tasks were appointed for this semester.
- Teacher coordinators for various events & department societies were asked to upload report along with photographs, e-poster in the department drive provided by the IQAC.

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. Ms. Poonam Sharma
3. Dr. Rouble Sharma
4. Ms. Neetu Sharma
5. **Ms. Roselin Sekho (Teacher-in-Charge)**
6. Dr. Ishleen Kaur Lamba
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13. Dr. Khushboo Verma
14. Ms. Swati
15. Dr. Rachna Kumari Prasad

#### **Teacher-in-Charge**

(Roselin Sekho)



## **The Department of Political Science held meeting on 1<sup>st</sup> February 2021**

### **Agenda: Online classes from the college and academic activities**

#### **Minutes:**

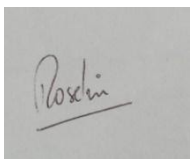
- The department met on 1<sup>st</sup> February with the agenda to roll out the plan for taking online classes from the college premises as per the latest directive the University of Delhi.
- The meeting decided to assign days among teachers to enable online teaching on a rotational basis.
- The details for the career counselling were shared with faculty members during the meeting. The resource person and date for the event was finalised.
- Also, the details for inter-department competition were finalised.

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. Ms. Poonam Sharma
3. Dr. Rouble Sharma
4. Ms. Neetu Sharma
- 5. Ms. Roselin Sekho (Teacher-in-Charge)**
6. Dr. Ishleen Kaur Lamba
7. Dr. Radha Kumari
8. Dr. Moitri Dey
9. Dr. Simer Preet Kaur
10. Ms. Alka Pal
11. Ms. Paromita Datta
12. Dr. Shashwati
13. Dr. Khushboo Verma
14. Ms. Swati
15. Dr. Rachna Kumari Prasad

#### **Teacher-in-Charge**

(Roselin Sekho)

A square box containing a handwritten signature in cursive script that reads "Roselin".

## **The Department of Political Science met in the college on 19<sup>th</sup> February 2021**

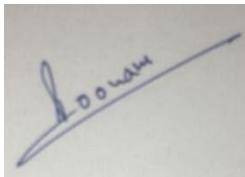
- **Agenda: Online Classes and upcoming academic activities**
- A meeting was called upon to discuss the continuation of the online classes to be taken from college premises as per the latest guidelines of the University of Delhi.
- Upcoming academic activities to be conducted for the current semester was also discussed.
- It was decided that an online interactive session for the students would be organized in the last week of February on the theme “Art and Democracy”.

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. **Ms. Poonam Sharma (Teacher-in-Charge, acting)**
3. Ms. Neetu Sharma
4. Dr. Ishleen Kaur Lamba
5. Dr. Radha Kumari
6. Dr. Moitri Dey
7. Dr. Simer Preet Kaur
8. Ms. Alka Pal
9. Ms. Paromita Datta
10. Dr. Shashwati
11. Dr. Khushboo Verma
12. Ms. Swati
13. Dr. Rachna Kumari Prasad

### **Teacher-in-Charge(Acting)**

Ms. Poonam Sharma



## **The Department of Political Science met on 26<sup>th</sup> February 2021**

### **Agenda: Upcoming Academic Activities**

#### **Minutes:**

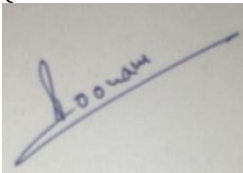
- The department met with the agenda to discuss the details of the upcoming activities to be organized in the current semester.
- Activities to be organized by Knowledge Club, Sambal and Cine-mates was also discussed.

The following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. **Ms. Poonam Sharma (Teacher-in-Charge, Acting)**
3. Dr. Rouble Sharma
4. Ms. Neetu Sharma
5. Dr. Ishleen Kaur Lamba
6. Dr. Radha Kumari
7. Dr. Moitri Dey
8. Dr. Simer Preet Kaur
9. Ms. Alka Pal
10. Ms. Paromita Datta
11. Dr. Shashwati
12. Dr. Khushboo Verma
13. Ms. Swati
14. Dr. Rachna Kumari Prasad

#### **Teacher-in-Charge (Acting)**

(Ms Poonam Sharma)

A handwritten signature in blue ink, appearing to read 'Poonam', written over a horizontal line.

## **The Department of Political Science held meeting on 15th April 2021**

### **Agenda: Examination duties and OBE for third year students**

#### **Minutes:**

- The Department of Political Science held a virtual meeting on 15<sup>th</sup> April 2021 regarding the Open Book Examination to be conducted for the final year students.
- It was also discussed in the meeting that final year students should be made familiar with the OBE guidelines in advance so as to avoid any mistakes done during the exam. Respective teachers and Exam Coordinators were asked to hold meeting with the students regarding the same.
- Faculty members were also requested to do timely evaluation of the first-year answer scripts assigned to them.
- Virtual farewell for the final year students was also discussed.

Following faculty members were present during the meeting:

1. Dr. Madhuri Sukhija
2. Ms. Poonam Sharma
3. Dr. Rouble Sharma
4. Ms. Neetu Sharma
- 5. Ms. Roselin Sekho (Teacher-in-Charge)**
6. Dr. Ishleen Kaur Lamba
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12. Dr. Shashwati
13. Dr. Khushboo Verma
14. Ms. Swati
15. Dr. Rachna Kumari Prasad

#### **Teacher-in Charge**

Roselin Sekho

