



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Zakir Husain Delhi College
• Name of the Head of the institution	Professor Narendra Singh
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01123232218
• Mobile No:	9560082493
• State/UT	Delhi
• Pin Code	110002
2.Institutional status	
• Affiliated / Constitution Colleges	Constituent college

• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	University of Delhi
• Name of the IQAC Coordinator	Prof. P.K. Shishodia
• Phone No.	01123232218
• Alternate phone No.	01123232219
• IQAC e-mail address	iqac@zh.du.ac.in
• Alternate e-mail address	pkshishodia@Zh.du.ac.in
3.Website address (Web link of the AQAR (Previous Academic Year))	http://www.zakirhusaindelhiccollege.ac.in/wp-content/uploads/2022/12/AQAR-2020-21.pdf
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.zakirhusaindelhiccollege.ac.in/wp-content/uploads/2021/12/Academic-Calender-2021-21-2.pdf
5.Accreditation Details	

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.12	2016	05/11/2016	04/11/2021

6.Date of Establishment of IQAC	18/02/2015
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7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,				
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
ZHDC	Salary & Pension	UGC	2021-2022	751090000

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	<u>View File</u>

9.No. of IQAC meetings held during the year	04
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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11. Significant contributions made by IQAC during the current year (maximum five bullets)

Focus on organising International/National, Regional and State Level Seminars, Conferences, Workshops, Faculty Development Programs (FDPs), Trainings etc. which are participated by renowned academicians from the country and abroad, policy makers, faculty, research scholars and others from all over the country which have greatly benefitted not only but the state and the country in general.

Continuous focus on improving teaching and learning infrastructure and ICT equipments and their maintenance for quality enhancement.

The IQAC has started the process of Systematic Data Capture to enable the college to prepare for NAAC and aim for complete computerisation of all the academic and administrative work.

The college is also constantly trying to develop better student mentoring system, conduct Student Satisfaction Survey, taking systematic and concerted efforts for promoting environmental consciousness and Green Campus Campaign, promoting students' participation in co-curricular activities and other activities that impart and polish leadership skills and universal values.

The college is focusing on enhancing the Life skills activities like Yoga, meditation, Students Development Program on mind management to help overcome the stress, psychological and emotional issues due to pandemic among the students and faculties.

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

Plan of Action	Achievements/Outcomes
Conduct a comprehensive analysis of institutional strengths and weaknesses in terms of quality parameters and standards.	Identified areas of improvement in various aspects of quality such as teaching and learning, research, infrastructure, and student support.
To Conduct Capacity Building Activities for Teaching and Non- Teaching Staff	Development of quality benchmark / parameters for various academic and administrative activities of

	the institute
Development and application of quality benchmarks / parameters for the various academic and administrative activities of the institution.	Organization of workshops, seminars and quality related themes.
Participation in the creation of a learner – centric environment conducive for quality education	Students feedback is collected and analyzed to improve the quality of teaching and necessary action taken on the faculty with low feedback.
Act as a nodal unit of the institution for augmenting quality – related activities	Documentation of various programmes / activities leading to quality improvement
Establish clear quality objectives and goals based on the analysis.	Defined specific and measurable quality objectives and goals aligned with institutional vision and mission.
Develop and implement a quality enhancement plan to address the identified areas of improvement.	Implemented various initiatives to enhance quality, such as faculty development programs, curriculum revision, and student feedback mechanisms.
Strengthen student support services and implement mechanisms to address student needs and concerns.	Implemented mentoring programs, counseling services, and career guidance support students' holistic development. initiatives to
Monitor and evaluate the progress of the quality enhancement initiatives through feedback assessment mechanisms. gh feedback and	Conducted regular assessments and evaluations to measure the effectiveness improvement. initiatives and identify areas for further of the implemented
To Conduct Audit on Green Campus and Energy audit	IQAC is formed with senior academicians. IQAC conducts review meetings as per requirement with every department and assess the progress in academics,

To Strengthen Research based Eco System		IQAC is formed with senior academicians. IQAC conducts review meetings as per requirement with every department and assess the progress in academics,	
13. Whether the AQAR was placed before statutory body?		Yes	
<ul style="list-style-type: none"> Name of the statutory body 			
Name		Date of meeting(s)	
IQAC		31/05/2023	
14. Whether institutional data submitted to AISHE			
Year		Date of Submission	
2021-2022		23/02/2023	
15. Multidisciplinary / interdisciplinary			
<p>Zakir Husain Delhi College being a constituent college of the University of Delhi adheres to rules, regulations and guidelines as laid by the university. The institution is committed to adopt the NEP Curriculum framework 2020 from the academic session 2022-23 onwards. Under this, a multidisciplinary /interdisciplinary approach for introducing Skill Enhancement and Value-Added courses has been given careful consideration and necessary plans to implement the same have been put in place.</p>			
16. Academic bank of credits (ABC):			
<p>The college plans to adopt the Academic Bank of Credits (ABC) system as envisaged by the NEP, 2020 to facilitate the academic mobility of students with the freedom to study across the Higher Education Institutions in the country with an appropriate "credit transfer" mechanism from one programme to another, helping students to attain a Degree/ Diploma/PG-diploma, etc.,.</p>			
17. Skill development:			
Under the National Education Policy (NEP) 2020, with the focus			

on imparting technical and vocational education to students, the university of Delhi has introduced a multi-disciplinary, value-based course curriculum focusing on holistic education with special emphasis on skill development at the Undergraduate level. The students will have the option to choose and study at least one course among the many offered during the study of their undergraduate programme.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Zakir Husain Delhi College offers different courses in Indian Languages such as Bengali, Urdu, Sanskrit, Persian, Arabic and puts a lot of emphasis to promote the spread of integrated indigenous knowledge system and values to the undergraduate students as mandated by the NEP 2020.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Zakir Husain Delhi College in the best interest of students offers Learning Outcome-based Curriculum Framework (LOCF) for all its Under Graduate programmes as prescribed by the University of Delhi. The LOCF approach provides a focused, outcome-based learning experience in a more student -centric manner. This outcome based curriculum has been adopted to strengthen students' experiences as they engage themselves in the programme of their choice. This kind of approach at the Under-Graduate level strengthens the minds of students and prepares them for both academia and employability. Each course vividly elaborates the syllabus and specifies the outcomes that are to be accomplished by studying the course.

20.Distance education/online education:

The university of Delhi encourages Distance Learning through its School of Open Learning offering a viable alternative for students who need a flexible medium of instruction to attain higher education and vocational skills. During the covid phase, the college actively took to online digital learning and made efforts to equip its faculties to instruct teaching in hybrid mode. The college has sufficient digital infrastructure and uses the various e - learning platforms such as SWAYAM, DIKSHA, etc. to facilitate the blended mode of teaching and learning. The faculties undergo FDP training programs to improving skills and creating content.

Extended Profile

1. Programme

1.1	
Number of courses offered by the institution across all programs during the year	34

File Description	Documents
Data Template	View File

2. Student

2.1	
Number of students during the year	5096

File Description	Documents
Data Template	View File

2.2	
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1072

File Description	Documents
Data Template	View File

2.3	
Number of outgoing/ final year students during the year	1323

File Description	Documents
Data Template	View File

3. Academic

3.1	
Number of full time teachers during the year	213

File Description	Documents
Data Template	View File

3.2	
	232

Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4. Institution	
4.1 Total number of Classrooms and Seminar halls	49
4.2 Total expenditure excluding salary during the year (INR in lakhs)	94,14,032/-
4.3 Total number of computers on campus for academic purposes	1020

Part B
CURRICULAR ASPECTS
1.1 - Curricular Planning and Implementation
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process
<p>The Staff Council and the Principal of the college constitute committees for the smooth implementation and delivery of the curriculum. An intensive planning and coordination between these committees ensure the optimal utilisation and distribution of available resources for fulfilling the requirements of curriculum delivery. The area of specialisation, research interests, academic qualification, and teaching experience are taken into consideration by each department while allotting papers. The task of preparing time tables for different departments is undertaken keeping in mind the size and availability of classrooms for lectures, tutorials, and practicals. This planning for curriculum delivery has a direct bearing on the outcome of a course as stated in the LOCF. Teachers employ the modes of teaching that are tailored to the needs of individual students. An emphasis is placed on lowering the student-teacher ratio and small tutorial groups are formed for this purpose. Our college library not only provides students free access to textbooks, reference books, research journals, and e-resources but also keeps updating the existing stock of books as per changes in</p>

the syllabi. Most of our classrooms are equipped with the state-of-the-art technology. A flexible feedback mechanism is available in our college for the assessment of curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.zakirhusaindelhiccollege.ac.in/wp-content/uploads/2023/05/College-Calendar-21-22.pdf ; http://www.zakirhusaindelhiccollege.ac.in/wp-content/uploads/2021/12/Academic-Calendar-2021-21-2.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Zakir Husain Delhi College adhered to the academic calendar mandated by the University of Delhi. In spite of the Pandemic COVID-19 which, induced the certain departures from norm due to unavoidable delayed admissions of the first year entrants, Our College has left no stone unturned to offer convenient synchronized semesters commencing and ending at different times in the same academic session without compromising the requirement of 30 weeks (180 Days) of teaching days as well as its standard according to the UGC guidelines. The college followed the guidelines circulated by the University of Delhi regarding normal division of semester constituting two stretches of teaching weeks on either side of a mid-semester break. Each semester entails with preparatory leaves and practical exams, followed by theoretical exam conducted by the University. During both semesters, internal assessments are made employing a wide range of mode including viva-voce, class-tests, assignments, quizzes and paper presentations etc. to examine and enhance the understanding of the students and provide them with feedback. Our Faculty members kept providing teaching content and other supporting material including audio, video and presentation files through ICT particularly the Microsoft Team especially during the Covid-19 period

File Description	Documents
Upload relevant	

supporting documents	View File
Link for Additional information	http://www.zakirhusaindelhiccollege.ac.in/wp-content/uploads/2022/10/Ordinance-VIII-E.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

34

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

02

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

51

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

51

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

With a clearcut mindset to help our students imbibe real knowledge and learn ability to deal with all challenges in their upcoming life, this college offers an array of courses such as 'Environmental-Studies-Theory into Practice', 'Environmental-Economics' as a general-elective, 'Ethics', 'Applied-Ethics', 'Technology and Ethics', 'Ethical Decision Making', 'Ethics in the Public Domain', 'Bioethics' and 'Ethical Persian literature', 'Feminism', 'Women, Power and Politics', 'Psychology of Gender' 'Psychology of Individual Difference', 'Asmita-moolak Vimarsh aur Hindi Sahitya', 'Feminism: Theory and Practice', 'Applied Gender Studies', 'Contemporary India: Women and Empowerment' 'Women's Writing', 'Literature in Cross Cultural Encounters', 'Marginalities in Indian Writing'. In addition to completing the prescribed curricula within stipulated time, this college gives a special attention to the need of individuals as part of its daily routine work. For the purpose of having an unbiased and gender-neutral environment this college has set up Girls Association,

Internal Complaint Committee, and Gender Sensitization Committee. This college also believes that the survival of the human life is totally dependent on the Well-being of the and nature and environment. Therefore, department of Environmental Studied have a dedicated Society "Parimandal" to spread awareness by observing days of environmental importance, seminars and invited lectures among students. Additionally, Nature and Environment Society also organize educational events and conduct programs for our regular students. Besides, each department has its own society to provide the students with an additional platform for extracurricular activities i.e., seminars, competitions, and cultural events.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

04

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

2294

File Description	Documents
Any additional information	No File Uploaded

List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File
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1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.zakirhusaindelhiccollege.ac.in/wp-content/uploads/2023/05/Feedback-analysis-report_2021-22.pdf

TEACHING-LEARNING AND EVALUATION
2.1 - Student Enrollment and Profile
2.1.1 - Enrolment Number Number of students admitted during the year
2.1.1.1 - Number of sanctioned seats during the year
1795

File Description	Documents
Any additional information	No File Uploaded

Institutional data in prescribed format		View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats))		
2.1.2.1 - Number of actual students admitted from the reserved categories during the year		
1072		
File Description		Documents
Any additional information		No File Uploaded
Number of seats filled against seats reserved (Data Template)		View File
2.2 - Catering to Student Diversity		
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners		
<p>It is the constant endeavour of the college to enhance the learning abilities of the students. We, continuously assess the learning levels of our students through oral/written tests, assignments and projects with an intention of formulating ways and means of ensuring learning equity amongst students who may have different learning capacities and to provide a cutting edge to the advance learners. The students with special needs are given due attention by their teachers and are given remedial classes includes extra assignments to help them overcome academic difficulties. We have in place a "mentor-mentee" scheme that gives space to the students to get in touch with their mentors in case of any problem, at any level. Further, there is an active students aid committee that works with the sole purpose of ensuring that no students suffers academically on account of financial constraints. The diversities in nature of students are also taken care of by strengthening the classroom teaching process through innovative pedagogical methods of group activities, research, projects, publications, interactions with scholars and peers. Various clubs and societies in the college also work to keep the students engaged academically and extra-academically. All these activities were well in place during the pandemic induced lockdown also.</p>		
File Description		Documents

Link for additional Information	<u>nil</u>
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
5096	213

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The IQAC of the college understands the importance of motivated faculty members for a seamless teaching-learning process. The faculty are encouraged to take up refresher courses and MOOCS to keep abreast of changes and to remain synchronised with the latest trends and techniques of imparting education. To make the learning experience more fruitful for the students, we emphasise using audio-visual aids like PowerPoint presentations, videos, infographics, and other tools that not only help maintain students' attention PowerPoint presentations, videos, infographics, and other such tools that not only help to maintain the attention of students but also help them in grasping the concepts in a better way. Student-centric methods such as experiential learning, participative learning, and problem-solving methodologies enhance learning experiences. Classroom learning is enriched by introducing real-world experiences through field trips (industry/museum/hospital etc.), interaction with experts and scholars, etc., that enable students to relate better to the topic/course being taught. Quizzes and debates are organised through various specialized college societies to keep up the students' inquisitiveness. There are regular pre and post-lab sessions with students of science streams to assess the understanding and assimilation of students. The College offers add-on courses in various disciplines for students to acquire additional knowledge and skills. Also, the College conducts regular counseling and career guidance sessions through its dedicated placements society.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The global trends in education call for a teaching-learning process that is well versed in the use of ICT. To ensure that our students grasp the global trends, the college strives to conduct periodic workshops to train faculty, non-teaching staff, and students in ICT. Students are encouraged to use e-resources for research and reading. The faculty is well versed in the use of ICT and makes very effective use of the resources available on the internet. The College is also highly mindful of sensitizing students on the use and abuse of the internet and has conducted workshops to protect students from possible abuse and exploitation. The presentations have become part of most programs' teaching and assessment process. While using the resources available online, it is essential to inculcate academic integrity in the students; therefore, matters of plagiarism are taken seriously. The college also hosts a fully functional and internet-enabled computer section in the library to aid the students in their studies and research.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.zakirhusaindelhiccollege.ac.in/about-us/infrastructure/a-v-room/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

213

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File

Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

213

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

162

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

31961

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

In accordance with the University norms, 25 percent of the marks for each course are part of an internal assessment. The assessment process of students is aggregative and formative at the same time; marks are aggregated through the semester based on an extensive evaluation process that includes class tests, assignments, projects, group discussions, viva, presentations, etc. Students are also encouraged to participate in creative academic activities that delve into the curriculum. We believe that internal assessment of students is a continuous process that should take place throughout the period of any course, which may include regular oral/written evaluation sessions, followed by feedback sessions from their teachers. Those students who could not cope up with the class are given remedial classes and extra attention by the teachers in tutorial classes. In these classes, they are encouraged to clarify their doubts and queries. With high expectations from our students, teachers work tirelessly with them to ensure that the expected learning outcomes are achieved; teachers work tirelessly with their students to ensure that the desired learning outcomes are achieved by providing them with additional assignments and practice papers, and mock exam papers. The process of internal assessment is implemented in such a way that it remains robust and transparent. The internal assessment marks are regularly submitted to the college by the concerned teacher, moderated by the departmental committees (wherever required), and then shared with the students to check their progress.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	http://www.zakirhusaindelhiccollege.ac.in/wp-content/uploads/2022/10/Ordinance-VIII-E.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

To ensure that the process of internal assessment remains robust and transparent, marks are regularly declared, moderated by the departmental committees (wherever required), and

submitted to the college. Internal assessment records are made available online for the students to verify and to get in touch with the concerned teacher in case of any doubt or discrepancy. If, a student feels that marks are incorrectly awarded, the office and teacher review the marks awarded. All the internal evaluation grievances are dealt efficiently, effectively and in a time bound manner.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The college is committed to the learning outcomes of all the courses offered. The program and course outcomes for all programs offered by the institution are displayed on the website and communicated to all the teachers and the students. These outcomes are broadly spanned in the framework of the syllabus as mentioned by the concerned university department and are executed by the institutional vision and mission. We impart knowledge in tune with our legacy and the modern needs of the students, to this end our dedicated faculty members incessantly articulates the learning objectives and expected outcomes for each topic. These outcomes are reinforced through discussions and small group tutorials. In all practical based courses, students are made aware of the importance of arriving at an outcome in consonance with the task set.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.zakirhusaindelhiccollege.ac.in/wp-content/uploads/2022/09/Courses-Effective-from-Academic-Year-2019-20.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by

the institution.

Program outcomes are formatively and summatively assessed throughout the year. The University of Delhi makes a provision of Internal Assessment of 25% for each theory paper in every course, out of which 5% weightage is for attendance, 10% for assignments, and 10% for class test/projects. The marks in each of these three components are aggregated throughout the semester. The final examination at the end of each semester and the internal assessment marks constitute the summative assessment for students. In conformity to which, at the college, evaluation includes both qualitative and quantitative assessment of students' performance. It involves a discussion about expected standards of performance and reasons for the obtained evaluation. Continuous and regular feedback is given to the students individually and as a class on their performance, which helps them overcome the individual and collective difficulties they face. Students are given additional assignments to improve their writing skills and marks.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/10/Ordinance-VIII-E.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

1279

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

http://www.zakirhusaindelhiccollege.ac.in/wp-content/uploads/2023/05/Feedback-analysis-report_2021-22.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

nil

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the

institution during the year

37

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

83

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

43

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Despite the pandemic enforced social distancing constraints, we still managed to organise some extension activities and other impactful events to sensitize the students to social issues for their holistic development. The inescapable enthusiasm of the students, their proactive participation, and the lead taken by them in organising such events are probably the best indicator of the impact made by our initiatives. To expose our students to the need for sustainable development, environmental protection, and conservation, we have organised Tree Plantation Drives, Cleaning and Sanitising Drives, and Feeding Stray Animals drives. Likewise, films promoting environmental awareness were screened, and workshops were organised to spread awareness on conserving and safeguarding rivers and their watershed and catchment areas. To imbue our students with Gandhian values, we organised a Distinguished Gandhi International Webinar Lecture Series where distinguished scholars delivered three lectures; webinars were also scheduled to discuss ways to reconstruct rural India on Gandhian lines and to organise a non-violent and peaceful society. For health awareness, we organised programs to spread awareness on causes, prevention, and recovery from COVID, sustainable menstruation, first aid, cancer prevention and palliative care, yogic practices, and principles for healthy living.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

Nil

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution

through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

04

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

450

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

nil

File Description	Documents
	No File

e-copies of linkage related Document	Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Nil

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has impressive infrastructure for teaching-learning and research facilities. It has sufficient well-lit and ventilated classrooms, tutorial rooms, and laboratories for students of all streams. Science laboratories are equipped with functional and properly maintained instruments and equipment to give hands on experience to students. The college has state of art culture rooms and museum in botany and zoology departments. The college has centrally airconditioned library which also houses the multimedia laboratory and separate study rooms for teachers. Seminars, workshops, interactive sessions are organized periodically in audio visual room, seminar room and an ultra-modern auditorium of four hundred and fifty seating capacity. Most of the classrooms are equipped with ICT facility. A barrier free environment is created for Divyangjan and elevated ramps and lifts are available in each section/block of the college. Lavatory facilities are also

available for Divyangjan . Entire campus is Wi-Fi enabled so that students and faculty members can easily access the internet facility. The college has four computer labs with over 100 computers for students. In addition, college has one computer literacy lab. There is a common staff rooms provided with locker facilities for arts and commerce teachers besides individual departmental faculty rooms for science teachers.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.zakirhusaindelhiccollege.ac.in/about-us/infrastructure/9766-2/

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Zakir Husain Delhi college pays extra attention to extracurricular activities, including indoor and outdoor sports, debates, music, theatre, dance, and drama. For outdoor sports, the college has a well-maintained playground which is used for cricket, football matches and practice sessions but currently due to the construction of a new building that field is under repair and students are sent to outside grounds for practice of football, cricket, and basketball College has a multifunctional room for carom, chess, table tennis, judo, and weight training practices. The college also provides chess and carom facilities as a recreational activity in the girl's and boys' common rooms

The college conducts Yoga classes in the Auditorium foyer. Students associated with the arts and culture society are properly trained by experts and can access the arts and culture room, Auditorium, and auditorium foyer for practice and various cultural activities. The auditorium also houses two green rooms and two toilets. There is a well-maintained, dedicated comfortable arts and culture room of classical and modern musical instruments. These areas are properly lit and airconditioned for the comfort of the students. The College terrace is also used for street plays.

File Description	Documents

Upload any additional information	View File
Paste link for additional information	NAhttp://www.zakirhusaindelhiccollege.ac.in/about-us/infrastructure/auditorium/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

22

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

22

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

42,07,350/-

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The College Library is successfully functioning in fully automated mode since the academic year 2017-2018 using LSEase (college edition of LibSys 7 ILMS) software. The bibliographic details of the entire library books have been entered in the

software database in their original languages along with the entry of membership records of all the College students and faculties. The Circulation of books and searching through OPAC is fully functional since the academic year 2017-2018

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sites.google.com/view/mmbeglibraryzhdc/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

8,08,109/-

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

25 , 1077

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The current education policy for higher education lays greater emphasis on digital teaching and learning process which requires strong IT infrastructure including hardware and software. With frequent and regular upgradation of courses, college hugely relies on open access softwares which can be installed with the existing IT infrastructure in college. Our college has set up a strong networking and IT support system to facilitate students not only to learn on campus but also through live streaming/demonstration of laboratory experiments and online classes . Apart from digital teaching learning, administrative activities also require strong IT infrastructure. Hence, we ensure that networking and other IT sources are regularly updated. Wi-Fi networking has been provided in the campus by Delhi University. However, we have installed hubs in different corners like science block, administrative block, principal office which are centrally monitored by college networking station. Computers in the science departments, administrative blocks, computer laboratories, science laboratories, library have been connected either through ethernet cable or dongles (wireless connector). Computers/laptops are used extensively by the students since the new courses in DSE, GE, SEC and core courses lay emphasis on computational skills development as envisaged in the revised syllabi for undergraduate classes.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	NA

4.3.2 - Number of Computers

1020

File Description	Documents
Upload any additional information	View File
Student - computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution**A. ≥ 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****52,06,682/-**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has formed various committees for the maintenance of physical, academic, and sports facilities. The purchase committee ensures the purchase of required equipment whereas the maintenance committee oversees construction, repair, and renovation. Many of the major equipment like generator sets, 5-10 KVA ups, water purifiers, the EPABX system, and xerox machines are kept under an annual maintenance contract. All installed computers, laptops and networking across departments,

libraries, and administrative blocks are also under annual maintenance contracts (AMC). In the laboratories, the attending staff ensures the smooth functioning of the equipment throughout the year by periodic maintenance using scientific protocols. If any equipment is found to be unusable, it is disposed of after due procedure. The room upgradation committee takes care of the maintenance and upgradation of classrooms. The college has a full-time electrician, plumber, and carpenter to ensure the smooth functioning of laboratories, electrical equipment, and infrastructure. The S.O. (administration) supervises sanitary and security staff. The I.T. committee looks after the computer, laptops, and software. The library committee supervises the purchase of books, magazines and journals. Dedicated ecological spaces like botanical, herbal, rock , college gardens and playgrounds are taken care of by garden committee and gardeners.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.zakirhusaindelhiccollege.ac.in/wp-content/uploads/2023/04/Policies-and-procedures.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

468

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

41

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	http://www.zakirhusaindelhiccollege.ac.in/gandhi-study-circle/about/
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

500

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

500

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases
Implementation of guidelines of statutory/regulatory bodies
Organization wide awareness and undertakings on policies with zero tolerance
Mechanisms for submission of online/offline students' grievances
Timely redressal of the grievances through appropriate committees**

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

191

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

28

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

03

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

19

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

All departmental societies are led by elected/nominated student

representatives and are empowered to manage their own affairs with faculty playing the role of mentors. Each department has student Class representatives from all the three years where they give feedback on teaching learning process. The students have their participation in various committees i.e. Placement Cell, IQAC, Internal Complaints Committee, Equal Opportunity Cell, ECA committee (music and dance, debating, dramatics) where they represent the students' point of view and assure their voice is heard. All departmental societies and academic societies are led by elected student representatives and are empowered to manage their own affairs with faculty playing the role of mentors. Each department has student Class representatives from all the three years where they give feedback on teaching learning process. The students have their participation in various committees: Placement Cell, IQAC, Internal Complaints Committee, Equal Opportunity Cell, ECA committee (music and dance, debating, dramatics) where they represent the students' point of view and assure their voice is heard.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

21

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the

development of the institution through financial and/or other support services

ZHDC is making sincere and consistent efforts to reach out and connect with as many alumni as possible. In this regard, a process for registration has been initiated with over 800 alumni registering them on the portal of college. A web page has been created with a detailed list of illustrious alumni of Zakir Husain Delhi College. An Alumni Committee of Zakir Husain Delhi College has been recently constituted to organize Alumni meet/Get together which was halted with the onset of corona pandemic in 2021-22.

File Description	Documents
Paste link for additional information	http://www.zakirhusaindelhicollege.ac.in/about/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

VISION Zakir Husain Delhi College guided by its motto "LIVE BY LOVE", has a vision of being a futuristic institution of highest order and endeavors to achieve by adopting modern educational pedagogical approaches, encouraging innovation and research, creativity and entrepreneurship, empowering and sensitizing students to fulfill their academic aspirations along with their holistic development for being responsible global citizen. **MISSION** Zakir Husain Delhi College aims to provide a learning environment where faculty, staff and students learn to preserve and transmit the knowledge, wisdom and values that will help ensure the progress of future generations. To fulfill this mission, the college observes

following practices: Promoting a culture of academic excellence in our students by strengthening the core values of integrity and transparency, empowering them to achieve their academic and career goals. Holistic development of students through skill development, extracurricular & co-curricular engagements, interdisciplinary learning along with knowledge sharing and collaborative team work to be future leaders and innovators. Provide opportunities for character building by open debates & discussions on gender equity, women empowerment etc. through seminars, symposia, and workshops. Exposure to the dynamically changing world through progressive technological innovations, digital methodologies, e-learning trends, improved learning management systems, data processing etc. to create a more engaging and effective learning. Inculcate culture for creative and critical thinking and provide environment for excellence in research and versatile scientific temperament.

File Description	Documents
Paste link for additional information	http://www.zakirhusaindelhicollege.ac.in/vision-mission/
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Zakir Husain Delhi College practices decentralization and participative management practices. The governing body at its helm provides ample support for the financial and infrastructural facilities. Principal steers the college toward attaining higher standards. The college has an active Staff Council, Staff Association, Students Council, and a robust committee system that ensures stakeholders' active participation in democratic decision-making. A definite and inclusive committee system operates in the institution that takes care of the college's academic, extracurricular, and administrative aspects. The Staff Council committees include Academic Supervisory Committee, Staff Requirement Committee, Proctorial Board, Timetable Committee, Student Aid Committee, and Art and Culture Committee. In contrast, the other committees include Career Counselling and Placement Cell, Garden and Greening Committee, Internal Complaints Committees, NCC, NSS, etc. Each of these Committees is granted operational

autonomy for the conduct of its business. Every department has a Teacher-in-charge appointed on a rotational basis for a period of one year. Based on the broad principles and the character of the College, as well as ground realities, various activities are planned and executed by the Teacher-in-charge and the faculty.

File Description	Documents
Paste link for additional information	http://www.zakirhusaindelhiccollege.ac.in/about-us/organogram/
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

ZHDC has always been swift in adopting technology, particularly ICT, to improve the learning experience of the students and to further enhance the potential of our faculty. After the uncertainties and challenges caused by the Covid 19 pandemic, the college has ensured the continuity of effective teaching-learning process by teaming up with Microsoft and through various other platforms. The college Library is ICT enabled along with required facilities to support differently-abled students.

Many faculty members of Departments are members of the Undergraduate and Postgraduate Committee of Courses of their respective parent departments. and Departmental Research Council in the University. They also regularly contribute to curriculum development task. Several faculty members are involved in workshops/ Conferences and Seminars, course development conducted by the University of Delhi. A certificate course in Non-Violent Communication in collaboration with Gandhi Smriti and Darshan Samiti, Ministry of Culture has been introduced at the college as part of imparting value-based skill knowledge

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil

Upload any additional information	No File Uploaded
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6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organogram of ZHDC shows the participative and democratic character. The college functions under the directives and policies of the UGC and the University of Delhi. The Trust of the college has the Prime Minister as President, the Education Minister as Vice-President and the Principal ZHDC as the member-Secretary. The Governing Body looks into administrative and finance-related matters of the college. The Principal steers and manages the college's overall functioning and is also the Chairperson of the Staff Council and IQAC. The Bursar oversees all financial matters, and the IQAC looks after the quality enhancement of the teaching-learning process of the college. The different committees provide a platform to work on various aspects for the smooth and efficient functioning of the college affairs and maintenance of the infrastructure. The teacher-in-charge supervise all matters related to their respective departments. The librarian oversees the functioning of the library with the help of the Library Committee. The Public Information Officer deals with requests associated with RTIs. The Administrative Officer and Section Officers are in charge of their respective departments.

File Description	Documents
Paste link for additional information	http://www.zakirhusaindelhicollege.ac.in/about-us/governing-body/
Link to Organogram of the Institution webpage	http://www.zakirhusaindelhicollege.ac.in/about-us/organogram/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File

Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Teaching and non-teaching staff both have a facility of group insurance, medical reimbursement as per university rules, and reimbursement of school fees of children. A medical room facility and Psychological counseling are also provided to teachers in the college. They also have access to University Health Centre for consultation and getting medicines. The Staff Association takes care of the welfare of teachers through financial assistance, social gatherings, and other welfare measures through the contribution of teachers. There is a facility of newspapers and magazines which are subscribed for teachers. The staff association also has a Staff Welfare Fund, a one-time exgratia provided to teachers who unfortunately die during service. The teachers contribute monthly while the University of Delhi manages the fund. For non-teaching staff, there is a Karamchari Union, which takes care of the welfare of non-teaching staff through welfare measures by the contribution, financial assistance, social gatherings, and other help such as financial assistance at the time of medical emergency or death of the employee. Non-teaching staff also has a Thrift society that provides loans to needy employees.

File Description	Documents
Paste link for additional information	https://www.du.ac.in/index.php?page=welfare-measure-2
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies

during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

22

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other	No File

relevant centers)	Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

At Zakir Husain Delhi College, the performance appraisal system for teaching staff is based on UGC-Career Advancement Scheme (CAS) guidelines. The faculty fill in the Annual Performance Appraisal Report (APAR) every year. The faculty due for promotion submit the Performance Based Appraisal Scheme (PBAS) proforma for the assessment period. The proforma has details of teaching-learning and evaluation-related activities, research and academic contributions, administrative support, and contribution to extra and co-curricular activities. In 2020-2021, promotions for Assistant Professor (Stage 1 to Stage 2 and Stage 2 to Stage 3) and Assistant professor (Stage 3) to Associate Professor (Stage 4) were carried out at the college. Appraisal of the non-teaching staff is done upon filling in the appraisal form as per the University guidelines. Staff members who fulfill the conditions in the performance appraisal proforma are promoted to the next stage as per the vacancy available. For the laboratory staff, Annual Confidential Reports for individual staff are assessed by the teacher-in-charge of the respective departments.

File Description	Documents
Paste link for additional information	http://www.zakirhusaindelhicollege.ac.in/performance-appraisal-performa/
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution conducts internal and external financial audits regularly. Zakir Husain Delhi College does an internal audit every year. The internal audit is conducted by the Statutory Auditor (Chartered Accountant) hired by the college. The college submits a panel of three auditors to the College Governing Body, out of which one auditor is selected and appointed by the governing body to conduct an internal audit for the financial year. One firm is not permitted to audit for more than three years consecutively. The audit for the financial year 2020-21 has been done. The college maintains four accounts, namely (i) General Fund, which includes maintenance grant received from UGC, (ii) OBC Infrastructure Account received from UGC, (iii) Provident Fund for GPF, and (iv) Students fund, which has college funds. All these accounts are jointly operated by the Principal and Bursar of the college. The auditor examines and checks Salary bills, LTC/HTC payments, purchases, income tax calculations of employees, verifies college bank balance with the bank certificates, etc.

File Description	Documents
Paste link for additional information	http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2023/05/Annual-audit-account-2021-22.pdf
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

nil

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of

resources

Zakir Husain Delhi College receives 95% of funds from the UGC and 5% from DR. ZAKIR HUSAIN MEMORIAL COLLEGE TRUST. DST, DBT, ICPR, and UGC were important funding agencies for research projects. The funds it gets are optimally utilized among the various utilization heads as follows:

- Salaries and Allowances to staff which include salaries, pension, medical reimbursements, retirement benefits, and other allowances
- Maintenance and Repair of the infrastructure, including building, furniture, garden, electric repairs, etc.
- Library Expenses, including the books and infrastructure for the library.
- Bills and taxes include electricity, telephone and water charges, property taxes, etc.
- Science Laboratory
- Office Expenses which include advertisement, postage, printing and stationery bills, college magazines, etc
- Other expenses like sport activities, co-curricular (ECA, NSS, NCC, departmental societies).

The college has a well-described policy and procedure for the utilization of resources. For procuring, prior approval from the principal is taken, after which the concerned technical department prepares the estimate. The estimate is then sent to the purchase committee for approval, and upon approval, the tendering and procurement are done through GeM. If the commodity is unavailable on GeM, tenders are invited, and procurement is done using the due procedure.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Internal Quality Assurance Cell (IQAC) is an important entity within college that is playing a crucial role in institutionalizing quality assurance strategies and processes. IQACs have indeed made significant contributions in this regard. IQAC assist in formulating policies and guidelines related to quality assurance. IQAC work closely with faculty, administration, and management to develop comprehensive policies that address various aspects of quality in education. IQAC regularly takes feedback from students, alumni, parents,

and staff, in order to ensure a dynamic and conscious engagement with pedagogical methods. Through practices of APAR, student appraisal of teachers, and teachers' self-appraisal, the IQAC ensures a streamlined system of evaluation, feedback, and implementation of received feedback. The IQAC also encourages faculty members and students to carry out research and apply for grants through innovation projects, FDPs, as well as academic conferences. For example, in December 2022, the IQAC aided the Environmental Studies department in organizing an International conference on "Climate Change- An Imminent Global Emergency (ICCCIGE-2021)".

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC of the College is responsible for collecting and Implementing feedback, in order to ensure the best quality of the Pedagogical, infrastructural, and learning environment of the College. Over the academic year 2020-21, the College has made vast improvements in its infrastructural facilities, which would undoubtedly aid and improve the teaching learning ethos of the College. For differently-abled students, College has implemented measures to ensure accessibility and easy navigation on campus. This includes ramps, lifts, signage and providing wheelchairs. The IQAC has also actively organized academic conferences, and Seminars, which add to the academic culture of the college, and also provide exposure to the students, who get to interact with experts from various fields.

File Description	Documents
Paste link for additional information	<u>Nil</u>
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed

and used for improvements
Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- 1. The cause of gender parity is one to which Husain Zakir Delhi College is dedicated. To raise awareness of gender issues and sensitize the many stakeholders in the institution, the College engages in several initiatives through various committees and associations. Last year college offered a 1% advantage to the girl students in the cut-off for admission. Same criterion was followed for the admission in this academic year.**
- 2. Many departments offer DSE/GE/SEC/AECC papers as a part of curricular initiatives for gender equity sensitization and equipping the students with the idea of gender studies; for example, the Department of English offers: Applied Gender Studies: Media Literacies; Contemporary India: Women and Empowerment; Women's Writing (Core); Literature in Cross-Cultural Encounters; and & Marginalities in Indian Writing. A course entitled 'Feminism' is offered by the philosophy department. The "Women, Power and Politics and Feminism: Theory and Practice" course is offered by the Department of Political Science. The psychology department provides- Psychology of Gender; Asmita-Moolak Vimarsh Aur Hindi**

Sahitya is available at the Hindi Department.

3. By planning various extracurricular events through the Girls' Association, Internal Complaints Committee, Gender Sensitization Committee, and Departmental Societies, we augment our educational approach to gender sensitization. These events include webinars, seminars, panel discussions, competitions based on themes, and cultural events.

File Description	Documents
Annual gender sensitization action plan	http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/05/Annual-Gender-Sensitization-Action-Plan-for-the-website-2020-21.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/05/Facilities-Provided-for-Women-in-Campus.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid waste management:** To reduce waste at institute, students and staff are educated through lectures, advertisement on

notice boards, displaying slogan boards in the campus. Waste is collected on a daily basis from various sources and is separated as dry and wet waste. Since 2015, we are using Color coded dustbins for different types of wastes. Green for wet and blue for solid waste. Our vermicompost unit turns organic waste, such as leaves, bushes, and canteen garbage, into compost, which is then used as a fertilizer for the campus gardens. • E-waste management: To recycle e-waste, we have partnered with the Non-Government Organization (NGO), "Chintan" To collect e-waste, students and employees are

• Waste recycling system: The college promotes waste recycling in addition to a paperless administration. We have partnered with the "Jaagruti" an organisation that recycles paper and the college's own handmade paper recycling machine. • Management of radioactive and hazardous waste: Microbial culture is always autoclaved after use to prevent the spread of unwelcome bacteria in the tissue culture lab. The carcinogenic substance colchicines are no longer made available to pupils for handling. The "Chintan", an NGO, also collects hazardous waste from electronic devices for treatment.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for

greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-

A. Any 4 or all of the above

reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Zakir Husain Delhi College in New Delhi has taken several initiatives to create an inclusive environment that promotes tolerance, harmony, and diversity. Some of these efforts include:

- 1. Multicultural events:** The college organizes various cultural events that celebrate the diversity of its students. These events include music and dance performances, food festivals, and art exhibitions.
- 2. Language courses:** The college offers courses in various languages, including Urdu, Punjabi, and Sanskrit, to promote linguistic diversity and help students learn about different cultures.
- 3. Sensitization workshops:** The college conducts workshops and seminars to sensitize students and staff about different social issues, such as gender equality, LGBTQ+ rights, and communal harmony.
- 4. Equal opportunity policies:** The college has policies in place that ensure equal opportunities for all students, regardless of their socio-economic background or religion.
- 5. Student support services:** The college provides support

services to students from marginalized communities, including scholarships, counseling, and career guidance.

Overall, Zakir Husain Delhi College in New Delhi has made significant efforts to create an inclusive environment that celebrates diversity and promotes tolerance and harmony. These initiatives have helped foster a sense of community among students from different backgrounds and have contributed to a positive learning environment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

There are several initiatives that Zakir Husain Delhi College can take to sensitize its students and employees about their constitutional obligations, values, rights, duties, and responsibilities as citizens. Some of these initiatives are:

1. **Constitution Day Celebrations:**
 2. **Workshops and Seminars:** The college can organize workshops and seminars on various constitutional issues such as fundamental rights, directive principles, duties, and responsibilities. Experts can be invited to speak on these issues, and students and employees can be encouraged to participate and ask questions.
 3. **Awareness Campaigns:** The college can launch awareness campaigns on social media and other platforms to promote awareness and understanding of the Constitution. These campaigns can include posters, videos, and infographics highlighting the importance of the Constitution and its provisions.
- Slogan writing, digital poster making, short animation videos competition was organized on topic "confronting COVID-19 pandemic."
 - orientation program by NSS, Dr. Vanshree Singh, Director Blood Bank, Indian Red Cross Society was invited as chief

guest.

- **Cleanliness Drive by NSS on occasion of Independence day (12 August- 15 August 2021).**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Zakir Husain Delhi College, New Delhi celebrates and organizes various events on national and international commemorative days, events, and festivals. Some of the events and celebrations organized by the college are:

1. Republic Day: On 26th January, the college organizes a flag

hoisting ceremony to celebrate India's Republic Day.

- 2. Independence Day: On 15th August, the college organizes a flag hoisting ceremony to celebrate India's Independence Day.**
- 3. International Women's Day: On 8th March, the college organizes various events and seminars to celebrate International Women's Day.**
- 4. World Health Day: On 7th April, the college organizes health camps, seminars, and talks to create awareness about health and wellbeing.**
- 5. Earth Day: On 22nd April, the college organizes various activities to promote environmental awareness and sustainability.**
- 6. International Yoga Day: On 21st June, the college organizes yoga sessions and workshops to celebrate International Yoga Day.**
- 7. Gandhi Jayanti: On 2nd October, the college organizes various events and talks to celebrate the birth anniversary of Mahatma Gandhi.**
- 8. World Food Day: On 16th October, the college organizes various activities and events to promote healthy eating habits and food security.**
- 9. Diwali: The college celebrates the festival of lights, Diwali, with various cultural programs and activities.**
- 10. Christmas: The college celebrates Christmas with various cultural programs and activities.**

These are some of the events and celebrations organized by Zakir Husain Delhi College, New Delhi on national and international commemorative days, events, and festivals.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
	No File

Any other relevant information	Uploaded
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7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice-1 ZHDC recognizes the complexity of marginalization in society, encompassing socio-economic inequalities, gender biases, discrimination against individuals with disabilities, and regional disparities. As a socially responsible and ethically aware institution, ZHDC is resolute in implementing practices that foster inclusivity and integrate marginalized communities into the mainstream. The college adopts a comprehensive approach to promote the integration of marginalized individuals.

Best Practice-2

Climate change is a global challenge that requires urgent action to mitigate its adverse effects. Recognizing the significance of environmental sustainability, it is essential for educational institutions to incorporate best practices that promote awareness, conservation, and responsible environmental behavior. This best practice focuses on integrating sustainable measures into the Zakir Husain Delhi College's operations and curriculum to create a culture of environmental stewardship.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Zakir Husain Delhi College has prioritized providing quality education to its students, with a particular focus on fostering critical thinking and creativity. One area where the college has excelled in this regard is through its theatre program.

The college has a well-established theatre society that is highly regarded in the Delhi University circuit. The society provides students with the opportunity to explore their creativity and hone their theatrical skills through workshops,

training sessions, and regular performances.

The theatre program at ZHDC has produced some of the most talented performers

One of the distinctive features of the theatre program at Zakir Husain Delhi College is its focus on using theatre as a tool for social change. The society often puts on plays that deal with social issues, such as gender inequality, environmental degradation, and communal harmony. These plays not only entertain but also educate and raise awareness among audiences.

Overall, the theatre program at Zakir Husain Delhi College is a testament to the college's commitment to providing a well-rounded education to its students. Through its focus on fostering creativity and critical thinking, the program has produced some of the most talented performers and socially conscious individuals in the Delhi University community.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. To play a significant role in the faculty promotion under the Career Advancement Scheme.
2. Departments will be encouraged to promote the experiential, project based and collaborative learning by involving students in interdisciplinary research projects.
3. IQAC plans to organize several lab training, ICT workshops, FDPs and mock drills for disaster management for teaching and non-teaching staff.
4. A Student Learning Centre will be established to facilitate add-on courses, remedial classes and language proficiency classes as required.
5. In-house internship will be encouraged to students according to their interests and aptitude to give them exposure.
6. The faculty will be encouraged to develop MOOCs and e-content.
7. To promote awareness about IPR regular seminars will be