Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**DYAL SINGH COLLEGE**
Name of the head of the Institution	**Dr. I. S. Bakshi**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01124365948**
Mobile no.	**9899173647**
Registered Email	**principal@dsc.du.ac.in**
Alternate Email	**bakshi_inderjeet@yahoo.co.in**
Address	**Dyal Singh College, Lodhi Road, New Delhi**
City/Town	**South Delhi**
State/UT	**Delhi**
Pincode	**110003**

2. Institutional Status

Affiliated / Constituent	**Constituent**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**central**
Name of the IQAC co-ordinator/Director	**Alka Gupta**
Phone no/Alternate Phone no.	**09968026273**
Mobile no.	**9968026273**
Registered Email	**alkagupta@dsc.du.ac.in**
Alternate Email	**dralka.gupta62@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://dsc.du.ac.in/wp-content/uploads/2021/05/AQAR20172018.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://dsc.du.ac.in/wp-content/uploads/2021/05/AcademicCalender1819.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**3.01**	**2017**	**28-Mar-2017**	**27-Mar-2022**

6. Date of Establishment of IQAC	**24-Apr-2017**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Faculty Development	**04-Jun-2018**	**80**

Program on Environment Sustainability and Higher Education	8	

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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dyal Singh College	Salary, Project, Seminar	UGC/CCRH/ICSSR	2019 365	546636345

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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes

Upload latest notification of formation of IQAC	View File

10. Number of IQAC meetings held during the year :	3

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

Upload the minutes of meeting and action taken report	View File

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

If yes, mention the amount	400000

Year	2019

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

See attached file for details

View File

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

Plan of Action	Achivements/Outcomes

Enhancement of Faculty skills	FDP
Energize the activities of all the clubs and forums in the college	All the clubs and forums conducted events periodically
Quality enhancement programs for Teachers, Students, and Administrative staff	FDP on Environment Sustainability and Higher Education conducted on 4th June 2018 – 11th June 2018 Computer training workshop was conducted for administrative staff
[View File](#)	

14. Whether AQAR was placed before statutory body ?	No
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	22-Feb-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	College has been using a management system to handle some of its administrative processes. List of the modules currently in use and their brief details are mentioned below: Compilation and Management of Student Related Data This package keeps the records of student information: • Admission • Student List • Class wise list • Quota wise list • Gender wise List • Main Course list • Results entry Financial Accounting Software • The college uses customised software package (College Management Software (ERP)) by Indocon Micro Engineers Ltd. for managing the Student fund, Salary, Pension, Provident Fund • Tally Software is also being used for Journal, Ledger and Balance Sheet • TDS is being maintained using software by Indocon Micro Engineers Ltd. • For medical reimbursements and other miscellaneous account related activities basic applications of MS Office is being used. Time Table Software A software developed by New

Delhi Data Point Private Ltd. is used for computerised generation and upload of Time Table. Examination related Work The following activities are handled using MS Office • Examination duty list • Seating Plans • Notice to teachers • Email to teachers for information related to examination Attendance Compilation and Assessment College Management Software (ERP) is used for such works.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Dyal Singh College is a constituent college of University of Delhi. Presently, as per University guidelines, CBCS system is strictly followed in our institution across all 22 courses. Before the start of each academic session, the workload committee finalizes the workload and is approved by the competent authorities. The time table committee prepares the timetable of all courses in such a manner that required number of lectures are allotted to the teachers (Permanent, Ad hoc and Guest faculties) complete the curriculum at ease. The same are displayed on the College website linked to the University portal. The teachers engaging the classes and compiling and submitting the Internal Assessment strictly according to Academic calendar.There is a student mentoring system in the college which caters to problems faced by the students from time to time. The academic plan is prepared by all the teachers and besides lectures, teachers include innovative methodologies like presentations, Seminars, Workshops from people in industry to bridge the gap between academia and industry. Further, industrial visits, field projects are also well intertwined in the academic plan for holistic development and learning experience. Assessment is the criteria not only for evaluating students, but also bring out the best in them and strenthgen on thier excellent areas and take corrective steps to check on their weak areas. Regular tests, project work and assignments are being made part of the academic plan by all the faculties and this in turn helps faculties to focus on the problems faced by students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No such courses were introduced	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	No new courses were added during the year.	Nill
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Program	20/07/2018
BA	Economics Hons	20/07/2018
BA	English Hons	20/07/2018
BA	History hons	20/07/2018
BA	Hindi Hons	20/07/2018
BA	Pol Science Hons	20/07/2018
BA	Geography Hons	20/07/2018
BA	Philosophy Hons	20/07/2018
BA	Punjabi Hons	20/07/2018
BA	Sanskrit Hons	20/07/2018
BA	Urdu Hons	20/07/2018
BCom	Prog	20/07/2018
BCom	Hons	20/07/2018
BSc	Physical Sciences	20/07/2018
BSc	Life Sciences	20/07/2018
BSc	Physical Comp Science	20/07/2018
BSc	Physics Hons	20/07/2018
BSc	Chemistry Hons	20/07/2018
BSc	Botany Hons	20/07/2018
BSc	Zoology Hons	20/07/2018
BSc	Maths Hons	20/07/2018
BSc	Computer Science Hons.	20/07/2018

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No such courses were introduced	Nill	Nill
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	As per attached file	Nill
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

In Dyal Singh College a formal feedback mechanism is yet to be introduced and is under consideration at the level of college management/ governing body. However, since feedback is an essential part of effective learning and is directly linked to growth of an institute of higher education IQAC has devised an informal collection and analysis of feedback from stakeholders, students, teachers and alumni and college administrative staff. Student members of IQAC interact with students on regular basis and collect verbal feedback on infrastructure related issues, timely conduct of their classes, syllabus coverage and library facilities etc. special attention is paid to students with special needs and students from North East etc. The grievances put up by Student Representatives are duly analysed and taken as a feedback. Assessment feedback is also discussed at the level of teachers. College alumni are also involved during departmental meetings and their views and suggestions regarding college functioning, college infrastructure and student support are invited. IQAC meetings with TICs are held regularly and their feedback on students' response to course content, students' social behaviour and other issues, is collected. All these feedbacks are regularly discussed and suitable actions are taken at the level of college administration

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
Nill	As per attached file	Nill	Nill	Nill
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	5246	27	257	Nill	Nill

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-

learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
257	75	Nill	Nill	Nill	Nill

View File of ICT Tools and resources

View File of E-resources and techniques used

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

The Student mentoring system is introduced in the College as per UGC/NAAC guidelines. It has been introduced for obtaining a holistic assessment of the students' performance and providing inclusive spaces for their growth and development. At the start of each academic session Mentor-mentee groups are created in all departments. All the Teachers are involved in the process of mentoring. Every mentor is allotted with about 25 students to take care of them depending upon the student strength in a particular programme. Division is uniform and unbiased. Every mentor prepares a list of all the students allotted to him / her with details of Name, Class, Division, Roll Number, Contact Number and E Mail Id. The mentor has a chalked-out responsibilities to take care of all the mentees such as to provide them career counselling, to provide them personal counselling, to support them for any kind of difficulty in their curriculum, to make provision of remedial coaching for them and to always support them as and when required. In case of students with specific problems mentor arranges for the student to attend counselling sessions held by a regularly deployed counsellor from MANAS Foundation. The mentor also works for finding out hidden talent of the students in various aspects of academic, co – curricular, extra – curricular and extra mural activities so that they can be promoted to do various activities in the concerned area for their holistic development. The mentor also contacts and meets the parents of his / her mentees to discuss their progress and / or any other matter, as and when required. To sum up, mentors apply their guidance, experience and expertise in promoting their mentees professionally and personally, through interpersonal engagement. They build bridges among their mentees and other stakeholders like principal, teachers, society and other related committees. Over the years student mentoring system has resulted in a healthy learning environment in college, creation of positive communication channels among principal, mentors, mentees and parents. It has generated a feeling of belonging among students and there is better attendance, lesser dropouts and good psychological health of students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
5273	257	1:21

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
260	155	105	Nill	104

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. I.S .Bakshi	Principal	NIRF 25th Rank Award by MHRD
2018	Dr. I.S. Bakshi	Principal	Plastic Free College of the Year Award
2018	Dr. I.S. Bakshi	Principal	Recycling

				Certificate by Green Globe Care

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nill	Please see the attcahed file	Nill	Nill	Nill
[View File](#)				

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

Dyal Singh College which is a constituent college of University of Delhi follows CIE as per DU norms. The students in their evaluation have 25 marks internal assessment in theory papers. The internal assessment as received by the teachers is moderated by Moderation Committee before final submissions. For practicals, in practice, 50 component of evaluation is done internally at the college level. Few steps taken at college level for CIE are: 1. Students are clearly apprised of evaluation methods by faculties of their respective subjects which may inclue Group discussions, Presenations, tests, project reports etc. Further, attendance which is part of Internal assessment component is updated regularly on college website. Further,the internal assessment marks too are uploaded online on college website. Internal and external practicals as per DU norms are undertaken and the communication for the same is made through website to students and are apprised of the pedagogy for practicals. Being a constituent college of the University of Delhi, the college follows academic calendar as provided by the University. http://www.du.ac.in/du/index.php?pageacademic-calender

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

http://dsc.du.ac.in/wp-content/uploads/2021/05/AcademicCalender Being a constituent college of University of Delhi, the college follows academic calendar as provided by University.

2.6 – Student Performance and Learning Outcomes

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

http://dsc.du.ac.in/wp-content/uploads/2021/05/Prospectus201819_compressed.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	Nill	Please see the attached file	Nill	Nill	Nill

2.7 – Student Satisfaction Survey

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	Nill	As per attached file	Nill	Nill

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Research Methodology	Commerce	04/01/2018
Workshop on "Recent Trends in Plant Systematics and Future Prospects"	Botany	12/03/2019
Partition Literature	English	19/02/2019
Achieving sustainability in India: rural vs Urban Pathways	Geography	04/04/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Role of Women in Trade and Commerce: A historical Perspective	Dr. Neeta Tripathi	World History Conference	23/01/2019	Best Research Paper

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No such start up during the current year	Nill	Nill	Nill	Nill	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Geography	1
Poilitical Science	2
Computer Science	1
Chemistry	3

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	Research Publications/ National/ International(all deptts.)	103	Nill

View File

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

Department	Number of Publication
All Departments	27

View File

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
As per file attached	Nill	As per file attached	Nill	Nill	Nill	103

View File

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
As per file attached	Nill	Nill	Nill	Nill	Nill	Nill

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Semi	10	19	Nill	Nill

nars/Workshops				
Presented papers	34	41	Nill	Nill
Resource persons	1	8	2	1

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
As per attached file	Nill	Nill	Nill

View File

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Republic Day Parade	Recognition	NSS Directorate	1

View File

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
As per file	Nill	Nill	Nill	Nill

View File

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Short Term Visiting Faculty/ Scientist	Dr. Naveen Gaur	Institut de Physique des 2 Infinis de Lyon (IPNL), Lyon, France	30
Masters Summer Project	Shobhit Ranjan(Student)	DTU/DSC student exchange	60

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry	Duration From	Duration To	Participant

| Nill | As per attached file | Nill | Nill | Nill | Nill |

| View File |

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
None	Nill	Nill	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
58.52	68.51

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Nill

| View File |

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LSease an ILMS software	Fully	LSease 6.3	2003

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	103641	13246893	1764	751235	105405	13998128

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. Amit	The p-block elements:The Boron Family and p Block: The Carbon family	NCERT SChool MOOCS Swayam	13/06/2019

Dr. Navneet Manav	The S Block: Alkali Metals	NCERT SChool MOOCS Swayam	19/06/2019

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	1998	5	243	20	3	22	87	100	0
Added	15	0	0	0	0	0	0	0	0
Total	2013	5	243	20	3	22	87	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
9.05	9.05	59.45	59.45

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

The college ensures optimal allocation and utilization of the available financial recourses for maintenance and upkeep of different facilities through different committees constituted for each responsibilities. The committees hold regular meetings and work as per the requirements in the interest of students. Laboratories: Each department is allocated a budget before the start of academic session and the Lab in charge, departmental lab maintenance committee and HODs supervise the requirements and channelize the sanctioned funds for preparing the labs for forthcoming academic session. All the financial accounts and stocks are maintained by Lab in Charge and are supervised regularly by the HOD. Library: 1. The college Librarian is the convener of Library Committee of the college which as nominations from all the departments. Each department has a specific allocated budget depending on student strength. The requirement and list of books is taken from the concerned departments by those members. The finalized list of required books is duly approved and signed by the Principal. The committee recommends the purchases for enrichment of library resources. 2. Suggestion box is installed inside the reading room to take users feedback. 3. College librarian supervises proper management of library functioning. To ensure return of books, 'no dues' from the library is mandatory for students before appearing in exam. Sports Complex: Department of Physical Education

looks after the maintenance of sports related infrastructure. The department has an allocated budget. The teacher in charge chalks out the requirements of purchase and maintenance of sports equipment, maintenance and upgradation of courts, engagement of coaches for training of students as per the sports opted by the students and what are being offered in college. Computers: College office: College administrative block, accounts block, student dealing section has sufficient number of computers which are maintained and upgraded time to time by administrative officers with due permission from college principal. The funds for the same are sanctioned by the committees constituted for the purpose in coordination with college principal. The College Central Computer facility meant for students and teaching ICT related papers. Classrooms: Departmental level committees and HODs submit their requirements to the Principal regarding classroom furniture and other maintenance and the approved work is taken care of by the college caretaker. Campus and other physical facilities: Campus cleaning and housekeeping and security services are outsourced to external agencies through proper protocol chalked out by Delhi University.

http://dsc.du.ac.in/wp-content/uploads/2021/05/IQACSOP.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession for economically weaker students	397	2438915
Financial Support from Other Sources			
a) National	Scholarships by HTBF	22	220000
b)International	Nill	Nill	Nill
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
International Day of Yoga	21/06/2018	60	NSS,NCC
New Age Careers	01/04/2019	90	IQAC
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Placement Cell Activity and	750	1000	200	220

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
1	1	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
As per file attached	Nill	Nill	Nill	Nill	Nill
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	Nill	Nill	Nill	Nill	Nill
View File					

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

Items	Number of students selected/ qualifying
Any Other	Nill
View File	

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

Activity	Level	Number of Participants
Cosmos Festival	Physics Department (Inter College)	200
Communique	Commerce Department festival-Inter College	750
GeoFest Dharini	Geography Department- Inter College	250
Zoophoria	Zoology Department festival-Inter College	150
Priyadarshini- Annual Cultural Festival	Inter University Festival	2000
Spic Macay	College Level	300
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	As per attached file	Nill	Nill	Nill	Nill	Nill

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

The College has well established Student Union which is elected by democratic process in the college. These elected members along with two elected central councilors represent and participate in organising various cultural activities and academic activities. The elected Council also looks into various student issues and their grievances are handled by them. The college has an Art and Culture Society with a long history of supporting cultural growth in our campus. There are ELEVEN SOCIETIES included in Art and Culture Society to showcase varied talent. Internal Complaint Committee, NSS and IQAC have student representation to provide valuable suggestions and feedback.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The various departments in college have Alumni Meets. Alumni talks are also held. Achiever Alumni are also called for motivating students. There is an Alumni Association of college , which ,meets annually over lunch. They have activities related to sports in the college.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Dyal Singh College is a constituent college of Delhi University. Guidelines and Statues laid out by academic and executive council of DU are strictly followed in governing and running of college. Within these rules and regulations, college practices policy of Decentralization and Participative Management in attaining the vision and mission of the institution. Right from the Governing Body Chairman to Principal, teaching and non-teaching staff to students, all stakeholders have a role to play in running the college. It is the result of the combined efforts of all who work together in the college and lead to substantial growth over the years. Their involvement and cooperation in devising and implementing decision-making policies for academic and

administrative affairs through various bodies and committees is responsible for this growth. College focusses on decentralizing the management of academic and administrative responsibilities by providing equal opportunity to all the stakeholders to participate in college functioning. Governing Body: As the top management body Governing Body endeavours best substantial independence to college administration in all areas of decision making process. College Administration: Believes in imparting quality education. It leads and supports development and implementation of policies, programmes, and initiatives associated with vision and mission of college. Administration supports smooth functioning of all departments and ensures 100 participation of all teaching and non-teaching staff in process of admission, examination and evaluation, record maintenance, supervision etc. Hierarchy: The Principal of the college is the administrative head of the college and is chairman of Internal Quality Assurance Cell. IQAC has representations of faculty, administration, alumni, society, industry, and students. Principal and IQAC hold regular meetings to formulate the policies in the interest of college and students. The guidelines and notices are issued and responsibilities are assigned to concerned committees/ faculty/departments/college office to carry out the work. IQAC in its meetings also monitors the action taken on allocated responsibilities. Student representative members of IQAC also have complete say in policy making. Public Relation Officer of the college works with students, parents, alumni, community representatives to enhance the reputation of the institute. Responsibility of managing all student related issues be it admission/examination/ other issues as well as faculty related issues is on Administrative Officers of the college and its team, who are given a freehand in dealing with their assigned work. Committees are constituted by college administration to manage significant issues. Same are • Internal Complaint Committee • Placement Cell • NSS Committee • NCC (Boys) • NCC (Girls) • Women Development Cell • Anti Ragging Committee • Special Category admission enabling committee • Smoke Free Campus Committee • Public Grievance Redressal Committee • Grievance Redressal Committee • Annual Prize Distribution Committee • North East Committee • Fee Concession Committee • Research Committee Staff Council and its committees: Staff Council is a statutory body and it works through its elected committees. The same are: • Admission Committee • Workload and time table committee • Library Committee • Student Advisory Committee • College Magazine Committee • Website Development committee • Garden Committee

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	• Providing conducive and encouraging academic atmosphere to teachers so that they are well -equipped, motivated and dynamic. • Encouragement to pursue research work. • Provision for ICT enabled classrooms • Continuous upgradation of library resources • Organization of conferences/seminars/invited talks/ workshops/training programmes on contemporary issues.
Examination and Evaluation	• Managing Examination process is a major task in University Curriculum

	Implementation. It is also the basic mechanism for quality assurance. It comprises of • Effective teaching of all courses by engaging competent teachers, ensuring 100 allocation of classes as per the syllabi • Timely compiling of Internal Assessment strictly as per University guidelines. Internal assessment marks are displayed on notice boards for students and college responds to issues raised by students. College ensures timely submission of to the University. • Disciplined conduct of examination, theory as well as practicals. • Engagement of college as Central Evaluation Centre of Delhi University
Research and Development	• Continuous measures are taken to promote research culture in college. Teachers are pursuing research in contemporary areas related to their subjects. • They make project proposals and get extramural research funds from different funding agencies. • College administration also supports by providing required infrastructures to teachers. Introduction of API (Academic Performance Indicators) based assessment of teachers by the University Grants Commission in 2010 has become a major incentive for teachers to pursue research. • There is cooperation between various disciplines and inter-disciplinarily research is encouraged Teachers are encouraged to participate in International conferences abroad.
Library, ICT and Physical Infrastructure / Instrumentation	• User catered library management approach • Resource linkage for students and faculty • Student satisfaction • Easy access to information • Continuous upgradation of technology and enhancing of e-resources • Automation : INFLIBNet, OPAC • On-line databases • Networking • Updated method of cataloguing • Providing appropriate physical facilities to users
Human Resource Management	• Appointment of highly qualified faculty through duly constituted selection committees. • Provision of study leave for teachers who pursue their PhDs. Sanction of other categories of leave as per UGC guidelines. • Organization of FDPs • Encouragement to teachers to attend/participate in FDPs/orientation

	courses etc. • Timely salary disbursements and medical reimbursements • Trainings for non-teaching staff
Admission of Students	Robust and transparent admission policy as per University of Delhi rules. The students fill the common Admission form and approach respective colleges according to cut-off. Admissions to undergraduate courses are strictly merit based. The cut offs are decided to have inclusive student intake. Relaxation to female candidates, cut offs for SC, ST, OBC, PWD are decided to give equal opportunity to students.

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

E-governace area	Details
Planning and Development	o The college in the process of arranging Governing body meetings, the meeting agenda is designed and communicated through email process. o IQAC, communication takes places using electronic means. o The academic schedule of the college runs through University guidelines received through University emails and websites. o Various teacher's related notifications are also communication through college website. o Different committees are formed for various purposes functioning is partly electronic.
Administration	o The college administrative communications work through official email which is provided to each stakeholders of the college. o All the teacher's profiles, departmental activities, societies activity information is provided through college website at regular intervals. o All the purchasing of the college runs through GEM portal of government and is completely an online process. o College has web links to access time-table (teacher-wise, course-wise, department-wise) and also for students to fill options for the various paper choices like Generic elective, skill enhancement papers etc.
Finance and Accounts	o The CMS and ERP software from Indicon Micro Engineers Ltd. is used in the College for various purposes like salary, tax calculation, college society fund management etc. o The RTGS method is used to disburse the salary

	to the staff and transfer of funds to the vendors etc. o The payment to the teachers (besides salary) are also disbursed through RTGS method.
Student Admission and Support	o Students' Online Admission portal of University of Delhi provides facility for online admission to students. Students register themselves of DU website. o Student are supported by online grievance which are taken up and sorted out.
Examination	o In the college, conduct of examination is very much indigenous in which excel sheets are prepared of seating plan of students and uploaded on the college website before the exam. o The examination duties of the teachers are displayed on the college website. o The college is one of the Central Evaluation centre of the University. The whole system is based on e-governance method. All marks are uploaded on the university portal through online mode only. o Compilation of the results and communication to university related to exam is also online. o In the college, verification of the result mark sheets, downloading etc process are online. Further, all student dealing activities are online. o Internal assessment of the students is displayed on the college website through student portal link. o Examination results, schedule and Academic Calendar is provided by Delhi University Administration.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nill	No such financial support provided	Nill	Nill
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme	Title of the administrative training programme	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)

	organised for teaching staff	organised for non-teaching staff				
2018	FDP on Advanced Excel	Nill	29/09/2018	Nill	30	Nill
2019	Workshop on Team Building and Inter Personal Relations	Nill	19/01/2019	Nill	10	Nill
		No file uploaded.				

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
As per file attached	Nill	Nill	Nill	Nill
		View File		

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
155	102	78	44

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Credit and Thrift Society, Group Insurance Scheme (GIS)	Credit and Thrift Society	Fee Concession

6.4 – Financial Management and Resource Mobilization

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

Financial audits are regular feature in our institution. The college has a Stock Checking Committee which looks into checking the entries related to stock. Further, University of Delhi officials do audit every five years. AGCR team does an annual audit for our institution. AGCR team looks into the accounts of college. AGCR also does administration audit and checks Service book of teachers, administration related documents like leave records, LTC etc.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
As per file attached	Nill	Nill
	View File	

6.4.3 – Total corpus fund generated

	768000	

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	IQAC
Administrative	No	Nill	Yes	Governing Body of the College

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

During the academic session 2018-19, few departments formed Parent- Teacher Association as a result of IQAC initiative. They have proposed activities supported by the parents on which college will work upon.

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

Workshop for non teaching on Stress Mangement, Professional Behaviour and English Communication held on 3-11-2018.

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

Committees were formed based on recommendations of NAAC: Equal Opportunity Cell Expansion of IQAC and Placement Cell Anti Dropout Committee Academic Audit Committee Media Coordination Committee Research Committee Mentor- Mentee System Teacher Proforma and Student Proforma were developed. College has developed a centralised financial management system.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop for non teaching on Stress Mangement, Professional Behaviour and English Communication	03/11/2018	03/11/2018	Nill	125
2019	Computational Chemistry Workshop	02/02/2019	Nill	Nill	80
2019	Summer	04/06/2019	18/07/2019	Nill	100

| 2019 | New Age Careers | 01/04/2019 | Nill | Nill | 80 |

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Festival of Voices and Awareness Program on Gender Equality (WOrkshop)	28/09/2018	05/10/2019	70	50
Me Too Campaign on Instagram	Nill	Nill	50	20
Breast Cancer Session	13/11/2018	Nill	55	25
Women Day Celebration	08/03/2019	Nill	55	35

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

Percentage of power requirement of the University met by the renewable energy sources
The following are various such initiative for Environment and Sustainable energy: 1.Solar panel: The college solar panel is connected to grid and it generates 100KW energy. Environment savings: 100000 tons of CO2 and 12000 l of diesel 2.ETP: Effluent Treatment palnt 10 KLd per day, takes care of effulents from Science Labs 3.IGL connectivity in Labs and canteens 4.Sanitary Napkins Vending machines 5.Incinerator 6.Smoke Free Zone 7.Butterfly Garden to celebrate World Environment Day on 5th June 2018 in collaboration of WWF 8.Compost pits in gardens 9.Composting for Canteen garbage 10.Metro at Doorstep 11.Herbal Garden 12.Rose Garden

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	103
Provision for lift	Yes	103
Ramp/Rails	Yes	103
Braille Software/facilities	Yes	103
Rest Rooms	Yes	103
Scribes for examination	Yes	50
Special skill development for	Yes	100

	differently abled students						

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	Nill	04/02/2019	5	CRPF	Ground provided for fete, Mela	500
2018	1	1	20/04/2018	2	Disaster Management Conference	Seminar hall let to Natioanl Task Force on disaster Management	200
2019	Nill	1	07/01/2019	20	Republic Day	Republic Day practice	150
2019	1	Nill	09/01/2019	Nill	Disturbance due to VIP movement	Disdvantage of location	Nill
2019	Nill	1	Nill	Nill	Cleanliness near Sai Mandir Area- Every Thursday	Contribution towards Local Community	50
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
Handbook of Information	02/07/2018	The Handbook of Information gives complete information about college and different student related matters, contact details of concerned persons, committees, admission policies, details of courses and papers, college rules ordinances

fee structure etc. so that students approaching college for admission get a complete idea of college and do not miss out on any important information. An orientation program is organized for freshers at the start of each academic session giving them all the relevant details of college functioning, time tables etc. and they are introduced to their department teachers, dealing assistants, library, sports and cultural facilities and college administration.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
As per file	Nil	Nil	Nil

View File

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

1. Focus on Greenery: The College is very keen on green surroundings. It has various areas which thrust on the issue of greenery. Dyal Singh College feels proud on its Butterfly Garden, Herbal Garden and Rose Garden. The campus gardens have compost bins also to make the environment sustainable and eco-friendly. 2. Bamboo Rooms: An initiative to keep the campus eco-friendly, Dyal Singh College boasts of seven Bamboo classrooms. Further, the college also has porta cabins, eight rooms and two tutorial rooms. 3. Effluent Treatment Plant: The campus also has ETP which treat 10 kld waste per day that comes from Science Labs. 4. Composting: One of the best ways to keep campus and environment clean is composting. The canteen waste is segregated and wet waste is converted into compost by using composters fixed near canteen. It's a great source of manure for the college now. 5. Solar panel: The college solar panel is connected to grid and it generates 100KW energy. Environment savings: 100000 tons of CO2 and 12000 l of diesel 6. IGL connectivity in Labs and canteens again takes care of environment by using renewable resource. 7. Smoke Free Zone: Dyal Singh College is a Smoke Free Zone and various drives are organised by students to emphasise on the importance of no smoking. 8. Incinerator Toilets are installed in campus

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1.Save Electricity: All traditional lights in college have been replaced by LED lights which consume very less amount of power in comparison. 2.Use of renewable energy: The College has installed a 100 KW Grid Connected Roof Top SPV Power Plant which was commissioned in April, 2016. It generates a revenue of Rs. 3 to 4 lakhs annually. It contributes to avoiding 50 tons of CO2 and 4000 litres of diesel. 3.Effluent Treatment Plant: College has a 10KLD capacity Effluent Treatment Plant for treating effluents from science labs. It was

commissioned February, 2017. It works on biological, chemical, and physical principles to remove specific contaminants before it discharges the treated water into waterways. 4.Composting and Waste Management: Composting pits in college lawns. Installation of composters for converting biodegradable waste from college canteen. Segregation of waste by installation of dustbins dedicated for wet and dry waste. 5.Smoke Free Campus: Running campaigns to make the campus 100 smoke free

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://dsc.du.ac.in/wp-content/uploads/2021/05/BestPractices.pdf

7.3 – Institutional Distinctiveness

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

We at Dyal Singh College aim to live to the vision of our founder Sardar Dyal Singh Majithia to be a truly secular college and nurture students to be responsible citizens of the country. We are continuously working towards: • Creating conducive environment for students to gain insight into their academic pursuits to make them more employable and knowledgeable. • To develop a wholesome personality of students we strive to provide more infrastructure for sports and extra curricular facilities. • Providing more infrastructure and assistive technology to differently abled students. • Continuously working to establish strong placement linkages. • Conducting a large number of extension activities to impart health/ hygiene/ education to less privileged in the society. • Using our own organic manure in college gardens. • Conducting a large number of plantation drives. • Promoting research and innovation programs for students and teachers. • Safeguard our youth from the ills of tobacco smoke and substance abuse. • Assisting to students for their psychological health through trained counsellors.

Provide the weblink of the institution
http://dsc.du.ac.in/wp-content/uploads/2021/05/Institutionaldist.pdf

8.Future Plans of Actions for Next Academic Year

A registered alumni association of college, which can establish a network of former graduates who will, in turn, help to raise the profile of the college. Vision - An engaged alumni network will allow the college to benefit from the skills and experience of our graduates, alumni are our most loyal supporters and our best ambassadors, offering invaluable marketing and promotion across their personal and professional networks. Talented alumni will likely have a wealth of experience and skills to share with current students via talks and meets. They can offer career support to current students. They can play an active role in voluntary programs like mentoring students in their areas of expertise. They also play a significant role in contributing scholarships to deserving students. Alumni get in touch with students and share their expertise and best practices in a given field. Constitution of parents – Teacher Association in the college Introduction of a formal feedback mechanism in college. Enriching and improving college web-site. Enhancing e-governance. Enhancing ICT tools for teaching and learning. Organizing more number of workshops for teachers and students Enhancing infrastructure for Differently Enabled children