



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)**

Accreditation - (Cycle - 1)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
RAM LAL ANAND COLLEGE**

**New Delhi
Delhi
110021**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	RAM LAL ANAND COLLEGE New Delhi Delhi 110021	
2.Year of Establishment	1964	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:		
Departments/Centres:	12	
Programmes/Course offered:	15	
Permanent Faculty Members:	85	
Permanent Support Staff:	54	
Students:	2130	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Situated in South Delhi. Admits students from other states too 2. Staff and students along with the Principal work as a cohesive group 3. Green and clean campus and very aesthetically maintained	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 22-10-2018 To : 23-10-2018	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. BALU CHOPADE	
Member Co-ordinator:	MR. M THAVAMANI	
Member:	DR. REKHA PANDE	Director,University Of Hyderabad
NAAC Co - ordinator:	DR. JAGANNATH PATIL	

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion 1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion 1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

Ram Lal Anand College is situated closer to University of Delhi (South Campus) and affiliated to the University. As an affiliated college of the University follows the curriculum developed and designed by the university. The Institution offers B.A., B.Sc., B.Com, B.M.S., B.J.M.C. and M.A. programmes. Bachelor of Management Studies and B.Sc.(Honors) Mathematics programmes are introduced from the academic year 2017-18. The College has only Post Graduate Programme in Hindi. The College conducts two self-financing courses namely B.Sc.(H) Computer Science and B.A.(Honors) Hindi Patrakarita Evam Jansanchar.

The University has introduced Choice Based Credit System (CBCS) since 2015-16. The faculty counsels students in the choice of electives under CBCS. CBCS has been introduced at all UG programmes and faculty of the institution contributed significantly in developing curriculum at the University level. Staff Council co-ordinates the pedagogical and infrastructure requirements of the curriculum of all departments.

Three self-financing certificate courses in Analytics Using 'R', Data Science with Programming in Python and Heritage and Tourism Management are offered by Statistics and History departments respectively to create employment opportunity, entrepreneurial skills and research. Gender, environmental studies, human values and professional ethics form part of curriculum. Curriculum is supplemented through educational tours, field projects, heritage walks, symposium etc.

Curriculum enrichment is done by all programmes eg., Auditing and Corporate Governance by commerce, Contemporary India, Women empowerment and Women Writings by English dept., Law and Media by Journalism Dept., Environmental Issues in India and Gender and Education in India by History Dept., environmental microbiology, microbial biotechnology, biofertilizers and biopesticides by Microbiology Department, Madhyam Kanoon aur Aachar Samhita, Hashiye ka Samaaj, Asmita Vimarsh aur Hindi Media by BJMC and Asmitamulak Vimarsh aur Hindi Sahitya by Hindi Department are offered under enrichment programme. Feedback on curriculum is taken from students, teachers and parents and forwarded to the University to consider while revising the curriculum.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The admission process is transparent. Admission in UG programme is based on merit of the intermediate (+2) examination. Institution adheres to the admission policy of the Government of India and the University. 41.7% of the students from other states are admitted.

Teachers assess the learning levels of the students through class tests and group discussions. Identified slow learners are given tutorial classes, remedial classes, confidence building activities and group learning in a group of 8 to 10 for effective learning. Some departments create diversified groups and promote collaborative learning. Advanced learners are given training in various aspects of research such as literature survey, field work, collection and presentation of data etc. They are also encouraged to participate in inter-collegiate competitions, seminars, symposiums and summer internship.

Institution has an in-house counsellor to deal with psychological issues of the students. To address the academic and stress related issues mentorship is practised. The mentorship records are maintained by all teachers.

Students are given hands-on experience to showcase their skills by organising various co-curricular and extra-curricular activities. Apart from chalk and talk method of teaching and learning e-learning resources such as National Program on Technology Enhanced Learning (NPTEL), Swayam, Massive Online Open Courses (MOOC) are used. 15 innovative projects are sanctioned by the University of Delhi to the College faculty.

These inter-disciplinary projects enable the students to look beyond their discipline.

58 out of 85 teachers are Ph.D. qualified and 04 teachers have completed Post-Doctoral Research at national level and 05 at the international level and all 85 teachers are UGC-NET qualified. Institution follows the university guidelines for Continuous Internal Assessment. Tests, assignments, group projects, quiz, open book test, online test and group discussions are some of the methods to evaluate the students learning under CIE. Discrepancies if any in internal assessment of students is sorted out by the Moderation Committee together with Internal Assessment Committee. Ability Enhancement Compulsory courses and Skill Enhancement courses are evaluated at the college level. POs, PSOs, Cos are shared with students and displayed on the website. Attainment of POs and PSOs are yet to be an integral part of the examination system of the institution.

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Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

Qualitative analysis of Criterion 3

Research committee of the Institution promotes and facilitates research activities of the Institution. Faculty have 203 publications in peer reviewed journals in the last five years and 67 number of books and chapters and 31 awards and recognitions for research activities. The faculty have completed 17 research projects and received research grants of Rs. 95 Lakhs from UGC, ICSSR, etc. The College has received two approved patents and one has been filed for patent. 02 IPR workshops have been conducted for the benefit of teachers. The Code of Ethics is in place to check the plagiarism in publications following the UGC guidelines.

Centre for Entrepreneurship and Technology Development in the college takes initiative and motivates the students to come with innovative ideas. 'Automatic Green Corridor Using Sensors to Save Human Life in Delhi' and study on 'How Cognitive activities fair better than drugs in delaying dementia among 60 plus population' are some of the innovative research projects of the students guided by staff. Laboratories have few instruments which helps the staff and students to carry out scientific research. The institution has research collaborations with Dept. of Biochemistry and Biology of University of Delhi South Campus, Central Glass and Ceramic Research Institute, Kolkata, Dept. of Biotechnology, IIIT NOIDA and Dept. of Biotechnology, Indraprastha University.

NSS and NCC units and clubs and societies of the institution are actively involved in community activities. Around 2000 students have participated in various awareness programs such as road safety and traffic management, Ek Bharat Shreshtha Bharat, Swachh Bharat, Beti Bachao Beti Padhao, green campus, tree plantation, yoga and blood donation are some of the activities of the institution. Digital Financial Literacy Campaign carried out by the volunteers of the institution in the nearby market areas has resulted in cashless business transactions. They also conducted 21 days' workshop on dementia to the members of old age homes and NGO's. Institution has received 31 awards from Government and NGOs for their extension activities. Institution has a number of collaborative activities with industry, communities and NGO's (74).

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QIM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QIM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

INSTITUTION has 37 classrooms, 08 laboratories, museum gallery and a seminar hall for academic activities. The classroom arrangements are coordinated by staff council committee in consultation with heads of departments and infrastructure committee. A separate common room for girls with the necessary facilities is made available to the girls. Canteen Committee oversees the functioning, hygiene and food quality of the college canteen and maintains proper records of inspection and actions taken. Playground and indoor hall for sports and games are available. Adequate financial provision for infrastructure development by the institution. The Government of India along with Sanjeevani Creation conducted access audit and assessed the institutions disability friendliness and recommended elevators for the institution. Institution has made adequate budgetary allocation for elevators and also expansion of library. The work has been assigned to CPWD and monitored by Infrastructure committee.

The carpet area of library is 7200 sq.foot , out of which 3200 sq.foot is earmarked for reading with a 100 seating capacity. Library is partially automated. There are around 60000 books, on an average 1475 books are added every year. Institution spends on an average Rs.8.4 lakhs for purchase of books.

There are 04 computer laboratories and 01 Media laboratory for ICT learning and teaching. Information Technology facilities are updated as and when required.

Institution has established media lab for e-content development to keep pace with the modern methods of teaching. It is a WiFi enabled campus. 60% of the classrooms are ICT enabled classrooms and 29 LCD projectors available in the campus.

Building and Infrastructure Committee oversees the infrastructure development and maintenance of the institution and gardening by the Eco Committee. The involvement of all faculty and students is visible in maintenance of College campus clean, green and hygienic. Complaints box is kept in the college. Computers and laboratory equipments are covered under annual maintenance contract. There are a 500 ltrs. Industrial RO plants installed in the campus to ensure protected, safe drinking water.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

Eligible students are in receipt of Government Scholarships. Number of students receiving scholarship from the College Aid Fund are 1156 in the last five years. Rank holders of each programme are awarded prizes on Annual Day of the College. The Anti Ragging Committee, Internal Complaints Committee, Grievance Redressal Cell and Equal Opportunities Cell are active in the campus. Career Counselling and Placement Cell trains students in placements and internships. Industries as well as alumni members of the institution participate in training and placement activities of the institution.

Students are mentored by faculty in their academic as well as personal issues. Majority of the students pursue their higher studies in universities and reputed institutions. The passing percentage of students in Microbiology and Geology is very high and they also secured University ranks. Few students are in receipt of Inspire Fellowship of Dept. of Science and Technology, Govt. of India.

Institution has duly elected student's union. The members of the student's union are elected as per the guidelines given by the University of Delhi. The election schedule is also prepared and communicated by the University. Elected members also represent the University of Delhi. The student representatives apart from organizing student activities they also participate in academic and administrative activities of the institution. Students won number of awards and medals in sports and cultural events at District, National and International level. The institution also has conducted number of sports and cultural activities in campus. The staff and students also publish 03 magazines annually. Spic Macay promotes Indian Classical music and culture among students. Institution promotes Gandhian principles and philosophy through Gandhi Study Circle and social justice and women empowerment through Phule, Ambedkar and Periyar Study Circle.

Alumni of the college deliver special lectures on various topics and share their experiences in industry and research. Placement and counselling Cell of the institution invite alumni in training and motivating the students on employment opportunities and skill development Alumni Association is in its initial stage.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>) Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

The vision and mission of the institution is in tune with the national higher educational agenda. Institution takes every possible step to inculcate critical and innovative thinking among students through their activities. Student Societies add vibrancy on the college campus. These Societies organize extra-curricular and co-curricular activities to enhance critical thinking of the students and expose them to various socio-political, economic and literary issues relevant for the growth and development of the students and society at large. The mission of the institution is to adopt and grow with changing times and ideas of the new world order.

Institution practices decentralised administration. The institution acts as a cohesive unit with equal participation between faculty and head of the institution. Proactive management which takes active interest in the infrastructure, financial and academic development of the institution. The Governing Body of the institution is nominated by the University of Delhi as per the Ordinances of the University. The organisational structure is well defined. The perspective plan of the College is yet to be developed.

Faculty development programmes conducted by the university and other organisations are fully utilised. Institution reimburses registration fees for attending conferences and seminars, grants on-duty leave for academic activities and study leave with pay for pursuing higher education. The Institution also has conducted Faculty Development Programmes in teaching learning, research and guidance and counselling to faculty and computer training to administrative staff of the College. Reservation quota in admission for wards of teaching and nonteaching staff and fee concession to them are few staff welfare measures.

Internal audit has not been done since 2012 by University of Delhi but external audit being carried out by the Government regularly and audit objection if any being complied with.

IQAC was established in 2017. The IQAC of the institution has taken number of quality measures, such as introduction of academic calendar, feedback form in bilingual, revival of mentor system, introduction of add on courses, promotion of research, applied for STAR College status to DBT.

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Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

Women Welfare Advisory Committee and Internal Complaints Committee of the institution takes necessary steps to ensure women safety and security in the campus. The safety and security of the students is being monitored by installing CCTV cameras and 24x7 helplines. Self-defence training, yoga and legal awareness are imparted to students. Women Empowerment, Women's Writing, Gender and Education in India and Women Power and Politics are prescribed in the curriculum of few programme. Number of Gender Sensitization Programmes being conducted.

Institution takes all possible steps to maintain institution campus clean and green. Eco club of the institution plants trees in and around the campus. RO plants are installed to provide protected drinking water to students. Institution has installed plant for crushing biodegradable waste from litter and the kitchen waste.

All National festivals and national leaders' birth anniversaries are celebrated.

Institution maintains complete transparency in financial, academic and administrative functions.

Best practice I: 'Digital Financial Literacy Campaign' of the institution to create awareness on cashless drive has resulted in 95% of the transaction in the campus digital and in the nearby market awareness on digital mode has been done by the students.

Best practice II: Maintenance of clean and green campus through segregation of waste as biodegradable and non-biodegradable and conversion of biodegradable waste into manure which is used in the campus.

Institution's distinctiveness: 'No water to sufficient water' through efficient water management system with the help of corporate social responsibility funding from Wipro Industries, New Delhi. The institution which was having acute water shortage during summer has sufficient water now throughout the year. Rain water harvesting structure are built in three areas with a capacity to store 800000 litres with the support of Forum for Organised Resource Conservation and Enhancement an NGO in conformity to guidelines of Central Ground Water Board.

Section III: OVERALL ANALYSIS based on Institutional strengths, Weaknesses, Opportunities & Challenges (SWOC) (up to 500 words)

Strength

Strengths:

- Effective leadership by the Head of the Institution.
- Committed, young, qualified faculty.
- Proactive management.
- Shared responsibilities through various committees.
- Highly disciplined students.
- Academic flexibility in selection of Generic Electives under CBCS.
- Eco-friendly campus.
- Aware and sensitized students on social issues.

Weaknesses:

- Number of adhoc teachers is more.
- Non-availability of hostels for boys and girls.
- Two colleges functioning in the same campus restricting the expansion of the College.
- Laboratory space is inadequate.
- The sports facilities to be extended to the girls students.
- Website to be updated.
- Faculty development programmes are insufficient.

Opportunities:

- To raise funding from various national funding agencies of Govt. of India.
- To make use of the expertise of the distinguished alumni of the College.
- Industry-institution relationship be strengthened.
- E-learning like NPTEL, MOOC and Swayam courses in all programmes.
- Adequate space for laboratories.
- Scope for introducing Foundation Courses for CA, ICWA and CS.

Challenges:

- Strengthening of infrastructure.
- Raising funds for developmental activities.
- Creation of additional space for research facilities.
- Inculcating research culture among the faculty.

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Job-oriented under graduate programmes need to be started.
- Feedback on course teachers to be taken from the students, analysed and action taken.
- Institution should take necessary steps to raise funding for organising seminars, conferences and symposiums by obtaining funding from DST, DPT, CSIR, ICSSR, ICHR, etc.
- Faculty to be oriented on Outcome Based Education (OBE).
- Emphasis needs to be given to good quality publication.
- Faculty must upgrade themselves by registering into e-learning and digital programmes.
- Laboratories need to be strengthen.
- Institution should take necessary steps to regularise the adhoc/temporary faculty.
- Seed money to be provided to the faculty to encourage young qualified teachers to do research.
- The sports activities for girl students to be improved.
- Short Term courses on foreign languages need to be introduced.
- Career development and placement cell need to be strengthened.

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	DR. BALU CHOPADE	Chairperson	
2	MR. M THAVAMANI	Member Co-ordinator	
3	DR. REKHA PANDE	Member	
4	DR. JAGANNATH PATIL	NAAC Co - ordinator	

Place

Date

NAAC