

# **KALINDI COLLEGE**

**(University of Delhi)**

**East Patel Nagar, New Dehi-110008**

**NAAC ACCREDITED GRADE 'A' College**



**ANNUAL QUALITY ASSURANCE REPORT: 2016-17**

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**IQAC COMPOSITIONS-2016-17**

1. **Chairperson:** Dr. Anula Maurya, Principal
2. **From Governing Body**
  - i. Mr. Deepak Marvah, Chairman, Governing Body
  - ii. Mr. Nitin Kumar Mittal, Treasurer, Governing Body
3. **External Experts**
  - i. Prof. Sushma Yadav, Pro-Vice Chancellor, Indira Gandhi National Open University.
  - ii. Prof. Sri Prakash,, Department of Political Science, University of Delhi
4. **Members:**
  - i. Dr. Anjula Bansal, Vice-Principal/ Convener, Academic Committee
  - ii. Dr. Ruchi Tyagi, Coordinator
  - iii. Dr. Divya Rohilla, Bursar
  - iv. Dr. Vandana Gupta, IT Infrastructure
  - v. Ms. Kavita Sangari, Student Facilities
  - vi. Dr. Anita Gupta, Skill Development
  - vii. Dr. Indu Chaudhary, Institutional Social Responsibility
  - viii. Dr. Tarkeshwar, Academic Audit, Student Mentoring & Progression
5. **Retired Faculty**
  - i. Dr. Arun Malhotra (Retired Faculty)
  - ii. Dr. Santosh Sachdev (Retired Faculty)
6. **Parent Representative**
  - i. Mr. Ravundra Kumar
  - ii. Ms. Poonam Jaitly
7. **Alumni Representative**
  - i. Ms. Sudha Pandey (Alumni)
  - ii. Ms. Mamta
8. **Industry Representative**
  - i. Mr. Bir Bahadur Singh, Dainik Jagaran
  - ii. Mr. Vijay Rastogi, Sisoft Technology Pvt. Ltd.
9. **Administration:** Mr. Noorul Haq, Administrative Officer/Infrastructure

**Advisory Committee:-**

1. Dr. Anjana Nanchahal, Associate Professor, Department of Botany (Convener)
2. Dr. Pushpa Bindal, Associate Professor, Department of Physics
3. Dr. Punita Verma, Research & innovation
4. Dr. Manju Sharma, Cultural Committee
5. Dr. Manisha Arora Pandit, Coordinator, Execution Committee
6. Dr. Shanuja Berry, Students Facilities
7. Dr. Pankaj Kumar, Coordinator, B.Voc. Courses
8. Ms. Karnika Gaur Taneja, Librarian
9. Dr. Rakhee Chauhan, Department of Political Science
10. Dr. Amit Kumar, Assistant Professor, Department of Chemistry

## Part – A

**1. Details of the Institution**

1.1 Name of the Institution

Kalindi College

1.2 Address Line 1

East Patel Nagar

Address Line 2

City/Town

New Delhi

State

Delhi

Pin Code

110008

Institution e-mail address

kalindisampark.du@gmail.com

Contact Nos.

011-25787604

Name of the Head of the Institution:

Dr. (Ms) Anula Maurya

Tel. No. with STD Code:

011-25782505

Mobile:

9810353171

Name of the IQAC Co-ordinator:

Dr. Ruchi Tyagi

Mobile:

9810202458

IQAC e-mail address:

iqac@kalindi.du.ac.in

1.3 NAAC Track ID (For ex. MHC0GN 18879)

DLCOGN23130

1.4 NAAC Executive Committee No. &amp; Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

F.19.26/EC(SC-18)DO/2016/14.1  
Dated 5<sup>th</sup> November 2016

1.5 Website address:

www.kalindi.du.ac.in

Web-link of the AQAR:

http://www.kalindi.du.ac.in/ /uploads/IQAC/AQAR/AQAR-2016-17.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A	3.03	2016	5 Years
2	2 <sup>nd</sup> Cycle	-	-	-	-
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC:

03/09/2014

1.8 AQAR for the year (for example 2010-11)

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

**NOT APPLICABLE**

i. AQAR \_\_\_\_\_ (DD/MM/YYYY)

ii. AQAR \_\_\_\_\_ DD/MM/YYYY  
 iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)  
 iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

## 1.10 Institutional Status

University State ☐ Central ☒ Deemed ☐ Private ☐

Affiliated College Yes ☐ No ☒

Constituent College Yes ☒ No ☐

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☒ No ☐ (eg. AICTE, BCI, MCI, PCI, NCI)

By AICTE for one Batch of B.Tech.(2013-14) on 29.04.2015 under Four Year Undergraduate Programme

Type of Institution Co-education ☐ Men ☐ Women ☒

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☐ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☒ Totally Self-financing ☐

## 1.11 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

B.Tech IV Year (AICTE Approved sole Batch) was in progress in 2016-17  
 B.Voc. Printing Technology and Web Designing was started in 2016-17

1.12 Name of the Affiliating University (*for the Colleges*)

University of Delhi

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

**NOT APPLICABLE**

Autonomy by State/Central Govt. / University

--

University with Potential for Excellence

--

UGC-CPE

--

DST Star Scheme

--

UGC-CE

--

UGC-Special Assistance Programme

--

DST-FIST

--

UGC-Innovative PG programmes

--

Any other (*Specify*)

--

UGC-COP Programmes

--

**2. IQAC Composition and Activities**

2.1 No. of Teachers

12

(Including Principal as Chairperson)

2.2 No. of Administrative/Technical staff

01

2.3 No. of students

02

2.4 No. of Management representatives

02

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and  
community representatives  
(Parents, Retired Faculty)

04

2.7 No. of Employers/ Industrialists

02

2.8 No. of other External Experts

02

2.9 Total No. of members

27

2.10 No. of IQAC meetings held

07

2.11 No. of meetings with various stakeholders:

No.

56

Faculty

45

Non-Teaching Staff

03

Alumni

02

Others

06

2.12 Has IQAC received any funding from UGC during the year? Yes ☒ No ☐

If yes, mention the amount

Rs. 1,50,000/-

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  University  Institution Level

(ii) Themes

- National Level
  - Faculty Development Programme on “Legislative Practices and Procedures”, 06 April 2017
- University Level
  - Capacity Building Training in National Pension System on 21<sup>st</sup> March 2017
- Institution Level -
  - Skill Development Workshop on LaTeX and Statistical Techniques, on 24-25 October, 2016
  - Zebra fish Demonstration on 6-10 February 2017, introducing Zebrafish as a tool to study and observe live embryo development in real time without any invasive procedures.
  - A lecture-cum-demonstration of a model ELT class on 7<sup>th</sup> November 2016 emphasizing effective language learning and highlighting methods of planning lessons for students of specific age brackets and proficiencies.
  - Technical demonstration of lab equipment and working of studio set-up in September, 2017
  - Demonstration of Admission Timetable Attendance Internal Assessment Software, 7<sup>th</sup> & 13 June 2017.

2.14 Significant Activities and contributions made by IQAC during 2016-17

1. A meeting of IQAC Steering Committee, with Principal in Chair, was convened on 21 November 2016 to open the Peer Team report that was handed over to the



- Principal by the NAAC Peer Team during Exit Meeting on 10 September 2016.
2. Meeting of IQAC was held on 14<sup>th</sup> January 2017 to discuss the NAAC Peer Team report. It was suggested that the Peer Team report should be divided in two parts of (a) Action Taken and (b) Action to be taken
  3. IQAC held separate meetings with all departments and committees to discuss the Peer Team suggestions, required follow up and the future course of action.
  4. IQAC approached the Principal of Baba Ramdev Sarvodaya Kanya Vidyalaya, Prasad Nagar and provided the required academic support. For the purpose, IQAC involved the College NSS Unit and the Department of Commerce. Ms. Nidhi Kapoor and team of students Department of Commerce visited the school and assisted its Class XII students in preparing the Accounts syllabi for their forthcoming Board Exams.
  5. Every department was requested to conduct Inter-Departmental Academic Audit in every semester.
  6. Efforts were made for internal administrative audit as well. Separate committees were formed for stock verification and physical verification of laboratories. Review visits were conducted for record upkeep and verification etc.
  7. Initiative was taken to ensure collection, compilation and analysis of Feedback of all stake holders including students, faculty, non-teaching staff, parents and alumni.
  8. Separate committees were formed for the purpose and were requested to revert with major comments, grievances and action taken report.
  9. Separate committees were formed for analysis of feedback and submit comments, grievances and action taken report.
  10. Parents-Teachers-Students-Interface (PTSI) Committee was re-structured to make it more meaningful and interactive.
  11. IQAC requested every Department and Co-curricular Units/Cultural Clubs/Societies/ Committees to report to SPA & keep the Website updated within one week of the said activity. Follow-up committees were made to do the required follow-up of cultural clubs.
  12. In association with Infrastructure Leasing & Financial Services (IL&FS), IQAC organized a Capacity Building Training in National Pension System on 21st March 2017.
  13. Faculty Development Programme was conducted in association with Department of Political Science, Kalindi College and Department of Political Science, University of Delhi on 6<sup>th</sup> April, 2017.
  14. IQAC also resolved to organize training workshops for teaching and non-teaching staff.
  15. Add-on courses in “Travel and Tourism” and “Foreign Language: Chinese” were started in association with Department of Geography, Kalindi College and Department of East Asian Studies, University of Delhi, respectively.

16. IQAC also initiated the process for online time table, admission, attendance and internal assessment and development of online software for payroll, leave record, all kind of leave applications as well as generation of provisional and *bonafied* student certificates.
17. Evolved mechanism for Feedback of Non-teaching staff and Internal Administrative Audit.
18. Follow-up and action taken meetings were conducted for all criteria of AQAR 2016-17.
19. SWOC analysis for academic session 2016-17 was done.
- IQAC stands by the philosophy of its Governing Body:
- “Happy for Result, Work for Road Ahead & Plan for Future”**

#### 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

*\* The Academic Calendar of the year attached as Annexure-A.1.*

Plan of Action	Achievements
Execution of Peer Team suggestions	<ul style="list-style-type: none"> <li>• Separate meetings with each department were held</li> <li>• NAAC Peer Team Report was discussed in detail</li> <li>• Teaching &amp; non-Teaching Staff was encouraged for required follow up and action as suggested by the peer team.</li> <li>• Future plans were invited.</li> </ul>
For Quality control & enhancement	<ul style="list-style-type: none"> <li>• Inter-Departmental Academic Audit was conducted regularly</li> <li>• Internal Administrative Audit was initiated</li> </ul>
Regular Feedback from all stakeholders	<p>For continuous upgradation, Feedback was taken from following stakeholders</p> <ul style="list-style-type: none"> <li>• Student</li> <li>• Faculty</li> <li>• Non-teaching staff</li> <li>• Parents</li> </ul>

	<ul style="list-style-type: none"> <li>Alumni</li> </ul> <p>Their outcome was analysed for improvement &amp; quality control</p>
Quality Assurance in Administration and Non-teaching staff by adopting Soft skill practices, Up gradation of skills, proper upkeep and Automation of Documentation	<p>Following is under process:</p> <ul style="list-style-type: none"> <li>Procurement of student-management-software</li> <li>Computerized documentation of all data of college</li> <li>Proper mechanism for Institutional Repository</li> <li>Complete automation of all Library services</li> <li>Automation of admission, examination and leave record</li> <li>Workshops for administrative staff (including the support staff who maintains the campus and surrounding)</li> <li>Soft skill training programmes</li> </ul>
Financial Surveillance	<ul style="list-style-type: none"> <li>Documentation of all data of college is under process</li> <li>Maintenance of all records and files has been improved</li> <li>Procurement of required salary management software was suggested</li> </ul>
Collaboration and exchange	<ul style="list-style-type: none"> <li>College has signed MoU with Institute of Bioresources and Sustainable Development, Imphal, Manipur, to set up an IBSD-Kalindi Centre for Women Entrepreneurship in North East at Kalindi College.</li> <li>NSS unit of the College signed a Memorandum of Understanding (MoU) with IIT Delhi for the INDIAN ROAD SAFETY CAMPAIGN - IRSC, a National Project with the maxim to inculcate significant Road Safety and prohibit catastrophes on roads.</li> <li>B.Voc (Printing Technology) and B.Voc (Web Designing) collaborated with Industry Partners: (i) Dainik Jagran, Noida for B.Voc (Printing Technology) (ii) Sisoft Technologies for B.Voc (Web Designing)</li> <li>MoU signed with R K Films &amp;Media Academy for Add-on Courses on “Video Production” and “Photo Journalism”</li> <li>MoU signed with <i>Englitude Academics</i> for Add-on Course on Communication Skills &amp; Personality Development</li> <li>MoU signed with Aeris Communications India Pvt Ltd.,</li> </ul>

	<p>NOIDA, UP for making of Smart Identity Card.</p> <ul style="list-style-type: none"> <li>• MoU signed with Hero Solar Energy Pvt Ltd. for Solar Photovoltaic Power Plant.</li> </ul>
<p>Physical Review of College Infrastructure</p> <ul style="list-style-type: none"> <li>• Academic Blocks</li> <li>• Administrative Blocks</li> <li>• Library</li> <li>• Laboratories</li> </ul>	<ul style="list-style-type: none"> <li>• Execution Committees were restructured</li> <li>• Monitoring Committee was constituted to check standards and quality of renovation and new developments of the infrastructure in the College.</li> <li>• Review visits to ensure quality assurance were conducted and different areas of improvement or appreciation were discussed.</li> <li>• Proper lighting of entire campus was executed.</li> <li>• New Water connection, additional storage capacity tanks and RO System was installed.</li> </ul>
Regarding IT/ICT	<ul style="list-style-type: none"> <li>• College has developed a Student-Management-Software (SMS) with the help of M/S Manacle Technologies Pvt. Ltd. to maintain both administrative and academic digital record management, Admission, Fees, Attendance, Time table, E-mail &amp; bulk SMS, Internal Assessment, Payroll &amp; Leave etc.</li> <li>• The College website was regularly updated.</li> <li>• Connectivity to DU portals is more effective.</li> <li>• New software programmes are procured by various departments.</li> </ul>
Teacher Training/ Research Programme	<ul style="list-style-type: none"> <li>• Research Committee has been asked to encourage research and to ensure optimum utilisation of Teachers Cyber Centre and UGC Resource Centre.</li> <li>• Capacity Building Training and Faculty Development Programme have been organized</li> </ul>
Library upgradation	<ul style="list-style-type: none"> <li>• Bar-coding of Library Books and membership cards completed</li> <li>• For expansion of seating space and stacking area, PWD has been requested to do the assessment and give suggestions</li> <li>• Each department was motivated to create Departmental Mini Library</li> </ul>

Mentoring of Students	<ul style="list-style-type: none"> <li>• Mentoring and Counselling are being managed separately by the faculty members.</li> <li>• Grievance Cell has been made more effective.</li> </ul>
Financial Support	<ul style="list-style-type: none"> <li>• Teachers are encouraged to apply funds to University/UGC/CSIR/ ICSSR/ICSR etc.</li> <li>• Record of Research Projects/ Publications/ Innovation Projects is maintained</li> <li>• Scholarships /Free-ships /Awards etc. are promoted.</li> <li>• To create corpus for research, a component in students fee has been dedicated for research and innovation</li> </ul>
Health Facilities	<ul style="list-style-type: none"> <li>• Medical /Counselling Room was refurbished with regular visit of Doctor</li> <li>• Suggested for Counselling of students by faculty members, accordingly department wise schedule was prepared and executed.</li> <li>• Mother Dairy kiosk was created to provide healthy alternative to aerated drinks and fast food.</li> <li>• Gymnasium was made functional; separate slots for staff and students are available for all concerned.</li> </ul>
Redressal of Grievances	<ul style="list-style-type: none"> <li>• Grievance Redressal Cell addressed the problems shared with the Principal or dropped in Complaint Boxes.</li> <li>• General Assemblies of students were conducted, complaints were directed to concerned authorities.</li> </ul>
To Address Special Needs	<ul style="list-style-type: none"> <li>• For the differently-abled students: The College constituted a committee consisting of faculty members and members of Students' Union to counsel the new students for opting their best suitable course.</li> <li>• Entire Campus has been made disabled-friendly.</li> </ul>
	<ul style="list-style-type: none"> <li>• For the North East students:               <ul style="list-style-type: none"> <li>○ The College has handed over the final plan and location to PWD to build up a North Eastern Girls' Hostel in the campus.</li> <li>○ Grievance Cell and Counselling Cell, consisted of various faculty members of the College, deals with the welfare of the North-eastern students.</li> </ul> </li> </ul>

Strengthen the Placement Cell	<ul style="list-style-type: none"> <li>• Placement Cell has been revamped</li> <li>• Plans have been prepared to make the Placement Cell more active.</li> </ul>
SWOC Analysis	A committee has been made to monitor the SWOC of each departments/society/club and suggest various ways to rectify their weakness, if any, and increase their strength.
<p>Beyond the College</p> <ul style="list-style-type: none"> <li>• ‘Hand-Holding’ of week educational institution or government school</li> <li>• sensitization about elderly</li> </ul>	<p>Projects undertaken by the College</p> <ul style="list-style-type: none"> <li>• Students took remedial classes for XII standard students in Baba Ramdev Sarvodaya Kanya Vidyalaya</li> <li>• A Film Festival on Disability was organised</li> <li>• A workshop was organised on how to write a screenplay with special focus on the theme of Disability.</li> <li>• Eco-club organized Anti-fire campaign programme.</li> <li>• Documentaries produced by the students included: 1) Dare to cage 2) Raftar- e- Zindagi</li> <li>• 20 students took part in OBR (One Billion Rising) Mela related to creation awareness on women issues</li> <li>• Sensitization workshop on Caring for Elderly was organised.</li> <li>• The Innovation Project on “A Socio-economic study of the conditions of the elderly in Old Age Homes of Delhi” received wide acknowledgement / recognition. A paper was presented on the same in IIT and there was a Research Display in the University.</li> <li>• Street play for awareness on girl-child education</li> <li>• Golden Jubilee Tournament of Chess and Carrom (for differently abled)</li> <li>• Workshop on Healthy Life and Diet</li> <li>• Swachhta Pakhwara: Visit to old age home, Rajendra Place metro station, and Rally</li> <li>• Indian Road Safety Campaign: Technical Session for the Road Safety Manual and Practical Demonstrations</li> <li>• Celebrating Organ Donation Day on the eve of Independence Day</li> <li>• Sensitization of Voters: Voters Month for registration of</li> </ul>

	<p>Voter ID Cards</p> <ul style="list-style-type: none"> <li>Disaster Management Workshop: Techniques about Earthquake-Pre Measures and Rescue Training</li> <li>Financial Digital Literacy Campaign (Vittiya Saksharta Abhiyan): campaign within college and in Tank Road market to spread awareness about the digital payment modes</li> <li>Health Camp: Awareness Campaign for Cancer and Narcotics, and Polycystic Ovary Syndrome (PCOS)</li> <li>Street play depicting the Swachh Bharat Mission in '70 Vidhan Sabha, 70 Mukam'.</li> </ul>
Student Progression	<ul style="list-style-type: none"> <li>Available data has been compiled.</li> <li>Teachers were asked to collect more data at departmental level from students/former teachers.</li> <li>Students' Union was asked to trace ex-students from social sites.</li> </ul>
Public Dealing or Communication with all Stakeholders	<ul style="list-style-type: none"> <li>Parents are being informed more frequently about the shortage of attendance of their wards.</li> </ul>
Enhancing awareness about Student Support Services	<ul style="list-style-type: none"> <li>During Orientation Programme new entrants were told about all the available facilities and Student Support Services in the college</li> <li>Separate Sub-committees for different categories were constituted.</li> <li>Students General Assembly channelized this awareness</li> <li>Students' Union, Class Representatives and Students' Volunteers were motivated to spread awareness about these services.</li> </ul>

2.16 Whether the AQAR was placed in statutory body

Yes ☒ No ☐

Management (Governing Body)

☒

Syndicate

☐

Any other body

☐

Provide the details of the action taken

The Management (Governing Body) advised:

- To update information from 01 July 2016 to 30 June 2017;
- To upload all information on IQAC Portal

## Part-B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes (Regular)	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	3			
UG	14	2	2*	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				3
Others				
<b>Total</b>	17	2	2	3

Note: \*Includes 02 Self-financing Courses i.e. B.Sc. (H) Computer Science and B.Tech. Computer Science (Erstwhile FYUP)

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options:

- CBCS in 1<sup>st</sup> and 2<sup>nd</sup> year
- Core/elective option in 3<sup>rd</sup> year
- FYUP in 4<sup>th</sup> year of B.Tech. Computer Science

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	21
Trimester	-
Annual	-

Note: Three certificate courses are taught in college.



1.3 Feedback from stakeholders\*: Alumni ☒ Parents ☒ Employers ☒ Students ☒  
(On all aspects)

Mode of feedback: Online# ☒ Manual ☒ Co-operating schools (for PEI) ☐

**\*Analysis of Feedback in the Annexure I.1**

#online feedback was taken for Alumni

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Curriculum updating is done by the respective parent departments of University of Delhi

1.5 Any new Department/Centre introduced during the year. If yes, give details.

In the academic session 2016-17, College introduced two new courses:

I. B.Voc. (Printing Technology)

II. B.Voc.(Web Designing)

These programmes come under the Department of Vocation, Faculty of Applied Science and Humanities, University of Delhi.

The vocation courses are introduced with an aim to equip the students with professional skills through the curriculum designed as per the requirements of various industries. These courses will inculcate the students with technical skills, make them work ready, enhance employability and thus make them a part of global workforce. The curriculum offers a unique blend of vocational and business management concepts. Field visits, internships, interactive lectures, visits of industry experts, hands-on training and experimental learning are some of the highlights of this curriculum.

Details:

a) Department involved : Department of Vocation, Faculty of Applied Science and Humanities, University of Delhi.

b) No. of Faculty involved :

- Adhoc faculty 02 (01 for each course)
- Guest Semester I - 05 faculty in B.Voc. Printing Technology  
- 05 faculty in B.Voc. Web designing
- Guest Semester II-03 faculty B.Voc. Printing Technology  
- 06 faculty in B.Voc. Web designing

c) Students sanctioned and admitted in academic year 2016-17 in

- i) B.Voc. (Printing Technology) : Sanctioned 50, Admitted 40
- ii) B.Voc. (Web Designing) : Sanctioned 50, Admitted 48

## d) Infrastructure provided

i) No. of Class rooms

: 02

ii) No. of Laboratories

: 02 laboratories (01 functional and 01 under process)

## e) Funding agency

: UGC (**University Grants Commission**)

**CRITERION – II****2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty: -

Total	Asst. Professors	Associate Professors	Professors	Others
85	57	28	--	1 Principal+ 1 Librarian

2.2 No. of permanent faculty with Ph.D.: 

58
----

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors**		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
75*	28	-	-	-	-	-	-	75*	28

Note: \*On Ad hoc Basis      \*\* On promotion basis

2.4 No. of Guest and Visiting faculty and Temporary faculty:

60	-	-
----	---	---

2.5 Faculty participation in conferences and symposia

No. of Faculty	International level	National level	State level
Attended	19	64	29
Presented papers	99	90	01
Resource Persons	01	04	02

ENCLOSED ANNEXURE II.1

2.6 Innovative processes adopted by the institution in Teaching and Learning:

**International Seminars/Conference Organized:**

- On 19<sup>th</sup> and 20<sup>th</sup> January a two-day International Seminar on “Glocalization” and Federal Governance in India: Understanding the Emerging Issues.” by the Political Science Department. Sponsored by ICSSR
- The Department of Geography organized a Two Day International Conference on "Spatial Decision Support System for United Nations Sustainable Development Goals" on 1<sup>st</sup> and 2<sup>nd</sup> February 2017.
- The Department of Sanskrit organized a two-day International Seminar in collaboration with Delhi Sanskrit Academy on 2<sup>nd</sup> and 3<sup>rd</sup> March. The topic was “Sanskrit Literature and Human Values”.
- A two-day (9<sup>th</sup> and 10<sup>th</sup> March) International Conference was organized by the Hindi Department on “Social Media Mein Sahitya Ka Badalta Swaroop”.

### **National Seminar Organized**

- University Grant Commission sponsored National Seminar on “Recent Developments in Mathematics (NSRDM-2017)” was organised by the Department of Mathematics on January 12<sup>th</sup> and 13<sup>th</sup>, 2017 .
- The Department of Sanskrit organized a two-day University Grants Commission sponsored National Seminar on “Theatre and Dramaturgy in Modern Perspectives held on 10-11 August, 2016.
- On 3-4 February 2017 the Science Departments of Physics, Zoology, Computer Science, Chemistry and Botany jointly organized a Department of Science & Technology Sponsored two day National Seminar on **"सक्षम महिला, सक्षम समाज एक वैज्ञानिक दृष्टिकोण: A Paradigm Shift Towards Empowerment Of Women (NSSC-2017)"**
- Sponsored by All India Journalist Welfare Association, the Department of Journalism organized a National Seminar on “Women’s Rights and Responsibilities in Progressive India: A Discourse” on 23-24 March 2017.

### **Workshops Conducted**

- Skill Development Workshop on LaTeX and Statistical Techniques, 2016 was a jointly organized by Mathematics and Computer Science departments,
- Mr. J.K. Tripathi, Branch Manager - Technical Support from Telerad, a division of Systronics India Ltd. conducted a two-day workshop on video production in September, 2017 for the third year Journalism students giving technical demonstration of lab equipments and working of studio set-up.
- Mr. Kumar Kunal (Metro Editor, T.V. Today Network) interacted with the students on different ownership pattern, issues and challenges faced by media, objectivity, role of advertising and pressure of politics on media.

- एक दिवसीय कार्यशाला के अंतर्गत 23 जनवरी 2017 का कार्यक्रम दो सत्रों में आयोजित किया गया। प्रथम सत्र के अंतर्गत अंतर्राष्ट्रीय व्याख्यान का आयोजन किया गया। जिसमें 'प्रवासी साहित्य में हिंदी कहानी' विषय पर श्री तेजेंद्र शर्मा (प्रसिद्ध साहित्यकार, लन्दन) ने अपने महत्वपूर्ण विचारों से छात्रों का मार्गदर्शन किया और प्रवासी साहित्य की मूल संवेदना पर प्रकाश डाला। इसी क्रम में द्वितीय सत्र में स्वरचित काव्य पाठ प्रतियोगिता एवं सद्यःभाषण प्रतियोगिता का आयोजन किया गया। 13 फरवरी 2017 को 'स्वर्णजयंती उत्सव' के उपलक्ष्य में हिंदी साहित्य परिषद् द्वारा पहली बार अंतरमहाविद्यालय युवा कवि प्रतियोगिता का आयोजन किया गया।
- Dr. B.R. Mani, (Director General, National Museum, New Delhi), Dr. S.B. Ota, Joint Director General Archaeology ASI, Dr. Joseph Manuel, Deputy Superintendent, ASI, Dr. V.K. Jain and Ms. Sulochana Radhakrishnan Department of History, University of Delhi deliberated on "Archaeology: Construction and Reconstruction of the Past" on 21<sup>st</sup> February.
- A workshop was organized by the Department of English on 23<sup>rd</sup> February. Ms. Shalini Khanna, Honorary Secretary/Director, National Association for the Blind (NAB), India Centre for Blind Women and Disability addressed the students on Script-writing. Prashant Verma, Member, Film Writers' Association addressed students on film appreciation and writing.
- A workshop on career guidance and personality development by the TIME Institute was organised by Economics department on 8<sup>th</sup> February 2017.

**Faculty Development Programme on Legislative Practices and Procedure** was conducted by IQAC in April 2017.

#### **Lectures by Experts:**

- Prof. Jürgenmeyer Clemens from Arnold-Bergstraesser-Institute, Germany. Prof. Clemens addressed on issues like Brexit, Greece's economic crisis and EU.
- The Department of Botany organized CYATHIUM-2017 on 15<sup>th</sup> February, wherein Prof. P.L. Uniyal and Dr. Eklavya Chouhan from the Department of Botany, Delhi University addressed on "Herbarium an Effective Tool for Conservation and Preservation" and "Frequently Asked Questions in Genetics" respectively.
- "Demonetization – Issues and Challenges in India" was the theme of lecture given by Mr. Randhir Singh (Vice President – GE Capital and SBI Card) of BIZMESH on 16 February 2016-17 organized by Department of Commerce.
- Dr. Payal Nagpal, Assistant Professor, Department of English, Janki Devi Memorial College, addressed students on Jean Genet's play The Balcony on 28<sup>th</sup> February 2017 and showed students how they could defend and substantiate different opinions on the play and its characters.
- On the theme "Superheroes- The Real Fiction", Mr. Arpit Bhargav, Managing Director, Creative Team, Diamond Comics, the publishers of one of the most celebrated Indian Superheroes, Chacha Chaudhury and Saboo spoke about the need for a new Indian

Superhero and invited new talent to join his organization, exhorting students to use their skills in drawing and writing to make an impact on the youth on 24<sup>th</sup> march, 2017

- Ms. Sherina Joshi, Associate Professor, Department of English, Deshbandhu College spoke about the radical and liberal potential of the Romantic poets on 24<sup>th</sup> March 2017.
- Prof. Andrew M. Lynn, JNU delivered a lecture on the Importance of Computational Biology in Science.
- Lecture on 'Recent Trends in Geospatial Technologies' by Mr. Chandramohan Adhikari, Senior Manager, ESRI India Technologies Ltd. Noida was hosted by the Department of Geography on 27<sup>th</sup> February, 2017
- A lecture was delivered by Mr. Deepak Goel, Founder and CEO Karma Circles on the topic "Life Lessons" on 1<sup>st</sup> march, 2017
- Mr. Pranav Singh, Geofin Comtrade Limited and Mr. Simant Deep, cluster head, Canara Robeco Asset Management Company gave a lecture on financial literacy for its faculty and students on 28<sup>th</sup> September 2016.

**Alumni Invited:** Alumna Ms. Akshima Kala (2013 batch), on 13<sup>th</sup> August, 2016 was invited to interact with students on how to crack the entrance examinations.

#### **Activities to broaden Academic Horizon during academic year 2016-17**

- 'Monochrome' on the theme 'Decode the Digital' was organized on 22<sup>nd</sup> February.
- Aiming at "Science in Everyday Life", "Waste to Wealth", "Circuit Mania" and "Science Fiction Writing"; an Inter-College Fest DIMENZIE: A NEW DIMENSION on 15<sup>th</sup> February was organized by the Department of Physics.
- On the theme "Disability", a Film Festival was organized on 22<sup>nd</sup> February.
- To initiate students into studies beyond their curriculum, "Math-e-Magic17" of Department of Mathematics organized Mathematical Exposition (paper presentation), Emblazon (Mathematical Rangoli), Sudoku, and Treasure Hunt on 23<sup>rd</sup> February.
- On 23<sup>rd</sup> February, the Swar Gunjan Society of Music Department celebrated ASANTOTSAVA by invited "Shri Naad Sangeet Kendra", Mathura to perform "Braj Ke Rang Kalindi Ke Sang". Ruchi Tailong, Shruti Sharma and her team of eleven artists performed a dance Dr. Ama recreating the traditional Holi played by Radha and Krishna with flowers in Braj.
- On 27<sup>th</sup> and 28<sup>th</sup> February, the Zoology Department hosted "ECOTONIA" and "Health Camp". ECOTONIA, on the theme of Environment, recorded various events like Eco-Picasa, War of Words, Minute to Win, Rupantarana and Zoo-Charades.
- The Department of Geography organised a Photography Competition on the theme: Biodiversity in College Campus, Slogan writing on Clean India (Swachh Bharat) and a Quiz Contest on General Geography of India on 27<sup>th</sup> February.
- Inter-College Sanskrit Natak Competition was organized by the Department of Sanskrit on 28<sup>th</sup> February. To complement studies beyond their curriculum, the Department of

Sanskrit organized Shlokocharan, Smritshlok, Nibhandh, Bhashan, Shlokocharan of Bhagvad Gita and Quiz competition in the month of November, February and March.

- The Economics society 'KaCES' organised national inter-college Economics fest- 'Arthasaar' on 28<sup>th</sup> Feb and 1st march 2017. It included mega events like paper presentation, Battle of Young minds, on 'Digital India' on 28<sup>th</sup> Feb 2017 and on 1<sup>st</sup> multitude of events and games like Battle of Entrepreneurs for the passionate aspiring businessmen were organized. An Inter Departmental Paper Presentation Competition was organized in September, 2016 on the topics “WOMEN EMPOWERMENT” and “STOCK MARKET”.

### Field Visits for Hands-on Understanding:

- Students from Department of Journalism attended National Press Day event organised by Press Council of India (PCI) at Vigyan Bhavan on 16<sup>th</sup> November, 2016.

The first year students of Journalism Department attended the 'Thirteenth Printpack India 2017' at Indian Expo Centre, Greater Noida on 6<sup>th</sup> February, 2017.

2.7 Total No. of actual teaching days during this academic year

$$177+52*+26**=255$$

\*Non-Collegiate; \*\*School of Open Learning

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Home examinations were initiated from academic session 2016-17. The schedule of Home Examination was 17-25 October 2016 in Odd semester and 27 March- 04 April 2017 in Even semester, With key points as:

- An examination committee ensured allotment of rooms, distribution of question paper and answer scripts.
- Home examinations were scheduled for a week for all undergraduate students.
- Invigilators were also assigned for the examinations.
- Papers were checked and returned within a week.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Course	Board of Study	Faculty Development Workshop	Curriculum Development Workshop
<b>TOTAL</b>	<b>2</b>	<b>42</b>	<b>12</b>

2.10 Average percentage of attendance of students: 59.89

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Distinction %	I %	II %	III %	Pass %
B.Sc.(H) Botany III Yr (FYUP)	30	40	76	16	Nil	93.3
B.Sc. (H) Chemistry- III Yr (FYUP)	21	66	90	10	NIL	100
B.Com.(H) III Yr (FYUP)	188	48.93	46.28	4.79	Nil	100
B.tech III Yr (FYUP)	56	55.35	83.92	14.3	1.8	100
B.A. (Economics) III Year (FYUP)	86	6	52.32	30.23	12	93.02
B.A.(English) III Year (FYUP)	73	1.71	32	38	21	95
B.A (Hindi) IIIyr (FYUP)	112	2.6	66.07	30.35	3.5	100
B.A. (History) III Year (FYUP)	73	NIL	04	32	25	61
B.A.(Journalism) III Year (FYUP)	53	NIL	62	30	7.54	100
B.Sc.(Maths) III Yr (FYUP)	94	53.2	87.23	8.51	4.86	100
B.Sc(H) Physics III Yr (FYUP)	143	43.3	89.5	6.9	2.1	98.6
B.A (Political Science) III Yr (FYUP)	162	NIL	38.27	56.17	5.5	100
B.A(Sanskrit) III Yr (FYUP)	09	NIL	77.77	22.22	NIL	100
B.Sc(H) Zoology III Yr (FYUP)	43	32.5	79.06	18.6	NIL	97.67

## II YEAR

B.Com.(H) II Yr	41	19.5	63.4	12.2	NIL	95.12
B.sc(H) Computer Science II Yr	35	45.71	88.6	5.7	2	97.14



B.A.(H) Economics II Yr	40	20	30	25	5	80
B.A.(English) II Year	56	0.59	18.4	37	41	97.1
B.A (Hindi) IIyr	86	8.13	79.06	16.27	2.32	97.67
B.A.(History) II Year	66	NIL	04	38	19	61
B.A.(Journalism) II Year	38	NIL	47	50	2.63	100
B.Sc.(Maths) II Yr	24	79.16	100	NIL	NIL	100
B.A (Political Science) II Yr	140	NIL	62	52	10	97.8
B.Sc Physics II Yr	44	59.1	81.8	15.9	2.3	100
B.A(Sanskrit)2 <sup>nd</sup> year	34	NIL	31.42	45.71	14.28	91.4
B.Sc Physical Science 2 <sup>nd</sup> year	63	38.1	90.5	9.5	Nil	100
B.Sc.Life Science 2 <sup>nd</sup> Year	76	26	84	9	NIL	100
B.Com.(Prog II Yr	90	37.78	81.11	11.1	6.67	98.89
B.A (Prog)-II	204	0.49	41.17	45.09	9.8	96.07

## I YEAR (CBCS)

B.Com.(H) I Yr (CBCS)	39	2	69	20	5	5
B.Sc (H) Computer I Yr (CBCS)	44	2.3	41	25	32	97.8
B.A.(H) Economics I Year (CBCS)	68	12	38	12	20	82
B.A.(English) I Year (CBCS)	45	NIL	6	50	30	96.2
B.A (H) (CBCS)	78	NIL	10.25	39.7	29.5	71.79
B.A.(History) I Year	88	NIL	32	43	09	84

(CBCS)						
B.A.(Journalism) I Year (CBCS)	47	25	53	31	4.25	100
B.Sc.(Maths) I Yr (CBCS)	30	20	53.33	23.33	10	86.67
B.Sc Physics 1 <sup>st</sup> year (CBCS)	42	11.9	50	23.8	9.5	83.3
B.A (Political Science) 1 <sup>st</sup> year (CBCS)	131	NIL	44	41	7	91
B.A(Sanskrit)1 <sup>st</sup> year (CBCS)	17	NIL	17.64	17.64	47.05	82.33
B.Sc Physical Science 1 <sup>st</sup> year (CBCS)	39	7.7	43.6	33.3	15.4	90.3
B.Sc. Life Sc. Ist Year (CBCS)	76	13.15	67.1	18.42	11.42	97.36
B.Com.(Prog) I Yr (CBCS)	95	2.10	74.73	17.89	6.31	98.94
B.A (Prog)-I (CBCS)	245	0.81	6.93	44.48	36.73	88.16

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Inter-Departmental Academic Audit/Review Visit was conducted regularly, wherein Department had to ensure that:

1. Classes & Tutorials were held regularly; as per designated time-slot; and full period is utilized as per the timetable
2. Efforts are made to avoid long gaps for the students in the Time-Table.
3. Proper justice was done to the whole syllabus;
4. Assignments /Tests/Home Examinations were conducted regularly.
5. Diverse methods of teaching/learning were used.
6. Following Departmental Records were maintained by each department:
  - Detailed Syllabus documents
  - Faculty Profile
  - Workload Records
  - Academic Calendar Record
  - Faculty-wise Academic Plan
  - Course Completion Report
  - Record of Internal Assessment (in College Office & also with individual faculty members; TIC to keep record in case of Ad-hoc faculty member)
  - Moderation Committee Report

- Paper-wise Result Analysis (Semester wise)
  - Departmental Meeting Minutes
  - Departmental Activities Report & Record of Duties assigned to all faculty members
  - Record of Teacher-Student Inter action/Mentoring
7. SWOC Analysis was prepared and weaknesses addressed

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	5
HRD programmes	1
Orientation programmes	5
Faculty exchange programme	1
Staff training conducted by the university	8
Staff training conducted by other institutions	7
Summer / Winter schools, Workshops, etc.	73
Others (e.g., Music)	13

### 2.14 Details of Administrative and Technical staff:

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	39	28	NA	28
Technical Staff	18		NA	9

### Criterion – III

#### **3. Research, Consultancy and Extension**

##### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- On the proposal of IQAC, the College with the approval from the Governing Body, initiated the process to generate a corpus to promote undergraduate research in the next academic year.
- IQAC and research committee jointly formulated research policy and respective guidelines.
- Motivating teachers to send proposals to UGC, ICSSR, DST, ISRO, DST-DBT, ICSSR, CSIR and ICHR and other related funding agencies.
- Encouraged faculty members/departments to organize and participate in Seminars/ Conferences/ Workshops and has guided interested faculty members for writing research projects and proposal. With all these initiatives **04 international and 04 national seminars** were held in the college.
- Students were motivated to present their undergraduate research in national and international academics.

##### 3.2 Details regarding major projects-

	Completed	Ongoing	Sanctioned	Submitted	Total
<b>Number</b>	6	2	1	0	9
<b>Outlay in Rs. Lakhs</b>	3489000	603000	2307201		6399201

##### 3.3 Details regarding minor projects:-

	Completed	Ongoing	Sanctioned	Submitted
<b>Number</b>	2	-	-	-
<b>Outlay in Rs. Lakhs</b>	55000	-	-	-

##### 3.4 Details on research publications:-

	International	National	Others
<b>Peer Review Journals</b>	11	43	-
<b>Non-Peer Review Journals</b>	1	7	-
<b>e-Journals</b>	0	0	-
<b>Conference proceedings</b>	9	9	6

## 3.5 Details on Impact factor of publications:

Range 2.585-4.364 Average 3.2825 h-index 1-10 Nos. in SCOPUS 4

## 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations:

Nature of the Project	No.-Duration Year	Name of the funding Agency	Total grant Sanctioned	Received Rs.
<b>Major Projects</b>	4-One Year	University of Delhi	4182000	4092000
	1-Four Year	Inter University Accelerator Centre		
	1-One Year	UGC		
	1-Ongoing	Inter University Accelerator Centre		
<b>Minor project</b>	1-One Year	University of Delhi	450000	314616
<b>Interdisciplinary Projects</b>	5-One Year (Already included in Major Project Column)	-	2850000	2760000
Industry sponsored	-	-	-	-
Projects sponsored by the College	27-One Year	27 projects by Kalindi College	IN HOUSE PROJECTS	IN HOUSE PROJECTS
Students research projects (other than Compulsory by the University)	2-One Year	NASI, Delhi Chapter	55000	55000
Any other(Specify)	52-One Semester	Computer Science: 19 (Sem VII), 20 (Sem VIII)		
		Physics: 13 in Physical Sciences		
<b>Total</b>	<b>89</b>			

3.7 No. of books published : i) With ISBN No. 5 Chapters in Edited Books 10

ii) Without ISBN No. iii) With ISSN \*\*Editor of a journal with ISSN No. 3.8 No. of University Departments receiving funds from: **Not Applicable**UGC-SAP CAS 

DST-FIST

DPE 

DBT Scheme/funds

3.9 For colleges

Autonomy CPE 

DBT Star Scheme

INSPIRE CE 

Any Other (specify)

\*95% UGC and 5% Government of NCT Delhi

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National Seminar/conf.	State	University	College
Number	4	4	-	-	2
Sponsoring agencies	SERB, ISRO. Ministry of Earth Sciences, ICSSR (Geog.)	UGC (Maths)			Kalindi College
	1. HINDI ACADEMY, DELHI, 2.SAHITYA ACADEMY, DELHI, 3.KALINDI COLLEGE (Hin.)	All India Journalist Welfare Association (Jour.)			
	Delhi Sanskrit Academy, Rashtriya Sanskrit Sansthan, BHEL(Sans.)	DST(Phy.)			
	ICSSR(Pol. Sc.)	UGC(Sans.)			

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations: International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
Total

3.16 No. of patents received this year: Not Applicable

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
12	2	6	1	3	-	-

3.18 No. of faculty from the Institution   
who are Ph. D. Guides  
and students registered under them

\*No. of M.Phil. students registered under faculty: 1

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones):

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level  National level  International level

3.22 No. of students participated in NCC events:

University level  State level  National level  International level

3.23 No. of Awards won in NSS:

University level  State level  National level  International level

3.24 No. of Awards won in NCC:

University level  State level  National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Hand Holding of Government School: Students took remedial classes for XII standard students in Baba Ramdev Sarvodaya Kanya Vidyalaya
- A Film Festival on Disability
- A workshop on “How to write a screenplay” with special focus on the theme of Disability.
- Eco-club organized Anti-fire campaign programme.
- Documentaries produced by the students included 1) Dare to cage 2) Raftar- e- Zindagi
- 20 students took part in OBR (One Billion Rising) Mela related to creation awareness on women issues
- Sensitization workshop on Caring for Elderly
- The Innovation Project on “A Socio-economic study of the conditions of the elderly in Old Age Homes of Delhi” received wide acknowledgement / recognition. A paper was presented on the same in IIT-Delhi and there was a Research Display in the University.
- Street play for awareness on Girl Child Education
- Golden Jubilee Tournament of Chess and Carrom (for differently abled)
- Workshop on Healthy Life and Diet
- Swachhta Pakhwara: Visit to old age home, Rajendra Place metro station, and Rally



- Indian Road Safety Campaign: Technical Session for the Road Safety Manual and Practical Demonstrations
- Celebrating Organ Donation Day on the eve of Independence Day
- Sensitization of Voters: Voters Month for Registration of Voter ID Cards
- Disaster Management Workshop: Techniques about Earthquake Pre-Measures and Recue Training
- Financial Digital Literacy Campaign (Vittiya Saksharta Abhiyan): campaign within college and in Tank Road market to spread awareness about the digital payment modes
- Health Camp: Awareness Campaign for Cancer and Narcotics, and Polycystic Ovary Syndrome (PCOS)
- Street play depicting the Swachh Bharat Mission in ‘70 Vidhan Sabha, 70 Mukan’.

**Criterion – IV****4. Infrastructure and Learning Resources****4.1 Details of increase in infrastructure facilities:**

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8.25 Hectare (82500 m <sup>2</sup> )	NA	NA	8.25 Hectare (82500 m <sup>2</sup> )
Class rooms	57 + 04 Cubical	NA	NA	<b>57 + 04</b> Cubical
Laboratories	13 Refer to Annexure IV.1	01-B.Voc. Printing Technology (01-B.Voc. Web designing under process)	UGC	<b>13+01</b>
Seminar Halls	02	01	UGC	03
<b>No. of important equipment purchased (≥ 1-0 lakh) during the current year</b>	2273 Refer to Annexure IV.1	23	University of Delhi, UGC, Student Development Fund	
<b>Value of important equipment purchased (≥ 1-0 lakh) during the current year</b>	1,29,49,701/ Refer to Annexure IV.1	4-Desktops	SDF, IQAC	
		5-Projectors (Admin. Office)	SDF	
		06 (UGC-start-up grant (F.30-110/2015 (BSR)))	UGC	
		01 (KC-301)	Innovation Fund, DU	
		05 (KC-302)	Innovation Fund, DU	
		02 (KC-305)	Innovation Fund, DU	
<b>Value of the equipment purchased during the year (Rs. in Lakhs)</b>	1,29,49,701/ Refer to Annexure IV.1	1,60,875/-	SFA + SDF	
		1,98,844/-	SDF, UGC	
		2,80,000/-	University of Delhi	
		1,26,868/-	UGC	
		98,691/-	Innovation Fund, DU	
<b>Others</b>		2-Treadmill, 1-Multigym,	University of	

		2-Crosstrainer (Phy.Edu.) 7,08,750/-	Delhi	
SFA=Student Fee Account, SDF=Student Development Fund *Figure excludes cost of equipment received from University of Delhi				

#### 4.2 Computerization of administration and library

- **Administrative Office:** In the academic year 2016-17, College has developed a Student-Management-Software (SMS) with the help of M/S Manacle Technologies Pvt. Ltd. to maintain both administrative and academic digital record management. This Student-Management-Software (SMS) has the following features:
  - Admission and Admin
  - Fees
  - Attendance
  - Time table
  - E-mail & SMS
  - Internal Assessment
  - Payroll & Leave
  - Other Software / installation
- **Library:** College Library using the LSease Software of Libsys Corporation for its fully functional digital record maintenance. Automation has been done Modules in use are Circulation cataloguing , opac and serials.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
<b>Text Books</b>	76804	--	1489	9,91,520/-	78293	--
<b>Reference Books</b>	1880	--	18	35,488/-	1898	--
<b>e-Books</b>	NLIST + DU online Books					
<b>Journals</b>	87 2015-16	1,40,535	77(Renewed from 2015-16) 22(New added 2016-17)	1,25,798/-	99	<b>2,66,333/-</b>
<b>e-Journals</b>	NLIST + DU online journals					
<b>Digital Database</b>	--	--	--	--	--	--
<b>CD &amp; Video</b>	136	30,504/-	--	--	136	<b>30,504/-</b>
<b>Others (specify)</b>	--	--	--	--	--	--

**4.4 Technology up gradation (overall)**

	<b>Total Computers</b>	<b>Computer Labs</b>	<b>Internet</b>	<b>Browsing Centres</b>	<b>Computer Centres</b>	<b>Office</b>	<b>Departments</b>	<b>Others</b>
<b>Existing</b>	1800	05	2 Fibre Line + 6 Wi-Fi Lease	04		24	05	1510* +14
<b>Added</b>	04	-	-	-		02	-	02
<b>Total</b>	1804	05	2 Fibre Line + 6 Wi-Fi Lease	04		26	05	1510*+16
*Laptop								

**4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)**

- The Administration, Accounts Section and Library are fully computerized with Internet Facility.
- The following training sessions were attended/conducted by Staff and Students:
  - Capacity Building Workshop for National Pension System
  - Library and Information Professionals Summit (LIPS 2016)) on “From Ownership to Access: leveraging the Digital Paradigm”
  - Building Digital India: Enhancing Capacities through Libraries and Information.
  - Research Methodology and Data Analysis using SPSS and AMOS.
  - Training of Recycle of Paper (for students)
  - Awareness Programme to promote TDS compliances
  - Enhancement of General Administrative Skills in Higher Education Institutes
  - RTI training programme
  - Developing Laboratory Skills
  - Academic Administration
  - Skill Enhancement in Personnel Administration
  - Enhancement of Skills in Administrative & Financial Management
  - Tally ERP
  - Educational Administration for NTS Staff of Universities & its Colleges
  - About Online Admission Process, Online Fee Submission and Collection
  - For basic computing knowledge
  - Usage of Internet and Office Related Software
  - Vittiya Saksharta Abhiyan and towards less cash payment modes
  - Demonstration followed by multiple training sessions for the preparation of Time Table, Attendance.
  - Process of conduct of examinations at the level of the College was computerised.
  - Big Data Analysis

- e-content creation
- Using MS Excel for Business Mathematics Problems
- Capacity building workshop on e-content creation
- New Roles of Teachers in technology-driven Higher Education
- Faculty Development Workshop On “Embedded Systems and Synthesis of Nano-materials”
- Skill Development workshop on “Latex and Statistical Techniques
- Mobile applications using android
- PHP Application development
- Data Analysis” for the students
- Zebrafish Demonstration for students

4.6 Amount spent on maintenance in lakhs\* :

i) ICT

**Rs. 2,60,906/-**

Details in Annexure IV.1

ii) Campus Infrastructure and facilities

**Rs. 13,71,747/-**

Details in Annexure IV.1

iii) Equipments

**Rs. 2,77,668/-**

Details in Annexure IV.1

iv) Others

**Rs. 5,850/-**

**Total :**

**Rs. 19,16,171/-**

\*All figures cover the financial year 2016-17

**CRITERION – V****5. Student Support And Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

- Regular interaction with students in General Assembly
- Students Union, Class Representative and Students Volunteers were motivated to spread awareness about these services.
- Regular Meeting with Staff (Teaching & non-teaching) and students
- For Security CCTV & proper lighting installed
- Additional Sitting areas for students provided
- Redressal of Grievances by authorities
- Additional water connection; Water-coolers on every floor & central RO system
- Research corpus has been created to provide seed money for students oriented research

**5.2 Efforts made by the institution for tracking the progression**

These are some of the methods adopted by the institution to track the progression:

- After every semester, paper-wise result analyzed, discussed and reviewed by the principal and as well a department wise follow up to assess the student progression based on evaluation.
- Every year Alumni meets are organized. During the meet, alumni are required to register themselves with complete information regarding their professional/personal details. This helps institution to record students' progression.
- The college organizes open house discussion where parents are invited for interaction with teachers, this forum is used to analyze students' continuous performance.
- When the students come to collect their Degree, each student is required to provide the details of Progression after graduation in a Register maintained in the office.
- Efforts are being made to maintain departmental record for the students' progression.

**5.3 (a) Total Number of students**

UG	PG	Ph. D.	Others/Certificate
3624	56	NA	108

**(b) No. of students outside the state**

442

**(c) No. of international students**

8

Men (Only for Add on Course)

No	%
5	0.13%

Women

No	%
3783	99.87%

2015-16					
General	SC	ST	OBC	Physically Challenged	Total
2139	638	102	827	5	3711
2016-17					
General	SC	ST	OBC	Physically Challenged	Total
2178	628	101	764	9	3680*

\*Figure includes 56 PG students

**Demand ratio:** The Admission process was done online through university portal and University does not provide demand ratio separately to individual colleges. though university online admission portal opens during admission time, it does not provide information of demand ratio.

**Dropout:** 6.68%

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Students did not avail facility

No. of Students Beneficiaries

0

#### 5.5 No. of students qualified/ Preparing/ Pursuing in these examinations

NET	1	SET/SLET		GATE	1	CAT	1
IAS/IPS etc	-	State PSC	-	UPSC	-	Others	350

#### 5.6 Details of student counseling and career guidance

##### **Counselling Facilities**

- Counsellor Ms. Namrata Punia is available for 3 days a week (*Tuesday, Thursday and Saturdays*) from 9.00 am to 12.00 noon at Student's Union Room.
- Register of counseling is being maintained by the Counsellor as well as by the Faculty.
- So far 37 Cases are registered by the Counsellor for the academic year 2016-2017.

##### **Placement & Career Counseling Committee Report: 2016-17**

For Final and Second Year students, the Placement & Career Counseling Committee organized various placement and career related counseling activities. Placements were offered

by:

1. Spice Jet, a civil aviation sector firm;
2. Indigo, a civil aviation sector firm;
3. Oberoi Hotel, a hospitality & tourism sector firm;
4. Reliance Retail, a retail sector firm.
5. ATS
6. Collar Search

No. of students benefitted

338

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
6	150	39	Data not available

### 5.8 Details of gender sensitization programmes

#### Gender Sensitization Activities 2016-2017

- The Women's Development Cell of Kalindi College, in its efforts towards fulfilment of its commitment to gender sensitization, organized various programmes in the academic session of 2016-2017.
- In November 2016 organized a lecture on '**Generic Issues of Women's Movement(s) in India**',
- In March 1, 2017, organized a lecture on '**Sexuality and Human Rights Discourse in India**',
- In February 13, 2017, the WDC organized a one day Workshop on Gender Sensitization on '**Women and Laws in India**'.
- The WDC celebrated **International Women's Day** on March 8, 2017; the guest speaker of the day was **Smt. Sonia**, an acid attack survivor.

#### Internal Complaints Committee (ICC)

- An Interactive Session on "**Awareness Against Sex Trafficking**" with **Ms. Dee Clarke** on 6<sup>th</sup> February 2017
- An Interactive Session on "**Generic Issues of Women's Movement in India**" with **Dr. Bijayalaxmi Nanda** on 10<sup>th</sup> November 2016.

### 5.9 Students Activities

#### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level

159

National level

22

International level

3



**No. of students participated in cultural events**

State/ University level

118\*

National level

24 #

International level

NIL

\* (A 24 Members RAQS Team has participated in 28 colleges) + (A 13 Members Western Group Dance Team has participated in 3 colleges)

# (A 24 Members RAQS Team has participated in 5 National Level Centers)

**5.9.2 No. of medals /awards won by students in Sports, Games and other events****Sports:** State/ University level

59

National level

15

International level

5

**Cultural:** State/ University level

30

National level

1

International level

NIL

For details see Annexure V.1

**5.10 Scholarships and Financial Support**

Institutional Scholarships / Free-ships given to students during 2016-2017.

<b><u>SCHOLARSHIP/ FREE-SHIP</u></b>	<b><u>NUMBER OF STUDENTS</u></b>	<b><u>AMOUNT</u></b>
SNEH CHAYA FOUNDATION (TRUST)	10	Rs. 50,000/-
University Scholarship (VC Financial Assistance)	14	Rs. 56,000/-
Financial support from institution (By College)	39	Rs. 1,31,465/-
Financial support from government (Central/State) <ul style="list-style-type: none"> <li>• Special Scholarship Scheme of the Govt. of India,</li> <li>• Directorate of Higher Education</li> </ul>	2	Rs. 72,105/-
Financial support from other sources (World Brother Hood)	9	Rs. 1,39,755/-
Number of students who received International/ National recognitions (INDIAN COUNCIL FOR CULTURAL RELATIONS)	2	Rs. 15,700/-

**5.11 Student organised / initiatives****Fairs/Fest** : State/ University level

23

National level

NIL

International level

NIL

**Exhibition** : State/ University level

3

National level

1

International level

NIL

**5.12 No. of social initiatives undertaken by the students**

14

**5.13 Major grievances of students (if any) redressed:** There are no major grievances. Only minor grievances like Water Problem, Cleanliness, College Canteen etc.

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

The College strives to provide education of the highest standards in a disciplined environment conducive to learning to enable students to excel in their chosen fields, both academically and professionally.

**VISION-** “ज्ञानं शीलं धर्मश्चैव भूषणं” i.e., “*The Real Ornaments are Knowledge, Modesty and Sense of Duty*”. The College is committed to inculcate these three virtues of human life in the students; who come from diverse socio-economic backgrounds of region, religion, caste, economic strata and academic performance etc.

**MISSION-**

- To maintain an inclusive teaching-learning environment.
- To promote community service and a sense of social responsibility.
- To provide skill-based knowledge and to blend tradition with modernity and professionalism with vocation.
- To inculcate ethical values and enable our students to fulfil their civic responsibilities.
- To promote environmental conservation for a sustainable future.

The Institution envisions the overall personality development of its students. It strives not only their academic excellence but also their social and emotional well-being. Kalindians are taught to focus on research and Innovation apart from Scholastic activities. The mission is to inculcate in them a desire to be self-reliant, develop an entrepreneurial mind set along with humility. The aim is to send back into society empowered young women who will contribute towards a better society.

#### 6.2 Does the Institution has a management Information System

Yes, the College has a very robust Information System. The College administration works at different levels that comprises of the Governing Body, the Principal, the Teaching and the Non-Teaching staff. Relevant information is given to the staff and students via

- **Notice boards:** There are a number of notice boards all over the College. The Academic block, the TRI block and the Science block all have notice boards on all floors. Notice boards are also present on the facade of the Administrative and Academic blocks and are used by the Office to display student related information. Each Department also has its own individual notice boards which are used to display informative facts regarding the relevant subject.
- The departments display posters about the various projects that are currently running in the

department or have been successfully completed, faculty profiles and other departmental events on these boards.

- **Digital Display boards:** There is a digital display board at the entrance of the College's Administrative building that is used to flash important information as and when required. It also gives information about the upcoming and current events taking place in the College.
- **E-mail Id at Kalindi domain:** The College administration has an email Id <kalindisampark.du@gmail.com> and routinely uses it to pass on important information to teaching and non-teaching staff. In turn, staff members also use this Id to send and receive information from the administration. This facility greatly reduces the use of paper in the campus and is an important move towards digitalisation.
- **Official E-mail Ids:** Official E-mail Ids have been provided to all staff members as a part of the information management system.
- **Bulk SMS facility:** The College administration also communicates with staff members and students via bulk SMS facility, to circulate relevant information to all staff members and students instantly.
- **WhatsApp Groups:** For swift and prompt circulation of information various WhatsApp groups of Faculty members and students have been formed.

6.3 Quality improvement strategies adopted by the institution for each of the following:

#### 6.3.1 Curriculum Development

- The curriculum of B. Voc. (Print Technology) and B. Voc. (Web Designing) have been designed by the College faculty members in association with the Department of Vocation, Faculty of Applied Science and Humanities, University of Delhi.
- Faculty members routinely attend Departmental meetings held in the University by the Parent Departments and Faculty Development Programmes for curriculum development /modifications. The College supports by providing duty leave for the same and all faculty members can avail this leave, as and when required.
- Through diverse undergraduate in-house research, the College has expanded the scope of University approved curriculum.
- Each department, through its Academic Society, contributes to curriculum development by organising talks, seminars, workshops, e-presentations by experts and students.

#### 6.3.2 Teaching and Learning

- **Teaching schedule is as per the Guidelines of the University:** The College formulates its time table as per the norms laid down by the University. There is a time table committee that allots the rooms and ensures that all norms are followed while making of the time table for each department. A sub-committee exists for the Science courses that works in tandem with the central time table committee.
- **Time table is prepared before the start of the academic session:** Time Table is prepared and uploaded on the College website before the beginning of each Academic

session so that there is no loss of teaching days at the beginning of each session. A window period is provided for any changes that need to be done after which the Room Time Tables are put up and strictly adhered too. A new Student Management Software has been implemented, which is used to upload the time table details on the website. This is also used to prepare teacher-wise, department-wise and room-wise charts for easy access by teachers and students.

- **Documentation of Academic Plan:** Every faculty member specifies the academic plan of each paper taught. This is documented to track the learning process and its objectives.
- **Co-Curricular Activities:** Wherever possible, the scope of the curriculum is extended through co-curricular activities, inter and intra College competitions.
- **Various teaching aids are employed to make teaching more innovative and interesting:** ICT enabled teaching is routinely followed by a large number of faculty members. Demonstration method is used by all Science and professional-vocational courses. Posters, charts, models, specimens etc. are also used to make learning interesting. Details of the above mentioned are in Criterion 2.6.
- **Field trips:** are a regular feature to promote a better learning experience for the students: A number of field trips are organized in the College with a view to provide a practical approach to textbook learning. These trips are usually undertaken as a part of the Biodiversity Parks (Environmental Science paper), Heritage Walk (History), Parliament Visit (Political Science), Press Conferences (Journalism) etc. to expose the students to various issues.
- **Faculty Development Programme (FDP)** was organized to orient teachers into new pedagogy.
- **National and International Seminars:** Four International and four National Seminars were organized during the academic year. These served as a platform for the students and faculty to interact with experts from various fields. A number of hands on training sessions were also part of some seminars and helped provide knowledge and promote entrepreneurial inclination in students. Details available in Criterion 2

### 6.3.3 Examination and Evaluation

- Examinations are held as prescribed by the Rules & Regulations of the University of Delhi and the College is required to strictly comply with those.
- The College was a Central Evaluation Centre (CEC) for B.COM. (P) course in the academic session 2016-17. Evaluation is also carried out for the AECC, SEC, Environmental Science papers and School of Open Learning (SOL) within the College itself.
- The Science/Commerce/Maths/Journalism/Music departments also conduct their practical examinations of various Honours and Programme courses running in the College as per university guidelines and in the designated time slot.
- The College also conducted the Non Collegiate Women's Education Board (NCWEB) and School of Open Learning (SOL) exams during the end of the II, IV and VI semesters,

2016-17 and was also a centre for various competitive examinations.

#### 6.3.4 Research and Development

The College provides a number of facilities for Research & Development. These include the already existing and functional facilities such as:

- Creation of research corpus in 2016-17, with Governing Body's approval, that would enhance research activities in the College.
- Research projects have been undertaken with funding from UGC, Inter University Accelerator Centre, NASI (Delhi Chapter), University of Delhi. (Details in Criterion III)
- Several departments offer open option of research projects, field excursions and hands-on research under inter-disciplinary Innovation Projects and departmental initiatives.
- College allocates funds to various academic societies of every department to organize academic and research based activities.
- The College provides necessary support for organization of national/ international seminars, workshops, invited lectures, talks and conferences etc.
- College encourages and supports its faculty and students to present their research and posters in national and international academic events
- Students are guided by teachers of their departments and other related departments for writing research papers for presentation in the department Academic Societies.
- Newsletters and e-journals are published by several departments every year.
- Plagiarism software is made available in the College to support ethical practices in Research.
- The Research Committee of the College promotes and monitors research.
- Peer Reviewed, ISSN marked and research based regular Yearly Academic Journal provides a platform for the on-going research in the College. Its XVI Volume was published in 2016-17.
- A new computer lab is also in the pipeline which will be made operational in the Science Block and shall be used for both classes and research purposes.
- A pond ecosystem has been created in the College outside the Science Block, which is used by the Botany and Zoology Departments to carry out ecology practical.
- Instruments have been added in various departments from funding received for research projects. (Details in Annexure IV.1)

#### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Periodic Review Visits and frequent checks of CCTV footage are conducted to ensure proper utilization of Library, ICT and physical infrastructure.
- In addition to the main College library, there exists in each department a small library that

is managed by the department itself for the ease of access to subject specific books by the students and teachers. Both students and teachers routinely donate books to these libraries. These books are also loaned to the students and teachers for study and can be used during working hours or can even be taken home for further study. The departments also maintain a register to keep an account of these books.

- The automation process of the library system has also been fully completed. The library worked on issuing barcoded cards that should be available to students and staff from the next academic session.
- A log book is kept to register all entries in Library and entry of students and record of printouts in Students' Cyber Centre.
- Initiatives have been started to make the College campus cashless. The accounts section has already stopped disbursing any payments in cash and mostly all payments are being done by NEFT. This will be a step further in completely stopping the use of cash in any transaction on campus. Smart cards will be issued for all monetary transactions from the next academic session.
- The College has undertaken steps to improve the existing infrastructure. The Sangam Parisar shall be handed over to PWD for renovation and overhauling. Construction of the girls' hostel for North East students by PWD is also expected to commence soon.
- Instruments have been added in various departments from funding received for research projects. (Details in Annexure IV.1)

#### 6.3.6 Human Resource Management

- All appointments are done after calculation of workload and strictly in accordance with UGC/University rules.
- For value addition in teaching methodologies and training, Duty Leave is provided to respective teaching and non-teaching staff members (Details in Criteria 2)
- The practice of work allocation among teaching and non-teaching is a regular practice that demonstrates multi-tasking competence of the staff. For effective functioning departments, administration, laboratories, events, festivals, etc. duties are disbursed among staff and students. There is usually a main organizing committee for any event with various subcommittees that report into the main organizing committee. This ensures that work is evenly distributed and carried out in an efficient manner.
- Periodic General Assemblies of students; and various Complaint Boxes affixed outside Principal's Room, Canteen and Library; provide platforms for ventilation of students' grievances that are redressed by Grievance Cell, Proctorial Board, ICC and other channels.
- Frequent meetings are held with different stakeholders for free flow of interaction.
- Several welfare schemes have been floated for teaching, non-teaching staff and the students (Details given in 6.4)

- Review Visits are conducted by the IQAC to ensure proper working of the system.
- All financial dues of retired teaching and non-teaching staff members are settled on their last working day and the College continues to provide medical reimbursement etc. as per University guidelines. (Details available in Accounts Section)

#### 6.3.7 Faculty and Staff recruitment

- As per the sanctioned strength and approval of the funding agency
- The College strictly adheres to the University of Delhi guidelines for the making and implementation of the teaching and non-teaching roster and for calculation of the workload for each of the departments.
- All staff recruitments in the College are strictly according to the UGC norms. No permanent appointment against teaching or non-teaching posts was done in 2016-17.

#### 6.3.8 Industry Interaction / Collaboration

To expand the horizon, to extend facilities, to promote the research acumen, and to enhance the employability and job opportunities of the students, the College has extended interaction and collaboration with various institutions. For this purpose, following Memorandums of Understanding (MoU) were signed between the College and institutions/industries:

- **Journalism Department:** Industry interactions are done through field experts from various organisations. There have been interactive sessions for students by Mr. Kumar Kunal (Aaj Tak), Mr. Rohit Vats (Hindustan Times), Mr. Tripathi (Teleraad) and many more. The department is currently in the process of collaboration with media organisations by working on the modalities of the MoU.
- **The Placement & Career Counselling Committee:** This committee has organised interaction with industries to encourage placement and career counselling for students.
- **B.Voc:** M/s Dainik Jagran, Noida is industry partner for B.Voc. (Printing Technology) and M/s Sisoft Technology Pvt.Ltd. is industry partner for B.Voc (Web Designing).
- **NSS and IIT Delhi:** NSS unit of the College signed a Memorandum of Understanding (MoU) with IIT Delhi for the Indian Road Safety Campaign (IRSC), a National Project with the maxim to inculcate significant Road Safety and prohibit catastrophes on roads.
- **R.K. Films & Media Academy:** MoU signed with R K Films &Media Academy (RKFMA) for Add-on Courses on “Video Production” and “Photo Journalism”
- **Englitude Academics:** MoU signed with Englitude Academics for Add-on Course on Communication Skills & Personality Development.
- **IBSD – Kalindi College:** Kalindi College signed a Memorandum of understanding (MOU) with Institute of Bioresources and Sustainable Development, Imphal, Manipur, to set up an IBSD-Kalindi Centre for Women Entrepreneurship in North East at Kalindi College.



- **Kalindi College and Hero Solar Energy:** MoUs signed with Hero Solar Energy Pvt Ltd. for Solar Photovoltaic Power Plant for harnessing solar energy to fulfil the electricity needs of the College and to ultimately move towards self-sufficiency in power production.

#### 6.3.9 Admission of Students

- Admissions of students are done as prescribed by the rules & regulations of the University of Delhi.
- Central and subcommittees for admissions comprising teaching and non-teaching staff and student volunteers ensure smooth admission process.
- Document verification by Forensic Expert was an added initiative during 2016-17 as per University recommendations
- Admission Grievance Redressal Committee is formed for each academic session to look into the grievances of students.

#### 6.4 Welfare schemes for:

<b>TEACHING</b>	<ul style="list-style-type: none"> <li>• Admissions of wards of Teachers as per applicable rules</li> <li>• Reimbursement of tuition fee of their children as per applicable rules</li> <li>• Reimbursement of medical bills</li> <li>• LTC &amp; HTC Facility.</li> <li>• Various kinds of leaves –Earned Leave, Casual Leave, Sabbatical, Study Leave etc. are given to the faculty members. All records are available with the SPA.</li> <li>• Gymnasium facility: designated time slots are given for teaching staff to utilize the gym.</li> </ul>
<b>NON - TEACHING</b>	<ul style="list-style-type: none"> <li>• Reimbursement of tuition fee of their children</li> <li>• Reimbursement of medical bills</li> <li>• LTC &amp; HTC Facility.</li> <li>• Festival Advance.</li> <li>• Admissions of wards of Non-Teaching staff as per applicable guidelines</li> <li>• Uniform expenses</li> <li>• Cycle Advance.</li> <li>• Two-wheeler advance</li> <li>• Gymnasium facility: designated time slots are given for non-teaching staff to utilize the gym</li> </ul>
<b>STUDENTS</b>	<ul style="list-style-type: none"> <li>• Full waiver of the College fee for needy students</li> <li>• Full waiver of the Tuition fee for needy students</li> <li>• Scholarships to deserving students.</li> <li>• Doctor is available thrice a week. In case of emergency they are escorted to nearby BLK Hospital.</li> </ul>



	<ul style="list-style-type: none"> <li>• Counsellor is available on alternate days.</li> <li>• Wheel-chair is available for differently abled.</li> <li>• Relaxation of attendance for participation in Sports/NCC/ various other intra/inter College/University/State/National/International level activities/events etc. as per University guidelines.</li> <li>• College Van can be used by students to participate in various events outside the College.</li> <li>• Mother Dairy kiosk for healthy alternatives</li> <li>• Gymnasium facility is available for students and time slots are designated for them.</li> <li>• Placement/Career Guidance.</li> <li>• Research Room/Student Cyber Centre.</li> <li>• Assistance for participating in the Sports/other Extra-Curricular Activities.</li> <li>• Provision of coaches for various sports activities</li> </ul>
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6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done: YES

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

	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	N/A	N/A	Yes	Inter -Departmental
Administrative	Process Initiated			

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG/PG Programmes

- Kalindi College is a constituent College of the University of Delhi, hence results are declared centrally by the University of Delhi

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- The College is a constituent College of the University of Delhi, therefore, process of examination is centrally controlled by the University.
- The College has taken the initiative of introducing Home Exams under CBCS. These are held twice a year during both semesters after the mid semester break. A week was earmarked by the College to conduct these exams and all departments conducted their house exams within the stipulated time period. The corrected answer scripts were given

back to the students so as to help them identify their areas of weakness.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent Colleges?

- The College is a constituent College of the University of Delhi.

6.11 Activities and support from the Alumni Association

- An Alumni Committee exists in the College that tracks the progress of the College alumni. It organises regular meetings with them and aims to constantly keep them informed about their alma mater and involve them in various College activities. A Meeting of Alumni Committee was held on 13<sup>th</sup> August'2016.
- Golden Jubilee Annual sports day and Alumni sports meet was held on 25<sup>th</sup> february'2017 in which members of the alumni actively participated.
- First Alumni directory was published and was inaugurated on the Annual day. A copy of which is available with the IQAC.

6.12 Activities and support from the Parent – Teacher Association

- The Parents-Teachers-Students-Interface (PTSI) is very active and meetings are held every semester. These meetings aim to provide a platform to the Parents to interact on a one to one basis with their ward's teachers and discuss and suggest any changes that would improve the existing modalities of teaching and infrastructure.
- The Parents are invited for an interaction with the Principal and Staff on the Orientation Day. This has been widely attended by the parents.
- Parents are welcomed during admissions and interact with staff and students' volunteers.
- Parents of all the prize winners are invited on the Annual Prize Distribution Function.
- Parents are requested to fill the Feedback forms, which are analysed by the feedback committees so that appropriate action can be taken. (Details in Criteria I)
- A Parent's Meet was organised during NAAC Visit on 9-9-2016 to interact with the Peer Team.
- Last PTSI was held on 25.3.2017.

6.13 Development programmes for support staff

The College has encouraged its administrative and accounts support staff to undergo trainings in bodies approved by the University. Several such programmes have been attended by the Support Staff.

- Mr. Rustam, and Mr. Dinesh Kr. Mishra, Office Attendants took training of Recycle of Paper from 9.3.2016 to 15.3.2016.
- Mr. Amit Gupta, S.O. Accounts & Mr. Vikas Sharma, Sr. Assistant attended Awareness

Programme to promote TDS compliances on 29.6.2016 organized by the Office of the Commissioner of Income Tax.

- Mr. Vikas Sharma, Sr. Assistant attended five days' workshop for Enhancement of General Administrative Skills in Higher Education Institutes from 6<sup>th</sup> to 10<sup>th</sup> June, 2017 organized by Shivaji College, University of Delhi.
- Mr. Noorul Haq, Administrative Officer attended Training Programme for the Assistant Registrars / Administrative Officers from 10<sup>th</sup> January to 7<sup>th</sup> February, 2017.
- Sh. H.K. Srivastava, S.O. Admn. attended RTI one-day training programme on 24.9.2016 organized by RTI Institute of India.
- Mr. Bhuvan Chandra, MTS Lab Attendant, Department of Chemistry attended Three Days Inter-College Interdisciplinary Workshop of Laboratory Staff on "Developing Laboratory Skills" from 14.12.2016 to 16.12.2016.
- Mr. Amit Gupta, S.O. Accounts & Mr. Sanjay, Sr. Assistant attended two days' workshop on Academic Administration on 2.2.2017 to 3.2.2017 organized by CPDHE, University of Delhi.
- Ms. Kalpna, Assistant and Mr. Praveen Kumar Babloo, Sr. Assistant. attended workshop on Skill Enhancement in Personnel Administration from 1.2.2017 to 3.2.2017 organized by Ramanujan College.
- Ms. Asha Rawat, Assistant and Mr. Sanjay, Assistant attended Training Programme on "Enhancement of Skills in Administrative & Financial Management organized by Dr. B.R. Ambedkar College, University of Delhi on 25.2.2017.
- Mr. Vikas Sharma, Sr. Assistant, Ms. Bharti, Assistant attended three days' workshop on "Tally ERP" from 15.3.2017 to 17.3.2017 organized by Maharaja Agrasen College, University of Delhi.
- Ms. Bhawna Munjal, SPA and Mr. Amit, S.O. Accounts attended Training programme on Educational Administration for NTS Staff of Universities & its Colleges on 27.3.2017 organized by Moti Lal Nehru College.

#### 6.14 Initiatives taken by the institution to make the campus eco-friendly

The College is continuously making efforts to make the campus eco-friendly and in the process, promotes various initiatives like:-

- Paper recycling unit: there is a functional paper recycling unit near the College Canteen that is managed and run by the Eco Club of the College. This unit accumulates waste paper from various departments and recycles them to make recycled paper. Training is also provided to students in how to recycle waste paper. (Details in Annexure VII.1)
- Vermicompost plant: A vermicompost pit is present in the Herbal Garden that effectively uses organic plant waste to produce manure that is then used in the College gardens.
- Green Campus: the College strives towards a green campus. A number of initiatives are taken by the Eco Club to promote awareness among students.
- The College has signed an MoU for installing solar panels on campus so that we can shift to green energy sources.
- On the occasion of the "International Ozone Day" i.e. 16th September, students from our

College also attended the celebrations and were educated about the importance of Ozone layer protection and its utility in maintaining the environment free of pollution.

- Energy efficient bulbs and tubes are in use in the College campus and students are constantly instructed to turn off lights and other electronic devices when not in use. There are notices in each classroom that instruct the students and staff to switch off lights and fans when the classes are over so as to save electricity.
- The installation of a central Reverse Osmosis plant has also been initiated during this academic session that will be functional in the next academic year. It will provide clean drinking water for all students and staff and discourage the buying of plastic water bottles in and around campus.
- The campus is a Tobacco Free Zone, there is no availability of tobacco products around the Campus and various campaigns are organized to create awareness about the drawbacks and health hazards of tobacco use.
- Notices for students before Diwali & Holi to not play with firecrackers and colors were displayed and an Anti-firecracker campaign programme was organized for awareness.

## Criterion – VII

### **7. Innovation and Best Practices**

**7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.**

- **Celebration of Golden Jubilee Year:** To commemorate academic year 2016-17 as the Golden Jubilee year, 04 International and 04 National Seminars; numerous University/state and College level workshops were organized. Special curricular, co-curricular and extracurricular activities were organized by every department during the year.
- **Introduction of New Courses:** College has started UGC approved two skill based undergraduate vocational courses i.e., 1) B.Voc. in Printing Technology and 2) B.Voc. in Web Designing. In addition, two career oriented Add-on courses i.e., 1) Certificate course in Foreign Language-Chinese and 2) Certificate course in Travel & Tourism were successfully carried out with due approval from the College Governing Body.
- **Corpus Fund for research activities:** College has allocated a component of students' fee as a corpus fund for Undergraduate Research and other Research Activities in the College.
- **e-Payment & Digitisation:** The college has initiated a practice of accepting and making all monetary transactions through various digital modes. This has not only made the financial transactions less cumbersome and hassle free but has also brought about more transparency in the College.

#### Cashless Transactions for Vendors

To promote cashless transaction facility in every aspect in the College, the petty expenses made by the college shall be done through cards that would be like Imprest/Debit card. This will help to reduce the cash handling to a greater extent.

- **Digital I-cards:** Kalindi College has started the process to implement multi-purpose identity cum Smart card both for staff and students from next year. This card will be used for several library processes as well as cash card for various cashless transactions.
- **Automation of Processes:** The College has procured a Software to facilitate smooth admission procedure, online timetable, attendance and internal assessment of students.
  - Admission: To get admission in the College, students shall have to register themselves; thereafter they will fill the online College form. Further, the software will be used for the roll number generation, selection and segregation of co-curricular, extra-curricular activities, sections option for selection of GE, SEC, AECC etc. paper offered under each course. This software shall also be used to segregate students on the basis of their region, caste etc. that would help in counting of number of students admitted to the College on the basis of these categories.

- Time Table: Online Time Table is now accessible for all teachers to fill their slots in a given format for specific subject, time and respective room number. The same shall be accessible to all stakeholders through the College website.
- Attendance: Software will be used to mark online attendance in the classrooms.
- Internal Assessment: This software will provide internal assessment marks and the attendance-percentage of students. In future this may also be integrated with Semester examination conducted by University.
- **Automation of Library**: The library is using LSEASE software for automation of library services. The following area/Modules have been covered in automation:
  - Cataloguing: Total collection of the library is available through OPAC (ONLINE PUBLIC ACCESS CATLOGUE).
  - Circulation: Library is in the process of generating Barcoded Library membership card that will be used to issue and return of the books.
  - Serial: Details of all the journals/Magazine subscribed by the library is also available in LSEASE.
- **Payroll and Leave record**: The College is in the process to link payroll and leave record with integrated software.

## **7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year**

For details see Annexure VII.1

## **7.3 Give two Best Practices of the institution**

### **I. INNOVATION PROJECTS**

#### **1. Project Title: Inventory and creation of butterfly conservatory in an urban setup (KC-305)**

The project was undertaken to conserve the threatened species by setting up the conservatory and designing a natural habitat in the urban setup. Presence of diverse butterfly composition acts as indicator of healthy environmental condition and thereby assists in biological research and biodiversity conservation. (See Annexure VII.1)

#### **2. Project Title: A Socio-Economic Study of the Condition of the Elderly in Old-Age Homes of Delhi (KC 303/2015-17)**

The project was undertaken for mapping the potential market for support services relating to the elderly in Delhi. The study undertook an examination of the facilities provided to the old persons residing in old age homes and the assessment of their well-being. (See Annexure VII.1)

### **II. COMMUNITY SERVICE**

#### **1. Title of the Project: Vittiya Saksharta Abhiyaan (VISAKA)**

The campaign was initiated on 2<sup>nd</sup> January, 2017 with the maxim of Financial Digital Literacy Campaign. The project aimed at educating students, teachers, non-teaching staff of College and the traders in nearby areas of the College. (See Annexure VII.1)

## 2. Title of the Project: Hand-holding of a Government school

The project was initiated as a step towards social responsibility wherein College aimed at helping a Government school in various ways. (See Annexure VII.1)

### 7.4 Contribution to environmental awareness / protection

- **Installation of Solar Panels:** To reduce electricity consumption, to harness alternative resource of energy and as an important step towards environmental awareness and protection, the College signed an *MoU* (power purchase agreement) with Hero Solar Energy Private Limited, New Delhi.
- **Paper Recycle Unit:** The Eco club supervised the functioning of Paper Recycle Unit installed in the College campus. As a matter of fact, this unit utilized the waste paper accumulated from various departments as raw material and prepared recycled paper which can be used for various purposes. Moreover, we have also provided training to number of students to learn and operate the paper recycle unit.
- **Anti- Crackers Campaign Programme:** On the occasion of the Diwali Eco-club had organized Anti-fire Campaign Programme on 27th October 2016 at 11.00 a.m. The entire campaign was taken over by our RAQS team. The team organized a march within a College Campus with alarming slogan for a safe and eco-friendly Diwali celebration. This rally got a tremendous support from the students as well as the faculty members alike. The RAQS team also performed a Nukkad show emphasizing the importance of simple clean and safe celebration of the Diwali festival.
- **Routine Lab lectures:** All the Science teachers in the beginning of semester classes they gave one specific lecture on how to use hazardous chemicals in the laboratory and how to dispose them off. Also they delivering lecture on their impact on health and environment.
- **Innovation projects based on Environmental awareness/protection**

Establishment of an aquatic microcosm in low lying area of the College: project was funded by College to establish a fresh water Pond in the College premises which providing habitat to both aquatic flora and faunas well as microorganisms. Students got opportunities to learn about following aspect:

- A freshwater system offers a unique opportunity to study the relationship between physical, chemical, geological and biological aspects of environment.
- Also a plethora of organism which occupy different niches in the fresh water system provide platform for students to learn about natural habitat.

The uniqueness of this ecosystem has been utilized to find a solution to a recurring problem faced in the College. The development of this freshwater ecosystem addresses a perennial problem faced by College where water collected after rain. The selected area was low lying lands which was difficult to maintain especially in Monsoon.

A pond has immense carbon processing intensity and can enhance the natural environment as it act as a carbon dioxide reservoir. A pond has ability to sequester carbon dioxide. Ponds can also be used as model ecosystems to test scientific theories in diverse areas such as ecology, conservation biology, climate change modelling and evolutionary biology. (See Annexure VII.1)



*A microbial Fuel Cell: An alternate way to protect environment:* A fuel reservoir are depleting day by day and has become very important for us to search for new renewable sources of energy. Sustainable treatment and utilization of waste water are receiving intensive attention due to the growing shortage of fresh water resources, depletion of fossil fuels and environmental pollution. Waste water are actually a huge “energy storage tanks”. How to efficiently capture the huge energy potential in waste water is of great significance of meeting the world’s energy needs. The microbial fuel cell is a recently developed biotechnological tool for electrical energy recovering from waste water.

Mentioned project was funded by Innovation project, University of Delhi (KC- 302). Output of project has shown its major impact on environment as MCF have the potential applications:

- Practical use in future and will be preferred option among sustainable bio-energy processes.
- Dual advantages: Treatment of waste water and generation of electricity.
- Removal of heavy metals and other organic and inorganic
- Low adverse effect on environment and have good operational stability.
- *Assessment of packaged food for Toxins:* Packaged food although a boon for the overworked urban population has many unknown ingredients which have far reaching impacts the consumers may not be even aware of. Although the focus is on maintaining the levels of toxic chemicals to the permissible levels many unknown toxic chemicals still go undetected. These may creep in from handling as well as packaging material. These impact health especially of infants and children as well as the elderly. These chemicals interfere with normal body functions impairing health and lead to diseases as suggested by several reviews.

Project was funded by Innovation project, University of Delhi (KC- 301). Outcome of project reveal several harmful chemicals are present in these food, that going to alter health metabolism.

- A survey was conducted on above 900 respondents which gave indication of consumption patterns.
- Microbial contamination was observed in the different samples.
- It was observed that certain samples were still in circulation after expiry dates. Sodium benzoate and saccharin was found in juice & milk samples.

**7.5 Whether environmental audit was conducted?** Yes ☐ No ☒

**7.6. Any other relevant information the institution wishes to add. (for example SWOT Analysis)**

**STRENGTHS:-**

- Adequate physical and academic infrastructure with continuous up-gradation
- Cordial relationship between students, faculty, staff and Management of the College.



- Qualified teaching staff with commitment for research and community outreach.
- Decentralised administration through various committees.
- Fostering the ethos of cultural tolerance and national integration.
- Large green campus ornamented with eight beautiful gardens.
- Wide range of co-curricular and extra-curricular activities for all round development of students.
- Participatory and interactive learning techniques, remedial measures, continuous evaluation and identification of weaker and advance learner in the teaching learning process make teaching more effective.
- Add-on courses and skill based entrepreneurial activities to provide opportunities for vocational and professional growth.
- Institutional Social Responsibility represent a repertoire of *social services and Societies outreach* programmes.
- An active Internal Quality Assurance Cell (IQAC).
- The College campus is friendly for differently abled.
- A robust system of feedback from all stake holders.
- Cashless transactions

**WEAKNESSES:-**

- Ill-legal encroachment in the College premises
- Permanent faculty positions should be filled.
- Staff student ratio is high.
- Consultancy is to be strengthened.
- Sports ground should be upgraded
- Less collaboration with industries/ NGO.
- Girls hostel should be constructed
- Library stacking area and seating capacity needs expansion
- Auditorium needs renovation
- More research facilities required

**OPPORTUNITIES**

- Needs to explore more faculty and student exchange programmes,
- More Add on/Certificate/Diploma courses can be introduced.
- Enhanced institutional linkages with industry, business and other organizations for training, placements and consultancy work.

- Roping Alumni and resourceful stakeholders for creating enhanced synergy.
- The consultancy service and Entrepreneurial skill development programmes can be added
- The Industry-academia collaboration will increase the job opportunities for the students.
- ICT facilities to be used for designing subject related videos, animations and online courses,
- College can also generate funds by allowing sports persons of other institutions and neighbourhood to use our extensive sports facilities.

### **THREATS & CHALLENGES**

- Maintaining an effective balance among educational technology, IT infrastructure and academic resources.
- Taking up of Quality initiatives.
- Creation of more infrastructural facilities.
- Coping with the requirements of advanced library resources.
- Safety and security of girls
- Availability and generation of financial resources is often a constraint in the expansion of infrastructure as well as for organizing activities like seminars and conferences.
- Being a College that primarily focuses on under-graduate courses, there are limited research facilities and time constraints in this semester system.
- Introduction of any new academic programme is restricted due to limited resources and infrastructure.
- The initiation of any new academic/professional/entrepreneurial programme requires a long and complicated procedure for getting permissions from multiple authorities which often delays the process. This also creates a discouragement among the faculty members.
- The scarcity of permanent faculty is also a major constrain in running the academic practices smoothly. The process of appointing permanent faculty is rather slow and beyond the control of the College.
- In undergraduate institutions teaching (academic activity) has a dominance over the research activity. An appropriate balance between teaching and research activities needs more strategic attention.
- Due to the need/protocol for approvals from multiple authorities, various efforts of the College to add up/construct new buildings/classrooms/facilities has slowed down.
- More and more competition is arising due to many government, grant-in-aid, autonomous Colleges and deemed universities, private Colleges and International Universities with Professional and Job oriented courses as well as advanced facilities and resources, which have been established well within the vicinity of the College. It is necessary for the College to expand vertically as well as horizontally.
- More and more candidates are moving towards professional and vocational courses rather than classical degree courses as they are more job-oriented.