



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

Shaheed Rajguru College of Applied Sciences for Women

- Name of the Head of the institution Prof.(Dr.) Payal Mago
- Designation Principal
- Does the institution function from its own campus? Yes
- Phone no./Alternate phone no. 01122623503
- Mobile No: 8800672660
- Registered e-mail principal@rajguru.du.ac.in
- Alternate e-mail dr.payalmago@gmail.com
- Address Vasundhara Enclave, Near Chilla Sports Complex
- City/Town Delhi
- State/UT Delhi
- Pin Code 110096

2.Institutional status

- Affiliated / Constitution Colleges Constituent College
- Type of Institution Women
- Location Urban

- Financial Status UGC 2f and 12(B)

- Name of the Affiliating University University of Delhi
- Name of the IQAC Coordinator Dr. Daya Bhardwaj
- Phone No. 9811239028
- Alternate phone No.
- Mobile 8130959522
- IQAC e-mail address iqac@rajguru.du.ac.in
- Alternate e-mail address daya.bhardwaj@rajguru.du.ac.in

3. Website address (Web link of the AQAR (Previous Academic Year))

<https://www.rajgurucollege.com/Naac-Category3.aspx?cycle=NAAC%20Cycle%203>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

https://www.rajgurucollege.com/Academic_Calendar

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	3.11	2015	15/11/2015	14/11/2020
Cycle 2	A+	3.29	2021	06/12/2021	05/12/2026

6. Date of Establishment of IQAC

11/06/2016

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Shaheed Rajguru College of Applied Sciences for Women	Grant in Aid to Salary	Government of NCT of Delhi	2022-23 (365)	280461002
Shaheed Rajguru College of Applied Sciences for Women	Grant in Aid to Other than Salary	Government of NCT of Delhi	2022-23 (365)	10735798
Shaheed Rajguru College of Applied Sciences for Women	Grant in Aid (Promotion of Sports Facilities)	Government of NCT of Delhi	2022-23 (365)	39063
Shaheed Rajguru College of Applied Sciences for Women	SERB-Power Grant	Department of Science & Technology, Govt. of India	2022-23 (365)	300000
Shaheed Rajguru College of Applied Sciences for Women	ICSSR Grant in aid for maintenance and development for CMRIE	Indian Council of Social Science Research, New Delhi	2022-23 (365)	45000

8. Whether composition of IQAC as per latest NAAC guidelines Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 5

- Were the minutes of IQAC meeting(s) and Yes

compliance to the decisions have been uploaded on the institutional website?

- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

The college being ranked at 32 position under the college category in the NIRF ranking 2023.

A seminar and hands on sessions on "Government e-Marketplace (GeM) Procedures" were organized. During the seminar teaching and para-teaching staff involved in the purchasing on GeM portal are briefed regarding the systematic procedures to be followed during the purchases through direct purchasing and bidding process.

Departments are motivated to strengthen the networking with the alumni and industries. The concept of alumni mentorship was initiated.

A Center for Mushroom cultivation and PCB designing by the Department of Microbiology and Department of Instrumentation was established under the Skill Development Center (SDC).

Financial support was given to faculty members to attend various Skill Enhancement based FDPs. These courses enabled the faculty members to upgrade their knowledge and efficiently teach SEC courses introduced in the UGCF syllabus under New Education Policy.

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
To develop and execute research mindset, innovation & entrepreneurship amongst students	Centre for Multidisciplinary Research, Innovation & Entrepreneurship is successfully running in the College . A detailed report of CMRIE activities organized during the academic session 2022-23 is available on the college website.
To strengthen the networking with the alumni and industries.	Departments are motivated to strengthen the networking with the alumni and industries. Various lectures and career counselling sessions were organized by the departments in collaborations with the leading industries and alumni of the college.
To establish a Skill Development Center (SDC).	Funds are received to establish a Center for Mushroom cultivation and PCB designing by the Department of Microbiology and Department of Instrumentation under the Skill Development Center (SDC).

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body of the Shaheed Rajguru College of Applied Sciences for Women	13/02/2024

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	Shaheed Rajguru College of Applied Sciences for Women
• Name of the Head of the institution	Prof.(Dr.) Payal Mago
• Designation	Principal
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<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) 	Yes

and compliance to the decisions have been uploaded on the institutional website?	
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body of the Shaheed Rajguru College of Applied Sciences for Women	13/02/2024
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-23	29/02/2024

15. Multidisciplinary / interdisciplinary

Shaheed Rajguru College of Applied Sciences for Women, an integral part of the University of Delhi, offers education to female students across 14 disciplines, including basic sciences, applied sciences, management studies, and humanities. Adhering to the Undergraduate Curriculum Framework-2022 (UGCF-2022), devised in accordance with the National Education Policy (NEP) 2020 from the 2022-23 academic year, the college embraces a comprehensive approach to education. This approach, developed through extensive deliberation with multiple stakeholders, not only embodies the NEP 2020's philosophy but also seeks to engage students in research, innovation, entrepreneurship, and community service.

The policy introduces flexible academic pathways, including multiple entry and exit points, to accommodate students, particularly females, who might face challenges in completing their education. The institution fosters a supportive environment encouraging students towards academic success and self-reliance. The college's commitment to a multidisciplinary and inclusive education allows students to select from a diverse range of subjects for their Generic Elective, Skill Enhancement, and Value Added Courses, in line with NEP's guidelines. Options range from Vedic Maths and Ethics and Culture to more contemporary choices like Emotional Intelligence, ensuring a holistic educational experience. The curriculum mandates Environmental Sciences for all disciplines and supports student mobility across universities, beneficial for those affected by parental relocations.

To further enrich the student experience, internships and research opportunities are promoted, highlighted by the establishment of the Centre for Multidisciplinary Research, Innovation and Entrepreneurship (CMRIE). This center is dedicated to fostering a culture of innovation and research among students by supporting their projects and ideas.

16. Academic bank of credits (ABC):

In compliance with the University of Delhi's guidelines, the college implements a framework allowing for flexible academic progressions through multiple entries and exits. It incorporates the Academic Bank of Credits to enhance student mobility and academic flexibility. Students are encouraged to enroll in vocational courses beyond the standard curriculum to improve their employability. Faculty engagement through assignments, group discussions, quizzes, and tests is integral to the internal

assessment process.
17.Skill development:
The inauguration of the UGCF under NEP has led to the college welcoming its second cohort, offering a selection of Skill Enhancement courses in the first semester. These courses include a wide variety of subjects from Advanced Spreadsheet Tools to Public Speaking and Leadership. Additionally, students may choose from Value Added Courses such as Reading Indian Fiction in English and Financial Literacy, aiming to foster vocational skills, positive outlooks, and a deep understanding of ethical and cultural values. Faculty members are specifically trained to deliver these skill based and value-oriented courses effectively.
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
The college's bilingual instruction in English and Hindi caters to a diverse student body, with courses also available in Hindi and Sanskrit. Courses like Vedic Mathematics and Ayurveda and Nutrition are designed to preserve and promote India's rich traditional knowledge.
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):
Designed around the principles of outcome-based education, the curriculum requires students to engage with generic elective, skill-based, value-added, and discipline elective courses in addition to their core subjects. This comprehensive framework ensures the holistic development of students while maintaining fundamental academic values and emphasizing the importance of research for future opportunities.
20.Distance education/online education:
The majority of classrooms are equipped with information technology to enhance learning outcomes, and various software applications support the effective delivery of practical classes. The college anticipates guidelines from the University of Delhi regarding the integration of blended learning and distance education to further enrich the educational experience.

Extended Profile

1.Programme

1.1 429

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1 1740

Number of students during the year

File Description	Documents
Data Template	View File

2.2 413

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

File Description	Documents
Data Template	View File

2.3 521

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 111

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 130

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	429
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1740
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	413
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	521
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	111
File Description	Documents
Data Template	View File

3.2	130
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	20
Total number of Classrooms and Seminar halls	
4.2	421.2106
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	688
Total number of computers on campus for academic purposes	

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

The role of curriculum is to guide learning. The students are connected to the curricular content such that they not only absorb it but also comprehend it. The vision of the college is to implement the curriculum effectively. Since the senior faculty, are members of Committee of Courses, they are directly involved in curriculum designing of recently introduced NEP UGCF courses.

Action Plan

- Value added courses, Skill Enhancement courses, Discipline Specific Elective and Generic Elective courses are finalized before the commencement of every semester.
- Timetable Committee defines feasible slots for Generic Elective and Ability Enhancement Compulsory Courses in the timetable.

Value Addition

- Interaction with industry and research organizations, regular alumni meet, seminars and lectures from eminent speakers, add value to the curriculum and positive feedback for any charges.
- Students are encouraged to take up training and internship programs in various research institutions and industries.

Continuous Evaluation

- Internal assessment, being an integral part of curriculum, is undertaken transparently as per the University guidelines. Students are assessed through assignments, projects, class tests, group discussions, presentations etc.
- For practical sessions, students are evaluated on the basis of their performance and understanding.

Resource Centre

- A fully automated, RFID enabled and well stocked library, large number of e - Resources facilitates regular teaching and provides resource material to the students for their internship and research projects.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

- The Academic calendar as notified by the University of Delhi is followed strictly. Teaching plan is prepared in such a manner, that each unit of the given course is completed

successfully in the allocated time, taking semester break and other holidays into account.

- Continuous internal assessment is an integral component of NEP UGCF with 25% weightage in theory and 25% weightage in practical. This is in conformity with university guidelines and strictly followed for all the programmes in the college.

- The theory component comprises of tests, presentations, quiz, written assignments, prototype product making, projects etc.

- Continuous internal evaluation in practical class comprises of marks obtained from mock viva, product preparation (wherever applicable), record / practical files etc.

- At the end of each semester, internal assessment of theory classes is compiled and cumulative assessment is displayed for the students.

- Finally, the Moderation Committee compiles, rectifies and verifies the internal assessment marks of students of all the programmes. At the end of the semester, It is uploaded on the University of Delhi portal, within the given time frame.

- Practical internal assessment marks are included in the final practical exam conducted in the college at the end of each semester. Total marks are then uploaded on the University of Delhi portal.

- Examinations are held as per schedule and the results are declared by the University of Delhi on time.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

A. All of the above

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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

14

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)

2

File Description	Documents
Any additional information	No File Uploaded
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

College offers several courses which integrate various cross cutting issues as part of their curriculum.

Gender Equality and Equal Opportunity: Certain courses like, contemporary India, Women and Empowerment, Marginalities in Indian Writing, Individual and Society engage with contemporary representations of women femininities, gender-parity and power. These courses elaborate how gender norms intersect with other norms, such as caste, race, religion and community to create further specific forms of privilege and oppression.

Environment and Sustainability: Environmental Studies, a compulsory course for all programmes, aims to sensitize students about various threats to the environment and guiding them for building a self-sustainable environment. Other courses related to environment and safety are Bio-safety and Bioethics, Food Safety, Environmental Microbiology, Environmental Psychology and Green Chemistry.

Human Value: Psychology of Individual Differences, Applied Social Psychology, Positive Psychology, Psychology of Peace, Psychology of Disability and Counselling Psychology are courses which emphasize upon self-reflection, understanding social problems, gaining knowledge about intervention strategies and create awareness about national, international peace and conflict. Yoga and Stress Management, Obesity Management are

Generic Elective Courses which encompass various yogasanas, pranayams and satkarmas advocated for healthy living, health risks associated with obesity and ways to manage it.

Professional Ethics: Entrepreneurship Development, Business Ethics and Corporate Governance, IPR for Biologist, Counselling Psychology are the courses which inculcate ethical values, leadership qualities, entrepreneurial mindset and knowhow of intellectual rights.

File Description	Documents
Any additional information	No File Uploaded
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

9

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	View File
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

179

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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**

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.rajgurucollege.com/feedback_reports.aspx

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

File Description	Documents
Any additional information	View File
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

281

File Description	Documents
Any additional information	View File
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

The college's pedagogical approach, focused on learning, caters to the diverse needs of both advanced and slower learners. Faculty members acknowledge the potential of advanced students and strive to cultivate it through various interventions and activities. This includes encouraging advanced learners to take on challenging assignments during summer internships, join professional bodies, engage in micro-level research projects, and participate in technical events, seminars, and workshops. These activities aim to instill leadership skills, elevate their learning experience, and unlock their full potential. Additionally, advanced learners receive extra classes for competitive exams, along with recommended reading materials and e-resources to enhance their academic proficiency.

Similarly, attention is devoted to slow learners through remedial classes, during which faculty members announce contact hours for one-on-one discussions to address their challenges. Slow learners are assigned more assignments and tests to enhance their skills and improve performance in semester-end exams. The promotion of peer-assisted learning programs and the formation of hands-on groups, comprising both slow and advanced learners, create a synergistic effect within the entire group. Bilingual

teaching in the classroom further contributes to a supportive and inclusive learning environment.

File Description	Documents
Link for additional Information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria2/2.2.1_23.pdf
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
1740	111

File Description	Documents
Any additional information	View File

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

Experiential learning encompasses practical involvement, such as visits to diverse industries, research laboratories, institutes, and attending academic lectures by distinguished scientists and researchers. Students are motivated to undertake summer internship projects, engage in case studies, participate in role-playing, draft memos, lead discussions, and partake in self-reflection.

Participatory learning involves the exchange of personal experiences within the classroom, with constructive feedback aimed at promoting active student involvement. Team activities are organized to nurture team spirit and collaboration. Discussions about prior lectures assess students' existing knowledge, enhancing their focus and engagement. Students present on topics within or beyond their curriculum, fostering social awareness through classwork. The organization of interdepartmental and intercollegiate activities, encouragement of group discussions on current topics, and the use of short quizzes after covering specific subjects contribute to a dynamic learning environment.

Departments employ various problem-solving methods to enrich the learning process. This includes revisiting challenging topics and arranging extra lessons as needed. The establishment of mentor-mentee relationships aims to dismantle barriers between teachers and students. Class reviews of assignments, tests, and questionnaires from the previous year further contribute to a comprehensive and interactive learning experience.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria2/2.3.1_23.pdf

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

The college recognizes the pivotal role of Information and Communication Technology (ICT) in facilitating what it terms as experiential learning. This involves offering practical engagement through ICT-enabled classrooms and infrastructures.

To promote computer-based conceptual learning, the college employs software and videos, enhancing students' understanding. Additionally, electronic formats of question banks for both college and competitive exams are provided, supplementing theory classes with clarifying videos.

The integration of ICT extends to curriculum delivery through various media such as films, audio, and video. The college campus is equipped with Wi-Fi, ensuring widespread access. Students contribute to the learning environment by delivering presentations, utilizing ICT tools like MS PowerPoint and Prezi to enhance their oratory skills.

The library is fully automated and incorporates Radio Frequency Identification (RFID) technology. LCD projectors and laptops are available to support ICT-enhanced teaching, creating a technologically enriched educational experience.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria2/2.3.2_23.pdf

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

90

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

111

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

75

File Description	Documents
Any additional information	View File
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

1000

File Description	Documents
Any additional information	View File
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.

The college places a strong emphasis on transparent communication regarding the evaluation process, ensuring that both students and their parents are well-informed during the orientation program for first-year students and at the start of each semester. The breakdown of the internal assessment marks across different components is thoroughly explained to students.

Assessments are thoughtfully crafted to not only gauge understanding but also to inspire and motivate students to excel in their tests. Constructive feedback on assignments and tests is provided to assist students in recognizing and addressing their weaknesses.

To maintain accountability, final internal assessment sheets (IA) are shared with students, who are required to sign them to

verify accuracy. The IA marks undergo moderation and monitoring at two levels, both departmental and institutional, ensuring the absence of discrepancies or biases. Monthly uploading of student attendance on the college website enhances transparency, particularly in courses where grades are contingent on attendance.

Recognizing the involvement of students in extracurricular activities, measures are in place to prevent them from missing class assignments. These students receive flexibility in assignment deadlines, acknowledging their active participation beyond the academic realm.

In practical classes, a comprehensive evaluation of students' daily performance in each experiment is conducted. This evaluation encompasses regularity, overall performance, viva sessions, and punctuality in submitting records, fostering a holistic assessment approach.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has established an effective mechanism for the prompt resolution of complaints related to grievances. Internal examinations, conducted in various formats such as tests, assignments, quizzes, and presentations, form a crucial part of the assessment process. The marks obtained by students in these internal examinations are communicated directly by the faculty members responsible for teaching the respective courses.

In the event of a student raising a complaint, the initial resolution is sought at the faculty level, where concerns are addressed by the individual faculty member. Should the complaint persist, the matter is then escalated to the departmental level, where a dedicated departmental moderation committee intervenes to address and resolve the discrepancy.

Furthermore, to ensure the integrity of grades, a monitoring committee appointed by the college reviews the grades before

they are submitted to the University at the conclusion of each semester. This multi-tiered approach not only allows for the timely resolution of complaints but also upholds the overall accuracy and fairness of the grading system.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria2/2.5.2_23.pdf

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 strictly follows the curriculum outlined by the University for all its courses. Syllabi are provided, containing a weekly lecture schedule that aids instructors in planning classes well in advance. Each assignment is accompanied by explicitly stated course objectives, facilitating instructors in preparing lectures with clear goals. In the classroom, teachers begin by stating the learning objectives before delving into a specific topic and recapitulate the outcomes after its completion.

The orientation program for first-year students, to which parents are invited, serves as an introduction to the course on the first day of the academic session. A comprehensive course outline for all programs is presented during this session. Additionally, information on internships and students pursuing higher studies is shared, and students are guided on a tour of the labs to familiarize themselves with the college's facilities and infrastructure.

To provide insights into potential career paths, alumni are invited to address students and share their experiences. The college proudly displays the achievements of alumni on a dedicated wall in the administration building. This not only serves as motivation but also helps current students identify areas for improvement, with guidance provided on bridging these gaps. Overall, these initiatives contribute to a well-informed and prepared student body.

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

Exemplary student outcomes and high-ranking positions at the university serve as key indicators of academic performance in the programs offered by the institute. The success and well-placed positions of alumni further attest to the relevance and demand for the courses taught, particularly within the industry. Notably, alumni actively pursuing higher education and engaging in research, both within India and abroad, underscore the institute's commitment to maintaining high academic standards.

The quantification of knowledge acquisition is reflected through academic grades and scores, providing a tangible measure of student proficiency. Continuous assessment serves as immediate feedback on the teaching and learning process, allowing for timely adjustments. Any identified gaps in understanding are addressed through targeted measures, including revisiting topics or allocating additional time to concepts that students find challenging.

To bridge the gap between theory and practical application, students are strongly encouraged to undertake technical and social internships. These internships, conducted in industry or research institutes, provide invaluable insights into the real-world applications of concepts learned in the classroom. This hands-on experience enhances the overall learning process and prepares students for successful integration into their chosen fields upon graduation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria2/2.6.2_23.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

521

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	View File
Paste link for the annual report	https://www.rajgurucollege.com/images/pdf/Annual-Report-2022-23.pdf#page=80

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)

<https://www.rajgurucollege.com/images/pdf/Student-satisfaction-survey-2022-23.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)

3.45

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
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

45

File Description	Documents
Report of the event	View File
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

31

File Description	Documents
Any additional information	View File
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

34

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

The College aims to mould students into responsible citizens of the nation by making them aware of social issues in their neighbourhood community Their holistic development would be a positive outcome for society.

Different activities organized were:

NSS organized health related programmes such as workshop on harmful effects of tobacco, poster making competition on HIV, Covid booster vaccination camp, and thalassemia screening camp and awareness drive. WDC sensitised students towards Prevention and Screening of Gynaecological Cancer, and Understanding

workplace ergonomics to Prevent Musculoskeletal Disorders

Unnat Bharat Abhiyan, the society, has adopted a nearby village and carried out Cleanliness & Hygiene Awareness and Mental Health drives.

Har Ghar Tiranga activities, monologue competition on 'Teachings from Shaheed Rajguru's Life' webinar on 121st Birth Anniversary of Dr. Shyama Prasad Mukherjee, Unity Run & Unity and Integrity Pledge taking ceremony helped in arousing patriotic feelings amongst the students.

Webinar on "Important Provisions under Constitution of India and Services being provided by DLSA", oath ceremony on Child Marriage Free India, training cum sensitization Programme on Women Rights in East District on Rights of acid attack victims, Domestic Violence, and 'Lack of Education Leads to Gender Based Violence', sensitized students towards social issues. The students of Physics department work towards safe disposal of e-waste.

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

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**

2

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

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

27

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

2067

File Description	Documents
Report of the event	View File
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

152

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
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

1

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

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, spread over 9 acres, has modern facilities and infrastructure. Situated near the Delhi-Noida border, it is well connected via local bus and Delhi-Metro. The college has two blocks: the administrative block and the academic block. The 4-storied academic block has fourteen departments, their laboratories, seminar rooms, lecture theatres and faculty rooms. The basement includes the gymnasium, common room, and canteen. The administrative block, besides the offices, has a 500-capacity state-of-art auditorium, conference room and library.

Learning Spaces: The lecture theatres are equipped with

appropriate, comfortable furniture; good ventilation and adequate light. Classrooms are equipped with LCD projectors and wi-fi. Three air-conditioned Seminar rooms with seating capacity of ~100 students each, are equipped with wi-fi, projector and audio system. The college has 46 well equipped, state-of-art laboratories spread across different departments. The Pilot Plant has processing equipment and machinery of the department of food Technology. The 3-floored air-conditioned library is RFID enabled, fully automated with e-access facilities.

Support Facilities The college has friendly infrastructure with ramps and lifts for specially-abled. The college has hostel facility for more than 100 students, a well-equipped Gymnasium and sports room, courts for various sports, open air amphitheatre, beautiful landscaped gardens and lawns, staff quarters for teaching as well as para-teaching staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria4/4.1.1_b.pdf

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

The college has a multi-purpose air-conditioned auditorium with a seating capacity of ~500 students. A spacious stage, projector, state-of-art light and sound arrangements makes it the perfect venue for hosting various intra and inter-college events. Another architectural delight of the college is its amphitheatre, with a seating capacity of 1000. Along with the large ground, it is used for events like technical and cultural festivals, concerts etc.

The college has various cultural societies namely-Music, Dance, Fashion, Theatre, Literary, Fine arts, Mental health, Finance, SPIC Macay and student clubs like Robotics, Movie, Environmental, Ek Bharat Shrestha Bharat for cultural, social and environment awareness and interactions. A students common room, NSS room, student-council room are exclusively used for various activities.

Facilities for Sports and Games (Details of Infrastructure for

sports)

- Athletics Ground-200 mtrs track
- Badminton Court-20 x 44 feet
- Kho kho Ground-27 x 16 mtrs
- Volleyball Court-60 x 30 feet
- Table Tennis-2.74 x 1.525 mtrs
- Aerobics Facility- Basement area
- Yoga Facility- Basement area
- Gymnasium- Well-equipped Gym (Treadmills, Cross Trainer, Spine Bikes, Vibro Machine Flat /Incline/Decline bench, Weights etc.)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria4/4.1.2_a.pdf

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

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajgurucollege.com/NAAC_GalleryGeo.aspx?id=27
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)**88.43631**

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)

Shaheed Rajguru College of Applied Sciences for Women Library complex comprises a three-floor building in the administrative block along with 585.80 sq. mtr area and 250 seating capacity. The college library is RFID (Radio Frequency Identification system) enabled, which is being used for library housekeeping operation. The system moves beyond security to become tracking system that combine security with more efficient tracking of books throughout the library, including easier and faster charge and discharge, inventorying, material handling. The automated book drop kiosk is used for easier return of books. The RFID system includes self-circulation desk, staff work station, security gate, book droop box, RFID reader, RFID sticker for book, RFID enabled member card, SMS and e-mail services in each book transaction.

The College library has more than 20,500 printed books and approx. 1,35,000 e-books, 11 printed journals and many scientific encyclopedia and periodicals covering all aspect of fundamental science, such as Electronics, Instrumentation, Food Technology, Computers Sciences, Psychology, Management, Microbiology, Psychology, Biomedical Sciences, Biology, Biochemistry, Chemistry, Physics etc.

In the process of digitization, the library has digital materials on its institutional repositories like New Product Development done by the 3rd year student of Food Technology.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria4/4.2.1_a_23.pdf

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)

18.63656

File Description	Documents
Any additional information	No File Uploaded
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

655

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 institute has significant ICT facilities on campus with both wired and wifi internet facility of 100MBPS MPLS-VPN for staff and students.

The servers with reserved IP address working in the college premises are as follows -

- Accounts Server
- Administrative Server
- Library Server

With the help of the basic server, all the departments, laboratories, administrative and accounts office along with library (with total no. 504 desktops and 290 laptops) are connected.

The college library subscribes to a large number of e-resources through UGC-Infonet, DULIS e-journal and NLIST of Inflibnet. It includes 11 online databases on Reference & Citation Sources, 7 online databases on Bibliographic Sources, 2 online databases on Citation Analysis Resources, 5 online databases on Financial and Statistical Sources, single database on Doctoral Thesis and 77 online databases on Full Text Sources. This includes around 1,35,000 e-journals available at present in the library with three wi-Fi e-libraries consisting of 87 computers. The library also has three laptops which are loaded with braille software and is fully wi-fi enabled. The college authorities have provided specific login id and password to faculty and students for accessing e - resources.

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

4.3.2 - Number of Computers

686

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

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

File Description	Documents
Upload any additional Information	No File Uploaded
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)

332.38366

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 ensures regular maintenance and upkeep and up gradation of all the infrastructural facilities with the help of various staff council committees, such as Purchase committee, Library Committee, Time table committee etc. approved by the Governing body.

The routine college and hostel building maintenance is carried out by Delhi Government regularly through PWD.

All the purchases are made through GeM portal only. To ensure the proper utilization of funds allocated to each department for procurement of equipment, instruments, recurring and non-recurring items, approval from purchase committee is required. The stock checking committee audits the labs, library and office annually and the condemned/ obsolete/outdated material is written/auctioned off to dispose the scrap with the established procedures.

The college library Committee, constituted with the librarian and teacher-in-charge of all academic departments, is responsible for updating the library.

Rationale and Optimal utilization of space and time is taken care by the timetable committee.

Sports grounds are maintained by the horticulture, electrical and civil departments of PWD,

IT infrastructure maintenance frequencies are real time- daily, weekly, monthly, quarterly or yearly as needed.

The Website maintenance committee reviews the website regularly for updating and enhancement of website design and content. The committee also coordinates with other committees to post relevant information.

Garden committee maintains and develops the college gardens and grounds.

Canteen/Hostel Committee is responsible for maintaining standards of the canteen and hostel.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria4/4.4.2_b_23.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

323

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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 benefited by scholarships, free ships etc. provided by the institution / non- government agencies during the year

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

198

File Description	Documents
Upload any additional information	View File
Number of students benefited 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

B. 3 of the above

File Description	Documents
Link to institutional website	https://www.rajgurucollege.com/
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

325

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

325

File Description	Documents
Any additional information	View File
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

A. All of the above

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

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

60

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

152

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

13

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

24

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)

The college ensures student representation in various administrative and cultural committees. These representatives are actively involved in academic and administrative activities such as Anti-Ragging, Entrepreneurial Development Cell, Eco Club, North East Cell, Student councils and departmental feedback committees. The Student Council, an elected body of students represents student's ideas and concerns with the college administration. The elected department council is entrusted with organising technical sessions and competitions via their departmental fest. The students play a paramount role in Internal quality assurance cell admissions, placements, proctorial issues, Discipline Resource Committee, College Complaint Committee and Gender Sensitization Committee etc.

The college has many cultural societies like Ahaarya (Dance), Mukhauta (Drama), Philyra (Music), Inklings (Literary), Glamfire (Fashion), Shuffleshots (Photography), Elvira (Art) etc. which have their own council/representatives. These societies enrich the students with new horizons for them to explore, further augmenting the institutional values of the college. The student council actively organises various intercollege and interuniversity sports and cultural events that are popular amongst the students

The college students also work for welfare of the society under NSS, Enactus, Unnat Bharat Abhiyaan etc with the aim to bridge social gaps and empower the underprivileged.

Through these representation and engagements students create a suitable environment for learning and growth.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/Responsibilities Student Council
Upload any additional information	View File

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

65

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

"Our institution does not have a formally registered alumni association, but we boast a highly active alumni cell. The primary aim of this cell is to serve as a vital link between the college and its former students. It diligently maintains comprehensive records of alumni along with their pertinent details, ensuring they are informed about the college's latest achievements.

The alumni cell actively engages in various non-monetary activities, including facilitating alumni interactions across different departments and organizing lecture series such as Vyakhyan and Shrinkhala. During these engagements, alumni generously share their time to visit the college, offering insights into current market trends and guiding students on potential career pathways. They generously impart their personal experiences, serving as invaluable mentors to the students.

Regular alumni visits to the campus play a pivotal role in assisting current students in event planning and club activities. Some alumni, occupying esteemed positions within their respective industries, inspire students to pursue excellence in their professional endeavors. Moreover, alumni extend their support in areas like campus placements and summer training programs, particularly in departments such as food

technology and instrumentation.

Overall, the alumni cell is dedicated to nurturing and enhancing the bond between the college and its alumni, thereby fostering a stronger sense of community and support."

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/Alumni
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	View File

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

SRCASW is positioned as a hub for impactful education, learning, and character development, with a focus on meeting the needs of students and the community it serves. The college prioritizes quality enhancement through the Internal Quality Assurance Cell (IQAC) and inclusive governance structures. The institution aligns with the National Education Policy (NEP) of 2020, adapting its curriculum and introducing Skill Enhancement and Value Added Courses. Faculty members are actively engaged in workshops and development programs to navigate the new courses.

In an effort to promote research, the college has launched its journal and fosters strong industry-academia ties through conferences and seminars. Faculty and non-teaching staff undergo continuous skill enhancement through Faculty Development Programs (FDP) and training sessions. The college emphasizes holistic education by exposing students to diverse cultural, environmental, and social issues through various programs and events.

The governance remains dedicated to realizing the Vision and Mission through consistent evaluation, extensive engagement with the faculty, and an ongoing feedback process. Overall, SRCASW stands as a dynamic educational institution committed to holistic development and quality education, aligning itself with contemporary educational frameworks and fostering a culture of continuous improvement.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/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.

The institution believes in practicing decentralization and participation of all stakeholders-students, faculty and the non-teaching staff in its management. The college has a Governing Body, which constitutes of the Principal, teaching and non-teaching representatives as its members apart from the university and government representatives which ensures an all inclusive environment in decision making. Further, various committees are constituted for specific purposes which aids in achieving participative management. Each of the committee has clear guidelines and role and committed to work under the guidelines of the IQAC. Each committee works for a specific operational purpose and consist of a convenor, co-convenor and members as a team which work together. For example The decentralization in Examination process is carried out smoothly by Examination Committee. Examination committee consists of Superintendent (Principal), Deputy Superintendents, Nodal Officer, teacher representatives from each department and some of para-teaching staff members. Examination committee ensures that the queries of students are resolved while filling up their examination forms. Examination committee checks and verifies examination form of each student after they are submitted at the examination portal of University. Examination committee also ensures that the list of papers given by each student is correct and verified at the college end. All the teaching and para teaching staff take participation in the efficient conduction of examination under the leadership of the Examination committee.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria6/6.1.2_b_23.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college operates within a strategic plan and has established the Centre for Multidisciplinary Research, Innovation, and Entrepreneurship to support research and innovation. The International Journal of Innovation and Multidisciplinary Research (IJAMR), initiated in 2022, focuses on various disciplines such as Biological Science, Economics, Environmental Studies, and more, with four issues published by May 31, 2023.

Under the Project Green Haven, the Department of Microbiology and Enactus Shaheed Rajguru organized a six-month certificate course and faculty development program on mushroom cultivation. The project, aimed at job creation and promoting mushrooms in diets, generated significant revenue through product sales and training programs. The success of the project, which included the cultivation of various mushroom types, demonstrates a commitment to social impact, economic development, and ecological sustainability.

Enactus, a student society dedicated to social advancement, conducts initiatives empowering individuals from economically disadvantaged backgrounds. These programs, facilitated by the Entrepreneurship Development Cell, enable students to delve into entrepreneurship, fostering self-sustainability and transitioning from job-seekers to job creators. The Institution Innovation Council oversees these endeavors, including diverse competitions and entrepreneurial skill development initiatives.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://ijiamr.cmrie.org/
Upload any additional information	No File Uploaded

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 institution fosters a positive work environment and a transparent mechanism, overseen by its Governing Body, Internal Quality Assurance Cell (IQAC), Staff Council, and Student Council. The Governing Body comprises internal members and individuals from diverse fields, including academia, industry, bureaucracy, and social work. Their powers and duties align with Statute 30 and Ordinances XVIII of the University of Delhi.

Decisions on matters like institutional suspension, abolition of positions, service rules, recruitment policies, and promotional policies are made under the supervision of the Governing Body. The Principal, serving as the chief executive and academic officer, plays a pivotal role in administration, organization of teaching, and extracurricular activities.

The IQAC establishes standards for quality maintenance, enhancement, and strives to keep institutional procedures current and aligned with adopted best practices. The Staff Council, consisting of the principal and teaching staff, strategically decides on admissions, sports, and various aspects of college administration through its committees.

The institute elects a Student Council to ensure adequate student representation. To uphold the highest standards of the work environment for all stakeholders, the college has a comprehensive grievance redressal system in place. Specific committees such as the SC/ST/OBC Cell, Internal Complaint Committee, and Anti-Ragging Committee address particular issues.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.rajgurucollege.com/Hierarchy
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	No File Uploaded
Screen shots of user interfaces	View File
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

As per the norms of University of Delhi, there are various welfare measures and facilities provided to the teaching and non-teaching staff at the college.

Welfare Measures - There is a provision for allotment of staff quarters for teaching and non-teaching staff of the college. The staff quarters are situated well within the college premises for the beneficiaries. A well-structured and well-functional gymnasium, with a trainer in place, is provided in the college for faculty, students and non-teaching staff. Fee reimbursement for children of all employees is also provided by the institution to a certain limit. Medical reimbursement can be availed by the staff according to the rules and guidelines adopted and approved by University of Delhi. Leave Travel Concession (LTC) facility is also available to teaching and non-teaching staff as per the rules of Government of India adopted

and approved by University of Delhi. Other facilities like Travelling Allowance, tuition fee reimbursement, advance and loans as adopted and approved by University of Delhi are made available to staff members.

Pensionary benefits, Provident Fund/New Pension Scheme benefits as adopted and approved by University of Delhi are also availed by the staff members.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/for_staff.aspx
Upload any additional information	View File

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

15

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)	View File

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

1

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	View File
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

27

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
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

In case of teaching staff, the norms set up by the UGC and adopted by the University of Delhi are adhered to. The teaching staff fills an annual self-appraisal report which contains

general information, teaching activities, involvement in student and research related activities, publication of papers, research guidance, patents, special lectures etc. On the basis of this proforma, Screening-cum-Evaluation Committee/Selection Committee set up by University of Delhi as per UGC Regulations scrutinizes the information provided and gives recommendations for promotion/career advancement. The faculty is promoted on the basis of the said recommendations. In case of non-teaching staff, the norms adopted and approved by the University of Delhi are adhered to. An annual performance appraisal proforma is provided to staff and the Reporting Officer fills points on the basis of assessment of work output, assessment of personal attributes and assessment of functional competency. General remarks about health, integrity, overall qualities including area of strengths and weaknesses, extraordinary achievements, significant failure are also given. Based on the above report, the Reviewing Officer gives his observations. Points given in the report are graded as Outstanding, Very Good, Good etc. and used for career progression schemes including promotion by Departmental Promotion Committee etc. On the basis of these, non-teaching staff are given promotion/career advancement as per prevalent recruitment rules.

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

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 college strives to achieve efficient and judicious use of available financial resources so that it can achieve its full capacity and resources can be mobilized in the most effective manner. This leaves no scope for misspending or misuse of valuable resources. To achieve this, the college conducts auditing by appointing auditors called external auditors, annually also known as Statutory Auditor or Chartered Accountant (CA), involved in stock checking of financial resources. The internal auditor is the Examiner of Local Fund Accounts (ELFA), Govt. of NCT of Delhi. Audit is also conducted by the C&AG. The CA and the ELFA conduct auditing and inspecting exercises every

year. The C&AG conducts an audit of all the years, every five years or so, in one-go or as per available resources for all years. The latest CA audit has been up-to-date till 2022-23. ELFA and C&AG audit has been done till 2021-22. After an audit process to resolve any doubts, there is a dispute settlement mechanism through which the resolution is achieved. Objections, if any, are placed before the Governing Body and remedial measures, if possible, are taken accordingly and are sent as replies to the respective auditing bodies.

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

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)

2.20557

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)	View File

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

Ours is a Constituent College of University of Delhi and is fully funded by Government of NCT of Delhi for grants related to salary, recurring expenses and capital expenses. The budget prepared by various departments is further scrutinized by the purchase committee and Governing Body and is then sent to the funding agency for approval. The buildings of the College are maintained by the PWD and funds are directly transferred to the PWD for this purpose by the funding agency for this. The college also receives funds in the form of fees from students which are

utilized for student welfare. The fee has been kept minimum to encourage students even from humble backgrounds to become a part of this academic institute. Since the college grants are given on a shortfall basis, there is no scope for creating corpus. The govt. funded projects are coveted as they facilitate building infrastructure for research. Sometimes funds are also received from UGC for seminars and conferences attended by faculty members after a proper application procedure for the same. At times, students generate funds from various industries/organizations in the form of sponsorships which are utilized in organizing activities. The college is a centre for IGNOU and School of Open Learning (SOL) and receive funds for being the same.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/images/pdf/Prospectus-SRCASW-2023-24-English.pdf#page=12
Upload any additional information	View File

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

Academic:

The IQAC has been identifying, initiating and continuously working on promoting and improving the different aspects to the teaching-learning process. The college participates in NIRF ranking and has secured positions 51, 36 and 32 in the previous 3 years respectively. College secured grade A+ in the last NAAC assessment cycle. College has adopted a fully transparent and democratic process for students' selection of generic elective, discipline specific elective and skill enhancement courses, keeping up with the spirit of LOCF-CBCS and NEP course objectives.

Infrastructure:

The college has started the process of upgradation ,repair and annual maintenance of existing equipments along with the submission of proposal for the development of new laboratories as the requirement of NEP based UGCF courses. Coaches are being

appointed to train students for specific games like Yoga, KhoKho, Volleyball, Badminton, Chess etc.

Feedback System

The Internal Academic and administrative audit committee under the IQAC meet regularly with different stakeholders and try to implement the suggestion in consultation with the Principal and Governing body of the college.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/IQAC.aspx
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

A system of addressing grievances has been placed. College conducts academic audits, remedial classes and takes student feedback. Each department keeps track of student performance and attendance. Student industry interaction via seminars and conferences, alumni meets etc has increased. Industry internships are encouraged. IQAC under its aegis assists in regular Conferences/ Workshops/ Seminars/ Webinars/ Talks/ Alumni interactions/ Educational trips, etc. Hands-on expertise and knowledge transfer is assured for students by exposing them to the latest technology, industrial trips, in-house projects at reputed organizations. To prepare students for research in their respective fields the college also provides training of tools required for research as per the curriculum. Short term courses for career counseling and counseling sessions are also provided. IQAC has encouraged various short term courses like German and Urdu language which has benefitted the students.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/images/pdf/Annual-Report-2022-23.pdf#page=25
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)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.rajgurucollege.com/images/pdf/Annual-Report-2022-23.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Safety and Security: The college has a Women Development Cell (WDC), the NSS, and the Proctorial board that work together to ensure the campus's safety. They regularly organize programs, self-defence workshops, and movie screenings on women's safety, and security. Women's helpline numbers are displayed. CCTV cameras are installed in the college. Anti-ragging Committee ensures zero tolerance for ragging. Female guards are widespread throughout the college. UGC guidelines and ordinances of the University of Delhi are strictly followed.

The College has a part time doctor for students and staff.

Additional Facilities: The college has an amphitheater, canteen space and student society rooms. The hostel has a recreation room for students. The hostel has a warden and a junior duty

assistant to solve the problems related to safety and security.

File Description	Documents
Annual gender sensitization action plan	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria7/7.1.1 a 23.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	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria7/7.1.1 b 23.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

Waste segregation and safe disposal are one facet of the college's sustainability efforts. The college processes solid or semi-solid organic wastes from the garden, canteen, and dorm mess using composting and vermicomposting technology. Paper trash is recycled either for crafts or for systemic recycling. Liquid waste is used in the sewage treatment plant owned by the college. It collects and repurposes wastewater from residential, commercial, and educational facilities into safe water. The PWD division offers consistent assistance. Purified water is used for both plant irrigation and toilet flushing. Biomedical waste is disposed of in various dustbins after being properly bagged and autoclaved. Faculty members and technical helpers are in charge of the college's cautious condonation of hazardous items. The college does not use any kind of radioactive material and abides by stringent government regulations and norms, which are

periodically updated.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria7/7.1.3_b_23.pdf
Any other relevant information	No File Uploaded

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

B. Any 3 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:

B. Any 3 of the above

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

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	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

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

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).

The college believes in treating students with dignity. Through dance, music, and drama in the campus, SPIC MACAY frequently presents programs for people of all religious backgrounds and promotes Indian culture. The goal of initiatives such as the Swachh Bharat Abhiyan, blood donation camps, and cleanliness drives is to unite students from many religious backgrounds. German language classes are also taken up by student with great enthusiasm. ENACTUS frequently discusses LGBTQIA+ groups in an effort to raise awareness of injustices. They had been given opportunity by society through various initiatives. The college has taken in slums in the nearby villages of Kondli, Dallupura, and Kalyanpuri as part of the Unnat Bharat Abhiyan (UBA). By gathering and distributing necessities, maintaining cleanliness, organizing awareness campaigns about various topics, and holding classes in these areas, the UBA promotes cleanliness. The college's North-East cell seeks to integrate lesser-known northeastern state cultures and customs into the mainstream in order to foster a spirit of fraternity and unity in diversity as a first step towards national unification. In the framework of the Ek Bharat Shrestha Bharat student exchange program, the college admits students from various states and cultural backgrounds.

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

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

The college understands the importance of its rights, obligations, and responsibilities under the constitution. The National Service Scheme, NSS of the college carries out activities round the year. Some of the activities are educating underprivileged kids from nearby slum areas, vermi-composting, Swachh Bharat Abhiyan, Old Age Home Visit, orphanage visit, collection Drives, road safety activities, women empowerment related activities etc. to name a few. In 2022-23, NSS conducted a program on June 26, 2023, wherein all employees signed an e-pledge in accordance with the Central Vigilance Commission's recommendation. NSS organizes regular webinars, workshops and poster making competitions to create awareness among the students. The National Service Scheme of Shaheed Rajguru Women in association with The East District Legal Services Authority under Azadi ka Amrit Mahotsav organised a webinar on "Important Provisions Under Constitution of India and Services Being Provided by DLSA". Workshop on the harmful effects of tobacco on September 16, 2022 and Fit India and Clean India Campaign 2.0 from October 2-31, 2022 are some examples. Youth Parliament is an apolitical, non-profit organisation dedicated to fostering youth freedom of expression. In line with Vasudhaiva Kutumbkam's philosophy, it supports fostering youth's potential to be change agents.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
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 **A. All of the above**

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.

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

The college honours national holidays as well as the anniversaries of patriots and freedom fighters. The college raises the flag and hosts cultural events in observance of Independence Day. Every year on August 24th, Rajguru Day honours the birth anniversary of Shiva Ram Hari Rajguru. September 5th is Teacher's Day and serves as a reminder of Dr. Sarvepalli Radhakrishnan's Guru-Shishya Parampara. Every year, NSS Day is observed with competitions including poster-making, blood giving, eye screening, a cleanliness campaign through the college campus, and street plays. The college has chosen surrounding slums and organised a cleanliness push under the Swachh Bharat Abhiyan to encourage cleanliness and hygiene among the residents. Every year on June 21st, people celebrate International Yoga Day. Teachers, staff members, and students all do yoga and meditation. Every year, a month-long workshop is arranged to commemorate Yoga Day. The EcoClub observes World Environment Day by planning special environmental events and discussions. Every year on March 8th, Women Development Cell commemorates Women's Day.

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

7.2 - Best Practices

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

Title of Practice 1: Reduction in utilization of single-use plastic in college

The college was recognized as District Eco-SDG Champion 2023 with outstanding performance Grade 'S' for East Delhi District by APEX SDG, MSME. The college successfully demonstrated its support to sustainable development goals and social responsibility by conducting and showcasing several Eco-SDG and Skill development activities. The College received another certificate of appreciation under the Blue Nudge - DRIIV - DEEPC fellowship for carrying out a collection drive for 3 months for waste plastic, PET and paper, nudging students and staff in the college.

Title of Practice 2: Promotion of Mushroom Cultivation and Imparting Entrepreneurial skills

The college is actively engaged in cultivation of various types of mushrooms such as button mushroom, oyster mushroom and king oyster mushroom. The college was invited to put up a stall showcasing mushroom cultivation at the Flower Show organized by the University of Delhi in February 2022. The event was graced by Prof. Yogesh Singh, the Honorable Vice-Chancellor of University. The vibrant variety of mushrooms were also displayed at the DU Centenary Celebration event in May 2023. The showcase was visited by the honorable Prime Minister of India, Mr. Narendra Modi, who appreciated the efforts and achievements of the program. The students and faculty members also received appreciation certificates for their enthusiastic participation in organizing India Mushroom Summit 2023 in association with Milkyway Spawn Technologies Ltd.

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

In response to the escalating environmental concerns and the urgent need to achieve the global SDGs, one of the priority objectives of the college is to maintain a green and clean campus. To accomplish the same, we are working towards thrust areas viz. efficient waste management strategies, prohibiting the use of single-use plastic, promoting sustainable alternatives. 'Beat the Plastic' campaign was conceived as a proactive measure within our college community. This initiative emerged with a central focus on fostering awareness, instigating behaviour change, and strategically collaborating with existing college entities. As evidence of success, the college is recognized as District Eco-SDG Champion 2023 with Outstanding Performance Grade 'S' by APEX SDG under MSME. The college also received a certificate of appreciation under the Blue Nudge - DRIIV - DEEPC fellowship for carrying out collection drive for waste plastic, PET and paper, nudging students in the college. The college was awarded the 'Green District Champion' certificate in the east district of Delhi for the session 2022-23. The college is also active partner of 'My 10 kg Plastic' campaign, to beat plastic pollution in collaboration with IPCA and 'Save Mother Earth Mission' wherein plastic waste collected regularly is given to waste collection vehicle.

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

The role of curriculum is to guide learning. The students are connected to the curricular content such that they not only absorb it but also comprehend it. The vision of the college is to implement the curriculum effectively. Since the senior faculty, are members of Committee of Courses, they are directly involved in curriculum designing of recently introduced NEP UGCF courses.

Action Plan

- Value added courses, Skill Enhancement courses, Discipline Specific Elective and Generic Elective courses are finalized before the commencement of every semester.
- Timetable Committee defines feasible slots for Generic Elective and Ability Enhancement Compulsory Courses in the timetable.

Value Addition

- Interaction with industry and research organizations, regular alumni meet, seminars and lectures from eminent speakers, add value to the curriculum and positive feedback for any charges.
- Students are encouraged to take up training and internship programs in various research institutions and industries.

Continuous Evaluation

- Internal assessment, being an integral part of curriculum, is undertaken transparently as per the University guidelines. Students are assessed through assignments, projects, class tests, group discussions,

presentations etc.

- For practical sessions, students are evaluated on the basis of their performance and understanding.

Resource Centre

- A fully automated, RFID enabled and well stocked library, large number of e - Resources facilitates regular teaching and provides resource material to the students for their internship and research projects.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

- The Academic calendar as notified by the University of Delhi is followed strictly. Teaching plan is prepared in such a manner, that each unit of the given course is completed successfully in the allocated time, taking semester break and other holidays into account.
- Continuous internal assessment is an integral component of NEP UGCF with 25% weightage in theory and 25% weightage in practical. This is in conformity with university guidelines and strictly followed for all the programmes in the college.
- The theory component comprises of tests, presentations, quiz, written assignments, prototype product making, projects etc.
- Continuous internal evaluation in practical class comprises of marks obtained from mock viva, product preparation (wherever applicable), record / practical files etc.
- At the end of each semester, internal assessment of theory classes is compiled and cumulative assessment is displayed

for the students.

- Finally, the Moderation Committee compiles, rectifies and verifies the internal assessment marks of students of all the programmes. At the end of the semester, It is uploaded on the University of Delhi portal, within the given time frame.

- Practical internal assessment marks are included in the final practical exam conducted in the college at the end of each semester. Total marks are then uploaded on the University of Delhi portal.

- Examinations are held as per schedule and the results are declared by the University of Delhi on time.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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	View File

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**

14

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)**

2

File Description	Documents
Any additional information	No File Uploaded
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

College offers several courses which integrate various cross cutting issues as part of their curriculum.

Gender Equality and Equal Opportunity: Certain courses like, contemporary India, Women and Empowerment, Marginalities in Indian Writing, Individual and Society engage with contemporary representations of women femininities, gender-parity and power. These courses elaborate how gender norms intersect with other norms, such as caste, race, religion and community to create further specific forms of privilege and oppression.

Environment and Sustainability: Environmental Studies, a compulsory course for all programmes, aims to sensitize students about various threats to the environment and guiding them for building a self-sustainable environment. Other courses related to environment and safety are Bio-safety and Bioethics, Food Safety, Environmental Microbiology, Environmental Psychology and Green Chemistry.

Human Value: Psychology of Individual Differences, Applied Social Psychology, Positive Psychology, Psychology of Peace, Psychology of Disability and Counselling Psychology are courses which emphasize upon self-reflection, understanding social problems, gaining knowledge about intervention strategies and create awareness about national, international peace and conflict. Yoga and Stress Management, Obesity Management are Generic Elective Courses which encompass various yogasanas, pranayams and satkarmas advocated for healthy living, health risks associated with obesity and ways to manage it.

Professional Ethics: Entrepreneurship Development, Business Ethics and Corporate Governance, IPR for Biologist, Counselling Psychology are the courses which inculcate ethical values, leadership qualities, entrepreneurial mindset and knowhow of intellectual rights.

File Description	Documents
Any additional information	No File Uploaded
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

9

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	View File
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

179

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

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	C. Any 2 of the above
File Description	Documents
URL for stakeholder feedback report	View File
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	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.rajgurucollege.com/feedback_reports.aspx
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	
686	
File Description	Documents
Any additional information	View File
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

281

File Description	Documents
Any additional information	View File
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

The college's pedagogical approach, focused on learning, caters to the diverse needs of both advanced and slower learners. Faculty members acknowledge the potential of advanced students and strive to cultivate it through various interventions and activities. This includes encouraging advanced learners to take on challenging assignments during summer internships, join professional bodies, engage in micro-level research projects, and participate in technical events, seminars, and workshops. These activities aim to instill leadership skills, elevate their learning experience, and unlock their full potential. Additionally, advanced learners receive extra classes for competitive exams, along with recommended reading materials and e-resources to enhance their academic proficiency.

Similarly, attention is devoted to slow learners through remedial classes, during which faculty members announce contact hours for one-on-one discussions to address their challenges. Slow learners are assigned more assignments and tests to enhance their skills and improve performance in semester-end exams. The promotion of peer-assisted learning programs and the formation of hands-on groups, comprising both slow and advanced learners, create a synergistic effect within the entire group. Bilingual teaching in the classroom further contributes to a supportive and inclusive learning environment.

File Description	Documents
Link for additional Information	https://www.rajgurucollege.com/NAAC/NAA C3/Criteria2/2.2.1_23.pdf
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
1740	111

File Description	Documents
Any additional information	View File

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

Experiential learning encompasses practical involvement, such as visits to diverse industries, research laboratories, institutes, and attending academic lectures by distinguished scientists and researchers. Students are motivated to undertake summer internship projects, engage in case studies, participate in role-playing, draft memos, lead discussions, and partake in self-reflection.

Participatory learning involves the exchange of personal experiences within the classroom, with constructive feedback aimed at promoting active student involvement. Team activities are organized to nurture team spirit and collaboration. Discussions about prior lectures assess students' existing knowledge, enhancing their focus and engagement. Students present on topics within or beyond their curriculum, fostering social awareness through classwork. The organization of interdepartmental and intercollegiate activities, encouragement of group discussions on current topics, and the use of short quizzes after covering specific subjects contribute to a dynamic learning environment.

Departments employ various problem-solving methods to enrich the learning process. This includes revisiting challenging topics and arranging extra lessons as needed. The

establishment of mentor-mentee relationships aims to dismantle barriers between teachers and students. Class reviews of assignments, tests, and questionnaires from the previous year further contribute to a comprehensive and interactive learning experience.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	https://www.rajgurucollege.com/NAAC/NAA C3/Criteria2/2.3.1 23.pdf

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

The college recognizes the pivotal role of Information and Communication Technology (ICT) in facilitating what it terms as experiential learning. This involves offering practical engagement through ICT-enabled classrooms and infrastructures.

To promote computer-based conceptual learning, the college employs software and videos, enhancing students' understanding. Additionally, electronic formats of question banks for both college and competitive exams are provided, supplementing theory classes with clarifying videos.

The integration of ICT extends to curriculum delivery through various media such as films, audio, and video. The college campus is equipped with Wi-Fi, ensuring widespread access. Students contribute to the learning environment by delivering presentations, utilizing ICT tools like MS PowerPoint and Prezi to enhance their oratory skills.

The library is fully automated and incorporates Radio Frequency Identification (RFID) technology. LCD projectors and laptops are available to support ICT-enhanced teaching, creating a technologically enriched educational experience.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.rajgurucollege.com/NAAC/NAA C3/Criteria2/2.3.2_23.pdf

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

90

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

111

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

75

File Description	Documents
Any additional information	View File
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

1000

File Description	Documents
Any additional information	View File
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.

The college places a strong emphasis on transparent communication regarding the evaluation process, ensuring that both students and their parents are well-informed during the orientation program for first-year students and at the start of each semester. The breakdown of the internal assessment marks across different components is thoroughly explained to students.

Assessments are thoughtfully crafted to not only gauge understanding but also to inspire and motivate students to excel in their tests. Constructive feedback on assignments and tests is provided to assist students in recognizing and addressing their weaknesses.

To maintain accountability, final internal assessment sheets

(IA) are shared with students, who are required to sign them to verify accuracy. The IA marks undergo moderation and monitoring at two levels, both departmental and institutional, ensuring the absence of discrepancies or biases. Monthly uploading of student attendance on the college website enhances transparency, particularly in courses where grades are contingent on attendance.

Recognizing the involvement of students in extracurricular activities, measures are in place to prevent them from missing class assignments. These students receive flexibility in assignment deadlines, acknowledging their active participation beyond the academic realm.

In practical classes, a comprehensive evaluation of students' daily performance in each experiment is conducted. This evaluation encompasses regularity, overall performance, viva sessions, and punctuality in submitting records, fostering a holistic assessment approach.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The college has established an effective mechanism for the prompt resolution of complaints related to grievances. Internal examinations, conducted in various formats such as tests, assignments, quizzes, and presentations, form a crucial part of the assessment process. The marks obtained by students in these internal examinations are communicated directly by the faculty members responsible for teaching the respective courses.

In the event of a student raising a complaint, the initial resolution is sought at the faculty level, where concerns are addressed by the individual faculty member. Should the complaint persist, the matter is then escalated to the departmental level, where a dedicated departmental moderation committee intervenes to address and resolve the discrepancy.

Furthermore, to ensure the integrity of grades, a monitoring committee appointed by the college reviews the grades before they are submitted to the University at the conclusion of each semester. This multi-tiered approach not only allows for the timely resolution of complaints but also upholds the overall accuracy and fairness of the grading system.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	https://www.rajgurucollege.com/NAAC/NAA C3/Criteria2/2.5.2_23.pdf

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 strictly follows the curriculum outlined by the University for all its courses. Syllabi are provided, containing a weekly lecture schedule that aids instructors in planning classes well in advance. Each assignment is accompanied by explicitly stated course objectives, facilitating instructors in preparing lectures with clear goals. In the classroom, teachers begin by stating the learning objectives before delving into a specific topic and recapitulate the outcomes after its completion.

The orientation program for first-year students, to which parents are invited, serves as an introduction to the course on the first day of the academic session. A comprehensive course outline for all programs is presented during this session. Additionally, information on internships and students pursuing higher studies is shared, and students are guided on a tour of the labs to familiarize themselves with the college's facilities and infrastructure.

To provide insights into potential career paths, alumni are invited to address students and share their experiences. The college proudly displays the achievements of alumni on a dedicated wall in the administration building. This not only serves as motivation but also helps current students identify areas for improvement, with guidance provided on bridging

these gaps. Overall, these initiatives contribute to a well-informed and prepared student body.

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

Exemplary student outcomes and high-ranking positions at the university serve as key indicators of academic performance in the programs offered by the institute. The success and well-placed positions of alumni further attest to the relevance and demand for the courses taught, particularly within the industry. Notably, alumni actively pursuing higher education and engaging in research, both within India and abroad, underscore the institute's commitment to maintaining high academic standards.

The quantification of knowledge acquisition is reflected through academic grades and scores, providing a tangible measure of student proficiency. Continuous assessment serves as immediate feedback on the teaching and learning process, allowing for timely adjustments. Any identified gaps in understanding are addressed through targeted measures, including revisiting topics or allocating additional time to concepts that students find challenging.

To bridge the gap between theory and practical application, students are strongly encouraged to undertake technical and social internships. These internships, conducted in industry or research institutes, provide invaluable insights into the real-world applications of concepts learned in the classroom. This hands-on experience enhances the overall learning process and prepares students for successful integration into their chosen fields upon graduation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria2/2.6.2_23.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

521

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	View File
Paste link for the annual report	https://www.rajgurucollege.com/images/pdf/Annual-Report-2022-23.pdf#page=80

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)

<https://www.rajgurucollege.com/images/pdf/Student-satisfaction-survey-2022-23.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)

3.45

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

1

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
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

45

File Description	Documents
Report of the event	View File
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

31

File Description	Documents
Any additional information	View File
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

34

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

The College aims to mould students into responsible citizens of the nation by making them aware of social issues in their neighbourhood community Their holistic development would be a positive outcome for society.

Different activities organized were:

NSS organized health related programmes such as workshop on harmful effects of tobacco, poster making competition on HIV, Covid booster vaccination camp, and thalassemia screening camp and awareness drive. WDC sensitised students towards

Prevention and Screening of Gynaecological Cancer, and Understanding workplace ergonomics to Prevent Musculoskeletal Disorders

Unnat Bharat Abhiyan, the society, has adopted a nearby village and carried out Cleanliness & Hygiene Awareness and Mental Health drives.

Har Ghar Tiranga activities, monologue competition on 'Teachings from Shaheed Rajguru's Life' webinar on 121st Birth Anniversary of Dr. Shyama Prasad Mukherjee, Unity Run & Unity and Integrity Pledge taking ceremony helped in arousing patriotic feelings amongst the students.

Webinar on "Important Provisions under Constitution of India and Services being provided by DLSA", oath ceremony on Child Marriage Free India, training cum sensitization Programme on Women Rights in East District on Rights of acid attack victims, Domestic Violence, and 'Lack of Education Leads to Gender Based Violence', sensitized students towards social issues. The students of Physics department work towards safe disposal of e-waste.

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

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

2

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

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

27

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

2067

File Description	Documents
Report of the event	View File
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

152

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
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

1

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

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, spread over 9 acres, has modern facilities and infrastructure. Situated near the Delhi-Noida border, it is well connected via local bus and Delhi-Metro. The college has two blocks: the administrative block and the academic block. The 4-storied academic block has fourteen departments, their laboratories, seminar rooms, lecture theatres and faculty rooms. The basement includes the gymnasium, common room, and canteen. The administrative block, besides the offices, has a 500-capacity state-of-art auditorium, conference room and library.

Learning Spaces: The lecture theatres are equipped with appropriate, comfortable furniture; good ventilation and adequate light. Classrooms are equipped with LCD projectors and wi-fi. Three air-conditioned Seminar rooms with seating capacity of ~100 students each, are equipped with wi-fi, projector and audio system. The college has 46 well equipped, state-of-art laboratories spread across different departments. The Pilot Plant has processing equipment and machinery of the department of food Technology. The 3-floored air-conditioned library is RFID enabled, fully automated with e-access facilities.

Support Facilities The college has friendly infrastructure with ramps and lifts for specially-abled. The college has hostel facility for more than 100 students, a well-equipped Gymnasium and sports room, courts for various sports, open air amphitheatre, beautiful landscaped gardens and lawns, staff quarters for teaching as well as para-teaching staff.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajgurucollege.com/NAAC/NAA C3/Criteria4/4.1.1_b.pdf

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

The college has a multi-purpose air-conditioned auditorium with a seating capacity of ~500 students. A spacious stage, projector, state-of-art light and sound arrangements makes it the perfect venue for hosting various intra and inter-college events. Another architectural delight of the college is its amphitheatre, with a seating capacity of 1000. Along with the large ground, it is used for events like technical and cultural festivals, concerts etc.

The college has various cultural societies namely-Music, Dance, Fashion, Theatre, Literary, Fine arts, Mental health, Finance, SPIC Macay and student clubs like Robotics, Movie, Environmental, Ek Bharat Shrestha Bharat for cultural, social and environment awareness and interactions. A students common room, NSS room, student-council room are exclusively used for various activities.

Facilities for Sports and Games (Details of Infrastructure for sports)

- Athletics Ground-200 mtrs track
- Badminton Court-20 x 44 feet
- Kho kho Ground-27 x 16 mtrs
- Volleyball Court-60 x 30 feet
- Table Tennis-2.74 x 1.525 mtrs
- Aerobics Facility- Basement area
- Yoga Facility- Basement area
- Gymnasium- Well-equipped Gym (Treadmills, Cross Trainer, Spine Bikes, Vibro Machine Flat /Incline/Decline bench, Weights etc.)

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria4/4.1.2_a.pdf

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

20

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

20

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.rajgurucollege.com/NAAC_GalleryGeo.aspx?id=27
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)

88.43631

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)**

Shaheed Rajguru College of Applied Sciences for Women Library complex comprises a three-floor building in the administrative block along with 585.80 sq. mtr area and 250 seating capacity. The college library is RFID (Radio Frequency Identification system) enabled, which is being used for library housekeeping operation. The system moves beyond security to become tracking system that combine security with more efficient tracking of books throughout the library, including easier and faster charge and discharge, inventorying, material handling. The automated book drop kiosk is used for easier return of books. The RFID system includes self-circulation desk, staff work station, security gate, book drop box, RFID reader, RFID sticker for book, RFID enabled member card, SMS and e-mail services in each book transaction.

The College library has more than 20,500 printed books and approx. 1,35,000 e-books, 11 printed journals and many scientific encyclopedia and periodicals covering all aspect of fundamental science, such as Electronics, Instrumentation, Food Technology, Computers Sciences, Psychology, Management, Microbiology, Psychology, Biomedical Sciences, Biology, Biochemistry, Chemistry, Physics etc.

In the process of digitization, the library has digital materials on its institutional repositories like New Product Development done by the 3rd year student of Food Technology.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.rajgurucollege.com/NAAC/NAA C3/Criteria4/4.2.1_a_23.pdf

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)

18.63656

File Description	Documents
Any additional information	No File Uploaded
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

655

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 institute has significant ICT facilities on campus with both wired and wifi internet facility of 100MBPS MPLS-VPN for staff and students.

The servers with reserved IP address working in the college premises are as follows -

- Accounts Server
- Administrative Server
- Library Server

With the help of the basic server, all the departments, laboratories, administrative and accounts office along with library (with total no. 504 desktops and 290 laptops) are connected.

The college library subscribes to a large number of e-resources through UGC-Infonet, DULIS e-journal and NLIST of Inflibnet. It includes 11 online databases on Reference & Citation Sources, 7 online databases on Bibliographic Sources, 2 online databases on Citation Analysis Resources, 5 online databases on Financial and Statistical Sources, single database on Doctoral Thesis and 77 online databases on Full Text Sources. This includes around 1,35,000 e-journals available at present in the library with three wi-Fi e-libraries consisting of 87 computers. The library also has three laptops which are loaded with braille software and is fully wi-fi enabled. The college authorities have provided specific login id and password to faculty and students for accessing e - resources.

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

4.3.2 - Number of Computers

686

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
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)**

332.38366

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 ensures regular maintenance and upkeep and up gradation of all the infrastructural facilities with the help of various staff council committees, such as Purchase committee, Library Committee, Time table committee etc. approved by the Governing body.

The routine college and hostel building maintenance is carried out by Delhi Government regularly through PWD.

All the purchases are made through GeM portal only. To ensure the proper utilization of funds allocated to each department for procurement of equipment, instruments, recurring and non-recurring items, approval from purchase committee is required. The stock checking committee audits the labs, library and office annually and the condemned/ obsolete/outdated material is written/auctioned off to dispose the scrap with the established procedures.

The college library Committee, constituted with the librarian and teacher-in-charge of all academic departments, is responsible for updating the library.

Rationale and Optimal utilization of space and time is taken care by the timetable committee.

Sports grounds are maintained by the horticulture, electrical and civil departments of PWD,

IT infrastructure maintenance frequencies are real time-

daily, weekly, monthly, quarterly or yearly as needed.

The Website maintenance committee reviews the website regularly for updating and enhancement of website design and content. The committee also coordinates with other committees to post relevant information.

Garden committee maintains and develops the college gardens and grounds.

Canteen/Hostel Committee is responsible for maintaining standards of the canteen and hostel.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria4/4.4.2_b_23.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

323

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

198

File Description	Documents
Upload any additional information	View File
Number of students benefited 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

B. 3 of the above

File Description	Documents
Link to institutional website	https://www.rajgurucollege.com/
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

325

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

325

File Description	Documents
Any additional information	View File
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

60

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

152

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

13

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

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.

24

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)

The college ensures student representation in various administrative and cultural committees. These representatives are actively involved in academic and administrative activities such as Anti-Ragging, Entrepreneurial Development Cell, Eco Club, North East Cell, Student councils and departmental feedback committees. The Student Council, an elected body of students represents student's ideas and concerns with the college administration. The elected department council is entrusted with organising technical sessions and competitions via their departmental fest. The students play a paramount role in Internal quality assurance cell admissions, placements, proctorial issues, Discipline Resource Committee, College Complaint Committee and Gender Sensitization Committee etc.

The college has many cultural societies like Ahaarya (Dance), Mukhauta (Drama), Philyra (Music), Inklings (Literary), Glamfire (Fashion), Shuffleshots (Photography), Elvira (Art) etc. which have their own council/representatives. These societies enrich the students with new horizons for them to explore, further augmenting the institutional values of the college. The student council actively organises various intercollege and interuniversity sports and cultural events that are popular amongst the students

The college students also work for welfare of the society under NSS, Enactus, Unnat Bharat Abhiyaan etc with the aim to bridge social gaps and empower the underprivileged.

Through these representation and engagements students create a suitable environment for learning and growth.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/Responsibilities Student Council
Upload any additional information	View File

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

65

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

"Our institution does not have a formally registered alumni association, but we boast a highly active alumni cell. The primary aim of this cell is to serve as a vital link between the college and its former students. It diligently maintains comprehensive records of alumni along with their pertinent details, ensuring they are informed about the college's latest achievements.

The alumni cell actively engages in various non-monetary activities, including facilitating alumni interactions across different departments and organizing lecture series such as

Vyakhyan and Shrinkhala. During these engagements, alumni generously share their time to visit the college, offering insights into current market trends and guiding students on potential career pathways. They generously impart their personal experiences, serving as invaluable mentors to the students.

Regular alumni visits to the campus play a pivotal role in assisting current students in event planning and club activities. Some alumni, occupying esteemed positions within their respective industries, inspire students to pursue excellence in their professional endeavors. Moreover, alumni extend their support in areas like campus placements and summer training programs, particularly in departments such as food technology and instrumentation.

Overall, the alumni cell is dedicated to nurturing and enhancing the bond between the college and its alumni, thereby fostering a stronger sense of community and support."

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/Alumni
Upload any additional information	No File Uploaded

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

D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

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

SRCASW is positioned as a hub for impactful education, learning, and character development, with a focus on meeting the needs of students and the community it serves. The college prioritizes quality enhancement through the Internal

Quality Assurance Cell (IQAC) and inclusive governance structures. The institution aligns with the National Education Policy (NEP) of 2020, adapting its curriculum and introducing Skill Enhancement and Value Added Courses. Faculty members are actively engaged in workshops and development programs to navigate the new courses.

In an effort to promote research, the college has launched its journal and fosters strong industry-academia ties through conferences and seminars. Faculty and non-teaching staff undergo continuous skill enhancement through Faculty Development Programs (FDP) and training sessions. The college emphasizes holistic education by exposing students to diverse cultural, environmental, and social issues through various programs and events.

The governance remains dedicated to realizing the Vision and Mission through consistent evaluation, extensive engagement with the faculty, and an ongoing feedback process. Overall, SRCASW stands as a dynamic educational institution committed to holistic development and quality education, aligning itself with contemporary educational frameworks and fostering a culture of continuous improvement.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/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.

The institution believes in practicing decentralization and participation of all stakeholders-students, faculty and the non-teaching staff in its management. The college has a Governing Body, which constitutes of the Principal, teaching and non-teaching representatives as its members apart from the university and government representatives which ensures an all inclusive environment in decision making. Further, various committees are constituted for specific purposes which aids in achieving participative management. Each of the committee has clear guidelines and role and committed to work under the guidelines of the IQAC. Each committee works for a

specific operational purpose and consist of a convenor, co-convenor and members as a team which work together. For example The decentralization in Examination process is carried out smoothly by Examination Committee. Examination committee consists of Superintendent (Principal), Deputy Superintendents, Nodal Officer, teacher representatives from each department and some of para-teaching staff members. Examination committee ensures that the queries of students are resolved while filling up their examination forms. Examination committee checks and verifies examination form of each student after they are submitted at the examination portal of University. Examination committee also ensures that the list of papers given by each student is correct and verified at the college end. All the teaching and para teaching staff take participation in the efficient conduction of examination under the leadership of the Examination committee.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/NAAC/NAA C3/Criteria6/6.1.2_b_23.pdf
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college operates within a strategic plan and has established the Centre for Multidisciplinary Research, Innovation, and Entrepreneurship to support research and innovation. The International Journal of Innovation and Multidisciplinary Research (IJAMR), initiated in 2022, focuses on various disciplines such as Biological Science, Economics, Environmental Studies, and more, with four issues published by May 31, 2023.

Under the Project Green Haven, the Department of Microbiology and Enactus Shaheed Rajguru organized a six-month certificate course and faculty development program on mushroom cultivation. The project, aimed at job creation and promoting mushrooms in diets, generated significant revenue through product sales and training programs. The success of the project, which included the cultivation of various mushroom types, demonstrates a commitment to social impact, economic

development, and ecological sustainability.

Enactus, a student society dedicated to social advancement, conducts initiatives empowering individuals from economically disadvantaged backgrounds. These programs, facilitated by the Entrepreneurship Development Cell, enable students to delve into entrepreneurship, fostering self-sustainability and transitioning from job-seekers to job creators. The Institution Innovation Council oversees these endeavors, including diverse competitions and entrepreneurial skill development initiatives.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://ijiamr.cmrie.org/
Upload any additional information	No File Uploaded

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 institution fosters a positive work environment and a transparent mechanism, overseen by its Governing Body, Internal Quality Assurance Cell (IQAC), Staff Council, and Student Council. The Governing Body comprises internal members and individuals from diverse fields, including academia, industry, bureaucracy, and social work. Their powers and duties align with Statute 30 and Ordinances XVIII of the University of Delhi.

Decisions on matters like institutional suspension, abolition of positions, service rules, recruitment policies, and promotional policies are made under the supervision of the Governing Body. The Principal, serving as the chief executive and academic officer, plays a pivotal role in administration, organization of teaching, and extracurricular activities.

The IQAC establishes standards for quality maintenance, enhancement, and strives to keep institutional procedures current and aligned with adopted best practices. The Staff Council, consisting of the principal and teaching staff, strategically decides on admissions, sports, and various

aspects of college administration through its committees.

The institute elects a Student Council to ensure adequate student representation. To uphold the highest standards of the work environment for all stakeholders, the college has a comprehensive grievance redressal system in place. Specific committees such as the SC/ST/OBC Cell, Internal Complaint Committee, and Anti-Ragging Committee address particular issues.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://www.rajgurucollege.com/Hierarchy
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	No File Uploaded
Screen shots of user interfaces	View File
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

As per the norms of University of Delhi, there are various welfare measures and facilities provided to the teaching and non-teaching staff at the college.

Welfare Measures - There is a provision for allotment of staff quarters for teaching and non-teaching staff of the college. The staff quarters are situated well within the college premises for the beneficiaries. A well-structured and well-functional gymnasium, with a trainer in place, is provided in the college for faculty, students and non-teaching staff. Fee reimbursement for children of all employees is also provided by the institution to a certain limit. Medical reimbursement can be availed by the staff according to the rules and guidelines adopted and approved by University of Delhi. Leave Travel Concession (LTC) facility is also available to teaching and non-teaching staff as per the rules of Government of India adopted and approved by University of Delhi. Other facilities like Travelling Allowance, tuition fee reimbursement, advance and loans as adopted and approved by University of Delhi are made available to staff members.

Pensionary benefits, Provident Fund/New Pension Scheme benefits as adopted and approved by University of Delhi are also availed by the staff members.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/for_staff.aspx
Upload any additional information	View File

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

15

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)	View File

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

1

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	View File
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

27

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
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

In case of teaching staff, the norms set up by the UGC and adopted by the University of Delhi are adhered to. The teaching staff fills an annual self-appraisal report which contains general information, teaching activities, involvement in student and research related activities, publication of papers, research guidance, patents, special lectures etc. On the basis of this proforma, Screening-cum-Evaluation Committee/Selection Committee set up by University of Delhi as per UGC Regulations scrutinizes the information provided and gives recommendations for promotion/career advancement. The faculty is promoted on the basis of the said recommendations. In case of non-teaching staff, the norms adopted and approved by the University of Delhi are adhered to. An annual performance appraisal proforma is provided to staff and the Reporting Officer fills points on the basis of assessment of work output, assessment of personal attributes and assessment of functional competency. General remarks about health, integrity, overall qualities including area of strengths and weaknesses, extraordinary achievements, significant failure are also given. Based on the above report, the Reviewing Officer gives his observations. Points given in the report are graded as Outstanding, Very Good, Good etc. and used for career progression schemes including promotion by Departmental Promotion Committee etc. On the basis of these, non-teaching staff are given promotion/career advancement as per prevalent recruitment rules.

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

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 college strives to achieve efficient and judicious use of available financial resources so that it can achieve its full capacity and resources can be mobilized in the most effective manner. This leaves no scope for misspending or misuse of valuable resources. To achieve this, the college conducts auditing by appointing auditors called external auditors, annually also known as Statutory Auditor or Chartered Accountant (CA), involved in stock checking of financial resources. The internal auditor is the Examiner of Local Fund Accounts (ELFA), Govt. of NCT of Delhi. Audit is also conducted by the C&AG. The CA and the ELFA conduct auditing and inspecting exercises every year. The C&AG conducts an audit of all the years, every five years or so, in one-go or as per available resources for all years. The latest CA audit has been up-to-date till 2022-23. ELFA and C&AG audit has been done till 2021-22. After an audit process to resolve any doubts, there is a dispute settlement mechanism through which the resolution is achieved. Objections, if any, are placed before the Governing Body and remedial measures, if possible, are taken accordingly and are sent as replies to the respective auditing bodies.

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

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)

2.20557	
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)	View File
6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources	
<p>Ours is a Constituent College of University of Delhi and is fully funded by Government of NCT of Delhi for grants related to salary, recurring expenses and capital expenses. The budget prepared by various departments is further scrutinized by the purchase committee and Governing Body and is then sent to the funding agency for approval. The buildings of the College are maintained by the PWD and funds are directly transferred to the PWD for this purpose by the funding agency for this. The college also receives funds in the form of fees from students which are utilized for student welfare. The fee has been kept minimum to encourage students even from humble backgrounds to become a part of this academic institute. Since the college grants are given on a shortfall basis, there is no scope for creating corpus. The govt. funded projects are coveted as they facilitate building infrastructure for research. Sometimes funds are also received from UGC for seminars and conferences attended by faculty members after a proper application procedure for the same. At times, students generate funds from various industries/organizations in the form of sponsorships which are utilized in organizing activities. The college is a centre for IGNOU and School of Open Learning (SOL) and receive funds for being the same.</p>	

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/images/pdf/Prospectus-SRCASW-2023-24-English.pdf#page=12
Upload any additional information	View File

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

Academic:

The IQAC has been identifying, initiating and continuously working on promoting and improving the different aspects to the teaching-learning process. The college participates in NIRF ranking and has secured positions 51, 36 and 32 in the previous 3 years respectively. College secured grade A+ in the last NAAC assessment cycle. College has adopted a fully transparent and democratic process for students' selection of generic elective, discipline specific elective and skill enhancement courses, keeping up with the spirit of LOCF-CBCS and NEP course objectives.

Infrastructure:

The college has started the process of upgradation ,repair and annual maintenance of existing equipments along with the submission of proposal for the development of new laboratories as the requirement of NEP based UGCF courses. Coaches are being appointed to train students for specific games like Yoga, KhoKho, Volleyball, Badminton, Chess etc.

Feedback System

The Internal Academic and administrative audit committee under the IQAC meet regularly with different stakeholders and try to implement the suggestion in consultation with the Principal and Governing body of the college.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/IQAC.asp x
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

A system of addressing grievances has been placed. College conducts academic audits, remedial classes and takes student feedback. Each department keeps track of student performance and attendance. Student industry interaction via seminars and conferences, alumni meets etc has increased. Industry internships are encouraged. IQAC under its aegis assists in regular Conferences/ Workshops/ Seminars/ Webinars/ Talks/ Alumni interactions/ Educational trips, etc. Hands-on expertise and knowledge transfer is assured for students by exposing them to the latest technology, industrial trips, in-house projects at reputed organizations. To prepare students for research in their respective fields the college also provides training of tools required for research as per the curriculum. Short term courses for career counseling and counseling sessions are also provided. IQAC has encouraged various short term courses like German and Urdu language which has benefitted the students.

File Description	Documents
Paste link for additional information	https://www.rajgurucollege.com/images/pdf/Annual-Report-2022-23.pdf#page=25
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

A. All of the above

international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.rajgurucollege.com/images/pdf/Annual-Report-2022-23.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

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

Safety and Security: The college has a Women Development Cell (WDC), the NSS, and the Proctorial board that work together to ensure the campus's safety. They regularly organize programs, self-defence workshops, and movie screenings on women's safety, and security. Women's helpline numbers are displayed. CCTV cameras are installed in the college. Anti-ragging Committee ensures zero tolerance for ragging. Female guards are widespread throughout the college. UGC guidelines and ordinances of the University of Delhi are strictly followed.

The College has a part time doctor for students and staff.

Additional Facilities: The college has an amphitheater, canteen space and student society rooms. The hostel has a recreation room for students. The hostel has a warden and a junior duty assistant to solve the problems related to safety and security.

File Description	Documents
Annual gender sensitization action plan	https://www.rajgurucollege.com/NAAC/NAA C3/Criteria7/7.1.1_a_23.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	https://www.rajgurucollege.com/NAAC/NAA C3/Criteria7/7.1.1_b_23.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

Waste segregation and safe disposal are one facet of the college's sustainability efforts. The college processes solid or semi-solid organic wastes from the garden, canteen, and dorm mess using composting and vermicomposting technology. Paper trash is recycled either for crafts or for systemic recycling. Liquid waste is used in the sewage treatment plant owned by the college. It collects and repurposes wastewater from residential, commercial, and educational facilities into safe water. The PWD division offers consistent assistance. Purified water is used for both plant irrigation and toilet flushing. Biomedical waste is disposed of in various dustbins after being properly bagged and autoclaved. Faculty members and technical helpers are in charge of the college's cautious condonation of hazardous items. The college does not use any

kind of radioactive material and abides by stringent government regulations and norms, which are periodically updated.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://www.rajgurucollege.com/NAAC/NAAC3/Criteria7/7.1.3_b_23.pdf
Any other relevant information	No File Uploaded

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

B. Any 3 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**

B. Any 3 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	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

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

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).

The college believes in treating students with dignity. Through dance, music, and drama in the campus, SPIC MACAY frequently presents programs for people of all religious backgrounds and promotes Indian culture. The goal of initiatives such as the Swachh Bharat Abhiyan, blood donation camps, and cleanliness drives is to unite students from many religious backgrounds. German language classes are also taken up by student with great enthusiasm. ENACTUS frequently discusses LGBTQIA+ groups in an effort to raise awareness of injustices. They had been given opportunity by society through various initiatives. The college has taken in slums in the nearby villages of Kondli, Dallupura, and Kalyanpuri as part of the Unnat Bharat Abhiyan (UBA). By gathering and distributing necessities, maintaining cleanliness, organizing awareness campaigns about various topics, and holding classes in these areas, the UBA promotes cleanliness. The college's North-East cell seeks to integrate lesser-known northeastern state cultures and customs into the mainstream in order to foster a spirit of fraternity and unity in diversity as a first step towards national unification. In the framework of the Ek Bharat Shrestha Bharat student exchange program, the college admits students from various states and cultural backgrounds.

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

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

The college understands the importance of its rights, obligations, and responsibilities under the constitution. The National Service Scheme, NSS of the college carries out activities round the year. Some of the activities are educating underprivileged kids from nearby slum areas, vermi-composting, Swacch Bharat Abhiyan, Old Age Home Visit, orphanage visit, collection Drives, road safety activities, women empowerment related activities etc. to name a few. In 2022-23, NSS conducted a program on June 26, 2023, wherein all employees signed an e-pledge in accordance with the Central Vigilance Commission's recommendation. NSS organizes regular webinars, workshops and poster making competitions to create awareness among the students. The National Service Scheme of Shaheed Rajguru Women in association with The East District Legal Services Authority under Azadi ka Amrit Mahotsav organised a webinar on "Important Provisions Under Constitution of India and Services Being Provided by DLSA". Workshop on the harmful effects of tobacco on September 16, 2022 and Fit India and Clean India Campaign 2.0 from October 2-31, 2022 are some examples. Youth Parliament is an apolitical, non-profit organisation dedicated to fostering youth freedom of expression. In line with Vasudhaiva Kutumbkam's philosophy, it supports fostering youth's potential to be change agents.

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

<p>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</p> <p>4. Annual awareness programmes on Code of Conduct are organized</p>	<p>A. All of the above</p>
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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

The college honours national holidays as well as the anniversaries of patriots and freedom fighters. The college raises the flag and hosts cultural events in observance of Independence Day. Every year on August 24th, Rajguru Day honours the birth anniversary of Shiva Ram Hari Rajguru. September 5th is Teacher's Day and serves as a reminder of Dr. Sarvepalli Radhakrishnan's Guru-Shishya Parampara. Every year, NSS Day is observed with competitions including poster-making, blood giving, eye screening, a cleanliness campaign through the college campus, and street plays. The college has chosen surrounding slums and organised a cleanliness push under the Swachh Bharat Abhiyan to encourage cleanliness and hygiene among the residents. Every year on June 21st, people celebrate International Yoga Day. Teachers, staff members, and students all do yoga and meditation. Every year, a month-

long workshop is arranged to commemorate Yoga Day. The EcoClub observes World Environment Day by planning special environmental events and discussions. Every year on March 8th, Women Development Cell commemorates Women's Day.

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

7.2 - Best Practices

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

Title of Practice 1: Reduction in utilization of single-use plastic in college

The college was recognized as District Eco-SDG Champion 2023 with outstanding performance Grade 'S' for East Delhi District by APEX SDG, MSME. The college successfully demonstrated its support to sustainable development goals and social responsibility by conducting and showcasing several Eco-SDG and Skill development activities. The College received another certificate of appreciation under the Blue Nudge - DRIIV - DEEPC fellowship for carrying out a collection drive for 3 months for waste plastic, PET and paper, nudging students and staff in the college.

Title of Practice 2: Promotion of Mushroom Cultivation and Imparting Entrepreneurial skills

The college is actively engaged in cultivation of various types of mushrooms such as button mushroom, oyster mushroom and king oyster mushroom. The college was invited to put up a stall showcasing mushroom cultivation at the Flower Show organized by the University of Delhi in February 2022. The event was graced by Prof. Yogesh Singh, the Honorable Vice-Chancellor of University. The vibrant variety of mushrooms were also displayed at the DU Centenary Celebration event in May 2023. The showcase was visited by the honorable Prime

Minister of India, Mr. Narendra Modi, who appreciated the efforts and achievements of the program. The students and faculty members also received appreciation certificates for their enthusiastic participation in organizing India Mushroom Summit 2023 in association with Milkyway Spawn Technologies Ltd.

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

In response to the escalating environmental concerns and the urgent need to achieve the global SDGs, one of the priority objectives of the college is to maintain a green and clean campus. To accomplish the same, we are working towards thrust areas viz. efficient waste management strategies, prohibiting the use of single-use plastic, promoting sustainable alternatives. 'Beat the Plastic' campaign was conceived as a proactive measure within our college community. This initiative emerged with a central focus on fostering awareness, instigating behaviour change, and strategically collaborating with existing college entities. As evidence of success, the college is recognized as District Eco-SDG Champion 2023 with Outstanding Performance Grade 'S' by APEX SDG under MSME. The college also received a certificate of appreciation under the Blue Nudge - DRIIV - DEEPC fellowship for carrying out collection drive for waste plastic, PET and paper, nudging students in the college. The college was awarded the 'Green District Champion' certificate in the east district of Delhi for the session 2022-23. The college is also active partner of 'My 10 kg Plastic' campaign, to beat plastic pollution in collaboration with IPCA and 'Save Mother Earth Mission' wherein plastic waste collected regularly is given to waste collection vehicle.

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

7.3.2 - Plan of action for the next academic year

1. Skill Development Centre:- The following objectives are proposed to strengthen the SDC established at the college.

- To establish the infrastructure for "Mushroom culture and Technology" and "PCB designing and Fabrication" and offer them as skill enhancement courses from the coming academic year 2023-24.
- To conduct various certificate courses, faculty development programs, refresher courses and social outreach programs under the SDC.

2. Implementation of Student alumni mentorship programme.

3. Automization of office, time-table, attendance and other academic and administrative processes.