



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		DEEN DAYAL UPADHYAYA COLLEGE
Name of the head of the Institution		Professor Hem Chand Jain
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		9101120892067
Mobile no.		8368474860
Registered Email		principaldducollege@gmail.com
Alternate Email		principal@ddu.du.ac.in
Address		Deen Dayal Upadhyaya College Sector-3, Dwarka New Delhi-110078.
City/Town		Dwarka
State/UT		Delhi
Pincode		110078

<b>2. Institutional Status</b>	
Affiliated / Constituent	Constituent
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Professor Manoj Saxena
Phone no/Alternate Phone no.	9101120892067
Mobile no.	9968393104
Registered Email	iqac@ddu.du.ac.in
Alternate Email	msaxena@ddu.du.ac.in

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="https://ddu.collegedu.ac.in/Viewtopics.aspx?MenuId=pmgsnIcVwUXXOLimWPqeUO==">https://ddu.collegedu.ac.in/Viewtopics.aspx?MenuId=pmgsnIcVwUXXOLimWPqeUO==</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="https://ddu.collegedu.ac.in/Viewtopics.aspx?MenuId=pmgsnIcVwUXXOLimWPqeUO==">https://ddu.collegedu.ac.in/Viewtopics.aspx?MenuId=pmgsnIcVwUXXOLimWPqeUO==</a>

**5. Accrediation Details**

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B+	2.63	2014	05-May-2014	04-May-2019

<b>6. Date of Establishment of IQAC</b>	18-Nov-2013
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**7. Internal Quality Assurance System**

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Faculty Training Program	03-Aug-2020	547

on Pedagogical Training....	8	
Behavioral Science Workshop .to strengthen the Counselling services and students mentoring strategies	27-Feb-2020 3	60
Behavioral Science Workshop .to strengthen the Counselling services and students mentoring strategies	20-Feb-2020 3	60
Behavioral Science Workshop .to strengthen the Counselling services and students mentoring strategies	13-Feb-2020 3	60
Behavioral Science Workshop .to strengthen the Counselling services and students mentoring strategies	07-Feb-2020 3	60
Behavioral Science Workshop .to strengthen the Counselling services and students mentoring strategies	06-Feb-2020 3	60
Training Program for School Students on HTML, CSS and Java Script For Class XI and XII Students of Government Co-Ed Senior Secondary School, Baprola, New Delhi	01-Jan-2020 15	60
Three Days Intensive Hands on Training Workshop for Laboratory Staff Members on Information Communication Technology (ICT) Tools and MS Office	09-Oct-2019 8	64
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Subject Expert Committee Meeting on Chemical Sciences under	Department of Science and Technology	2019 3	1050000

Women Scientist SchemeA held during December 1921, 2019			
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

Introduction of 100 Hours Add on Course on FINANCIAL MODELING COURSE BY BSE INSTITUTE LTD. And second edition of 100 Hours Course on Online Retailing: An Industry Orientation to Undergraduate Students

Strengthening Training Programs for Teaching and Non-Teaching Staff Members: National FDP on MOOCs and E-Content Development jointly with CEC and SWAYAM from July 13-17, 2019. Three Days Intensive Hands on Training Workshop for Laboratory Staff Members on Information Communication Technology (ICT) Tools and MS Office during October 09-11, 2019

Behavioral Science Workshop was organized under the aegis of IQAC during February 2020 to strengthen the Counselling services and students mentoring strategies.

For the first time the college celebrated Constitution day in November 2019 in which more than 950 students of the college participated. It was decided to celebrate every year. UGC issued a set of guidelines in the form of a booklet - A Guide to Student Induction Programme (SIP). Our institution took the initiative to implement the Student Induction Program as mandated by UGC, MHRD Government of India from the very same year.

Under the aegis of IQAC, the college has been recognized as network institute of IIRS outreach network for Conducting IIRS Outreach Programme of ISRO.

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achievements/Outcomes
MoUs with Institution of National/international Repute	Under the aegis of IQAC, the college has been recognized as network institute of IIRS outreach network for Conducting IIRS Outreach Programme of ISRO. IQAC in collaboration with KTHM College, Nashik in Maharashtra organized National One Week Online Faculty Training Program (FTP) on "Pedagogical Training for Effective Online Teaching and Learning" from 3rd August to 10th August, 2020
Introduction of Behavioural Science Workshop	Behavioral Science Workshops were organized under the aegis of IQAC on Feb 06, 07, 13, 20 and 27, 2020 to strengthen the Counselling services and students mentoring strategies. In all approx. 300 students were benefitted.
Structured feedback on syllabus & institution from a) Students b) Employee c) parents d) Alumni	Feedback was taken from stakeholders and outcome, action taken were uploaded on college website on IQAC homepage <a href="https://dducollegedu.ac.in/Viewtopics.aspx?MenuId=QAJ0m3JNZX1jW4M2dK0pTg==">https://dducollegedu.ac.in/Viewtopics.aspx?MenuId=QAJ0m3JNZX1jW4M2dK0pTg==</a>
Academic Calendar for 2019-2020	Calendar uploaded on AQAR webpage <a href="https://dducollegedu.ac.in/Viewtopics.aspx?MenuId=pmgsnIcVwUXXQLimWPqeUQ==">https://dducollegedu.ac.in/Viewtopics.aspx?MenuId=pmgsnIcVwUXXQLimWPqeUQ==</a>
Department wise Alumni to be strengthened and final year students shall be motivated to become life member of the College Alumnae Association	During 20192020, Alumni Association initiated Life Membership drive along with IQAC and Alumni Committee and enrolled 02 Life Members @ Rs. 1500 per member thereby accumulating a total of Rs.3000 corpus. However, 406 students of 20172020 batch have submitted the life membership forms but due to pandemic and closure of college, the same and the amount (Rs. 609000) is yet to be deposited in accounts.

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**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Staff Council Meeting	11-Nov-2021

<p><b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b></p>	<p>No</p>
<p><b>16. Whether institutional data submitted to AISHE:</b></p>	<p>Yes</p>
<p>Year of Submission</p>	<p>2020</p>
<p>Date of Submission</p>	<p>28-May-2020</p>
<p><b>17. Does the Institution have Management Information System ?</b></p>	<p>Yes</p>
<p>If yes, give a brief description and a list of modules currently operational (maximum 500 words)</p>	<p>The college is using an office automation software purchased from M/s Indocon Micro Engineers Ltd. in the year 2009. The software is being used for Students related data management which consists of admission, attendance, internal assessment, examination etc. In the beginning, the profile of each student is created in the software by giving a unique College Roll Number. Thereafter, his personal details are fed in the software provided at the time of admission through admission form and/or online admission portal of DU. Thereafter, each student is assigned the subjects as per his/her course curricula. In addition to this, details of the faculty members are also fed in the software so that they may be assigned course/subject/students to be taught by them in that year. Various reports are prepared for providing data to University of Delhi, UGC, Govt. of NCT of Delhi and other rating/accreditation agencies using this software. This software also helps in filtration of various reports based on needs from time to time. With the help of this software, the College issues various certificates viz. Bonafide Certificate, Character Certificate, Provisional/Transfer Certificate to the students. The College also prepare and issues students Identity Cards in house with the help of this Software. Faculty members are also provided with blank attendance sheets, Internal Assessment Award Sheet with the help of this software. The College has also a Webbased Internal Assessment Management</p>

Software. All data compiled in the local software is synchronized and exported to this web based software. Through which each faculty member is able to upload the attendance/Internal Assessment records himself/herself by login his/her individual accounts created in the webbased software. They can also view and print the data fed by them in the current as well as previous years for their reference and record. A link is also provided on home page of the software for display of coursewise/Subjectwise/Faculty wise/monthwise Attendance for students. Further, there is another link on home page of the software for coursewise/Subjectwise/Faculty wise Internal Assessment marks through which any student can view and take printout of the marks awarded. The automation software installed by M/s Indocon Micro Engineers (P) Ltd, in the Accounts Department is being used for Pay roll of all employees (GPF, NPS, Adhoc contractual staff) pensioners are preparing in the software. The monthly salary register, deduction statements, Income Tax calculation and yearly salary statement is printed in the software. The students fee details of first year, second year third year including examination fees also maintained in the software on regular basis. The tally software is being used to maintain all accounts of the college w.e.f. 201819. The Cash Book and Ledgers of all accounts are printed in this software. The bank reconciliation is also done in tally software. Now the Receipt Payments Statement, Income Expenditure Statement and Balance Sheet of all accounts are prepared in tally software.

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The three essential parameters of a successful undergraduate program are the curriculum design and structure, effective delivery of the curriculum and disseminating information about recent developments and inventions through seminar/conferences/symposium/workshops etc. Since our college is a constituent college of the University of Delhi, we follow the given Curriculum and the

Academic Calender as prescribed by the University for all purposes. The variable area where a college can make a difference is 'an effective curriculum delivery'. Our college makes effort towards this direction can best be categorised under two heads: Facilitation through Infrastructure and Systematic Planning. Facilitation through Infrastructure: The College takes pride in having a state-of-the-Art building (details already mentioned in AQAR 2018-2019). The advance planning by the authorities allows smooth conduct of delivery process enumerated as under: 1) The College constitutes two Staff Council Committees (ASC and ADC) to encourage academic discussions and reviews to ensure quality teaching learning process. 2) The College makes sure finalisation of workloads, appointment of faculty and upload of timetable on its website etc. well before the start of coming semester. 3) The choices for various optional subjects are taken well in advance for II- and III-year students to finalise time tables and avoid delay in teaching process. 4) The college conducts an orientation program giving basic but essential information setting the ground for an effective class room teaching. 5) The information regarding course structure, library facility etc. is provided through the Prospectus of the College uploaded on the website. During the Covid-19 Pandemic times since March 2020, according to Delhi University's notification for closure of college, physical mode of classes was suspended. As an immediate effort towards effective curriculum delivery, teachers uploaded their study material on college website for open availability to the students. The college moved to online mode of Teaching-Learning process. To facilitate this, ICT centre issued institutional email id to all faculty and all students on roll. Laptops were issued to teachers and students whoever required the same. MS Teams platform was provided by Delhi University. College organized an online workshop for all its faculty for MS Teams. Google meet, Zoom and all other platforms of online teaching were equally encouraged by the college, to ensure effective delivery of the curriculum among the students in a virtual mode. Online teaching was augmented with virtual field visits, online trainings and internships within and beyond the curriculum. Open Book Examinations (OBE) and Internal assessments were held according to Delhi University guidelines. Teachers evaluated the answer scripts issued by DU in online portal. Library e-resources were made available through remote access to ensure smooth learning by college students and faculty, when they could not come physically to the college during the lockdown period - to facilitate effective curriculum delivery.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
100 Hours Course on Online Retailing: An Industry Orientation to Undergraduate Students	Nil	27/06/2019	21	Focus on employability and entrepreneurship	Skill Development

#### 1.2 – Academic Flexibility

##### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		



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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Program	16/07/2015
BA	English Hons	16/07/2015
BCom	Hons	16/07/2015
BMS	Hons	16/07/2015
BSc	Life Science	16/07/2015
BSc	Mathematical Science	16/07/2015
BSc	Physical Science(Computer Science)	16/07/2015
BSc	Physical Science(Chemistry)	16/07/2015
BSc	Botany Hons.	16/07/2015
BSc	Chemistry Hons.	16/07/2015
BSc	Computer Science Hons.	16/07/2015
BSc	Electronics Hons.	16/07/2015
BSc	Mathematics Hons.	16/07/2015
BSc	Physics Hons.	16/07/2015
BSc	Zoology Hons.	16/07/2015

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	119	Nil

### 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
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### 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No

Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

**Feedback Obtained**

The college ensures upkeep and improvement of academic and non-academic processes with periodic feedback surveys from students. The feedback is obtained via questionnaires shared via Google forms. The feedback is then thoroughly analyzed and the results are shared with all the stakeholders via email. The feedback analysis is also uploaded in the college website IQAC Homepage (DDU Collge (dducollegedu.ac.in) for perusal. The suggestions obtained from the feedback surveys are deliberated upon in meetings of several tiers (intra/inter departments, committee, college administration) and appropriate measures are implemented as and where required. In March, 2020, feedback survey was conducted from students in II, IV and VI semesters on college roll. More than thousand students responded on various aspects viz. coverage of syllabi in class, preparation of teachers for class, communication and approach of teachers, fairness in assessment of internal evaluation, initiative of teacher on discussion of assignments, mentoring of students for development of soft skills and emotional well-being, opportunities and outcomes of courses and programs, provided by college for students to learn and grow, elucidation of competencies expected from students college initiative on internship, student exchange programs, follow-up of mentor after assigning of any tasks, illustration of concepts using suitable examples by teachers, teachers' help in identification of personal weaknesses and appropriate suggestions for overcoming them, identification of personal strengths and encouragement for self-improvement, encouragement for participating in extra-curricular activities, promotion of experiential and participative learning, development of problem-solving methodologies for enhanced learning experiences, encouragement for developing skills for enhancing employability, organizing of field visits and similar other activities. The analysis and outcome of the survey was shared among faculty of the college, discussed in Departmental meetings and Academic Development Committee meetings of the college. The survey analyses are also displayed on the college website (PowerPoint Presentation (dducollegedu.ac.in). As evident, sincere efforts are taken in soliciting suggestions from students to utilize the same in striving upon further improvement in college functioning for imparting best education and life skills to students, the prime stakeholders. The feedback was taken via google form and shared with all faculty members and also uploaded on college website on IQAC Homepage <https://dducollegedu.ac.in/ViewpagePanel.aspx?MenuIdsoSk7hs8G3oHsKnDoCi24A>. The suggestions made by the stakeholders were discussed in Departmental Meetings and appropriate action were taken as and where required.

**CRITERION II – TEACHING- LEARNING AND EVALUATION**

**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

**2.2 – Catering to Student Diversity**

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	2647	Nil	124	Nil	Nil

### 2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
124	124	2	45	13	135004
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

During 2019-2020, the departments decided that each faculty member shall maintain a mentor-mentee register and interact with the mentee on regular basis (Online/Offline mode). Behavioural Science Workshops were organized (February 06, 2020 (Thursday), February 07, 2020 (Friday), February 13, 2020 (Thursday), February 20, 2020 (Thursday) and February 27, 2020 (Thursday)) as part of the Deeksharambh-Student Induction Program. The workshop presents a conceptual, historical, anthropological, psychological, and sociological review of cultural perspectives on love and relationships : how culture affects our experience and expression of love. The evidence suggests that love is a universal emotion experienced by a majority of people, in various historical eras, and in all the world's cultures, but manifests itself in different ways because culture has an impact on people's conceptions of love and the way they feel, think, and behave in romantic relationship and limitations of relationships. Due to COVID-19 pandemic, the college was closed during March 2020 – June 2020, and physical meetings could not take place however, faculty members mentored and counselled the students through Google Meet/ MS Teams platforms. Ms. Manveen Kaur (the key resource person) is a Counselling Psychologist having certificate from Sanjivini Society for mental health. She is a certified trainer from Indian Society for Training and Development, a national level organization and non-profit organization affiliated to the International Federation of Training and Development Organizations (IFTDO) and Asian Regional Training and Development Organizations (ARTDO). She was also associated with various NGO's with International affiliations such as WWF (World Wide Fund For Nature), Rotary Club, Toastmasters International and other organizations like Galli Pathshaala.Etc

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2647	124	1 : 21

### 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
124	91	33	29	91

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies

2019	Sudhir Verma	Assistant Professor	BESTM (Building Educators for Science, Technology and Mathematics) Teacher Fellowship, TIFR, Mumbai
2019	Manoj Saxena	Professor	Selected as Mentor for National Level Summer Research Fellowship Sponsored by Indian Academy of Sciences (IAS), National Academy of Sciences, India (NASI) Indian National Science Academy (INSA)) 2018-2019
2020	Manoj Saxena	Professor	Associate Editor-in-Chief, IEEE Electron Device Society Newsletter, IEEE Electron Device Society (USA)
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## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college ensures that the schedule of Internal Assessment, Practical Examinations and final examinations is communicated to students in advance through Academic Calender to ensure enough time for preparation. Continuous evaluation is carried out throughout the semester via test, projects/presentations/assignments/quiz etc. Students are evaluated based on two components: Component A: Continuous Internal Assessment ( for subjects with practical 50 ( 25 25) out of 150 and for subjects without practical 25 out of 100) Continuous Evaluation includes marks based on Regularity of the student, Laboratory Record, Project Report, Presentations and Viva Voce. This assessment is done on weekly basis as and when the student attends the practical classes. The distribution of marks under the above categories is as per the guidelines provided for each paper by the University in each semester. Component B: End Semester External Assessment - An end semester practical examination is conducted for each paper, the schedule for which is directed by the university. An external examiner is appointed for every paper by the courses committee of the parent department of each course. A detailed guideline of the questions and

the distribution of marks is sent by the university for each paper to ensure uniformity and fairness across all colleges of the university. Faculty continuously tries to make the criteria of internal assessment as flexible as possible within the limits laid out by the University. This helps accommodating individual differences in learning and understanding capacities among students. Transparency is maintained by providing students with their evaluated answer scripts of internal examinations and assignments. Strategy adopted in light of Covid-19: As a special measure due to Covid pandemic, the university framed a special set of evaluation criteria for final year students wherein instead of the three existing components of Internal Assessment (viz. Class Tests, Tutorials, Attendance), only Internal Assignments were carried out using IT tools through e-mail, Google Classroom, Google doc etc and online submission was done within a defined time frame. For the End Semester Examinations, to maintain social distancing, safety and health of the students, the university adopted the Open Book Examinations (OBE) in a blended mode i.e. online and offline. Students were allowed to attempt examination from the place of their convenience or at their college in offline mode. Students of intermediate semester/year were graded compositely wherein 50 marks were allotted on the basis of the pattern of internal evaluation/assignment based evaluation adopted by college and the remaining 50 marks awarded on the basis of performance in previous semester/year. For the Practical Examination, university directed teachers to give assignments to the students based on the practical syllabus which the student solved and submitted through e-mail or other online teaching platforms. Viva voce, oral examinations were conducted through skype or other apps/ platforms. To facilitate the conduct of projects/ internships etc, students were provided relaxation in terms of submission and also to use secondary data based, review based or software driven projects instead of on-field experiments.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Department wise meetings were organized with IQAC to discuss the Academic Calender for 2019-2020. Committee was constituted to compile the academic, cultural and sports activities for the year 2019-2020 under the convenorship of ADC Convener. Academic Calender for the Year should be shared with all departmental colleagues, principal and the activity report should be uploaded on college website. Guidelines for preparation of Academic Calender: • At least TWO technical talks - One in Each Semester, • At least ONE Educational Trip/ Excursion Tour in an academic session, • At least ONE hands-on Workshop/Training Program in an academic session, • At least ONE National Level Seminar/Symposium/Conference in an academic session. • Seed Money can be allocated from Seminar Inter College Activity fund of respective department. • At least ONE humanitarian activity in an academic session. Departmental Alumni Meet (On Saturday) along with TechFest. The college ensures that the schedule of Internal Assessment, Practical Examinations and final examinations is communicated to students in advance through Academic Calender to ensure enough time for preparation. Continuous evaluation is carried out throughout the semester via test, projects/presentations/assignments/quiz etc. Students are well informed in advance about their internal examinations, assignment submission dates and practical examination so that they have enough time for preparation and submission. Transparency is maintained by providing students with their evaluated answer scripts of internal examinations and assignments.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://dducollegedu.ac.in/Viewtopics.aspx?MenuId=pmgsnIcVwUXXQLimWPqeUO==>

## 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://dducollegedu.ac.in/Viewtopics.aspx?MenuId=QAJ0m3JNZX1jw4M2dK0pTg==>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Interdisciplinary Projects	1095	DBT Star College Program	104	0
Major Projects	730	UGC-BSR	10	1.82
Major Projects	1095	SERB-DST	24.36	4
Major Projects	1095	SERB-DST	44.07	12
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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
A one day workshop on Alexa Lab under Industry Academia interaction in collaboration with Amazon Alexa	Department of Computer Science	25/01/2020
A one day workshop on Alexa Lab under Industry Academia interaction in collaboration with Amazon Alexa	Department of Computer Science	14/02/2020
Industry Academia Workshop on “MiddleWares, Server-Side Technologies, Creating Web Server and understanding the end-to-end Application Flow”.	Department of Computer Science	21/02/2020

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
BESTM (Building Educators for Science, Technology and Mathematics) Teacher Fellowship 2019-2020	Dr. Sudhir Verma	Homibhabha Centre for Science Education, TIFER	10/06/2019	Teacher Category - 10/06/2019 to 05/07/2019
<a href="#">View File</a>				

### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
<b>No Data Entered/Not Applicable !!!</b>					
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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

#### 3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
<b>No Data Entered/Not Applicable !!!</b>	

#### 3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Botany	4	2
International	Chemistry	5	3
International	Computer Science	5	3
International	Electronics	13	2
International	Environmental Studies	1	1
International	Management Studies	2	1
International	Mathematics	1	1
International	Physics	10	3
International	Zoology	18	2
<a href="#">View File</a>			

#### 3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	3
Botany	5

Computer Science	4
Electronics	16
Humanities	1
Management Studies	1
Operational Research	1
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	4	60	Nil	Nil
Presented papers	1	1	Nil	Nil
Resource persons	Nil	2	Nil	Nil
<a href="#">View File</a>				

### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
India Rankings 2020 (College)	15th Ranking in College Category	National Institutional	2647



Category)		Ranking Framework, Ministry of Education, Government of India	
India Today MDRA 2020 survey for Best Colleges of the Country	11th in All India Survey for Science Colleges	India Today MDRA 2020	2647
MoE Institution Innovation Council (IIC) DDUC Chapter	Single Star Rating	Institution's Innovation Council, MoE's Innovation Cell, Government of India	2647
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
School Outreach Program for Class XI and XII students of Bal Bharati Public School Dwarka on October 10-11, 2019	80	DBT Star College Program	2
School Outreach Program at Government Senior Secondary School, Bani, Himachal Pradesh from October 19-22, 2019	400	DBT Star College Program	4
Training Program for School Students on HTML, CSS and Java Script For Class XI and XII Students of Government Co-Ed Senior Secondary School, Baprola, New Delhi 110043 (DoE School Code: 1617030)	35	DBT Star College Program, Electronics	15
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
<b>No file uploaded.</b>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
155.41	90.55

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Nil
<a href="#">View File</a>	

### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIBSYS	Fully	4	2003

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	33220	8892590	962	632858	34182	9525448

Reference Books	6250	6177233	161	243728	6411	6420961
e-Books	135000	5900	Nil	Nil	135000	5900
Journals	52	104955	1	400	53	105355
e-Journals	10000	Nil	Nil	Nil	10000	Nil
Digital Database	4	Nil	Nil	Nil	4	Nil
CD & Video	908	Nil	Nil	Nil	908	Nil

[View File](#)

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Sudhir Verma	Has created 15 modules so kindly see the EXCEL file	DTH Swayam Prabha Channel 15	09/01/2020

[View File](#)

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	1260	95	1260	1260	804	20	331	100	0
Added	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>1260</b>	<b>95</b>	<b>1260</b>	<b>1260</b>	<b>804</b>	<b>20</b>	<b>331</b>	<b>100</b>	<b>0</b>

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
142.93	45.87	432.27	327.24

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Deen Dayal Upadhyaya College, University of Delhi, is spread over 7.64 acres having lush green campus situated in Sector 3, Dwarka, New Delhi. The available facilities have been further enhanced by addressing the needs of students and faculties to support research and development activities in the college campus. The physical infrastructure consists of 37 classrooms, 10 tutorial rooms, 18 laboratories, 12 lecture theaters (LT), 4 seminar halls, 4 departmental research laboratory, 1 language laboratory, 1 computer center, approximately 150 faculty cubicles for 11 departments, 2 staffroom (1 teaching 1 non-teaching), 2 museums (1 Botany 1 Zoology), 1 boys hostel, 1 girls hostel, 1 cafeteria and 1 research center with high class modern equipment and spacious library having sitting capacity of 300 students. It also has 02 multi-purpose halls, 02 examination/exhibition halls, 07 departmental library/ committee rooms, 02 sponsored research laboratories, separate common rooms for boys and girls, 01 medical room. It also has a guest house with 08 double-bedded air-conditioned rooms along with crèche facility. The classrooms, LTs and seminar halls have LCD projector, Internet connectivity, green white-boards, well finished furniture, ventilation, and luminance. All classrooms, LTs along with the whole building are air-conditioned. The seminar halls are used to conduct different academic activities such as seminars, workshops, symposium, invited talks, FDP etc. to create vivacious learning and research environment. All laboratories of the college are fully equipped with latest state-of-the-art technology, equipment as per the requirement of the curriculum. Every department has got their own computing facility with latest software to meet their own requirements of major/minor project and other research activity. Every department is provided with LCD Projectors, Laptops and Overhead projectors for computer aided teaching. Computers are loaded with requisite software as per the curriculum requirements. Necessary software are available for computer aided teaching. The college library has well stocked collection of books and journals which are heavily used by the students and teachers. There is a separate reading hall for students and faculty members. To supplement class-room teaching, the library also has access to thousands of e-journals, lakhs of e-books and many precious databases through its dedicated computing facility made available by Delhi University Library System. The library is spread across three floors with centralized air-conditioning providing spacious and ambient seating arrangement. College has a auditorium with seating capacity of approximately 300 persons, equipped with the latest audio-visual systems for organizing various cultural programs as well as other activities. The college has indoor and outdoor grounds available for various physical education and sports activities. The college has an indoor hall which is used for various indoor sports such as badminton, table tennis etc., an indoor area which is used as fitness centre having cardiovascular and strength training equipment. The college appoint part time coaches especially Archery, Baseball, Netball etc. for development of skills of students in their respective sports. The College follows GFR for procurement of equipments on the recommendation of duly constituted committees.

<https://dducollegedu.ac.in/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support	College	420	2486730

from institution	Scholarship, Fee Concession and Ward Case		
Financial Support from Other Sources			
a) National	AICTE, GIA Meritorious Award, Ghasi Ram Mittal, Sultan Chand Memorial Scholarship Endowment Fund, Sultan Chand Draupadi Devi Memorial Scholarship, Meritorious Award	93	223790
b) International	Nil	Nil	Nil
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	30

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
<b>No Data Entered/Not Applicable !!!</b>	
<a href="#">View File</a>	

### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

## 5.3 – Student Participation and Activities

### 5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						
<a href="#">View File</a>						

### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Student Council, an elected body of students, is the voice of the students. It represents students' ideas, interests, and concerns with the college administration. The purpose of the student council is to facilitate students with a plethora of opportunities to develop leadership, creativity, and important life skills by organizing and carrying out various activities like college festivals, student development programs, college trips, workshops etc. These initiatives pave a way for the growth of inherent knowledge and skills in the students along with experiencing new learnings. The student council represents the college in various inter-college events on several local and national issues. Each department has its own individual subject society. Students representatives of each year along with two faculty members discuss and look for enhancing the teaching-learning process. Each department also has an elected department council which is active in organizing technical sessions and competitions via their departmental festivals and numerous seminars. The students play an exclusive role in admissions, placements, proctorial issues, Discipline Resource Committee, College Complaint Committee, and Gender Sensitization Committee, etc. Throughout the academic year, the student council organizes various events, that is fairly popular amongst the students of the other colleges under the University of Delhi and other universities across Delhi-NCR. The annual cultural festival of the viz., -Kalrav, is a two-day event full of various competitions (both academic and cultural), Haute cuisines, fun-filled events etc. These events act as a stress buster and help to strengthen bonds among the students as a whole. There are many other

societies in the college like Kalamkar (Literary Society), Raga (Dance Society), Rapesody (Music Society), Yavnika, VOICES which enrich the students with new horizons for them to explore, further augmenting the cultural and institutional values of the college. These societies also provide a platform for the participation of students in intra-college and inter-college events.

Students actively participate in inter-college, national and international competitions and have brought accolades in the past few years. Besides cultural activities, students are also working for the welfare of the society under NSS, Eco Club, Ek Bharat Sharetra Bharat. Equal opportunity Cell, Social Responsibility Cell, Enactus etc. Such activities not only help to aid the needy, bridge the social gap and empower the underprivileged, but also make students of the college the great shapers of nation's future. Through the overall united representation and engagements, students empower each other and create a suitable environment for learning and growth. The student representatives are actively involved in academic and administrative activities such as Anti-Ragging, Eco Club, Vivekananda Study Circle, Kalamkar, finance club etc. It is also responsible for providing a variety of services to the students and raising their issues and complaints if any. It often plays a significant role in raising funds through sponsorships for college activities, social events, community projects, helping people in need, etc under NSS.

## 5.4 – Alumni Engagement

### 5.4.1 – Whether the institution has registered Alumni Association?

Yes

Alumni are an integral part of any institution. Alumni is the brand ambassador of their institution in the outside world. It is equally important for the institution to be in constant contact with its alumni and make sure that current students get benefitted by the experience of their alumni and get inspired with their achievements. The Alumni Association got launched formally on November 24th, 2001 when the first meeting cum get-together was held. Around 70 former students attended the function. The Alumni Association Executive met formally for the first time on the 29th of December 2001 in the college premises. In their inaugural meeting, they invited all the teaching staff of the college for a get together. With the initiatives of principal and its alumni, we have registered DDUC Alumni Association in 2013, having 110 alumni as life time members of DDUC alumni association other than primary members (non-voting members). During 2019-2020, Alumni Association initiated Life Membership drive along with IQAC and Alumni Committee and enrolled 02 Life Members @ Rs. 1500 per member thereby accumulating a total of Rs.3000 corpus. However, 406 students of 2017-2020 batch have submitted the life membership forms but due to pandemic and closure of college, the same and the amount (Rs. 609000) is yet to be deposited in accounts. The alumni society of the college organizes various activities and initiatives on a regular basis so as to benefit from the rich experience and knowledge of its alumni. An alumni meet is held where all the alumni's are invited for interaction and motivating their juniors. The College has started a new tradition of department wise alumni meets where every department conducts a separate alumni meet. This increases the one on one interaction and is more beneficial to the students as alumni share experiences of their respective fields. The alumni are invited to the college by every department on a regular basis as part of 'Bond Series' and other initiatives wherein they guide the students about higher education, placement possibilities in respective fields, importance of social initiatives and mentoring for various projects. The departments conduct seminars and webinars wherein alumni are invited to enhance the existing skills of students. Our alumni play an important role in providing internships and placement opportunities to the students. Many alumni have now turned entrepreneurs. They are the first source of guiding our students on their path of initiating their

own start-ups. The alumni share their journey, challenges they faced and the various steps required to become a successful person. These sessions are extremely useful for the students as they have a detailed experiential learning from their seniors. The college felicitates its distinguished alumni to strengthen their bond with the alma mater. DDUC values its alumni and looks forward to have a fostering relationship with them. Details on webpage: [https://dducollegedu.ac.in/Viewtopics.aspx?MenuIdH\\_\\_\\_\\_\\_IHgXo870UGY7n5va\\_\\_\\_\\_\\_wMA](https://dducollegedu.ac.in/Viewtopics.aspx?MenuIdH_____IHgXo870UGY7n5va_____wMA)

5.4.2 – No. of enrolled Alumni:

857

5.4.3 – Alumni contribution during the year (in Rupees) :

3000

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Association initiated Life Membership drive along with IQAC and Alumni Committee and enrolled 02 Life Members @ Rs. 1500 per member thereby accumulating a total of Rs.3000 corpus. However, 406 students of 2017-2020 batch have submitted the life membership forms but due to pandemic and closure of college, the same and the amount (Rs. 609000) is yet to be deposited in accounts.

## **CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The leadership involves all the stakeholders in formulation of the action plans especially through staff council committee. Although there are numerous examples of decentralization and participative management but the most important is providing freedom for organizing activities, preparation of Calender of activities and paper allocation in the academic departments. Case Study: Activities and Expansion Plan of the Academic Department Every department has the freedom to plan and organize its curricular and co-curricular activities. Teacher-wise paper distribution and teaching workload is discussed and prepared by the Academic Departments and is discussed in Academic Development Committee. The expansion plan of the department also originates from the concerned department through departmental meetings and is discussed in the Staff Council. Whenever a new course is to be started, for which no department exists in the college, the proposal comes to the Staff Council through Academic Development Committee. If it is recommended by the Staff Council the issue is taken to the Governing Body for approval. Only after approval of the Governing Body it is sent to the University and the Government for necessary sanctions. In this manner involvement of all teachers in making the policy is ensured and its implementation becomes hassle free. Case Study : Fees concession to needy and meritorious students To help financially weak students and provide incentives to meritorious students a Fees concession committee is constituted by the staff council. The committee frames the criterion for providing aid and award incentives in form of cash/grants for books etc, to meritorious students. The criterion for the same is circulated amongst the students through notices on college website and emails. The committee then short lists the students and their names are forwarded to the Principal for concurrence and approval. Post approval and necessary sanctions the aid/cash incentives are disbursed amongst the students.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes



## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Admission of students for academic year 2018-19 was carried out as per university guidelines against the approved intake and all Important Notices and Circulars for Admission 2019-2020 were uploaded on college website <a href="https://dducollegedu.ac.in/Viewtopics.aspx?MenuIdchMkwT4MgOvTPPbsL_____I____8Or03XJNOUSB">https://dducollegedu.ac.in/Viewtopics.aspx?MenuIdchMkwT4MgOvTPPbsL_____I____8Or03XJNOUSB</a>
Industry Interaction / Collaboration	During the academic session 2019-20, organizations like Jaro Education, KPMG Global Services, WIPRO Ltd. EY GDS, Chegg India, Vedang Consultancy, TresVista, Genpact, TravClan, Ken research, Royal Bank of Scotland, DeltaX, Infosys, FEIO, Concentrix, L T, Gartner, D.E Shaw Group visited the campus and offered final placements to 81 students. More than 50 students secured internships in leading companies. Students were also sent to various Job/Internship fairs organized at different other colleges of University of Delhi. To facilitate students, the college organized various Add-on courses workshops, seminars, career counselling and training sessions by prominent resource persons and industry professionals.
Human Resource Management	The college has Grievance Redressal Committee for non-teaching employees of the college. College also has internal complaint committee (ICC) formulated as per direction of the Govt. of India. College has Grievance Committee for redressal of grievances related to undergraduate admission. All faculty member of the college are actively involved in different committee/societies of the staff council.
Library, ICT and Physical Infrastructure / Instrumentation	The physical infrastructure consists of 37 classrooms, 10 tutorial rooms, 18 laboratories, 12 lecture theaters (LT), 4 seminar halls, 4 departmental research laboratory, 1 language laboratory, 1 computer center, approximately 150 faculty cubicles for 11 departments, 1 boys hostel, 1 girls hostel, 1 cafeteria and 1 research center with high class modern equipment and spacious library having sitting

	<p>capacity of 300 students. It also has 02 multi-purpose halls, 02 examination/exhibition halls, 07 departmental library/ committee rooms, 02 sponsored research laboratories, separate common rooms for boys and girls, 01 medical room.</p>
<p>Research and Development</p>	<p>The IQAC and College Research Committee motivates faculty members to apply for research projects which is reflected with addition of two major DST SERB projects (Prof. A. K. Singh was sanctioned Rs. 44.07 lakhs and Prof. P K Jha was sanctioned Rs. 24.36 Lakhs) and one UGC-BSR Project (Dr. Varnika Bhatia was sanctioned Rs. 10 Lakhs).</p>
<p>Examination and Evaluation</p>	<p>The college ensure that the schedule of Internal Assessment, Practical Examinations and final examinations is communicated to students in advance through Academic Calendar to ensure enough time for preparation. Continuous evaluation is carried out throughout the semester via test, projects, presentations, assignments, quiz etc. The end semester examination question paper is set by University of Delhi. The practical examination is conducted with internal and external examiner appointed by the superintendent examination.</p>
<p>Teaching and Learning</p>	<p>Every department has the freedom to plan and organize its curricular and co-curricular activities through projects, internships, field visits etc. Teacher-wise paper distribution and teaching workload is discussed and prepared by the Academic Departments and is discussed in Academic Development Committee. The expansion plan of the department also originates from the concerned department through departmental meetings and is discussed in the Staff Council. Whenever a new course is to be started, for which no department exists in the college, the proposal comes to the Staff Council through Academic Development Committee. If it is recommended by Staff Council the issue is taken to the GB for approval.</p>
<p>Curriculum Development</p>	<p>The syllabus is revised and major restructuring is done at the University/UGC Level periodically. The college follows the guidelines as set</p>

by University. Relevant and innovative suggestions for proper implementation takes place at staff council and departmental meeting following which a General Curricular Framework is designed for the college. Necessary steps are taken to ensure that the norms and guidelines recommended by the UGC/University are adhered to.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>The Office of the Principal, Administration section and Accounts section send all important information, notices, circulars etc regularly to all stakeholders. All possible efforts are made to minimize the printing of documents and maximum information is available on college website and/or communicated via email.</p>
<p>Administration</p>	<p>All Faculty members upload Internal Assessment of all students using IA Software <a href="http://1.hollywoodlogin.com/Default.aspx">http://1.hollywoodlogin.com/Default.aspx</a>. The Admin Section communicates with all stakeholders via email and/or uploading all important notices on college website through webpage: notices circulars : <a href="https://dducollegedu.ac.in/MenuList.aspx?MenuIdXbybbr94tUGVKGLHyknM9CCJjuwAh6ef">https://dducollegedu.ac.in/MenuList.aspx?MenuIdXbybbr94tUGVKGLHyknM9CCJjuwAh6ef</a>. All possible efforts are made to minimize the printing of documents and maximum information is available on college website and/or communicated via email.</p>
<p>Finance and Accounts</p>	<p>The Accounts section uses TALLY accounting Package for account book keeping, pay roll, ledger, all types of college accounts. All possible efforts are made to minimize the printing of documents and maximum information is available on college website and/or communicated via email.</p>
<p>Student Admission and Support</p>	<p>The College offers admission to 17 courses. Candidates are admitted under UR/SC/ST/OBC/EWS/KM/CW/Sports-ECA category and supernumerary seats on fulfilling the eligibility requirements required by University of Delhi. For BMS program candidates have to appear for the Entrance Exam, conducted by the University while for other courses admission is based on the merit in the qualifying examination. These admissions are done based on the Ordinances, Rules and Regulations of</p>

the University of Delhi, guidelines given in Bulletin of Information, notifications and updates posted on the Undergraduate Admissions Portal, <http://www.admission.uod.ac.in/> wherein aspirants are provided information related to application procedure, admission process and important Dates. Candidate need to apply online for both Merit Entrance based program with the help of a unique login ID they create, at the official website, [www.du.ac.in](http://www.du.ac.in) of University of Delhi, where candidate have to provide email address, mobile number, followed by personal and qualification details, followed by uploading of "self-attested and scanned" copies of their documents. In academic session 2019-2020 • The National Testing Agency(NTA), conducts DUET for BMS( earlier by FASSH), BBA, BTech, BEEd, BA MMC among others • Merit base Courses deselected by the applicant while filing form are also considered for admission. • For Boards issuing consolidated mark-sheet for class XI XII , only XII marks considered for admission. • Issue of format for resolving queries and seeking rectifications of minor errors in the form. • Increase in EWS intake by 10 in academic session 2019-20 • To minimise documentation in the Admission process migration, transfer and character certificates are not required from applicants. • Original Certificate were verified and returned to candidate, only self-attested copies kept. • Category-wise seat matrix for discipline combinations within the BA Programme course. • Only one cancellation per cut-off list. The no. of cancellation is restricted to (n-1), where n is the number of cut-off lists.

- The admission to the wards of University and College employees, both teaching and non-teaching, to the various undergraduate programmes/courses, excluding entrance based, given as-(i) one seat for every unit of up to sixty students (ii) will not exceed six(three for the teaching and three for the non-teaching employees)

Examination

As the college is contituent college of University of Delhi, therefore the college abide by the rules, regulations, policies, ordinances of

University of Delhi for examination purpose. All Notifications, Datesheets and Results are available on University of Delhi Examination website:  
<http://exam.du.ac.in/index.html>.  
 College also intimates all students about any exam related information via email and college website: [https://dducollegedu.ac.in/ViewpagePanel.aspx?MenuIDUi7i6Xw71\\_\\_\\_pSIalZnzYkKE\\_DDU\\_To2xPa7S CXsbdIYrS9hc](https://dducollegedu.ac.in/ViewpagePanel.aspx?MenuIDUi7i6Xw71___pSIalZnzYkKE_DDU_To2xPa7S CXsbdIYrS9hc)

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	National FDP on MOOCs and E-Content Development jointly with CEC and SWAYAM from July 13-17, 2019.	Nil	13/07/2019	17/07/2019	547	Nil
2019	Nil	Three Days Intensive Hands on Training Workshop for Laboratory Staff Members on Information Communication Technology	09/10/2019	11/10/2019	Nil	64

(ICT)  
Tools and  
MS Office  
during  
October  
09-11,  
2019

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
91	29	48	34

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Teaching Delhi University Teacher's Welfare Fund, Group Insurance Scheme (GIS), Children Education Allowance, Medical Reimbursement and Leave Travel Concession/Home Town Concession, Child care leave, Study Leave, Sabbatical leave, Free of cost Wi-Fi and a unique login id with password	Non teaching Non-teaching Welfare Fund, Group Insurance Scheme (GIS), Children Education Allowance, Medical Reimbursement and Leave Travel Concession/Home Town Concession, Child care leave, Free of cost Wi-Fi and a unique login id with password	Students -Student Aid Fund -SC/ST Fee Concession -Fee Concession, Career counselling and placement services, Laptops are issued to the students for whole semester on demand and requirement, Academic and financial support to attend conferences/symposium, Provision has been made for mentoring students on academic, psychological, personal issues

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal Audit. A chartered Accountant is appointed as an internal Auditor with the approval of the Governing Body and University of Delhi. Every year all the accounts, balance sheets and utilization certificates for grants received are placed with the internal auditor. The records are then verified and audited by the internal auditor. External Audit The college undergoes external audit through two agencies (i) Local Fund Accounts (LFA), Govt. of NCT of Delhi undertakes external audit of the college annually. The auditors inspect and verify all records/accounts of the college. On completion of the audit the auditors submit their report in their office, which are subsequently forwarded to the college. The audit reports are then placed before the Governing Body of

the college along with the reply on the matters/issues raised in the audit. The Governing Body deliberates on the report and the reply by the college. After approval the reply to the audit is submitted to the LFA and Directorate of higher education for considerations. (ii) Accountant General of Central Revenue (AGCR), Govt. of India also audits the College Accounts and service matters regularly after four/five years.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
<b>No Data Entered/Not Applicable !!!</b>		
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6.4.3 – Total corpus fund generated

20209106
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## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	AAA of each academic department was carried out by faculty members of other departments.
Administrative	Yes	GNCTD (LFA)	Yes	AAA of each academic department was carried out by faculty members of other departments.

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

There is no formal PTA in the college but parents interacted with Teacher during the Orientation Day organized by the college on opening of the academic session. IQAC conducts frequent surveys from students and parents and shares the outcome with faculty members and administration for maintaining the academic rigor and standard. The improvement in the public perception points in the NIRF 2020 survey (i.e. increased from 28.83 (2019) to 33.13 (2020)) clearly indicates improvement in the satisfaction level amongst people from all walks of life.

6.5.3 – Development programmes for support staff (at least three)

1. Three Days Intensive Hands-on-Training Workshop for Laboratory Staff Members on Information Communication Technology (ICT) Tools and MS Office during October 09-11, 2019. 2. 8. Monitoring of students for academic and stress related issues Hiring Psychologists for Student Mentoring - The Mentoring and Counselling Committee organised a two hour interactive session on Mentorship for all the staff members of the college in two batches, spread over two days that is on 23rd and 24th August 2018. <https://dducollegedu.ac.in/ViewpagePanel>.

aspx?MenuIdK5nzmP5UXMLYj9WLS15mKtQA7a2ZW2n6IMLKgWLRxXc . Behavioural science workshops were organized during February 2020 (i.e. 07, 07, 13, 20 and 27) by Ms. Manveen Kaur.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Introduction of Academic and Administrative Audit (AAA) 2. Introduction of Post-graduate courses: The College Governing Body has approved to introduce Post-Graduate courses (M.Sc.) in the subjects Botany, Zoology, Chemistry, Physics and Electronics [Pt. No. 16: Minutes of GB, September 19, 2018].<https://dducollegedu.ac.in/Datafiles/cms/GB20Meeting20Files/sat29sept18.pdf>  
Introduction of B.Sc. (H) Geology Course: The College Governing Body has approved starting of B.Sc. (H) Geology course [Pt. No. 11: Minutes of GB, September 03, 2019].  
<https://dducollegedu.ac.in/Datafiles/cms/GB20Meeting20Files/tue3sep19.pdf> 3. Establishment of DBT Star College Funded lab., departmental Research labs. and seminar room - Dedicated DBT Star College Lab. Has been established in 2018 which has house most of the equipments procured under the scheme. Departmental research Labs are functional for Department of Chemistry, Botany, Zoology and Computer Science with adequate infrastructure and equipments. Two conference rooms have been established with LCD projector and audio-visual equipments. 4. Special program for slow and advance learners - With an objective to impart training and development besides academic knowledge a three-day "Computer Literacy Workshop" was organised during 18th - 20th December, 2019 in association with IQAC, and Committee for Special Program for Learners of DDUC.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
<b>No Data Entered/Not Applicable !!!</b>					
No file uploaded.					

**CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**

**7.1 – Institutional Values and Social Responsibilities**

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
<b>No Data Entered/Not Applicable !!!</b>				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p><b>Solid Waste Management</b> - The college has installed a Green Waste Processor (GWR) on April 18, 2019. The machinery recycles organic rejects into solid mass and liquid compost. This compost is utilized for the green area of the campus.</p> <p><b>Liquid Waste Management</b> - Our institution has installed a 150 KLD sewage</p>



treatment plant (STP) based on Membrane BioReactor (MBR) Technology. The filtered water is used for gardening and flushing purposes. Waste Recycling System - Our college has hired the services of Jaagruti,™ Waste Paper Recycling Services for recycling of paper. Waste paper from all departments are collected by the college where the Jaagruti picks up the waste from our facility and transports it to Recycling Mills which treats the paper using environment-friendly practices. The paper thus recycled is given to various institutions for office use. Hazardous Chemicals and Radioactive Waste Management - In all science departments, hazardous chemicals are handled with utmost care under the supervision of technical assistants and faculty. Radioactive materials are not used at all in the undergraduate labs. From time to time, protocols and guidelines issued by the government are followed in the college. Solar Energy/Solar Power Plant - A grid connected SPV power plant of 150KWp capacity has been installed on the roof top. It was installed by Hero Solar Energy Pvt Ltd on 2 August 2017. The system was checked by Indraprastha Power Generation Co. Ltd (IPGCL) on 18 August 2017 without installation bidirectional meter and it is working satisfactorily. Apart from the issue of environmental concern, solar energy has also become economical as well as profitable for the esteemed institution like Deen Dayal Upadhyaya College. The Solar PV installation in on RESCO model that will do the OM of the plant for 25 years. The expected annual energy generation of power plant is 197060 with system size 150 KWp. Purchaser pay for solar power at the rate of INR 5.10/KWh for every year. The purchase price of system for year 2017 is ? 102124000

#### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	23
Provision for lift	Yes	23
Ramp/Rails	Yes	23
Braille Software/facilities	Yes	23
Rest Rooms	Yes	23
Scribes for examination	Yes	23

#### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
<b>No Data Entered/Not Applicable !!!</b>							
<a href="#">View File</a>							

#### 7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Professional Ethics for Teachers	18/07/2018	<a href="https://dducollegedu.ac.in/Datafiles/cms/Common20Teacher20Notices/code20of20professional20ethics20(2).pdf">https://dducollegedu.ac.in/Datafiles/cms/Common20Teacher20Notices/code20of20professional20ethics20(2).pdf</a>

## 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

## 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

DBT - 13th and 14th September 2019: A two-day field visit was organized for B.Sc. (H) Botany students for collection, identification and classification of wild plants and to train them in herbarium techniques
DBT - 11th and 12th November 2019: A training and exhibition on plant resource utilization was organized for the students of B.Sc. (H) Botany. Products from different plants, their processing techniques were learned, and different processed products and their innumerable uses were studied and collected by the students, which was later displayed in an exhibition for students of same and different discipline in the second-floor lounge of the college. Dr. Rajkumari S. Devi convened the training session and guided the students.
DBT : 17th February, 2020: Campus Bird Count and introductory lecture by Ms. Misha Bansal
DBT: 29th January, 2020: A lecture series on Green Chemistry was organised. Prof. Ram S. Mohan, Department of Chemistry, Illinois Wesleyan University, Bloomington, USA, spoke on "Better Living through Green Chemistry: An Introduction to Toxic Molecules" and "Better Living through Green Chemistry: Case Studies"
NSS : 1st - 3rd August, 2019: The volunteers of NSS, DDUC organized a rally Jal hi jeevan hai under the Jal Shakti Abhiyan at the college premises and nearby locality.
NSS : 6th and 9th September, 2019: A plantation drive was organised. The motto behind this initiative was to make our college surroundings green and create awareness about the benefits of plants.
NSS : 11th September-2nd October, 2019: Cleanliness drives were organised in the college and surrounding areas. The motto behind this was to remove plastic.
NSS : 18th January, 2020: A Climate Conclave in collaboration with Greenlco Foundation was organized. School teachers from across Delhi NCR were invited.
ECO CLUB : A 'Save Water Save Energy Campaign' in the college and the nearby societies in Dwarka was organised at the start of the session. More than 150 students have participated.
ECO CLUB : Plantation drive was conducted in the college premises by the volunteers of Eco-club.
ECO CLUB : 23 October, 2019: 'Clean Diwali Campaign' was organized. Students and residents in nearby societies were sensitized and motivated to avoid polluting crackers. About 80 students of our college took part in this drive which started from the college campus after lighting the earthen lamp of ghee.
ECO CLUB : Cleanliness Drive in the college campus and adjoining areas was frequently organised by the student volunteers between August, 2019 and February, 2020.
ECO CLUB : 23rd January 2020: An intercollege debate competition on the topic 'Environmental issues need to be included in the election manifesto of the political parties' was organized.
BOTANY : 4th October 2019: Inter-college Annual Botanical Fest - 'Delonix' was flagged off with a plantation drive in collaboration with 'Harela Foundation'.

The faculty and students planted several saplings in the college campus and in the Botanical Vertical Garden. The students also pledged to take care of the saplings and to contribute positively to the environment. Inter-college debate on environment conservation was the highlight of the festival, where participants from different colleges/institutions put forth their views. Botanical Quiz, Botanical Rangoli making, Plant specimen sketching competition also found enthusiastic participation from students of different colleges.

**BMS : 31st August, 2019:** Net Impact Delhi University organized an event at our college in collaboration with Social Responsibility Cell (SRC) society of the department. Net Impact is a not-for-profit organization for students and professionals interested in using business skills in support of various social and environmental causes. From its central office in Oakland, the organization supports over 300 autonomous volunteer-run chapters and a membership base of over 100,000. It has more than 400 chapters spread across around 40 countries with Net Impact Delhi University being one of its chapters. 33 students from various colleges across Delhi participated in the event which included the orientation of Net Impact and was followed by an activity which required the students to generate business and start-up ideas. All the participants were divided into groups of three and each group was asked to come up with a unique and realistic business model and make a presentation.

**OPERATIONAL RESEARCH : 6th November, 2019:** A plantation drive was organized in collaboration with Paramartha-Ek Prayatan, a renowned NGO working towards clean public places in and around Dwarka. The plantation drive was conducted near DPS, Matiala bus stop. Thirty students participated in this noble cause of increasing the greenery in the area and were accompanied by the members of the NGO at the plantation spot.

**ZOOLOGY : 17th February, 2020:** Campus Bird Count and introductory lecture by Ms. Misha Bansal (Coordinator for Campus Bird Count, Delhi and Project Fellow, CEDAR) was organized.

**ENGLISH : 12th February, 2020:** An educational trip to Karma Lakelands, Gurugram was organised. The tour started with 'the Village which was a miniature farm with domestic animals. Following this was an interaction with the owner Mr. Ashwini and his wife, where the couple talked about organic and sustainable environmental practices which the residents and the employees of Karma Lakelands had adopted.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

**DEEKSHARAMBH: THE STUDENT INDUCTION PROGRAMME** Objectives of the Practice : The objective of the Deeksharambh is to allow incumbent students to socialize with fellow students, senior students, Faculty understand various rules and regulations including curriculum acquire broad understanding of the curricular, co-curricular and extracurricular activities offered by the college. The Context : The college has been following the practice of conducting an orientation program and inducting the incumbents to the institution through an orientation programme every year. In 2019, this concept was formalized as DEEKSHARAMBH by the University Grants Commission. UGC issued a set of guidelines in the form of a booklet - A Guide to Student Induction Programme (SIP). Our institution took the initiative to implement the Student Induction Program as mandated by the UGC, MHRD Government of India from the very same year. The Practice : The purpose of the Induction Program is manifold. Firstly, it assists new students adjust and feel comfortable in the new environment. Secondly, it inculcates in them the ethos and culture of the institution. Thirdly, it facilitates bond building with other students and faculty members. Lastly, it helps them appreciate a sense of larger purpose and self-exploration. At the start of the induction, the incumbents learn about the

institutional policies, processes, practices, culture and values and their mentor groups are formed. Students Induction covers a number of different aspects (SAGE):

- **Socializing:** It is imperative to orient students with the institution as they are going to spend their valuable three years acquiring new skills and competencies. Such a practice enables them to embrace college life and appreciate major transitions from school life. It involves meeting other students, lectures by Eminent People. Students get a lot of valuable insights about current trends in distinct areas of life. They also get to learn about career prospects.
- **Associating:** For developing a sense of belongingness and bonding with the institution, campus walk must be arranged for the students. This ensures that students develop awareness about practices and value systems adopted by the institution.
- **Governing:** Students need to orient themselves with procedure and protocols to be followed during verbal and written communication with the college. There must be an adequate student support system in place. Students must know to whom they can address their queries and must know about maintaining decorum while visiting and staying at the institution. Rules and regulations must be well-communicated while using various facilities available in the college.
- **Experiencing:** Institution must organize Subject lectures, study skills, small-group activities, physical activity, creative and performing arts, literary activities, universal human values, etc. The main purpose of organizing experiential activities is to enable students secure a reasonable livelihood and transform them into law-abiding citizens of the country. It is important that students realize the fact that teachers act as facilitators, having the responsibility of sharing knowledge about the plethora of opportunities available in their specific domain. Induction programme enables us to bridge the expectation outcomes gap and assists students in setting up their goals for careers ahead. Evidence of Success :

Acquaintance with the Institution and the Specific Departments - Orientation programme was spread over two days, 18th July, 2019 for students of Science courses while students of B.Com. (H), B.A (P) and B.A (H) Mathematics were all invited along with their parents on 19th July, 2019, followed by orientation by the respective departments and a tour of the Labs, Library, Computer Center. Visits to Local Area - Students of first year from various courses were taken to War Memorial, India Gate and National Science Centre. One-day educational trips by departments to Bahai Temple, Waste to Wonder Park, Rashtrapati Bhavan Museum, Aravalli Biodiversity Park, Pratapgarh Farms, Surajkund Mela, Sanjay Van and Sunder Van. Sports Events - Adventure Club organized sports events- Marathon and Tug of War during September 2019 to enable inculcation of team spirit. Creative Arts and Culture: All societies organize their respective orientation cum induction programs. An orientation skit was presented by Theatre Society. Kalamkaar, organized a day trip to National Gallery of Modern Art, National Museum and Indian Habitat centre. All the departments organized their subject specific inaugural lectures, Behavioural Science Workshops and technical workshops to involve the first year students.

**Problems Encountered and Resources Required :** The most important aspect of Deeksharambh in present time has been a fact that an exercise intended to enable incumbent students taking all of them together to know their higher education institution, a familiarization drive, had to be planned. For this the Academic Development Committee planned visits to a few places of Delhi for all the students to make them comfortable in the city of their institute.

**Special Programme for Learners Objectives of the Practice:** Today's modern workplace demands employees to have soft skills along with the technical skills to become successful. Employers seek candidates who can not only perform their job proficiently but also fit into the organization's socio-cultural ecosystem. In order to adapt and adopt students need to work systematically and develop the required skill sets. In the light of the above discussion objectives of the Special Programme for Learners can be stated as:

- ? Improving IT Skills and usage of basic softwares.
- ? Improving the grammar and sentence formation. ?

Enhancing the art of public speaking and time management. The Context: In the constantly evolving workspaces of the 21st century it is imperative for the prospective employees to gear themselves with required skill sets---core competence and soft skills competence. To prepare the student for the future and enable them to hone their skills and iron out rough edges college initiated the Special Programme for Learners so that candidates can perform their jobs, to best of their abilities, once they enter the professional life and at the same time gel with the organization's culture and contribute productively to the growth of all stakeholders. To work towards these aspects we started with a series of three workshops on Enhancing communication skills in Hindi for making the students proficient with the national language. Subsequently workshop on empowering Leadership skills in students was conducted. Further a workshop on "Who is afraid of English" , to enhance communication skills in English was conducted in 2018-19. This formed the basis of the activities to be conducted in 2019-2020. The Practice: Communication, Digital Proficiency and Confidence are three major areas which can help the students to become industry ready. Proficiency in these areas boosts the self-confidence of the students and not only prepares them to face the challenges their future holds for them with strength and vigor, but also to succeed and be the change. The framework of programme is governed by three areas • Communication, • Digital Proficiency • Confidence. Communication skills include listening, speaking, writing in a manner which is clear, concise and non-offending. Communication is the plank on which rests the entire edifice of modern organizations, especially is the context of the development happening in the field of telecommunication. This is the reason why Digital Proficiency has assumed tremendous significance. Digital proficiency pertains to the ability of a person to understand how to use the digital technologies, which technologies to use, where to use the technologies and when to use them. The main purpose areas is to inculcate confidence among the students to approach professional life with enthusiasm and confidence. Confidence acts as a force multiplier improving one's decision-making ability, makes a person resilient, and improves communication and this asset grows only by constantly working and practicing on it. Evidence of Success: Evidence of the success of any initiative in an educational institution is visible through the success of its alumni in professional life and hence measuring the success on standardized parameters may not reveal the holistic picture. Yet, one needs to adopt a metric to gauge the success of the programme. Special Programme for learners committee in collaboration with NCWEB-DDUC chapter organized a three day workshop on Computer Literacy Program for NCWEB students in the month of December 2019 in which total 135 students participated. The Internal Quality Assurance Cell of Deen Dayal Upadhyaya College, Committee for Special Programme of Learners and National Academy of Science India- Delhi Chapter and MHRD-Institution Innovation Council, DDUC chapter jointly organized 15 days "Training Program for School students on HTML, CSS and Javascript" in the month of January 2020 for the students of XI and XII class students for free of cost. A hands-on training workshop "Computer Literacy Program on MS-Office Software Tool" was organized in the month of December 2020 in which 170 students participated. Two day workshop was organized on E-filing of Income Tax Returns- ITR-1 in the month December 2020 in which 83 students participated. The committee for a special programme for Learners and ICT Team of DDUUC under the aegis of IQAC of DDUC organized an online Training Program on GIMP S/W for Government School Students in the month of January 2021. Problems Encountered and Resources Required: Some of the activities which were lined up during the academic session 2019-20 unfortunately couldn't be conducted.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://ddu.collegedu.ac.in/Viewtopics.aspx?MenuId=pmqsnIcVwUXXQLimWPqeUQ==>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

DBT Star College Program The DBT Star College program emphasizes holistic improvement of science education at undergraduate level with special emphasis on critical thinking and practical training by way of providing financial support to strengthen the academic and physical infrastructure for achieving excellence in teaching and training. The contours of the practice initiative for this domain for the five participating departments include ? Invited Talks by Field Experts: The most obvious way for students to develop an aptitude for learning and research is to surround them with a culture that thrives on research and innovation. With this aim, the faculty had been consistently working towards supplementing the curriculum with expert sessions. ? Hands-On Workshops/Internships/Additional Practical by the Faculty as well as in collaboration with industry 1. Two-Week Summer Training-cum- Workshop on Fundamentals of Microbiology (Basic) 2. Latex Level-I and Level-II workshops. 3. Hands-on-Workshop on VHDL Programming and Digital Circuit Designing with implementation of FPGA with CoreEL Technologies. 4. Two days Training workshop and exhibition on 'Utilization of plant resources in human welfare'. 5. Hands-on workshop on column chromatography technique ? Academic Excursion to National Institute of Immunology, CSIR IGIB and Zebrafish facility, The National Small Industries Corporation, National Institute of Health and Family Welfare (NIHFW) etc. ? Interdisciplinary/ Intercollege Workshops with Expert Sessions ? Two days Fourth Lecture Workshop on Trans-disciplinary Areas of Research and Teaching by Shanti Swaroop Bhatnagar Awardee. ? Three days Entrepreneurship Awareness Camp. ? Two days National Level Workshop on "Women in Science: A Career in Science". ? Competitions/ Exhibitions Organised ? Prelims of IoT Challenge 2020 (4th Edition National Level Event based on Internet of Things (IoT)) ? DDUC HACKATHON 2020 ? Popularization and Promotion of Science among school students through workshops: ? Government Senior Secondary School, Bani Biar, Himachal Pradesh Bani School Innovation Camp (BaSIC IV). ? Training Program for Government School Students on HTML, CSS and Javascript for Class XI and XII. ? Qualitative Improvements due to DBT Support: ? 3 research papers got published in International Refereed Journals and 15 in conferences and workshops. ? FIRST PRIZE awarded by International Society for Microbial Ecology (ISME) ? 2 students and 1 faculty were selected for "Collaboratively Understanding Biology Education (CUBE-STEM) Workshop at HBCSE, TIFR, Mumbai. ? 4 students were guided towards their two months Summer Research Fellowship Program (Sponsored by IASc, NASI and INSA). ? In all 44 additional practical and 16 projects were conducted taking all the 5 departments together. The college has been recognised by various Government agencies in the year 2019-2020 as given below and a major credit goes to the activities organized under DBT Star College Program • 7th Rank in Delhi (Science Colleges) and 11th Rank pan India by the India Today-MDRA Best Colleges Ranking 2019 • 10th Rank in Delhi (Commerce Colleges) and 18th Rank pan India by the India Today-MDRA Best Colleges Ranking 2019 • 15th Rank in NIRF India Rankings 2020 The complete details of the activities are available on [https://dducollegedu.ac.in/Viewtopics.aspx?MenuIdOglqRo1PqJzQF5Yfpvx5Gbc\\_\\_\\_\\_20FSeIFK](https://dducollegedu.ac.in/Viewtopics.aspx?MenuIdOglqRo1PqJzQF5Yfpvx5Gbc____20FSeIFK)

Provide the weblink of the institution

<https://dducollegedu.ac.in/Viewtopics.aspx?MenuId=pmgSnIcVwUXXQLimWPqeUO==>

### 8.Future Plans of Actions for Next Academic Year

1. In view of the closure of the College due to COVID-19 Pandemic, webinars with eminent experts (National/international) will be organized. 2. Online Faculty Training Program/Workshops/Symposium shall be organized 3. IPR related activities

shall be initiated.