



रामलाल आनंद कॉलेज

दिल्ली विश्वविद्यालय
बेनिटो हुआरेज़ रोड, नई दिल्ली-110021 (इंडिया)

Ram Lal Anand College

University of Delhi
Benito Juarez Road, New Delhi-110021 (India)

Tel. No. : 011-24112557

Fax : 24112151

E-mail : rlac.du@gmail.com

rlac.bjr.du@gov.in

Website : www.rlacollege.edu.in

Action Taken Report Presented on 4th March 2020 in 6th IQAC Meeting

Reference: Agenda Item 2 (Status of tasks as per recommendations of NAAC Peer team, Academic Audit and Green Audit)

- Course wise feedback form has been designed and was uploaded on website after approval in IQAC meeting. Similarly, the feedback forms for Parents (**Annexure a**), employers (**Annexure b**) and Alumni (**Annexure c**) have been designed and uploaded.
- A total Amount of Rs 2,85,000/- disbursed for 7 In- house research projects sanctioned to students and faculty through Research and IPR cell after approval from Governing Body.
- Dr Vandana Gupta and Dr Rakesh Kumar (History) prepared and submitted the proposal for certificate Course in Health care management. However, it was not approved by UGC.
 - The option of introducing “PG diploma in Media studies” was explored by Dr Rakesh Kumar, Department of Hindi & BJMC. After discussing with Media experts from Industry, it appeared that the college doesn't have infrastructure for adequate practical training required for this course. College will keep it on hold till more infrastructure is created. Meanwhile, college will be assess feasibility to offer add on courses on Public Speaking/English and software editing to impart additional skills to students. For this Dr Rakesh informed the house that they are in talks with two institutes and will launch a 40 hours course in session 20-21
- CCPC has prepared e-brochure of college. Database of students has been created and the recommendations are being complied with. The companies that offered internships in 2018-19, have been contacted to provide data of students who completed internship with them and their response is awaited. The

convener, CCPC has ensured that the IQAC recommendation regarding obtaining certificates of students completing internship directly from the companies will be taken care of in the internship fair scheduled next month.

- 26 seats for admission were allocated as per IQAC recommendations under sports quota with 7 seats exclusively for girls. The Boys changing room has been constructed and handed over to Department of Physical Education. The construction of changing room for girls will take time, as currently lot of construction is in progress in Aryabhata college.
- Faculty publication list has been categorized as per the formats for AQAR under (i) UGC listed (ii) Refereed journals and (iii) Scopus listed categories. Books and chapters published by faculty are being categorised under “National” and “International” publications.

Reference: Agenda Item 3 (Audit)

- The date for Administrative audit is being finalized to be completed in the ongoing semester. Internal Academic Audit was conducted from 2nd January to 9th January 2020 by IQAC (Coordinator and 6 members of IQAC). The Academic Audit report will be placed in next IQAC meeting.

Reference: Agenda Item 4 (Reviewing Admissions 2019-20)

- Admission process was carefully monitored and the recommendations of IQAC were complied with. 786 students were admitted against 770 sanctioned strength during session 2019-20, with only 16 extra admissions with more realistic merit cutoffs and achieved the target in all categories barring the ST category. The Category wise breakup is as follows:

Category & %	UR (45%)	OBC (27%)	SC (15%)	ST (7.5%)	EWS (5%)
% of Students Admitted	48.7	27.2	13.8	4.8	5

In addition, Supernumerary seats have been filled under PwD (9; 3PG,6UG), Kashmiri Migrant, ECA (5) , sports (16), ward Quota (4), Army Quota. (28), JKPMSSS (10) (AICTE) categories. TOTAL 20 PWD

students are currently enrolled. Therefore, total admitted students are 867 with 333 girls and 534 boys.

- The college was selected as a venue to organize an **Open House Session** for admission counselling by DU admission committee and Dean Student Welfare Office on 10th June 2019. The session was super success with more than 250 students and parents turning up for getting answers to their admission related queries. Following Team of experts from University of Delhi addressed the admission seekers:

- Dr. Heena Singh (Deputy Dean Student Welfare, Delhi University)
- Dr. Vipin Tiwari (Deputy Dean EOC, Delhi University)
- Dr. Manoj Sinha (Principal, Aryabhata College)
- Dr. Vijay Verma (Member, Complaint Committee, Delhi University)
- Dr. Anita Rajendra (Member, Admission Committee, Delhi University)

- A new staff council committee “Admission Counselling Committee” was constituted to hold counselling sessions for Admission seekers and parents with the following members:

Dr Seema Joshi (**Convener**), Dr Sudha Chaudhry, Dr N K Pandey, Dr Shruti Anand, Dr Pragya Deshmukh, Dr Salome John, Dr Anil Bhatt, Dr Suneyana Sharma, Ms Nupur Tyagi. This committee held counselling sessions every day from 9 am-1 pm every day from 7th June 2019 during admissions, more than 100 students and their parents were counselled during these sessions.

- Prospectus cum Annual Report committee prepared e-Prospectus and displayed it on the website before the admissions. (<https://rlacollege.edu.in/pdf/Prospectus%202019-20.pdf>). The parents and students were distributed College magazine “Samdrishti” on the orientation day to get a glimpse of activities of college.

Reference: Agenda Item 4 (New Quality Initiatives for 2019-20)

Capacity Building quality Initiatives for Students(2019-20)

- Counselling sessions were held for admission seekers. The notices were displayed on website and at prominent locations. The parents and students were counselled over phone also. Computer & internet facility were offered to admission seekers for facilitating access to admission portal of DU for registration and printing admission forms (131 students were benefited).
- Department of Hindi has started offering the internships on Hindi translation.
- Department of Microbiology will offer Internship to students on water monitoring under the guidance of Dr Kusum Gupta from summer break.
- The Eco-club has initiated the task and directed to take up this on an urgent basis.
- NPTEL: Total 383 enrolments were done in June-November 2019 courses, 61 enrolled for exams, 42 appeared and 36 have completed (2 “Elite+gold”; 13 “Elite+silver”; 12 “Elite” and 9 “successfully completed” categories of certificate). 6 registrations have been done in Jan-April 2020 courses.
- List of Books in digital format for kindle devices have been obtained from various departments. However, Dr Rakesh Kumar is seeking clarity on sources of funds for its purchase.

Capacity Building quality Initiatives for Faculty/ Non-teaching Staff (2019-20)

- Department wise proposals were sought for FDP/trainings at the beginning of session. Two FDPs have been conducted in this session 2019-20 by Department of Computer Science in association with ICT Academy. 1. The Salesforce Fundamentals for Business administration Specialists from 9-14 December 2019 with 18 participants. 2. Stress Management 30 January to 1st February 2020 with 23 participants. A certificate course on cyber forensics was held from 27th-31st May 2019 with 24 participants.
- Faculty have been requested to upload their presentations on website Presentations submitted by Department of Computer Science and Mathematics have been uploaded. The faculty will be again requested,

motivated and facilitated to record lectures to make it in the form of e-content to be uploaded on website.

- To orient the faculty on new teaching pedagogy, IQAC organised a workshop on 16th September 2019 on Outcome Based Education where Prof Pankaj Arora Coordinator LOCF committee and Dr Haneet Gandhi, Member LOCF committee were invited.
- A session on rules/regulations of Leave, LTC, Medical, etc. for Teaching Faculty, Administrative staff and other non-teaching employees was organised by IQAC on 16th September 2019 where Dr Bhuwan Kumar Jha, Assistant Professor, Satyawati College, University of Delhi (Ex Assistant Registrar, University of Delhi) was Resource person.
- A Faculty Development Workshop was organised by Library committee in association with IQAC entitled “Using E-Library Resources: INFLIBNET and University of Delhi Library” on 30th January 2020; where Prof. J P Singh Joorel, Director, INFLIBNET Centre & Member, CARE (MHRD Initiatives) and Dr. KP Singh President, SRFLIS Gen. Sec. Delhi Library Association, Faculty, Dept. Of Library Science, University of Delhi were invited. This was also attended by library staff.
- Training Program for Non-teaching staff on Use of Hindi in Official communication is being planned and will be done before the end of this semester. Rest other trainings will be done in summer break. College now has access to URKUND plagiarism check software from the Central Library, University of Delhi. An Institutional Academic Integrity Panel (IAIP) has also been constituted.

Academic Quality Initiative (2019-20)

- Faculty members of all departments have prepared lesson Plans.
- The ERP system for attendance and internal Assessment marks have been purchased and login id and password given to teachers.
- I PTM was held on 2nd November 2019 and II PTM scheduled for 4th April 2020
- Students were given Bar coded Identity cards in this session 2019-20

Outreach/Extension Activity related Quality Initiatives(2019-20)

- Orientation program for NSS volunteers was conducted on 20 September 2019 which was attended by 75 volunteers.
- Blood donation Drive was conducted under NSS on 15 October 2019 in Association with Red cross.
- Basic First Aid training will be conducted under NSS in the ongoing semester.
- Literacy Camp was conducted in slum under NSS from 18-27 February 2020 at Slum adopted by college through NSS.
- Under Health Awareness: Ill effects of tobacco consumption and cancer awareness talk (26th Feb 2020) was conducted by NSS unit.
- The CPR training has been conducted in Association with Indian Spinal Injuries Centre under the Aegis of Centre for Human Values, Ethics & Life Skills on 21st February 2020 and 164 students were trained.
- Department of Physical Education carried out Physical Fitness Assessment (BMI, Resting Metabolic Rate (RMR), Body fat%, Body Age, Height, Weight measurements) of students on 27th September 2019 (335 students participated)
- Cleanliness committee conducted bi- monthly cleanliness drives as per the schedule for the session. 9 NSS Volunteers completed Swachh Bharat Summer Internship (SBSI) from 6-26 July 2019
- Women welfare Advisory committee completed one self defence training in last semester and one is planned for this semester.

Infrastructural Quality Initiatives (2019-20)

- The grant is awaited from UGC for starting repair and renovation works
- 40 computers have been ordered to take care of needs of departments of Computer Science, Mathematics, Statistics and computer Science.
- Motorized vehicle has been purchased for PwD students. Scanner and optical recognition software have been made available in the library. Library procured video books from university of Delhi library for B.A. Programme and made available to visually impaired students.

- For language lab the committee invited the company L'Orell for presentation However, committee was not satisfied with the product and is exploring more companies including DLM.
- Dr Rakesh Kumar has prepared a list of instruments to be purchased for Media Centre and will be presenting in IQAC meeting. ICT enabling of Room No 23 and 28 will be undertaken along with other classrooms.
- Dr Pradeep Sharma have submitted proposal for Gym and it will be placed in GB for necessary approval.
- Liquid waste treatment Plant Purchase from college fund has been approved by GB and proposal submitted to CPWD for estimate.
- Gardening Committee is working on the planting of flowering plants.



PRERNA DIWAN
Coordinator, IQAC



DR RAKESH KUMAR GUPTA
Chairperson, IQAC

Annexure a**Ram Lal Anand College**
PARENT FEEDBACK FORM

Name/नाम: _____

Occupation/व्यवसाय: _____

Telephone & Email Id/ टेलीफोन और ईमेल आईडी: _____

S.NO	PARAMETERS	Excellent	Very Good	Good	Average	Below Average
	पैरामीटर	अति उत्कृष्ट	बहुत अच्छा	अच्छा	औसत	औसत से कम
1	Safety and Discipline maintained by the college कॉलेज में सुरक्षा और अनुशासन					
2	Quality of teaching offered by the college कॉलेज में शिक्षण की गुणवत्ता					
3	College library facility/ study material कॉलेज पुस्तकालय की सुविधा / अध्ययन सामग्री					
5	College laboratories कॉलेज की प्रयोगशालाएँ					
6	Internet/wi-fi facility इंटरनेट / वाई-फाई सुविधा					
7	Canteen and food options कैंटीन और खाद्य पदार्थ					
9	Technical knowledge and communication skills acquired by your ward after the admission to our college हमारे कॉलेज में प्रवेश के बाद					

	आपके वार्ड द्वारा अधिग्रहीत तकनीकी ज्ञान और संचार कौशल					
10	Holistic development of students by sports, and extra-curricular activities organized throughout the year खेल द्वारा छात्रों का समग्र विकास, और पूरे वर्ष के दौरान पाठ्येतर गतिविधियों का आयोजन					
11	Students sensitization towards cross cutting issues like gender equality, environment and sustainability, ethics and values लैंगिक समानता, पर्यावरण और स्थिरता, नैतिकता और मूल्यों जैसे क्रॉस कटिंग मुद्दों के प्रति छात्रों की संवेदनशीलता					
12	Is the environment of the college congenial for the students to discuss their problems? क्या छात्रों के लिए कॉलेज का वातावरण उनकी समस्याओं पर चर्चा करने के लिए उपयुक्त है?					
13	Are the authorities easily approachable regarding any queries? क्या आप किसी भी प्रश्न के संबंध में अधिकारियों से आसानी से बात कर सकते हैं?					
14	Are you satisfied with the communication from the college end क्या आप कॉलेज से मिल रही जानकारी से संतुष्ट हैं					
15	Suggestions सुझाव					

Ram Lal Anand College
EMPLOYER FEEDBACK FORM

Dear Employer,

Many graduates of our College /University are already working in your organization. We are thankful to you for providing them employment with your prestigious Company/Organization. We shall very much appreciate if you can spare some of your valuable time to fill up this feedback form. It will help us to improve the college further and give you better employees in future.

Q1 Tick the number that best describes your level of satisfaction at each question: 1 - far from satisfied, 2 - not satisfied, 3 - satisfied, 4 - happy, 5 - very happy

Parameter	1`	2	3	4	5
General communication skills					
Working as part of a team					
Technical knowledge/skill					
Ability to manage/leadership qualities					
Planning and organization skills					
Innovativeness, creativity					
Relationship with seniors/peers/subordinates					
Self-motivated and taking on appropriate level of responsibility					
Ability to take up extra responsibility					
Ability to contribute to the goal of the organization					

Q2 Would you like to recruit more students from our college? YES/NO

Q3 Would you refer us to other organisations? YES/NO

Q4 Any other comment/suggestion for any further improvement

NAME AND DESIGNATION _____

ORGANISATION _____

RLA-ALUMNI FEEDBACK FORM

We are glad that you have spent crucial years studying at Ram Lal Anand College, University of Delhi. We shall be thankful if you can spare your valuable time to fill up this feedback form and give us some valuable suggestions for further quality improvement of the College to enhance the credibility of the College.

* Required

Name and Designation *

Your answer _____

Organization *

Your answer _____

Year of passing RLA College *

Your answer _____

General Attributes: Tick the number that best describes your level of satisfaction at each question *

	Excellent	Very Good	Good	Average	Below Average
College Environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Infrastructure	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Faculty	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Non-teaching Staff	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Training and Placements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Library	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Canteen	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall Rating of the College	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Alumni Association/Network of Old Friends	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Significance of the degree Programme that you learnt in relation to your current job.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you feel proud to be associated with Ram Lal Anand College as an Alumnus? *

- Yes
- No
- Maybe

Have you participated in any Alumni meet as of now (organized by your parent department/College)? *

- Yes
- No

Do you feel proud to be associated with Ram Lal Anand College as an Alumnus? *

- Yes
- No
- Maybe

Have you participated in any Alumni meet as of now (organized by your parent department/College)? *

- Yes
- No

Are you willing to contribute in some way to the development of the college/Department? *

- Yes
- No

if you are invited to deliver a Guest Lecture/Motivational Session for current RLA. students, will you be interested? *

- yes
- No

Can you help the college in terms of placements and career counselling? *

- Yes
- No

Any other comment/suggestion for any further improvement *

Your answer

Submit