



Present status of the Plan of the Institution for the Year 2018-2019

IQAC Deen Dayal Upadhyaya College, Univ of Delhi <iqacdducollege@gmail.com> Tue, Dec 25, 2018 at 9:26 AM

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Dear All

Merry Christmas

On behalf of IQAC, I wish to share the present status of the Plan of the Institution for the Year 2018-2019:

- **Solid Waste Management technology to be deployed.**

*Requisite Funds approved by GB of the College.
Process Initiated and the technology shall be in place before ,March 31, 2019.*

- **Purchase of Dustbins and Repair of Toilets (as suggested in student satisfaction survey)**

*Purchased and Repair Complete by Swachh Ranking Committee members.
Subsequent repair to be looked after by Floor-wise Building Maintenance Committee.*

- Energy Audit for the whole campus from a competent authority like PCRA, WAPCOS etc. and the report to be sent to competent Authority for redressal.

First Stage of Energy Audit Complete.

Report to be presented by PCRA representatives in a seminar to be organized in January 2019.

- Department-wise Mentor-Mentee groups

Groups formed and each department to report the progress made in the AAA (Academic and Administrative) Audit.

- Procurement of Plagiarism Software and constituting DAIP and IAIP as per UGC Regulations 2018

Committees duly notified.

- Initiate Add-On-Courses jointly with Industry.

Dr. Yogieta Mehra is currently coordinating Add-On Course with BSE.

- To Set-Up IPR Cell, Innovation Cell and organize workshops.

*Innovation Cell shall organize workshops in next semester.
Students shall be motivated to participate in SIH 2019.*

- Workshops for First Year Students for enhancing Writing Skills in Hindi and English, Skill Courses in IT and Management through Committee for Special Learners

*Three Workshops in Hindi; One Workshop in Management have been organized.
Two workshops in English (Mr. Lalit and Mr. Jyotishman shall coordinate) to be organized in next semester.*

- Participation in different NIRF and other Ranking surveys.

College has participated in NIRF 2019 and India-Today MDRA 2019.

- Preparation of Calender of Activities for 2018-2019 and the same to be notified on College Website. Each department to maintain list of attendees for each activity.

Calender is available on College Website. The list of attendees activity wise to be cross-checked by Audit Committee Members during AAA.

- To Initiate Outreach Program for School Students and formal tie-ups with schools

Science Foundation under the aegis of DBT STar College Program organized School Outreach Program for Kendriya Vidyalaya -Sector 12, Dwarka Class X students. 160 students participated.

- To conduct Student Satisfaction Survey as per NAAC guidelines.

Analysis of Student Satisfaction Survey posted on IQAC homepage of College Website.

- To organize staff training workshops, programs etc.

Staff Training workshops especially in the area of IT to be organized by ICT committee in next semester.

- To study the guidelines for SSR for NAAC and give recommendations in order to improve the NAAC Score of the institution in Second Cycle for accreditation.

IQAC in its meeting held on December 12, 2018 discussed the guidelines for SSR for NAAC Second Cycle and following were recommended: (MoM available on IQAC homepage https://ddu.collegedu.ac.in/Datafiles/cms/file/Minutes%20of%20Meeting%20of%20IQAC_December%2012%202018.pdf)

For Students and Staff Members

1. Each Department shall prepare Learning Outcome (LO) and Program Outcome (PO) of each paper and the same shall be displayed on College Website before March 31, 2019.
2. During Academic and Administrative Audit (AAA) special emphasis has to be given on the meetings and outcome of the Mentor-Mentee group meetings, so as to strengthen the same.
3. Issue of Group Insurance for regular students of the college was discussed and it was resolved to use SAF funds for covering reimbursement in case of serious medical illness and/or demise of any student.
4. Each and every student as well as employee of the college should be computer savvy and should have necessary IT skills. Therefore, provision must be made for conducting ICT workshops for all staff members and all students in ICT centre of the college.

For Faculty members

1. In order to promote publication in high quality research journals by faculty members of the college, a letter of appreciation and financial reward of Rs. 10,000 (from the Research Endowment Fund) for each publication in a Scopus indexed journal be instituted as soon as possible. Modalities of the same to be finalized by the Governing Body.
2. All faculty members should update their faculty homepage before April 30 every year.

Administrative Reforms

1. Each Activity Convener should submit a detailed report, list of participants and photographs while settling the bills, within 15 days of the activity.
2. Accounts section shall intimate the tentative fund allocation of each subject society and student society to respective TICs and Convener latest by July 15 every year. The progress of the activities organized shall be reviewed at the end of the odd semester when final allocation of funds will be done alongwith any unutilized fund of any activity.
3. All the ranking agencies like NIRF, QS Ranking, India Today etc. give a lot of emphasis on the college website. In fact, they take a lot of data from the institutional website. Therefore, it is recommended that the ICT Committee of the college should get the college website reconstructed through some good professional agency replacing the existing one by April 30, 2019.

With regards

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