



# **RAMANUJAN COLLEGE**

**(University of Delhi)**

**Kalkaji, New Delhi-110019**

*(Accredited by NAAC with 'A' Grade with a CGPA of 3.09 on a 4 point scale)*



# **RAMANUJAN COLLEGE**

**(University of Delhi)**

**Kalkaji, New Delhi-110019**

*(Accredited by NAAC with 'A' Grade with a CGPA of 3.09 on a 4 point scale)*

## **ANNUAL QUALITY ASSURANCE REPORT (AQAR)**

**January 2016 - July 2017**

*Submitted to*

**National Assessment and Accreditation Council**

An Autonomous Institution of the University Grants Commission  
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

## CONTENTS

	<b>Page No.</b>
1. Details of the Institution.....	3
2. IQAC Composition and Activities.....	6
3. Criterion – I: Curricular Aspects.....	12
4. Criterion – II: Teaching, Learning and Evaluation.....	13
5. Criterion – III: Research, Consultancy and Extension.....	17
6. Criterion – IV: Infrastructure and Learning Resources.....	21
7. Criterion – V: Student Support and Progression.....	24
8. Criterion – VI: Governance, Leadership and Management.....	29
9. Criterion – VII: Innovations and Best Practices.....	36

## Part – A

### **1. Details of the Institution**

**1.1 Name of the Institution**

**RAMANUJAN COLLEGE**

**1.2 Address Line 1**

**F- BLOCK**

**Address Line 2**

**KALKAJI**

**City/Town**

**NEW DELHI**

**State**

**DELHI**

**Pin Code**

**110019**

**Institution e-mail address**

**ramanujancollege2010@gmail.com**

**Contact Nos.**

**011-26430192**

**Name of the Head of the Institution:**

**Dr. S.P. AGGARWAL**

**Tel. No. with STD Code:**

**011-26421826**

**Mobile:**

**9911337612**

**Name of the IQAC Co-ordinator:**

**Dr. K. LATHA**

**Mobile:**

**9311222202**

**IQAC e-mail address:**

**dr\_k\_latha@yahoo.co.in**

**1.3 NAAC Track ID** (*For ex. MHCOGN 18879*) **DLCOGN 21475**

**1.4 NAAC Executive Committee No. & 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)*

**EC(SC) 12/A&A/5.1 Dated 19/02/2016**

**1.5 Website address:**

**<http://www.rcdu.in>**

**Web-link of the AQAR:**

**<http://www.rcdu.in/AboutUs/AQAR2016.pdf>**

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

## **1.6 Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	A	3.09	February, 2016	5 Years
2	2 <sup>nd</sup> Cycle	--N.A.--			
3	3 <sup>rd</sup> Cycle	--N.A.--			
4	4 <sup>th</sup> Cycle	--N.A.--			

**1.7 Date of Establishment of IQAC :**

**22/07/2013**

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

**2016-17  
(January 2016 –July 2017)**

**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)*)

**This is our first round of AQAR cycle following the NAAC accreditation in February 2016.**

### 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)

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)

### 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

Our College had been sanctioned Deen Dayal Upadhyay Centre for Knowledge Acquisition and Up gradation of Skilled Human Abilities and Livelihood (KAUSHAL) by the UGC in the year 2015.

The college will soon be running a Teacher Learning Centre under the aegis of the Pandit Madan Mohan Malviya National Mission on Teacher's and Teaching (PMMMNTT, MHRD. The Centre would have in its core the idea of felicitating teaching leaning process to teachers located in remote areas of the country.

## 2. IQAC Composition and Activities

2.1 No. of Teachers	9+1 (Principal)
2.2 No. of Administrative/Technical staff	1
2.3 No. of students	1
2.4 No. of Management representatives	2
2.5 No. of Alumni	2
2.6 No. of any other stakeholder and community representatives	2
2.7 No. of Employers/ Industrialists	1
2.8 No. of other External Experts	2
2.9 Total No. of members	21

2.10 No. of IQAC meetings held: 2 meetings.

2.11 No. of meetings with various stakeholders: No.  Faculty   
Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

### 2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

**This being the Diamond Jubilee year (commencing in December 2017) of the college, the IQAC has decided to organise a major National level Seminar on the theme of 'Quality Assurance in Higher Education'. The college proposes to organise this seminar in January/February 2018.**

## 2.14 Significant activities and contributions made by IQAC

The Internal Quality Assurance Cell (IQAC) of the College has been formed as per the guidelines of the National Assessment and Accreditation Council (NAAC) to promote, encourage and ensure higher academic standards.

The IQAC monitors academic performances and evaluation systems, augments the teaching-learning process, conducts examination, maintains academic coordination, promotes research among teachers and students and assures adequate infrastructural facilities.

The IQAC has played an active role in internalizing a culture of quality within the institution. This culture was maintained and sustained by several initiatives taken by the Cell through the year.

Some of the significant activities for the period of January 2016 -July 2017 are highlighted below:

- The following six subjects have been introduced, after being approved and sanctioned by the University of Delhi, to be studied as Honors Courses. These are Mathematics, Applied Psychology, Statistics, Philosophy, Management Studies Computer Science. Economics has also been approved and will be introduced as an Honors course from the academic year 2017- 18.
- The Department of Environmental Studies has been established.
- The National Skill Development Council (NSDC) is running a Course on *Associate Analytics*.
- Our College has been sanctioned Deen Dayal Upadhyay Centre for Knowledge Acquisition and Up gradation of Skilled Human Abilities and Livelihood (KAUSHAL) by the UGC, under which the College is offering B. Vocational Courses in *Banking Financial Services* and *Information Technology*. A specially designed curriculum has been formulated with expert advice from both academic faculties and industry experts. The course has begun with 84 students in *Banking Financial Services and Insurance* and 61 having chosen *Information Technology* as their vocational subject.
- A MoU has been signed with the software company, TALLY, for training students on Tally ERP.9.
- A three-month Diploma Course *on International Financial Reporting Standards* has started from 5th February 2016, in association with the Indian Accounting Association, NCR Chapter.
- Special coaching classes for students wishing to take the CAT exam were started in the college in February 2016.
- E-learning Content Management System has been developed on Open Source Platform – *MOODLE*, which enables submission of assignments, uploading lectures, online test and evaluation.
- The College has made its infrastructure available for the following Centres:
  - School of Open Learning (SOL) (1500 students),
  - Non Collegiate Women's Education Board (500 students) and
  - Indira Gandhi National Open University (1250 students).
- In an initiative of the Department of Environment studies, the College has signed an MoU with Pom Pom Waste Recycling Company. As Per the MoU, the company will fortnightly collect dry and solid waste from the institution and will give the monetary value of the waste to the college which will be given as an incentive to the housekeeping staff of the college. A Training Session was also organised regarding waste collection for the housekeeping staff of the college by Pom Pom Recycling Company. In another MOU with



Jaagruti- a waste Paper Recycling Company, 35 A-4 size paper reams were received by the college in exchange of 502 kg of waste paper in November 2016.

## 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.

S. No.	Plan of Action	Achievements
1.	New Independent building	The aspirations of Ramanujan College to have an independent building found realization with the beginning of construction work of the approved building plans. This partial construction of the building will provide for the college with 32 rooms which will be used as class rooms, laboratories, staff rooms and also a medium sized indoor auditorium. This state of art modern building with best of amenities is being supported by a gigantic service centre that will house the sewage treatment plants, electric substation and power generators, water storage tanks and water pumps. The auspicious <i>bhoomi puja</i> was held on 25 February 2016 and in ten months the entire structure of the new building has already come up. Architect Consortium have provided the architectural design of the building. RITES (Rail India Technical and Economic Service) who are the Project Management Consultants have assured that the contractor, Garg Builders will hand over the finished building by the August 2017.
2.	Introduction of New Honors Courses	The following six subjects have been introduced in the academic year 2016-17 after being approved and sanctioned by the University of Delhi, to be studied as Honors Courses. These are Mathematics, Applied Psychology, Statistics, Philosophy, Management Studies Computer Science. Economics has also been approved and will be introduced as an Honors course from the academic year 2017- 18. The Department of Environmental Studies has been established.
3.	Skill Enhancement Courses for existing students	Our College runs Certificate and Diploma Courses on : 1. International Financial Reporting Standards (IFRS), 2. Tally 3. Human Rights 4. Mass Media and 5. Radio Broadcasting.
4.	Vocational Courses	Our College has been sanctioned Deen Dayal Upadhyay Centre for Knowledge Acquisition and Up gradation of Skilled Human Abilities and Livelihood (KAUSHAL) by the UGC, under which the College is offering B. Vocational Courses in <i>Banking Financial Services</i> and <i>Information Technology</i> . A specially designed curriculum has been formulated with expert advice from both academic faculties and industry experts. The course has begun with 84 students in <i>Banking Financial Services and Insurance</i> and 61 having chosen <i>Information Technology</i> as their vocational subject.

5.	Diploma Course	A three-month Diploma Course <i>on International Financial Reporting Standards</i> has started from 5th February 2016, in association with the Indian Accounting Association, NCR Chapter.
6.	Periodical orientation to prepare college for Re-accreditation	All Departments and Societies are made aware of the need for timely compilation of reports necessary for re-accreditation.  Emphasis is also laid on the development of Lesson Plans by the faculty members for the courses they are teaching in the beginning of every semester.
7.	E-Learning	E-learning Content Management System has been developed on Open Source Platform – <i>MOODLE</i> , which enables submission of assignments, uploading lectures, online test and evaluation.
8.	Waste Management	In an initiative of the Department of Environment studies, the College has signed an MoU with Pom Pom Waste Recycling Company. As Per the MoU, the company will fortnightly collect dry and solid waste from the institution and will give the monetary value of the waste to the college which will be given as an incentive to the housekeeping staff of the college. A Training Session was also organised regarding waste collection for the housekeeping staff of the college by Pom Pom Recycling Company. In another MOU with Jaagruti- a waste Paper Recycling Company, 35 A-4 size paper reams were received by the college in exchange of 502 kg of waste paper in November 2016.
9.	Nodal Centre for Admissions to Management Courses	Ramanujan College had the distinction of being selected as the nodal centre to oversee the entire admission process of Bachelor of Management Studies for all the colleges of the university where this course is being offered. Almost 5000 shortlisted candidates were selected to appear for the Group Discussion (GD) and Personal Interview (PI) from 5- 10 July 2016 in the College premises. This massive exercise, spread over six days, involved 100 teachers, professionals and industry experts. Everyday more than 850 candidates were called for personal interviews and group discussions. Sixteen interview panels with three interviewers each interviewed every candidate individually. The singularly remarkable feature of this selection of students was that the entire rigorous process beginning from the student's registration, verification of the documents, GD and finally the PI was completed within two hours for each individual student. There was also a feedback system for both the candidates as well as the panellists. The complete process was co-ordinated by a team of dedicated teachers and volunteers of the College. The successful conduct of such an enormous exercise without any glitches is an achievement for the College, especially so because it was the first time such a mega- event was organised by the college.

10.	Consultancy Services	<p>Research Consultancy and Services Cell has been constituted to provide consultancy services to various organizations, industry and government sector, which will serve as a great opportunity for the faculty and students to interface with other institutions.</p> <p>The college provided consultancy services worth Rs 3 lacs for the State Bank Officers Association in the segregation and counting of the postal ballots through computer systems programmed by the college.</p> <p>The college provided consultancy worth Rs.3 lacs for Reliable Data Solutions to perform the confidential work of evaluation and tabulation of answer sheets.</p> <p>Dr. Nirmalya Samanta, Department of English, has been appointed as Consultant for the Pay Review Committee, set up by the University Grants Commission in 2016.</p>
11.	Outreach Programmes	<p><b>Outreach Programme Committee</b> has been constituted to maintain complete documentation of all the events conducted by all the Departments, Societies and Centres and keep a track of all community-centric activities conducted by the College throughout the year. The Committee, in its own capacity, also reaches out to the larger society with the aim of benefitting and bringing about a change in the lives of the people.</p> <p>As a part of the Outreach programme of the college, the Centre for Ethics and Values also organized “Hope Wali Diwali” a visit to an orphanage on 13th October 2016 as a way of celebrating Diwali with the orphaned kids.</p> <p>An Awareness Programme on Sanitation in the slum area of Indira Kalyan Vihar, Okhla Phase-1 Okhla Industrial Estate, New Delhi, under an Outreach program was held on 8th November 2016 by Department of Political Science.</p> <p>The Department of English organised an outreach programme with the underprivileged children of the Chetna Welfare Society, Sohna Road Faridabad. Haryana.</p> <p>The Department of Applied Psychology chose the NGO “Rising People Welfare Society” for our annual Outreach Programme.</p> <p>The Department of Business Management visited the D.T.E.A. Senior Secondary School, R.K. Puram Sector IV, New Delhi as a part of its out reach programme. The aim of the out reach program was to manage the school for a full day and conduct activities that imparted knowledge and information to the students in an innovative and fun filled manner.</p>

**2.15 Whether the AQAR was placed in statutory body**    Yes                      No ☐

Management ☐      Syndicate ☐      Any other body ☒

Provide the details of the action taken

- An academic audit was conducted internally and it was coordinated by the IQAC during 10<sup>th</sup> – 12<sup>th</sup> January 2016. The process for the next academic audit is already on and the audit will be done by end of August 2017.
- Interactive lecture methods is adopted for teaching by almost all the faculty members which is supported by ICT approaches.
- Academic Teaching plans are prepared by faculty members during the beginning of every semester.
- Necessary initiatives for quality enhancement in teaching, learning and research are in place.
- Online feedback system on voluntary basis.
- Focus on interdisciplinary areas.
- College has completed seven Innovation Projects and five Star Innovation Projects.
- College provides seed money for research.
- Students are involved in research projects.
- Some departments are actively involved in mentoring of students.
- Ensured infrastructure facilities in the state of art Porta Cabins despite space constraints.
- Facilities for career counseling, placement and psychological counseling are in place.
- Effective support to teachers for the implementation and delivery of curriculum.
- Promoting culture of research and innovation.
- Institutional Social Responsibility through the Outreach committee of our college.
- Various eco-friendly measures through the installations of solid waste disposal machine, e-waste bins and Bio-toilet.

**Part – B**  
**Criterion – I**

**1. Curricular Aspects**

**1.1 Details about Academic Programmes**

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	----	----	----	----
PG	----	----	----	----
UG	14	08	----	14
PG Diploma	----	----	----	----
Advanced Diploma	----	----	----	----
Diploma	02	02	----	02
Certificate	02	02	----	02
Others	----	----	----	----
<b>Total</b>	18	12	----	18
Interdisciplinary	18	12	----	18
Innovative	----	----	----	----

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

**(ii) Pattern of programmes:**

Pattern	Number of programmes
Semester	<b>18</b> (All programs follow the semester pattern)
Trimester	<b>none</b>
Annual	<b>none</b>

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

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

*\*Please provide an analysis of the feedback in the Annexure*

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

Certain faculty members of this college serve as resource persons at the University for revision and update of the syllabi.

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

YES. Departments of Management Studies, Philosophy and Environmental Studies were introduced in our College during the year 2016.

## Criterion – II

### 2. Teaching, Learning and Evaluation

#### 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
39	26	12	---	---

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

26

#### 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
---	74	---	---	---	---	---	---	---	74

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

10 Guest Faculty	3 Visiting Faculty	37 Adhoc Faculty
------------------	--------------------	------------------

#### 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	5	12	0
Presented papers	1	13	0
Resource Persons	0	0	0

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

1. A MoU has been signed with the software company, TALLY, for training students on Tally ERP.9.
2. E-learning Content Management System has been developed on Open Source Platform – *MOODLE*, which enables submission of assignments, uploading lectures, online test and evaluation.
3. Remedial Classes.
4. Online feedback system on voluntary basis.
5. Focus on interdisciplinary areas.
6. Group Discussions.
7. Case Study Analysis.
8. Problem Solving and Project-Based Learning.
9. Discussion and Review of Documentaries.
10. Invited talks, special lectures and panel discussion on vital issues.
11. Interactive lecture methods supported by ICT approaches.
12. Academic Teaching plans in the beginning of every semester.

#### 2.7 Total No. of actual teaching days during this academic year: 186 Days

## 2.8 Examination/ Evaluation Reforms initiated by the Institution:

Our institution is a constituent college of the University of Delhi. As a consequence, we are obliged to follow practices and standardized procedures of the University.

However, the Internal Assessment evaluation of students by our faculty members has seen the following reforms:

- Multiple choice questions
- One-minute papers
- Open book examinations
- Online study materials
- Conducting more tutorial sessions

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

5 faculty members from our institution were involved in curriculum restructuring and syllabus development.

## 2.10 Average percentage of attendance of students: 75%

## 2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	I %	II %	III %	Pass %
B.Com (H)	199	157	38	1	98.49%
BA Psychology (H)	31	26	3	1	96.77%
BA English (H)	48	23	19	3	93.75%
BA Hindi (H)	52	27	19	2	92.30%
BA Political Science (H)	77	39	28	4	92.20%
B.Sc. Statistics (H)	38	29	8	Nil	97.36%
B.Sc. Mathematics (H)	83	39	28	4	85.50%
BA Economics (H)	34	14	10	5	85.29%

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

- Monitoring and supervision of day-to-day lectures is carried out on a regular basis.
- Online Feedback form is mandatorily submitted by students at the end of every semester.
- Analysis of all feedback forms from students, parents and alumni is carried out regularly by the Feedback Committee of our college.
- Our college has devised a mechanism where the faculty members develop Lesson Plans for their respective courses that they are teaching in the beginning of each semester. This rough outline helps in framing various activities/exercises/assignments/projects for a given semester, which is also circulated to students.

- Guest lectures and distinguished sessions are organized by various experts and resource persons for different courses. Students are also encouraged to participate and interact with the resource persons to enable them to broaden their horizons.
- Faculty members are encouraged to participate in research and consultancy services in order to enhance their research skills.
- Faculty members are encouraged to engage in refresher courses and orientation programs for furthering their teaching skills.
- Mentor-Mentee relation is enabled in a classroom environment to cater to various needs and interests of students. This helps in identifying and mentoring slow & fast learners.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	4
UGC – Faculty Improvement Programme	2
HRD programmes	2
Orientation programmes	5
Faculty exchange programme	---
Staff training conducted by the university	10
Staff training conducted by other institutions	8
Summer / Winter schools, Workshops, etc.	12
Others	15

### 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	20	66	Nil	46
Technical Staff	0	01	Nil	01



## Criterion – III

### 3. Research, Consultancy and Extension

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

As Research, Consultancy and Extension initiative IQAC regularly provides information regarding Major Research Projects, Minor Research Projects under UGC schemes are circulate among the faculty members. The members of IQAC have decided to issue a total grant of 10 lakh for research proposals selected by the research committee. Faculty members were also encouraged to attend and present research papers in seminars, conferences etc., and to publish research papers in peer reviewed journals listed by UGC.

It was pointed out that ICT usage depends on the subject being taught. The use of the MOODLE platform as an aid to class room teaching was suggested. The ICT infra structure in college could also be used to take online assignments of students.

IQAC took initiatives of awards for promotion of outstanding and exceptional contributions in academic research, innovative teaching practices, institutional representation and administrative reforms. All awards (except the Administrative Reform Award and the Ramanujan Award for significant contribution in the field of Mathematics) will be given by rotation (once in three years) in following disciplines:

1. Commerce and Management;
2. Arts, Social Sciences and Humanities; and
3. Mathematical Sciences (Mathematics, Statistics and Computer Science).

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		5		
Outlay in Rs. Lakhs		87,50,000		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	8			
Outlay in Rs. Lakhs	26,85,000			

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	20	36	--
Non-Peer Review Journals			
e-Journals			
Conference proceedings	3	8	--

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	University of Delhi	87,50,000	87,50,000
Minor Projects	1	University of Delhi	26,85,000	26,85,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	1	Ramanujan College, University of Delhi	55000	55000
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total				

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

ii) Without ISBN 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)

3.10 Revenue generated through consultancy

3.11 No. of conferences	Level	International	National	State	University	College
organized by the Institution	Number	4	3			
	Sponsoring agencies	UGC	UGC			

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

11490000

- The college has submitted a number of projects to the University as Innovation Projects. Selection and sanction of the submitted projects is awaited.

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
1	--	1	--	--	--	--

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

3

3

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

0

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

JRF

0

SRF

0

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

0

State level

30

National level

50

International level

0

3.22 No. of students participated in NCC events:

University level

04

State level

03

National level

13

International level

00

3.23 No. of Awards won in NSS:

0

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text"/>	NSS	<input type="text"/>
		Any other	<input type="text"/>

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

Centre for Social Innovation was enacted with a vision to increase social links and create new societal development. Following events were conducted by the center:

- An educational session on “Vedic Mathematics for Slum students” was organized in June 2016 with aim of imparting basic mathematical knowledge to the children residing there.
- A group of about 37 people including slum kids, volunteers and faculty members visited National Science Centre at Pragati Maidan, in collaboration with LECIN in July 2016.
- A “Session on Innovations in Cleanliness” was organised in August, 2016.
- A Fund Raising Event in collaboration with LECIN “Threads of Joy” was held in August, 2016.
- On the eve of Independence Day, Centre for Social Innovation in collaboration with LECIN and Sai Sanskaar Foundation celebrated Independence Day to develop a sense of patriotism among the children and to give them an opportunity to showcase their creativity.
- A visit to Sulabh International was planned to see the various models implemented by the organization in August, 2016.
- Session on “Role of Men in Women empowerment” was conducted by Mr. Srinivasan and Mr. Suraj (Founders of Azad Foundation) in September, 2016
- “Educational Program in Okhla Slum” was organized for slum children to help them with their studies in September, 2016.
- A visit to Okhla slum was planned for our volunteers to boost the participation and interest of first year students in social activities.

EOC organized a one day outreach program to the Deaf and Dumb School, Kalkaji with the aim to develop the sense of social cause among the students. 35 Students with disability took active participation in the Painting and Wall Hanging Competition.

- Outreach Programme in collaboration with the NGO, Rupantaran was organized in the Coolie Camp (Vasant Vihar) in May, 2016. It was aimed at motivating the children to go to school and pursue education.
- Community Outreach Programme was organized in Ghalib Auditorium on 12<sup>th</sup> August, 2016 for school going children from Sudhar Camp (Kalkaji). Students from our College gave short awareness lectures on *Educational Opportunities*, *Physical Health and Sports* and *Sanitation and Hygiene*, under the guidance of faculty members.
- Education-oriented Outreach Programme in collaboration with the NGO Rupantaran was organized in the Coolie Camp (Vasant Vihar) on 4th September, 2016. The main objectives of the event were to make the children of the camp understand the importance and value of education and provide a platform for them to showcase their talent.
- A Talk by Mr. Vivek Sood (Founder and Director, Rupantaran), on the *Importance of Social Outreach* was organized in the College premises on 16th September, 2016.
- A Memorandum of Understanding (MoU) has been signed by the College and the NGO Rupantaran, under which the College students will provide teaching services to the children and women residing there, while Rupantaran will provide infrastructural facilities. On 23<sup>rd</sup> October, 2016, the Coolie Camp was formally adopted and our Principal, Dr. S. P. Aggarwal, inaugurated the Sewa Kendra. The objective is to achieve economic self-sufficiency through coaching classes in various subjects, computer classes, spoken English classes, counselling sessions, and interactive sessions through music, street play and dance.
- An Internship Programme has been started by the Committee, under which students are required to complete stipulated hours of teaching upon which they are awarded certificates.
- Swacch Bharat Abhiyan was jointly organised by the Ramanujan College and Rupantaran J.J. Bandhu Camp (Vasant Kunj) on February 5, 2017.
- Inauguration of Computer Centre at J.J. Bandhu Camp (Vasant Kunj) was done as a collaborative initiative for training the children of the camp on 19<sup>th</sup> February, 2017.

## 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		The college has been allocated 7 acres of land.	The land allocated by the University of Delhi	
Class rooms	27	5	OBC Grant	32
Laboratories	5	1	OBC Grant	6
Seminar Halls	1	0	--	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library

**Ramanujan College Library** is automated with the Integrated Library Management Software known as “LS Ease” along with Bar Code Technology.

- OPAC with advanced search facility.
- The software generated all essential reports.
- User can claim the book, reserve the book and renew the books through library network.
- Computerized books issuing and returning saves the time of students.
- It provides serials control.
- Books available in the OPAC search

Modern web-based systems delivering and discovery provisions of E-resources (N-list of INFLIBNET and DELNET) are now available in Ramanujan College Library .

**Administrative block** of the college is fully computerized with latest configuration. We are using Tally software in our accounts department to maintain the accounts records. We have developed our own software for maintain the student database & for the student online attendance. Student fees collection is successfully implemented using fees management software (HDFC Bank software & Payment Gateway with Zero cost). CCTV has been established in the library & office for security purpose. We are using two separate leased lines of 100Mbps of Railtel & 10 Mbps of DEN Networks (use only as a backup line) in library and office.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	40277	78263	685	460000	40962	12426
Reference Books						
e-Books						
Journals	70	11035	75	91592	75	91592
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	976	3	Internet availability through Leased Line to all working systems	2	--	4	--	--
Added	5	--		--	--	--	--	--
Total	981	3		2	--	4	--	--

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

Internet facility is available in college campus through 100 Mbps lease line provided by Delhi University. We have another 10 Mbps leased line (as backbone) connection provided by DEN Networks. Whole campus is wi-fi enabled. For the use of Wi-fi, a unique ID and password has given to all teachers, students and staff. Each college department's (Administration) is provided with a latest computer system with internet connection for the college work.

- We have IT Infrastructure committee which meets frequently and give suggestions to the institute for up-gradation of its computer facilities.
- Recently we have purchased SPSS software and Mathematica software for the use in computer labs for students and Teachers.
- Three days' workshop on "Skill Enhancement in Personnel Administration" for college staff has been conducted by college.
- College has developed software for Student online attendance & online internal assessment marks calculation which helps students and their parents to view attendance online. In future, we are going to upgrade this software for Daily student attendance through android mobile or tablet. For that college committee has approved the purchase of 100 tablets for this purpose. This software is hosted by our own college server.

4.6 Amount spent on maintenance in lakhs :

i) ICT	45,97,792
ii) Campus Infrastructure and facilities	30,00,000
iii) Equipments	26,41,317
iv) Others	5,00,000

<b>Total :</b>	1,07,39,409
----------------	-------------



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services:

The College has instituted the *Ramanujan Awards and Scholarship* for meritorious students from the Academic year 2016-17. The details are given below:

- *Ramanujan Ratan Award*, which includes a memento, a certificate and cheque of Rs. 20,000 will be given to the student who has secured highest aggregate marks/percentage in all the three years (from among all the courses taken together).
- A Scholarship of Rs.1500 per month will be awarded to the student who has secured the highest marks in aggregate during both the 1<sup>st</sup> and 2<sup>nd</sup> years (from among all the courses taken together).
- A Scholarship of Rs.1000 per month will be awarded to the student who has secured the highest marks during the 1<sup>st</sup> year (from among all the courses taken together).

- 0 A MoU has been signed with the software company, TALLY, for training students on Tally ERP.9.
- 1 A three-month Diploma Course *on International Financial Reporting Standards* has started from 5th February 2016, in association with the Indian Accounting Association, NCR Chapter.
- 2 E-learning Content Management System has been developed on Open Source Platform – *MOODLE*, which enables submission of assignments, uploading lectures, online test and evaluation.
- 3 Mentor-Mentee Program has been initiated in observance to the University of Delhi rules to identify and mentor slow and fast learners.
- 4 Remedial Classes are regularly held for interested students during every semester.
- 5 A Medical Room has been set up in collaboration with Social Action Foundation. On the inaugural day, 2 November 2015, a Health Awareness talk was delivered by Dr. Vinayak Aggarwal (Sr. Consultant-Cardiology, Medanta Hospital), followed by a free Health Camp, organised by Medanta-The Medicity.
- 6 The programme CAT with College, commenced on 10 February 2016.
- 7 The National Skill Development Council (NSDC) is running a Course on *Associate Analytics*.
- 8 Entrepreneurial skills of students are encouraged through “THRUST: Centre for Entrepreneurship”, which helps in harnessing the creative and skillful qualities of the students and creating successful business venture run by the students.
- 9 The Placement Cell of our college is highly involved in providing training sessions and recruitment of our students. During the given period, more than 180 students have been recruited by companies such as, Concentrix, Genpact, Data Flow, Naukri.Com, ICICI Prudential, Talocity, Tata Consultancy Services, Bajaj Finance, Ernst & Young.
- 10 Our College has been sanctioned Deen Dayal Upadhyay Centre for Knowledge Acquisition and Up gradation of Skilled Human Abilities and Livelihood (KAUSHAL) by the UGC, under which the College is offering B. Vocational Courses in *Banking Financial Services* and *Information Technology*. A specially designed curriculum has been formulated with expert advice from both academic faculties and industry experts. The course has begun with 84 students in *Banking Financial Services and Insurance* and 61 having chosen *Information Technology* as their vocational subject.
- 11 A workshop on *Gender sensitisation and Personality Development* was conducted by the Equal Opportunity Cell on 15 March, 2016. The Cell works on the guidelines for Scheme of Equal Opportunity Centre for College XII Plan (2012-2017).
- 12 The College ensures that all facilities are available for the girl students within the campus. Fee concession, projects and workshops are organised to spread awareness among female students. The participation of female students in various non-academic activities, like NSS, NCC, has been exemplary. The girls' unit of the NCC is very have participated in various training camps and won many awards in drill, guard and piloting competitions in NCC fests in different colleges. To ensure

the security of the female students, the entire College is under the CCTV surveillance. Girl students can easily approach the woman guard with their problems.

- 13 Outreach Programme Committee has been constituted to engage our college students in community-centric activities throughout the year. The Committee, in its own capacity, reaches out to the larger society with the aim of benefitting and bringing about a change in the lives of the people. As a part of the Outreach programme of the college, the Centre for Ethics and Values also organized “Hope Wali Diwali” a visit to an orphanage on 13th October 2016 as a way of celebrating Diwali with the orphaned kids. An Awareness Programme on Sanitation in the slum area of Indira Kalyan Vihar, Okhla Phase-1 Okhla Industrial Estate, New Delhi, under an Outreach program was held on 8th November 2016 by Department of Political Science.

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

1. Tutorial system and remedial classes are regularly held for all the courses to provide guidance to students.
2. Monitoring and supervision of day-to-day lectures is carried out on a regular basis.
3. Online Feedback form is mandatorily submitted by students at the end of every semester.
4. Analysis of all feedback forms from students, parents and alumni is carried out regularly by the Feedback Committee of our college. This helps in performance evaluation of teachers.
5. Guest lectures and distinguished sessions are organized by various experts and resource persons for different courses. Students are also encouraged to participate and interact with the resource persons to enable them to broaden their horizons.
6. Mentor-Mentee relation is enabled in a classroom environment to cater to various needs and interests of students. This helps in identifying and mentoring slow & fast learners.
7. An Internal Complaints Committee has been constituted in our college, which helps in redressing student grievances. The Committee meets on a regular basis to work for the safeguard of female students and colleagues.
8. Attendance is recorded and submitted online on the college website by the faculty members on a monthly basis, which helps in avoiding unauthorized absence of students.
9. Continuous evaluation of the students’ performance through class tests, group discussions, case studies, multiple-choice questions and field projects.
10. Regular meetings of all the departments are held to analyze the activities and the future plans. Every department institutes an academic calendar in the beginning of every semester that helps in keeping track of the overall progression.
11. For developing creativity and research aptitude in students:
  - Internal seminars and distinguished lecture series are conducted.
  - Students are encouraged to participate in national level seminars.
  - Students are encouraged to take part in literary competitions organized by other colleges.
  - Students are encouraged to attend seminars, workshops and quiz competition.
  - Students are encouraged to participate in various cultural activities organized by other colleges through their involvement in cultural societies of our college.
12. Physical education department fosters the interests of students through various inter-college championships and inter-departmental activities in athletics, archery, basketball, boxing, cricket, chess, football, weight-lifting, power-lifting and taekwondo.
13. Orientation for new students is conducted in the beginning of every academic year.
14. Coaching for competitive exams like UPSC is provided to students.

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

UG	PG	Ph. D.	Others
2470	---	---	---

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

1180

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

3

Men	No	%	Women	No	%
	1618	65.5		852	34.4

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1168	328	66	497	9	2096	1337	425	80	621	7	2470

**Demand ratio:** The demand ratio cannot be calculated because the total number of students applied is not known due to centralized online admission process done by the University of Delhi.

**Dropout %:** Data not available

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

- Guidance was given to final year students in some departments to appear for entrance examinations of other universities.
- Civil Services Coaching has been initiated in our college. 110 students have registered so far.
- The Placement Cell of our College had organized a special GD & PI session for registered students on 21<sup>st</sup> February 2016.

**No. of students beneficiaries**

110

**5.5 No. of students qualified in these examinations : Data not available.**

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

**5.6 Details of student counselling and career guidance**

- During the period of 1<sup>st</sup> half of 2016, more than 180 students have been recruited by the Placement Cell of our College in the following companies: Concentrix, Genpact, Data Flow, Naukri.Com, ICICI Prudential, Talocity, Tata Consultancy Services, Bajaj Finance, Ernst & Young.

2. Training wing of the Placement Cell, Career Development Cell, has undertaken the following activities:

- Career Week (8-16 February 2016).
- Special GD&PI Session (21 February 2016)

**No. of students benefitted**

**294**

## 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
15	550	156	----

## 5.8 Details of gender sensitization programmes

- A workshop on *Gender sensitisation and Personality Development* was conducted by the Equal Opportunity Cell on 15 March, 2016. The Cell works on the guidelines for Scheme of Equal Opportunity Centre for College XII Plan (2012-2017).
- A session on *Gender Sensitization* was organized by the Centre for Social Innovation on 17 February 2016 by a team from *Womenite*. The Centre has been established in January 2016 as part of the *Star Innovation Project* entitled *Sociovation*, sanctioned by the University of Delhi. It has identified 'Women Empowerment' as one of the four core issues as its thrust areas.
- An Internal Complaints Committee was constituted in the last academic session for a period of three years. The Committee meets on a regular basis to work for the safeguard of female students and colleagues. The Committee appraised the few complaints that were received and disposed them off to the satisfaction of both the sides. In the coming academic session, the Committee plans to sensitize the students through extensive workshops, talks and various other activities.
- The College ensures that all facilities are available for the girl students within the campus. Fee concession, projects and workshops are organized to spread awareness among female students.
- The participation of female students in various non-academic activities, like NSS, NCC, has been exemplary. The girls' unit of the NCC has participated in various training camps and won many awards in drill, guard and piloting competitions in NCC fests of different colleges.
- To ensure the security of the female students, the entire College is under the CCTV surveillance. Girl students can easily approach the woman guard with their problems.
- The college would be instituting a Women's Development Cell in the next academic year.

## 5.9 Students Activities

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

State/ University level

**4**

National level

**2**

International level

---

No. of students participated in cultural events

State/ University level **350** National level **---** International level **---**

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level **---** National level **1** International level **---**

Cultural: State/ University level **21** National level **---** International level **---**

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	205	Rs. 3,48,120
Financial support from government	---	---
Financial support from other sources	12	Rs. 24,000
(Alumni scholarships)		
Number of students who received International/ National recognitions	---	---

### 5.11 Student organised / initiatives

Fairs : State/ University level **15** National level **---** International level **---**

Exhibition: State/ University level **---** National level **---** International level **---**

5.12 No. of social initiatives undertaken by the students **32**

### 5.13 Major grievances of students (if any) redressed

There have been no major grievances during the concerned period.

However, an Internal Complaints Committee has been constituted in our college during the last academic session for a period of three years. The Committee meets on a regular basis to work for the safeguard of female students and colleagues. The Committee appraised the few complaints that were received and disposed them off to the satisfaction of both the sides.

## Criterion – VI

### 6. Governance, Leadership and Management

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

Vision: Creation of an egalitarian society based on equality and justice and pursuit of academic excellence in search of new horizons of knowledge.

Mission: Providing opportunity to our students and teachers for an ethical and moral value-based self-development; empowering them to meet the challenges of the modern world; and Contributing to Nation-building. Ensure best academic and extracurricular resources to create ethically conscious graduates; encourage critical and innovative thinking, enabling students to become leaders, capable of changing the society for betterment of humankind; equip students with knowledge skills and sensitive heart and mind, ensuring strong value system; and endow students with global and cognitive skills for better employability.

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

- Focus of the management information system in the college is to develop improved information flow among stake holders like the students, parents, teachers, management, administrative staff, library facilities, old students, retired teachers, etc. so that healthier student-teacher relationship, and better service to students and faculty members from the administrative staff. The focus is also in developing better values in the interpersonal relationships among various participants towards promoting excellence for the college.
- The principal of our college ensures the smooth functioning of the activity of the College in collaboration with other faculty members.
- The College ensures a system of participative management whereby information flow and decision-making processes are systematized and channeled through all key constituents of the College.
- Teacher-in-charges of all the departments ensure the smooth functioning of the activities of the department in collaboration with other members of the department.
- Meetings of the Staff Council are held to discuss and decide on matters relating to academics and administration.
- Effective administration system is in place. There is an easy access to management for timely resolution of academic and administrative problems.
- Sufficient provision is made for purchase of equipment and for maintenance of infrastructure.
- For the smooth and effective functioning of the College, interactions with stakeholders comprising of faculty, parents, alumnae and the students, are regularly organized.
- Feedback received from faculty, students, alumnae and other stakeholders are considered for continuous review and revision, which are relevant to the changing needs of higher education.
- 

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

##### 6.3.1 Curriculum Development

- Our college is a constituent college of the University of Delhi and there is a prescribed curriculum of the university which the college follows.

- Some faculty members are actively engaged in curriculum development and curriculum restructuring by acting as members in various committees at the University.
- The departments follow the syllabus and programmes in accordance with the UGC, Government and University norms.
- Faculty members of each department in our college participate in curriculum development course-wise meetings conducted at the University level to improve and revise the existing syllabus.

### **6.3.2 Teaching and Learning**

- Teaching methodology has become student-centric, which has resulted in classes being more interactive. ICT enabled teaching has made the classroom teaching more effective.
- Initiatives like academic calendar in every semester and hands on experience to students (like workshops, seminars, group discussions) have enhanced the teaching learning process.
- On the basis of feedback and evaluation, the limitations of students are recognized. Additional coaching in the form of remedial teaching and bridge courses is provided.
- Training sessions for faculty members through faculty development programs are conducted to enhance their teaching skills.
- Research and project works have helped students to encourage practical learning.

### **6.3.3 Examination and Evaluation**

- As per the directions of the university, standardized practices in semester examinations are followed in our college.
- For Internal Assessments, different types of evaluation methods are followed by faculty members in different departments.
- Seminar presentations, assignments and case study analysis are used as part of continuous evaluation.
- Class tests are regularly conducted.
- A few faculty members act in various capacities as external evaluators in other colleges of the University of Delhi.
- Some senior faculty members participate as Convener/member of paper-setting committees in the University of Delhi by setting question papers for the semester examinations.

### **6.3.4 Research and Development**

\*The college has instituted Ramanujan Research awards to encourage Research and development.

\*The college provides advanced computer labs and a media lab to facilitate research.

\*The college encourages teachers to submit research projects under the Innovation Project and the star innovation project of the University of Delhi.

\* The college has also promoted teachers and students with research ideas by sponsoring projects



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

- The library has been equipped with an air conditioned reading lounge for teachers which is wi fi connected.
- The students have been provided with air conditioned reading halls.
- The library system is completely computerised
- Library stack hall has enhanced storing capacity with addition of foldable almirahs.
- The library staff have been sent of specific traing programmes to augment their efficiency
- In addition to the existing journals a number of journals have been subscribed
- Emphasis is being made to buy latest books and single titles.

### 6.3.6 Human Resource Management

- Teacher are encouraged and permission given to participate in general and specific training programmes like refresher courses, faculty development programmes and workshops.
- The faculty is provided with semester time tables well in time and they are also uploaded on the website of the college.
- Teachers submit lessons plans.
- Practical and hands on teaching and learning practices are encouraged.
- A component of ethics and value based teaching is introduced in regular curriculum

### 6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment is based on the guidelines issued by the University of Delhi. The recruitment of permanent positions for both faculty and staff is currently in process at the University level.

### 6.3.8 Industry Interaction / Collaboration

\*The college is collaborating with different industries initiative required for the Kaushal Kendra in which the are skilled based vocational courses are being taught.  
\*We are collaborating with the company Ernst and Young for the add on course on international financial accounting (IFRS)

### 6.3.9 Admission of Students



- The efficient student-friendly process ensured that the admissions for the year 2015-16 was carried out smoothly.
- The paperless computerized admissions system was well-organized to the benefit of the students and parents.
- The instant print-out of the Identity and Library cards through *Smart 50* machine proved very popular among the new comers.
- Multiple checks have ensured dispute and grievance free admission. Admission process is one of our Best Practices.
- Ramanujan College had the distinction of being selected as the nodal centre to oversee the entire admission process of Bachelor of Management Studies for all the colleges of the university where this course is being offered. Almost 5000 shortlisted candidates were selected to appear for the Group Discussion (GD) and Personal Interview (PI) from 5- 10 July 2016 in the College premises. This massive exercise, spread over six days, involved 100 teachers, professionals and industry experts. Everyday more than 850 candidates were called for personal interviews and group discussions. Sixteen interview panels with three interviewers each interviewed every candidate individually. The singularly remarkable feature of this selection of students was that the entire rigorous process beginning from the student's registration, verification of the documents, GD and finally the PI was completed within two hours for each individual student. There was also a feedback system for both the candidates as well as the panellists. The complete process was coordinated by a team of dedicated teachers and volunteers of the College. The successful conduct of such an enormous exercise without any glitches is an achievement for the College, especially so because it was the first time such a mega- event was organized by the college.

#### 6.4 Welfare schemes for

Teaching	Loan facility, Contributory Provident Fund for management faculty, Contribution towards medical insurance, Maternity leave, staff tours
Non teaching	Loan facility, Bonus for administrative and supportive staff during overtime working hours, insurance, contributory provident fund, Maternity leave, staff tours and other benefits as per government rule.
Students	Career guidance Cell, Medical Lab facility, scholarships, financial aid, free counseling, remedial classes, Fee concessions and endowments, issue of personal laptops, Orientation programmes for the first year students on all matters relating to academics, student discipline and services

#### 6.5 Total corpus fund generated

Rs. 5 Crore
-------------

**6.6 Whether annual financial audit has been done** Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO	---	YES	IQAC
Administrative	NO	---	YES	IQAC

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

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☐ No ☒

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

Our institution is a constituent college of the University of Delhi. As a consequence, we follow the standardized procedures of the University.

However, the admit cards for students are now generated at the college level, which was earlier issued by the University. The entire process has been made online.

The system has become more decentralized over the last couple of years.

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

All the college under the University of Delhi have separate Governing Bodies.

Governing body of our college is open minded and visionary. It encourages for development of academic culture in the college.

**6.11 Activities and support from the Alumni Association**

- The college organises an annual alumni meet.
- The college formally recognises outstanding alumni by felicitating them in the Annual Day
- The college invites meritorious alumni to deliver special lectures to students
- The alumni has instituted academic awards for the college.
- The process to get the Ramanujan College Alumni Association formally registered has been initiated.

**6.12 Activities and support from the Parent – Teacher Association**

The College does not have an established Parent – Teacher Association. However there are activities organized by the college wherein parents are encouraged to attend.

In the beginning of the academic year it is mandatory that parents of first year students attend an Orientation on all academic programmes and student support services offered on campus.

Departments organize a one-on-one dialogue with parents whose children need further support and counseling services to enhance performance.

### **6.13 Development programmes for support staff**

Administrative staff is encouraged to take up regular training programme provided by the government. Skill development in terms of using ICT is also being encouraged. Availing the avenues for the career promotion for the support staff is being encouraged. Sufficient provision is made for purchase of equipment and for maintenance of infrastructure. Welfare measures provided by the government are being introduced without any delay.

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

1. Installation of Solid Waste Disposal Machine or ECO-MAN in the Institution: For Proper management of the organic or food waste generated from the college campus a solid waste disposal machine was installed in the college campus. It is placed near the canteen area and all the food waste generated from the canteen is put into the machine, which converts the same into compost and is further used to fertilize the soil.
2. Installation of Electronic Waste Bins in Institution Building (January, 2016): For proper management of electronic waste, institution has installed Five Electronic Waste Bins at different in the college campus. Main purpose behind it is proper disposal of the waste in environmentally sustainable manner. College has already tied up with Okhla based Electronic Waste management company and currently the waste generated by institution's IT sector is approximately 250 to 300 kgs (annually) and it will be given to the company for further processing. It's an initiative to make campus electronic waste free.
3. Paper Recycling Agreement between Jaagruti and Deptt. of Environmental Science: The Department of Environmental Science has signed an agreement with "Jaagruti "- working name of a Paper Recycling Company in March 2016. According to the agreement the college will give all kinds of waste paper ranging from Newspapers , magazines , office grade paper , old Assignments of students to single waste paper sheets to jaagruti and in return Jaagruti will give recycled paper to the college which will include A4 size white sheets and Notepads with the logo of the college printed on that.
4. Installation of Bio Toilet in the Institution: A Bio toilet has been installed in the institution in May 2016, which basically converts urine into water with the help of bacteria. The objective of the same is to make the institution not only Environment friendly but also to make water available for gardening in the institution by converting the human urine into water with the help of a bacteria. In the Long run , if the same is used for defecation then it will also contribute in generating compost from human fecal matter.
5. Signing of an MoU between Ramanujan and Pom Pom- A Solid Waste Recycling Company: The Department of Environmental Science has signed an MoU with a Waste Recycling Company known as Pom Pom on 20th **October 2016** . As Per the MoU, the company will fortnightly collect

the dry and solid waste from the institution which is collected, sorted and stored by the house keeping staff of the college and in return Pom Pom will give the monetary value of the waste to the college which will be given as an incentive to the housekeeping staff of the college.

## Criterion – VII

### 7. Innovations 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.

- Innovative pedagogical strategies are applied to maximize teaching and learning through problem-solving, case studies, project-based learning, peer-teaching and experiential learning are utilized.
- E-learning Content Management System has been developed on Open Source Platform – *MOODLE*, which enables submission of assignments, uploading lectures, online test and evaluation.
- In an initiative of the Department of Environment studies, the College has signed an MoU with Pom Pom Waste Recycling Company. As Per the MoU, the company will fortnightly collect dry and solid waste from the institution and will give the monetary value of the waste to the college, which will be given as an incentive to the housekeeping staff of the college.
- Electronic Waste Bins have been installed in the Institution Building. For proper management of electronic waste, institution has installed Five Electronic Waste Bins at different in the college campus. Main purpose behind it is proper disposal of the waste in environmentally sustainable manner.
- Time-tables of each faculty member is uploaded online on the college website. Room-wise and course-wise time-table is accessible to students.
- Multidisciplinary and interdisciplinary talks/seminars/ workshops have been conducted.
- Class wise counseling, screening of Documentary films, preparation of academic calendar in the beginning of every semester and regular contact hours are conducted for students.

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

- The following six subjects have been introduced, after being approved and sanctioned by the University of Delhi, to be studied as Honors Courses. These are Mathematics, Applied Psychology, Statistics, Philosophy, Management Studies Computer Science. Economics has also been approved and will be introduced as an Honors course from the academic year 2017- 18.
- The Department of Environmental Studies has been established.
- Our College has been sanctioned Deen Dayal Upadhyay Centre for Knowledge Acquisition and Up gradation of Skilled Human Abilities and Livelihood (KAUSHAL) by the UGC, under which the College is offering B. Vocational Courses in *Banking Financial Services* and *Information Technology*. A specially designed curriculum has been formulated with expert advice from both academic faculties and industry experts. The course has begun with 84 students in *Banking Financial Services and Insurance* and 61 having chosen *Information Technology* as their vocational subject.
- An academic audit was conducted internally and it was coordinated by the IQAC during 10<sup>th</sup> – 12<sup>th</sup> January 2016.
- Interactive lecture methods are adopted for teaching by almost all the faculty members, which is supported by ICT approaches.

- The National Skill Development Council (NSDC) is running a Course on *Associate Analytics*.
- Academic Teaching plans are prepared by faculty members during the beginning of every semester.
- Necessary initiatives for quality enhancement in teaching, learning and research are in place.
- Online feedback system on voluntary basis.
- Focus on interdisciplinary areas.
- College was granted seven Innovation Projects and five Star Innovation Projects.
- College provides seed money for research.
- Students are involved in research projects.
- Some departments are actively involved in mentoring of students.
- Ensured infrastructure facilities in the state of art Porta Cabins despite space constraints.
- Facilities for career counseling, placement and psychological counseling are in place.
- Effective support to teachers for the implementation and delivery of curriculum.
- Promoting culture of research and innovation.
- Institutional Social Responsibility through the Outreach committee of our college.
- Various eco-friendly measures through the installations of solid waste disposal machine, e-waste bins and Bio-toilet.

### **7.3 Give two Best Practices of the institution** *(please see the format in the NAAC Self-study Manuals)*

- The efficient student-friendly process ensured that the admissions for the year 2015-16 was carried out smoothly. The paperless computerized admissions system was well-organized to the benefit of the students and parents. The instant print-out of the Identity and Library cards through *Smart 50* machine proved very popular among the new comers. Multiple checks have ensured dispute and grievance free admission. Admission process is one of our Best Practices.
- In an initiative of the Department of Environment studies, the College has signed an MoU with Pom Pom Waste Recycling Company. As Per the MoU, the company will fortnightly collect dry and solid waste from the institution and will give the monetary value of the waste to the college, which will be given as an incentive to the housekeeping staff of the college. Also, Electronic Waste Bins have been installed in the Institution Building. For proper management of electronic waste, institution has installed Five Electronic Waste Bins at different in the college campus. Main purpose behind it is proper disposal of the waste in environmentally sustainable manner.

### **7.4 Contribution to environmental awareness / protection**

1. Installation of Solid Waste Disposal Machine or ECO-MAN in the Institution: For Proper management of the organic or food waste generated from the college campus a solid waste disposal machine was installed in the college campus. It is placed near the canteen area and all the food waste generated from the canteen is put into the machine, which converts the same into compost and is further used to fertilize the soil.
2. Installation of Electronic Waste Bins in Institution Building (January, 2016): For proper management of electronic waste, institution has installed Five Electronic Waste Bins at different in the college campus. Main purpose behind it is proper disposal of the waste in environmentally sustainable manner. College has already tied up with Okhla based Electronic Waste management company and currently the waste generated by institution's IT sector is approximately 250 to 300

kgs (annually) and it will be given to the company for further processing. It's an initiative to make campus electronic waste free.

3. Paper Recycling Agreement between Jaagruti and Deptt. of Environmental Science: The Department of Environmental Science has signed an agreement with "Jaagruti" - working name of a Paper Recycling Company in March 2016. According to the agreement the college will give all kinds of waste paper ranging from Newspapers, magazines, office grade paper, old Assignments of students to single waste paper sheets to jaagruti and in return Jaagruti will give recycled paper to the college which will include A4 size white sheets and Notepads with the logo of the college printed on that.
4. Installation of Bio Toilet in the Institution: A Bio toilet has been installed in the institution in May 2016, which basically converts urine into water with the help of bacteria. The objective of the same is to make the institution not only Environment friendly but also to make water available for gardening in the institution by converting the human urine into water with the help of a bacteria. In the Long run, if the same is used for defecation then it will also contribute in generating compost from human fecal matter.
5. Signing of an MoU between Ramanujan and Pom Pom- A Solid Waste Recycling Company: The Department of Environmental Science has signed an MoU with a Waste Recycling Company known as Pom Pom on 20th **October 2016**. As Per the MoU, the company will fortnightly collect the dry and solid waste from the institution which is collected, sorted and stored by the house keeping staff of the college and in return Pom Pom will give the monetary value of the waste to the college which will be given as an incentive to the housekeeping staff of the college.
6. Plans of Institution for next year:
  - To conduct visits to other Biodiversity Parks in Delhi and the surrounding areas which has not yet been explored like Okhla Bird Sanctuary, Asola Bhatti Wildlife Sanctuary, Sultanpur National Park (Gurgaon), TERI Retreat Centre, Gurugram etc.
  - To Conduct a Seminar/ Conference/ Symposium on Environmental Issues and Challenges.
  - To Create a Herbal Garden in the Institution in which various herbal plants will be planted.
  - Plantation of Ornamental Plants in the Institution.
  - Celebration of various Environmental days/ theme days throughout the year like World Wetlands Day on 2nd February, Water Day 22 March, Earth Day 22nd April, Environment Day on 5th June for environmental education, awareness and action which will include various competitions and fun activities.

**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

- All required faculty positions are filled.
- All departments have qualified and committed faculty.
- Dynamic leadership and visionary management.
- Good infrastructural facilities.

## WEAKNESSES

- More faculty members need to be involved in consultancy services.
- Encourage more interdisciplinary research projects from faculties.
- Lack of permanent physical infrastructure, but well compensated through state of art porta cabins.
- Requirement of a rigorous feedback system.

## OPPORTUNITIES

- Generation of funds from ugc and other government & non-government agencies through major and minor projects.
- Creating good research atmosphere in the college.
- Strengthening college-industry interactions.

## CHALLENGES

- Creating permanent infrastructure of the college.
- Strengthening collaborative effort with industry for teaching and research purposes.
- Providing best possible facilities for teaching/learning in available limited space.

## 8. Plans of institution for next year

To upgrade campus facilities including the construction of the new buildings including a porta cabin complex to house the library and the administrative block.

The college has applied to the Niti Ayog for the starting of an Atal Incubation Centre under the Atal Incubation Mission Scheme.

The college will be running the Teaching Learning Centre which has been awarded the aegis of the Pandit Madan Mohan Malviya National Mission on Teacher's and Teaching (PMMMNTT), MHRD.

The college has applied for 35 innovation projects to the University of Delhi which await University approval.

The college has made a proposal to the MHRD under the Rastriya Uchchar Shiksha Abhiyaan (RUSA) for a Centre.



**Dr. K. Latha**

Signature of the Coordinator, IQAC



**Dr. S.P. Aggarwal**

Signature of the Chairperson, IQAC

\*\*\*



