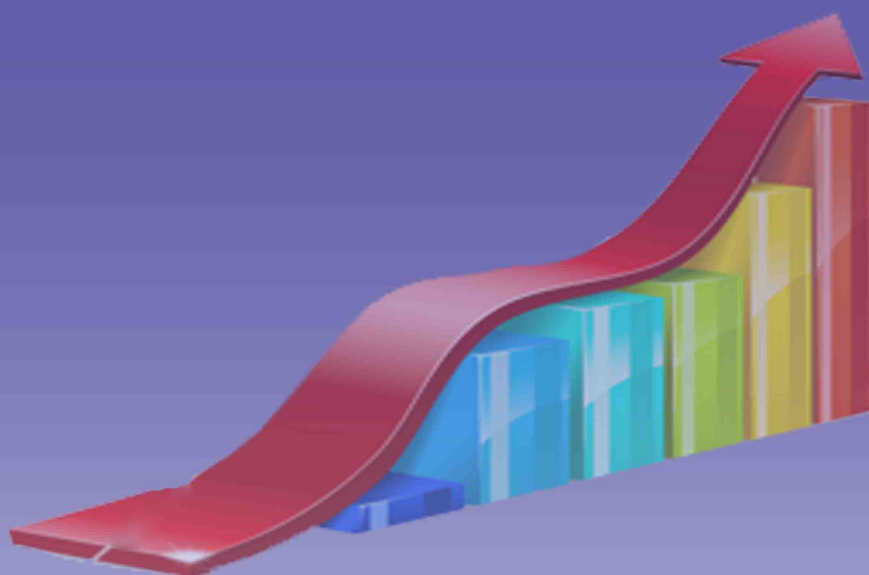
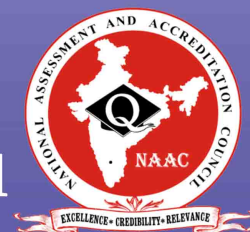




Deen Dayal Upadhyaya College (University of Delhi)

Self Study Report-January 2014

For submission to
National Assessment & Accreditation Council



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Preface

Quality, they say is a journey, not a destination. It is in pursuance of this wisdom that we have embarked upon the present endeavor of seeking NAAC Accreditation.

It needs to be said at the outset, that the endeavor of seeking the accreditation itself has brought to our consciousness several good things that we have been doing – so far without explicit documentation. It has also brought to the fore several areas and opportunities where we could try and excel. Furthermore, it has enabled us to reflect upon and institutionalize the effective practices that have till now been the preserve of the initiatives of certain individuals or departments. In short, the present report has given us an opportunity to have an outsider's look into who we are and what we do, and the writing of the report, rather than being a mere compilation of required information, has, in fact, become an exercise in introspection.

Though the report is organized as per requirements laid down by NAAC, the underlying narrative is mostly reflective. In the final analysis, in seeking accreditation, we are seeking affirmation of the culture of quality that we have sought to inculcate in our institution.

(Dr. S. K. Garg)
Principal

A. INTRODUCTION

As an administrative-legal-educational entity, we are a constituent college of the University of Delhi. The Government of National Capital Territory of Delhi established the college in the year 1990. The college receives 100% grant from the Govt. of NCT of Delhi and is recognized under 2 (f) and 12 (B) of the UGC Act. At present we operate from a building in Karampura, New Delhi, provided by the Government, by shifting a school. We cater to the students of Delhi as well as neighboring states, particularly Haryana, Uttar Pradesh, Rajasthan, Madhya Pradesh and Bihar. We offer eleven under-graduate programmes in Science, Arts, Commerce and Management streams at under-graduate level. We are poised to shift to our new address, a multistoried, partially residential campus on a plot of land measuring 7.7 acres in Dwarka by 2015-16. We believe that the substance of our introduction lies in what we are and what we aspire to become.

We envision being an academia of 'First Choice'. At whatever level of human endeavor we are involved in, we aim to transform lives that will change the world for the better.

We are and we aspire to be an abode of inclusive, future ready, value oriented and holistic education. Our logo symbolises the value of diversity and inclusion. The seven windows and the seven colors of the rainbow bring alive the various facets of life. The windows imply the diverse perspectives from which a phenomenon may be examined. While each window provides a perspective, reality indeed is seamless. And this seamlessness underlines the idea of inclusion and unity in diversity. The beauty of the idea is that while each color of the rainbow is distinct in its own right, it is all the seven colors taken together that make up the rainbow. The open book symbolises the significance of learning. The mirror reinforces the idea of inclusion. The idea of diversity shall remain incomplete if one finds oneself alienated amidst the myriad of identities. Institutions must embrace individuals as they are and provide space for the discovery, development and assertion of individual identities.

The college aims at the all-round development of the students to make them confident, self-reliant, honest and upright individuals. We have chosen for ourselves an unusual system of values articulated in the following dicta:

- Rather than forever being a go-getter, reach out and become a go-giver as well.
- Rather than forever aspiring to being a leader, try and become a good follower as well.
- Rather than forever aspiring to be a winner, learn to become a good loser as well.
- Rather than exploit the bounties of nature, utilize them like honeybee.

We have participatory management at all levels. The college functions under the general supervision and control of the Governing Body consisting of government nominees and has representatives of the University, college teachers and non-teaching staff. The decision making for day to day functioning is through the staff council.

B. EXECUTIVE SUMMARY

Criterion-I: Curricular Aspects

In our understanding, the curricular aspects of an institution's existence and functioning comprise curricula design, adoption, delivery (content planning & development and classroom transaction) reinforcement and evaluation.

Members of our faculty have been engaged in all the facets of curricula management. In the framework of Delhi University colleges, the primary authority for the design and redesign of curricula lies with the University departments and their adoption with the academic and the executive councils of the university. Our faculty members, including the Principal, have been members of the academic and executive councils, boards of research studies, departmental committees of courses as well as syllabi drafting committees.

We offer eleven under-graduate programmes in Science, Arts, Commerce and Management streams at honours level as per the curricula laid down by the University of Delhi. Under the new Four Year Under graduate Programme (FYUP) introduced by the University of Delhi, the college is running B.Tech. courses in Computer Science and Electronics and Discipline-I courses in Physics, Chemistry, Botany, Zoology, Mathematics, Economics, English, Commerce and Management Studies. Students have the option of multiple exits viz. they can exit with a Diploma after two years, a Bachelors degree after three years and an Honours/B.Tech. degree in the concerned Discipline-I after four years.

Till recently the college was running two courses in the self-financing mode viz. B.Sc. (Hons.) Computer Science and Post graduate Diploma in Computer Applications (PGDCA) but they have been replaced by a regular course namely B.Tech. (Computer Science) in the four year under graduate programme. In the last four years, we have introduced the following five new Courses :

- 1) B.A. (Hons.) Economics
- 2) Bachelor of Management Studies
- 3) B.Sc. (Hons.) Botany

- 4) B.Sc. (Hons.) Chemistry
- 5) B.Sc. (Hons.) Zoology

We also offer Add-on courses in Russian Language and Effective Communication and Personality Development through Theatre (ECPDT) which are very popular amongst students.

Criterion -II : Teaching, Learning and Evaluation

Our faculty comprises the backbone of our curriculum delivery system. The college has 76 permanent and 47 temporary (ad hoc) teachers. We are extremely circumspect in recruiting our faculty. Not only do they have requisite academic qualifications, but also research experience that allows them to bring the latest knowledge to the classroom. All the permanent teachers have undergone Orientation and Refresher training conducted by the Academic Staff Colleges of the University Grants Commission. Three of our faculty members have received “distinguished teacher” awards. Each department keeps organizing talks by experts and distinguished resource persons. The student strength is 2235 of which 1332 are male and 903 females. Further, the implementation of various quotas ensures that our classrooms are fairly diverse and inclusive. A teacher-pupil ratio of 1:18 ensures that our delivery is interactive and learner centric, where engagement is paramount. Whenever and wherever necessary, we do engage in remedial facilitation.

Apart from class room interactions, the delivery of the curricula is reinforced by learner engagement in a plethora of activities like field visits, heritage walks, Conferences/Seminars/Workshops in concerned disciplines and also on issues such as Gender Sensitization, Women Development, Environmental Awareness. In sync with our commitment to value-based education, we also organize lectures/workshops on moral & ethical values from organisations like Art of Living (like Yes+), World Peace Foundation, Gandhi Bhawan, Vivekananda Kendra etc. We also provide our students an exposure to Indian Art and Culture through Spic Macay and Yoga Camps. We have earnestly taken up the non-credit course entitled ‘Integrating Mind, Body and Heart (IMBH)’ under FYUP.

The college follows a completely transparent admission policy by printing the admission criteria in prospectus and in national newspapers as well as displaying it on the college website (www.dducollege.du.ac.in). Except for Bachelor of Management Studies, in which the admission is conducted through an Entrance Test followed by Group Discussion and Interview, admission to all other courses is based on the merit score in Class XII examination.

We follow transparent policy in matters of Attendance and Internal Assessment by displaying the relevant data on College Notice Board and the College Website.

We follow the reservation policy of Government of India in letter and spirit. The gender inclusion ratio is ensured via 2% relaxation in merit to women candidates. The needs of the physically handicapped students are taken care of through appropriate infrastructure and technology based solutions. We also take care of the needs of advanced learners through activities of Model United Nations Club, the Robotics Club and through personal guidance by the teachers. Project Presentations, Assignments and Class Tests are an integral part of our teaching process.

The class composition of Foundation Courses (FC) under FYUP is quite heterogeneous. The students from different courses study together and make projects of inter-disciplinary nature. The University of Delhi has provided Laptops to all the students of first year. Several students have created their own web pages and some of them have their own web portals. Creative thinking and scientific temper are nurtured through various activities of the Curricular and the Extra-curricular Societies. Each department organizes at least one full day academic event in each semester giving the students an exposure to advance level of knowledge and an opportunity to showcase their talent.

Criterion -III : Research, Consultancy and Extension

Eighteen teachers have been involved along with sixty students in Innovation Projects sanctioned by the University of Delhi during the last two years.

Currently, the faculty and the students are engaged in four minor and one major research project funded by the UGC. The college is making efforts for setting up a multi-disciplinary research centre with financial support from UGC in the existing building and has plans to have dedicated research centres for each department in the new building.

We do not have consultancy projects as yet. However, our efforts in extension find expression in the outreach programmes of our NSS chapter. Under the auspices of NSS, students participate actively in Civil Defence and Disaster Management programmes, election awareness campaign and creating tobacco free communities. We have in our annual itinerary a programme where we engage with the school students to create awareness amongst them about the imperatives of higher education. In the outreach programme the college works for the benefit of under-privileged children from slum colonies by adopting a colony and also for the disabled including Visually-Challenged and Spastics. The NSS unit also organizes cultural programmes and sports events for differently abled.

Criterion -IV: Infrastructure and Learning Resources

The college has adequate infrastructure with 32 lecture rooms, half of which are fitted with LCD Projectors. There are five laboratories of Physics, four of Chemistry, three of Electronics, four of Computer Science and two each of Botany and Zoology, which are all equipped with state-of-the-art equipment. It also has a Seminar Hall, two Computer Centres, and a Common Room for girls, a Canteen, Library and facility for both indoor and outdoor sports. It has spacious playground and well-maintained lawns. We have full power back up through two Generator Sets of 125 KVA & 62.5 KVA respectively. The college has provided reasonably adequate space for extra-curricular activities in the form of a multi-purpose room, separate dedicated rooms for Table Tennis and Dramatics. Specialized Coaches are invited for Sports training and Directors are hired for directing Plays and Choreography. We also have adequate number of washrooms; provision for R.O. treated drinking water and a small Medical / First-Aid room.

The Library has a rich collection of 38000 books, 534 bound volumes of Journals and 650 CDs. It has been carrying out all its routine functions through automated operations for last ten years. The Library strives to maintain an active collection that is heavily used. It conducts user Orientation Programme annually at the start of each session for its students. All the users are properly guided and assisted in locating and retrieving desired information. The Library subscribes to 49 Journals/Magazines and 23 National Dailies. Besides this the college has on campus access to approximately 44000 peer reviewed journals from 84 scholarly databases through UGC-Infonet and Delhi University Library System Network. Another 5517 e-journals and 107807 e-books are available to students and faculty remotely through the NLIST programme of INFLIBNET (UGC).

The Campus is Wi-Fi enabled. Computer and Internet facility is available to all students and faculty. A number of licensed software and customized packages are being used for teaching and management purposes. The college has made adequate provisions for maintenance of the IT infrastructure and the basic amenities in the college.

Criterion -V: Student Support and Progression

Every year a detailed Prospectus is published providing information on various facets of college life. The college takes care of the needs of all categories of students, viz. physically disabled and those from economically weaker sections. Financial assistance is provided to needy students by giving liberal fee concession and books.

The medical emergencies are attended through tie up with a nearby Nursing Home. Often counseling assistance is provided to the students on individual basis by the staff. Apart from competitive sports, morning games are organized for all the students before teaching begins for the day. The college also has a Committee against Sexual Harassment, an Anti-Ragging Committee, a registered Alumni Committee, a Career Counselling and Placement Cell. The college magazine "Reflections" is printed annually. Besides, many departments publish their own newsletter.

Criterion –VI : Governance, Leadership and Management

The governance of the college is democratic and participative. The college is governed by a Governing Body comprising of the following : ten nominees of the Government of the National Capital Territory of Delhi; two representatives of the University of Delhi; two teachers of the college and one non-teaching member as a Special Invitee. Principal is member secretary of the Governing Body. The Governing Body is vested with the powers and responsibility of governance, i.e. imparting direction, ratifying decisions and general facilitation towards the pursuit for excellence. The present task of seeking NAAC accreditation has also been undertaken at their behest. It is a testimony to the facilitative and developmental role played by the governance systems.

For the benefit of staff, there is a Provident Fund Committee having two elected nominees of the subscribers. The vibrant academic and co-curricular activities of the college are organized by the Staff Council that is chaired by the Principal. The college has a healthy culture of rotation of Teacher-in-charge-ship for each department.

All information is disseminated to the stakeholders through notices and the college website. As a welfare measure, college offers preferential admission to the wards of staff members and the members of the governing body on supernumerary seats. The accounts are audited by Internal Auditor as well as External Auditor every year. An Internal Quality Assurance Cell (IQAC) has just been constituted and has begun to function.

Criterion –VII : Innovation and Best Practices

The college has done intensive plantation over the entire campus and is also doing water harvesting for last twelve years. The New Building that is under construction has been designed in a manner to have maximum light and air naturally so as to conserve energy. There is provision of solar energy for street-lighting and water heating. For the management of e-waste, the college is following the policy of Government of NCT of Delhi.

The career counselling and placement cell of the college has been instrumental in providing for the training and placement of our students in different organizations.

The college has software for student management system, which can be accessed remotely; the teachers can upload assignments, attendance and marks of internal assessment. Also the students can see their attendance, internal assessment marks as well as download assignments from the college Web-site. Every student and staff member has been issued a User-Id and password for Login. We have started a Model United Nations Club (MUN) which has given the students an opportunity to interact with more than 200 delegates each year from different educational institutions. It has given them an exposure of how the United Nations and its other Wings function. The DDUC-MUN has become very popular and is a much awaited event in the University of Delhi.

C: PROFILE OF THE COLLEGE**1. Name and Address of the College :**

Name :	Deen Dayal Upadhyaya College	
Address :	Shivaji Marg, Karampura, New Delhi.	
City : New Delhi	Pin : 110015	State : Delhi
Website :	http://dducollege.du.ac.in	

2. For Communication :

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. S.K. Garg	Office: 011-25173401 Residence: 011-27351700	9810883366	011-25173400	principaldducollege@gmail.com
Vice Principal	Dr. Vandana Gupta	Office: 011-25458173 Ext. 12 Residence: 011-27314597	9818151889	011-25173400	vandana_66dduc@yahoo.co.in
Steering Committee Co-ordinator	Dr. Kulvinder Singh	Office: 011-25458173 Ext. 18 Residence: 011-27351586	9811998997	011-25173400	kulvinder.physics@gmail.com

3. Status of the Institution :

- i Affiliated College
- ii Constituent College
- iii Any other (specify)

√

4. Type of Institution :

a. By Gender

i. For Men

√

ii. For Women

iii. For Co-education

b. By Shift

i Regular

√

ii Day

iii Evening

5. It is a recognized minority institution?

Yes

√

No

If yes specify the minority status (Religious/linguistic/any other) and provide documentary evidence : N/A

6. Sources of funding :

i Government

√

ii Grant-in-aid

iii Self-financing

iv Any other

7. a. Date of establishment of the college: 20/08/1990

b. University to which the college is affiliated/or which governs the college (If it is a constituent college): University of Delhi

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	01-04-1995	-
ii. 12 (B)	01-04-1995	-

The Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act is enclosed.

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) : N/A

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges? :

Yes ☐ No ☒

If yes, has the College applied for availing the autonomous status?

Yes ☐ No ☒

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes ☐ No ☒

If yes, date of recognition: (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes ☐ No ☒

If yes, Name of the agency and

Date of recognition: (dd/mm/yyyy)

10. Location of the campus and area in sq. mts:

Location *	Urban
Campus area in sq. mts.	24,300 sq. mts.
Built up area in sq. mts.	3500 sq. mts.

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- **Auditorium/seminar complex :** We have an air-conditioned Seminar Room having a seating capacity of 100, fitted with Audio-visual facilities.

- **Sports facilities :**

* Playground	<input checked="" type="checkbox"/>
* Swimming pool	<input type="checkbox"/>
* Gymnasium	<input checked="" type="checkbox"/>

- **Hostel :** Hostels not available in the present building.
Both boys and girls hostel under construction in the new campus.
- **Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise) :** Not Available
- **Cafeteria :** Available
- **Health centre :** Medical Room and first-aid facility available
- **First aid, Inpatient, Outpatient, Emergency care facility, Ambulance, Health Centre staff :** Available within 1 k.m. from the college.

Qualified doctor Full time : Available on call
Qualified Nurse Full time : Available on call
- **Facilities like banking, post office, book shops :**
Banking : Available
Photostat : Available
Post office : Available within 100 meters.
- **Transport facilities to cater to the needs of students and staff :** N/A
- **Animal house :** N/A
- **Biological waste disposal :** Pits are used for horticulture waste
- **Generator or other facility for management/regulation of electricity and voltage :** Full power backup available through two Gen sets .
- **Solid waste management facility :** We segregate biodegradable and recyclable waste and dispose it off to the vans of M.C.D.
- **Waste water management :** Not available in the present campus. Water recycling plant is being constructed in the new campus.
- **Water harvesting :** Available

12. Details of programmes offered by the college**(Give data for current academic year) : 2013-14**

Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned /approved Student strength	No. of students admitted
Under-Graduate	Discipline Courses (DC 1)					
	Botany	4 years	XII	English	40	49
	Economics	4 years	XII	English	50	54
	English	4 years	XII	English	55	63
	Chemistry	4 years	XII	English	80	77
	Commerce	4 years	XII	English	120	132
	Mathematics	4 years	XII	English	80	98
	Physics	4 years	XII	English	80	87
	Zoology	4 years	XII	English	40	53
	B. Tech. Courses					
	Comp. Sc.	4 years	XII	English	60	57
	Electronics	4 years	XII	English	45	46
	Management					
	Bachelor in Management Studies (BMS)	4 years	XII	English	60	60

13. Does the college offer self-financed Programmes?

Yes

☐

No

☒

We offered two courses till 2012-13.

14. New programmes introduced in the college during the last five years if any?

Yes	√	No		Number	5
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15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.):

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Botany, Chemistry, Electronics, Physics, Zoology	√	-	-
Arts	English, Economics, History, Political Science	√	-	-
Commerce	Commerce	√	-	-
Management Studies	Management Studies	√	-	-
Mathematical Sciences	Mathematics, Computer Science, Operational Research	√	-	-

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com.)

a.	annual system	Nil
b.	semester system	11
c.	trimester system	Nil

17. Number of Programmes with

a.	Choice Based Credit System	11
b.	Inter/Multidisciplinary Approach	11
c.	Any other (specify and provide details)	

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes ☐ No ☒

19. Does the college offer UG or PG programme in Physical Education?

Yes ☐ No ☒

20. Number of teaching and non-teaching positions in the Institution :

Positions	Teaching faculty						Non-teaching staff		Technical/ Laboratory /Library Staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC/ University/ State Government	-		-		122		26		43	
Recruited	-	-	25 [#]	34 [#]	9	8	21	1	25	3
Yet to recruit	-	-	-	-	46 [@]		4		15	
Sanctioned by the Management / society or other authorized bodies	-	-	-	-	-	-	8		48	
Recruited									20 ^{\$}	3 ^{\$}
Yet to recruit							8		25	

*M-Male *F-Female

By promotion under CAS/MPS

\$ Contractual Appointments

@ Presently ad hoc appointments are made

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	24	30	6	4	64
M.Phil.	-	-	1	3	-	2	6
PG	-	-	-	1	3	2	6
Temporary teachers (ad hoc)*							
Ph.D.	-	-	-	-	7	9	16
M.Phil.	-	-	-	-	2	4	6
PG	-	-	-	-	11	14	25
Part-time teachers							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

*against vacant post and leave vacancies.

22. Number of Visiting Faculty /Guest Faculty engaged with the College.

27

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2010-11		2011-12		2012-13		2013-14	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	132	56	160	76	166	58	249	73
ST	28	-	31	1	31	3	43	12
OBC	173	86	246	106	297	105	403	132
General	628	730	691	757	603	828	620	683
Others	6	-	7	-	7	01	17	3
Total	967	872	1135	940	1104	995	1332	903
Grand Total	1839		2075		2099		2235	

24. Details on students enrollment in the college in first year during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	399	-	-	-	-
Students from other states of India	375	-	-	-	-
NRI students	-	-	-	-	-
Foreign students	2	-	-	-	-
Total	776	-	-	-	-

25. Drop-out rate in UG and PG (average of the last two batches)

UG	6.38%	PG	N/A
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26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component	Rs. 75,800/-
(b) excluding the salary component	Rs. 5,500/-

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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28. Provide Teacher-student ratio for each of the programme/course offered

Sl. No.	Subject	Number of		Teacher : Student Ratio
		Teachers	Students	
1	Botany	10	114	1 : 11.4
2	Chemistry	14	211	1 : 15.1
3	Commerce	16	403	1 : 25.1
4	Computer Science	12	200	1 : 16.6
5	Economics	2	85	1 : 42.5
6	English	5	147	1 : 29.4
7	Electronics	7	123	1 : 17.6
8	Physics	16	256	1 : 16.0
9	Mathematics	9	279	1 : 31.0
10	Management	5	144	1 : 28.8
11	Zoology	10	135	1 : 13.5

12	Hindi	3	42	1 : 14.0
13	History	1	38	1 : 38.0
Sl. No.	Subject	Number of		Teacher : Student Ratio
		Teachers	Students	
14	Political Science	1	38	1 : 38.0
15	Sanskrit	1	4	1 : 04.0
16	Operational Research	1	16	1 : 16.0

Over all Teacher : Student Ratio = 1 : 18.3

The ratio has been calculated after including guest faculty (three guests have been taken equivalent to one teacher)

29. Is the college applying for Accreditation :

Cycle 1 ☒ Cycle 2 ☐ Cycle 3 ☐ Cycle 4 ☐

Re-assessment ☐

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only) : Not Applicable

31. Number of working days during the last academic year :

32. Number of teaching days during the last academic year :

(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC) :
18/11/2013

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC. : N/A

(as Accreditation is being sought for the first time.)

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information).

The college is ranked 8th in Delhi and 36th in India for Science stream in the survey conducted by the India Today – “Nielson Best Colleges Survey” in the year 2013. It was ranked 9th in Delhi and 38th in India in the year 2012.

CRITERION I : CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

Vision:

We envision being an academia of 'First Choice'. At whatever level of human endeavor we are involved in, we aim to transform lives that will change the world for the better.

Mission:

- To create confident, dedicated honest and upright individuals who become an asset to the society.
- To provide physical and intellectual space to the students to freely express and develop their views and to help them to respond creatively to the changes in society.
- To enable students to recognize the challenges of an interdependent and competitive world and to adapt and excel in it.
- To develop professionals who are committed to their personal & professional endeavours and who have the vision, courage and dedication to initiate and manage change.

Objectives:

- To ensure effective implementation of the curriculum through latest teaching learning practices.
- To continuously enriching the overall experience and exposure of the students to the challenges of the society and the job market.
- To impart necessary skills and competencies for better employability of the students.

- To provide liberal and open environment required for free and frank expression of ideas.

We communicate our mission and vision through prospectus, website and Orientation programme.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

- Effective Curriculum Implementation Action Plans are developed by Academic Development Committee (ADC) and implementation is ensured through periodic meetings of ADC and the Departments.
- Individual teachers also announce their work plan in their classes.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

Support to faculty members is made available in the form of an enriched library, Central Computing Facility, e-books, e-journals, audiovisual aids, Laptops, and photocopying facility.

Teachers are encouraged to enhance the teaching learning process through organizing workshops, guest lectures and field trips.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

For effective curriculum delivery, soft copy of the syllabus of each course is available on individual departmental homepage and facility of uploading of assignments is available through website.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalization of the curriculum?

We have Career Counseling and Placement Cell and various subject societies which conduct regular seminars and industrial visits for interaction with industry and various research bodies.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

A number of our teachers have been involved in curriculum development committees, whenever the University has undertaken the revision of curriculum. During the last three curricula revision, more than twenty teachers have worked as members of Curriculum Development Committee and another ten have contributed to content development and preparation of study material.

There is representation of college teachers on Committee of Courses of the concerned department. Similarly in each faculty also there is representation of one teacher by seniority.

Three teachers have been elected members of the Academic Council. Principal has been a member of Academic Council as well as Executive Council and is even at present member of Academic Council.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating University)by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

So far there has been no freedom to the colleges for developing

curriculum of any course. Provision has now been made for developing curriculum for two papers in the fourth year of FYUP introduced this year. Departments will undertake the work sometime next year.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

The college ensures the achievement of stated objectives by :

- Strictly following the academic calendar of the University
- By completing the syllabus of each course in time.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

We organize various skill development courses :-

- Effective Communication and Personality Development through theatre (ECPDT). Objective of the course is to help the students overcome their shyness and stage fear.
- Certificate/Diploma Course in Russian Language

1.2.2 Does the institution offer programmes that facilitate twinning/dual degree? If 'yes', give details.

No such provision exists in the ordinances of University of Delhi.

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

- Range of Core / Elective options offered by the University and

those opted by the college

- Choice Based Credit System and range of subject options
- Courses offered in modular form
- Credit transfer and accumulation facility
- Lateral and vertical mobility within and across programmes and courses
- Enrichment courses

The college offers a lot of flexibility under the Four Year Undergraduate Programme (FYUP) introduced by the University of Delhi from Academic session 2013-14.

a. Core/Elective options : The college offers 11 core options to undergraduate students which are referred to as Discipline-I (DC-I) and are honours level courses. Out of these five are in Science Faculty, two in Mathematical Sciences, two in Arts, one in Commerce and one in Management Studies.

- The core options in Science Faculty are Physics, Chemistry, Botany, Zoology and Electronics.
- In Mathematical Science the core options are Mathematics and Computer Science.
- In Arts the College offers English and Economics as core subjects.
- The college also offers Commerce and Management Studies as core options.

b. Choice based credit system and range of subject options : In the second year of the course students have an option to choose one or two other subjects which are referred to as Discipline-II (DC-II). The college intends to offer 17 subjects as DC-II.

They also have option to choose four applied courses out of a list of 18, intended to be offered by the college. One non-credit course is also taught in each semester. This has really brought in the cafeteria approach in the curriculum.

- c. **Credit transfer and accumulation facility** : Under the concept of meta colleges initiated by the University, a student has the freedom to study some courses in other colleges with facilities of credit transfer.
- d. **Lateral and vertical mobility** : If a student opts for a single subject in DC-II, he/she becomes eligible for post-graduation in that subject also, thus providing opportunity for lateral mobility. A student has the option of multiple exits viz. with a diploma after two years, a graduation degree after three years and graduation with honours/B.Tech degree after four years.
- e. **Enrichment courses** : As per the curriculum, we offer certain enrichment courses like Foundations Courses in I & II year of the FYUP and Mass Communication & Creative Writing in III year of the existing B.A. Programme.

1.2.4 Does the institution offer self-financed programmes? If 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.

We offered two self-financed courses i.e. PGDCA and B.Sc. (Hons.) Computer Science but both have been discontinued by the University after adopting FYUP. A new course B.Tech. in Computer Science has been introduced in the regular stream.

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

Yes, the College offers an optional paper in Mass Communication in B.A. – III year which is run with guest faculty. The students go in for internship and afterwards some of them join PG in Mass Communication. Workshops on Soft skills are organized to equip the

students for better employability on a regular basis.

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?

The University of Delhi does not provide such flexibility. However, the concept of virtual class-rooms has been introduced by the University.

1.3 Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

The Universities curriculum is supplemented through co-curricular and extra-curricular activities.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

In order to enrich the curriculum, we organize training workshops and guest lectures by experts from industry. We also organize field/industrial visits for the students.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

We organize various programmes to integrate cross cutting issues in

curriculum through Gender Sensitizing Committee, Women Development Cell, ECO club, Model United Nation (MUN) Club and workshops on ICT.

1.3.4 What are the various value-added courses/ enrichment programmes offered to ensure holistic development of students?

§ Moral and ethical values

Integrating Mind Body and Heart (IMBH) a non-credit course is taught to first year students.

§ Employable and life skills

Pre-placement seminars and Art of Living Workshops (Yes+ Programme)

§ Better career options

Invited talks by subject experts

§ Community orientation

Blood Donation Camps and activities of National Service Scheme (NSS)

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

Based on the feedback and demand by the students specialized courses have been organized for the students e.g. Forensic Sciences course was run for two years. Programmes initiated by MUN and Finance Club are running successfully for the past four years.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programmes?

In order to monitor and evaluate the quality of its enrichment programmes, Course wise and Class wise report of the result is prepared by each department which is reviewed in the Departmental meetings with the Principal.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

As in the past, many teachers have worked in the curriculum development committees of the University. Four Teachers of this college have actively contributed as members of the Task Force constituted by the Vice-Chancellor, University of Delhi in developing the Four Year Under-graduate Programme (FYUP) introduced by the University this year.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?

There is no formal mechanism of collecting the feedback from the students. Each teacher takes the feedback in open house conducted at the end of each semester which is conveyed to the representative in committee of courses/ faculty, for communication to the University.

1.4.3 How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)

We have introduced following Courses/ programmes in last four years:

- B. Sc. (Hons.) Botany in 2010 now renamed as DC-I in Botany
- B. Sc. (Hons.) Chemistry in 2010 now renamed as DC-I in Chemistry
- B. Sc. (Hons.) Zoology in 2010 now renamed as DC-I in Zoology
- Bachelor of Business Studies (BBS) in 2007 now renamed as Bachelor of Management Studies (BMS)
- Honours course in Economics in 2013 referred to as DC-I in Economics

Economics and Management Studies are in big demand as these courses provide better job opportunities.

We came to the conclusion that there is a tremendous scope for honours courses as they form a strong base for higher studies and research in the concerned discipline. So, we converted the excess seats of B. Sc. General (increased due to OBC expansion and warranted additional section) into honours in Botany, Chemistry and Zoology.

CRITERION II: TEACHING - LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

Our admission process is absolutely transparent and publicized through the following measures:

- Admission process is printed in the college prospectus and also made available on college website as well as to print media.
- Cut-off percentages of each course are displayed on college website, University of Delhi's website and also published in leading daily newspapers.
- List of the cut-off percentage is displayed on college notice board during admission process.

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. (i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programmes of the Institution.

Admission is on the basis of merit of class XII marks in all courses except BMS for which University conducts entrance test followed by group discussion and Interview.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

There are 66 colleges in the University of Delhi. The cut-off % of all of them are compiled by the University and published in the Newspapers and also hosted on its website. It is not feasible to provide a

comparison with all of them. However, comparison with colleges in west/north west Delhi is given below.

Max & Min cut-off (category wise) for B. Tech. Computer Science in 2013

College	GEN		OBC		SC		ST	
	Max	Min	Max	Min	Max	Min	Max	Min
DDUC	96	94.5	95	87	93	80	85	67
Keshav Mahavidyalaya	96.5	93.2	94.5	87	92	82	90	65
Shivaji College	94	92	92	87	89	79	89	75
Kalindi College	90	90	85	83	84	70	84	50
Shyama Prasad Mukherji	88	88	85	80	82	68	81	68.7
Rajdhani College	94	92.7	90	86	88	85.5	87	85.5
Hansraj College	97	95.7	97	93	96	88	94	75

Max & Min cut-off (category wise) for B. Tech. Electronics in 2013

College	GEN		OBC		SC		ST	
	Max	Min	Max	Min	Max	Min	Max	Min
DDUC	96.0	93.0	90.0	89.0	90.0	80.0	75.0	70.0
Keshav Mahavidyalaya	94.0	93.0	92.0	88.0	90.0	80.0	88.0	68.0
Rajdhani College	97.0	90.0	96.0	85.0	94.0	75.0	92.0	70.0
Hansraj College	98.0	96.0	97.0	95.0	96.3	92.7	93.3	73.0

Max & Min cut-off (category wise) for DC-1 as Commerce in 2013

College	GEN		OBC		SC		ST	
	Max	Min	Max	Min	Max	Min	Max	Min
DDUC	95.0	93.0	91.0	75.0	85.0	72.0	72.0	57.0
Bharti College	90.0	85.5	85.0	55.0	82.0	58.0	82.0	45.0
Janki Devi Memorial College	94.0	91.0	85.0	63.0	80.0	70.0	80.0	70.0
Kalindi College	92.0	84.3	87.0	64.0	82.0	65.0	82.0	45.0
Keshav Mahavidyalaya	97.0	94.0	95.3	77.0	93.0	70.0	90.0	50.0
Rajdhani College	95.0	91.0	90.0	73.0	87.0	70.0	87.0	65.0
Shivaji College	96.0	92.3	94.0	73.0	91.0	66.0	91.0	60.0

Max & Min cut-off (category wise) for DC-1 as Economics in 2013

College	GEN		OBC		SC		ST	
	Max	Min	Max	Min	Max	Min	Max	Min
DDUC	95.0	94.0	93.0	70.0	86.0	62.0	84.0	50.0
Janki Devi Memorial College	95.0	92.0	85.0	65.0	90.0	65.0	90.0	65.0
Kalindi College	90.0	88.0	85.0	65.0	80.0	60.0	80.0	45.0
Lakshmibai College	90.0	90.0	85.0	55.0	75.0	55.0	75.0	45.0
Rajdhani College	94.0	89.0	84.0	69.0	60.0	60.0	60.0	58.0
Shivaji College	94.0	91.0	92.0	72.0	89.0	65.0	89.0	45.0
Shyama Prasad Mukherjee College	89.0	85.0	80.0	60.0	84.0	57.0	84.0	57.0

Max & Min cut-off (category wise) for DC-1 as PHYSICS in 2013

College	GEN		OBC		SC		ST	
	Max	Min	Max	Min	Max	Min	Max	Min
DDUC	94.0	90.0	88.0	86.0	82.0	63.0	70.0	50.0
Kalindi College	77.0	77.0	73.0	66.0	70.0	57.0	70.0	45.0
Keshav Mahavidyalaya	93.0	91.0	90.0	85.3	82.0	77.0	75.0	57.0
Rajdhani College	87.0	87.0	78.0	78.0	70.0	68.0	70.0	43.0
Shivaji College	88.0	88.0	86.0	82.0	83.0	71.0	83.0	69.0
Hansraj College	97.0	95.3	95.7	92.0	95.0	86.7	93.0	71.0
Kirori Mal College	95.3	92.7	93.0	92.3	89.0	79.0	81.0	62.0

Max & Min cut-off (category wise) for DC-1 as CHEMISTRY in 2013

College	GEN		OBC		SC		ST	
	Max	Min	Max	Min	Max	Min	Max	Min
DDUC	94.0	86.3	93.0	80.0	91.0	55.0	75.0	58.0
Kalindi College	92.0	83.0	91.0	74.0	89.0	60.0	89.0	45.0
Rajdhani College	85.0	84.0	82.0	78.0	80.0	60.0	80.0	40.0
Shivaji College	88.0	88.0	86.0	84.0	83.0	70.0	83.0	68.0
Hansraj College	97.0	93.0	95.0	88.3	92.0	73.0	85.0	50.0
Kirori Mal College	95.0	92.0	93.0	87.0	88.0	75.0	85.0	41.0
Ramjas College	96.0	90.0	93.0	85.3	91.0	69.0	90.0	50.0

Max & Min cut-off (category wise) for DC-1 as BOTANY in 2013

College	GEN		OBC		SC		ST	
	Max	Min	Max	Min	Max	Min	Max	Min
DDUC	88.0	77.0	82.0	71.0	82.0	65.0	72.0	60.0
Kalindi College	80.0	77.0	77.0	69.0	75.0	56.0	75.0	55.0
Shivaji College	78.0	78.0	76.0	73.0	74.0	68.0	74.0	68.0
Swami Shradhanand College	80.0	65.0	75.0	60.0	65.0	55.0	65.0	55.0
Hansraj College	92.0	86.0	90.0	74.0	88.0	66.0	85.0	60.0
Kirori Mal College	86.0	84.0	81.0	79.0	75.0	73.0	75.0	69.0
Ramjas College	86.0	81.7	81.0	71.7	79.0	62.0	79.0	55.0

Max & Min cut-off (category wise) for DC-1 as Zoology in 2013

College	GEN		OBC		SC		ST	
	Max	Min	Max	Min	Max	Min	Max	Min
DDUC	90.0	80.0	86.0	77.0	85.0	68.0	74.0	63.0
Kalindi College	80.0	80.0	77.0	69.0	75.0	58.0	75.0	55.0
Shivaji College	80.0	80.0	78.0	76.0	76.0	69.0	76.0	68.0
Swami Shradhanand College	85.0	76.0	80.0	69.0	70.0	62.0	70.0	57.0
Hansraj College	94.0	87.0	92.0	79.0	91.0	65.0	87.0	60.0
Kirori Mal College	89.0	89.0	85.0	85.0	75.0	75.0	75.0	69.0
Ramjas College	88.0	86.0	83.0	75.0	83.0	73.0	83.0	56.0

Max & Min cut-off (category wise) for DC-1 as Mathematics in 2013

College	GEN		OBC		SC		ST	
	Max	Min	Max	Min	Max	Min	Max	Min
DDUC	93.0	90.0	90.0	88.0	85.0	73.0	72.0	62.0
Kalindi College	85.0	83.0	80.0	67.0	76.0	54.0	76.0	45.0
Keshav Mahavidyalaya	93.0	91.0	89.0	82.0	85.0	67.0	70.0	45.0
Janki Devi Memorial	85.0	84.0	76.5	72.0	75.0	60.0	75.0	60.0
Rajdhani College	88.0	86.0	83.0	78.0	78.0	62.0	78.0	45.0
Shivaji College	85.0	85.0	88.0	82.0	85.0	67.0	85.0	62.0
Shyama Prasad Mukherjee College	85.0	80.0	76.5	72.0	80.0	58.0	80.0	58.0

Max & Min cut-off (category wise) for DC-1 as English in 2013

College	GEN		OBC		SC		ST	
	Max	Min	Max	Min	Max	Min	Max	Min
DDUC	89.0	83.0	87.0	64.0	81.0	65.0	81.0	57.0
Bharti College	75.0	75.0	70.0	67.0	67.0	65.0	67.0	60.0
Janki Devi Memorial College	80.0	80.0	72.0	72.0	65.0	65.0	65.0	64.0
Kalindi College	88.0	83.5	83.0	67.0	80.0	65.0	80.0	45.0
Rajdhani College	85.0	82.0	80.0	69.0	75.0	70.0	75.0	55.0
Shivaji College	91.0	85.0	89.0	71.0	86.0	71.0	86.0	58.0
Shyama Prasad Mukherjee College	80.0	80.0	72.0	70.0	75.0	67.8	75.0	63.8

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

The admission process is closely monitored through Joint Admission Committee comprising of faculty members from all departments. The Cut-off percentage for each course is decided in the Joint Admission Committee meetings. Based on the past experience, we review the admission policy and put in additional eligibility criteria wherever required. A direct outcome is the admission to B.A. (Hons.) English course which prefers students from humanities stream, as they have better aptitude for literature.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

- * SC/ST
- * OBC
- * Women
- * Differently abled

- * Economically weaker sections
- * Minority community
- * Any other

College follows the reservation policy of the Central Government with regard to admission of SC, ST, OBC, differently abled, defence personals, war widows, Kashmiri Migrants and Foreign Nationals as adopted by the University of Delhi.

In order to facilitate smooth admission of reserved category students coming from different states and background, we set up an Admission Help Desk during the admission phase.

We monitor Male/Female ratio and to have a comparable number give preferential admission to girls i.e. college offers 2% relaxation for admission to women candidates in all courses except English where normally number of women candidates is higher.

2.1.6 Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

Since, centralized registration is done by the University for each course across colleges, through a common admission form and the candidates mark all possible options, the number of applications per course is unusually high in each college. The demand ratio therefore is largely superfluous. The details are as follows:

Under-graduate Programmes (2013-14)

	Programmes	Number of applications	Number of students admitted	Demand Ratio
Discipline Courses-I				
1.	Botany	24375	49	497:1
2.	Chemistry	75314	77	990:1
3.	Commerce	86382	132	654:1

4.	Economics	93330	54	1728:1
5.	English	111320	63	1767:1
6.	Mathematics	59746	98	610:1
7.	Zoology	59746	53	1127:1
8.	Physics	51083	87	587:1
B.Tech. Courses				
9.	Electronics	43816	46	913:1
10.	Computer Science	68868	57	1208:1
Management Courses				
11.	The admission to BMS course was through centralized entrance examination conducted by Faculty of Management Studies, University of Delhi. More than 15000 candidates had appeared in the examination out of which the college admitted 60 and all colleges put together 840.			

Under-graduate Programmes (2012-13)

S.No.	Programmes	Number of applications	Number of students admitted	Demand Ratio
1.	B.A.	25379	88	288:1
2.	B.A. (H) English	24807	34	730:1
3.	B.Com (H)	28498	156	182:1
4.	B.Sc. (H) Botany	6499	30	216:1
6.	B.Sc.(H) Chemistry	19318	53	364:1
7.	B.Sc.(H) Comp.Sc.	16999	54	314:1
8.	B.Sc.(H) Electronics	14792	45	328:1
9.	B.Sc.(H) Physics	19750	71	278:1
10.	B.Sc.(H) Zoology	7513	44	170:1
11.	B.Sc. -Life Science	5884	34	173:1
12.	B.Sc.- Mathematical Sc.	10797	17	635:1
13.	B.Sc.-Physical Sc.	11661	112	104:1

14.	B.Sc. (H) Mathematics	23786	68	350:1
15.	The admission to BBS course was through centralized entrance examination conducted by Faculty of Applied Social Sciences & Humanities, University of Delhi. More than 13500 candidates had appeared in the examination out of which the college admitted 46 and all colleges put together 276.			

Under-graduate Programmes (2011-12)

For the academic session 2011-12, registration/invitation of applications from the candidates desirous of seeking admission was not permitted by the University of Delhi. Admissions were done on the basis of declared cut-off by individual college directly. Hence, demand ratio cannot be worked out.

Under-graduate Programmes (2010-11)

S.No.	Programmes	Number of applications	Number of students admitted	Demand Ratio
1.	B.A.	46294	91	508:1
2.	B.A. (H) English	28064	40	701:1
3.	B.Com (H)	33827	117	290:1
4.	B.Sc.(H) Comp.Sc.	20012	43	465:1
5.	B.Sc.(H) Electronics	17218	62	278:1
6.	B.Sc.(H) Physics	28564	65	440:1
7.	B.Sc. -Life Science	10483	39	269:1
8.	B.Sc.-Physical Sc.	14037	86	163:1
9.	B.Sc. (H) Mathematics	27622	75	368:1
10.	B.Sc. – Applied Physical Science	13210	41	322:1

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| 11. The admission to BBS course was through centralized entrance examination conducted by Faculty of Applied Social Sciences & Humanities, University of Delhi. More than 13000 candidates had appeared in the examination out of which the college admitted 46 and all colleges put together 276. |
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2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?

As per the policy of the Government, the College has reserved 3% seats for the differently abled candidates. To facilitate them ramps & toilet have been constructed for the orthopedically challenged and signages have been arranged for the visually challenged. A wheel chair is also available. Screen reading software for visually challenged apart from books in Braille, Laptops and Audio CDs of resource material have also been made available in Library as well as to individual members.

To the extent possible classes of orthopedically challenged students are organized on the ground floor. During the examination a scribe is appointed for the visually challenged, who writes for him/her. They are also granted additional time for writing the exam. These students get preference in all support schemes available in the institution.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.

For counselling the admission seekers about the various career options, admission process and admission related queries, we as a part of our social responsibility, organize Open Day sessions before the admission process begins.

A day before the beginning of the new session, a General Orientation

Programme is organized for the fresher's to acquaint them with the college culture, examination pattern, ECA, sports and other facilities. The Principal also address the gathering. Subsequently, each department organizes its departmental Orientation Programme to apprise them of the course content and scope of the programme. Through group interaction, teachers assess the students' ability and plan the teaching methodology accordingly.

Each departmental society organizes a fresher's talent search programme to identify the hidden talent and skills amongst the students. Student Activity Board comprising of the Debating Society, Dramatics Society, Dance & Music Society, Photography Club, Spic-Macay Chapter organizes extra-curricular activities throughout the year. All these clubs and societies also identify talented students and nurture them for competitive events.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?

College has tutorial system which helps in identifying the slow learners. Remedial/enrichment classes are conducted for the low achievers. For instance, a fifty hour workshop was conducted in collaboration with Lok Bharti Education Society on personality development and communication skills in February 2013. Personalized counseling is also done by individual teachers.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

We have Gender Sensitizing Committee and Women Development Cell which organize lectures, workshops and street plays/skits to sensitize staff members and students on gender related issues.

Through NSS unit the students are provided an exposure to the conditions of underprivileged, thus sensitizing them towards inclusion. Environmental Studies is a compulsory paper for all students and Eco Club supplements environmental awareness through its activities including field trips.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

The advanced learners are identified through tutorial systems and interactive periods. They are given leadership roles in group activities like Robotics Club, Model United Nations (MUN) Club and Finance (FinS) Club for addressing to their learning needs. Moreover, individual teachers and Librarian guide them for advanced resources and opportunities.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

It is difficult to identify all such students. Individual staff members remain in look out for such cases. The students are also sensitized to report such cases to the Administration. Whenever any such case comes to notice due care is taken. Counseling is done to boost their morale and financial support from Student Aid Fund is provided to those belonging to the economically weaker sections.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

College follows academic calendar notified by University of Delhi.

Each department prepares teacher wise and paper wise teaching workload for the next semester well in advance. It is scrutinized by the Academic Development Committee and then the time-table is prepared and displayed on the college website before the beginning of vacation, preceding the next semester.

Academic Development Committee of the college also defines the extent of syllabus to be covered in a specified period. It also fixes deadlines for conduct of project presentations and class tests and decides the schedule of submission of marks.

2.3.2 How does IQAC contribute to improve the teaching -learning process?

IQAC has been recently formed. However, the academic development committee and academic supervisory committees have been doing work similar to the one expected of IQAC i.e., laying down standards and monitoring them.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

For the last more than a decade, we have been encouraging the students to prepare projects in groups and make presentations. Under FYUP introduced in 2013, the class composition for all foundation courses is heterogeneous in nature and each class has students of all disciplines, from all categories and from all regions of the country.

Learning is made interactive and student centric through collaborative project mode e.g. the students of the 'Business Entrepreneurship' jointly prepared three projects for internalizing the processes, challenges and joy of entrepreneurship viz.

- "What freedom means to me" - a message board was put up on 14th August, 2013 for all students and staff to write on it.
- "Gurvai Namah" - celebration of teachers day on 5th September, 2013. It involved designing, developing and marketing of felicitation cards for the teachers.
- "Ingenuity@grassroot - a journey across India" which involved celebrating 'jugaad' i.e., the Indian way of frugal innovation and put up an exhibition between 9th & 11th October, 2013.

Each student of first year under FYUP has been provided with a laptop to facilitate learning through ICT and preparing innovative projects. E-resources are available through Delhi University Library System (DULS) for independent learning.

Laptops are given to teachers for taking classes in audio visually equipped classrooms where internet facility is provided through Wi-Fi network of University of Delhi.

Personal Laptop of Faculty member are registered for availing Wi-Fi services.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

Every department in the college holds inter-class and inter-college paper presentation, seminars/conferences and organizes workshops /exhibitions to nurture critical thinking and creativity.

The creativity is nurtured by organizing various competitions such as painting, poster making, rangoli, creative writing, photography,

dramatics and encouraging the students to create their own web pages/web portals so that they may learn to use web applications for organizational work. For instance, English department is authoring some sections in Wikipedia and Management Studies department has their own web portal. Students are encouraged to showcase their creativity in the Annual College Magazine - 'Reflections'. The individual departments also publish their own newsletters /monographs.

We nurture scientific temper through the activities of Robotics Club, subject societies and science projects etc. The students are encouraged to join summer workshops in different scientific laboratories. They also get an opportunity to work in the innovation projects initiated by the University of Delhi since last year.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

The department of Electronics is using virtual laboratories along with the conventional ones to enable the students to verify the results from both the methods. The Zoology department is using the virtual laboratories for showing the dissections on animals. Some of the experiments designed by the Institute of the Life Long Learning; University of Delhi through virtual laboratories are also available to the staff and students.

For effective teaching, e-learning resources from National Programme on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), National Library &

Information Services Infrastructure for Scholarly Content (NLIST) and INFONET are available in college.

Software like MATLAB, MATHEMATICA and PHYLIP, CLUSTAL (for Bioinformatics) are available through Delhi University Computer Centre.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

LCD projectors have been provided in the lecture rooms as well as Laboratories. Teachers blend the chalk and talk method of teaching with e-based learning. Each department organizes workshops, seminars and expert lectures for exposing students and faculty members to advance level of knowledge.

Besides faculty is encouraged to attend/participate in Seminars/Conferences/Workshops at other institutes including foreign universities.

2.3.7 Detail (process and the number of students benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/ academic advice) provided to students?

We have provision of contact hours in the time table, when students can meet the teachers for any kind of problem they are facing. The department of English has been formally and informally providing personal and psycho-social counseling for the last five years. Experts are invited from various fields for counseling on several areas ranging from issues of abuse, domestic violence, career and stress related issues. The names of the help seekers are kept confidential.

Two workshops have been conducted with the help of NGO's: "Centre for Social Research" and "Breakthrough". They covered areas like sex education, issues of young adult health and creating awareness about their rights.

Self-defense workshops for girls have been organized in association with Delhi Police.

2.3.8 Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?

Two workshops of one week duration each were organized for the faculty in collaboration with ILL and Microsoft to train them in use of ICT in teaching learning process. Thereafter, college has provided Laptops and projectors to teachers to blend ICT into their teaching. Advance concepts in curriculum are explained by using models and computer simulation. Visits of students to industry/ scientific institutes such as Inter University Accelerator Centre (IUAC), IARI, SSPL, PUSA, Mother Dairy, Maruti Udyog Ltd. etc. are organised for enriching students' knowledge.

2.3.9 How are library resources used to augment the teaching-learning process?

We have an open access system in the library. All the educational material in the library such as books, magazines, journals etc. are available for circulation among students and faculty members throughout the year.

Library orientation programme for students and workshop on use of e-resources in teaching and research is organized for faculty.

2.3.10 Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.

Normally the curriculum is completed in the planned time frame.

We try to minimize the loss of teaching hours by :

- organizing extra-curricular activities preferably after 2:30 p.m.

during Monday to Friday or else on Saturdays when organized teaching is minimal.

- deputing the faculty, whenever they go for faculty development programme such as orientation and refresher courses, either in vacation or after suspension of teaching.

Sometimes when teachers go on long leave, it becomes a challenge. This is addressed by appointing teachers on ad hoc/guest basis as replacement.

2.3.11 How does the institute monitor and evaluate the quality of teaching learning?

Monitoring of teaching schedule is done through Academic Supervisory committee and assessment of course coverage and results analysis is carried out in individual departmental meetings. The Principal has his own informal way of monitoring.

2.4 Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum

Highest	Professor		Associate professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	24	30	6	4	64
M.Phil.	-	-	1	3	-	2	6
PG	-	-	-	1	3	2	6
Temporary teachers (Ad hoc)							
Ph.D.	-	-	-	-	7	9	16
M.Phil.	-	-	-	-	2	4	6
PG	-	-	-	-	11	14	25
Part-time teachers							
Ph.D.	-	-	-	-	-	-	-
M.Phil.	-	-	-	-	-	-	-
PG	-	-	-	-	-	-	-

New teaching positions usually come up, either when the staff leaves or take leave for various seasons or when new courses are started.

Recently a large number of new positions have come up due to sanction of extra posts in view of OBC expansion. The posts are advertised in leading Newspapers. Eligible candidates who meet the criteria defined by the University are called for interview.

The Selection Committee consists of the Chairman, Governing Body, Principal, three subject experts and another member nominated by the Vice-Chancellor, one senior subject teacher of the college. The recommendation of the Selection Committee is approved by the Governing Body and the teacher is appointed. The college thus has adequate number of qualified teachers to handle the classes. Guest Faculty is appointed to handle papers of specialized/technical courses for which expertise in the college is not available.

2.4.2 How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes/modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.

Institution cope with the growing demand of qualified faculty to teach new programmes by keeping scope of engaging guest faculty, training of faculty and by organizing lectures by experts.

Two ad hoc teachers from Life Sciences department were sent for training workshops on Bioinformatics to the Institute of Life Long Learning, University of Delhi. The teachers of Computer Science Department were sent to Aptech Education for learning Visual Basic when the Paper was introduced for the first time in the PGDCA syllabus in 2000-01.

2.4.3 Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

Faculty members undergo staff development programmes regularly.

a) Nomination to staff development programmes:

Academic Staff Development Programmes	Number of faculty nominated
Refresher courses	15
HRD programmes	---
Orientation programmes	07
Staff training conducted by the university	06
Staff training conducted by other institutions	03
Summer / winter schools, workshops, etc.	03

The Administrative Officer of the college was also deputed to attend four week training programmes on “Educational Administration, University Management, Accounts & Finance etc.” organized by the Human Resource Cell/Centre for Professional Development in Higher Education at Institute of Life Long Learning, University of Delhi, three times in the last four years. He also attended a three day “Residential Workshop on Reservation Policy” and three seminars on “Right to Information Act-2005”.

Other non-teaching staff members were also sent for trainings/workshops from time to time.

b) Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning

- ▼ Teaching learning methods/approaches
- ▼ Handling new curriculum
- ▼ Content/knowledge management
- ▼ Selection, development and use of enrichment materials

▼ **Assessment**

▼ **Cross cutting issues**

▼ **Audio Visual Aids/multimedia**

▼ **OER's**

▼ **Teaching learning material development, selection and use**

- To address cross cutting issues, a five day long Women Empowerment Workshop was organized in 2010 with financial support from UGC.
- Two ICT Workshops in collaboration with ILL, University of Delhi and Microsoft were organized in 2010 to train the faculty in use of ICT in teaching-learning process.
- To promote the use of e-resources by faculty members in imparting curriculum based teaching and conduct of research, we organized an e-learning workshop in April' 2013 covering:
 - Online Searching Techniques
 - Use of A-Z List of e-Journals
 - Overview of e-Databases
 - UMI-Full text Thesis and Dissertation Database
 - Single window search interfaces: JCCC, Knimbus
 - Scopus: Citation and Analysis Database
 - Science Direct
- College has constituted a Coordination Committee for handling the Foundation Courses in FYUP in 2013.

c) **Percentage of faculty**

- | | |
|--|-----|
| • invited as resource persons in Workshops /Seminars/ Conferences organized by external professional agencies : | 15% |
| • participated in external Workshops / Seminars /Conferences recognized by national /international professional bodies : | 34% |

- presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies : 34%

2.4.4 What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)

We encourage our faculty members to undertake research projects and collaborative research activities with institutes of National /International importance. We also provide them with space for such activities. Study/Sabbatical/Extraordinary Leave for Post-Doctoral research is also granted. Adjustment in time-table is made to enable faculty members to engage in PG teaching in the University Departments.

2.4.5 Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.

The Vice-Chancellor, University of Delhi in the year 2009 had taken feedback from students doing Post-graduation in different subjects. He had asked them to identify five best teachers of the colleges from where they had done their graduation. Based on this data, two teachers of the college received Distinguished Teacher Award (Vice-Chancellor's Award, University of Delhi). This motivated them to apply for State Award.

Two Faculty members have received awards at state level for excellence in teaching.

The management of the college recognizes such achievements and highlights them in all reports/written documents including the college notice boards and websites and in all public lectures.

2.4.6 Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

There is no formal mechanism for Student Feedback either in the University or in Colleges. However, an attempt was made in 2004-05 by taking student feedback on a printed proforma for performance in the odd semester of B.Sc. (H) Computer Science and PGDCA with the consent of the concerned teachers. The results were compiled, analyzed and communicated to the individual teachers for their knowledge. They were given a written assurance that the same would not be used by the college administration against them and they in turn could use it for their benefit if they so wanted. Subsequently, the initiative could not be sustained due to peer group pressure. Many teachers are however, taking their own feedback from the students for their personal use.

2.5 Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

College Prospectus and website contain relevant details of the evaluation process containing distribution of marks for various components like assignment, test, projects etc. Even the schedule of evaluation is available on the University's website, right in the beginning of the Semester.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

During the last one decade, the University has introduced reforms in evaluation process three times:

- First time in 2003-04 when Internal Assessment was introduced.
- Second time in 2010-11 when Semester system was introduced and House Examination was replaced by Class Test.
- Third time in 2013-14 in the FYUP when the weightage of Internal Assessment has been increased in some papers.

We introduced continuous evaluation in the form of House Examination, project presentation and assignments in year 1999-2000 much before University of Delhi adopted it in year 2003-04. Though it did not become part of the final assessment, but helped the students in learning throughout the year.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

We have a monitoring committee for internal assessment which regulates and guides the implementation of the evaluation processes. We also have an attendance committee which ensures monthly compilation and display of attendance on notice board and website. A separate co-ordination committee has been constituted for monitoring the foundation courses.

2.5.4 Provide details on the formative and summative assessment approaches adapted to measure student achievement. Cite a few examples which have positively impacted the system.

The formative assessment involves learning through problem solving and project making. They both have been an integral part of the institute's evaluation process. For summative assessment, college has introduced house examination which went on till 2012-13 when under the directions of the University of Delhi they were replaced by class tests. As a result of these initiatives the pass percentage in the Annual University Examination increased from 80% in 1999 to about 92% in 2000 and stabilized around $92 \pm 2\%$ for the next decade.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.)

There is complete transparency in the Internal Assessment (IA) scheme followed by the college. IA has three components:

- Regularity is rewarded by 5% marks on account of attendance. Month wise attendance is displayed on the notice board and college website for easy access to the students.
- Timely submission and quality of assignments/projects presentation is rewarded 10% marks.
- 10% marks are for House Examination/Class Test.

College has a practice of showing the answer scripts of class test and House examination to students and preserves them for a stipulated time.

2.5.6 What is the graduate attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

The graduate attribute is to make the student a lifelong learner. Group of students are allocated projects & are guided to work as a team and gather information. Thereafter they showcase their work through presentations. The capacity of independent learning and team work is evaluated through projects and communication skills through project presentation.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

There are three levels of grievance redressal available to the student with regard to Internal Assessment at the college level :

- First at the teacher level
- Second at the level of the Department and

- Finally the Monitoring Committee for Internal assessment in the College.

At the University level, all scripts are evaluated jointly by three or more examiners which minimize subjectivity in evaluation. Still the University of Delhi has provision of providing photocopy of evaluated answer sheets.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

In general the learning outcomes include ability to recall, analyse, evaluate and apply. The specific learning outcomes of each course is specified in the respective syllabus which is available on college and University websites.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.

Result analysis is carried out by each Department and progress and performance of students are reviewed periodically.

Evaluation of the assignments is done by the faculty and the criterion is communicated to the students.

Results of the class tests are communicated to the students and the evaluated answer scripts are also shown to them. The Internal Assessment marks are displayed on the college notice board and website. They are given a chance to represent for rectification of discrepancy, if any. Finally the Internal Assessment marks are shown to the students individually and their signatures are obtained on the result sheet.

Subject societies of each Department organize special lectures, seminars and workshops conducted by experts of Industry and academia to make students aware of the social and economic relevance of the courses.

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

After teaching each unit, the teacher gives an exhaustive assignment to the students. Besides, each student has to submit projects which ensure independent learning.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

College has taken many initiatives to enhance the social and economic relevance of the courses:

1. It has started a Career Counseling and Placement Cell, which has provided job opportunities to a large number of students.
2. Encouraged students to go in for summer internships to gain Industrial experience and develop entrepreneurial and innovative aptitude.
3. Encouraged students to go in for summer workshops in Science Laboratories of national importance to build scientific temper and motivate them for research. Many of them join higher studies and go in for research.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

The college has two-stage data collection and analysis system in respect of learning outcomes measured by the scholastic achievement of the students. In the first stage collection, compilation and analysis of

internal assessment is done. This data is a part of continuous evaluation of the students and is discussed in the meetings of the monitoring committees for internal assessment of the respective departments. The data is used for mid- course correction of transaction strategies, identification for the need for remedial/ reinforcement teaching and greater learner-engagement.

Second stage comprises discussion of end-semester/year end scholastic achievements for institutional introspection. The data is used for next-semester, next-year academic planning.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

Learning outcomes comprise a hierarchy of learner goals starting from knowledge, understanding and application, inculcation of values and development of personality. The college does not as yet have an explicit system of monitoring and ensuring institution-wide learning outcomes. However, the trends in end-semester/end-year examination, conversation with the alumni, placement record of our students etc. provide us with a broad understanding of how our institution has been doing and what more needs to be done in this regard.

2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

The college does not have an explicit policy in this regard. The guiding value, however, is faculty freedom, individual initiative, reflective conversations and peer-to-peer inspiration. We have several shining examples in this regard in the form of self-reported case studies.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

As such there is no recognized research centre in the college, but many teachers of the college are recognized research supervisors in Delhi University and other institutes.

3.1.2 Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

A research committee has been constituted recently. Its composition is:

1. Dr. Deepak Jain (Convener), Associate Professor in Physics
2. Dr. Arpita Sharma, Associate Professor in Comp. Science.
3. Dr. Anand Saxena, Associate Professor in Commerce.
4. Dr. Ratnesh R. Saxena, Associate Professor in Mathematics.
5. Dr. R.M. Bhardwaj, Associate Professor in History.
6. Dr. Manoj Saxena, Associate Professor in Electronics.

All members of the committee are active researchers and have been encouraging other teachers to participate in seminars/conferences and also undertaking research projects.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects?

- § autonomy to the Principal Investigator
- § timely availability or release of resources
- § adequate infrastructure and human resources
- § time-off, reduced teaching load, special leave etc. to teachers
- § support in terms of technology and information needs

§ facilitate timely auditing and submission of utilization
certificate to the funding authorities

§ any other

To facilitate smooth progress and implementation of research schemes/ project, a bank account in the name of the Project is opened as and when the grants are received from the funding institution and the funds are transferred to the same.

The Principal Investigator is provided with complete autonomy vis.-a-vis. expenditure, procurement of equipment, stationery, travel etc.

The infrastructure requirements are made available as per demand. The college staff also provides the administrative and technical support on need basis. Periodic progress reports are monitored by the Principal and are also forwarded to the funding agencies as per their requirement.

On completion of the Project, an audit is carried out by a qualified Chartered Accountant and the Utilization Certificates are submitted to the funding agencies.

3.1.4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

College involves students in research projects and supports them in attending technical competitions at Inter University level. Students are also encouraged to go for Summer Schools to reputed Scientific Institutes. For instance, one student of B.Sc. (Hons.) Physics-III yr. joined Aryabhata Research Institute of Observational Sciences, Nainital in June-2013 for six weeks as Trainee. One student of Bachelor of Business Studies- V semester did a short term course in international corporate finance at **Harvard University** during her second year and another did a five week internship in Marketing & Operations at the Centre of Innovation, Incubation and Entrepreneurship at **IIM**, Ahmedabad this year.

Ten students were engaged for the project on the study of water pollution of river Yamuna. Three of them from the Department of Chemistry and one from Department of Botany have analyzed the water collected from the Yamuna River.

Ten Students of B.Sc. (Hons.) Physics and B.A. (Hons.) English have studied Physio-Neuro-Psychological Aspect of Archers in Indian Prospective and recorded the data on Indian Archers and analyzed it.

3.1.5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

Faculty members are actively involved in guiding student research, conducting research projects and collaborative research activities.

The following faculty members are guiding student research for the Ph.D. degree as independent supervisor:

1. Dr. Arpita Sharma, Department of Computer Science
2. Dr. Ratnesh Saxena, Department of Mathematics
3. Dr. Sanjay Kumar, Department of Mathematics
4. Dr. R.M. Bhardwaj, Department of History
5. Dr. Anand Saxena, Department of Commerce

The following faculty members are guiding student research for the Ph.D. degree as joint/co-supervisors.

1. Dr. Deepak Jain, Department of Physics
2. Dr. Pradeep Jha, Department of Physics
3. Dr. A.K. Singh, Department of Physics
4. Dr. Manoj Saxena, Department of Electronics
5. Dr. Anurag Mishra, Department of Electronics
6. Dr. Arpita Sharma, Department of Computer Science
7. Dr. Rampal Singh, Department of Computer Science

The following faculty members are involved in Minor/ Major Research Projects as Principal Investigator/ Co-Principal Investigator :

Dr. Manoj Saxena, Associate Professor in Electronics is the Co-Principal Project Investigator in an on-going DST Sponsored Project entitled "Analytical Modelling and Simulation of Sub-100 nm Advance Tunnel FET architecture for RF/ Microwave and Biosensing Applications", Duration - 3 years (October 2012 - Till date)

Dr. Anand Saxena, Associate Professor in Commerce was awarded as a co-principal investigator of research project entitled "A study on the development of hybrid multicriteria optimization framework for portfolio selection in fuzzy environment" by the UGC, Govt. of India (2012-)

Dr. Yogieta S. Mehra, Assistant Professor in Management Studies is Principal Investigator for **Major Research Project** sponsored by UGC on the topic "Risk Management Practices in Indian Banks ; A comparative study of Public vs. Private Sector Banks"(2012-) (Ongoing)

Dr. Manoj Saxena, Associate Professor in Electronics is Co-Principal Investigator in UGC, Govt. of India sponsored research project entitled "Modeling and simulation of Nanoscale Dual Material Gate Insulated Shallow Extension Silicon on Nothing MOSFET for Low voltage low power applications"(2010-2012) (Completed)

Dr. Ratnesh R. Saxena, Associate Professor in Mathematics was awarded Minor Research Project by UGC, Govt. of India for Integer Fuzzy Programming. (2011-2012) (Completed)

Dr. Manoj Saxena, Associate Professor in Electronics was a Co-Project Investigator in a DRDO, Govt. of India sponsored Project entitled "Physics Based Modeling and Simulation of Sub-100 nm recessed channel (RC) and insulated shallow extension (ISE) MOSFET with gate electrode work function engineering structures for high performance applications" (ERIP/ER/0803693/M/01/1258). (2009-2012) (Completed)

Dr. Kulvinder Singh, Associate Professor in Physics, UGC sponsored minor research project entitled, *Modelling growth & characterization of polycrystalline thick films of mercuric iodide for x-ray detection*.

Dr. Deepak Jain, Associate Professor in Physics was Co-Investigator of Major Research Project funded by DST written in collaboration with CTP, Jamia Millia Islamia. (Completed)

Dr. Vinod Kumar, Associate Professor in Chemistry, completed UGC sponsored minor research project entitled, *"Studies on Metal Coordination with peptide biomimetic ligands"*. (Completed)

The following faculty members are involved in Innovation projects sanctioned by the University of Delhi :

Dr. Manoj Saxena, Associate Professor in Electronics, **Dr. Poonam Kasturi**, Associate Professor in Electronics and **Dr. R. M. Bharadwaj** Associate Professor in History got Innovation Project from University of Delhi entitled *"Analytical Modeling, Simulation and Verification of Emerging Nanoscale MULTIGATE Device Structures and Study of Government's Initiatives for Growth of Electronics In India"*

Dr. Sanjay K Pant, Associate Professor in Mathematics , **Dr. Avnindra Kumar Singh**, Associate Professor in Physics and **Dr. Ratnesh R Saxena**, Associate Professor in Mathematics got Innovation Project from University of Delhi entitled *"Dynamical Study of Weather of Delhi Region"*

Dr. Nisha Rana, Associate Professor in Commerce, **Dr. Sanjay Tandon**, Associate Professor in Physics and **Dr. Monika Bansal**, Associate Professor in Management Studies got Innovation Project from University of Delhi entitled *"University-Industry Interactions: Importance and Impediments"*

Dr. Sunil Kumar, Assistant Professor in Commerce, **Dr. Renu Aggarwal**, Associate Professor in Commerce and **Dr. Mahaveer**, Assistant Professor in Chemistry got Innovation Project from University of Delhi entitled *"Agricultural Management: Prospects and Challenges (A Study of*

Farmers Perceptions towards Agriculture Management)".

Dr. Vinod Kumar, Associate Professor in Chemistry, **Dr. Mahaveer**, Assistant Professor in Chemistry and **Dr. Rajkumari S. Devi**, Assistant Professor in Botany got Innovation Project entitled "Studies on water pollution of River Yamuna" granted by University of Delhi. (2012-2013) (Completed)

Dr. Anek Goel, Assistant Professor in Physical Education, **Dr. P. L. Meena**, Assistant Professor in Physics and **Dr. Monika Bansal**, Assistant Professor of Management Studies got Innovation Project entitled "A Study of Physio-Neuro- Psychological Aspects of archers in India Perspective" granted by University of Delhi. (2012-2013) (Completed)

3.1.6 Give details of workshops/ training programmes/sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

We have organized the following workshops /special training programmes for imbibing research culture among staff members and students :

- Third National Workshop on Recent Trends in Semiconductor Devices and Technology, Jointly with IEEE EDS Delhi Chapter, New Delhi Sponsored by DRDO, Ministry of Defence, Government of India, January 19-20, 2013.
- Lecture Workshop on Trans-disciplinary Areas of Research and Teaching by Shanti Swaroop Bhatnagar Awardees, sponsored by CSIR, and supported by IEEE EDS Delhi Chapter, February 01-02, 2013.
- National Symposium on Chemistry and Environment, organized by Department of Chemistry, March 22-23, 2013.
- Two days workshop on Cloud Computing by Yogesh Malik from Netmagic, 2013.

- Science Academies Lecture Workshop on History, Aspects and Prospects of Electronics in India, October 12-13, 2012.
- Science Academies Lecture Workshop on Frontiers in Science & Engineering - Opportunities for Graduates, February 17-18, 2012.
- Two days workshop on Android Development by EI Systems, 2012.
- Three Day Joint Science Academies Lecture Workshop on Frontier in Physics, supported by IEEE EDS Delhi Chapter, January 21-23, 2011.
- A Lecture on Big Data in Hadoop by Aniket Dutta, Senior development engineer at Infotrellis, 2011.
- First National Workshop on Numerical Methods and Differential Equations in Computational Science sponsored and supported by University Grants Commission (UGC), February 1st – 5th 2011.
- Second National Workshop on Recent Trends in Semiconductor Devices and Technology, jointly with IEEE EDS Delhi Chapter, and supported by DRDO and Integrated Microsystem, Gurgaon, India, September 17-18, 2010.
- First National Workshop on Recent Trends in Semiconductor Devices and Technology, jointly with IEEE EDS Delhi Chapter, and supported by Integrated Microsystem, Gurgaon, India & Society for Microelectronics and VLSI, New Delhi, February 12-13, 2010.
- Three days Workshop on Futuristic trends of Quality Control in Information Security Management, Sponsored by CSIR, October 09-11, 2009.
- A seminar on the topic "Cyber Security" by Dr. Gulshan Rai , Director General, CERT-In, Government of India (2009).
- A seminar on the topic "Performance tuning in Oracle by Mamata Guru, Oracle11g Trainer at Freelancer, 2008.

- On 14th & 15th Feb., 2007, the Department of Chemistry organised a two days National Workshop sponsored by University Grants Commission on “Recent Advances in Analytical Techniques”.
- Two days workshop on Ethical hacking by Dr. Anup Girdhar, CEO, Sedulity Solutions & Technologies, Editor-in-Chief at Cyber Times, 2006.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

It is difficult to prioritize the various research areas as the various faculty members are involved in research activities in their own disciplines. Some of them are listed below :

- Astrophysics & Cosmology
- Solid state high energy sensors
- Semiconductor device modeling and simulation
- Entrepreneurship, business ethics and portfolio management
- Risk Management
- Pattern Recognition, machine learning and image processing
- Coordination Chemistry and Bioinorganic Chemistry
- Photochemistry
- Material Science
- Atomic and Plasma Physics
- Nanophysics
- Mathematical programming, Dynamical Systems
- Plant Biotechnology, tissue culture and androgenesis
- Corporate Restructuring

We are making efforts for setting up Multi-Disciplinary research centre with financial support from UGC.

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

We organize seminars, workshops and conferences in the college and

invite eminent scientists to deliver lectures & interact with the staff and students. For this work we have taken assistance from DRDO, CSIR, IEEE EDS Delhi Chapter, Integrated Microsystems, Society for Microelectronics and VLSI, NAsC, UGC at various points of time.

We frequently organize lectures by eminent speakers through the subject societies for which the students fund is used. More than 90 eminent speakers including 16 Bhatnagar Awardees have visited our campus.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

The provision of Sabbatical leave at the level of Associate Professor has been made by the University from August, 2013 only. However, 26 teachers have availed Study leave for Ph.D. and 4 have taken EOL for Post-Doctoral Research.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere to students and community (lab to land)

Three teachers from the department of Chemistry & Botany have worked on a project on water pollution of River Yamuna in 2012-2013. Their findings revealed that there has been an exponential increase in the amount of fecal matter in the Yamuna water which has resulted in a very high concentration of coliform bacteria. The vegetables grown on the banks of river Yamuna and subsequently washed with Yamuna water have a high concentration of coliform bacteria which causes several illnesses including Gastroenteritis and Kidney dysfunction. Public awareness on the findings was created through Print media and the college website early this year.

3.2 Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

As such there is no provision of budget being earmarked for research. Individual teachers have to apply for and get project grants. The college has created a professional development fund out of which travel expenses for attending conferences/seminars and 80% of the registration charges are reimbursed.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

The research activity in the college is funded by UGC, DST, ICSSR, DU and other organizations. If such funding is not available, the college can provide seed money. But such a situation has not arisen so far.

3.2.3 What are the financial provisions made available to support student research projects by students?

As such there is no financial provision to support student research projects. But through the subject societies the students are provided financial assistance for making any project and travel assistance, if they want to go in for competitions.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

Faculty members have taken research projects under Innovation Projects Scheme of University of Delhi and from UGC. For each project there are three faculty members from at least two departments and ten students from various disciplines. This composition automatically

ensures inter-disciplinary research.

Challenges: being non-residential campus, it is sometimes difficult to find common slots for students of different disciplines to come together.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

Time sharing technique is used for optimal utilization of the equipment and other facilities. All equipment is available to every individual for use. If a researcher needs, the laboratories are opened on holidays too. Moreover, the equipment purchased under different projects is kept in science laboratories after completion of the project and is used by staff and students.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

No, the Institution has not received any such grant.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

The faculty is encouraged to submit research projects to different organizations for financial assistance. The college provides all assistance in preparation of the project proposal. Details of on-going and completed projects and grants received during the last four years is given below :

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total Grant in Rupees		Total grant received till date
				Sanctioned	Received	
Minor projects	2009-10	Modelling Growth and Characteristic & Polycrystalline thick films	UGC	135000	77500	77500
	2010-11	Holomorphic dynamics on projective spaces	UGC	140000	110000	110000
	2010-11	Enumeration Tech. for Fuzzy 0-1 multi-objective, prog. Modeling, Theory & application	UGC	140000	115000	115000
	2010-11	Photo galvanic cell	UGC	115000	105000	105000
Major projects	2012-13	Risk Management Strategies of Indian Banks	UGC	654600	381000	381000
Inter-disciplinary Innovation projects	2012-13	Studies on Water Pollution of River Yamuna in Delhi	Univ. of Delhi	1000000	1000000	598865 (expenditure)
	2012-13	A study of physio-neuro Psychological Aspects of Archers in Indian Perspective	Univ. of Delhi	1000000	500000	406976 (expenditure)
	2013-14	"Agriculture Management.....	Univ. of Delhi	300000		
	2013-14	University - Industry Interactions : Importance and Impendence	Univ. of Delhi	350000		
	2013-14	Dynamical Study of weather of Delhi Region	Univ. of Delhi	400000		
	2013-14	Analytical modelling, simulationelectronics in India	Univ. of Delhi	550000		

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

The Department of Chemistry has facility for synthesizing compounds/complexes and carrying out solution studies using spectrophotometry, potentiometry, conductivity measurements, flame photometry and electrophoresis.

The Department of Zoology has UV-Visible Spectrophotometer, Laminar Flow Hood, Cold Centrifuge, Autoclave (Vertical), B.O.D. Incubator and Gel Electrophoresis unit. Moreover, the laboratory has all the necessary infrastructure and equipments to conduct practicals in the field of Molecular Biology, Biotechnology, Ecology, Bioinformatics etc. In addition to the laboratory there is a large Museum well stocked with more than 1000 invertebrate and vertebrate specimens.

Department of Botany has research microscopes of 15,000 X magnification to observe detailed structure of microorganisms. Besides this the laboratory has anemometer, psychrometer, luxmeter, Soil Thermometer, pH meter, spectrophotometer, potometer, computer, laminar air-flow, autoclave hi-speed centrifuge and microtome for specific experiments for undergraduate level. Botany laboratory is also supplemented by Museum which has around 1200 specimens of plant and fossils, 3-D models and charts to understand structure of various biomolecules and plants respectively used regularly in practical classes.

Department of Physics has optical bread-board, He-Ne Laser, programmable furnace, material testing equipment like P-E Hysteresis, Hall's effect, spectrometer of 10 sec least count, set up for electrical conductivity, The department also is equipped with 20 desktop computer, digital storage oscilloscopes, microprocessor kits etc. LCD projectors connected with high end configuration laptops

are used for project presentations etc. High speed Internet connectivity through University's Optical Fiber Network is available at all time to staff and students.

Department of Electronics has state of the art laboratories equipped with about 50 latest desktop and laptop computers, equipment such as digital storage oscilloscopes, advanced microprocessors and microcontrollers such as 8086, 8051, PIC etc. All computer systems are installed with latest software used for programming, modelling and simulation. Nearly all labs are fully air conditioned and are equipped with LCD projectors connected with high end configuration laptops to deliver lectures and practical classes. The department has high speed Internet connectivity through University's Optical Fiber Network providing all time access to staff and students.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

College is making efforts for setting up a Multi-Disciplinary Research Centre with financial support from UGC in the existing building and has plans to have dedicated research laboratories for each department in the new building.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.

No the Institution has not received any such grant.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus/ other research laboratories?

The students can avail the facilities of the University Science Instrumentation Centre (USIC), University of Delhi which has advance research facilities and are accessible to college teachers and

students. The facilities of Delhi University Computer Centre and Delhi University Library System are also made available on demand. They can also use the facilities available in SSPL, INMAS, IARI, IUCAA and other institutions in Delhi.

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

There are number of learning resources available to students and faculty for teaching, learning and research. The print collection of the library is well supplemented by numerous electronic resources available through different channels. The library is a part of various e-resource sharing network namely, UGC-Infonet, National Library and Information Services Infrastructure for Scholarly Content (N-LIST) and Delhi University Library system (DULS).

3.3.6 What are the collaborative research facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

Delhi University has provided 80 Computers, a Server, UPS and Wi-Fi equipment for developing a Computer Centre, in addition to providing equipment for laboratories and books to Library.

3.4 Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and students in terms of

- * Patents obtained and filed (process and product)
- * Original research contributing to product improvement
- * Research studies or surveys benefiting the community or improving the services
- * Research inputs contributing to new initiatives and social development

Under Innovation project three teachers of the college along with 10 students had worked on a project on Water pollution of River Yamuna in 2012-2013. Their findings revealed that there has been an

exponential increase in the amount of fecal matter in the Yamuna water which has resulted in a very high concentration of coliform bacteria. The vegetables grown on the banks of river Yamuna and subsequently washed with Yamuna water have a high concentration of coliform bacteria which causes several illnesses including Gastroenteritis and Kidney dysfunction. Public awareness on the findings was created through Print media and the college website early this year.

3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

We had made a beginning by publishing an in-house journal 'Initiative' by the Department of Commerce. The composition of the editorial board is given below:

Dr. T.N. Chhabra – Chief Editor

Dr. H.C. Jain – Sub Editor

Dr. Nisha Rana – Sub Editor

Presently, it is in a state of hibernation

3.4.3 Give details of publications by the faculty and students:

	Publication per faculty (= (A+C+D+E+F)/Total permanent Faculty Members) (=543/75)	7.24
A.	Number of papers published by faculty and students in peer reviewed journals (national / international)	451
B.	Number of publications listed in International Database (for eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)	280
C.	Monographs	01
D.	Chapter in Books	26
E.	Books Edited	17
F.	Books with ISBN/ISSN numbers with details of publishers	48

One of our faculty, Dr. Deepak Jain, Associate Professor in Physics has attained a citation index of 800 and an h-index of 13.

Another faculty, Dr. Manoj Saxena, Associate Professor in Electronics has attained a citation index of 200 and an h-index of 06.

3.4.4 Provide details (if any) of

- * research awards received by the faculty
- * recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally
- * incentives given to faculty for receiving state, national and international recognitions for research contributions.

Faculty members who have received recognition from reputed professional bodies at national and international level :

Dr. S.K. Garg, Principal was conferred with “Amity Excellence Award for Outstanding Contribution in the Field of Education” by Amity University, Noida (2010-2011)

Dr. Pramesh Ratnakar, Associate Professor in English (on lien) was conferred with Distinguished Teacher Award-2009 by University of Delhi

Dr. Deepak Jain, Associate Professor in Physics

- Has been recognized as a Meritorious Lecturer by the Govt. of NCT of Delhi in 2010
- Was conferred with Distinguished Teacher Award-2009 by University of Delhi

Dr. Himanshu P Roy, Associate Professor in Political Science is Fellow , Nehru Memorial Museum and Library (2012)

Dr. Manoj Saxena, Associate Professor in Electronics

- Member, Institute of Physics (IOP), UK (May 2011)
- Member, National Academy of Sciences India (NASI), Allahabad, India(2009)

- Associate – Indian Academy of Sciences (IASc), India (2009 – 2012)
- Senior Member – Institute of Electrical and Electronics Engineers (IEEE), USA (July 2008)

Dr. Nisha Rana, Associate Professor, Department of Commerce has been recognized as a Meritorious Lecturer by the Govt. of NCT of Delhi for the year 2013

The Governing Body gives incentive to the faculty receiving state, national and international recognitions in the form of appreciation letters.

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?

We invite experts from industry to interact with staff and students and take the students for industrial visit to have institute-industry interface.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

Many faculty members give informal consultancy.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

Though not formally decided, we intend to allow the faculty members to retain the monetary benefit of the consultancy work done by him/her.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

A small scale manufacturer of cycle tubes was facing the difficulty of scaling due to hard water he had to use. An informal honorary consultancy was provided by Dr. S.K. Garg on the technique of softening the water thus reducing scaling to a considerable extent.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

As of now, there has been no income to share. We intend to pass on the monetary benefits to the faculty member concerned.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

Under NSS, our students regularly work with the visually challenged students in blind schools and hostels, teach the underprivileged children in slums, orphanages, day care centers for the poor and at construction sites and help the poor, illiterate patients in Government hospitals. College organizes blood donation camp every year. We collect cash and material donations for the people hit by natural disasters.

3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

To track the activities of the students in various community projects taken up by the college, we keep in touch with the institution/group/NGOs with which they are working. Apart from this, we also take regular feedback from the NSS volunteers in order to make an assessment of their contribution and also their self-growth.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

Through interaction with Parents, Suggestion Box, Website and Horizonte, a programme organized for School students. A continuous rise in the cut-off percentage for admission to different courses is an indicator of the public perception of the institution.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.

Under NSS we identify and make contact with the institutions/places where the students can work. We introduce our students to the authorities of these institutions/places and thus facilitate the community work. The expenditure incurred in last four year is given below :

S.No.	Year	Expenditure (in Rs.)
1.	2009-2010	5,157
2.	2010-2011	22,244
3.	2011-2012	Nil
4.	2012-2013	821

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

Students are motivated to work with the underprivileged by exposing them to the ground realities and the problems of the poor and deprived through lectures and discussions with people actively involved with such sections. For instance the college has organized lectures on child labour with an official of the National Commission for Protection of Child Rights, lawyers working with women's groups, lawyers and groups working with slum residents e.g. Slum Children Education and Development Trust (NGO working at Kathputli Colony), Jamghat (NGO working with street children), and groups working with differently abled.

Our NSS students went for the Gyanodaya endeavor of the University.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

Children from underprivileged sections sometimes lag behind academically because of their constraints. NSS volunteers are motivated to help them in their studies so as to bring them at par with the privileged students.

We have conducted survey of the conditions of the construction workers at the Metro sites and quality of drinking water in slums and resettlement colonies.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

Increase their confidence and concern for the underprivileged. Sensitizes them to the inequalities and injustice prevalent in the society and enables them to question the status quo.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

Under NSS the students work with the residents of a nearby slum. College organizes camps and functions in order to provide platform to the physically challenged and slum children to showcase their talent. Competitions between college students and these children are also organized. Stalls of the goods made by visually challenged are put up in college for sale on the occasion of Diwali.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

The college has organized Self-Defense training for the girl students in collaboration with Delhi Police. We have also being a part of the Disaster Management workshops and exercises organized by the Civil Defense authorities. The college has designated one teacher as Campus Ambassador to facilitate the work related to elections to coordinate with the State Election Commission authorities.

3.6.10 Give details of awards received by the institution for extension activities and /contributions to the social /community development during the last four years.

College was ranked First in Delhi for highest enrolment in the Vijay Hi Vijay Yuva Abhiyan in the year 2010-11 organized by Vivekananda Kendra, Delhi Chapter.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

The Institution invites Scientist from CSIR and DRDO laboratories to interact with students and faculty members. However, no formal mechanism has been formulated for staff exchange, sharing facilities and equipment etc. though these laboratories permit our staff to use their facilities.

3.7.2 Provide details on the MoUs /collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

We collaborate with ILLI to organize ICT workshops. It has helped us in blending ICT in teaching learning process.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories/library/new technology/placement services etc.

Some of the faculty members are member of Professional bodies like The Institution of Engineering and Technology (IET), UK - Delhi Network, Institution of Electronic and Electrical Engineers (IEEE), USA, IUCAA etc. The college collaborates with these organizations to organize seminars. Career counseling by Industry helps in Placement service.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

Our college has organized three National Conferences in the last five years:

- National Conference on Advances in Plant Biotechnology and Environment, funded by Department of Biotechnology, February 2013.
- Third National Conference on Mathematical Techniques: Emerging Paradigms for Electronics and IT Industries (MATEIT-2010) sponsored By University Grants Commission (UGC), January 30-31, 2010.

- Second National Conference on Mathematical Techniques: Emerging Paradigms for Electronics and IT Industries (MATEIT-2008) sponsored by University Grants Commission (UGC), September 26th – 28th, 2008. It had 26 Invited Talks, 67 Technical Research Papers.

The eminent scientists/speakers who have visited our college are:

I. Shanti Swaroop Bhatnagar Awardee :

- **Professor S. K. Joshi**, Distinguished Emeritus Scientist CSIR, Hon. Vikram Sarabhai Professor, JNCASR, NPL
- **Professor Ajoy Ghatak**, (formerly Professor of Physics @ IITDelhi)
- **Professor Sanjay Puri**, School of Physical Sciences, Jawaharlal Nehru University, New Delhi
- **Dr. Gangan Prathap**, Director, Nat. Inst. of Science Comm. & Information Resources (NISCAIR), New Delhi
- **Professor Kehar Singh**, (formerly Professor of Physics @ IITDelhi)
- **Dr. Amit Sharma**, International Centre for Genetic Engineering and Biotechnology, New Delhi
- **Professor C. S. Dey**, *J.C.Bose Fellow*, School Of Biological Sciences, Indian Institute of Technology, Delhi
- **Professor Seyed Ehtesham Hasnain**, Kusuma School of Biological Sciences, IIT-Delhi
- **Professor Debi Sarkar**, Department of Biochemistry, University of Delhi South Campus
- **Professor Asis Datta**, Professor of Eminence, National Institute of Plant Genome Research (NIPGR) , New Delhi
- **Prof (Dr) K. L. Chopra (Padma shri)**, *FNA, FASc, FNASc, FNAE, D.Sc.(hc)*, (Former Director, Indian Institute of Technology, Kharagpur), President, Society for Scientific Values
- **Professor Deepak Kumar**, *FASc*, School of Physical Sciences, Jawaharlal Nehru University, New Delhi, India
- **Professor Anurag Sharma**, *FNASc, FNA, FNAE, FASc*, Department of Physics, Indian Institute of Technology Delhi, New Delhi
- **Dr V. P. Sandlas**, *FNAE, FIETE, FAstr.SI*, Director General, Amity Institute of Space Science & Technology, Amity University, UP
- **Dr Krishan Lal**, President-Indian National Science Academy (INSA)

II. Other eminent Scientist/Speakers :

- Prof. Dinesh Singh, Professor of Mathematics & Vice Chancellor, University of Delhi
- Prof. S. C. Maheswari (Eminent Botanist and Embryologist)
- Prof. A.D. Sawant (Ex V. C. Raj. University, Jaipur)

- Dr Ram S Mohan, Senior Faculty at Illinios Wesleyan University, USA
- Dr Rajesh M Gokhale, Director IGIB, New Delhi
- Dr Sneh Bhatia, Dy. Director General, BIS, Manak Bhawan, Delhi
- Dr. Gulshan Rai , Director General, CERT-In, Government of India
- Prof. M. V. Rajam, Dept. of Genetics, University of Delhi.
- Prof. S. B. Babbar, Dept. of Botany, University of Delhi.
- Prof. A. K. Pandey, Dept. of Botany, University of Delhi.
- Prof. Suman Lakhanpaul, Dept. of Botany, University of Delhi.
- Prof. Rup Lal, Dept. of Zoology, University of Delhi.
- Dr. Anup Girdhar, CEO, Sedulity Solutions & Technologies, Editor-in-Chief at Cyber Times.
- Mamata Guru, Oracle11g Trainer at Freelancer.
- Aniket Dutta, Senior development engineer at Infotrellis.
- Dr B K Sehgal, Scientist G, Solid State Physics Laboratory (SSPL), DRDO, Delhi
- Dr. Amita Gupta, Scientist G, Solid State Physics Laboratory (SSPL), DRDO, Delhi
- Professor Vikram Kumar, Former-Director SSPL and NPL, Department of Physics & Centre for Applied research in Electronics (CARE), Indian Institute of Technology, New Delhi, India
- Professor P K Bhatnagar, Head, Department of Electronic Science, University of Delhi
- Professor S Annapoorni, Coordinator, M.Tech (Nanoscience and Nanotechnology), Department of Physics and Astrophysics, University of Delhi
- Professor Suhash Chandra Dutta Roy, *LF-IEEE, FASc, FNA, FNAE, FNASc*
- Professor Amalendu Bhushan Bhattacharyya, *FNAE, FNA*, Department of Electronics & Communication, Jaypee Institute of Information Technology (A Deemed University), UP
- Professor Bansi D Malhotra, *FNASc*, Department of Biotechnology, Delhi Technological University, Delhi
- Professor Patrick Das Gupta, Department of Physics & Astrophysics, University of Delhi, Delhi
- Professor Debashis Ghoshal, School of Physical Sciences, Jawaharlal Nehru University, New Delhi
- Professor Sanjay Jain, *FASc*, Department of Physics & Astrophysics, University of Delhi, Delhi
- Professor Sudhendu Rai Chowdhury, *FASc*, Indian Institute of Science Education and Research (IISER), Bhopal
- Professor Debojyoti Choudhury, *FASc*, Department of Physics & Astrophysics, University of Delhi, Delhi

- Professor Shasanka Mohan Roy, *FASc, FNA, FNASc, FTWAS*, Raja Ramanna Fellow, Homi Bhabha Centre for Science Education, TIFR, Mumbai
- Dr. P Dutta - Scientist G, Solid State Physics Laboratory (SSPL), DRDO, Delhi
- Dr. V. K. Jain, Director, Amity Institute of Advance Studies and Research (Materials & Devices), Amity University, Uttar Pradesh
- Professor Bodh Raj Mehta, Thin Film Laboratory, Department of Physics, IIT Delhi
- Professor R. M. Mehra - Deptt. of ECE, Sharda University, Noida, Uttar Pradesh
- Professor Vinay Gupta - Department of Physics & Astrophysics, University of Delhi, Delhi
- Dr. Vishnu Gopal - Retired from Solid State Physics Laboratory Delhi as Scientist - G
- Dr. Shriram Shukla - Scientist-F, Solid State Physics Laboratory (SSPL), DRDO, Delhi

III. Experts from the Field of Management Studies:

- Prof. (Dr). O.P. Gupta- Director IBS Gurgaon
- Shri Ajay Handa, Former CEO, IFCI Factors Ltd.
- Prof. Raj S. Dhankar, Dean, Faculty of Management Studies
- Mr. Amar Kumar Sundram, National Director Legal, Ernst & Young
- Mr. Ajay Jain, Chief Financial Officer, Hindustan Times
- Ms. Aparna Sharma, President, Noam Management Consulting Pvt. Ltd.
- Mr. Deepak Bharadwaj, Director - Corporate Affairs at Texas Instruments
- Ms. Jasmine Kaur Vaswani , Former Manager HR, Bennett, Coleman & Co. Ltd. (Times Group)
- Mr. Pranav Chaturvedi, Founder, Indian Institute of Financial Markets
- Mr. Amit Grover, Founder, Nurture Talent Academy
- Mr. Ajay Chaturvedi, Founder & Chairperson, HarVa (Harnessing Values of Rural India)
- Mr. Anurag Saran, Vice President, Product Management, Yatra.com
- Shri Sanjay Mann, CEO, Enterprise Business, Reliance Communication
- Smt. Aparna Sharma, President, Noam Management Consulting
- Shri. Harpreet Singh, President - Higher Education, Educomp Solutions Ltd
- Shri. Raj Gupta, Head HR, Tata Consultancy Services

- Smt. Jayanthi Jagannath, Head- HR(North), Deloitte Haskins and Sells, visited the department to deliver a lecture on “Growing importance of Human Capital”
- Shri. Akshay Mathur, Director, Corporate Training & Recruitment, S&P Capital IQ, has regularly been interacting with BMS students of DDUC during our annual conventions.
- Shri. Vinod Pandey, Director, PMS Consulting, has been a guest speaker on Ecclesia.
- Ms. Vandana Bharti, AVP, Commodity Research at SMC Global Securities Ltd.
- Smt. Ashu Madan, CFO, Religare Securities Pvt. Ltd.,
- Mr. Manoj Dharewa, CFO, GMR Group
- Dr. Seema Sanghi, Former Director at FORE School of Management

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements ? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -

- a) Curriculum development/enrichment
- b) Internship/ On-the-job training
- c) Summer placement
- d) Faculty exchange and professional development
- e) Research
- f) Consultancy
- g) Extension
- h) Publication
- i) Student Placement
- j) Twinning programmes
- k) Introduction of new courses
- l) Student exchange
- m) Any other

None

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations. N.A.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

Our policy is to visualize future requirements well in advance and take necessary steps for procurement e.g.

We visualized the need of infrastructure due to OBC expansion and got constructed 24 rooms within a year.

This provided us enough space for 16 classrooms, two laboratories, Multipurpose Hall and Computer Centre.

- We visualized the need of uninterrupted power supply for laboratories to function effectively and hence got installed two Generator sets of capacity 125 KVA and 62.5 KVA to provide full power back up.
- We got constructed ramps and toilets for visually and differently abled students.
- We also visualized the need for new equipment in view of the revision of syllabi and made provision in the budget, thus becoming one of the first to have updated laboratories.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities - classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

The college has the following facilities for curricular and co-curricular activities:

- 32 classrooms out of which 16 have LCD Projectors fitted in them. In the remaining 16 the facility of LCD projection is available through portable projectors.
- An air-conditioned Seminar Hall having a capacity of 100, fitted with audio-visual aids.
- An air-conditioned Committee Room having a capacity of 20, fitted with projection facility.
- 5 laboratories of Physics.
- 4 laboratories of Chemistry.
- 3 laboratories of Electronics.
- 4 laboratories of Computer Science.
- 2 laboratories each of Botany and Zoology.
- A botanical garden.
- One laboratory of each department and the multi-purpose room are also fitted with LCD Projectors.
- The college has two Computer Centres – one having 56 computers for the students and the other having 24 computers for the staff.
- The campus is Wi-Fi enabled and each user has been provided with user Id and password.

The major equipment in the various laboratories is as follows :

- Arbitrary Function Generator
- Optical bread-board and Fibre Optic Trainer Kit
- He-Ne Laser,
- Programmable furnace,
- Material testing equipment for P-E Hysteresis, Hall's effect, Electrical conductivity, Magnetic susceptibility
- Four Channel Digital storage oscilloscope
- Arbitrary function generator
- Robotics trainer kit
- Digital and analog trainer kit

- High end server and computational facility for circuit simulation.
- Spectrophotometer
- Potentiometer
- Conductometer
- Flame photometer
- Electrophoresis
- Autoclave
- Laminar air flow
- BOD incubator
- Shaker
- Stereo Microscope

b) Extra-curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

We have sufficient space for sports and extra-curricular activities:

- There is a spacious playground for all outdoor games including cricket, football, hockey, baseball, handball and volleyball. There is a separate basketball court adjacent to which provision has been made for Archery. For indoor sports there is a table-tennis room and another room for mini-gymnasium.
- For extra-curricular activities there is a multi-purpose room which is used for dance practice and choreography. The same room is used for organizing Yoga classes and any other activity requiring sitting on the floor. There is a dedicated room for the practice of dramatics.
- We also have an open stage for performing arts.
- There is a dedicated music room having the following instruments:
 - Electric Guitar
 - Electric Bass Guitar

- Harmonium
- Electronic Keyboard
- Jazz Drum Set
- Percussion : Dholak & Tabla
- Mikes, Speakers, Amplifier, etc..

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

The college is working at present from a building provided by the Government of NCT of Delhi by evacuating a school. During the last two decades the college has been expanding the infrastructure and creating facilities as per the need of its academic growth e.g. there was a dire necessity of having a Seminar Room which was constructed in an area which was lying totally unutilized. The civil work was done by the P.W.D. and the interiors, furniture, air-conditioning and audio-visual equipment including table mikes have been arranged from the college development fund. The Seminar Hall is almost always under use and different departments have to get it booked well in advance for organizing their activities. Since the college has a large number of science courses and all students use the computer laboratories /computer centre, providing uninterrupted power supply was essential for optimal use of all the equipment. Hence, a full power back-up has been ensured through a 125 KVA Generator set in the original school building.

Due to increase in number of seats on account of OBC reservation policy of the government, the college got 24 rooms constructed in the year 2009-10. In this block again uninterrupted power supply has been ensured through a 62.5 KVA Generator set. As per the needs of the time the entire campus has been made Wi-Fi and all the computers of the college are networked with a common server through optical fiber link which in turn is connected to Delhi University server through optical fibers. The amount spent on development of various infrastructure facilities during the last four years is given below:

S. No	Year	Development of Infrastructure facilities	Amount (Rs. in lakhs)
1.	2009-10	12 classrooms, laboratories, computer centre & multi-purpose room	181
2.	2010-11	Replacement of old & bulky ceiling fan, street lights & wiring for computer points	7.63
3.	2011-12	Providing and Fixing data cabling and networking in Computer Science Lab., BBS Lab. Electronics Lab. And Computer Centre in New Building with optical fibre inter-connectivity	22.59
4.	2012-13	Repair of existing bituminous road with R.M.C. Red sand stone, interlocking tiles for parking and repair of A.C., sheet roofing.	11.53

Our own campus is coming up at Dwarka on a plot of 7.7 acres. The Govt. of NCT of Delhi has sanctioned a sum of Rs. 151 crores for construction of a seven storey building along with both boys and girls hostels and a few staff flats. About 20% of the construction has already been done and it is expected to be completed by May, 2015.

Following steps are taken to ensure optimum utilization of the infrastructure:

- Computer Centre is shared by all Departments.
- Before & after class hours, classrooms are used for add-on-courses.

- NSS, Sports and ECA are organized on Saturdays, Sundays and also holidays.
- Playground and Seminar Room are provided to neighboring institutions.
- College premises are used for polling in corporation, Assembly and National Elections.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

We are sensitive about the requirements of the students with physical disabilities. Ramps and toilets have been constructed for the orthopedically challenged and signage's have been got fixed for the visually challenged students.

4.1.5 Give details on the residential facility and various provisions available within them:

- **Hostel Facility - Accommodation available**
- **Recreational facilities, gymnasium, yoga center, etc.**
- **Computer facility including access to internet in hostel**
- **Facilities for medical emergencies**
- **Library facility in the hostels**
- **Internet and Wi-Fi facility**
- **Recreational facility-common room with audio-visual equipments**
- **Available residential facility for the staff and occupancy**
Constant supply of safe drinking water
- **Security**

Hostel facilities are not available in the present building. However, both Boys and Girls Hostels are under construction in the new campus.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

Off-campus: Health provision for staff includes reimbursement of hospitalization and treatment expenses from Authorized Medical Attendant of DU panel.

On campus: membership of WUS is available to staff and students. Further, within college premises, there is provision of first-aid and the college also provides medical facility through tie-up with a nearby Nursing Home in case of medical emergency.

4.1.7 Give details of the Common Facilities available on the campus – spaces for special units like IQAC, Grievance Redressal unit, Women’s Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

College has common facilities such as staff room for teachers, girl’s common room for students, safe (RO treated) drinking water facility at three places for students and one for teachers in staff room. The college also has a spacious canteen with extension in the open area. Due to paucity of space the special units like IQAC, Grievance Redressal Unit, Women Development Cell, Counseling and Career Guidance Cell, Placement Cell and other committees use a common Committee Room for holding their meetings.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, the library has a Committee named “Library Committee”. Teachers-in charge of all the departments are members of this committee.

Significant Initiatives taken by Library Committee are:

- Library Book Circulation services are made available to students till their examinations are over.
- The existing ceiling of the number of copies of a title to be purchased has been increased from 05 to 10 in view of new Syllabi.
- In order to prevent theft and damage to library books, the library committee had recommended installation of CCTV cameras in the library which has reduced the loss significantly and there is no more damage to the books.
- Organizing Book exhibition of publishers in the campus.

4.2.2 Provide details of the following:

Total area of the library (in Sq. Mts.)	417 Sq. mtr.
Total seating capacity	100
Working hours (on working days, on holidays, before examination days, during examination days, during vacation)	9.00 a.m. to 5.00 p.m. on all working days round the year
Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)	Circulation Counter, Reference Area, Reading Hall, Stack Area, E-Resource Workstations, Journal/ Periodicals Section, Newspaper Display Area, Property Rack

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years

The Library ensures the availability of current titles by consulting Publishers' catalogue, book reviews and Publishers' website. A sub-committee is formed for purchase of general books. The new arrivals

are duly notified and prominently displayed. The amounts spent in the last four years under the different heads are as below:

Library holdings	2009-2010		2010-11	
	Number	Total Cost (Rs.)	Number	Total Cost (Rs.)
Text books	1066	329590	1561	524761
Reference Books	505	303891	1016	931944

Library holdings	2011-12		2012-13	
	Number	Total Cost (Rs.)	Number	Total Cost (Rs.)
Text books	908	272029	1496 #	411876
Reference Books	525	343749	740	713412
# Includes 407 books of Remedial Coaching Scheme (Book - Bank)				

Library holdings	2009-2010		2010-11	
	Number	Total Cost (Rs.)	Number	Total Cost (Rs.)
Journals/ Periodicals	23	25060	22	19442
Magazine	19	15052	21	16552
e-resources□	-	-	N-LIST, UGC-INFONET&DULS E-R'S	5000
Newspapers	21	19955	21	20823

Library holdings	2011-2012		2012-13	
	Number	Total Cost (Rs.)	Number	Total Cost (Rs.)
Journals/ Periodicals	26	25037	21	19200
Magazine	20	15290	21	18920
e-resources□	N-LIST, UGC-INFONET, DULS E-R'S	5000	N-LIST, UGC-INFONET & DULS E-R'S	5000
Newspapers	21	22816	23	27858

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

OPAC	Yes, (Two terminals)
Electronic Resource Management package for e-journals	Electronic Resource Management package for e-journals: User Control provided by NLIST
Federated searching tools to search articles in multiple databases	As provided by UGC-INFONET (JCCC) and DULS (Knimbus)
Library Website	Webpage linked to College Website
In-house/remote access to e-publications	Yes
Library automation	Yes, Library uses Lib. Sys Software package 'LS Ease'. Library automated operations running since 2004
Total number of computers for public access	42
Total numbers of printers for public access	02
Internet bandwidth/speed 2mbps <input type="checkbox"/> 10mbps <input type="checkbox"/> 1 gb (GB) <input type="checkbox"/>	40 Mbps
Institutional Repository	Not yet Implemented
Content management system for e-learning	No
Participation in Resource sharing networks/consortia (like Inflibnet)	Yes, NLIST, INFLIBNET & DULS

4.2.5 Provide details on the following items:

Average number of walk-ins	200/ Day
Average number of books issued/returned	336/ Day
Ratio of library books to students enrolled	~15

Average number of books added during last three years	1947 (per year)
Average number of login to opac (OPAC)	40
Average number of login to e-resources	20
Average number of e-resources downloaded/printed	7000 pages per Year-180 Days
Number of information literacy trainings organized	02
Details of "weeding out" of books and other materials	1772+1618=3390. (1772 out of the total of 3390 books were weeded-out in the year 2007 whereas 1618 books were weeded-out in 2012)

4.2.6 Give details of the specialized services provided by the library

Manuscripts	Nil
Reference	Yes, Students and Faculty Members are guided & assisted
Reprography	Yes, Photocopy
ILL (Inter Library Loan Service)	Yes, not formalized but such services have been given to departments such as Physics, Mathematics, Operation Research
Information deployment and notification (Information Deployment and Notification)	New Arrivals through E-mail and notices on Website
Download	Yes
Printing	Yes, (7000 pages per year)
Reading list/ Bibliography compilation	02
In-house/remote access to e-resources	Yes, access to DULS & UGC-INFONET

	E- Resources is provided in house while Remote Access is available for NLIST E-Resources
User Orientation and awareness	This programme is usually held on Orientation Day of the new session every year. This year it was held on 20th July, 2013 conducted in three batches in the Seminar Hall of the College
Assistance in searching Databases	Yes
INFLIBNET/IUC facilities	UGC-INFONET & NLIST Service of INFLIBNET are availed

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The library staff provides the following support :

- helps in locating books, periodicals etc.
- helps in printing/ scanning, database search and downloading
- provides reference services
- exhibit new arrivals
- helps in bibliography
- sends new e-mail alerts.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

- Audio CDs and Braille Books for visually challenged.
- Reference Service.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

There is no formal method for feedback. However, feedback is taken informally through interaction with students at the time of return of books, while passing out at the time of clearance and indirectly through suggestion box.

4.3 IT Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

Number of computers with Configuration (provide actual number with exact configuration of each available system) :

There are a total of 313 Desktop PCs; 824 Laptops & 06 Servers as per details given below:

A. Hardware:

S.No.	Details of Desktop Computers with Configuration	Qty.	Lan	Wi-Fi
1	Acer/ Veriton M200 Series/ 2.60 gigahertz AMD Phenom II X4 810/ 2 GB RAM/ 320 HDD/LCD 19 Monitor /Windows 8 OS/Norton Antivirus	80	Yes	Yes
2	Acer with Microscope Projection System	2	Yes	No
3	HP/ Compaq Mini Tower/ DX2700/Intel Core 2 Duo, E6600, L2 Chche 4 MB FSB 1066MHz, Speed 2.40 GHz, 512MB, DDR-II, 80GB HDD, 1.44MB FDD, DVD Combo, 15" TFT Monitor, USB Key Board & Mouse	40	Yes	No
4	HP Compaq dc5800- Intel Core 2 Duo E7400 2.80 GHz, 2 GB RAM, 250 GB HDD, Color TFT Monitor, Preloaded Windows Vista Business 32 bit	5	Yes	No

S.No.	Details of Desktop Computers with Configuration	Qty.	Lan	Wi-Fi
5	HP Compaq dx7400- Intel Core 2 Duo E4600 2.40 GHz, 1GB RAM, 320 GB HDD, Color TFT Monitor, Preloaded Microsoft Windows XP Professional	10	Yes	No
6	HP/ Intel Core 2 Duo Processor, 1GB RAM, 250HDD	1	Yes	Yes
7	HP/ Intel Core 2 Duo Processor, 1 GB RAM, 250GB HDD	8	Yes	No
8	HP/ Intel Processor, 1GB RAM, 250GB HDD	3	Yes	No
9	HP/ Intel Core 2 Duo Processor, 1 GB RAM, 250GB HDD	1	Yes	No
10	HP/ PIV 3.2 GHz, 80GB HDD,	10	Yes	No
11	HP/ PIV 3.2 GHz, 80GB HDD,	7	Yes	No
12	HCL/ Intel Core 2 Duo, 4GB Ram, 500gb HD, DVD Writer, Windows 7 Professional OS 64 bit. 18.5" LCD Screen	40	Yes	No
13	HCL/ Intel Core 2 Duo, 4GB Ram, 500gb HD, DVD Writer, Windows 7 Professional OS 64 bit. 18.5" LCD Screen	1	Yes	No
14	HCL Infiniti PRO SL 1330 - CPU Intel Core 2 Duo E8400 3.0G, 300 GB SATA HDD, 4GB RAM, 18" LCD Monitor, Preloaded Windows 7 Professional (64B)	16	Yes	No
15	HCL Infiniti PRO SL 1330 - CPU Intel Core 2 Duo E8400 3.0G, 300 GB SATA HDD, 4GB RAM, 18" LCD Monitor, Preloaded Windows 7 Professional (64B)	1	Yes	No
16	HCL Infiniti PRO SL 1330 - CPU Intel Core 2 Duo E8400 3.0G, 300 GB SATA HDD, 4GB RAM, 18" LCD Monitor, Preloaded Windows 7 Professional (64B)	1	Yes	No
17	HCL Infiniti PRO SL 1330 - CPU Intel Core 2 Duo E8400 3.0G, 300 GB SATA HDD, 4GB RAM, 18" LCD Monitor, Preloaded Windows 7 Professional (64B)	1	Yes	No
18	HCL Infiniti PRO SL 1330 - CPU Intel Core 2 Duo E8400 3.0G, 300 GB SATA HDD, 4GB RAM, 18" LCD Monitor, Preloaded Windows 7 Professional (64B)	30	Yes	No

S.No.	Details of Desktop Computers with Configuration	Qty.	Lan	Wi-Fi
19	HCL Infiniti PRO SL 1330 - CPU Intel Core 2 Duo E8400 3.0G, 300 GB SATA HDD, 4GB RAM, 18" LCD Monitor, Preloaded Windows 7 Professional (64B)	3	Yes	No
20	HCL/ i5	21	Yes	No
21	Dell Optiplex 990 - 2nd Generation Intel Core i7-2600 Processor (3.4 GHz), 250 GB SATA Hard Disk, 4GB RAM Preloaded Windows 7 Professional 64 Bit, 18" Color TFT Monitor	20	Yes	No
22	IBM/ Think Centre/ 8196MAV/RAM-256MB (Hynix), HDD-40GB(Seagate), Processor-Intel P IV-H.T2.8GHz,M.B-Intel 865G Chipset	4	Yes	No
23	IBM/ Think Centre/RAM,512MB(256*2) (Hynix),HDD-80GB,Sata, MB-Intel 915G Chipset, Processor-Intel -IV,HT3.2GHz	2	Yes	No
24	IBM/ Think Centre/8124KQH/ 8124MQZ/ RAM-(256*2=512),MB-915G, Processor-Intel P-IV 3.20GHz, HDD-80GB	2	Yes	No
25	IBM/ Think Centre/8124KQH/ 8124MQZ/ RAM-(256*2=512),MB-915G, Processor-Intel P-IV 3.20GHz, HDD-80GB	1	No	No
26	HCL Infiniti PRO SL 1330 - CPU Intel Core 2 Duo E8400 3.0G, 300 GB SATA HDD, 4GB RAM, 18" LCD Monitor, Preloaded Windows 7 Professional (64B)	3	Yes	Yes
Total		313		

S.No.	Details of Laptop Computers with Configuration	Qty.	Internet Facility	Server Configuration	Qty
1	HP/Intel i5 processor, 4gb Ram, 500GB HD, DVD Writer, 14" Screen, Dual Boot (Windows 7 Professional 64bit and Suse Linux)	25	Yes	Acer Server/ [Intel® Xeon(R) CPU E-5620 @ 2.40 GHz (2 Processor) with windows 2008 (Server) R2 installed	2

S.No.	Details of Laptop Computers with Configuration	Qty.	Internet Facility	Server Configuration	Qty
2	HP/ Compaq Core 2 Duo, 512MB, 60GB HDD	1	Yes	IBM/32X/ 8480/ RAM-DDR-256+512MB, HDD-36.4GB*2, P-IV-2.4GHz	1
3	HP/ Intel i7, 4GB RAM, 320GB HDD, Window 7	1	Yes	ACER Altos - G530- Intel Xenon 3.0 GHz, 1GB RAM, 2x256 HDD, Gigabit Ethernet Card, 18" Color TFT Monitor	1
4	Dell/ Intel i7, 4GB RAM, 320GB HDD, Window 7	2	Yes	Wipro/ Server E1/ Intel Xeon 3.2 GHz, 1GB RAM, (2x120) HDD	1
5	Dell/ Latitude D520, Intel Centrino Core 2 Duo 1.83GHz	2	yes	HCL	1
6	Dell/ Latitude D520, Intel Centrino Core 2 Duo 1.83GHz	2	Yes		
7	Acer/ i3 Processor, 4GB RAM, 500GB HDD/ Window 7	2	Yes		
8	Acer/ i5 Processor, 4GB RAM, 500GB HDD/ Window 7	1	Yes		
9	Dell/ Latitude D520, Intel Centrino Core 2 Duo 1.83GHz	1	Yes		
10	HP/ Probook 445G1, 8GB RAM/ AMD Elite A65350M 2.9 GHz Processor; Ubuntu 12	771	Yes		

S.No.	Details of Laptop Computers with Configuration	Qty.	Internet Facility	Server Configuration	Qty
11	HP/ Probook 445G1, 8GB RAM/ AMD Elite A10 5750M 2.56 GHz Processor; Ubuntu 12	16	Yes		
Total		824			6

Computer-student ratio	1137/2195=1:2
Stand alone facility	Nil
LAN facility	All 313 PCs are on LAN
Wifi facility	This facility is made available through 15 Access Points (11g) centrally managed by Router (Zonal Director). As many as 910 Machines are having wireless access
Licensed software	The College has a total of 33 Licensed Software. Detail given below
Number of nodes/ computers with Internet facility	283 Desktop PCs
Any other	The college has a total of 38 Printers; 02 Scanners; 44 LCD Projectors; 15 UPS (5-10KVA); 02 Xerox Machine

B. Licensed Software

S.No.	Software
1	Windows Server 2008 (R2)
2	Windows OS 7 Upgrade version
3	Microsoft Office 2010
4	Acrobat Reader 9.0 (Full Version)
5	Adobe CS5 (Premium)
6	MS Project 2010
7	MS Visio 2010

- 8 Window XP
- 9 Office 2003
- 10 Window 2003 Server Edition
- 11 LSEase (Library Automation)
- 12 Quick Heal Anti-Virus (10 User)
- 13 Windows NT 4.0 Server
- 14 Complete SCO Unix ver 5.3.2
- 15 Additional Clients for Windows NT 4.0 Server
- 16 Software SCO Pascal
- 17 DOS 6.22 with Manual
- 18 Easy Tutor-Learn Windows NT Version 4
- 19 Visual Studio 6.0 professional
- 20 Symantec Antivirus 9.0(5 Users)
- 21 MS-Office Standard 2003 Hindi
- 22 Adobe Illustrator CS2 version 12.0
- 23 Macro Media Director
- 24 Macro Media Flash Pro
- 25 Internet Developer Suite (Windows NT Based)
- 26 Adobe Photoshop CS 2 9.0 WIN AOO LIC IE
- 27 Tally Gold Multiuser Ed. (9.1)
- 28 Office Automation Software
- 29 JAWS Pro talking Software for Blinds

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

Computer and Internet facility is made available on campus to the faculty and both on campus and off campus to the students.

Out of the total of **787 Laptops** (*Make: HP, Model: Probook 445G1, 8GB RAM/ AMD Elite A65350M 2.9 GHz Processor, Specs: Ubuntu 12/*) **771** have been provided to students and 16 (*with AMD Elite A10 5750M 2.56 GHz Processor*) to faculty.

On campus there are a total of 313 Desktop Computers and 37 Laptops available in various departments as given below:

S.No.	Department	No. of PCs	No. of Laptops
1	Computer Centre	57	5
2	Library	48	0
3	Computer Lab	67	5
4	Commerce	10	7
5	Management Studies	40	3
6	Physics & Electronics	60	5
7	Mathematics	1	0
8	Chemistry	3	3
9	Botany	2	2
10	Zoology	5	2
11	English	1	1
12	Administration	19	4

The College has a total of 06 Servers, 38 Printers and 02 Scanners and 44 LCD Projectors.

The College is a part of NKN's fiber optic Gigabit Network through University of Delhi with present Internet speed of 40 Mbps scalable to 1 Gbps.

Students and faculty members avail computing & internet facility within their departmental laboratories as well as in common facility such as computer centre and Library Computer Hub.

Every department is a part of centralized LAN besides having their own departmental network. The entire campus is Wi-Fi enabled. Students and faculty have been provided Wi-Fi authenticated User ID & Password for Internet access through their devices (Mobile, Laptops etc.).

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

Every department of the college has its own laboratory and independent ICT Infrastructure. Additionally, the college also has common computing facility such as computer centre and computer

hub within the Library. Time to time the college upgrades the common IT Infrastructure facilities as well as ICT Infrastructure in the departments as per the need of the curriculum.

In the beginning the college started with few Intel 8086/286 processors based system having DOS environment without any LAN. Today due to successful institutional plans and strategies, the college boasts of state of the art computer centers equipped with Servers, Printers, Desktop Machines, Laptops, LCD Projectors, and Scanners of latest configuration. The college Library as well as Administrative Offices are also running automated operations. Every financial year requirement for purchase of new ICT equipment are invited from the all the departments which are reviewed and then sent to Govt. of NCT of Delhi for seeking grants and approval of purchases. The regular upkeep, maintenance, deployment and up gradation work is being carried out through personnel of Computer Center. The College also has plans to establish a multi facility center shortly with funding from UGC.

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years).

Department-wise provisions made in the annual budget for procurement, up-gradation, deployment and maintenance of computers & their accessories in the Institution for the last 4 years between 2009 & 2013 is as given below:

S.No	Year	Department	Qty	Proposed Expenditure (in Rs.)	Amount/ Expenditure Incurred (in Rs.)
1.	2009-10	Physics	4	250000	Nil
		Electronics	5	250000	
		Computer Science	11	495000	
		Total	20	995000	

S.No	Year	Department	Qty	Proposed Expenditure (in Rs.)	Amount/ Expenditure Incurred (in Rs.)
2.	2010-11	Office	3	120000	111147
		Chemistry (Laptop)	1	50000	46250
		Computer Science	6	270000	238211
		Zoology	2	60000	52966
		Electronics	30	1200000	1459535
		Botany	1	50000	52966
		Business Studies	40	1600000	2315958
			Total	83	3350000
	2010-11 (UGC Grant)	Computer/ LCD Projector			651016
3.	2011-12	Physics	15	750000	711365
		Electronics	6	300000	273280
		Zoology	2	80000	79093
		Total	23	1130000	1063738
4.	2012-13	Commerce	25	1250000	DHE approved in 2013-14
		Computer Science	10	650000	
		Computer Science (Server)	1	70000	
		Total	36	19,70,000	
Grand Total				Rs. 74,45,000	Rs. 59,91,787

During the last four years total budgetary allocation proposed was Rs. 74,45,000/- out of which an expenditure of Rs. 53,40,771/- was incurred. Additionally an expenditure of Rs. 6,51,016/- was materialized through funding from UGC Grant.

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

The institution facilitates extensive use of ICT resources including development and use of computer aided teaching / learning materials

by its staff and students by making these available for use in various departments and also at central computing facility such as computer centre and computer Hub in the library. These ICT facilities are adequately staffed so as to optimise their usage. These common facilities remain open from 9.00 A.M to 5.00 P.M on all working days which caters to the computing and ICT needs of student and faculty. Teachers are encouraged to use LCD projectors for their lecture in the Internet enabled Audio-Video class rooms. Students also use Projectors for their presentations.

The library provides remote access to teaching and learning e-resources (e-journal/e-books databases) available at N-LIST platform through Institutional membership. There are as many as 307 registered users comprising of both faculty and students.

Computer aided teaching is imparted using different licensed software packages such on Tally 9.0, Mathematica, MS Visual Studio, Adobe Illustrator CS Version 12.0, Macro Media Director, Macro Media Flash Pro, Adobe PhotoShop CS 2.9.0, MS Project 2010, MS Visio 2010, Adobe CS5 etc.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching - learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

Learning activities revolve around Class-room teaching in various forms such as Assignments, Class-tests, Project Reports and Presentations. They are supplemented by co-curricular activities of the subject societies involving seminars, workshops, conference, summer training, Industrial projects, quiz competitions etc. and extra-curricular

activities such as debates, dramatics and those of Eco club, NSS, photography club, MUN club, Finance club and Sports.

There are many ways in which teaching – learning resources have been deployed and made accessible for use by students to make them independent learner. Teachers put their assignments on the college website which is easily retrieved by the students for their benefit.

The Institute of Life Long Learning (ILLL), University of Delhi has developed courseware for different courses which is available to students free of cost through website. On FYUP, the University has developed a Blog where it has posted new course content according to the programme. University on its website has also hosted course-material developed by Faculty of Arts and Social Sciences for some of the papers of undergraduate programme In addition to these the College Library through N LIST programme of INFLIBNET, UGC provides remote access to thousands of scholarly full-text e-journals and almost over one lakh e-books.

ICT enabled class-rooms, Computer Centre, Library and Library Computer Hub are the learning spaces through which teachers facilitate student centered learning. Teachers too are encouraged, promoted and facilitated to use ICT equipments. Both faculty & students have been provided with individual Laptops for better teaching-learning process.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

Yes, the College avails the National Knowledge Network Connectivity through the parent University. There are various services that are being availed using NKN backbone namely:

- Delhi University Wide Area Network (WAN)
- College Local Area Network (LAN)

- Access to Scholarly Content of UGC-Infonet Digital Library Consortium
- Local Resource Sharing Services of Delhi University Library System
- Internet Services through dedicated Fibre Optic Network presently with 40 Mbps speed scalable till 1 Gbps.
- Video Conferencing and Virtual class room activities through the University developed application called Virtual Learning Environment (VLE).

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

Amount Spent on Purchase of various Items:

S.N.	Items	2009-10	2010-11	2011-12	2012-13
a	Furniture	0	1291000	0	0
b	Equipments	50000	2505000	5173000	357000
c	Computers/Projectors	0	4922000	1064000	0
d	JAWS Pro talking software for blind	0	93000	0	0

Amount Spent for Maintenance Work:

S.N.	Items	2009-10	2010-11	2011-12	2012-13
a	Building*	28000	19000	17000	16000
b	Equipments	41000	83000	98000	107000
c	Laboratory Day to day exp.(Recurring)	16000	154000	138000	182000
d	Computers/Projectors	0	89000	0	10500
e	Vehicles (R & M)	20000	16000	17000	10000
f	Vehicles (Petrol)	61000	70000	81000	83000
*The repair/maintenance work of building is done by the PWD					

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

College Building is maintained by the govt. through PWD. College has adequate trained personnel (8 Scientific Assistants, 2 Technical Assistants, and 16 Lab. Assistants) to look after the routine maintenance of equipment, networking and computers. Many of the major equipment like generator sets, 5-10 KVA UPS, RO machine, the EPABX system, Xerox machines are kept under Annual Maintenance contract. For other equipment need based outsourcing, preferably from the manufacturer is done.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

Some of the sensitive electronic instruments such as Digital Storage Oscilloscope, Function Generators and PC Inter faceable Multi-meters are calibrated annually from the Manufacturer. The other equipment is calibrated by the technical staff and the faculty as and when needed.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

College has full power back up and three phase electricity supply. Each laboratory has voltage stabilizers and online/offline UPS for safe guard of sensitive equipment against voltage fluctuations, spikes etc.. For constant supply of water, the municipal supply is stored in overhead tanks. It is supplemented by underground water. We treat the water with RO technique before feeding it in coolers.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, we publish our prospectus every year. It provides information about the vision and mission statements, the history of the college, courses offered, admission procedure, attendance rules, examination and internal assessment rules, infrastructure available and culture of the Institute. It also provides a complete list of the staff members, the Conveners of various committees and rules related to maintenance of discipline including those pertaining to sexual harassment and ragging. The institution ensures its commitment and accountability by following a transparent admission process, meticulous implementation of directives of higher bodies and being subject to the RTI act.

5.1.2 Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?

We give freeships to the needy and deserving students. About 10% of the students on recommendation of the Fee Concession Committee consisting of teachers have been given freeships in the last four years.

Details of free ships are as follows:

	2009-10	2010-11	2011-12	2012-13
Fee Concession (No. of students)	57	83	192	195
Ward case	2	8	9	8

- Very poor students are also given financial aid, through the Student Aid Fund.

- Whenever a student expresses inability to deposit the fees, it is either arranged through donations (by faculty) or else Fee Concession is granted by the Principal which is later ratified by the Committee.

5.1.3 What percentage of students receives financial assistance from state government, central government and other national agencies?

About 1% students belonging to the under-privileged sections of the society viz. SC/ST/OBC/Minorities and differently abled have received financial assistance from Govt. of NCT of Delhi and about 8% have received from the University of Delhi. Many students of other states get their forms attested and the states give the money directly to them without any intimation to us.

5.1.4 What are the specific support services/facilities available for

- ✓ Students from SC/ST, OBC and economically weaker sections
- ✓ Students with physical disabilities
- ✓ Overseas students
- ✓ Students to participate in various competitions/National and International
- ✓ Medical assistance to students: health centre, health insurance etc.
- ✓ Organizing coaching classes for competitive exams
- ✓ Skill development (spoken English, computer literacy, etc.,)
- ✓ Support for "slow learners"
- ✓ Exposures of students to other institution of higher learning/ corporate/business house etc.
- ✓ Publication of student magazines

The support services/ facilities available are:

- For students from SC/ ST/ OBC and economically weaker section - Scholarship and fee concession apart from book bank facility in the library.

- For student with physical disabilities – Audio visual aids, laptops with screen reading software and Braille books.
- For participation in various competitions at National/International level, the college provides T.A., D.A., Registration Fee.
- For Communication Skills and Personality Development the college conducts an Add-on course named as Effective Communication Personality Development through Theatre.
- For computer literacy the college organizes ICT workshops for staff and students.

We organized a UGC-Funded Capacity Building Workshop on Personality Development on the theme “Foundation of Success: Effective Communication” for students belonging to SC/ ST/ OBC/ Minority/ PH/ VC categories during 4th February – 8th March, 2013. This 50 hours workshop spanned over five weeks was conducted in collaboration with National Skills Institute, Lok Bharti Education Society, New Delhi. As many as 13 different topics were covered under this workshop such as *Types and Styles of Communication; Communication Barriers; Listening Skills; Telephone Etiquettes; E-mail Writing; Introduction and Greeting; Creative Thinking; Logical Thinking; Power of You; Problem Solving; Group Discussion; Interview Skills* etc. Out of the total of 78 students who registered for this programme, 51 were declared successful for certification. Out of the 51 students 43 were boys and 8 girls, with maximum belonging to OBC (36) followed by SC (10), ST (4) and minority (1).

An online feedback from students was conducted about the workshop with a view to organise such programs in better way in future. This extra opportunity provided to the students apart from curriculum based learning added new dimension to their profile making students, a better civilized human being which in turn fulfills the very motto of our College.

- We have organized trips to various institutions, corporate and business houses to provide exposure to other institutions of higher learning. Some of the places which the students have visited are Indian Agricultural Research Institute, National Physical Laboratory, Maruti Udyog Ltd., Mother Dairy, Tata Energy Research Institute (TERI).
- We have tie up with a nearby Nursing Home for providing medical assistance during any emergency in the college. There is also a Government Hospital within one Km. from the college and a private 500 Bedded hospital 3 Kms away.
- We publish our Annual Magazine "Reflections" which is of outstanding quality. The magazine is theme based and provides the students opportunity to express their flair for writing and creativity through poetry, carry catcher and photographs. Besides, the individual departments also publish magazine/newsletters, related to their own discipline.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

Entrepreneurship is a way of life where one learns to take initiative, be creative, solve problems, seek opportunities, imagine and enact achievement. We do not have an institution-wide policy in this regard. However, some of our faculty members, especially those from commerce and management have been striving for long toward facilitation of the development of student Knowledge, Attitudes, Skills and Habits (KASH). For example it has been a practice to offer the Entrepreneurship and Small Business paper to the B.Sc. Programme students, Business Entrepreneurship & Management as foundation course in the FYUP and Business Organization & Management in B.Com. (Honours) and B.B.S. It has been usual for the instructors, to

use Thematic Aptitude Test (TAT), project work and role model narratives for the development of entrepreneurship skills. The Department of Management Studies is running 'Entrepreneurship Development Cell' under which some initiatives have been taken by the students. Many students have started their own ventures rather than looking for placements.

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- * additional academic support, flexibility in examinations
- * special dietary requirements, sports uniform and materials
- * any other

We encourage every student to participate in sports. Morning games are organized for all students. Refreshment, Cash prizes and certificates of participation are given to all participants.

In extra-curricular activities also, refreshments is provided to students during long rehearsals. Dresses are hired/provided to dance/drama teams.

Every society encourages the students to participate in different inter-college competitions by holding training sessions.

Relaxation in attendance as per rules is provided to students participating in inter-college/university sports and ECA competitions. Up to 8 marks in foundation course are given on the basis of participation/achievements in sports/ ECA.

We provide sports kit (during competition) and refreshment to students participating in sports.

We also provide transportation facility and registration charges to the students for participation in inter-college competitions.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE/CAT/GRE/ TOFEL/GMAT/ Central/State services, Defense, Civil Services, etc.

Being an Undergraduate college, students do not appear for NET, SLET, etc.. Many students have qualified for Central/State services, Defence services and many have joined MBA through CAT, but we have not been able to keep complete records of such students.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

We provide academic and career counseling through the Career Counseling and Placement Cell which organizes regular career options talks in different areas. There is no formal cell for providing personal and psycho-social counseling. However, individual teachers and departments do informal counseling for their own students.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).

We have a Career Counseling and Placement Cell. The cell invites companies for pre-placement talks to enable the students to look for jobs of their own interest and aptitude. The cell maintains a complete database of the third year students and sends an e-mail to them whenever any company is to come for placement services. The students register online with the company for off-campus placements

under intimation to the convener of placement cell. When the companies visit the campus both pre-registration and on the spot registration are permitted. The cell also organizes workshops from different experts to help them prepare for interviews.

The following companies have visited our campus in the last four years :

- Capital IQ
- American Express Bank
- Aon Hewitt
- Bank of America
- Capital IQ
- CIANS Analytics
- Divya Portfolio
- Ernst & Young
- Grail Research
- Groupon
- IIFM
- Infinity Business School
- Markit
- Mobisolv
- OnQ (Japanese MNC)
- Pricewater House Coopers (PwC)
- Protivity
- Text 100
- Webber Shandvick
- Zomato
- WIPRO,
- TECH Mahindra,
- IBM Daksh,
- Livewell Aviation,

- Max New York
- WIPRO-BPO
- GENPACT
- WNS Global Services (P) Ltd,

The percentage of students selected during campus interviews by different employers are given below:

Year	No. of students enrolled for CPC	No. of Students who received placement offers	% of students selected during placement drive
2009-2010	250	25	10%
2010-2011	239	32	13.4%
2011-2012	273	71	26%
2012-2013	287	74	25.8%

5.1.10 Does the institution have a student grievance Redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

A Suggestion Box is placed at a prime location inside the campus in which the students have the freedom to drop any problem or grievance in writing. The Box is opened periodically and necessary actions are taken to address grievances. The personal grievances are handled carefully in a sensitive manner and whenever required, counseling is done by the teachers.

There has been no major grievance in the last ten years. However, the minor ones are listed below:

S.No.	Grievance	Redressal
1.	Not to charge penalty on failure in House Examination.	Redressed by distributing the collected fine in the form of prizes to the students securing highest marks in each Paper and giving cash award for high attendance (more than 95%).
2.	Renovation of Canteen and its extension in the open area.	Canteen was renovated, four years ago and sitting arrangement outside the canteen made.

S.No.	Grievance	Redressal
3.	Ensuring Water supply till late in the evening.	Capacity of Overhead Tankers increased.
4.	Provide photocopying facility within the campus.	It has been provided.
5.	Provide Print-out facility from the college Library and Computer Centre.	The facility is provided at nominal rates.
6.	Allow retention of Library Books during the conduct of examination.	Has been permitted and clearance from Library is now taken after the examinations are over.
7.	Not to take classes on Saturdays as they have to attend coaching classes outside.	Redressed by having co-curricular and extra-curricular activities requiring full day, being held on Saturdays. Minimal classes of guest faculty/extra classes needed by regular staff are only held on Saturdays.
8.	Construct bathroom for taking bath after Sports in the morning.	Redressed by constructing bathrooms separately for boys and girls.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

The college has a harmonious environment. We organize various lectures and workshops on Gender Sensitizing, as a result of which, there has been no reported case of Sexual Harassment in the college. However, as per directives of the Hon'ble Supreme Court and consequent inclusion of Ordinance XV-D in the Ordinances of the University of Delhi, the college has constituted a College Complaints Committee (CCC) against Sexual Harassment. It involves representation of two teachers, two members of the non-teaching staff, three students and two persons from outside the college having experience of working on women issues. The committee has more than 50% women members and is chaired by a woman.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

We have constituted an Anti-Ragging Committee consisting of one senior teacher from the college, an NGO Activist, one Police Officer, one Media person, one Parent Representative and a Social Activist. There has been no reported case of ragging in the college during the last four years.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

We provide the following facilities to the students as welfare measure :

- subsidized canteen facility
- special diets to sports persons
- career counseling and placement services
- laptop computers have been provided to all first year students (courtesy, University of Delhi)
- fee concession to needy and meritorious students
- book bank facility
- scholarship to students from under-privileged and economically weaker section

5.1.14 Does the institution have a registered Alumni Association? If yes', what are its activities and major contributions for institutional, academic and infrastructure development?

Yes, the College has an alumni association started about ten years ago and registered in June 2013. The Alumni holds its regular meetings once in a year. However, the Executive Committee meets more frequently.

The alumni have organized the following activities:

- A community Health Check-up camp was organized in March/April, 2013.
- Career Counselling from Experts in Industry, thus helping in placements.

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

As the college does not have Post-graduation, we are not in a position to monitor student progression accurately.

5.2.2 Provide details of the programme wise pass percentage and completion rate for the last four years (course-wise/batch -wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Programme wise pass percentage and completion rate for last four years

S.No.	Name of Course	Pass Percentage			
		2009-10	2010-11	2011-12	2012-13
1	B.A.(H) English	75.00	100.00	90.00	100.00
2	B.A.	34.00	68.63	47.22	100.00
3	B.B.S.	96.15	100.00	100.00	94.87
4	B.Com.(H)	100.00	100.00	100.00	100.00
5	B.Sc. Life Science	84.44	55.56	59.62	60.71
6	B.Sc. Physical Sc.	54.05	55.88	24.53	31.66
7	B.Sc. Applied Phy.Sc.	65.63	71.43	37.50	62.07
8	B.Sc. (H) Botany	-----	-----	-----	77.78
9	B.Sc. (H) Chemistry	-----	-----	-----	53.66
10	B.Sc.(H) Computer Sc.	85.19	83.33	84.50	100.00
11	B.Sc. (H) Electronics	100.00	100.00	91.30	22.00
12	B.Sc. (H) Physics	81.48	100.00	88.89	47.78
13	B.Sc. (H) Mathematics	82.14	91.89	100.00	92.75
14	B.Sc.(H) Zoology	-----	-----	-----	51.85

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

We facilitate student progression to higher level of education and/or towards employment through seminars, workshops etc. organized by Departmental Subject Societies and Career Counselling & Placement Cell.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

In every teachers time-table, there are designated contact hours during which all students, including the weaker students, can contact and get personalized attention and academic support.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

The range of activities available to the students broadly pertains to the genre of Extra-Curricular Activities (ECA) and Sports. The spectrum of extra-curricular activities includes Debate, Dramatics, Music and Dance, Photography and Spic-Macay. In sports, we have Archery, Athletics, Badminton, Baseball, Basketball, Chess, Football, Korfball, Netball, Softball and Taekwondo.

We organize Spic Macay – Virasat series in September every year. Vande Matram is fixed for last week of September. Results of talent hunt by various societies are also declared and rewarded on the same day. The Annual Cultural Festival is organized in January, followed by sports day and finally the Annual day in February-March.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

Achievements of the students in Sports at different Levels (2013-14):

Individual events in inter-college tournaments :

S. No.	Name of Student	Name of Activity	Level of activity	Year	Position
1.	Amrita (B.Sc. Math 1 st Year)	Delhi State Archery Champion ship	State	2013	1 st Junior Category, Distances-30,50,60,70 Meter
2.	Amrita (B.Sc. Math 1 st Year)	Inter College Archery Champion ship	University	2013	1 st Olympic Round and Distances-30,50,60,70 Meter
3.	Amrita (B.Sc. Math 1 st Year)	Inter College Archery Champion ship	University	2013	2 nd Recurve Team Event
4.	Chinki Rani (B.A. 3 rd Year)	Inter College Archery Champion ship	University	2013	2 nd Recurve Team Event
5.	Richa Makker (B.A. 3 rd Year)	Inter College Archery Champion ship	University	2013	2 nd Recurve Team Event
6.	Divya Saini (B.A. Eng (H)3 rd Year)	Inter College Archery Champion ship	University	2013	2 nd Recurve Team Event
7.	Swapnil B.Com. (H) 2 nd yr.	Inter College Taekwondo Tournament	University	2013	1 st Feather weight category
8.	Sunny Chowdhary B.Sc. Physical sciences 2 nd Yr.	Half Marathon Organised by Central District, Govt of NCT of Delhi	State	2013	2 nd
9.	Tushar Rohilla B.Tech(Ele)1 st yr.	Inter College Taekwondo Tournament	University	2013	3 rd Feather weight Category

S. No.	Name of Student	Name of Activity	Level of activity	Year	Position
10.	Nabhkamal B. Sc.(H) Zoology 2 nd yr.	Inter College Wrestling Tournament	University	2013	3rd 66 weight Category
11.	Parvesh B.Sc. Physical Science 2 nd yr.	Inter College Wrestling Tournament	University	2013	3rd 60 weight Category

Representation in University team for inter-university tournaments :

S. No.	Name of Student	Name of Activity	Level of activity	Year	Position
1.	Kunwarjeet Singh B.Com. (H) 3 rd year	All India Inter-Varsity Baseball Tournament	Inter-University	2013	2 nd
2.	Rinku B.A. 3 rd year				
3.	Abhishek B.Com. (H) 2 nd year				

Achievements of the students in Sports at different Levels (2012-13):

S. No.	Name of Student	Name of Activity	Level of activity	Year	Position
1.	Amit Barak B.A. 3 rd year (Represented University of Delhi)	All India Inter-Varsity Baseball Tournament	Inter-University	2012	1 st
2.	Shivpoojan Yadav B.A. 1 st year (Represented University of Delhi)	All India Inter-Varsity Softball Tournament	Inter-University	2012	Participation
3.	Aman Khanna B. Com 2 nd year (Represented University of Delhi)	All India Inter-Varsity Softball Tournament	Inter-University	2012	Participation
4.	Ajay Prakash B.A. 2 nd year (Represented University of Delhi)	All India Inter-Varsity Softball Tournament	Inter-University	2012	Participation
5.	Swapnil B.Com. (H) 1 st yr. (Represented University of Delhi)	All India Inter-Varsity Taekwondo Tournament	Inter-University	2012	Participation

S. No.	Name of Student	Name of Activity	Level of activity	Year	Position
6.	Devinder B.A. 1 st year (Represented University of Delhi)	All India Inter-Varsity Archery Tournament	Inter-University	2012	Participation
7.	Naveen B.A. 1 st year (Represented University of Delhi)	All India Inter-Varsity Archery Tournament	Inter-University	2012	Participation
8.	Abhinav B.A. Eng (H) 1 st year (Represented University of Delhi)	All India Inter-Varsity Archery Tournament	Inter-University	2012	Participation
9.	Deepanshu B.A. Eng (H) 1 st year (Represented University of Delhi)	All India Inter-Varsity Archery Tournament	Inter-University	2012	Participation
10.	Afzal Ahmed B.Sc. Zoology (H) 3 rd year Represented DDUC Team	5 th Airtel Half Marathon Inter College Challenge	National	2012	Participation
11.	Anuj Nagar B.Com (H) 1 st year Represented DDUC Team	5 th Airtel Half Marathon Inter College Challenge	National	2012	Participation
12.	Suresh Imsa B.A. Eng (H) 2 nd year Represented DDUC Team	5 th Airtel Half Marathon Inter College Challenge	National	2012	Participation
13.	Swapnil B.Com. (H) 1 st yr.	Inter-College Taekwondo Tournament	University	2012	1 st Feather weight category
14.	DDUC Baseball Team	Inter-College Baseball Tournament	University	2012	4 th
15.	DDUC Softball Team	Inter-College Softball Tournament	University	2012	4 th
16.	DDUC Korfball Team	Inter-College Korfball Tournament	University	2012	4 th
17.	DDUC Archery Team	Inter-College Archery Tournament	University	2012	4 th

Achievements of the students in Sports at different Levels (2011-12):

S. No.	Name of Student	Name of Activity	Level of activity	Year	Position
1.	Harsimrat Singh B. Com 3 rd year	Represented University of Delhi in All India Inter-Varsity Baseball Tournament	Inter-University	2011	1 st
2.	Nitin Bhardwaj B. Com 3 rd year				
3.	Kunwarjeet Singh B. Com 2 nd year				
4.	Vikarm B.A.1 st year				
5.	Amol B.A.3 rd year (Represented University of Delhi)	All India Inter-Varsity Softball Tournament	Inter-University	2011	Participation
6.	Rinku B.A.1 st year (Represented University of Delhi)				
7.	Amit Barak B.A.1 st year (Represented University of Delhi)				
8.	Sumit Rana B.A.3 rd year (Represented University of Delhi)	All India Inter-Varsity Netball Tournament	Inter-University	2011	Participation
9.	DDUC Baseball Team	Inter-College Baseball Tournament	University	2011	1 st
10.	DDUC Softball Team	Inter-College Softball Tournament	University	2011	3 rd
11.	DDUC Archery Team	Inter-College Archery Tournament	University	2011	4 th

Achievements of the students in Sports at different Levels (2010-11):

S. No.	Name of Student	Name of Activity	Level of activity	Year	Position
1.	Rahul B.A.1 st year (Represented University of Delhi)	All India Inter-Varsity Baseball Tournament	Inter-University	2010	Participation
2.	Kunwarjeet Singh B. Com 1 st year (Represented University of Delhi)				

S. No.	Name of Student	Name of Activity	Level of activity	Year	Position
3.	Amol B.A.1 st year (Represented University of Delhi)				
4.	Kunwarjeet Singh B. Com 1 st year (Represented University of Delhi)	All India Inter-Varsity Softball Tournament	Inter-University	2010	Participation
5.	DDUC Baseball Team	Inter-College Baseball Team	University	2010	1 st

Student Achievements under ECA

S. No	Name/s of the student/s	Student achievements	Name & Description of the Activity	Level	Year of achievement
1.	Devesh Lalwani, Sristi Kapoor and a team of 60+ students	Organisation and participation.	Model United Nations - Discussion & Debate	International. Organized in collaboration with the United Nations Information Centre and the United Nations CSO Network. Participation from over 200 schools, colleges and universities.	2011-12; 2012-13
2.		Organization and participation	Finance Club - Seminar, Workshop and Quiz	State. It received participation from more than 15 colleges all over Delhi and NCR	2012-13
3.	Caste & Crew Members	Participation and performance	Dramatics - workshop and show	Pan DU	

S. No	Name/s of the student/s	Student achievements	Name & Description of the Activity	Level	Year of achievement
4.	Mr. Vikrant Khurana of B.Com (Hons.) III yr., Avinash Mishra of B.Com (Hons.) III yr. and Ms. Anusha Sharma of B.Sc (Life Sciences) V Sem. And, the other members of the music society	Organization and Performance, including prize winning performances. Third Prize	Vande Mataram- Annual Classical Dance and Choir Competition	Pan DU	2009-10; 2010-11; 2011-12; 2012-13;
5.	Avinash Mishra and Sarim Ali	Participation and second prize in Solo Singing competition at BITS Pilani	Vocal Music - BITS Pilani Festival	National	2012-13
6.	Kavita Jha Pratyush Gogoi Meenal Narula Saurabh Jain	First position Finalist Best Interject or Third Prize	Inter college Debate & GD	Pan DU	2012-13

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The college seeks feedback from Industry and the Alumni through invited talks and discussions.

5.3.4 How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The students are gradually involved in the process of publication. We begin with the organization of fresher's talent search wherein the students are given an opportunity to depict their creativity through writing, drawing, painting, photography etc. Thereafter, they are encouraged to put up articles from different sources on their departmental notice boards and are encouraged to write their own articles. Various departments publish their own monographs/ newsletters, wherein students write articles related to their own discipline in which they are more comfortable in writing. Once they see their own article in print, they take up to write for the college magazine as well. The students also take up editing work for the college magazine and other documents. The college has published the following documents:

- College Magazine
- SYRINX - Newsletter of the Management Studies
- PLANT SCIENCE - Newsletter of Department of Botany
- Brochures of the Dramatic Society
- Brochures of the Conscientious Commerce

5.3.5 Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The college has a Students Union which is an elected body and is equivalent to the Students Council. A faculty member works as Union Advisor. Our college is unique as it is free from party politics and organizes elections as per the schedule announced by the University for Delhi University Student's Union elections. The following are the office bearers of the Student's Union:

1. President
2. Vice-President
3. Secretary
4. Joint-Secretary and three students representing Science, Commerce and Humanities streams.

The Student's Union along with the Cultural Secretary and Cultural Coordinator who are nominated by the Principal on recommendation of a committee organizes various students activities including the Annual Cultural Festival - 'Kalrav'. The funding for the activities of the Student's Union comes through fees collected from the students at the time of admission and sponsorships.

The Induction Ceremony of the Student's Union is done every year on 25th September.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

There is student representation on Canteen committee, Magazine Committee, ECA Admission Committee, Sports admission committee and College Complaints Committee against Sexual Harassment.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

College holds regular meetings with Executive Committee members of the Alumni Association. Former faculty members and Alumni are invited on all formal functions of the college. An alumni meet is organized every year.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

The vision and mission has been stated in criteria 1.1.1. The college has ensured that its vision and mission is synchronized with the policy of higher education of the country i.e. higher education should take care of teaching, learning, research and extension activities. The aim is to create lifelong learners, who value honesty, have courage to express themselves freely, are visionary, confident and adaptable to change. Further we promote use of technology and train them to face the challenges of an inter-dependent and a competitive world.

The college translates its vision statement through the following steps:

- Orientation Programme for the students
- Systematic Planning for each Semester
- Regular Monitoring and Evaluation
- Interaction with the community through NSS schemes.
- Endowment
- Scholarships and Freeships
- Preference to the disadvantaged students in admissions (through reservations)
- Preference to girl students in terms of 2% concession in marks for admission to first year.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

The Management i.e., the Governing Body has ensured improvement in quality of staff by encouraging them to attend seminars,

conferences and workshops. It has created provision for professional development fund. Whenever, support is not available from Govt. agencies, the management provides Travelling Allowance & 80% of the Registration Fees. The Governing Body has also ensured the improvement in infrastructure at all levels by periodic repairs and updating of various laboratories and classrooms. It has taken into confidence every stakeholder and has given freehand to the faculty in organizing various activities.

6.1.3 What is the involvement of the leadership in ensuring:

- the policy statements and action plans for fulfillment of the stated mission
- formulation of action plans for all operations and incorporation of the same into the institutional strategic plan
- Interaction with stakeholders
- Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders
- Reinforcing the culture of excellence
- Champion organizational change

The leadership involves all the stakeholders in formulation of the action plans. For instance:

- Every department has the freedom to plan and organize its co-curricular activities.
- 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.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

The following procedures are adopted by the Institution:

- The policy and plans of the institution are discussed in the departmental meetings with all faculty members.
- The details of activities to be organized, course coverage and performance of students in academics and various activities are discussed periodically and necessary amendments made, if required.
- The requirement of equipment for the laboratories which needs to be purchased is also reviewed once in a year or as per the needs.
- The management of Provident Fund of the subscribers is done through a Provident Fund Committee having representation of two subscriber's nominees.
- The management decides the fee structure on recommendation of the Staff Council of the college.
- The policy of sanctioning long leave is regulated by the management through a Leave Advisory Committee.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

We have a number of eminent academicians as members in our Governing Body who are ever enthusiastic to share their expertise and pass on the benefits of their exposure and knowledge to the faculty.

We would like to make a special mention of the academic leadership provided by Professor Charan Wadhwa, Member Governing Body during 2006-07. Prof. Wadhwa is a renowned economist, former faculty at IIM-Ahmedabad and Director, Centre for Policy Research. On 22nd August 2006, he delivered a special lecture entitled 'World Trade Organization; Past, Present and Future. He also graced our one-day programme entitled 'Opportunities for India in the global economy' on 08th December 2006 as Seminar Chair. He backed up our initiative on 'Conscientious Commerce' on April 1, 2011."

6.1.6 How does the college groom leadership at various levels?

- The students have the freedom to elect/select the office bearers of the subject and other societies. They have the freedom to organize and manage different programmes.
- Similarly, there is also a teacher convener who guides the students and acts as a link between the students and the college administration in each society/activity.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

We have a healthy culture of democratized decision making. Every department has a teacher-in-charge to coordinate its activities for a period of two years. The appointment is made by rotation in order of seniority. The functioning of the college (organization of admissions, examination, extra-curricular activities and sports etc.) is through different committees constituted by the Staff Council. Each committee selects/elects its own convener. The Convener is given full freedom to plan the activities and events within the budget allocated to them.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

We have the culture of participatory management at all levels. In the highest decision making body i.e. the Governing Body there are ten nominees of the Delhi Govt. along with two representatives of the University, two representatives of the teachers and one representative of the non-teaching staff as special invitee.

- The Provident Fund committee constituted by the Governing Body also has representation of two elected subscriber's nominees.
- Besides there is representation of teachers in the Finance Committee, Leave Advisory Committee and the functional committees for hiring of external agencies for Housekeeping & Security work.
- All important decisions pertaining to student admission, organization of students activities, time-table, purchases in library and laboratories are taken by the staff council.
- Appointment of canteen contractor is done through a canteen committee which consists of teachers, non-teaching staff and student representative. The management normally accepts the recommendation of canteen committee.
- All purchases in the college are done through the Purchase Committee which again is a committee consisting of teachers and one member from the administration. All recommendations of the Purchase committee are accepted by the management.
- Academic Development Committee for all academic matters.
- The Building Committee for the new campus of the college also has teacher representatives on it.
- Students under supervision of Student Activity Board and Proctorial Board plan and execute extra-curricular activities throughout the year.

6.2 Strategy Development and Deployment

6.2.1 Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

Though the college is quality conscious, a formal quality policy does not exist in documented form. College is in the process of formulating its quality policy.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

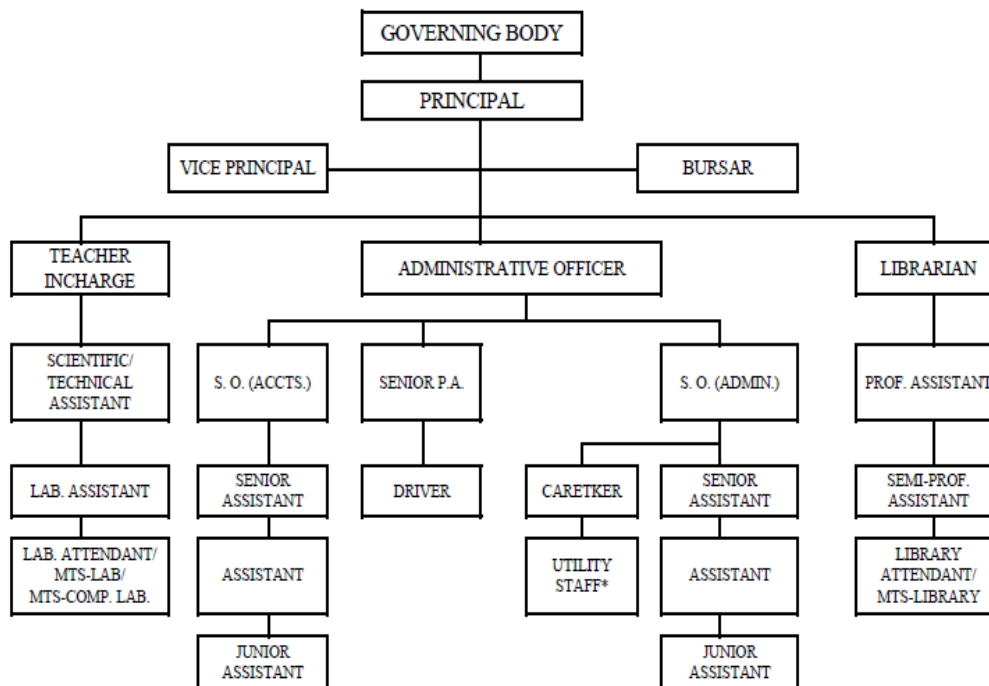
Yes, the college has a perspective plan of development. The most important aspects which have been included in plan are promotion of research culture and greater involvement in extension activities. For meeting these objectives, infrastructure needs to be augmented. Accordingly, in the new building, independent cubicles for staff, earmarked space for each activity, dedicated research laboratory for each department and a language laboratory to improve communication skills of students have been included.

6.2.3 Describe the internal organizational structure and decision making processes.

Principal is the Chief Executive and Academic Officer of the college. He is responsible for appropriate administration and organization of teaching and extra-curricular activities in the college.

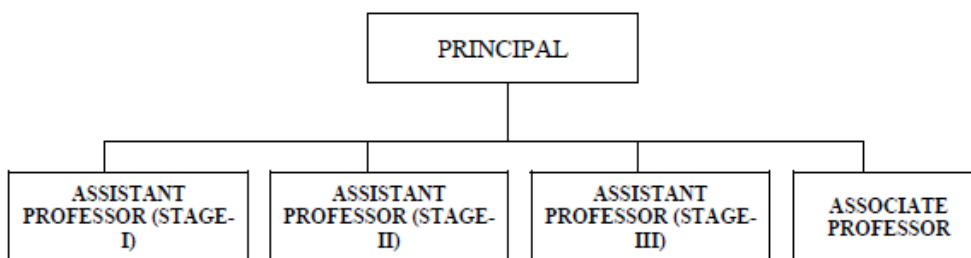
Internal organizational structure in respect of teaching and administrative staff is given below :

ORGANISATIONAL CHART (ADMINISTRATION)



* Multi-Tasking Staff (Gestetnor Operator/Daftry/Office Attendant/Farash)

ORGANISATIONAL CHART OF TEACHING STAFF



Decisions in matters of organizing admissions, sports, extra-curricular activities, preparation of college time table, allocation of extra-curricular work of teachers not involving payment of remuneration and laying guidelines for purchase of Library books and laboratory equipment are taken by the Staff Council, subject to the provisions of the Act, Statutes and Ordinances of the University of Delhi.

The college functions under the general supervision and control of the Governing Body. The powers and duties of the Governing Body and

other authorities are as per Statute 30 and Ordinance XVIII of the University of Delhi. The decisions regarding institution, suspension or abolition of teaching and non-teaching posts is taken by the Governing Body.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- Teaching & Learning
- Research & Development
- Community engagement
- Human resource management
- Industry interaction

The quality improvement strategy of the institution involves creation of ICT facility which is blended with the chalk and talk method to improve teaching and learning processes. For research and development, the faculty is being encouraged to attend/organize seminars, conferences and workshops for which financial aid is provided. They are also encouraged to submit projects to various funding agencies. Community engagement is through the NSS and industry interaction is through the Career Counseling and Placement Cell.

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?

Head of the Institution reports to the Governing Body about the following:

- Faculty Requirement for each department after approval of the same through Academic Development Committee.
- Purchases made by individual departments.
- Audit report of the college.
- Result of the students.

- Activities organized by the college as per reports submitted by individual conveners and/or departments.
- Recommendation of PF Committee, Leave advisory Committee and Finance Committee.

The Governing Body after due deliberation takes decision on various issues.

6.2.6 How does the management encourage and supports involvement of the staff in improving the effectiveness and efficiency of the institutional processes?

The Governing Body allows autonomy to the staff members for taking initiatives in improving the efficiency of institutional processes. It also encourages the staff members by cash awards and letters of appreciation for any exemplary work which they may have done.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

In the absence of any clear guidelines on grant of Child Care Leave from the government, the Governing Body fixed the priority of Child Care Leave and also other kinds of leaves viz. Study Leave, Extra-ordinary Leave, etc. The decisions of the Governing Body are being fully implemented.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

No.

6.2.9 How does the Institution ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

The college follows an open door policy. The Principal and the Chairman, Governing Body is accessible to stakeholders. The Principal also keeps interacting with the staff in the Staff Room and with the

students in their classrooms quite frequently. Whenever, there are some under-currents, the issues are sensed and resolved before they become grievances. Still, there is a Grievance Redressal Committee constituted for addressing individual grievances. Fortunately, there have been no serious grievances of individuals in the last five years.

Various grievances of the students regarding facilities provided in college were addressed to, as mentioned above in 5.1.10.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute? Provide details on the issues and decisions of the courts on these?

In the last four years, there have been no court cases filed by or against the institute.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If yes, what was the outcome and response of the institution to such an effort?

There is no formal mechanism of taking feedback from the students. However, feedback comes through the suggestion box and that is addressed to, in whatever way possible.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non-teaching staff?

The following steps are taken by the college to enhance the professional development of its teaching and non-teaching staff:

- We allow the permanent faculty members to attend orientation and refresher courses as and when due.
- We encourage the permanent as well as temporary teachers to attend short term training programmes in specialized areas.

- We provide financial support through University Grants Commission/Department of Science and Technology/Council for Scientific & Industrial Research/University of Delhi for attending International seminars/conferences/workshops etc.
- We reimburse travel allowance and registration charges for attending UGC recognized conferences.
- We reimburse out-station travel expenses and 80% of registration charges for attending other conferences/seminars/workshops.
- We depute the non-teaching staff for various computer training/finance/administration skill enhancement programmes organized by Delhi University/Delhi Govt.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

The institution sends the various employees from the office and laboratories for training to Delhi University and the ones organized by the Govt. of NCT of Delhi. On job training for student management system and other software's is also provided as and when needed.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

The performance appraisal system has been designed for getting information on the following activities :

1. Teaching and related academic activities.
2. Upgrading of knowledge/or skills including research activities.
3. Extension work / community services.
4. Contribution to administrative work and co-curricular activities.
5. Participation in examination and evaluation process.

6.3.4 What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

The self-assessment performance filled-in by the staff members are evaluated and if there is a point of difference on any parameter that is communicated to the staff member in writing within a month.

6.3.5 What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

College has several welfare schemes for its faculty and non-teaching staff members like Group Insurance Scheme (GIS), Credit and Thrift Society to provide loans, Children Education Allowance, Medical Reimbursement and Leave Travel Concession.

Washing Allowance and Uniform Allowance is provided to Class – IV staff.

Besides the sons and daughters of staff members get preference in admission on supernumerary seats. They are also given full fee concession.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

The recruitment of faculty is governed as per the rules and regulations of the University of Delhi. Whenever a vacancy arises, it is advertised in National dailies and interviews are conducted by a selection committee as per the Ordinances of the University of Delhi. Ad hoc appointments are made through interviews after displaying the vacancies on the college and Delhi University website for at least a week before the interview. The appointments are purely on merit.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

Every year, Stock verification for all departments takes place for an updated record. The non-serviceable items are written off and disposed of every year after following due procedure.

For monitoring effective and efficient use of available financial resources, college asks for the requirements from various departments along with their estimated cost and justification, right in the beginning of the year. These requirements are discussed in the Academic Development Committee and priorities fixed as per the finances available. Purchases are done through Departmental Purchase Committees and College Purchase Committee.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The internal audit is conducted by the Statutory Auditor (Chartered Accountant) appointed by the Governing Body after approval from the University of Delhi every year. The external audit is also conducted annually by an audit party of the Finance department of the Govt. of NCT of Delhi. The last audit has been done in October, 2013. There are no major audit objections. Only some procedural lacunae have been pointed out.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

The college gets 100% grants (plan and non-plan) from the Government of NCT of Delhi towards expenses on account of salary and equipment. The running expenses are met through fees collected

from students and deficiency is made good by the Government. The expenses on account of student activities are made out of the fees collected from the students in the Student Society Fund. The plan development grants of the UGC under 2 (f) and 12 (B) are also available. The audited income and expenditure statements of the last four years, which reflect the reserve fund, are given in appendices.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

College has received funds from University Grants Commission under Merged Scheme as well as Plan Development Grant and has utilized the same.

6.5 Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

- a. Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?
- b. How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?
- c. Does the IQAC have external members on its committee?
If so, mention any significant contribution made by them.
- d. How do students and alumni contribute to the effective functioning of the IQAC?
- e. How does the IQAC communicate and engage staff from different constituents of the institution?

The Internal Quality Assurance Cell has been formed recently with two external members on it. The composition of the committee is as follows:

1. Dr. S.K. Garg, Principal - Chairperson
2. Dr. Manoj Saxena, Assoc. Prof. in Electronics.

3. Dr. Rajni Bala, Assoc. Prof. in Computer Science.
4. Dr. Anand Saxena, Assoc. Prof. in Commerce.
5. Dr. Nisha Rana, Coordinator, Management Studies.
6. Dr. Veena Jain, Assoc. Prof. in Operational Research.
7. Mr. Sikander Aggarwal, Administrative Officer.
8. Prof. Shyam Menon, Vice-Chancellor, Bharat Ratna
Dr. B.R. Ambedkar University, Delhi - External Member
9. Prof. S.K. Tandon, Former PVC, Univ. of Delhi - External Member
10. Dr. Kulvinder Singh, Assoc. Prof. in Physics - Coordinator &
Member Secretary

The IQAC has started functioning and its first meeting has been held on 30th December 2013.

Prior to this, the college has been ensuring quality through the Academic Development committee which is similar to IQAC except that it does not have external members. The proposals of the Academic Development Committee are placed before the Governing Body for approval and subsequent implementation.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalization.

The college has structured management software for keeping record of its Academic and Administrative activities.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

Yes, on job training is arranged for the staff for effective implementation of the staff and students management software.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

There is a provision of Academic audit in the Statutes of University of Delhi wherein every college is supposed to be audited every alternate

year. The recommendation of the Academic audit is placed before the Governing Body and their suggestions are implemented to the extent possible. This has really helped in improving quality of infrastructure in the college.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?

Since the aims and objectives of the college are in consonance with the National policy, there is no difference between the internal quality assurance mechanism vis.-a-vis. the external quality assurance agencies /regulatory bodies.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The teaching, learning process is reviewed periodically through departmental meetings and amendments made as per requirement.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The quality assurance policies mechanisms and outcomes are communicated to various internal and external stakeholders through print media, college prospectus and the college and university websites. It is through the stakeholders perception that the college is ranked 8th in Delhi and 36th in India for the Science stream in a survey conducted by the “India today – Nielsen Best Colleges Survey” which was slightly better than in the year 2012 when it was ranked 9th in Delhi and 38th in India. In the year 2013 it has gone to 8th rank in Delhi and 36th in India.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1 Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

Though there is no formal green audit mechanism, we work to make our campus green audit compliant.

7.1.2 What are the initiatives taken by the college to make the campus eco-friendly?

Though no formal green audit of the campus facilities is conducted, the campus is **Eco-friendly**. The college is doing **water harvesting** for the last 12 years. For **energy conservation**, the old fans which were 40-50 years old and used to consume more than 100 watt per hour, have been replaced by energy efficient fans which consume less than half the power. The staff and students have strict instructions to switch off lights, fans and other electrical equipment, when not required. There is heavy **plantation** done in the entire campus. The **e-waste** is disposed of as per the policies of the Govt. of NCT of Delhi. Efforts are made to buy the new equipment in exchange policy so as to avoid generation of e-waste. In the new campus which is coming up at Sector-3, Dwarka, provision of **solar energy** for street lighting and heating water are being made. A **Water Recycling Plant** shall also be installed.

7.2 Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

Innovations which have created a positive impact on the functioning of the college are:

1. Absolute transparency in admissions, administration and governance.

2. Open door policy which prevents accumulation of resentment and anger, leading to a grievance free campus.
3. The DDUC family spirit which is manifested in celebration of various festivals, simple gestures like holding annual family dinners etc..
4. Appreciation of the achievements of the faculty members by the Governing Body on record as well as in all public functions.
5. Regular upgrading of the staff in computational skills.
6. Financial support to students in the form of fee concession and students aid fund.
7. Participatory decision making process by including faculty, non-teaching staff and students at different levels.
8. Creating endowments for scholarships/prizes to the students.
9. Inclusive practices.
10. Freedom to students for organizing activities.
11. Student Admission purely on merit without any donations.
12. Appointment of teachers purely on merit.
13. Encouraging parents to come to the college to interact with teachers.
14. Organizing picnics cum study tours periodically to provide the student's exposure to the real world.
15. Providing opportunity to the students to interact with the Alumni which provide the necessary benchmark for excellence and act as reference group.

7.3 Best Practices

7.3.1 Elaborate on any two best practices in the given format at page no. 98, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.

We define practice as the habitual performance of an activity. Practices are adopted with a view to setting up traditions, establishing institutional identity and accomplishing institutional objectives effectively and efficiently. We humbly acknowledge that not all practices are deliberate and premeditated. Many practices emerge out of discrete initiatives and serendipity. A well-intended act today might serve as the edifice of a practice tomorrow. We also acknowledge humbly that what may be a good practice today, might lose relevance tomorrow. Practices are established not out of the ivory tower idiosyncrasies and intellectual indulgences. Rather, good practices emerge out of institutional interaction and engagement with internal and external stakeholders as well as the larger context. Practices defined as institutional habits have to undergo a painful process of adoption and sustainability. These entail commitment of physical, financial, psychological and emotional resources. Often those commitments need to be sustained over long periods of time. Thus, these are difficult to change as well.

As an institution, we have attempted to develop capability for initiating new practices as well as charging the existing ones. The two case studies that we take up here demonstrate our process in both the aspects.

Best Practice 1: Process Innovation in Student Evaluation

University education traditionally relied on one big-bang assessment of scholastic accomplishments. Half a century ago, there used to be one exam at the end of the three year under graduate programme or a two year post graduate programme. The process outlived its relevance and for quite long the scheme of annual examination prevailed. As it happens with any longstanding practice, the examinations got stylized to the extent that the students could master the pattern in just about two-three months ahead of the examination. This eventually paved the way for the semester scheme of examination. Recruitment processes, with public sector dominating the employment scenario, were based on the “objective” criterion of educational qualifications and marks. It rendered education to rote learning, thus defeating the very purpose of education i.e. enlightened minds, energetic bodies, broadened hearts and conscientious souls. It became examination centric, rather than learning centric. Since examination had set into system psyche so deep, any reform in education had to begin with examination reforms. As the higher education system had been too slow to respond to the call of change, it was left for the individual institutions to undertake initiatives in this regard. Our college, since inception followed the practice of continuous evaluation through home assignments and what we called ‘House Examination.’ However, somehow it drifted in the absence of incentives and control mechanisms to keep it going.

The first case in best practice that we present here relates to the entrenchment of the practice of continuous evaluation.

The following table captures the framework developed in this regard.
 Framework for Reclamation of the Practice of Continuous Evaluation

Context	<ul style="list-style-type: none"> • Examination system, stylized • Learner emphasis on mastering the pattern • Premium on rote learning • Public-sector dominated employment scenario emphasized 'qualifications' and 'marks' • Inability of the higher education to keep pace with the changing requirements of the 21st Century
Goals	<ul style="list-style-type: none"> • Emphasis on learning, rather than examination alone • De-stressing the learner from the requirements of a big-bang exam. • Development of learner-centric evaluation methodology • Development of soft-skills besides exam writing skills.
Practice	<ul style="list-style-type: none"> • Introduction of the system of penalties for the students abstaining from continuous evaluation. • Utilization of the amounts raised from the levy of penalties for instituting rewards for good performance • Organization of student presentations- oral as well as multimedia
Contribution to Institutional objectives	<ul style="list-style-type: none"> • Dramatic improvement in pass percentage and the proportion of first divisions • The realization of our aspiration of being future ready

Goal:

The goal of continuous evaluation is to even out learning and de-stress the learner from the necessity of putting all the stakes on just one examination. Continuous confirmation of learning has a motivating impact too on the learner. Further to this, if evaluation methods are innovative and participative, the process can lead to a host of functional consequences for the learner. For example, evaluations based on oral presentations and use of ICT technology facilitate the development of the learner's soft skills of communication and presentation. This aim was realised by us in the year 1999-2000 and was implemented in the same year.

The Context:

The new century witnessed a paradigm shift in the expectations of the students. What they needed was not just a diploma or a degree, but accumulation of personal 'KASH,' i.e. knowledge, attitudes, skills and habits. The university education was now face to face with technical and management education through Indraprastha University and other privately managed institutions. These institutions brought with them a focus on the career planning via counselling, emphasis on the development of soft skills, aggressive pursuit of internships and placements and the like. These developments had raised aspirations of the students for placements.

We realised that quest for internships and placements for the students must begin with the teaching-learning-and-evaluation methodologies. In other words, it was not a matter of stray tinkering here and there, but needed an organizational change, a change in the culture of the institution. The habit of studying a month or two before the examination in the annual system was to be changed to ensure that the students were motivated to work throughout the year. We had to focus on improving the communication skills of the students and also to enable them to work in teams so as to develop their team spirit and organisational capabilities.

The Practice:

We discussed the issues involved in the Staff Council meeting and resolved to start the House Examination in the beginning of January so that the students begin to work at least a month before it and have ample time to overcome their shortcomings to improve their performance in the annual examination which was held at that time in April-May. We also decided to encourage staff members to give exhaustive assignments after finishing each unit, allow the students reasonable time to solve it and subsequently discuss them in the class. In addition, every student was asked to make a project on any topic related to his/her curriculum and make a presentation using the audio-visual aids. The idea was to enable the students learn the modern technology and improve their communication skills. Needless to say, that this increased their self-confidence tremendously.

Evidence of Success:

The scheme of House examination was a grand success with more than 95% students appearing in the examination. The impact of all these efforts was that our results in the University Examination improved dramatically-both quantitatively as well as qualitatively. In the year 2000, the pass percentage increased from 80% in the previous year to 92% and the number of students passing in first division increased from 13% to more than 20%. This progression continued year after year.

Problems encountered and Resources required:

We experienced two kinds of difficulties during the implementation of the scheme.

The first difficulty was the constraints of infrastructure. The college neither had an auditorium nor a seminar room. It was overcome partially by identifying some space within the campus, cover it and convert it into a seminar room having seating capacity of more than a hundred. It was fitted with the necessary audio-visual aids and was air-conditioned. This seminar

hall has become a hub of activities and various departments have to book it in advance to organize their activities.

The second difficulty was the feedback from the staff about students in the past not turning up for House Examination. It was decided to impose a penalty of Rs. 100/- per paper for any student remaining absent in any Paper. To check that students just do not write their Roll No. on the Answer-sheet and give it blank, it was further resolved that students who score less than 20% marks in any paper shall be treated at par with the absentees for the purpose of penalty. This decision was communicated to the students well in advance.

A fortnight before the House examinations were to begin, the students protested. First they objected to the holding of the examination as such but after they were convinced about the usefulness of the examination for their own career they insisted on the removal of the penalty. We responded by promising the students cash prizes out of the penalty so collected. The students scoring highest marks in each Paper (there were 169 Papers in that year) were promised a reward of Rs. 200/- in cash. Later on, cash prizes were also given to students having high attendance so as to motivate them to be regular in classes. The surplus left was utilised in student welfare schemes.

Best Practice 2 : Strategic Change in the Course-Mix

Change, if it comes in, on the wheels of inevitability, can be quite painful. Thus, we have followed a proactive approach to change. We took up continuous evaluation much before it became mandatory. We did not wait for the pronouncement of the semester system; we redesigned our attendance and internal assessment documents before we were asked to do so. . We did not wait for the *modus operandi* of the FYUP. We evolved indigenous ways of restructuring our classrooms to account for learner diversity as a *sine qua non* for effective peer-to-peer learning. In general, we have not waited for the change to happen. We have reached out for and embraced it.

Such an approach has enabled us to cope with the otherwise rigid regimen of higher education where traditionally curriculum revision lags much behind the emerging realities. In such a scenario, systematic, carefully thought out revision of the portfolio of the courses offered by the college has helped us to stay contemporary and competitive. The situation analysis of the strategic change in the course-mix is presented in the following table:

Context	<ul style="list-style-type: none"> • Resource constraints that impede introduction of new courses without rationalization and reallocation • Changing knowledge scape. Growing emphasis on science education • Economic reforms that rendered policy-based courses redundant • Technological changes that rendered traditional courses like secretarial practice obsolete • Growing demand for newer, specialization courses
Goals	<ul style="list-style-type: none"> • If you can't update the curriculum, change the courses • Substitute undemanding courses by challenging courses • Enhance teacher's esteem • Deliver greater value per unit of investment in higher education

Practice	<ul style="list-style-type: none"> • Systematically implement the process of change in the course-mix • Follow bottom up and participatory approach to change • Practice, reuse, remix and recycle approaches to the existing resources apart from the imperatives of reframing the mission, restructuring the workload and revitalizing the college's strategic importance
Contribution to Institutional objectives	<ul style="list-style-type: none"> • Facilitates keeping up with the promise of "future-ready" education • Higher esteem and morale of the teachers • Health completion among the departments towards excellence

Table: Contours of strategic change of course-mix at DDUC

Goal :

Every higher education institute has limitation of resources; be it human resource or space or other infrastructure facilities. These resources therefore, should be put to optimum use. Since new knowledge is doubled in less than a decade new branches of study and new courses keep emerging. The necessity of keeping pace with the growing and newer knowledge in the context of resource constraints makes it necessary for any good institution to be open to reallocation of the existing resources to the newer, greener opportunities.

The Context :

The macro context of changes in the knowledge, technological and economic environment of higher education, the meso context of the rigidities of the university education system and the micro context of the college's course mix beckoned the change, given our promise of future-ready education to our learners.

Till the year 1999-2000, college had 20 seats each of B.A. (Hons.) Mathematics and B.Sc.(Hons.)Mathematics. The syllabus of the main subject i.e. Mathematics was common, for which the students were combined into a single class. For subsidiary and qualifying subjects they attended separate classes. It was observed that the number of students admitted to the B.A. (Hons) Mathematics course was much less and there was a very heavy drop out from this course, to the extent that only 3 to 4 students were left from the second year onwards. We felt that it was a waste of resources. If we could transfer these seats of B.A. to the B.Sc. course making it 40, we shall be serving the community better. As such, B.A. (Hons.)Mathematics course was available in at least three colleges (one of which is a women's college) within a radius of 3 Km. and no student from the Arts stream was likely to be deprived of the course, due to our proposed change.

Similarly, we had two subjects available as options for the students of B.A. viz. Foreign Trade Practices (FT) and Office Management and Secretarial Practice (OMSP), which had lost their relevance in the new century.

Another combination of optional subjects available in B.A. was Mathematics and Business Data Processing (BDP). There was hardly any taker for Mathematics in the B.A. stream. Moreover, the option was available in three colleges within a radius of 3 Km.

When the Government decided to introduce reservation in admissions for OBC candidates the seats were increased by 54% in each course. The college had B.Sc. – Physical Science course and B.Sc. – Life Science courses with 50 seats of each. With 54% increase the seats became 77 in each course. Since it was not possible to accommodate 77 students in one section it was obvious that two sections of each would have to be started.

The Practice :

We replaced the 20 seats of Mathematics and Business Data Processing (BDP) combination of B.A. with 20 seats of B.Sc. – Mathematical Sciences that had Computer Science and Operational Research as the subjects besides Mathematics. In place of Foreign Trade Practices (FT) and Office Management and Secretarial Practice (OMSP), we decided to start a management course namely Bachelor of Business Studies (BBS).

Instead of having two sections each of B.Sc. – Physical Science and Life Science courses, it was felt that it would be better to start Honours courses in Botany, Zoology and Chemistry while retaining one section each of the general courses with 30 seats in each course.

Evidence of Success :

The introduction of B.Sc. – Mathematical Sciences course brought in much better job opportunities for the students. Many students were able to get jobs in industry, and many others have gone for higher studies. At least one student was selected for M.Tech. in a French University and is well placed in industry in Europe.

The Bachelor of Business Studies course is one of the most popular courses in the University of Delhi. This course has 100% placement and has produced a number of entrepreneurs. The college was running Honours courses in Physics, Electronics, Computer Science and Mathematics for the last nearly two decades. With the introduction of Honours in Chemistry, Botany and Zoology, we now have a complete spectrum of Honours courses in Science, which has given an impetus to inter-disciplinary approach to studies and research.

Problems encountered and Resources required :

All changes, even the most longed for, have their melancholy. What we leave behind after all at some point was a part of ourselves. We had to continually deal with the dilemma as to whether in the quest for future-ready and

excellent organization we were compromising with the objective of inclusive education. We were fully aware of the demographic and sociographic composition of these courses, and asked ourselves the hard question: what would happen to the students who did not have the requisite percentage and self-efficacy to pursue professional and honours courses. To cope with this dilemma, and in deference to our conscientiousness, we rationalized the cut-off percentages for the newly introduced courses so that we could create opportunities for the students to aspire for better courses with the same percentages. In the meanwhile, the implementation of the OBC quotas further eased our dilemma in this regard.

Introduction of the proposed changes involved a long administrative process from bottom up. We required departmental resolutions and the approval of the Academic Development Committee. Then the proposal required the approval of Staff Council followed by the Governing Body of the college. We could muster up enough patience and resolve to make it happen. Thereafter, all the proposals were referred to the University for approval of the Statutory Bodies i.e. the Academic Council/Executive Council. This process was again very long drawn and difficult to get through. Finally, the Academic Council saw the wisdom in our proposals and approved the same.

For the introduction of the BBS course the Executive Council of the University had given approval in the year 2004 subject to clearance from the funding agency i.e. the Govt. of NCT of Delhi. Two years of sustained efforts with the Government yielded no results. Finally, with the intervention of the Vice-Chancellor through the Chief Minister the clearance came in 2007 and that is when we could start this course.

There was challenge in creating infrastructure in terms of laboratories and human resource for these courses. Fortunately, the OBC expansion came handy for us when the Government sanctioned 39 posts of teachers (after two years of intense persuasion) and Rupees Two crore for infrastructure facilities.

Evaluative Report of the Department of Botany

1. **Name of the Department** : BOTANY
2. **Year of Establishment** : 1990
3. **Names of the Courses offered** :
Diploma (two years), Bachelor in Botany (three years), Bachelor with Honors in Botany (four years)
4. **Names of Interdisciplinary courses and the departments/units involved**
B.Sc. (Life Science) with Department of Chemistry and Department of Zoology
5. **Annual/ semester/choice based credit system (programme wise) :**
All courses are in Semester System. The first year courses also have choice based credits.
6. **Participation of the department in the courses offered by other Departments**
The Department offers credit courses to the students of B.Sc.(H) Zoology & B.Sc.(H) Chemistry and also to students of B.Sc. (Life Science) which is an interdisciplinary course run by the Departments of Zoology and Chemistry. The Department also offers optional DC-II courses to all students of Four Year Undergraduate Programme (FYUP).
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** : NIL
8. **Details of courses discontinued (if any) with reasons :**
B.Sc. Life Science, B.Sc. Physical Science and B.Sc. Applied Physical Science were discontinued by the university under the FYUP. The seats of these courses have been added to the Hons. Courses.

9. Number of Teaching Posts :

	Sanctioned	Filled
Professor	NIL	NIL
Associate Professors	NIL	NIL
Assistant Professors	7	4 out of which 02 have been promoted as Associate Professor <i>under MPS/CAS</i>

10. Faculty Profile :

S.No.	Name	Qualification	Designation	Specialization	No. of Years of Experience	No. OF Ph.D. Students Guide For The Last 4 Years
1.	Dr. V.K. Gautam	Ph.D.	Associate Professor	-	24	-
2.	Dr. Sujata Sinha	Ph.D.	Associate Professor	-	23	-
3.	Dr. Rajkumari S. Devi	Ph.D.	Assistant Professor	-	04	-
4.	Mr. Sachhidanand Tripathi	Ph.D. (Submitted)	Assistant Professor	-	04	-

11. List of senior Visiting Faculty : NIL**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 50% (Approx)****13. Student-Teacher Ratio of the Department : 11.4 : 1****14. Number of support staff :**

	Sanctioned	Filled
Technical Staff	04	02

15. Qualifications of Teaching Faculty : Details given in clause 10**16. Number of faculty with on-going projects from National and International funding agencies and grants received : NIL**

17. Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc. and total grants received : NIL

18. Research Centre/ facility recognized by the University : NIL

19. Publications :

a) Publication per faculty : $12/4 = 3$

Number of papers published in peer reviewed journals (national /international) by faculty and students : 12

Name	Number of papers in peer reviewed international Journals	Number of papers in peer reviewed National Journals
Dr. V.K. Gautam	02	-
Dr. Sujata Sinha	-	1
Dr. Rajkumari S.Devi	3	4
Mr. Sachchidanand Tripathi	2	-

- Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

• Monographs : NIL

• Chapter in Books : 05

• Books Edited : NIL

• Books with ISBN/ISSN numbers with details of publishers : NIL

• Citation Index : NIL

20. Areas of consultancy and income generated : NIL

21. Faculty as members in (a) National committees (b) International committees (c) Editorial Boards : NIL

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental programme : NIL

b) Percentage of students placed for projects in organizations outside the institution i.e. research laboratories/industry/other agencies : NIL

23. Awards/Recognitions received by faculty and students : NIL

24. List of eminent academicians and scientists/visitors to the Department :

- i. Prof. S. C. Maheswari, Eminent Botanist and Embryologist
- ii. Prof. M. V. Rajam, Deptt. of Genetics, University of Delhi
- iii. Prof. S. B. Babbar, Deptt. of Botany, University of Delhi
- iv. Prof. A. K. Pandey, Deptt. of Botany, University of Delhi
- v. Prof. Vinay Gupta, Deptt. of Physics, University of Delhi
- vi. Prof. A.D. Sawant, Former Vice-Chancellor, University of Rajasthan
- vii. Prof. Suman Lakhan Paul, Deptt. of Botany, University of Delhi
- viii. Prof. Rup Lal, Deptt. of Zoology, University of Delhi

25. Seminars/Conferences/ workshops organized and the source of Funding :

- National Conference on Advances in Plant Biotechnology and Environment, February, 2013 funded by DBT, Government of India.
- National Conference on Environment pollution and Public Health, February, 2002 funded by UGC, Government of India.

26. Student Profile Programme/Course wise :

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
DC-I as Botany	2013-14	24376	49	19	30
B.Sc. (H) Botany	2012-13	6499	22	12	10
B.Sc. (H) Botany	2011-12	--	25	15	10
B.Sc. Life Science	2012-13	5884	32	10	22
B.Sc. Life Science	2011-12	--	22	10	12

*M= Male, *F= Female

27. Diversity of Students :

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as Botany Sem-I	55%	43%	2%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..? N.A.

29. Student Progression

Ours is an undergraduate college. Students join post-graduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join post-graduation.

30. Details of Infrastructural facilities

- a). **Library** : Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.
- b). **Internet facility for Staff & Students** : Apart from centralized facility, the department has also been provided with internet LAN connectivity.
- c). **Class rooms with ICT facility** : There is one dedicated class room for the department and other class rooms are used from the common pool for optimal utilization of resources.
- d). **Laboratories** : Two well Equipped Laboratories and a museum. The instrumentation facilities includes research microscopes of 15,000 X, anemometer, psychrometer, luxmeter, BOD incubator, Soil Thermometer, pH meter, spectrophotometer, photometer, computer, laminar air-flow, autoclave and hi-speed centrifuge.

31. No. of students receiving financial assistance from college, University, government or other agencies :

Please refer to Clause 5.1.3 of SSR

32. Details of student enrichment programme (special lectures/workshops/ seminar) with external experts :

- Special Lectures and seminars by eminent botanists are organized during inauguration, valedictory functions of Botanical Society "KALPAVRIKSHA".

- Various intra and inter-college co-curricular activities and field trips and visits are also organized from time to time. Visit to Yamuna Bio-diversity park, National Bureau of Plant Genetic Research (NBPGR) and Indian Agriculture Research Institute, PUSA, New Delhi.
- “Discovery of DNA Molecule” by Professor S.C. Maheshwari, Department of Botany, University of Delhi, September, 2008.

33. Teaching methods adopted to improve student learning and Extension activities

Along with traditional method of chalk and board, latest e-learning techniques and power point presentations are adopted for better understanding of the students

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : NIL

35. SWOC analysis of the department and future plans

To introduce research activities in the department by acquiring sophisticated instruments and approval of grants for projects from various funding agencies like DBT, DST etc.

Strength

- Dedicated and hardworking Faculty
- Cooperation among faculty members
- Research Oriented Young Faculty

Weakness

- Student Intake from comparatively lower academic performers
- Shortage of Space

Opportunities

- Introduction of the honours course expanded the horizons of the Department
- Induction of new younger faculty with new vision may increase the research output of the Department.
- Introduction of technologically advanced teaching aids in class rooms may enhance learning due to increased visual impact.

Challenges

- To create students as self-learners
- To make each student get interested in the subject.
- To help each student in identifying their hidden talent and realise their potential.
- To motivate the students to become good human beings.

Evaluative Report of the Department of Chemistry

1. **Name of the department :** CHEMISTRY
2. **Year of Establishment :** 1990
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**
Diploma (two years), Bachelor in Chemistry (three years), Bachelor with Honors in chemistry (four years)
4. **Names of Interdisciplinary courses and the departments/units involved**
 - i. B.Sc. (Life Science) with Department of Botany and Department of Zoology
 - ii. B.Sc. (Physical Science) with Department of Physics and Department of Mathematics
5. **Annual/ semester/choice based credit system (programme wise)**
All courses are in Semester System. The first year courses also have choice based credits.
6. **Participation of the department in the courses offered by other departments**
The Department offers credit courses to the students of B.Sc.(H) Physics, B.Sc.(H) Mathematics, B.Sc.(H) Botany and B.Sc.(H) Zoology and also to students of B.Sc.(Applied Science) which is an interdisciplinary course run by the Departments of Physics, Mathematics and Computer science. The Department also offers Foundation course 'Science and Life' and the optional DC-II courses to all students of Four Year Undergraduate Programme (FYUP).
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** NIL
8. **Details of courses/programmes discontinued (if any) with reasons:**
B.Sc. (Life Science) and B.Sc.(Physical Science) were discontinued by the university under the FYUP. The seats of these courses have been added to the Hons. Courses.

9. Number of Teaching posts

	Sanctioned	Filled
Professors	NIL	---
Associate Professors	NIL	---
Asst. Professors	14	07 out of which 06 have been promoted as Associate Professor under MPS/CAS

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. S. K. Garg	Ph.D	Principal	Inorganic	36	---
Dr. Shashi Saxena	Ph.D	Associate Professor	Physical	23	---
Dr. Ratna	Ph.D	Associate Professor	Physical	21	---
Dr. Sangeeta Talwar	Ph.D	Associate Professor	Organic	19	---
Dr. K.K. Jha	Ph.D	Associate Professor	Inorganic	21	---
Dr. Vinod Kumar	Ph.D	Associate Professor	Inorganic	20	01 pursuing
Dr. Sachin Mittal	Ph.D	Associate Professor	Inorganic	13	---
Dr. Mahaveer	Ph.D	Associate Professor	Physical	09	02 pursuing

11. List of senior visiting faculty : NIL**12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : 50% (Approx)****13. Student -Teacher Ratio (programme wise) : 15.1:1****14. Number of Support Staff**

	Sanctioned	Filled
Technical Staff	08	05

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : Details given in clause 10

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:

One UGC minor project (Rs. 1,05,000/-) and One Innovation Project*, University of Delhi (Rs. 3,00,000/-)

**This project is shared by three faculty members.*

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : NIL**18. Research Centre /facility recognized by the University : None****19. Publications :**

a) Publication per faculty = $51/8 = 6.375$

- Number of papers published in peer reviewed journals (national /international) by faculty and students : 50
- Number of publications listed in International Database (eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)
- **Monographs** : NIL
- **Chapter in Books:** NIL
- **Books Edited** : NIL
- **Books with ISBN/ISSN numbers with details of publishers** : NIL
- **Citation Index** : NIL

S. No.	Name	No. of Papers in National Journals	No. of Papers in International Journals	Total
1	Dr. S. K. Garg	5	10	15
2	Dr. Shashi Saxena	-	3	3
3	Dr. Ratna	1	3	3
4	Dr. Sangeeta Talwar	-	4	4
5	Dr. K.K. Jha	-	1	1
6	Dr. Vinod Kumar	5	4	9
7	Dr. Sachin Mittal	5	5	10
8	Dr. Mahaveer	5	1	6

20. Areas of consultancy and income generated: NIL

21. Faculty as members in (a) National committees (b) International Committees (c) Editorial Boards

Dr. S. K. Garg- Member, National Knowledge Commission's working group on Higher Education (2005-2007).

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme :

06 Students participated in innovation project (2012 - 13)

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies : NIL

23. Awards / Recognitions received by faculty and students :

Summer Research Fellowship awarded by *Indian Academy of Science, Bangalore* to Dr. Vinod Kumar.

24. List of eminent academicians and scientists / visitors to the Department

- Dr. Ram S Mohan, Senior Faculty at Illinois Wesleyan University, USA
- Dr. Rajesh M Gokhale, Director, IGIB, Mall Road Delhi.
- Dr. SnehBatla, Director, BIS, ManakBhawan, Delhi.
- Prof. S.C.Jain, Department of Chemistry, University of Delhi, Delhi.

25. Seminars/Conferences/Workshops organized & the source of funding :

02 National level events. One funded by UGC, the other one by University of Delhi.

26. Student Profile Programme/Course wise :

Name of Course/ Programme	Year of Admiss -ion	Applicat -ions Receive d	Selected	Enrolled	
				*M	*F
DC-I as Chemistry	2013-14	75392	77	64	13
B.Sc. (H) Chemistry	2012-13	19318	54	24	30

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
B.Sc. (H) Chemistry	2011-12	--	45	21	24
B.Sc. Life Science	2012-13	5884	32	10	22
B.Sc. Life Science	2011-12	--	22	10	12
B.Sc. Physical Sc.	2012-13	11661	74	56	18
B.Sc. Physical Sc.	2011-12	--	61	44	17

*M= Male, *F= Female

27. Diversity of Students :

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as Chemistry -I Sem	22%	78%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..?

N.A.

29. Student Progression.

Ours is an undergraduate college. Students join post-graduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join post-graduation.

30. Details of Infrastructural facilities

- a). **Library :** Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.
- b). **Internet facility for Staff & Students :** Apart from centralized facility, the department has also been provided with internet LAN connectivity.

- c). **Class rooms with ICT facility** : There is one dedicated class room for the department and other class rooms are used from the common pool for optimal utilization of resources.
- d) **Laboratories** : There are four well equipped Chemistry laboratories. The instrumentation facilities include digital balances, conductivity meters, potentiometers, colorimeters, Flame Photometers, UV/VIS Spectrophotometers, Polarimeter and Electrophoresis unit.

31. Number of students receiving financial assistance from college, University, government or other agencies

Please refer to Clause 5.1.3 of SSR

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts :

- National Symposium on Chemistry and Environment, organized by Department of Chemistry, March 22-23, 2013.
- "Hallmarking of Gold Jewellery & Articals/ Artifacts", Dr. Sneha Bhatla, Dy. Director General, BIS, New Delhi, August 2012.
- "What fascinates me in Chemical Sciences few experiences" Professor S.C. Jain, Department of Chemistry, University of Delhi, September 2011.
- "Understanding Nature's Mechanism in Generating Chemical Diversity & Complexity", Dr. Rajesh S. Gokhle, Director, IGIB, CSIR, February 2011.
- "Organic Farming : Cow Based Economy and the Environment" Prof. G.S. Murly, Retired Professor & Head, Department of Chemistry, Andhra University, September 2009.
- "Questioned Documents and Handwriting Analysis" by Dr. V.C. Mishra, Department of Forensic Science, Amity University, Noida, December, 2007.

33. Teaching methods adopted to improve student learning and extension activities

Using Molecular Models for clarification of the Structural concepts of materials

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : NIL

35. SWOC analysis of the department and Future plans

Strength

- Dedicated and hardworking Faculty
- Cooperation among faculty members
- Research Oriented Young Faculty

Weakness

- Student Intake from comparatively lower academic performers
- Shortage of Space

Opportunities

- Introduction of the honours course expanded the horizons of the Department
- Induction of younger faculty with new vision may increase the research output of the Department.
- Introduction of technologically advanced teaching aids in class rooms may enhance learning due to increased visual impact.

Challenges

- To create self-learners
- To make each student get interested in the subject.
- To help each student in identifying their hidden talent and realise their potential.
- To motivate the students to become good human beings.

Evaluative Report of the Department of Commerce

1. **Name of the department :** COMMERCE
2. **Year of Establishment :** 1990
3. **Name of Programme offered:**
Diploma (two years), Bachelor in Commerce (three years), Bachelor with Honors in Commerce (four years)
4. **Annual/ semester/choice based credit system (programme wise)**
All courses are in Semester System. The first year courses also have choice based credits.
5. **Names of Interdisciplinary courses and the departments/units involved:**
Business Entrepreneurship & Management to all students of first year under FYUP.
6. **Participation of the department in the courses offered by other departments :**
Bachelor in Hons with Economics, Bachelor in Hons with Mathematics, Bachelor in Hons with Computer Science and Bachelor in Management Studies.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** NIL
8. **Details of courses/programmes discontinued (if any) with reasons:**
Discontinued B. Com (Pass) by converting seats to Honours course.
Discontinued B.A. (OMSP & Foreign Trade) by starting B.B.S. (now B.M.S.)
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Asst. Professors	13	11, out of which 10 have been promoted as Associate Professor under MPS/CAS

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.)

Name	Qualifications	Designation	Specialisation	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. T.N. Chhabra	Ph.D.	Associate Professor	Multidisciplinary	40	-
Dr. Shalini Bhatia	Ph.D.	Associate Professor	Finance	22	-
Dr. Vandana Gupta	Ph.D., ACMA	Associate Professor	Finance, Business Laws, Cost Management	21	-
Dr. Abha Wadhwa	Ph.D.	Associate Professor	Finance, Taxation	22	-
Dr. Deepak Sehgal	Ph.D.	Associate Professor	Finance, Accounting	23	-
Dr. H. C. Jain	Ph.D., ACMA	Associate Professor	ICT, Taxation, Cost Management Marketing	21	-
Dr. Nisha Rana	Ph.D.	Associate Professor	Organizational Behaviour, Financial Management	20	-
Dr. Anand Saxena	Ph.D.	Associate Professor	Entrepreneurship	20	1
Dr. Renu Aggarwal	Ph.D., ACS	Associate Professor	Finance, Laws, Taxation	20	-
Mr. Pawan Kumar Jain	M.Phil	Associate Professor	Organizational Behaviour, Mathematics	19	-
Dr. Sunil Kumar	Ph.D.	Assistant Professor	Accounting, Taxation	8	-

11. List of senior visiting faculty: Dr. Krishan Kumar

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 40%

13. Student -Teacher Ratio (programme wise) : 25.1 : 1

14. Number of technical staff : sanctioned : 02 filled : NIL

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.

: Refer to Clause No. 10

**16. Number of faculty with ongoing projects from a) National
b) International funding agencies and grants received :**

- UGC Project (faculty member is Co-PI) : 01 (Rs. 10,80,000/-)
- Innovation Project, University of Delhi : 01* (Rs. 3,00,000/-)
* This is a joint project of three faculty members
- Innovation Project, University of Delhi : 01* (Rs. 3,50,000/-)
* This is a joint project of three faculty members

**17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc.
and total grants received : NIL****18. Research Centre /facility recognized by the University : NIL****19. Publications per faculty : 80/ 11 = 7.2**

Name	Number of papers published in peer reviewed journals	Chapter in Books	Books Edited	Books with ISBN/ISSN numbers with details of publishers	Impact factor
Dr. T.N. Chhabra	---	---	04	17	
Dr. Shalini Bhatia	05	---	---	---	
Dr. Vandana Gupta	04	---	---	---	
Dr. Abha Wadhwa	---	---	---	---	
Dr. Deepak Sehgal	02	---	---	06	
Dr. H. C. Jain	04	---	---	03	
Dr. Nisha Rana	---	---	---	---	
Dr. Anand Saxena	09	06	---	01	03 papers having IF (2.833, 2.422, 4.099)
Dr. Renu Aggarwal	06	---	---	---	
Dr. Pawan Kumar Jain	---	---	---	---	
Dr. Sunil Kumar	10	---	---	---	

20. Areas of consultancy and income generated : NIL

21. Faculty as members in

a) National committees:

- Dr. Anand Saxena, Member, National Consultative Committee on Linkages of School Curriculum with Business and Industry, N.C.E.R.T.; Member, National Committee for Common/Core curriculum in commerce (Business Studies and Accountancy).
- Dr. Nisha Rana, Resource Person, UGC
- Dr. Hem Chand Jain, Member, Academic Council, DU (2002-2004)

b) International Committees c) Editorial Boards : NIL

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/ programme : 100% (All students of Final year students have to do compulsory projects)

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : NIL

23. Awards/ Recognitions received by faculty and students :

- Dr. Nisha Rana received College Lecturer Award for distinguished services in education from Govt. of NCT of Delhi for the year 2012-13.

24. List of eminent academicians and scientists/ visitors to the department

- Prof. I.M. Pandey, Former Dean, IIM-Ahmedabad
- Mr. S. S. Das, Director, Ministry of Finance
- Dr. B. P. Singh, Former Head and Dean, Faculty of Commerce & Business
- Dr. Vinod Singhania, Eminent Taxation Expert
- Prof. Sanjay K. Jain, Former Head and Dean, Faculty of Commerce & Business
- Ms. Anupam Jha, Executive Director, Bombay Stock Exchange
- Mr. J. M. Gupta, DGFT, Ministry of Commerce & Industry, GOI

- Mr. R. R. Singh, GM Corporate, The Parkland Group of Hotels
- Prof. Jawahar Lal, Former Head and Dean, Faculty of Commerce & Business, University of Delhi.
- Prof. Y. P. Singh, Former Head and Dean, Faculty of Commerce & Business, University of Delhi.
- Mr. V. K. Aggarwal, Principal Advisor, ICSI
- Mr. Atul K. Gupta, Chairman NIRC, ICAI
- Mr. Alok Bansal, CEO, Alethia Education Services

25. Seminars/ Conferences/Workshops organized & the source of funding Pan-DU Workshops, Seminars and Conferences :

04 supported by college

a) National : NIL

b) International : NIL

26. Student Profile Programme/Course wise :

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
DC-I as Commerce	2013-14	86382	132	70	62
B.Com (H)	2012-13	28498	156	82	74
B.Com (H)	2011-12	--	101	41	60

*M= Male, *F= Female

27. Diversity of Students :

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as Commerce -I Sem	72%	28%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..? N.A.

29. Student Progression.

Ours is an undergraduate college. Students join postgraduation in different Universities/Institutes directly. As of now, the college has no

mechanism of keeping track of outgoing students who join postgraduation.

30. Details of Infrastructural facilities

- a). **Library :** Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.
- b). **Internet facility for Staff & Students :** Apart from centralized facility, the department has also been provided with internet LAN connectivity.
- c). **Classrooms with ICT facility :** There are two dedicated classrooms for the department and other classrooms are used from the common pool for optimal utilization of resources.
- d) **Laboratories :** One Computer Lab.

31. Number of students receiving financial assistance from college, University, government or other agencies :

Please refer to Clause 5.1.3 of SSR

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

- Workshop on Indirect Tax Laws (VAT, Service Tax, Excise & Custom duty) organized on 7 February 2013.
- An interactive seminar on Career and Growth in Banking and Financial Sector by Mr. Alok Bansal, CEO, Alethia Education Services was organized in the month of September' 2009.
- Confab 09 "Global Financial Crises: Impact and the Road Ahead" was organized by the Department of Commerce at Sir Shankar Lal Concert Hall with 300 participants. Workshops on Live Screen Based Trading on NSE & the other on Enterprise Resources Planning –SAP Business one.
- Two Day Seminar on "Opportunities in Global Market" in December 2006.

- One day seminar on “Opportunity for India in the Global Economy”

33. Teaching methods adopted to improve student learning

Besides the usual class room chalk and talk model, tutorial system is utilized to plug the gaps in the learning process of students. As for contemporary methods and tools, the use of audio visual devices and internet is pronounced. As a part of teaching pedagogy, the students are encouraged to prepare and present projects and the activity is inter-twined with the evaluation process to increase its efficiency and effectiveness.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Students participate in NSS and Eco club.

35. SWOC analysis of the department and Future plans :

Strengths

- 11/11 faculty members proficient in ICT
- 10/11 faculty members of the faculty holding doctorate
- 03/11 faculty members holding professional qualifications
- 03/11 faculty members have been conveners of Orientation and Refresher Courses conducted by the Academic Staff Colleges
- 01/11 faculty members having experience of teaching abroad
- 04/11 faculty members having experience of PG teaching
- 02/11 faculty members have held research and education positions in apex level professional institutes
- 02/11 faculty members trainers accredited by national level apex institutes
- 01/11 faculty members winner of the best teacher award
- 01/11 faculty member has been on the academic council of the DU
- 01/11 faculty member an entrepreneur and business person
- 01/11 faculty member having 15+ text book titles to his credit
- 02/11 faculty members having 10+ published research papers
- 01/11 faculty members co--principal investigator UGC' s Major Research Project. 3/11 awarded research projects by DU.
- 01/11 faculty members had her project sanctioned and published by the National Stock Exchange
- 01/11 faculty members paper presenter, invited author and session chair in international conferences abroad
- 05/11 faculty members have travelled abroad

- 01/11 faculty member having the distinction of holding the first class room interaction in the college on the day of its inception. He has also been the officiating principal for 2+ years
- Pioneer in and champion of the idea and the ideals of conscientious commerce
- Pioneer in starting departmental journal
- 4 Conferences and Seminars
- The largest student strength
- We have successfully run Study Centres of Indira Gandhi Open University and Institute of Chartered Accountants of India
- The only department of the college and the first in the university to have organized educational exhibition

Weaknesses

- Inability to evolve and persist with a common programme
- Inability to sustain the pleasure in and joy of working together
- Weak curriculum
- Inability to attain university positions
- Not much interaction with the industry

Opportunities

- Synergistic collaborations
- Applying for centre of excellence status
- Starting add on programmes especially for gifted students
- Reviving the departmental journal

Challenges

- Student preference for professional courses
- Greater organizational attention to newly commenced courses
- Poor public perception of commerce discipline and commerce teachers

Future Plans

Strategies for Future

Opportunities	<ul style="list-style-type: none"> • Through collaboration we can overcome the weakness of lack of industry interaction and experience. • Resumption of departmental journal would ensure better public perception and greater organizational attention and commitment. 	<ul style="list-style-type: none"> • Diversify : We need to start add-on courses • Lead : Set up centre for excellence • Reach out : Contribute toward skill-development and business incubation at bottom of the pyramid
Challenges	<ul style="list-style-type: none"> • Our inability sustain the pleasure in and joy of working together will further erode student preference for our course 	<ul style="list-style-type: none"> • We can overcome poor public perception by practicing and propagating conscientious commerce • We can cater to student aspirations for professional courses by adapting our pedagogy through leveraging our research experience and our teaching and travel abroad • We can seek greater organizational commitment by greater utilization of our capabilities
	Weaknesses	Strengths

Evaluative Report of the Department Computer Science

1. **Name of the department** : COMPUTER SCIENCE
2. **Year of Establishment** : 1992
3. **Names of Programmes / Courses offered:**
Diploma (two years), Bachelor in Computer Science (three years), B.Tech in Computer Science (four years) and Bachelor in Physical Science (three years)
4. **Names of Interdisciplinary courses and the departments/units involved :**
B.Sc. (Applied Physical Science) with Department of Physics & Department of Mathematics and B.Sc. (Mathematical Sciences) with Department of Operational Research and Department of Mathematics.
5. **Annual/ semester/choice based credit system (programme-wise) :**
All courses are in Semester System. The first year courses also have choice based credits.
6. **Participation of the department in the courses offered by other Departments :**
 - i. Information Technology (Foundation Courses in FYUP)
 - ii. Integrated Mind Body and Heart (Foundation Courses in FYUP)
 - iii. Programming Fundamentals (B.Sc. (H) Electronics)
 - iv. Data Structures (B.Sc. (H) Electronics)
 - v. Database and Visual Basic (B.Sc. Physical Science)
 - vi. Multimedia (B.Sc. Physical Science)
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** NIL
8. **Details of courses/programmes discontinued (if any) with reasons :**
PGDCA, BIS, B.Sc. Physical Sc. and B.Sc. Mathematical Sc. (in the process of phasing out.) They have been discontinued by the University and their seats added to Hons. Courses.

9. Number of Teaching posts

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Asst. Professors	12	07 out of which 03 have been promoted as Associate Professor <i>Under MPS/CAS</i>

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	Experience (In Yrs)	No. of Ph.D. Students guided for the last 4 years
Dr. Arpita Mishra	M.Tech, Ph.D	Associate Professor	Computer Science	25	2 (Pursuing)
Dr. Rajni Bala	MCA, M.Phil, Ph.D	Associate Professor	Computer Science	16	0
Dr. Ram Pal Singh	M.Tech, Ph.D	Associate Professor	Computer Science	15	2 (Pursuing)
Ms. Shweta Wadhera	MCA	Assistant Professor	Computer Science	14	0
Dr. Sujata Khatri	MSc, Ph.D	Assistant Professor	Computer Science	14	0
Ms. Anuja Soni	MCA	Assistant Professor	Computer Science	14	0
Mr. Anil Kumar	MCA	Assistant Professor	Computer Science	04	0

11. List of senior visiting faculty:

- Dr. V.P Sharma, Department of Linguistics, University of Delhi.
- Dr. Rachna Sharma, Hansraj College, University of Delhi.
- Dr. Sudhir Kapoor, Hindu College, University of Delhi.
- Dr. S.K Aggarwal, Department of Economics, University of Delhi.
- Dr. Rekha Kandwal, DST, New Delhi
- Dr. Bansilal Arora, Kirorimal College, University of Delhi.
- Dr. K.K. Aggarwal, Department of Operational Research, University of Delhi.

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : 40% (Approx.)

13. Student -Teacher Ratio (programme wise) : 16.6 : 1

14. Number of support staff :

	Sanctioned	Filled
Technical Staff	05	05

15. Qualifications of teaching faculty with Ph.D : Details in Point No. 10

16. Number of faculty with ongoing projects from a) National b)International funding agencies and grants received : NIL

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : NIL

18. Research Centre /facility recognized by the University : None

19. Publications :

a) Publication per faculty : $27/7 = 3.86$

Number of papers published in peer reviewed journals (national / international) by faculty and students

Name	Number of papers in peer reviewed international Journals	Number of papers in peer reviewed National Journals
Dr. Arpita Sharma	7	0
Dr. Rampal Singh	3	0
Dr. Rajni Bala	4	0
Ms. Shweta Wadhera	0	0
Dr. Sujata Khatri	6	1
Ms. Anuja Soni	6	0
Mr. Anil Kumar	0	0

* Number of publications listed in International Database (e.g. : Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

* Monographs : NIL

* Chapter in Books : 01

* Books Edited : NIL

* Books with ISBN/ISSN numbers with details of publishers : NIL

*** Citation Index :**

Name	Citation Index	H-Index
Dr. Arpita Sharma	2	1
Dr. Rajni Bala	9	2
Dr. Sujata Khatri	0	0
Ms. Anuja Soni	3	1

Name of Journal in which faculty has published papers	Impact Factor (2012)	SNIP (2012)	SJR (2012)
International Journal of Hybrid intelligent Systems (IJHIS)	-	-	-
Journal of Visual Communication and Image Representation (Elsevier)	1.195	1.855	0.894
An International Journal of Computers & Electrical Engineering (Elsevier)	0.928	-	-
Pattern Recognition Letters	-	-	-
International Journal of Computer and Information Science and Engineering Informatica	-	-	-
Computing and Informatics	-	-	-
Phys. Rev. C	3.715	-	-
Journal of Physics G	5.326	-	-
International Journal of Enterprise Computing and Business Systems	-	-	-
IJCSI International Journal of Computer Science Issues	0.3418	-	-
Covenant Journal of Informatics and Communication Technology (CJICT)	-	-	-
DCAC Journal of Interdisciplinary Studies	-	-	-
International Journal of Computer Applications in Technology (IJCAT)	-	-	-
IACSIT International Journal of Engineering and Technology	-	-	-
Journal of Procedia Technology	-	-	-

20. **Areas of consultancy and income generated :** NIL

21. **Faculty as members in a) National committees b) International Committees c) Editorial Boards :** NIL

22. Student projects**a) Percentage of students who have done in-house projects including inter departmental/programme :**

In-house project is part of the curriculum of B.Sc. (H) Computer Science Semester-VI.

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research lab./Industry/other agencies : NIL**23. Awards/ Recognitions received by faculty and students :**

- Dr. Rampal Singh was awarded European commission's sponsored Erasmus Mundus Post Doctorate Feellowship-2009.
- Few students have secured University position in the Annual/Semester Examinations of University of Delhi.

24. List of eminent academicians and scientists/visitors to the department :

- Dr. Anup Girdhar, CEO, Sedulity Solutions & Technologies, Editor-in-Chief at Cyber Times
- Ms. Mamata Guru, Oracle11g Trainer at Freelancer
- Dr. Gulshan Rai , Director General, CERT-In, Government of India
- Mr. Aniket Dutta, Senior Development Engineer at Infotrellis
- Mr. Yogesh Malik from Netmagic

25. Seminars/ Conferences/Workshops organized & the source of funding : a) National b) International : NIL**26. Student Profile Programme/Course wise :**

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
DC-I as Comp. Sc.	2013-14	68305	57	33	24
B.Sc. (H) Comp. Sc.	2012-13	16999	50	31	19
B.Sc. (H) Comp. Sc.	2011-12	--	54	26	28
B.Sc. Physical Sc.	2012-13	11661	74	56	18
B.Sc. Physical Sc.	2011-12	--	61	44	17

*M= Male, *F= Female

27. Diversity of Students :

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as Computer Sc.-I Sem	44%	56%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..?

N.A.

29. Student Progression.

Ours is an undergraduate college. Students join post-graduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join post-graduation.

30. Details of Infrastructural facilities

- a). **Library :** Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.
- b). **Internet facility for Staff & Students :** Apart from centralized facility, the department has also been provided with internet LAN connectivity.
- c). **Classrooms with ICT facility :** There are two dedicated classrooms for the department and other classrooms are used from the common pool for optimal utilization of resources.
- d) **Laboratories :** Three well equipped Laboratories.

31. Number of students receiving financial assistance from college, University, government or other agencies :

Please refer to Clause 5.1.3 of SSR

32. Details on student enrichment programmes (special lectures/workshops / seminar) with external experts.

- i. Two-days workshop on Ethical hacking in 2006 by Dr. Anup Girdhar, CEO, Sedulity Solutions & Technologies, Editor-in-Chief at Cyber Times.

- ii. A seminar on "Performance tuning in Oracle in 2008 by Mamata Guru, Oracle11g Trainer at Freelancer
- iii. A seminar on "Cyber Security" by Dr. Gulshan Rai , Director General, CERT-In, Government of India
- iv. A Lecture on Big Data in Hadoop in year 2011 by Aniket Dutta, Senior development engineer at Infotrellis
- v. Two-days workshop on Android Development in year 2012 by EI Systems
- vi. Two Days workshop on Cloud Computing in year 2013 by Yogesh Malik from Netmagic
- vii. ICT Workshop for Capacity Building (ILLL workshop Tier II) for Delhi University Faculty in year 2010.
- viii. Hands-on training workshop of 80 hrs by HCL on "Dot Net 2.0" during December 2009 – January 2010.

33. Teaching methods adopted to improve student learning :

Use of ICT facilities for imparting lectures

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

Students participate in NSS and WDC (Women Development Cell)

35. SWOC analysis of the department and Future plans

Strength:

Our department is providing the strong foundation of computer science as vouched by our alumni who are working in Top IT companies like Adobe, Amazon, and Microsoft etc.

In last 20 years, following five courses have been introduced over a period of time and few courses have been phased out according to the changing need of the IT industry. The faculty of our department readily accepted this challenge and worked hard to keep pace with these changes in technology. Many a times it happened that to teach a course our faculty members have attended training programs from the

industry on their own.

- B.Sc. General Computer Science (3 Years)
- Post Graduate Diploma in Computer Applications (PGDCA) (1.5 Years)
- Bachelor of Information Science/ Bachelor of Information technology (4 Years)
- B.Sc. (H) Computer Science (3 Years)
- B.Tech Computer Science (4 Years)

The department has produced outstanding results of students by securing top positions in the university.

Weakness:

Due to lack of space the faculty members don't have individual rooms to sit and to prepare their lectures and do research.

Opportunities:

- Introduction of B.Tech course which is of four-year duration and have applied courses and minor/major project work will give the faculty members an opportunity to utilize their specialization and make the students work on projects in upcoming fields. This will make the students more valuable for the industry.
- Earlier, we used to have three year Honours Course which was not a terminal degree and students need to do their post-graduation in order to get good jobs. But, this four-year professional course will make the student industry-ready. In few years, we will have our students placed in good companies which will result in better industry interaction.

Challenges:

- If on one hand teaching for a professional degree has its own advantages, it has numerous challenges, on the other hand. Besides, imparting them technical knowledge, students need to be proficient in soft skills in order to make them employable. This will be the biggest challenge for us to place them with good IT

companies.

Future plans:

- To start weakly proficiency classes in soft skills. In third year, the students need to undergo counselling sessions to prepare them for quantitative aptitude, technical round, HR round of the companies.
- To make the students go for internships in their winter and summer break.
- To organize national/international seminars/conferences.
- Industrial / Educational Tours.
- Preparing a team of students to participate in various open-programming events.

Evaluative Report of the Department of Electronics

1. **Name of the department :** ELECTRONICS
2. **Year of Establishment :** 1993
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**
Diploma (two years), Bachelor in Electronics (three years), B.Tech Electronics (four years)
4. **Names of Interdisciplinary courses and the departments/units involved**
Under FYUP, all the students of B.Tech Electronics study Eleven Foundation courses which are of interdisciplinary nature.
5. **Annual/ semester/choice based credit system (programme-wise)**
All courses are in Semester System. The first year courses also have choice based credits.
6. **Participation of the department in the courses offered by other departments :** B. Sc. Hons. Computer Science
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** NIL
8. **Details of courses/programmes discontinued (if any) with reasons:**
NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant Professors	5*	All promoted to Associate Professor <i>under MPS/CAS</i>

* Total sanctioned post for Department of Physics and Department of Electronics are 26

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Ravinder Kaur	Ph. D	Associate Professor	Material Science	18	--
Dr. Poonam Kasturi	Ph. D, IETE-Advanced Level Course in Computer Science	Associate Professor	Semiconductor Device Modeling and Simulation	18	---
Dr. Anurag Mishra	Ph. D ME(Computer Technology & Applications),	Associate Professor	Image Processing, Soft Computing, Information Security	18	One Ph. D. thesis Submitted and Four Ph.D students currently enrolled
Dr. Neeraj Tyagi (On Lien)	Ph. D, M. Phil	Associate Professor	Material Science	17	---
Dr. Manoj Saxena	Ph. D	Associate Professor	Semiconductor Device Modeling and Simulation	13	One Ph. D. thesis submitted and One currently enrolled

11. List of senior visiting faculty : NIL

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 40% (Approx)

13. Student -Teacher Ratio (programme wise) : 17.6:1

14. Number of support staff

Technical Staff : sanctioned : 06 filled : 04

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. : Details given in Clause 10

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :

One Innovation project, University of Delhi (Rs. 5,50,000/-)*

This project is shared by three faculty members

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received : NIL

18. Research Centre /facility recognized by the University : NIL

19. Publications :

a) Publication per faculty : $83/5 = 16.6$

* Number of papers published in peer reviewed journals (national /international) by faculty and students:

Name	Papers in International/ National Journals
Dr. Ravinder Kaur	08
Dr. Poonam Kasturi	05
Dr. Anurag Mishra	07
Dr. Neeraj Tyagi (On Lien)	---
Dr. Manoj Saxena	63

- Number of publications listed in International Database (eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

• Monographs : NIL

• Chapter in Books: 01

• Books Edited : 05

• **Books with ISBN/ISSN numbers with details of publishers :**

- i. "Algorithm Analysis & Design", Anurag Mishra, NIIT Ltd, New Delhi in 2004. (This is an internationally reviewed customized E-book for the Westwood College curriculum on games development using C++)
- ii. "Information Technology", D. V. Singh, Shailender Kumar, Neeraj Tyagi, Pankaj Tyagi, Sanjeev Singh, Manoj Saxena and Ranjan Kumar, Universities Press, ISBN 9788173719004 (2013)

• **Citation Index :**

Name	Citation Index	H-index
Dr. Ravinder Kaur	82	4
Dr. Poonam Kasturi	09	2
Dr. Anurag Mishra	---	---
Dr. Neeraj Tyagi (<i>On Lien</i>)	---	---
Dr. Manoj Saxena	200	6

Name of the Journal in which faculty has published papers	Impact Factor (2012)	SNIP (2012)	SJR (2012)
IEEE Transaction on Electron Devices, USA	2.318	1.874	1.261
IEEE Transaction on Device and Material Reliability, USA	1.543	2.174	0.776
IEEE Electron Device Letter, USA	2.849	1.896	1.859
IEEE Transaction on Nanotechnology, USA	1.800		
Semiconductor Science Technology, Institute of Physics (IOP), UK	1.723	0.820	0.812
Microelectronic Engineering, Elsevier, UK	1.557	0.959	0.680
Superlattices and Microstructures, Elsevier, UK	1.487	0.831	0.542
Solid-state Electronics, Elsevier, UK	1.397	1.183	0.793
IEE Electronics Letters, UK	1.140	1.090	0.771
Microwave and Optical Technology Letter, Wiley	0.618	0.542	0.470
Microelectronics Reliability, Elsevier, UK	1.167	1.504	0.579

Name of the Journal in which faculty has published papers	Impact Factor (2012)	SNIP (2012)	SJR (2012)
International Journal of Numerical Modeling: Electronic Networks, Devices and Fields, Wiley	0.600	---	---
Name of the Journal in which faculty has published papers	Impact Factor (2012)	SNIP (2012)	SJR (2012)
Journal of Semiconductor Science and Technology (JSTS)	--	0.659	0.301
International Journal of High Speed Electronics and Systems (IJHSES)	--	0.290	0.258
Journal of Nano- Electron. Physics	--	0.167	0.135
Communications in Computer and Information Science, Springer	--	0.190	0.140
American Institute of Physics (AIP) Conference Proceedings	--	0.139	0.161
Journal of Computational and Theoretical Nanoscience (CTN)	1.256	0.422	0.340
IETE Journal of Research	--	0.504	0.169
Journal of Laser and Application	0.407	--	--
International Journal of Image Processing	--	--	--
International Journal on Machine Learning and Computing	--	--	--
International Journal of Research in Computer and Communication Technology	--	--	--
Elsevier Journal of Visual Communications and Image Representation	1.195	1.855	0.894
Material Science-Poland	0.366	0.458	0.199
Physica Status Solidi (A) Applications and Materials	1.469	0.951	0.788
Journal of Material Science: MATERIALS IN Electronics	1.486	0.972	0.520

Journal of Non-Crystalline Solid	1.597	1.135	0.688
Journal of Luminescence	2.144	1.276	0.762
Journal of Applied Physics	2.210	1.069	0.990
Superconductor Science Technology	2.758	1.003	1.119

20. **Areas of consultancy and income generated :** NIL

21. **Faculty as members in**

National committees : 04 faculty Members

International Committees : 01 faculty Members

Editorial Boards : 02 faculty Members

22. **Student projects**

a) **Percentage of students who have done in-house projects including inter departmental/programme**

All final year students of B. Sc. Hons Electronics from batch 1993-1996 to batch 2009-2012 i.e. 16 batches made project based on microprocessor subject and present the same in final practical examination. From 2010, after introduction of semester scheme, there is no such provision of in-house projects including inter departmental/programme. However, the projects have again been introduced in FYUP.

b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies :** Not Available

23. **Awards / Recognitions received by faculty and students**

- Dr. Anurag Mishra was Co-Chair of 4th International Conference on Data Management (ICDM 2011) held on Nov. 17-19, 2011 at IMT Ghaziabad and was reviewer of articles in ICDM 2010. He was reviewer of Electronics Engineering books for Pearson Education Electronics Series. He is conference chair to IEE sponsored International Conference on Sustainable Computing (INDIACom 2014) to be held in New Delhi from January 05-07, 2014.

- Dr. Poonam Kasturi was a jury member of INSPIRE AWARD-National Level Exhibition and Project Competition (NLEPC) – 2013, organized during October 2013, by Department of Science and Technology.
- Dr. Manoj Saxena's name appeared in the Golden List of IEEE Transactions on Electron Devices Reviewers for year 2005, 2006 and 2009. He is reviewer of the following journals
 - Journal of Physics D: Applied Physics
 - Semiconductor Science Technology
 - Measurement Science and Technology
 - Solid State Electronics
 - Superlattices and Microstructures
 - IET Micro and Nano Letters
 - IEEE Electron Device Letter

His name appeared in Marquis Who's Who in the World 2014 (31st edition) and was a jury member of INSPIRE AWARD-National Level Exhibition and Project Competition (NLEPC) – 2012 and 2013 by Department of Science and Technology, Govt. of India.

24. List of eminent academicians and scientists /visitors to the Department

Shanti Swaroop Bhatnagar Awardees

- Professor S. K. Joshi, Distinguished Emeritus Scientist CSIR, Hon. Vikram Sarabhai Professor, JNCASR, NPL.
- Dr. Gangan Prathap, Director, National Institute of Science Communication & Information Resources (NISCAIR), New Delhi.
- Professor Kehar Singh, Formerly Professor of Physics at IIT Delhi.
- Professor Anurag Sharma, Department of Physics, Indian Institute of Technology, New Delhi.

Fellows of Science Academies and International Professional Bodies

- Dr. Krishan Lal, *President-INSA*
- Prof. K. L. Chopra (Padamshri), *FNA, FASc, FNASc, FNAE, D.Sc.(hc)*, (Former Director, Indian Institute of Technology, Kharagpur), President, Society for Scientific Values
- Prof. Sanghamitra Bandyopadhyay, *FNASc, FNAE*, Machine Intelligence Unit, Indian Statistical Institute, 203 B. T. Road, Kolkata, West Bengal, India
- Prof. L M Patnaik, *FTWAS, FIEEE, FASc, FNASc, FNAE*, Hon. Prof. CEDT-Indian Institute of Science, Bangalore
- Prof. Suhash Chandra Dutta Roy, *LF-IEEE, FASc, FNA, FNAE, FNASc*
- Prof. Amalendu Bhushan Bhattacharyya, *FNAE, FNA*, Department of Electronics & Communication, Jaypee Institute of Information Technology (A Deemed University), UP
- Prof. M. Jagadesh Kumar, *FNAE, FNASc*, NXP(Philips)Chair Professor, Dept. of Electrical Engineering, Indian Institute of Technology, New Delhi
- Dr V. P. Sandlas, *FNAE, FIETE, FAstr.SI*, Director General, Amity Institute of Space Science & Technology, Amity University, UP
- Prof. K. Thyagarajan, *FNAE, FOSA*, Department of Physics, Indian Institute of Technology Delhi, New Delhi
- Prof. Santanu Chaudhury, *FNASc, FNAE*, Department of Electrical Engineering, Indian Institute of Technology, Delhi

Experts from Industry and Defence Laboratories

- Anil Kalra, Senior Group Manager, Technology R&D, STMicroelectronics, India
- Rajamohan Varambally, Director-Technology R&D, STMicroelectronics, India
- Manoj Kumar, Senior Manager, STMicroelectronics, India

- Dr. (Mrs.) Niloufer Shroff, Scientist G & Head (Electronics Materials and Components Division), Electronics Niketan, Deptt. of Electronics and IT, MCIT, New Delhi
- V.V.Pathy, Business Development Manager, Electronics Measurement Group, Agilent Technologies India Pvt. Ltd
- Dr B K Sehgal - Scientist 'G', (SSPL), DRDO, Delhi
- Dr. P Dutta - Scientist G, (SSPL), DRDO, Delhi
- Dr. Amita Gupta - Scientist G, (SSPL), DRDO, Delhi

25. Seminars/ Conferences/Workshops organized & the source of funding :

08 National level events funded by CSIR, Science Academies (IASc, NASI, INSA), DRDO.

26. Student Profile Programme/Course wise :

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
DC-I as Elect.	2013-14	43816	46	39	7
B.Sc. (H) Elect.	2012-13	14792	47	40	7
B.Sc. (H) Elect.	2011-12	--	28	24	4

*M= Male, *F= Female

27. Diversity of Students :

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as Electronics Sem-I	28%	70%	02%

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..? N.A.

29. Student Progression.

Ours is an undergraduate college. Students join post-graduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join post-graduation.

30. Details of Infrastructural facilities

- a). **Library** : Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.
- b). **Internet facility for Staff & Students** : Apart from centralized facility, the department has also been provided with internet LAN connectivity.
- c). **Class rooms with ICT facility** : There is one dedicated class room for the department and other class rooms are used from the common pool for optimal utilization of resources.
- d). **Laboratories** : The department has state of the art laboratories equipped with about 36 latest desktop and laptop computers, equipment such as digital storage oscilloscopes, arbitrary function generators, advance analog and communication trainer Kits, advanced microprocessors and microcontrollers such as 8086, 8051, PIC etc. All computer systems are installed with latest software used for programming and simulation. All laboratories are fully air conditioned and are equipped with LCD projectors connected with high end configuration computer to deliver lectures and practical classes. The department has high end server and high speed Internet connectivity through University's Optical Fiber Network providing all time access to staff and students.

31. Number of students receiving financial assistance from college, University, government or other agencies :

Please refer to Clause 5.1.3 of SSR

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

- i. Two day Workshop on Cyber Security in collaboration with Sun Works Consultant held in April 2013.

- ii. DRDO sponsored Third National Workshop On Recent Trends in Semiconductor Devices and Technology, January 19-20, 2013
- iii. CSIR sponsored Lecture Workshop on Trans-disciplinary Areas of Research and Teaching by Shanti Swaroop Bhatnagar Awardee, February 01-02, 2013
- iv. Science Academies Lecture Workshop On Joint Academies Lecture Workshop On History, Aspects and Prospects of Electronics in India, October 12-13, 2012
- v. Science Academies Lecture Workshop On Frontiers in Science & Engineering - Opportunities for Graduates, February 17-18, 2012
- vi. Three Day Joint Science Academies Lecture Workshop on Frontier in Physics, January 21-23, 2011
- vii. DRDO sponsored Second National Workshop on Recent Trends in Semiconductor Devices and Technology, held during September 17-18, 2010.
- viii. First National Workshop on Recent Trends in Semiconductor Devices and Technology, held during February 12-13, 2010.
- ix. Delhi Chapter-National Academy of Sciences, India supported Two-Day National Workshop on Fiber Optics and Applications held during November 28-29, 2009

33. Teaching methods adopted to improve student learning

- Individual attention to students while teaching
- Assignments are given to individuals as well as in groups for self as well as group learning
- Theoretical concepts supported by experimentation.
- Simulation is carried out before actual experiments are conducted so as to understand the theoretical, ideal and practical environment.
- Use of ICT

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

Full cooperation, contribution and participation extended by faculty as well as students alike in taking up the cause, responsibility and concerns by SPIC MACAY DDUC Chapter, NSS, Eco Club etc of the college towards institutional social responsibility.

35. SWOC analysis of the department and Future plans

Strengths

- Well qualified and committed faculty actively involved in research activities alongwith regular teaching.
- Equipments worth around one crore rupees (HCL server, 36 computers networked through the server with the main college network line, 4 and 2 channel Digital Storage Oscilloscopes (Tektronix, 26 in number), 4 dual channel Arbitrary Function Generators (Tektronix), 40 multimeters (fluke), advanced communication trainer kits, advanced microprocessor and microcontroller kits, electrical machines, SCR kits, etc.) available to the students in air conditioned laboratories.
- Exposure to students and faculty of college as well as other institutes to industry benchmarks, cutting edge technology, latest trends and areas of interest in research, opportunities, challenges etc. through workshops, guest lectures by stalwarts of the relevant fields.
- Faculty well qualified and competent in fields of Electronics, Physics, Mathematics and Computers.
- Books (Reference as well as Text) by reputed authors and publishers available in the library
- Reference books for advance study level also available in the college library

Weaknesses

- Due to lack of space at present, infrastructure constraints extra or spare time available to the students in the laboratory is limited.
- The department lacks departmental library.

Opportunities

- In house research, exploration can be carried in the laboratories itself where simulation based experimentation and exploration can be performed before the actual experiments are carried out.

Challenges

- In the present world where students are attracted and inclined towards quick and high pay packages, the challenge is to motivate them towards core research and studies.

Evaluative Report of the Department of English

1. **Name of the department** : ENGLISH
2. **Year of Establishment** : 1990
3. **Names of Programmes offered** :
Diploma (two years), Bachelor in English (three years), Bachelor with Honors in English (four years)
4. **Names of Interdisciplinary courses and the departments involved:**
Language Literacy and Culture paper is taught to all first year students under FYUP.
5. **Annual/ semester/choice based credit system (programme wise)**
All courses are in Semester System. The first year courses also have choice based credits.
6. **Participation of the department in the courses offered by other departments:**
Inter-disciplinary and Concurrent Courses in B.Com(H). A Foundation course in Language, Literature and Culture is taught in all courses.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.:** NIL
8. **Details of courses/programmes discontinued (if any) with reasons:**
B.A. Prog because of FYUP introduced by University of Delhi
9. **Number of Teaching posts**

	sanctioned	Filled
Professors	NIL	NIL
Associate Professor	NIL	NIL
Assistant Professor	07	04, out of which 03 have been promoted as Associate Professor under MPS/CAS

10. Faculty profile with name, qualification, designation, specialisation, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialisation	No. of Years of Experience	No of Ph.D. Students guided for the last 4 years
Dr. Pramesh Ratnakar	Ph. D	Associate Professor	---	22	---
Dr. Anubha Mukherji Sen	Ph. D	Associate Professor	---	20	---
Dr. Jayini Adhyapak	Ph. D	Associate Professor	---	25	---
Dr. Rohith P.	Ph. D	Assistant Professor	---	5	---

11. List of senior visiting faculty:

- Prof Emeritus Dr. Kapil Kapoor
- Prof. G.J.V.Prasad
- Dr. Harriet Raghunathan
- Dr.Anand Prakash
- Mr. Nirmalya Samanta

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : 40%

13. Student -Teacher Ratio (programme wise) : 29.4 : 1

14. Number of technical staff :

sanctioned : NIL filled : NIL

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.:

Refer to Clause No. 10

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : NIL

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : NIL

18. Research Centre /facility recognized by the University : NIL

19. Publications :

* a) Publication per faculty : $19/4 = 4.75$

Name	Number of papers published in peer reviewed journals (national / international)	Books with ISBN/ISSN numbers with details of publishers
Dr. Pramesh Ratnakar	07	06
Dr. Anubha Mukherji Sen	02	--
Dr. Jayini Adhyapak	01	--
Dr. P.Rohith	03	--

* Number of papers published in peer reviewed journals (national / international) by faculty and students

* Number of publications listed in International Database (e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

* Monographs

* Chapter in Books

* Books Edited

* Citation Index

* SNIP

* SJR

* Impact factor

* h-index

20. Areas of consultancy and income generated : NIL

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards : NIL

22. Student projects

- a) **Percentage of students who have done in-house projects including inter-departmental / programme** : All students are asked to make presentation on topics and submit a written paper / report at the end of it.
- b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies** : 4% (5 students are involved in on-line content development programme)

23. Awards/ Recognitions received by faculty and students:

Dr. Pramesh Ratnakar

- Was awarded the *Fulbright Scholarship* to study at the University of Pittsburgh, USA.
- Based on student evaluation, awarded recognition as Outstanding Guest Faculty for three consecutive years by AIT, Gurgaon (2002-05)
- Awarded recognition as Distinguished Teacher by University of Delhi.(2009)

Dr.Anubha Mukherji Sen

- Ripples in the Pond (A Radio Documentary on 'Khabar Laharia' a newspaper published by neo-literate women in Chitrakoot,U.P. This Radio Documentary received an International Award from Iran Radio and from All India Radio for Scripting. 2010)

24. List of eminent academicians and scientists/ visitors to the department

- Melville Burgess, Visiting Author, British Council.
- Ms. Basudha Bannerji, Senior Radio Producer, All India Radio.
- Dr. Parvez Imam, Film-maker & Psychiatrist, SARAI, Centre for Study of Developing Societies.

- Dr. Rahul Manchanda, Gynae-Endoscopic Surgeon & Counsellor, Pushpawati Singhania Research Institute, New Delhi.
- Mr. Ajay Manchanda, Design & Drama Director and Visiting Faculty, National School of Drama.
- Mr. Lokesh, Eminent Theatre Personality, New Delhi.

25. Seminars/ Conferences/Workshops organized & the source of funding a)National b)International : NIL

26. Student Profile Programme/Course wise :

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
DC-I as English	2013-14	111320	63	39	24
B.A. (H) English	2012-13	24807	35	17	18
B.A. (H) English	2011-12	--	32	09	23

*M= Male, *F= Female

27. Diversity of Students :

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as English -I Sem	71%	29%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..? N.A.

29. Student Progression.

Ours is an undergraduate college. Students join postgraduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join postgraduation.

30. Details of Infrastructural facilities

- a). Library :** Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.

- b). **Internet facility for Staff & Students :** Apart from centralized facility, the department has also been provided with internet LAN connectivity.
 - c). **Classrooms with ICT facility :** There are two dedicated classrooms for the department and other classrooms are used from the common pool for optimal utilization of resources.
 - d) **Laboratories :** Not required
31. **Number of students receiving financial assistance from college, University, government or other agencies :**
Please refer to Clause 5.1.3 of SSR
32. **Details on student enrichment programmes (special lectures / workshops / seminar) with external experts :**
- Special Lectures by Experts are organized at the end of every semester.
 - Zest The English Society regularly organises various intra and inter-college co-curricular activities and educational trips.
 - Zest also regularly publishes “The Zest Spectator”, a departmental bulletin, with creative as well as academic contributions from both students and faculty.
33. **Teaching methods adopted to improve student learning:-**
- Pedagogical techniques like Mind Mapping, Free Writing.
 - Individual and Group Presentations of Critical Essays on Texts.
 - Audio Visual Presentation on Contemporary literary issues.
 - Exposure to Sister Arts in Literature like Painting, Cinema, Creative Dance, Music.
 - A regular Film Screening Club on Novel Adaptations followed by Critical Analysis.
 - Remedial classes in English Language Teaching and English grammar

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:-

The Department of English in 2011 took Gender studies beyond the classroom by regularly holding Gender Sensitisation workshops in collaboration with Trained Medical Professionals counselling on Reproductive Health, and Sexuality. Workshops are also held in collaboration with Centre for Social Research (CSR) and *Breakthrough* to address issue of Domestic violence and Crime on Women and Discrimination based on Gender in the society. Our Students regularly participate in social extension programmes organised by these NGO's. We have a Facebook Group called *Zest Gender Sensitization* with 512 student members, which creates awareness and holds discussion, offers help on Gender related issues on a regular basis. The Department has also launched *Zest Just Connect* an online counselling site for College Students and plans to appoint a permanent counsellor who can be reached online. We are planning to initiate a 24hr helpline for the same.

35. SWOC analysis of the department and Future plans:-

The Department of English plans to connect its Teaching Learning initiative to Employability and viable placement options.

The idea is to value add the curriculum with extra and relevant inputs to increase employability of a student after he gets a Bachelor's Degree. We feel a consistent impetus provided towards a student portfolio creation, to highlight and optimize specific talents and develop some basic skills sets is the need of the hour. We definitely need language labs to train student in basic spoken and written speech which is the basic requirement for communications. We also need to inculcate a larger vision of their role in the future construction of the nation and concretize a tangible goal for them.

Evaluative Report of the Departments of Management Studies

1. **Name of the department** : MANAGEMENT STUDIES
2. **Year of Establishment** : 2007
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)**
Under Graduate Programme : Bachelor of Management Studies
4. **Names of Interdisciplinary courses and the departments/units involved**
All foundation courses
5. **Annual/ semester/choice based credit system (programme wise)**
All courses are in Semester System. The first year courses also have choice based credits.
6. **Participation of the department in the courses offered by other departments** : NIL
7. **Courses in collaboration with other universities, industries, foreign institutions, etc.** : NIL
8. **Details of courses/programmes discontinued (if any) with reasons** : NIL
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant Professors	6	4

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Monika Bansal	MBA, Ph.D	Assistant Professor	HR/OB	11	-
Ms. Deepa Kamra	M.Com, M.Phil	Assistant Professor	Accounting and Finance	7.5	-
Dr. Yogieta Mehra	MBE, Ph.D	Assistant Professor	Economics, Finance	15	1
Dr. Rakesh Kumar	M.A.,Ph.D	Assistant Professor	Finance	7	-

11. List of senior visiting faculty : NIL

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary/ ad hoc faculty : 33 %

13. Student -Teacher Ratio (programme wise) : 28.8 : 1

14. Number of technical staff :

sanctioned : 02 filled : 02 (Contract Basis)

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG. : Refer to Clause No. 10

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received

- i. Dr. Monika Bansal - Completed an Innovation Project, University of Delhi on "A Study of Physio-Neuro- Psychological Aspects of Archers in Indian Perspective". (Rs. 4,06,976/-)*

**This Project was shared by three faculty members.*

- ii. Dr. Yogieta S. Mehra Principal Investigator for UGC Major Research project titled "Study of Risk Management Strategies of Indian Banks: A Comparative study of practices amongst different categories of banks" (Rs. 3,81,000/-)

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : NIL

18. Research Centre /facility recognized by the University : NIL

19. Publications:

a) Publication per faculty : $39/4 = 9.75$

Name of the Faculty	Number of papers published in peer reviewed journals (national / international) by faculty and students	Books with ISBN/ISSN numbers with details of publishers
Dr. Monica Bansal	09	02
Dr. Deepa Kamra	06	---
Dr. Yogeita Mehra	09	---
Dr. Rakesh Kumar	15	---

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees : 01

- Dr. Monica Bansal – Member, Advisory Committee, National Consumer Helpline (1800-11-4000), Department of Commerce, University of Delhi, Delhi.

b) International Committees : NIL

c) Editorial Board : NIL

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme : 100%

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : 100%

23. Awards/ Recognitions received by faculty and students

- Dr. Monika Bansal - Shiksha Rattan Puruskar - 2013 by India International Friendship Society

24. List of eminent academicians and scientists/ visitors to the department

- Prof. O.P. Gupta, Director, IBS Gurgaon
- Shri Ajay Handa, Former CEO, IFCI Factors Ltd.
- Prof. Raj S. Dhankar, Dean, Faculty of Management Studies, University of Delhi
- Mr. Amar Kumar Sundram, National Director Legal, Ernst & Young
- Mr. Ajay Jain, Chief Financial Officer, Hindustan Times
- Dr. Barnali Chaklader , Assistant Professor, IMI
- Ms. Aparna Sharma, President, Noam Management Consulting Pvt. Ltd.
- Mr. Deepak Bharadwaj, Director - Corporate Affairs at Texas Instruments
- Ms. Jasmine Kaur Vaswani , Former Manager HR, Bennett, Coleman & Co. Ltd. (Times Group)
- Mr. Pranav Chaturvedi, Founder, Indian Institute of Financial Markets
- Mr. Amit Grover, Founder, Nurture Talent Academy
- Mr. Ajay Chaturvedi, Founder & Chairperson, HarVa (Harnessing Values of Rural India)
- Mr. Anurag Saran, Vice President, Product Management, Yatra.com
- Mr. Sandeep Vaswani, Senior Consultant, PWC
- Prof. V. K. Kaul, Dean, Faculty of Applied Social Sciences & Humanities, University of Delhi
- Mr. Sanjay Mann, CEO, Enterprise Business, Reliance Communication
- Ms. Aparna Sharma, President, Noam Management Consulting

- Mr. Harpreet Singh, President - Higher Education, Educomp Solutions Ltd
- Mr. Raj Gupta, Head HR, Tata Consultancy Services

a) Seminars/ Conferences/Workshops organized & the source of funding a) National : 05

- ECCLESIA '13 - "3 C's of Corporate Resurgence - Competition, Conscientiousness and Corruption" on Saturday, 10th October 2013 (Supported by College and through sponsorship)
- ECCLESIA '12 - "Managing People: Challenges for the Millenium" on Saturday, 4th February, 2012 (Supported by College and through sponsorship)
- ECCLESIA '10 - "Tracking The Trends: A Corporate Enigma", on 21st October, (Supported by College and through sponsorship)
- ECCLESIA '09 - "Evolving Management Practices @ global Economic Resurgence" on 28th September, 2009, (Supported by College and through sponsorship)
- ECCLESIA '08 - "Endeavour towards Corporate Excellence" on 30th Sept, 2008, (Supported by College and through sponsorship)

b) International : NIL

25. Student Profile Programme/Course wise :

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
B.M.S.	2013-14	15000	60	37	23
B.B.S.	2012-13	13500	48	22	26
B.B.S.	2011-12	--	36	14	22

*M= Male, F= Female

27. Diversity of Students :

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as Mgmt. Studies-I Sem	75%	25%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..? N.A.

29. Student Progression.

Ours is an undergraduate college. Students join postgraduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join postgraduation.

30. Details of Infrastructural facilities

- a). **Library** : Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.
- b). **Internet facility for Staff & Students** : Apart from centralized facility, the department has also been provided with internet LAN connectivity.
- c). **Classrooms with ICT facility** : There are three dedicated classrooms for the department.
- d). **Laboratories** : One state of the art computer laboratory with 42 desktop computers. Software available for students - MS Office 2010 Professional, MS Project Professional 2010, MS Visio 2010, SPSS 17, Capital Line, Web premium CS5.

31. Number of students receiving financial assistance from college, University, government or other agencies :

Please refer to Clause 5.1.3 of SSR

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

- Jayanthi Jagannath, Head- HR(North), Deloitte Haskins and Sells, visited the department to deliver a lecture on "Growing importance of Human Capital"

- Akshay Mathur, Director, Corporate Training & Recruitment, S&P Capital IQ, has regularly been interacting with BMS students of DDUC during our annual conventions.
- Vinod Pandey, Director, PMS Consulting, has been a guest speaker on Ecclesia.
- Manish Upadhyaya, Manager, Talent Acquisition, Evaluate Serve
- Nooral Islam, Brand Advisor, delivered a lecture on “Personal Branding”.
- Vandana Bharti, AVP, Commodity Research at SMC Global Securities Ltd.
- Ashu Madan, CFO, Religare Securities Pvt. Ltd., spoke on “Behavioural Finance”
- Abhishek Sharma, Alumnus IIM-Indore, Faculty, Roots Education Pvt. Ltd., conducted a workshop on “ Belling the CAT – technique and tricks”. He also conducted a mock CAT in the Classroom.
- Dr. Jyoti Ahluwalia, Senior Faculty, IBS, Wealth Management
- Prof. Jagdish Shettigar, Professor & Advisor, Birla Institute of Management Technology
- Dr. C. P. Gupta, Professor, Department of Financial Studies, South Campus, University of Delhi, has been a regular visitor to the department and has interacted with the students on a series of Financial Issues.
- Manoj Dharewa, CFO, GMR Group, interacted with BMS students on “Financial instruments”
- Dr. Seema Sanghi, Former Director at FORE School of Management, had an interactive session on “ Tracking the trends in HR”
- Prof. Dinesh Singh, Professor of Mathematics & Vice Chancellor, University of Delhi
- Anubhav Rakheja, Educational Consultant, Pratham, Orizzonte

- Lokesh Raj, Education Management Professional, Edwise International, conducted a workshop on “Opportunities and Challenges in International Education”

33. Teaching methods adopted to improve student learning

Project based teaching; Case studies; Practical orientation; Presentations and group discussions form an integral part of classroom teaching; Continuous evaluation; Industry interface through guest lectures.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities

BMS students have shown how young citizens of our country can contribute to the society in more ways than one. Many of our students have been associated with National and international NGO's and have done their bit to help the under privileged ones. Some of them are: Moksha Foundation; Becoming I Foundation; Love for kids; Teach for India; Leaders for tomorrow. Some of the students who have made exemplary contributions in this regard are:

Stuti Sethi, BBS V Sem; Neha Chauhan, BBS Sem V has worked as a volunteer NGO "Leaders for Tomorrow". It's a youth movement which helps orphanages by donating clothes, food etc.

35. SWOC analysis of the department and Future plans

Strengths

- Dynamic leadership.
- A group of young, vibrant faculty.
- Focused approach
- Rigorous process of admissions
- Excellent quality of students
- Updated industry oriented Course curriculum offering specialization in 6 different streams comparable to none other.

Weakness

- Space constraint.
- Shortage of working hands.
- Limited number of seats.

Opportunities

- New Campus at Dwarka.
- Increasing awareness and importance of management education in the country.
- FYUP puts us at par with international universities.
- Students can now directly pursue international degrees.

Challenges

- Increasing competition from other colleges.
- Coping up with international benchmarks.
- Transition from three year to four year UG programme has to be managed well.
- Bridging the gap between Academia and industry requirement.

Evaluative Report of the Department of Mathematics

1. **Name of the department** : MATHEMATICS
2. **Year of Establishment** : 1990
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)** :
Diploma (two years), Bachelor in Mathematics (three years), Bachelor with Honors in Mathematics (four years)
4. **Names of Interdisciplinary courses and the departments/units Involved :**
B.Sc. (Applied Physical Science), B.Sc. (Physical Science), B.Sc. (Mathematical Science)
5. **Annual/ semester/choice based credit system (programme wise) :**
All courses are in Semester System. The first year courses also have choice based credits.
6. **Participation of the department in the courses offered by other Departments :**
B.Sc.(H) Botany, Computer Science, Zoology, Physics, Chemistry under FYUP
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** NIL
8. **Details of courses/programmes discontinued (if any) with reasons:**
BDP, B.A.(H) Mathematics were discontinued by University
9. **Number of Teaching posts :**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant Professors	11	08 out of which 07 have been promoted as Associate Professor under MPS/CAS

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Ratnesh R. Saxena	Ph.D.	Associate Professor	Mathematical Programming	24	5 pursuing Ph. D
Sunita Nadir	M.Phil.	Associate Professor	Numerical Analysis	24	
Virender Thukral	Ph.D.	Associate Professor	Analysis	17	
Paramjeet Kaur	M.Phil.	Associate Professor	Fuzzy Group	20	
Sudha Arora	Ph.D.	Associate Professor	Mathematical Programming	20	
Sanjay Kumar	Ph.D.	Associate Professor	Analysis	20	3 pursuing Ph. D
Poonam Garg	Ph.D.	Associate Professor	Algebraic Coding Theory	18	
Mamta Amol Wagh	M.Phil.	Assistant Professor	Analysis	4	

11. List of senior visiting faculty : NIL

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty: 33% Approx (Mathematics)

13. Student -Teacher Ratio (program wise) : 31 : 1

14. Number of academic support staff (technical) and administrative Staff : sanctioned and filled : N/A

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.: Details given in point 10.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :

Two UGC Minor Projects (Rs. 1,10,000/- and Rs. 1,15,000/-) and One DU Innovation Project* (Rs. 4,00,000/-)

**This project is shared by three faculty members*

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : NIL

18. Research Centre /facility recognized by the University : None

19. Publications :

* a) Publication per faculty (mathematics) : $36/8 = 4.5$

* Number of papers published in peer reviewed journals (national/international) by faculty and students : 36

* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : 07

* Monographs : NIL

* Chapter in Books : NIL

* Books Edited : 05

* Books with ISBN/ISSN numbers with details of publishers : 05

20. Areas of consultancy and income generated : NIL

21. Number of Faculty as members in

a) National committees : 06

b) International Committees : 02

c) Editorial Boards : ---

22. Student projects

- a) Percentage of students who have done in-house projects including inter departmental/programme : NIL
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies : NIL

23. Awards/ Recognitions received by faculty and students

- Dr. Sudha Arora, Received outstanding performance in refresher course in Mathematics (Math-14) at CPDHE, DU.
- Mrs. Mamta Amol Wagh, Rajiv Gandhi National Fellowship.

24. List of eminent academicians and scientists/ visitors to the department

- Prof. Rajendra Bhatia, Theoretical Statistics and Mathematics Unit, ISI Delhi
- Prof. Shridharan, Department of Mathematics, TIFR, CMI
- Prof. Kusumdeep, Department of Mathematics, IIT-Roorkee
- Prof. Aparna Mehra, Department of Mathematics, IIT-Delhi
- Prof. Ravi Kulkarni, Formerly at Department of Mathematics, City University New York.
- Prof. Ajay Kumar, Department of Mathematics, University of Delhi
- Prof. Dinesh Singh, Vice Chancellor and Department of Mathematics, University of Delhi.
- Prof. B.K. Dass, Department of Mathematics, University of Delhi
- Prof. R. B. Bapat, Theoretical Statistics and Mathematics Unit, ISI, Delhi.
- Prof. K. R. Parthasarathi, Emeritus Scientist-ISI, Delhi.
- Prof. Sudhir Ghorpade, Department of Mathematics, IIT, Bombay,
- Prof. Ajit Iqbal Singh, Formerly at Department of Mathematics, University of Delhi
- Prof. C.S. Lalitha, Department of Mathematics, University of Delhi

25. **Seminars/ Conferences/Workshops organized & the source of Funding a) National b) International : NIL**

26. **Student Profile Programme/Course wise :**

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
DC-I as Maths	2013-14	52150	98	81	17
B.Sc. (H) Maths	2012-13	23786	81	60	21
B.Sc. (H) Maths	2011-12	--	48	30	18
B.Sc. Mathematical Sc.	2012-13	10797	17	12	5
B.Sc. Mathematical Sc.	2011-12	--	31	6	25
B.Sc. Physical Sc.	2012-13	11661	74	56	18
B.Sc. Physical Sc.	2011-12	--	61	44	17

*M= Male, *F= Female

27. **Diversity of Students :**

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as Mathematics -I Sem	22%	78%	Nil

28. **How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..? : N.A.**

29. **Student Progression.**

Ours is an undergraduate college. Students join postgraduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join postgraduation.

30. **Details of Infrastructural facilities**

a). **Library :** Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.

- b). **Internet facility for Staff & Students** : Apart from centralized facility, the department has also been provided with internet LAN connectivity.
- c). **Class rooms with ICT facility** : There is one dedicated class room for the department and other class rooms are used from the common pool for optimal utilization of resources.
- d) **Laboratories** : Shared Computer Lab.
31. **Number of students receiving financial assistance from college, University, government or other agencies** : Please refer to Clause 5.1.3 of SSR
32. **Details on student enrichment programmes (special lectures / workshops / seminar) with external experts** : NIL
33. **Teaching methods adopted to improve student learning**
- Mainly lecture method with use of ICT
 - Use of advance softwares like Mathematica and MATLAB.
34. **Participation in Institutional Social Responsibility (ISR) and Extension activities** : NIL
35. **SWOC analysis of the department and Future plans**
- Strengths:
- Most of the faculty members are Ph.D. and engaged in research work.
- Weakness:
- Inadequate space for labs.
- Opportunity:
- We encourage students to go for research/higher studies.
- Challenges:
- To meet the demands of growing number of students.

Evaluative Report of the Department of Operational Research

1. **Name of the department** : OPERATIONAL RESEARCH
2. **Year of Establishment** : 2002
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)** :
Discipline II in Operational Research under FYUP, B.Sc. Mathematical Sciences
4. **Names of Interdisciplinary courses and the departments/units Involved :**
B.Sc. (Mathematical Sciences) with Department of Mathematics and Department of Computer Science.
5. **Annual/ semester/choice based credit system (programme wise) :**
All courses are in Semester System. The first year courses also have choice based credits.
6. **Participation of the department in the courses offered by other Departments:**
The department offers Credit courses to the students of B.Sc. Hons. Mathematics, B. Com Hons., Bachelor of Management Studies and B. Sc. Hons. Computer Science
7. **Courses in collaboration with other universities, industries, foreign institutions, etc. :** NIL
8. **Details of courses/programmes discontinued (if any) with reasons**
B. Sc. Mathematical Sciences discontinued due to introduction of FYUP.
9. **Number of Teaching posts :**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant Professors	01	Promoted as Associate Professor under MPS/CAS

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Veena Jain	Ph.D.	Associate Professor	Operational Research	18+	---

11. List of senior visiting faculty : NIL
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty : 25% approx.
13. Student -Teacher Ratio (program wise) : 16:1
14. Number of academic support staff (technical) and administrative staff : sanctioned and filled : NIL
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG.: Details given in point 10.
16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received : NIL
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : NIL
18. Research Centre /facility recognized by the University : NIL
19. Publications :
- a) Publication per faculty (operational research) : 09/1 = 09
- * Number of papers published in peer reviewed journals (national/international) by faculty and students : 09
 - * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

- * **Monographs** : NIL
 - * **Chapter in Books** : NIL
 - * **Books Edited** : NIL
 - * **Books with ISBN/ISSN numbers with details of publishers** : NIL
20. **Areas of consultancy and income generated** : NIL
21. **Number of Faculty as members in a) National committees, b) International Committees, c) Editorial Boards** : NIL
22. **Student projects**
- a) **Percentage of students who have done in-house projects including inter departmental/programme :**
100% (All students in Final year have to make a compulsory project)
 - b) **Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies** : NIL
23. **Awards/ Recognitions received by faculty and students** : NIL
24. **List of eminent academicians and scientists/ visitors to the department**
- Prof. P.K.Kapur, Deptt. of Operational Research, Univ. of Delhi
 - Prof. C.K. Jaggi, Deptt. of Operational Research, Univ. of Delhi
 - Prof. P. C. Jha, Deptt. of Operational Research, Univ. of Delhi
 - Dr.Pankaj Gupta, Deptt. of Operational Research, Univ. of Delhi
 - Dr. Preeti Wanti Shrivastava, Deptt. of Operational Research, Univ. of Delhi.
25. **Seminars/ Conferences/Workshops organized & the source of Funding a) National b) International** : NIL

26. Student Profile Programme/Course wise :

Name of Course/ Programme	Year of Admn.	Applications Received	Selected	Enrolled	
				*M	*F
B.Sc. Mathematical Sc.	2012-13	10797	17	12	5
B.Sc. Mathematical Sc.	2011-12	--	31	6	25

*M= Male, *F= Female

27. Diversity of Students : N.A.**28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..? N.A.****29. Student Progression.**

Ours is an undergraduate college. Students join post graduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join postgraduation.

30. Details of Infrastructural facilities

- a). **Library :** Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.
- b). **Internet facility for Staff & Students:** Apart from centralized facility, the department has also been provided with internet LAN connectivity.
- c). **Class rooms with ICT facility :** There is no dedicated classroom for the department. They are used from the common pool for optimal utilization of resources.
- d). **Laboratories :** No dedicated Laboratory.

31. Number of students receiving financial assistance from college, University, government or other agencies :

Please refer to Clause 5.1.3 of SSR

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

Operational Research Society "OPTIZONE" organized One Day Seminar on "O.R. - A key to success in globalized and competitive business world" and One day seminar on "Marketing - A new paradigm"

33. Teaching methods adopted to improve student learning :

Teaching by use of ICT

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:

Students participates in NSS and Eco club activities of college.

35. SWOC analysis of the department and Future plans

Strength : Positive attitude, desire to do something good and new

Weakness : Lack of an Honours course in Operational Research

Opportunities : Many

Challenges : Increasing competition among the students.

Future plans : are to work consistently for growth of students, faculty and the subject area by exploring new area of research, contribution in research, giving in depth knowledge to students about the subject, always contribute by doing some value addition in their knowledge & helping by all means.

Evaluation Report of the Department of Physics

1. **Name of the department** : PHYSICS
2. **Year of Establishment** : 1990
3. **Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) :**
Diploma (two years), Bachelor in Physics (three years), Bachelor with Honors in Physics (four years)
4. **Names of Interdisciplinary courses and the departments/units involved:**
B.Sc. Physical Sciences with Department of Chemistry and Department of Computer Science and Department of Mathematics. Under FYUP, All students of B.Sc. Hons Physics study eleven Foundation courses which are of interdisciplinary nature.
5. **Annual/ semester/choice based credit system (programme wise)**
All courses are in Semester System. The first year courses also have choice based credits.
6. **Participation of the department in the courses offered by other departments:**
The department participates in teaching of B.Sc. Physical Sciences with Departments of Chemistry and Computer Science.
7. **Courses in collaboration with other universities, industries, foreign institutions, etc:** NIL
8. **Details of courses discontinued (if any) with reasons :** NIL
B.Sc. Physical Science and B.Sc. Applied Physical Sciences were discontinued by the university under the FYUP. The seats of these courses have been added to the Honours Courses.
9. **Number of Teaching posts**

	Sanctioned	Filled
Professors		
Associate Professors	NIL	NIL
Assistant Professors	14*	12 out of which have been promoted as Associate Professor under MPS/CAS

* Total sanctioned post for Department of Physics and Department of Electronics taken together are 26 .

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./ M. Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Mukesh Kumar	Ph. D	Associate Professor	Materials Science	21	-
Dr.Kulvinder Singh	Ph. D	Associate Professor	Solid State Physics	22	-
Dr. Sanjay Tandon	Ph. D	Associate Professor	Materials Science	20	-
Dr.Paramjeet Kaur Bedi	Ph. D	Associate Professor	Solid State Physics	20	-
Dr. Poonam Suri	Ph. D	Associate Professor	Theoretical Physics	20	-
Dr. Anju Agarwal	Ph. D	Associate Professor	Theoretical Physics	20	-
Ms. Pratima	M.Sc.	Associate Professor	Experimental Solid State Physics	16	-
Dr. Savita Gahlaut	Ph. D	Associate Professor	Theoretical High Energy Physics	16	-
Dr. Pradip Jha	Ph. D	Associate Professor	Group Theory	19	03 pursuing
Dr. Deepak Jain	Ph. D	Associate Professor	Cosmology & Astrophysics	16	01 pursuing
Dr. Nupur Verma	Ph. D	Associate Professor	Atomic & Molecular Physics	16	-
Dr.Avnindra Singh	Ph. D	Associate Professor	Atomic & Molecular Physics	19	02 pursuing
Dr. P. L. Meena	Ph. D	Assistant Professor	Material Science	10	-
Mr. Sandeep Kumar	M.Sc.	Assistant Professor		8	-

- 11. List of senior visiting faculty : NIL**
Percentage of lectures delivered and practical classes handled
- 12. (Programme wise) by temporary faculty : 20%**

13. **Student -Teacher Ratio (programme wise) : 16 : 1**
14. **Number of technical staff : sanctioned : 06 filled : 04**
15. **Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG :**
Details in Clause 10
16. **Number of faculty with ongoing projects from a) National b) International funding agencies and grants received :**
One UGC Project (Rs. 77,500/-) and One Innovation Project* (Rs. 3,50,000/-) *This project is shared amongst three faculty members.
17. **Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : NIL**
18. **Research Centre /facility recognized by the University : NIL**
19. **Publications:**
 - a) **Publication per faculty:** $106/14 = 7.6$
 - **Number of papers published in peer reviewed journals (national/ international) by faculty and students : 106**
 - **Number of publications listed in International Database (e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.) : NIL**
 - **Monographs : NIL**
 - **Chapter in Books : NIL**
 - **Books Edited : NIL**
 - **Books with ISBN/ISSN numbers with details of publishers : 01**
 - **Citation Index**

Name of the Faculty	No. of Papers in Journals	Citations	H-index
Dr. Mukesh Kumar	05	07	
Dr. Kulvinder Singh	05	07	01
Dr. Sanjay Tandon	02	58	
Dr. Paramjeet Kaur Bedi	09	14	
Dr. Poonam Suri	06	---	

Name of the Faculty	No. of Papers in Journals	Citations	H-index
Dr. Anju Agarwal	09	----	
Ms. Pratima	05	15	
Dr. Savita Gahlaut	03	---	
Dr. Pradip Jha	18	15	
Dr. Deepak Jain	28	800	13
Dr. Nupur Verma	05	20	
Dr. Avnindra Singh	09	14	
Dr. P. L. Meena	02	09	01
Mr. Sandeep Kumar	---	---	

20. Areas of consultancy and income generated: NIL

21. Faculty as members in a) National committees b) International Committees c) Editorial Boards :

- Dr Deepak Jain is Visiting Associate at Inter University Centre for Astronomy and Astrophysics, Pune India

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme:

100% (All students of Physical Sciences VI Semester)

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories / Industry / other agencies : NIL

23. Awards/ Recognitions received by faculty and students

- Distinguished teacher award to Dr. Deepak Jain by University of Delhi (2009)
- College Lecturer Award for distinguished services in Education to Dr. Deepak Jain by Govt. NCT Delhi (2011)

24. List of eminent academicians and scientists/visitors to the department

Shanti Swaroop Bhatnagar Awardees

- Prof. Ajoy Ghatak, formerly Professor of Physics at IIT Delhi
- Prof. Deepak Kumar, School of Physical Sciences, Jawaharlal Nehru University, New Delhi
- Prof. Sanjay Puri, School of Physical Sciences, Jawaharlal Nehru University, New Delhi

Fellows of Science Academies and International Professional Bodies

- Prof. Ramakrishna Ramaswamy, *FASc, FNA, FTWAS*, School of Physical Sciences, Jawaharlal Nehru University, New Delhi
- Prof. Shasanka Mohan Roy, *FASc, FNA, FNASc, FTWAS*, Raja Ramanna Fellow, Homi Bhabha Centre for Science Education, TIFR, Mumbai
- Prof. Sanjay Puri, *FASc, FNA*, School of Physical Sciences, Jawaharlal Nehru University, New Delhi 110 067
- Prof. Sanjay Jain, *FASc*, Department of Physics & Astrophysics, University of Delhi, Delhi
- Professor Sudhendu Rai Chowdhury, *FASc*, Indian Institute of Science Education and Research (IISER), Bhopal
- Prof. Debojyoti Choudhury, *FASc*, Department of Physics & Astrophysics, University of Delhi, Delhi
- Prof. Deepak Kumar, *FASc*, School of Physical Sciences, Jawaharlal Nehru University, New Delhi, India

Other Eminent Academicians

- Prof. L. S. Kothari, Department of Physics, University of Delhi
- Prof. Vinay Gupta, Department of Physics, University of Delhi
- Dr. V. K. Jain, SSPL, New Delhi.
- Prof. S P Tewari, Department of Physics and Astrophysics, University of Delhi,

25. Seminars/ Conferences/Workshops organized & the source of funding**a) National NIL b) International : NIL****26. Student Profile Programme/Course wise :**

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
DC-I as Physics	2013-14	51083	87	79	8
B.Sc. (H) Physics	2012-13	19750	68	16	52
B.Sc. (H) Physics	2011-12	--	60	46	14
B.Sc. Physical Sc.	2012-13	11661	74	56	18
B.Sc. Physical Sc.	2011-12	--	61	44	17

*M= Male, *F= Female

27. Diversity of Students :

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as Physics -I Sem	31%	69%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..? N.A.**29. Student Progression.**

Ours is an undergraduate college. Students join postgraduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join postgraduation.

30. Details of Infrastructural facilities

a). Library : Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.

- b). **Internet facility for Staff & Students :** Apart from centralized facility, the department has also been provided with internet LAN connectivity.
- c). **Classrooms with ICT facility :** There is one dedicated classroom for the department and other classrooms are used from the common pool for optimal utilization of resources.
- d) **Laboratories :** Five Laboratories having 10 second spectrometer, LASER, Optical Bread Board, Michelson Interferometer, Zeeman Effect set up.

31. Number of students receiving financial assistance from college, University, government or other agencies :

Please refer to Clause 5.1.3 of SSR

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:

- Converging Vectors: A paper presentation competition.
- Lecture on Micro-electro-mechanical Sensors (MEMS) by Dr. V. K. Jain, SSPL, New Delhi (2003)
- Lecture on Condensed Matter Physics by Professor S P Tewari, Department of Physics and Astrophysics, University of Delhi, New Delhi (2004)
- Intercollege Workshop on Embedded Systems Design (2007)

33. Teaching methods adopted to improve student learning

- Along with traditional method of chalk and board, latest e-learning techniques and power point presentations are adopted for better understanding of the students
- Students are encouraged to make projects by their own to improve their skills.
- Assignment and Individual Attention are given to students especially to slow learners.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

Students participate in NSS and Eco Club.

35. SWOC analysis of the department and Future plans

Strength :

- Highly qualified faculty. Most of the faculty are Ph.D. and are engaged in research.
- Some teachers are supervising Ph.D. students.
- Well-equipped Labs of the department.
- 4 Cooperative support staff.

Weakness:

- Limited space for Labs.
- Free space limitation for students during experimentation.

Opportunity

- Students are encouraged to go for higher studies and research.

Challenges:

- Lab expansion to meet rising student strength.
- To make IT interface available to students in class room and labs to improve more interactive teaching.

Evaluation Report of the Department of Zoology

1. **Name of the Department** : ZOOLOGY
2. **Year of Establishment** : 1990
3. **Name of the Courses (UG)** :
Diploma (two years), Bachelor in Zoology (three years), Bachelor with Honors in Zoology (four years)
4. **Name of Interdisciplinary Courses and the departments/units involved:**
B.Sc. (Life Science) with Department of Chemistry and Department of Botany.
5. **Annual/Semester/Choice based credit system :**
All courses are in Semester System. The first year courses also have choice based credits.
6. **Participation of the Department in the courses offered by other Department :**
The department participate in teaching of Environmental Studies and Biology to the students of B.Sc. (H) Chemistry and B.Sc. Physical Sciences
7. **Courses in collaboration with other Universities :** NIL
8. **Details of Course Discontinued :**
 - Annual Mode (after introduction of Semester Mode since 2010) and B.Sc. (Life Sciences) (After Introduction of FYUP since 2013)
9. **Number of Teaching post :**

	Sanctioned	Filled
Professors	NIL	NIL
Associate Professors	NIL	NIL
Assistant Professors	07	03, who have been promoted as Associate Professor under MPS/CAS

Faculty profile

S. No.	Name	Qualification	Designation	Specialization	No. of years of Experience	No. of Ph.D. Students guided for the last 4 years
1.	Dr. Krishna Bansal	Ph.D.	Associate professor	Zoology/ Entomology	32	-
2.	Dr. Anita Gulati	Ph.D.	Associate professor	Zoology/ Entomology	18	-
3.	Dr. Lathika Nair	Ph.D.	Associate professor	Zoology	15	-

11. **List of senior visiting faculty :** NIL
12. **Percentage of lecture delivered and practical classes handled programme wise by temporary faculty :** 80%
13. **Student teacher ratio programme wise :** 13.5 : 1
14. **No. of technical staff :** Sanctioned 04 filled : 02
15. **Qualifications of Teaching Faculty :** Details given in Clause 10
16. **Number of faculty with ongoing projects from a) National, B) International funding agencies and grants received :** NIL
17. **Departmental projects funded by DST-FIST, UGC, DBT, ICSSR etc:** NIL
18. **Research center/facility recognized by university :** NIL
19. **Publications:**
 - a) **Publication per faculty :** $13/3 = 4.3$
 - * **Number of papers published in peer reviewed journals (national /international) by faculty and students :** 13
 - **Number of publications listed in International Database (e.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**
 - **Monographs :** NIL

- Chapter in Books : NIL
 - Books Edited : NIL
 - Books with ISBN/ISSN numbers with details of publishers : NIL
20. Areas of consultancy and income generated: NIL
21. Faculty as member in a) National committees b) International committees c) Editorial boards: NIL
22. Student projects: NIL
23. Award/Recognitions received by faculty and students:
- Ms. Anjum Ara (student) got second position in University in B.Sc.(H) Zoology
24. List of eminent academicians and scientists/visitors to the Department:
- Shanti Swaroop Bhatnagar Awardees
- Dr. Amit Sharma, International Centre for Genetic Engineering and Biotechnology, New Delhi
 - Prof. C. S. Dey, J.C.Bose Fellow, School Of Biological Sciences, Indian Institute of Technology, Delhi
 - Prof. Seyed Ehtesham Hasnain, Kusuma School of Biological Sciences, IIT-Delhi
 - Prof. Debi Sarkar, Department of Biochemistry, University of Delhi South Campus
 - Prof. Asis Datta, Professor of Eminence, National Institute of Plant Genome Research (NIPGR) , New Delhi
- Fellows of Science Academies and International Professional Bodies
- Prof. Bansi D Malhotra, FNASc, Department of Biotechnology, Delhi Technological University, Delhi
- Other Academicians
- Dr. Anju Srivastava, (Department of Zoology, Delhi University), (2011)
 - Dr. P. Kar (Maulana Azad Medical College, Delhi), in 2012

- Dr. D. K. Gupta (Visiting Faculty, Apollo Hospital, Delhi), (2012)
- Dr. K. Muralidhar (J.C. Bose Fellow, Department of Zoology, Delhi University) (2013)

25. Seminar/Coferances/workshop organized under source of funding

a) National, b) International : NIL

26. Student Profile Programme/Course wise :

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
DC-I as Zoology	2013-14	59746	53	27	26
B.Sc. (H) Zoology	2012-13	7513	35	14	21
B.Sc. (H) Zoology	2011-12	--	29	11	18
B.Sc. Life Science	2012-13	5884	32	10	22
B.Sc. Life Science	2011-12	--	22	10	12

*M= Male, *F= Female

27. Diversity of Students :

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as Zoology -I Sem	66%	34%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..? N.A.

29. Student Progression.

Ours is an undergraduate college. Students join postgraduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join postgraduation.

30. Details of Infrastructural facilities

a). Library : Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every Department/Subject.

- b). **Internet facility for Staff & Students :** Apart from centralized facility, the department has also been provided with internet LAN connectivity.
- c). **Classrooms with ICT facility :** There is one dedicated classroom for the department and other classrooms are used from the common pool for optimal utilization of resources.
- d) **Laboratories :** Two Labs. equipped with LCD projectors, Internet Connection and the following equipment :
 - Refrigerated Centrifuge
 - B.O.D. Incubator
 - Orbital Shaker-cum-Incubator
 - Gel Electrophoresis Units (Horizontal and Vertical)
 - PAGE apparatus (Polyacrylamide gel electrophoresis)
 - Laminar Flow Hood
 - Microtome
 - UV-*vis* Spectrophotometer
 - Autoclave (Vertical)

31. Number of students receiving financial assistance from college, University, government or other agencies :

Please refer to Clause 5.1.3 of SSR

32. Details on student enrichment programmes (Special lectures/workshops/seminar) with external experts:

The Department conducted following extracurricular and co-curricular activities in the Academic session 2012-2013.

- a) Health Lecture Series under the topics
 - “Molecular Diagnosis of Liver Diseases” by Dr. P. Kar, Head, Deptt. of Gastroenterology, Maulana Azad Medical College.
 - “Medical Treatment of Coronary Heart Disease/Heart Vessel Blockage without Angioplasty/Bypass Surgery” by Dr. D. K. Gupta, M.B.B.S., M.D.

- “It’s Time We Talk” “An Interactive Lecture on Women’s Wellbeing and Reproductive Health” by YOUNG CONCEPTS (Wellness Division) in collaboration with FOGSI (Federation of Obstetrics & Gynecological Societies of India).
 - “Phytochemical & Changing Concepts in Cancer Therapeutics”, Prof. M.M. Chaturvedi, Department of Zoology, University of Delhi, February 2010.
- b) One day activity including Quiz, Poster Making and on-the-spot presentation based on scientific thoughts.
- c) One day excursion trip to National Dairy Research Institute (NDRI), Karnal, Haryana.
- d) Educational Tour to Tiger National Park, Ranathabore, Rajasthan.

33. Teaching Methods adopted to improve student learning :

- a. Use of ICT
- b. Simulation programme
- c. Excursion trips
- d. Specimen and Models Demonstration

34. Participation in Institutional Social Responsibilities (ISR) and Extension Activities : Students participate in NSS and Eco club.

35. SWOC analysis of the Department and Future plans :

Strength

Well qualified staff and well equipped laboratories.

Weakness:

Limited space to keep specimen and models. No space for Bio-informatics laboratory.

Opportunities:

Students are encouraged to go for higher studies and research.

Challenges:

Working in limited space. Working for experiments of Bio-informatics at computer centre.

Future Plans:

Although our Department has been involved in various curriculum and extra-curriculum activities frequently throughout the academic sessions, in addition to these we have planned some more activities which include :

- Visits/Trip to Ecologically Important places, Biodiversity Spots and Scientific Institutes
- To conduct an inter-college workshop on Bioinformatics
- To organize Seminar for current scientific awareness
- To organize inter-college Departmental fest/cultural activities

Evaluative Report of the Departments

1. Name of the Department HUMANITIES AND SOCIAL SCIENCES

Comprising of

- ECONOMICS
- HINDI
- HISTORY
- POLITICAL SCIENCE
- SANSKRIT

2. Year of Establishment : 1990

3. Name of Programmes/Courses offered (UG, PG, M.Phil, Ph.D., Integrated Masters; Integrated Ph.D., etc.) :

Under-graduate – It was B.A. Programme before introduction of FYUP this year. The seats have now been converted into Bachelor with Honours in English and Economics.

4. Names of Interdisciplinary courses and the departments/units involved : NIL

5. Annual/Semester/Choice based credit system (programme wise) :

All courses are in Semester system. The first year courses also have choice based credits.

6. Participation of the department in the courses offered by other departments:

Economics	Departments of Physics; Computer Science and Mathematics
Hindi	All departments

7. Courses in collaboration with other universities, industries, foreign institutions, etc. : NIL

8. Details of courses/programmes discontinued (if any) with reasons :

BA Programme discontinued by the University and seats converted into Bachelor with Honours in Economics and English.

9. No. of Teaching posts :

Departments & Nature of Posts	Sanctioned	Filled
Economics		
Professor	NIL	NIL
Associate Professor	NIL	NIL
Assistant Professor	01	Promoted as Associate Professor under MPS/CAS
Hindi		
Professor	NIL	NIL
Associate Professor	NIL	NIL
Assistant Professor	03	Promoted as Associate Professor under MPS/CAS
History		
Professor	NIL	NIL
Associate Professor	NIL	NIL
Assistant Professor	01	Promoted as Associate Professor under MPS/CAS
Political Science		
Professor	NIL	NIL
Associate Professor	NIL	NIL
Assistant Professor	01	Promoted as Associate Professor under MPS/CAS
Sanskrit		
Professor	NIL	NIL
Associate Professor	NIL	NIL
Assistant Professor	01	Promoted as Associate Professor under MPS/CAS

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D./M.Phil. etc.)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Economics					
Ms. Sangita	M.Phil in Economics	Associate Professor	Monetary Economics	22	---
Hindi					
Dr. Anita Rani	Ph.D.	Associate Professor	Katha Sahitya	25	---
Dr. Suman Bala Manchanda	Ph.D.	Associate Professor	Katha Sahitya	24	---

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Dr. Savita Gautam	Ph.D.	Associate Professor	Katha Sahitya	20	---
History					
Dr. R. M. Bharadwaj	Ph.D.	Associate Professor	---	22	---
Political Science					
Dr. H. P. Roy	Ph.D.	Associate Professor	---	24	---
Sanskrit					
Dr. Madhu Chawla	Ph.D.	Associate Professor	----	19	---

11. List of Senior visiting faculty : NIL

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 40% in Economics, History and Political Science

13. Student-Teacher Ratio (subject-wise):

Hindi	:	14 : 1
History	:	38 : 1
Political Science	:	38 : 1
Sanskrit	:	04 : 1
Economics	:	42 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NIL

15. Qualifications of teaching faculty with DSc/D.Litt/Ph.D/ M.Phil/PG :

Refer to Clause No. 10

16. Number of faculty with ongoing projects from

a) National : One Innovation project, University of Delhi (Rs.5,50,000/-).

This project is shared by three faculty members

b) International funding agencies and grants received : NIL

17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grants received : NIL

18. Research Centre/facility recognized by the University :

N/A in all the cases

19. Publications : 45/6 = 7.5

	Economics	Hindi	History	Political Science	Sanskrit
Publication per faculty -					
Number of papers published in peer reviewed journals national/international) by faculty and students	2	-	6	15	
Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)					
Monographs:	1	-	-	-	-
Chapter in Books	-	1	7	4	1
Books Edited	-	-	-	-	3
Books with ISBN/ISSN numbers with details of publishers	-	-	-	5	-
Citation Index	-	-	-	-	-
SNIP	-	-	-	-	-
SJR	-	-	-	-	-
Impact factor	-	-	-	-	-
h-index	-	-	-	-	-

20. Areas of consultancy and income generated : NIL**21. Faculty as members in**

- a) National committees : NIL
- b) International Committees: NIL
- c) Editorial Boards : NIL

22. Student projects**a) Percentage of students who have done in-house projects including inter departmental/programme :**

In Economics and History all students are asked to make presentation on assigned topics and submit a written paper/report at the end of it.

b) Percentage of students placed for projects in organizations outside the institution i.e. in Research laboratories/Industry/other agencies : NIL**23. Awards/Recognitions received by faculty and students :**

- Dr. R. M. Bharadwaj was bestowed ICHR Fellowship.

24. List of eminent academicians and scientists/visitors to the department -**25. Seminars/Conferences/Workshops organized & the source of funding :****a) National : Nil****b) International :** Department of History is organizing International Conference on International Conference on "The Asiatic Society, Indology and Indologists During late 18th and 19th Centuries (ASII)" during February 21-23, 2014 in University of Delhi, India**26. Student Profile Programme/Course wise :**

Name of Course/ Programme	Year of Admission	Applications Received	Selected	Enrolled	
				*M	*F
DC-I as Economics	2013-14	93330	54	37	17
B.A. (Programme)	2012-13	25379	91	61	30
B.A. (Programme)	2011-12	--	61	36	25

*M= Male, *F= Female

27. Diversity of Students :

Name of Course	Students from the same state	Students from other States	Students from abroad
DC-I as Economics -I Sem	81%	19%	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc..? N.A.**29. Student Progression.**

Ours is an undergraduate college. Students join postgraduation in different Universities/Institutes directly. As of now, the college has no mechanism of keeping track of outgoing students who join PG.

30. Details of Infrastructural facilities

- a). **Library :** Due to paucity of space in the present building we are not in a position to establish Departmental Library. However, in the College Library there is space for every subject.
- b). **Internet facility for Staff & Students :** Apart from centralized facility, the department has also been provided with internet LAN connectivity.
- c). **Classrooms with ICT facility :** There is one dedicated classroom for the department and other classrooms are used from the common pool for optimal utilization of resources.
- d) **Laboratories :** None

31. Number of students receiving financial assistance from college, University, government or other agencies :

Please refer to Clause 5.1.3 of SSR

32. Details on student enrichment programmes (special lectures/workshops/ seminar) with external experts :

- A special lecture on “Environment and Technology in Ancient India by Prof. R.C. Thakran, Head, Department of History, University of Delhi, March 2013.
- A declamation contest on the topic “The Relevance of History lies in its Practical Application” was judged by Dr. Yuthika Mishra, Associate Professor in History, Vivekanand College and Ms. Gopika Bhandari, Assistant Professor in History, Vivekanand College, University of Delhi, March 2013.
- A lecture on “Hamara Samaj aur Hindi” on Hindi Diwas by Prof. Prem Singh, Department of Hindi, University of Delhi, September 2012.

- A special talk on “The Relevance of Sanskrit Language as a Preserver of Indian Value System and Culture” by Prof. Radha Vallabh Tripathi, world famous Sanskrit Scholar and Vice-Chancellor, Rashtriya Sanskrit Sansthan, Deemed University under MHRD, Government of India, February 2012.
- A Workshop-cum-lecture on “Creative Writing” by Dr. Harmeet Singh, Khalsa College, University of Delhi, September 2010.
- A lecture on “The Role of Media against Terrorism” by Dr. Anil Singh, December 2008.
- A lecture on the condition of Hindi (Language and Literature) on “Hindi Diwas” by Dr. Suresh Dhingra, Reader in Hindi, Swami Shraddhanand College, University of Delhi, September 2008.
- A lecture-cum-demonstration on “Vipassana” (Buddhist system of meditation and Yoga) by Reverend monk Prof. Bhikshu Satyapal, Department of Buddhist Studies, University of Delhi, December 2007.
- “A History of Vipassana-Buddhist System of Meditation” by Dr. Rana Purushottam Kumar Singh, Faculty, Department of Buddhist Studies, University of Delhi in December, 2007.
- An introductory lecture on “Hindi Diwas” by renowned Hindi Scholar, Dr. Parmanand Panchal, September 2007.
- A Symposium on the “The Importanace of Hindi Language and its Roots in Foreign Countries” and lectures by Dr. Prem Janmejaya, Dr. Balendu Dadhicha, Dr. Anil Joshi and Dr. Chandrabhanu Arya, September 2007.
- A three-month Calligraphy Workshop was organized from January-April 2007.
- A lecture on “How to Discover and fulfill your true potential” by Dr. Sangeeta Prasad, Psychologist, St. Stephen’s Hospital, New Delhi, September 2007.
- A lecture on “Managing Successful Career Options for Humanities Students” by Prof. M.L. Singla, Faculty of Management Studies, University of Delhi, September 2007.

- A lecture on “The Role of Mass Communication in Developing Societies” by Dr. Uday Sahay, Principal Information Officer, Government of India, September 2007.
- A Special Lecture on “Basic Principles of Buddhist Philosophy” by Dr. Rana Purushottam Kumar Singh, Research Officer in the Department of Buddhist Studies, University of Delhi, November 2005.
- A talk on “Stress Management” by practicing psychologist Dr. Rani Bhatia, St. Stephen’s Hospital, New Delhi, August 2005.
- A Lecture on “Management in the Vedas” by head of Sanskrit Department, University of Delhi, November 2003.

33. Teaching methods adopted to improve student learning:

Economics	Use of ICT; projects
Hindi, History, Political Science and Sanskrit	Special lectures, students activities and workshops under the aegis of the Humanities and Social Sciences Forum ‘Abhivyakti’ since 2003.
Hindi	Assignments, class-tests, Group Discussion, etc.
History	Overview of syllabus within first 7-10 classes.
Political Science	One day seminar on 30.03.2013.
Sanskrit	Assignments, class-tests, Group Discussion, etc.

34. Participation in Institutional Social Responsibility (ISR) and

Extension activities : N/A

35. SWOC analysis of the department and Future plans

Economics			
Strengths	Weakness	Opportunity	Challenges
Highly demanded course lots of career opportunities very dynamic and focused students	Limited no. of teachers comparatively new departments as compared to other courses.	Course in high demand lots of scope for innovative & creative ideas to be implemented	Tough competitive not only from our own university but also from international universities meeting, the expectations of industry through an updated curriculum

Hindi, History, Political Science and Sanskrit			
Strengths	Weakness	Opportunity	Challenges
Excellent spirit de corps	Lack of organizational sensitivity toward providing academic challenges	Foundation courses provide a vent to our creative and academic cravings	Relative non-availability of e-resources and ICT equipment especially in Hindi
Performance with fullest responsibility	Inadequate attention to the importance of the subjects in Humanities and Social Sciences	-	Lack of opportunities for growth in the absence of honours and discipline courses
Cordial faculty-student relationships and interactions	-	-	Dwindling learner interest in subjects like Sanskrit
Cooperation from the other departments	-	-	-
Excellent repository of faculty knowledge and experience	-	-	-

Declaration by the Head of the Institution

I certify that the data included in this Self Study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the Head of the Institution after internal discussions and no Part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Signature of the Head of the Institution

Place: New Delhi

Date: January 06, 2014

UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002.

No.F.8-27/94(CPP-I)

March, 1995.

The Registrar,
University of Delhi,
Delhi - 110 007.

18 - APR 1995

Sub: List of Colleges prepared under Section 2(f) of the
UGC Act, 1956 - Inclusion of new colleges.

Sir,

I am directed to refer to your letter No.CB-11/95/10(72)/
43659 dated 17-1-95 on the above subject and to say that the
name of the following college has been included in the above
list under constituent college teaching upto Bachelor's Degree.

<u>Name of the College</u>	<u>Year of Estt.</u>	<u>Remarks</u>
Deen Dayal Upadhyaya College, Karampura, New Delhi - 110 015.	1990	The College is eligi- ble to receive central assistance in terms of the rules framed under Section 12-B of the UGC Act, 1956.

Yours faithfully,

R.L. Sondhi
(R.L. SONDHI)
UNDER SECRETARY

Copy forwarded to:-

1. The Principal, Deen Dayal Upadhyaya College, Karampura, N.
Delhi - 110 015.
2. The Secretary, Govt. of India, Ministry of Human Resource
Development, Deptt. of Education, T-14 Section, N.Delhi.
3. All Officers/Sections in the UGC Office.
4. S.O. FD-III/DC Section, UGC, New Delhi.
5. Incharge Computer Cell, UGC, New Delhi.
6. Guard File.

D.D. Mehta
(D.D. MEHTA)
SECTION OFFICER

DEEN DAYAL UPADHYAYA COLLEGE
(UNIVERSITY OF DELHI)

INCOME & EXPENDITURE ACCOUNTS (RECURRING GRANT)
FOR THE YEAR ENDING 31-03-2013

EXPENDITURE	AMOUNTS	INCOME	AMOUNT
Salary - Teaching Staff (including arrear)	117,392,137.00	Grant in aid Recurring	188,798,959.14
Salary - Non-Teaching Staff (including arrear/bonus)	20,670,565.00	College Fee Received: Gross fee	
Salary - Pension - Non Teaching (including arrear)	371,732.00	Fee - Admission Fee	12,245.00
Salary - Pension - Teaching (including arrear)	439,470.00	Fee - College Magazine	366,900.00
Salary - Private Contractor of Sanitation	934,905.00	Fee - Garden	85,610.00
Salary - Private contractor of Security	1,225,632.00	Fee - House Exam Fee	183,450.00
Children Education allowance	1,383,592.00	Fee - I Card	66,450.00
Encashment of EL on LTC	369,072.00	Fee - Lab	103,750.00
Contingency	50,234.00	Fee - Library	1,223,000.00
Conveyance/TA	70,651.00	Fee - Library Fine	63,179.00
College Fee Refunded:	643,015.00	Fee - Tuition Fee	440,280.00
House exam exp	63,747.00	Fee - Course fee	2,520,000.00
Insurance of Assets/Vehicle etc	44,496.00	Fee - Water and Electricity	611,500.00
Lab - Botany Expense	23,629.00	Interest on Computer Loan	24,815.00
Lab - Chemistry Expenses	51,328.00	Interest on Saving Bank	689,704.00
Lab - Electronics Expenses	27,628.00	Interest on Vehicle Advance	94,060.00
Lab - Physics Expenses	58,517.00	Loss of Library Books	552.00
Lab - Zoology Expenses	9,408.00	Pensionary/Retirement Benefits: in r/o	
Lab - Computer Sc. Exp.	11,566.00	Dr. Anek Goel	1797.00
Library Books	804,532.00	Sh. Jitender Solanki	1865.00
Library Contingent exp	50,191.00	Electricity Charges	3,662.00
Library Magazine Newspaper	41,530.00	Sale of Prospectus	41,305.00
Library Periodicals	26,795.00	Sale of Raddi	178,000.00
Liveries	27,312.00	Sale of Scrap	19,998.00
LTC/HTC Expenses	1,694,072.00	Sale of Tender Forms	5,710.00
Maint of Building	15,863.00	Annual Licence Fee	2,000.00
Maint of Equipmt	107,035.00	Telephone Recovery	600.00
Maint. Of Garden	23,632.00	Water Charges	562.00
			1,300.00
Total C/F	146,632,286.00	Total C/F	175,537,591.14


D. Asstt.


Sr(A/cs)


AO






BURSAR


PRINCIPAL


TREASURER

INCOME & EXPENDITURE ACCOUNTS (RECURRING GRANT)
FOR THE YEAR ENDING 31-03-2013

EXPENDITURE	AMOUNTS	INCOME	AMOUNT
B/F	146,632,286.00	B/F	175,537,591.14
Maint of Gen Set (Diesel)	45,858.00	Misc Income	23,425.00
Maint of Gen Set (R & M)	36,019.00	contingency	4,555.00
Maint of Vehicle	10,054.00	Recovery of salary teaching	31,271.00
Maint of Vehicle (Petrol)	82,949.00	Recovery of salary non teaching	3,861.00
Postage	18,379.00		
Printing and Stationery	169,341.00		
Printing of College Magazine Exp	175,200.00		
Printing of I Card	32,707.00		
Reimbursement of Medical Expenses	3,097,518.00		
Printing of Prospectus	174,300.00		
Reimbursement of News paper	6,922.00		
Legal charges	26,150.00		
Freeship to students	249,130.00		
TA for Attending Conference	6,997.00		
Telephone Expenses	73,290.00		
Electricity charges	1,894,930.00		
Water Charges	101,844.00		
	152,833,874.00		
Excess of Income over Expenditure	22,768,829.14		
	175,600,703.14		175,600,703.14

 S.S. (A/cs)
 D. Asstt.
 PRINCIPAL
 BURSAR
 TREASURER

For PVR & Co.
(Chartered Accountants)

F.R. No.013191 N

Vinay Jain
M No 087774
Partner

30th Aug. 2013

New Delhi

DEEN DAYAL UPADHYAYA COLLEGE
(UNIVERSITY OF DELHI)

INCOME & EXPENDITURE STATEMENT OF STUDENT SOCIETY ACCOUNT
FOR THE YEAR ENDING 31-03-2013

EXPENDITURE	AMOUNT IN RS.	INCOME	AMOUNT IN RS.
Art & Culture/Culture Festival Exp.	886,723.00	BBS Activities (Sponsorship)	323,100.00
BBS Activities	123,220.00	Art & Culture Receipts	231500.00
Corp Ind interaction fund exp.	386,165.00	Corp. Ind Interaction Fund exp.	
Fixed Annual charges	4,376.00	Fixed Annual charges	985,121.00
Founders/Annual Day/Prizes	436,340.00	Fund - Alumni Regn. Fee	750.00
Lab Development Exp.		Fund - Art & Cult/ Cult. Activities	1,683,600.00
Botany Lab Expenses	58,021.00	Fund Corp./Ind Inter for BBS	242,000.00
Chemistry Lab Expenses	222,274.00	Fund Tutorial & Assignment Fee	105,225.00
Commerce Lab Exp.	58,100.00	Fund - English Literacy & Activities	48,000.00
Computer Lab Exp.	76,417.00	Fund - Fixed Annual charges	21,200.00
Electronics Lab. Exp.	25,450.00	Fund - Foreign student fund	18,000.00
Physics Lab. Deve.	97,487.00	Fund - Founders Day/Annual Day/Prizes	631,350.00
Zoology Lab Dev.	57,926.00	Fund - General Amenities	631,350.00
BBS Lab Dev.	5,842.00	Fund - Lab Development	1,343,250.00
Misc. Head	397,889.00	Fund - Professional Development Fund	210,450.00
Sports Exp.	759,649.00	Fund - Seminar & Intercolleage activities	1,052,250.00
Student Union Exp.	138,469.00	Fund - Sports Fund	1,052,250.00
Subject Society Exp.	565,356.00	Fund - Student Aid Fund	135,270.00
Course fee	76,173.00	Fund - Student Union Fund	422,500.00
Library Dev. Fund Exp.	327,122.00	Fund - Subject Society	1,071,150.00
Freeship to students (Fee concession)	816,540.00	Fund - Lib. Dev. Fund	424,260.00
Professional Dev. Exp.	12,500.00	Interest on Saving Bank Account	352,893.00
English Lit. Act. Fund	36,741.00	Library Develop. Fund Exp.	2,868.00
General Amen. Fund	19,004.00	Misc. Income	14,820.00
Seminar & College Act.	35,431.00	Loss of Lib. Books	55.00
Tutorial Assignment	11,703.00		
Student Aid Exp.	11,193.00		
TOTAL C/F	5,646,111.00	TOTAL C/F	11,067,562.00

 D. Asstt.
 S.O.(A/cs)
 Admin. Officer
 Bursar
 Principal
 Treasurer

INCOME & EXPENDITURE STATEMENT OF STUDENT SOCIETY ACCOUNT
FOR THE YEAR ENDING 31-03-2012

EXPENDITURE	AMOUNT IN RS.	INCOME	AMOUNT IN RS.
TOTAL B/F	5,646,111.00	TOTAL B/F	11,067,562.00
		Sale of Nomination Form (St.Union)	340.00
		Sale of Scrap	30,000.00
EXCESS INCOME OVER EXPENDITURE	5,498,645.00	Subject Society Exp. (sponsorship)	40,280.00
		WUS Expenses	6,324.00
		Student Aid Fund	250.00
Total	11,144,756.00	Total	11,144,756.00
Approved to Miscellaneous Fund (For Fixed Assets Purchased)	36,251.00	EXCESS INCOME OVER EXPENDITURE	5,498,645.00
Transferred to Capital Reserve	5,462,394.00		
	5,498,645.00		5,498,645.00


D. Asstt.


S.O. (A/c)

As per our separate report of even date attached
For PVR & Co.

(Chartered Accountants)

P. No. 013/2011

Vinay Jain

M No 087774

Partner

New Delhi, 30th Aug. 2013




Admin. Officer


Bursar


Principal


Treasurer

DEEN DAYAL UPADHYAYA COLLEGE (UNIVERSITY OF DELHI)

NON-RECURRING GRANT ACCOUNT FOR THE YEAR 2012-13


RECEIPT	AMOUNT	PAYMENT	AMOUNT
Opening Balance - Non-Recurring Grant	1,136,089.00	Advance to NICSI	1,611.00
GIA received during the year	4,780,000.00	Botany Lab. Eqpt/Furniture	
		Chemistry Lab. Eqpt/Furniture	93,375.00
		Office Equipment	264,007.00
		Physics Lab. Eqpt/Furniture	
		Zoology Lab. Eqpt/Furniture	238,820.00
			597,813.00
		Closing Balance - Grants -in-Aid (Non-Recurring)	5,318,276.00
TOTAL	5,916,089.00	TOTAL	5,916,089.00


D. Asstt.

S.O. (A/cs)
As per our separate report of even date attached
For PVR & Co.

(Chartered Accountants)

F.R.No.013191 N


Vinay Jain
M No.087774
Partner

New Delhi: 30th Aug. 2013


Admin. Officer


Bursar


Principal


Treasurer

DEEN DAYAL UPADHYAYA COLLEGE
(UNIVERSITY OF DELHI)

INCOME & EXPENDITURE ACCOUNTS (RECURRING GRANT)
FOR THE YEAR ENDING 31-03-2012

EXPENDITURE	AMOUNTS	INCOME	AMOUNT
Salary - Teaching Staff (including arrear)	103,663,741.00	Grant in aid Recurring	150,071,495.14
Salary - Non-Teaching Staff (including arrear/bonus)	18,704,911.00		
Salary - Pension - Non Teaching (including arrear)	414,663.00	College Fee Received: Gross fee	
Salary - Pension - Teaching (including arrear)	399,180.00	Fee - Admission Fee	12,170.00
Salary - Private Contractor of Sanitation	841,366.00	Fee - College Magazine	364,800.00
Salary - Private contractor of Security	1,073,949.00	Fee - Fine	1,645.00
Children Education allowance	1,449,435.00	Fee - Garden	85,120.00
Encashment of EL on LTC	81,306.00	Fee - House Exam Fee	182,400.00
Advertisement Expense	119,777.00	Fee - I Card	63,650.00
Audit Fee	3,309.00	Fee - Lab	74,100.00
Contingency	37,741.00	Fee - Library	1,216,000.00
Conveyance/TA	31,041.00	Fee - Library Fine	61,402.00
Electricity Charges	1,339,640.00	Fee - Tuition Fee	438,284.00
College Fee Refunded	456,876.00	Fee - Water and Electricity	608,000.00
House exam exp	73,106.00	Interest onf LTC advance	10.00
Insurance of Assets/Vehicle etc	45,641.00	Interest on Computer Loan	25,018.00
Lab - Botany Expense	13,490.00	Interest on Saving Bank	715,479.00
Lab - Chemistry Expenses	61,027.00	Interest on Vehicle Advance	62,860.00
Lab - Electronics Expenses	22,380.00	Loss of Library Books	35.00
Lab - Physics Expenses	32,112.00	Retirement Benefit	349,034.00
Lab - Zoology Expenses	8,655.00	Electricity Charges	61,453.00
Library Books	738,585.00	Sale of Prospectus	174,500.00
Library Contingent exp	14,734.00	Sale of Raddi	16,723.00
Library Magazine Newspaper	29,681.00	Sale of Scrap	506.00
Library Periodicals	32,614.00	Sale of Tender Forms	2,400.00
Liveries	6,994.00	other fee	2,100.00
LTC/HTC Expenses	467,981.00	Encashment of E.L on LTC/HTC (Recovery)	6,051.00
Maint of Building	16,593.00	Telephone Recovery	4,359.00
Maint of Equipmt	98,026.00	Water Charges	400.00
Gratuity	65,205.00		
Total C/F	130,343,759.00	Total C/F	154,599,973.14

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PRINCIPAL

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TREASURER

INCOME & EXPENDITURE ACCOUNTS (RECURRING GRANT)
FOR THE YEAR ENDING 31-03-2012

EXPENDITURE	AMOUNTS	INCOME	AMOUNT
B/F	130,343,759.00	B/F	154,599,973.14
Maint of Garden	40,152.00	Misc Income	73,838.00
Maint of Gen Set (Diesel)	43,270.00	Medical exp (Recovery)	800.00
Maint of Gen Set (R & M)	50,571.00		
Maint of Vehicle	17,362.00		
Maint of Vehicle (Petrol)	81,300.00		
Postage	13,559.00		
Printing and Stationery	168,844.00		
Printing of College Magazine Exp	186,480.00		
Printing of I Card	30,730.00		
Reimbursement of Medical Expenses	3,030,020.00		
Printing of Prospectus	157,500.00		
Reimbursement of News paper	4,223.00		
Encashment of Leave	285,293.00		
Freeship to students	234,630.00		
TA for Attending Conference	1,000.00		
Telephone Expenses	73,343.00		
Water Charges	55,016.00		
	134,817,052.00		
Excess of Income over Expenditure	19,857,559.14		
	154,674,611.14		154,674,611.14

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PRINCIPAL

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BURSAR

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D. Asstt.
S. (A/cs)
As per our separate report of even date attached
For Mittal Mehra Goyal & Associates
(Chartered Accountants)

(Hitesh Mehra)
Chartered Accountant
Partner

M.No-510847
F.No-008339N

Place: New Delhi







Date: 20/10/2012

[Signature]
Treasurer

DEEN DAYAL UPADHYAYA COLLEGE
(UNIVERSITY OF DELHI)

INCOME & EXPENDITURE STATEMENT OF STUDENT SOCIETY ACCOUNT
FOR THE YEAR ENDING 31-03-2012

EXPENDITURE	AMOUNT IN RS.	INCOME	AMOUNT IN RS.
Art & Culture/Culture Festival Exp	1,555,698.00	BBS Activities	443,100.00
BBS Activities	244,616.00	Art & Culture Receipts	418,935.00
Corp Ind interaction fund exp.	214,888.00	Corp Ind Interaction Fund exp	393,472.00
Fixed Annual charges	8,669.00	Fixed Annual charges	780.00
Founders/Annual Day/Prizes	219,478.00	Fund - Alumni Regn. Fee	49,450.00
Alumni Exp.	70,155.00	Fund - Art & Cult/ Cult Activities	1,644,000.00
Lab Development Exp.		Fund Corp./Ind Inter for BBS	246,000.00
Botany Lab Expenses	77,938.00	Fund-Course fee	2,135,000.00
Chemistry Lab Expenses	155,013.00	Fund Tutorial & Assignment Fee	102,750.00
Commerce Lab Exp	61,746.00	Fund - English Literacy & Activities	26,700.00
Computer Lab Exp.	10,394.00	Fund - Field Activities & Visit	29,800.00
Electronics Lab. Exp.	57,158.00	Fund - Fixed Annual charges	20,550.00
Physics Lab. Deve.	30,953.00	Fund - Foreign student fund	8,881.00
Zoology Lab Dev.	50,386.00	Fund - Founders Day/Annual Day/Prizes	472,650.00
BBS Lab Dev.	16,831.00	Fund - General Amenities	102,750.00
Misc. Head		Fund Journal Publications	46,050.00
Repair & Services 37565.00		Fund - Lab Development	1,049,500.00
Other Exp. 728913.00		Fund - Medical First Aid Fund	20,550.00
Sports Exp.	301,785.00	Fund - Professional Development Fund	205,500.00
Student Union Exp.	100,830.00	Fund - Seminar & Intercollege activities	205,500.00
Subject Society Exp.	291,720.00	Fund - Sports Fund	411,000.00
Course fee	2,371,403.00	Fund - Student Aid Fund	103,920.00
Library Dev. Fund Exp.	97,628.00	Fund - Student Union Fund	107,250.00
Fee concession	549,300.00	Fund- Subject Society	411,000.00
Professional Dev. Exp.	17,940.00	Fund - Lib. Dev. Fund	399,400.00
		Interest on Saving Bank Account	358,636.00
		Interest on FDR	4,593,477.00
		Library Develop. Fund Exp.	8,151.00
		Misc. Income	77,050.00
TOTAL C/F	7,271,007.00	TOTAL C/F	14,091,802.00

 D. Asstt.
 S.O. (A/cs)
 Admin. Officer
 Bursar
 Principal
 Treasurer

INCOME & EXPENDITURE STATEMENT OF STUDENT SOCIETY ACCOUNT
FOR THE YEAR ENDING 31-03-2012

EXPENDITURE	AMOUNT IN RS.	INCOME	AMOUNT IN RS.
TOTAL B/F	7,271,007.00	TOTAL B/F	14,091,802.00
		Sale of Nomination Form (St Union)	470.00
		Sale of Scrap	40,800.00
EXCESS INCOME OVER EXPENDITURE	7,043,933.00	Subject Society Exp. (sponsorship)	180,800.00
		Lab Dev. (Botany) - sale of Raddi	1,068.00
Total	14,314,940.00	Total	14,314,940.00
Approved to Miscellaneous Fund (For Fixed Assets Purchased)	849,396.00	EXCESS INCOME OVER EXPENDITURE	7,043,933.00
Transferred to Capital Reserve	6,194,537.00		
	7,043,933.00		7,043,933.00


D. Asstt.


S.O.(A/cs)

As per our separate report of even date attached
For **Mukul Mehra Goyal & Associates**
(Chartered Accountants)


(C.A. Hitesh Mehra)
Partner
Chartered Accountant

M.No - 510847

F.R.No - 008339N

Place: New Delhi

Date: 20/10/2012


Admin Officer


Bursar


Principal


Treasurer

DEEN DAYAL UPADHYAYA COLLEGE (UNIVERSITY OF DELHI)

NON-RECURRING ACCOUNT FOR THE YEAR 2011-12

RECEIPT	AMOUNT	PAYMENT	AMOUNT
Opning Balance - Non-Recurring Grant GIA received during the year	6,922,468.00 Nil	Advance to NICSI Botany Lab.Eqpt/Furniture Chemistry Lab.Eqpt/Furniture Electronics Lab.Eqpt/Furniture Physics Lab.Eqpt/Furniture Zoology Lab.Eqpt/Furniture	1,063,966.00 225,671.00 54,087.00 2,059,309.00 2,605,293.00 229,469.00 6,237,795.00
		Closing Balance - Grants -in-Aid (Non-Recurring)	684,673.00
TOTAL	6,922,468.00	TOTAL	6,922,468.00

 D. Asstt.
 S.O. (A/cs)
 As per our separate report of even date attached

For Mittal Mehra Goyal & Associates
(Chartered Accountants)


 (Hitesh Mehra)
 Chartered Accountant

M.No - 510847

R.No - 00839N

Place - New Delhi

Date - 20/10/2012


 Bursar


 Admin Officer


 Principal


 Treasurer

DEEN DAYAL UPADHYAYA COLLEGE
(UNIVERSITY OF DELHI)

INCOME & EXPENDITURE ACCOUNTS (RECURRING GRANT)
FOR THE YEAR ENDING 31-03-2011

EXPENDITURE	AMOUNTS	INCOME	AMOUNT
Salary - Teaching Staff (including arrear)	89,458,157.00	Grant in aid Recurring	148,917,728.14
Salary - Non-Teaching Staff (including arrear/bonus)	15,797,279.00		
Salary - Pension - Non Teaching (including arrear)	246,664.00	College Fee Received: Gross fee	
Salary - Pension - Teaching (including arrear)	386,813.00	Fee - Admission Fee	11,055.00
Salary - Private Contractor of Sanitation	786,081.00	Fee - College Magazine	331,500.00
Salary - Private contractor of Security	1,012,092.00	Fee - Fine	3,540.00
Children Education allowance	1,350,076.00	Fee - Garden	77,350.00
Encashment of EL on LTC	527,363.00	Fee - House Exam Fee	165,750.00
Advertisement Expense	9,774.00	Fee - I Card	57,875.00
Audit Fee	3,306.00	Fee - Lab	66,200.00
Contingency	18,980.00	Fee - Library	1,105,000.00
Conveyance/TA	51,900.00	Fee - Library Fine	41,695.00
Electricity Charges	1,019,275.00	Fee - Tuition Fee	398,592.00
College Fee Refunded:	477,218.00	Fee - Water and Electricity	552,500.00
House exam exp	77,175.00	Interest onf LTC advance	117.00
Insurance of Assets/Vehicle etc	45,648.00	Interest on Computer Loan	23,922.00
Lab - Botany Expense	13,540.00	Interest on Saving Bank	695,588.00
Lab - Chemistry Expenses	52,204.00	Interest on Vehicle Advance	59,205.00
Lab - Electronics Expenses	26,151.00	Loss of Library Books	5,613.00
Lab - Physics Expenses	47,789.00	Retirement Benefit	7,945.00
Lab - Zoology Expenses	14,722.00	Canteen - Licence Fee	600.00
Library Books	752,253.00	Electricity Charges	76,301.00
Library Contingent exp	6,962.00	Sale of Prospectus	180,700.00
Library Magazine Newspaper	35,981.00	Sale of Raddi	7985.00
Library Periodicals	22,166.00	Sale of Scrap	1300.00
Liveries	60,069.00	Sale of Tender Forms	9,285.00
LTC/HTC Expenses	2,087,529.00		4,600.00
Maint of Building	18,894.00		
Maint of Equipt	82,901.00		
Annual Day Function	1,400.00		
C/F	114,490,362.00	C/F	152,792,661.14



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PRINCIPAL

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S.o. (A/cs)

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D. Asstt.

EXPENDITURE	AMOUNTS	INCOME	AMOUNT
B/F	114,490,362.00 B/F		152,792,661.14
Maint of Garden			
Maint of Gen Set (Diesel)	24,121.00	Telephone Recovery	4,581.00
Maint of Gen Set (R & M)	37,890.00	Water Charges	1,900.00
Maint of Vehicle	39,131.00	Misc. Income	36,681.00
Maint of Vehicle (Petrol)	16,494.00		
Postage	69,923.00		
Printing and Stationery	17,716.00		
Printing of College Magazine Exp	125,592.00		
Printing of I Card	195,956.00		
Reimbursement of Medical Expenses	26,947.00		
Printing of Prospectus	1,831,444.00		
Reimbursement of News paper	160,650.00		
Encashment of Leave	6,672.00		
Retirement benefits	62,155.00		
Freeship to students	1,314,731.00		
TA for Attending Conference	99,630.00		
Telephone Expenses	14,983.00		
Water Charges	73,154.00		
	63,337.00		
	118,670,888.00		
Excess of Income over Expenditure	34,164,935.14		
	152,835,823.14		152,835,823.14

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PRINCIPAL

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BURSAR

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A/C

[Signature]
D. Asstt.
S.O. (A/cs)
As per our separate report of even date attached
For Mittal Mehra Goyal & Associates
(Chartered Accountants)

[Signature]
(Hitesh Mehra)
Chartered Accountant

Partner
M No 510847
dt 18/07/11



DEEN DAYAL UPADHYAYA COLLEGE
(UNIVERSITY OF DELHI)

INCOME & EXPENDITURE STATEMENT OF STUDENT SOCIETY ACCOUNT
FOR THE YEAR ENDING 31-03-2011

EXPENDITURE	AMOUNT IN RS.	INCOME	AMOUNT IN RS.
Art & Culture/Culture Festival Exp.	4,20,743.00	BBS Activities	1,90,000.00
BBS Activities	71,500.00	Corp. Ind Interaction Fund exp.	1,45,000.00
Corp. Ind interaction fund exp.	4,68,554.00	Fixed Annual charges	780.00
Course Fee Exp.	10,74,890.00	Fund - Alumni Regn. Fee	44,500.00
Fixed Annual charges	3,766.00	Fund - Art & Cult/ Cult. Activities	13,87,600.00
Founders/Annual Day/Prizes	60,932.00	Fund Corp./Ind. Inter for BBS	2,12,000.00
Alumni Exp.	71,763.00	Fund Course Fee	18,50,000.00
General Amenities Exp.	13,500.00	Fund Tutorial & Assignment Fee	86,725.00
Lab Development Exp.	45,676.00	Fund - English Literacy & Activities	28,800.00
Botany Lab Expenses	1,00,673.00	Fund - Field Activities & Visit	31,400.00
Chemistry Lab Expenses	93,610.00	Fund - Fixed Annual charges	17,345.00
Commerce Lab Exp.	16,893.00	Fund - Foreign student fund	4,530.00
Computer Lab Exp.	5,310.00	Fund - Founders Day/Annual Day/Prizes	3,98,935.00
Electronics Lab. Exp.	39,679.00	Fund - General Amenities	86,725.00
Physics Lab. Deve.	50,288.00	Fund Journal Publications	39,750.00
Zoology Lab Dev.		Fund - Lab Development	8,93,300.00
Misc. Head		Fund - Medical First Aid Fund	17,345.00
Renovation	641529.00	Fund - Professional Development Fund	1,73,450.00
Others	323077.00	Fund - Seminar & Intercollege activities	1,73,450.00
Library Dev. Fund Exp.	1,61,991.00	Fund - Sports Fund	3,46,900.00
Professional Dev. Exp.	30,082.00	Fund - Student Aid Fund	86,725.00
Seminar & Inter college activity	1,59,018.00	Fund - Student Union Fund	86,725.00
Sports Exp.	55,268.00	Fund- Subject Society	3,46,900.00
Student Union Exp.	55,372.00	Fund - Lib. Dev. Fund	3,24,000.00
Subject Society Exp.	1,51,840.00	Interest on Saving Bank Account	2,56,105.00
Tutorial & Assignment Exp.	1,939.00	Interest on FDR	19,79,479.00
Medical & 1st Aid Exp.	400.00	Loss of Lib. Books (Recovery)	1,035.00
		Library Develop. Fund Exp.	4,600.00
		Misc. Income (State Cheque 2007-08)	62,360.00
TOTAL C/F	41,18,293.00	TOTAL C/F	92,76,464.00


D. Asstt.

S.O.(A/c's)


Admin Officer


Bursar


Principal

**INCOME & EXPENDITURE STATEMENT OF STUDENT SOCIETY ACCOUNT
FOR THE YEAR ENDING 31-03-2011**

EXPENDITURE	AMOUNT IN RS.	INCOME	AMOUNT IN RS.
TOTAL B/F	41,18,293.00	TOTAL B/F	92,76,464.00
		Sale of Nomination Form (St Union)	840.00
		Sale of Scrap	500.00
		Professional Dev. Fund	39,960.00
		Seminar & Inter college activity	1,52,500.00
		Subject Society Exp.	10,000.00
		Lab. Dev. (Botany) - sale of Raddi	819.00
		Lab. Dev. Chemistry - sale of Raddi	984.00
		Lab. Dev. Zoology - sale of Raddi	720.00
		WUS Exp.	5,430.00
		Alumni Life-time Membership	9,000.00
EXCESS INCOME OVER EXPENDITURE	53,78,924.00		
TOTAL	94,97,217.00	TOTAL	94,97,217.00
Appropriated to Miscellaneous Fund (For Fixed Asset Purchased)	12,74,076.00	EXCESS INCOME OVER EXPENDITURE	53,78,924.00
Transferred to Capital Reserve	41,04,848.00		
TOTAL	53,78,924.00		53,78,924.00

 D. Asstt.
 S.O. (A/cs)
 Admin. Officer
 Bursar
 Principal

As per our separate report of even date attached
 For Mittal Mehra Goyal & Associates
 (Chartered Accountants)

 (C.A. Hitesh Mehta)
 Partner

30/5/2011

DEEN DAYAL UPADHYAYA COLLEGE
(UNIVERSITY OF DELHI)

NON-RECURRING ACCOUNT FOR THE YEAR 2010-11

RECEIPT	AMOUNT	PAYMENT	AMOUNT
Opening Balance - Non-Recurring Grant		Advance to NICSI	4,521,758.00
	6,126,739.00	Advance to Voltas Ltd	250,287.00
		BBS Lab.Eqpt/Furniture	13,256.00
Grants-in-Aid received during the year	9,000,000.00	Botany Lab.Eqpt/Furniture	250,370.00
		Chemistry Lab.Eqpt/Furniture	36,082.00
		Computer Lab.Furniture	8,325.00
		Electronics Lab.Eqpt/Furniture	1,158,283.00
		Furniture & Fixture	1,141,358.00
		Office Equipment	265,757.00
		Physics Lab.Eqpt/Furniture	131,689.00
		Zoology Lab.Eqpt/Furniture	641,502.00
			8,418,667.00
		Closing Balance - Grants -in-Aid (Non-Recurring)	6,708,072.00
	15,126,739.00		15,126,739.00


D. Asstt.
S.O. (A/c's)
As per our separate report of even date attached


Adm. Officer


Bursar


Principal

For Mittal Mehra Goyal & Associates
(Chartered Accountants)


(Hitesh Mehra)
Chartered Accountant
M No 510847


DEEN DAYAL UPADHYAYA COLLEGE
(UNIVERSITY OF DELHI)

INCOME & EXPENDITURE ACCOUNTS (RECURRING GRANT)
FOR THE YEAR ENDING 31-03-2010

EXPENDITURE	AMOUNTS	INCOME	AMOUNT
Salary - Teaching Staff (including arrear)	Rs. 87,318,688.00	Grant in aid Recurring	Rs. 156,120,192.28
Salary - Non-Teaching Staff (including arrear/bonus)	Rs. 15,595,581.00		
Salary - Pension - Non Teaching (including arrear)	Rs. 307,332.00	College Fee Received: Gross fee	
Salary - Pension - Teaching (including arrear)	Rs. 500,193.00	Fee - Admission Fee	Rs. 9,345.00
Salary - Private Contractor of Sanitation	Rs. 612,240.00	Fee - College Magazine	Rs. 242,970.00
Salary - Private contractor of Security	Rs. 632,544.00	Fee - Fine	Rs. 250.00
Children Education allowance	Rs. 1,009,006.00	Fee - Garden	Rs. 65,415.00
Encashment of EL on LTC	Rs. 118,396.00	Fee - House Exam Fee	Rs. 140,175.00
Advertisement Expense	Rs. 226,286.00	Fee - I Card	Rs. 48,075.00
Audit Fee	Rs. 3,306.00	Fee - Laboratory	Rs. 55,350.00
Contingency	Rs. 25,911.00	Fee - Library	Rs. 934,500.00
Conveyance/TA	Rs. 86,667.00	Fee - Library Fine	Rs. 57,056.00
Electricity Charges	Rs. 879,467.00	Fee - Tuition Fee	Rs. 337,212.00
College Fee Refunded:	Rs. 406,322.00	Fee - Water and Electricity	Rs. 467,250.00
House exam exp	Rs. 91,239.00		
Insurance of Assets/Vehicle etc	Rs. 46,183.00	Interest on Computer Loan	Rs. 35,141.00
Lab - Botany Expense	Rs. 3,076.00	Interest on Saving Bank	Rs. 518,479.00
Lab - Chemistry Expenses	Rs. 21,031.00	Interest on Vehicle Advance	Rs. 45,357.00
Lab - Electronics Expenses	Rs. 16,595.00	Loss of Library Books - Recovery	Rs. 503.00
Lab - Physics Expenses	Rs. 31,258.00	Recovery of EL on LTC	Rs. 5,144.00
Lab - Zoology Expenses	Rs. 9,323.00	Recovery of salary(T)	Rs. 118,362.00
Legal Charges	Rs. 75,500.00		
Library Books	613356	Retirement Benefit	Rs. 81,798.00
Provision to National Book Centre	2533		
Library Contingent exp	Rs. 615,889.00		
Library Magazine Newspaper	Rs. 27,008.00	Canteen - Licence Fee	Rs. 850.00
Library Periodicals	Rs. 33,660.00	Electricity Charges	Rs. 72,449.86
Liveries	Rs. 24,910.00	Sale of Prospectus	Rs. 143,100.00
LTC/HTC Expenses	Rs. 10,935.00	Sale of Raddi	Rs. 13,278.00
Maint of Building	Rs. 769,037.00	Sale of Tender Forms	Rs. 1,600.00
Maint of Equip	Rs. 28,189.00		
C/F	Rs. 109,566,381.00	C/F	Rs. 159,513,852.14

 **D. Asstt.**
 **S.o.(A/cs)**
 **Admn. Officer**
 **Bursar**
 **Principal**
 **Treasurer**
 Deen Dayal Upadhyaya College
 University of Delhi
 Karampura, New Delhi-110011

EXPENDITURE	AMOUNTS	INCOME	AMOUNT
B/F	Rs. 109,566,381.00	B/F	Rs. 159,513,852.14
Maint of Furniture			
Maint of Garden	Rs. 17,990.00	Telephone Recovery	Rs. 4,186.00
Maint of Gen Set (Diesel)	Rs. 45,234.00	Water Charges	Rs. 1,100.00
Maint of Gen Set (R & M)	Rs. 42,388.00	Misc. Income	Rs. 980.00
Maint of Vehicle	Rs. 19,795.00	Lapsed Security for Magazine Exp.	Rs. 15,500.00
Maint of Vehicle (Petrol)	Rs. 61,120.00		
Postage	Rs. 29,152.00		
Printing and Stationery	Rs. 258,706.00		
Printing of College Magazine Exp	Rs. 199,500.00		
Printing of I Card	Rs. 23,218.00		
Reimbursement of Medical Expenses	Rs. 1,963,448.00		
Reimbursement of Tuition fee	Rs. 111,655.00		
Reimbursement of News paper	Rs. 6,700.00		
Freeship to students	Rs. 67,990.00		
TA for Attending Conference	Rs. 12,157.00		
Telephone Expenses	Rs. 80,466.00		
Water Charges	Rs. 39,590.00		
	Rs. 112,545,490.00		
Excess of Income over Expenditure	46,990,128.14		
	Rs. 159,535,618.14		Rs. 159,535,618.14

D.Asstt.

S.o.(A/cs)

As per our separate report of even date attached

For Mittal Mehra Goyal & Associates
(Chartered Accountants)

(C.A.Hitesh Mehra)
Partner

17 No 510847



Admin. Officer

Bursar

Principal

Treasurer

Deen Dayal Upadhyaya College
(University of Delhi)
Karampura, New Delhi-110015

DEEN DAYAL UPADHYAYA COLLEGE
(UNIVERSITY OF DELHI)

INCOME & EXPENDITURE STATEMENT OF STUDENT SOCIETY ACCOUNT
FOR THE YEAR ENDING 31-03-2010

EXPENDITURE	AMOUNT IN RS.	INCOME	AMOUNT IN RS.
Art & Culture/Culture Festival Exp.	731,923.00	Art & Culture receipt	70,256.00
BBS Activities	77,282.00	BBS Activities	88,500.00
Bank charges	22.00	Corp. Ind interaction fund exp.	280,251.00
Corp. Ind interaction fund exp.	127,319.00	Fixed Annual charges	780.00
Course Fee Exp.	572,851.00	Fund - Alumni Regn. Fee	36,600.00
Fixed Annual charges	3,184.00	Fund - Art & Cult/ Cult Activities	1,177,200.00
Founders/Annual Day/Prizes	208,001.00	Fund Corp./Ind Inter for BBS	174,000.00
General Amenities Exp.	3,000.00	Fund Course Fee	1,875,000.00
Journal Publication Exp.	21,216.00	Fund Tutorial & Assignment Fee	73,575.00
Lab Development Exp.	24,956.00	Fund - English Literacy & Activities	29,100.00
Botany Lab Expenses	23,069.00	Fund - Field Activities & Visit	34,200.00
Chemistry Lab Expenses	23,402.00	Fund - Fixed Annual charges	14,725.00
Commerce Lab Exp.	43,157.00	Fund - Foreign student fund	4,640.00
Computer Lab Exp.	24,122.00	Fund - Founders Day/Annual Day/Prizes	338,445.00
Electronics Lab. Exp.	15,648.00	Fund - General Amenities	73,575.00
Physics Lab. Deve.	165,802.00	Fund Journal Publications	39,300.00
Zoology Lab Dev.	531,999.00	Fund - Lab Development	770,500.00
Library Develop. Fund Exp.	80,072.00	Fund - Medical First Aid Fund	14,725.00
Misc. Exp.	167,432.00	Fund - Professional Development Fund	147,150.00
Professional Dev. Exp.	199,256.00	Fund - Seminar & Intercollege activities	147,150.00
Seminar & Inter college activity	25,808.00	Fund - Sports Fund	294,300.00
Sports Exp.	282,561.00	Fund - Student Aid Fund	73,475.00
Student Union Exp.	1,394.00	Fund - Student Union Fund	73,575.00
Subject Society Exp.	3,426,909.00	Interest on Saving Bank Account	114,685.00
Tutorial & Assignment Exp.		Library Develop. Fund Exp.	335,864.00
		Misc. Income	3,258.00
		Sale of Nomination Form (St. Union)	240.00
		Sale of Scrap	2,550.00
		Seminar & Inter college activity	159,500.00
		Subject Society Exp.	420,756.00
		WUS Expenses	4,542.00
EXCESS INCOME OVER EXPENDITURE	3,445,508.00		
	6,872,417.00		6,872,417.00

[Signature]
Principal

[Signature]
Bursar

[Signature]
Admin. Officer

[Signature]
D Asstt.
S.O.(A/c)

As per our separate report of even date attached

For Mittal Mehra Goyal & Associates
(Chartered Accountants)

[Signature]
New Delhi

(C.A. Hitesh Mehra)

[Signature]
The Dean, Deen Dayal Upadhyaya College
University of Delhi
Kasturba Road, New South Campus

DEEN DAYAL UPADHYAYA COLLEGE

(UNIVERSITY OF DELHI)

RECEIPT & PAYMENT STATEMENT OF NON RECURRING GRANT A/C FOR THE YEAR ENDING 31-03-2010

RECEIPT	AMOUNT	PAYMENT	AMOUNT
Opning Balance - SB A/c DDUC	Rs. 997,132.00	Sports Equipment	Rs. 49,944.00
Grants-in-Aid received during the year	Rs. 5,000,000.00		
Interest received on Saving Bank A/c	Rs. 157,007.00		
Sale of scrap	Rs. 22,600.00		
Stale Cheque 2008-09	Rs. 347.00		
		Closing Balance - OBC A/c	Rs. 6,127,142.00
	Rs. 6,177,086.00		Rs. 6,177,086.00

D.Asstt.

S.O.(A/cs)

As per our separate report of even date attached

For Mittal Mehra Goyal & Associates
(Chartered Accountants)

(C.A.Hitesh Mehra)
Partner
M no 510847



Bursar

Principal

Treasurer
Deen Dayal Upadhyaya College
(University of Delhi)
Karampura, New Delhi-110015