Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**ZAKIR HUSAIN DELHI COLLEGE**
Name of the head of the Institution	**Prof. Narendra Singh**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**01123232218**
Mobile no.	**9560082493**
Registered Email	**zakirhusaindelhicollege@gmail.com**
Alternate Email	**principal@zh.du.ac.in**
Address	**Zakir Husain Delhi college Jawaharlal Nehru Marg, New Delhi**
City/Town	**New Delhi**
State/UT	**Delhi**
Pincode	**110002**

2. Institutional Status

Affiliated / Constituent	**Constituent**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**central**
Name of the IQAC co-ordinator/Director	**Prof.P.K.Shishodia**
Phone no/Alternate Phone no.	**01123232218**
Mobile no.	**9818257720**
Registered Email	**iqac@zh.du.ac.in**
Alternate Email	**pkshishodia@zh.du.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/04/aqar_report-2017-2018.pdf
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/03/Academic-Calendar-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**3.12**	**2016**	**05-Nov-2016**	**04-Nov-2021**

6. Date of Establishment of IQAC	**18-Feb-2015**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Prepared the college calendar	21-Jul-2018 365	4000
Career Counselling and Placement Cell under the aegis of IQAC organized a Job Fair'19 with a footfall of more than 2000 students from across the colleges of University of Delhi.	30-Jan-2019 2	2000
The Girl's association in collaboration with placement cell of Zakir Husain Delhi College under the aegis of IQAC conducted a workshop and talk on	20-Feb-2019 7	1000
IQAC and book trust organized a Book Fair from 4 th January, 2019 to 13th January, 2019.	04-Jan-2019 10	4000
No Files Uploaded !!!		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
File Attached	File Attached	File Attached	2019 365	649765015
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	0
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

Semester wise teaching plans were prepared to benefit students for course planning.

Timely uploading of faculty and class time tables on the college website.

Library Infrastructure Strengthened, New Equipment purchase for science labs.

Discussed with the Departments to arrange invited lectures, seminar for creating a better academic exposure.

Campaign "say no to plastic bags" was organised in collaboration with the Gandhi Study Circle to create awareness encourage about the hazardous effect of plastic on health and environment.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To strengthen the existing database using web based access.	Developing a dynamic online system for data collection and feedback from various stake holders.
Continuously evolve a system for conscious, consistent and catalytic actions to improve the academic and administrative performance of Z.H.D.C.	Every teaching and non-teaching staff of the College is aware about IQAC and its activities, functions, making it easier to get and compile data.
TimeTable Term Planning: To ensure quality teaching and best utilisation of manpower and physical resources.	Academic Supervisory Committee and Time Table Committee held presession and insession planning meeting and assessment and provided master timetable with optimum utilisation of classrooms, labs and manpower. Department councils further built on master time table and comprehensive time table was ready and implemented from day1 of session.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
IQAC	12-Feb-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	03-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Zakir Husain Delhi College has an efficient and robust Management Information System. The college provides all the infrastructural support for students and teachers to develop their skills. College campus is WiFi enabled. Substantial numbers of classrooms are multimedia enabled with dedicated rooms in the college building for the archives, Placement Cell, NCC, NSS, Sports, Students' Union, and for Medical/Counselling purposes. The college library provides easy access to digital knowledge resources through Delhi University Library System (DULS). It also has the largest book bank in the university. Administrative staff ensures timely delivery of information on student admissions, course options, distribution of students across courses and sections. It manages attendance and Internal Assessment (IA) records. The students can access this important information digitally by logging into their accounts on the college website. Likewise, all the employees of the college can access and obtain their salary statement, PF and NPS status, Form 16 and other information digitally through the 'Employee Life Cycle' platform which is available on the college website. The above mentioned facilities are made possible as all important administrative processes maintenance of college accounts, salary/pension, medical and LTC benefits, student related services and the library have been digitally integrated within the management information system. The college has acquired latest software for providing

ERP solutions which are periodically updated to meet new requirements. College prospectus is published annually coinciding with the admission schedule for the fresh batch of students. It provides information about the college and the admission process to prospective students. It carries a welcome message from the Principal, brief overview of the college, its mission, its history, and structured information on academic programmes: Courses offered along with number of sanctioned seats Course details Departmentwise faculty list Addon Courses, Important dates Procedure for Admission Fee Structure Extracurricular and Cocurricular activities. Links to the following information are also available on the website: Academic Calendar Campus Details: Courses /Faculty /Time Table /Attendance/ Internal Assessment and information concerning Statutory Committees on Grievance redressal / Discipline and Anti Ragging , Internal Complaints Committee Student Aid University and Government Scholarship Schemes including reserved category Awards and Fellowships: College Academic and Extracurricular Awards Extracurricular and Cocurricular Societies. A College Calendar is also available on the website with tentative dates for all major college activities to be held during the year. ZHDC holds an orientation day, prior to the commencement of the new academic session, for the students to acquaint them with the college culture, college societies, examination pattern, ECA, sports and other facilities. The principal also addresses the gathering. Students' queries and doubts are answered.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Zakir Husain Delhi College has developed a mechanism for the delivery of the curriculum mandated by the University of Delhi, with the objective of realizing the goal of academic excellence, and providing an inexpensive and inclusive education. The college strives to distribute resources for the purpose of

implementing the curriculum. The exercise begins with the calculation of workload that determines the staff required to handle the curriculum. To ensure an efficient delivery of curriculum and the optimal use of human resources, each department undertakes the exercise of allotting papers keeping in mind the area of specialisation, research interests and academic qualification. The college encourages the use of pedagogical practices that promote interactive teaching and critical thinking. A deep engagement with the prescribed syllabus creates an environment of intellectual discussion in classrooms. However, the modes of our teaching are tailored to cater to the needs of students who hail from diverse background. Tutorial classes are created precisely for this reason so that teachers can pay attention to the needs of individual students. We place an emphasis on lowering the student-teacher ratio to create an environment in which the academic growth of students can be ensured. College organises National Students' Seminar to provide students exposure to the latest developments in their field. We encourage students to present papers in conferences so that they get ample opportunities of interacting with the experts. Students are given feedback on their research papers if they want to publish their original contributions in books and journals. Students' participation in seminars, conferences, discussions, debates, educational trips, and quizzes supplements the syllabus prescribes by the university. Faculty members participate in national and international conferences, workshops, faculty development programmes, orientation programmes to upgrade their knowledge of the discipline and use it in their lectures. Our college library has the modern infrastructure and allows students to access textbooks, reference books, and research journals. Every department of our college is allotted an annual grant to acquire the textbooks, reference books, and newly published books with the objective of updating the existing stock of books in the library. College organises Bhisham Sahni Book Fair in which students are given some discount on the purchase of books. Orientation programmes for generic-elective papers are conducted to help students make an informed choice. This planning for curriculum delivery has a direct bearing on the outcome. Most of our classrooms are equipped with the state-of-the-art technology such as projectors, ergonomic furniture, and ICT tools and other resources that enhance the teaching-learning experience. A new college building equipped with modern facilities and educational tools is almost ready. Staff Council and the Principal of the college form committees including Time Table Committee, Staff Requirement Committee, Academic Supervisory Committee for the smooth implementation of the curriculum. These committees are constituted for the purpose of coordination in the delivery of high-quality education to our students. A flexible feedback mechanism has been evolved to assess the effectiveness of curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Russian Language Language	--	31/07/2018	180	Yes	Yes
Computer Literacy Course	Nil	01/09/2018	180	Yes	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction

Nill	NA	Nill

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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Programme	21/07/2016
BCom	Programme	21/07/2016
BSc	Programme	21/07/2016
BA	Honours	21/07/2016
BCom	Honours	21/07/2016
BSc	Honours	21/07/2016

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	51	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Computer literacy	01/09/2018	15
Russian Language	31/07/2018	36

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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	File Attached	1100

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

ZHDC systematically collected student feedback for 2018-19. IQAC asked students about college infrastructure, classroom and lab facilities, administration, etc. After reviewing the input, we did a self-assessment and took many actions to improve. Future improvements were suggested. The review is divided into four categories, each with detailed feedback. Infrastructure: Regarding infrastructure, students are satisfied with campus security and college

auditorium facilities. Theyre content with classroom cleanliness, drinking water, girls common room, and library facilities, but they may be improved. Dissatisfied with medical facilities, canteen, restrooms, and internet. Some of these difficulties, like bathroom space, can be remedied in the new structure. Alternate medical facilities are available, and attempts are underway to establish regular medical facilities based on student recommendations. New water coolers were proposed for the campus to provide access to safe drinking water. Efforts are also made to improve the canteen menu to provide healthy and hygienic food for students, and the ICT committee has suggested ways to improve campus internet. Academic Atmosphere: Students are satisfied with class regularity, classroom discussions, academic and non-academic counselling, and course completion. With the persistent efforts of teachers and lab personnel, the basic objective of giving instruction has been attained. Students proposed improving teaching-learning by employing more current teaching aids. Some classes have ICT tools, and attempts are made to equip all classrooms. Co-Curricular Activities: Students appreciated co-curricular activities they engaged in throughout the year. Departmental Societies, NSS, NCC, and Arts Culture Society had favorable responses. As theres always room for improvement, attempts are made to reach new heights. The colleges sports activities are postponed due to the new building therefore, students response is disappointing. Physical Department has continued football practice in a nearby stadium. College has a mentor-mentee scheme for students. Under this teacher meet often with mentees to discuss issues and guidance. Placement cell offers career counselling to students. however, students requested for more college placement drives to be held in future, the same has been communicated to the concerned authority. College Administration: Students were satisfied with the college administration since it was supportive and met their needs at multiple levels (library, administration, laboratories, etc.). All student issues and objections should be answered timely ensured by AO. ZHDC ensures students total development through effective teaching, learning, and co-curricular activities on a safe, secure campus with all necessary utilities.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
Nill	File attached	Nill	Nill	Nill
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	3992	247	223	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using	ICT Tools and resources	Number of ICT enabled	Numberof smart classrooms	E-resources and techniques used

ICT (LMS, e-Resources)	available	Classrooms			
223	223	5	34	0	11

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Before the commencement of the academic year, the Institution prepares and publishes 'Academic calendar' containing the relevant information regarding the teaching learning schedule (working days), various events to be organised, holidays, dates of internal examination , semester examination etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process and it is also published on website of the college and displayed in the Principal's office. Following Delhi university norms, 25 percent of the marks for each course are assigned based on internal assessment. The university has a fixed format for internal assessment which reserves 5 marks for attendance, 10 for assignments and 10 for class tests, which is duly followed by the college. The process of assessment of students is aggregative and formative at the same time, marks are aggregated through the semester on basis of an extensive evaluation process that includes class tests, assignments, projects, group discussions, viva, presentations etc., students are also encouraged to engage in creative academic activities that take them beyond the curriculum. We believe that assessment of students is a continuous process that should take place throughout the period of study, to this end students have regular oral/written evaluation sessions, followed by feedback sessions from their teachers. Those students who fall behind the class, are given extra time and attention by the teachers, they are encouraged to clarify their doubts and queries. We have high expectations from our students and teachers work tirelessly alongside their students to ensure that the expected results are achieved, to this end additional assignments and practice papers and mock exam papers are made available to the students. To ensure that the process of internal assessment remains robust and transparent, marks are regularly declared, moderated by the departmental committees (wherever required), and submitted to the college. Internal assessment records are made available online for the students to see and to get in touch with the concerned teacher in case of any doubt or discrepancy. If a student feels that marks are incorrectly awarded, the office and the teachers review and correct the marks awarded. All the internal evaluation grievances are dealt with efficiently, effectively and in a time bound manner. The college has initiated a few reforms for the purpose of assessing and evaluating the students better foremost in this regard is ensuring that all students appear for the exams. Care is taken that no student miss exams, we do this by keeping students informed of any changes in the exam date sheet. We also ensure that the medical facilities are promptly available to the students so that they do not miss exams on account of poor health or stress. A list of teachers on duty on days of exam is always available with the office and on the notice board so that the students may get in touch with the teachers if needed. We also regularly update the students in the classrooms and by emails on all the developments and changes.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3992	223	1:18

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
191	140	51	0	120

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Dr. Md. Aftab Alam	Assistant Professor	Emerging Scholar Award, University of Granada, Spain

2019	Dr. Ramkishor Maholiya	Assistant Professor	International Fellowship "Mongolian Presidential Research Fellowship" by the Hon'ble President of Mongolia
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
Nill	File Attached	Nill	Nill	Nill
[View File](#)				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Before the commencement of the academic year, the Institution prepares and publishes 'Academic calendar' containing the relevant information regarding the teaching learning schedule (working days), various events to be organised, holidays, dates of internal examination , semester examination etc. The academic calendar is prepared so that teachers should know all the activities regarding continuous internal evaluation process and it is also published on website of the college and displayed in the Principal's office. Following Delhi university norms, 25 percent of the marks for each course are assigned based on internal assessment. The university has a fixed format for internal assessment which reserves 5 marks for attendance, 10 for assignments and 10 for class tests, which is duly followed by the college. The process of assessment of students is aggregative and formative at the same time, marks are aggregated through the semester on basis of an extensive evaluation process that includes class tests, assignments, projects, group discussions, viva, presentations etc., students are also encouraged to engage in creative academic activities that take them beyond the curriculum. We believe that assessment of students is a continuous process that should take place throughout the period of study, to this end students have regular oral/written evaluation sessions, followed by feedback sessions from their teachers. Those students who fall behind the class, are given extra time and attention by the teachers, they are encouraged to clarify their doubts and queries. We have high expectations from our students and teachers work tirelessly alongside their students to ensure that the expected results are achieved, to this end additional assignments and practice papers and mock exam papers are made available to the students. To ensure that the process of internal assessment remains robust and transparent, marks are regularly declared, moderated by the departmental committees (wherever required), and submitted to the college. Internal assessment records are made available online for the students to see and to get in touch with the concerned teacher in case of any doubt or discrepancy. If a student feels that marks are incorrectly awarded, the office and the teachers review and correct the marks awarded. All the internal evaluation grievances are dealt with efficiently, effectively and in a time bound manner. The college has initiated a few reforms for the purpose of assessing and evaluating the students better foremost in this regard is ensuring that all students appear for the exams. Care is taken that no student miss exams, we do this by keeping students

informed of any changes in the exam date sheet. We also ensure that the medical facilities are promptly available to the students so that they do not miss exams on account of poor health or stress. A list of teachers on duty on days of exam is always available with the office and on the notice board so that the students may get in touch with the teachers if needed. We regularly update the students in the classrooms by emails on the developments and changes taking place.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Since Zakir Husain Delhi College is a constituent college of Delhi University, we follow the academic calendar as scheduled by the university. All the dates regarding the working days and the days of vacation are strictly adhered to. The teaching days, breaks, holidays, vacations and exams are conducted as per the university guidelines. The academic calendar is available on the college/university website. Link Academic. Calendar 2018-19: http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/03/Academic-Calendar-2018-19.pdf

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/09/Courses-Effective-from-Academic-Year-2015-16.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	Nill	File attached	Nill	Nill	Nill
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/12/2.7.1-Student-Satisfaction-Survey-SSS-on-overall-institutional-performance-2018-19-excel-sheet.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1096	SERB	3305000	3205000
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NA		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	Nill	Nill	Nill	Nill

No file uploaded.

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	Nill	Nill	Nill	Nill	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	1	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Electronics	2
Urdu	1

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	File attached	Nill	Nill

View File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
File Attached	Nill

View File

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
File attached	Nill	Nill	Nill	Nill	Nill	Nill

View File

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations	Institutional affiliation as

				excluding self citation	mentioned in the publication
File attached	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**	**Nill**

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**Nill**	**Nill**	**Nill**	**Nill**

View File

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
File attached	**Nill**	**Nill**	**Nill**

View File

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
File attached	**Nill**	**Nill**	**Nill**

View File

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
File attached	**Nill**	**Nill**	**Nill**	**Nill**

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	**Nill**	**Nill**	**Nill**

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

NIL	Nill	Nill	Nill	Nill	Nill
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	Nill	Nill
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
7336106	7336106

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LSEase	Fully	7	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	76392	23999719	2472	1019938	78864	25019657
Reference Books	5390	2046432	119	198010	5509	2244442

CD & Video	70	Nill	15	Nill	85	0
Library Automation	49102	1531074	35271	137175	84373	1668249
Others(specify)	2115	1582475	77	61403	2192	1643878

View File

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
File attached	File attached	File attached	Nill

View File

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	196	102	196	196	30	31	27	100	36
Added	8	5	8	8	5	3	0	0	0
Total	204	107	204	204	35	34	27	100	36

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	NA

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
5984111	5984111	863285	863285

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

For proper utilization and maintenance of its various facilities, college has laid down procedures and policies. In the beginning of each academic session, students are informed about the facilities and their utilization in the college and departmental orientation program. Proper use of laboratory, its equipment and their safety measures are also explained. Any issue regarding

infrastructural repair is resolved after receiving a requisition which is addressed to the head of the institution. Following this college deputes technical person (plumber, electrician, carpenter) as per requirement. Cleanliness of the classrooms, corridors, washrooms and other spaces is ensured by the cleanliness staff on a daily basis. College has adequately trained personnel (senior lab assistants, technical assistants and junior lab attendant, sports attendant, gardeners) to look after the routine maintenance of the equipment, various science laboratories, playground, networking and computers. All the computers (desktops/ laptops) installed in various departments, Computer Centers, Science laboratories, Administrative blocks, Library and other sections are kept under Annual Maintenance Contract (AMC) for repair and maintenance. It is the laboratory staff who ensures that all laboratory equipment is in working and safe condition and functional at all times. Instruments and other equipment which require periodic calibration are recalibrated by the designated college staff using scientific protocols. When College staff cannot deal with any technical snag, help is sought by the vendor who has provided the equipment. If the equipment is declared unserviceable, it is written off following due process and then disposed of with the permission of the Governing Body. Many of the other major equipment like generator sets, 5-10 KVA UPS, water purifier, the EPABX system, Xerox machines are also kept under Annual Maintenance Contract. For other equipment need based outsourcing, preferably from the manufacturer is done. The college has a full-time electrician, plumber and carpenter. The electrician is for fixing electrical lines and panel faults, maintaining air conditioning, functioning electrical equipment, audio-visual systems, communication lines etc. whereas the plumber is for ensuring adequate supply of water, functioning of bore wells, pumping of water, regular cleaning of storm water and sewage drains adequacy of facilities in washrooms underground/overhead tank and industrial RO maintenance. The areas allocated for botanical, gardens, rock garden, playground and ecological space, are maintained by experienced and trained gardeners on a routine basis. The fully airconditioned College library is a mixture of the traditional and modern reading and learning culture, wherein conventional reading spaces are equipped with wireless internet access and computer workstations. The library has an excellent collection of books along with access to a large number of electronic and digital resources provided by the University of Delhi through Delhi University Library System. New arrivals are displayed on a regular basis for keeping the users of the library abreast with the latest additions in their respective subjects. Whereas old books are periodically weeded from the library. The users of the College Library are also provided with the facility of photocopying and printouts inside as well as outside within the College campus.

http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/05/Procedures-and-policies-for-maintaining-and-utilizing-physical.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession	136	229160
Financial Support from Other Sources			
a) National	NSP	232	120000
b)International	Nill	Nill	Nill

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mentor-mentee	01/06/2018	3992	Zakir Husain Delhi College
Interactive workshop on "Stress Management and Inter-personal Conflict Resolution	30/07/2018	120	Gandhi Study Circle, Zakir Husain Delhi College
International Yoga Day Celebration	21/06/2019	100	National Service Scheme, Zakir Husain Delhi College

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Lecture on the topic- Find your Path	Nill	300	Nill	Nill
2018	Internship Fair	Nill	500	Nill	Nill

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Tata Power DDL, Wipro Limited	164	71	Revelations Unique Retail Marketing Private	Nill	28

	Limited Delhi Government Artify IDBI Federal Life Insurance Company Limited Anuj jindal Pencil Cell Productions Private Limited MNR Solutions Private Limited1 Kapil Mittal Company Lime Road Grey Nodes C

View File

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	Nill	File attached	Nill	Nill	Nill

View File

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	1

View File

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Zakir Husain Memorial Football Tournament	Inter College	300
Intramural Competition in Chess, Table-Tennis, Carrom	Intra College	100

View File

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Free	National	Nill	1	Nill	Lalita

	Style Solo Dancing- IIT Roorkee (First Prize)					Patel
2019	Santosh Trophy- Football (Selected and partic ipated)	National	1	Nill	Nill	Pawan Pratap Basant
2019	Athletics- Second	National	1	Nill	Nill	Aman Kumar Jha
2019	Inter University held at G.N.D.U Amritsar- Judo (Part icipated)	National	1	Nill	Nill	Alok Pandey; Suryansh Thakur; Abhinay Kumar Jha
2019	Judo	National	1	Nill	Nill	Sapna
2019	Judo- Senior National, Swarna Bharti Indoor Stadium, V ishakhapat nam, AP (P articipati on)	National	1	Nill	Nill	Alok Pandey
2019	Inter Co llege- Football (Participat ion)	National	1	Nill	Nill	Zangdipou Panmei; Karmanya Bansal; Chirag Narang; Akash; Basant; Rishi Raj Singh; Kevisanyu Peseyie; Praduman Yadav; Radhe Shyama; Dhaker; Rahul Sirari; Zangdipou Panmei;

							Sahil; Karmanya Bansal; Kevin Malhotra; Chirag Narang; Abhishek; Akash; Anurag Singh; Basant; Mujtaba Khan; Rishi Raj Singh; Vanlal; Zaahawmakevisanyu; PeseyiePavan Pratap; Radhe Shyama Dhaker
2019	Inter-College – Solo Dancing (First position at Ambedkar University)	National	Nill	1	Nill	Nishtha
2019	Special Mention -IIT Kanpur-Sarangi player	National	Nill	1	Nill	Nabeel
2019	Free Style Solo Dancing-IIT Roorkee-(First Prize)	National	Nill	1	Nill	Lalita Patel
[View File](#)							

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Every year, Student Union makes great strides in advancing the interests of students through organizing various academic and cultural activities. During academic session 2018-19, the student's union successfully accomplished the following tasks. Students' Union worked for the amelioration of students' community the entire year. It organized freshers' welcome Aaghaaz on October 15, 2019. Numerous competitive events were held for wider participation of students during freshers' welcome. Like previous year, it co-organized and

sponsored Annual Parliamentary Debate Competition. The Students' Union also organized a special lecture by Mr. Krishan Bishnoi, IAS officer, on how to prepare for civil services. Towards the end of the session, it organized Annual College Fest Aadaab 2019 on March 12-13, 2019. Classical artist Ms. Vidya Shah, Mr. Khushal Sharma and Mr. Arman Bedil were invited to perform on this occasion. Ms. Vidya Shah left the audience mesmerized with her incredible performance. Various competitive events were also organized including the solo singing, solo dance, group dance, ethnic wear fashion show, poster making, rangoli, mehndi and poetry amongst many others. The events witnessed huge participation from colleges across the university.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

The college do not have a registered Alumni Association. Yet we have strong informal ties with our alumni. Many departments have created alumni pages on Facebook for interaction with alumni. The college is having a strong association with former and retired faculty members. We nurture this bond through regular interaction at Staff Association annual dinner, Annual College Convocation, Zakir Husain Memorial Lecture, Delhi College Lecture series, cultural programmes of the college and faculty retirement functions.

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni are invited to deliver lectures as well as participate in panel discussion to share their experiences on varied themes of national /international interest. Zakir Husain Delhi College organised its first ever alumni meet on 25th January 2018 with former students Dr. Harsh Vardhan, Minister, Science Technology, Environment Forests and Earth Sciences, Government of India and an Alumni of the college invited as the Chief Guest of inaugural function of Alumni Affairs of Zakir Husain Delhi College. More than 100 alumni from different parts of the country and outside participated in the event.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Zakir Husain Delhi College has been a pioneer in providing modern education while remaining rooted in the civilizational foundations of the country. In this constant endeavor, this historic institution aims at empowering the marginalized and underprivileged sections of the society. This is sought to achieved through our efforts of functioning through decentralization and participative management in both spirit and practice. The governance of the college is structured in such a way as to ensure democratic decision-making and sharing of authority among primary stake-holders of the institution. These guiding values percolate at all levels that include the faculty, non-teaching staff and students with the Governing Body at the helm. The college has an active Staff Council, Staff Association, Students Council, and a robust committee system in place which ensure that there is the active participation

of all these layers through a muti-layered leadership that seeks collective wisdom. The Principal is the administrative head of the College and is responsible for executing the decisions of the Governing Body/Staff Council/and various Committees as per the University guidelines. There are two nominated teachers' representatives in the Governing Body. There is a definite and inclusive committee system operating in the institution which takes care of academic, extra-curricular and administrative aspects in the college. These tasks and responsibilities are delegated to various committees and staff members to ensure a decentralized system of functioning. Some of these committees are constituted through the Staff Council on the basis of mutual consent and consultation of all faculty members and the principal, while the rest are nominated by the Principal keeping in mind the overall interest of the college. The Staff Council committees include Academic supervisory committee, Staff Requirement Committee, Proctorial Board, Time table Committee, Student aid Committee etc. while the other committees include Garden and Greening committee, Nature and Environment Committee, Art and Culture Committee, Admission Committee, Internal Complaints Committees, NCC, NSS etc. Each of these Committees is granted operational autonomy for the conduct of its business. The top management seldom interferes with their working except in cases of major irregularities. Every department has a Teacher-in- charge appointed on rotational basis for a period of one year. The Teachers-in- charge along with other faculty members of the department ensure smooth functioning of departmental activities. Based on the broad principles and the character of the College as well as ground realities, various activities are planned and executed by the Teacher-in-charge. In the Science Departments, even the non-teaching staff, like Senior Lab Assistants, supervises the day-to-day activities e.g., cleaning, purchasing and stock taking and maintaining the labs in c co-ordination with the Teacher-in-charge. Office-bearers of the Students Union are also given operational autonomy for their activities, subject to values, customs and norms of the College and guidelines of the University. Further, there are department level student unions too which represent student voices and provide feedback to the department. All in all, our institutional vision aims at fostering a culture of meaningful participation that is self-facilitated rather than directed from top-down.

6.1.2 – Does the institution have a Management Information System (MIS)?
Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	Human resource is the backbone of any organization. Their quality is maintained through following strategies: • Staff, both teaching as well as non-teaching are encouraged to go for Professional development courses. • College maintains all personal files and data of the staff. • The non-teaching staff are rewarded for their efforts on Annual Day for motivating and boosting their morale.• Latest infrastructure and frontline technology are provided to the employees in the administrative section. These facilities are upgraded from time to time as per the need of

	the staff. • All salary, leave, time-table and attendance records are maintained online. • For maintaining regularity of the non-teaching employees, bio-metric system of attendance is used. • Promotion of the teaching faculty through Career Advancement Scheme (CAS) is an effective appraisal mechanism. • Laboratory staff CRs are sent by the teacher-in-charge every year as a part of their continuous appraisal.University of Delhi through Delhi University Library System. It has wireless internet access and computer workstations. The users of the College Library are also provided with the facility of photocopying and printouts if required. Majority of the classrooms and laboratories are equipped with the ICT facilities. There are dedicated computer labs and multimedia labs for the courses that require computer application and different softwares. Students as well as teachers are allowed to access these computers for various academic purposes. In addition, there are computers (desktops/Laptops) installed in various departments, science laboratories, administrative block, library and other sections. The College has a Building Maintenance Committee to supervise, repair and renovate the existing building. There are classrooms equipped with whiteboard/greenboard, furniture, etc. There are facilities for carrying out academic as well as extra-curricular activities in Seminar room, Audio-Visual room and Auditorium. Sufficient numbers of washrooms for boys and girls and staff are there. There is Boys Common Room and Girls Common Room for recreation of the students. The college is differently able friendly with having ramps, lifts and PH friendly toilets. Science laboratories are functional in five science departments (chemistry, electronics, botany, zoology and Physics) and psychology department. They are equipped with all basic and many advanced instruments and equipments necessary to conduct the practicals effectively.
Research and Development	Zakir Husain Delhi college encourages research activities by providing the necessary infrastructure to faculty and students. There are dedicated research

	labs that are functional in the college. Ten teachers are recipients of grants from eminent institutions like ICSSR, UGC, DRDO and DU Innovation Scheme. Teachers regularly participate in national and international workshops, conferences and faculty development programmes. Several workshops, seminars, conferences etc have been organized by the faculty members which were funded by institutions like UGC, ICCR, DBT etc.
Examination and Evaluation	Semester-end exams conducted by the University and internal-assessments made by the departments at the college level are the two primary modes of evaluating the progress of the students other than regular dialogical interactions during classroom and tutorial sessions. Internal-assessments employ a wide range of modes including viva-voce, tests, assignments and paper- presentations to test the understanding of the students and provide them with feedback. Before publishing on the student portal, marks are moderated at the department and the college level. Our teachers, in accordance with their specialization, also set the question papers and evaluate the scripts for the semester-end university exams.
Teaching and Learning	The task begins with the assessment of workload and required staff to manage the curriculum. Subsequently, teaching responsibilities are allocated, where each department, giving due consideration to the area of specialization, competence and research- interest, makes allotments in accordance with the UGC guidelines. We accord due significance to the mode of teaching that promotes active learning, dialogical interactions, and critical-thinking. We recognize that the students represent a spectrum of interests, drives, and potentialities, where satisfying individual needs is difficult in regular classroom sessions. Thus, we also offer designated tutorials where a smaller group of students with similar needs are catered.
Curriculum Development	ZHDC, being one of the constituent colleges of the University of Delhi, shares the responsibility with other constituent colleges and respective

	parent departments of the University to develop a holistic curriculum collectively. Following the approval of the academic council, a curriculum is finally adopted. To get the most out of the process, ZHDC ensures the participation of able representatives from each discipline, who put forward their suggestions, taking into consideration the feedback received from their constant interaction with the students, top-tier research institutions, industry, eminent subject matter experts and other institutions of eminence.
Admission of Students	The admission process at ZHDC is guided by the guidelines provided by the Delhi University. The admissions are based on the data provided by the DU Centralized Pre-Admission process. Admission committee which has Principal and TICs of all departments as the members decide the cut-off for the course offered by the college. Care is taken to fill all the seats in different categories. However, wherever in Courses where seats on offer take longer to fill, such as certain language courses, efforts are made to reach potential candidates through inviting applications. Admissions through sports quota, ECA and Ward quota are done following due procedure laid down by the Delhi University.
Industry Interaction / Collaboration	There is an active Career Counselling and Placement Cell in the College. The Cell invites corporate representatives for interaction with the students to the College Campus for exposing the students to the needs of the industry and career opportunities available to them. Departmental Societies also invite professionals and experts working in various fields to bridge the gap between the classroom and the outside world.
Human Resource Management	Human resource is the backbone of any organization. Their quality is maintained through following strategies: • Staff, both teaching as well as non-teaching are encouraged to go for Professional development courses. • College maintains all personal files and data of the staff. • The non-teaching staff are rewarded for their efforts on Annual Day for motivating and boosting their morale.•

	Latest infrastructure and frontline technology are provided to the employees in the administrative section. These facilities are upgraded from time to time as per the need of the staff. • All salary, leave, time-table and attendance records are maintained online. • For maintaining regularity of the non-teaching employees, bio-metric system of attendance is used. • Promotion of the teaching faculty through Career Advancement Scheme (CAS) is an effective appraisal mechanism. • Laboratory staff CRs are sent by the teacher-in-charge every year as a part of their continuous appraisal.
Human Resource Management	Career Counseling and Placement Cell of the college conducted a student development program on Python 3.4.3 and R in association with spoken tutorial, IIT Bombay. It also conducts two online counseling sessions. Due to the active participation of students, the college ranked 57 among 1500 other participants on the internship day organized by INTERNSHALA.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Finance and Accounts	All cut off list are updated on the college website. The college prospectus is also available on the website for reference to the potential students.
Student Admission and Support	Information about examination dates and schedules are available on the University of Delhi website. The college website provides links to the relevant sites. The results are also available to the students online.
Examination	The class timetables are made available on the college website. All the important information pertaining to departments, courses, society reports, college magazines, notices etc as well as the information about all forthcoming college events is also updated on the website.
Planning and Development	Most of the communications to the teachers as well as students regarding notices, circulars etc are done paperless via e-mails. The staff as well as the students have their login which they can access through the website which has various details. Staff members have digital access to

	their salary slips, Form 16, Income tax statements etc. from their login. Students also have their details in their login about their attendance, assignment marks etc.
Administration	Salary and all other payments are done using NEFT into the bank accounts.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nil	Nil	Nil	Nill

No file uploaded.

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NA	Nill	Nill	Nill	Nill	Nill

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
File attached	Nill	Nill	Nill	Nill

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
140	83	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
The Staff Association takes care of welfare of teachers through Following schemes: 1. Financial assistance, social gatherings, Cultural activities and	1. Karamchari Union takes care of welfare of non-teaching staff through welfare measures by the contribution. Financial assistance, social gatherings,	1. Student Welfare Fund by Staff Association: Teachers contribute monthly to this fund. Merit cum mean financial support is provided to needy student. 2. Medical

other welfare measures by contribution of teachers. 2. Staff Welfare Fund: One time ex-gratia of Rs. 2,00,000 to teachers who unfortunately die during service. 3. Teachers Welfare Fund: Financial support to teacher in medical emergency / death upto an amount of Rs. 80,000. Teacher's contribute monthly while fund is managed by University of Delhi 4. Tea club and Pantry: Cooperative management of pantry with unlimited tea/coffee and other beverages for teachers and guests 5. Newspaper, magazines, farewell function and annual family dinner for teachers and family. 6.Group insurance 7. Ward quota in admissions 8. Medical reimbursement as per university rules. 9. Reimbursement of school fees of children 10. Free car parking facility 11. Medical room facility for staff. Doctor also visits twice a week. 12. students cell 11. Psychological counselling is also provided to teachers. Counsellor visits twice a week. 13. Encashment of earn leaves while availing LTC.

Cultural activities and other help such as financial assistance at the time of medical emergency or death of the employee. 2. Group insurance for non-teaching staff. 3. Thrift society provides loans to the needy employees. Loan was disbursed to 68 employees and the total amount disbursed was 58,60,000/- 4. Ward quota in admissions 5. Medical reimbursement as per university rules. 6. Free parking facility 7. Encashment of earn leaves while availing LTC. 8. Reimbursement of school fees of children 9.Medical room facility for staff. Doctor also visits twice a week. 10. Psychological counseling is also provided to non-teaching staff. Counselor visits twice a week.

room facility for students. Doctor also visits twice a week. 3. Psychological counselling is also provided to students. Counsellor visits twice a week. 4. College gave fee concession to 109 EWS students which costs 2,32,000/- 5. NSP was provided to 210 students. 6. Six blind students were provided a total fund of 30,000/- 7. Ten students got benefitted under the scheme "WBO" which costs 79557/- 8. Student's aid committee provides financial support to EWS students. It provided support to 141 students. Students were given Rupees 3000, 2200 and 1500 according To their merit and need. This committed sponsored the full annual fee of one student on the basis of his economic condition. 9. Canteen facility available to students at a subsidized rate. 10. North-Eastern students cell. 11. Placement cell is available for the students through which many students get placement every year 12. Sanitary vending machines are available in Girls common room. 13. Computer literacy programs for students 14. Russian language programs for students. 15. Book bank facility is provided to students where five books can be issued to each student for the whole year to study.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Zakir Hussain Delhi college conducts internal audit every year which ensures efficiency and effectiveness of the institution. It also ensures that the best

utilization of resources has been done by the institution. The internal audit is done by a Statutory Auditor (Chartered Accountant), hired by the institution on the recommendation provided by the governing body. To appoint an Auditor college submits a panel of three auditors, out of which one auditor is selected by the governing body for the purpose of internal audit for the financial year. Same auditor cannot do the auditing for continuously three years. This dismisses any biasness in the procedure. The audit for 2018-19 has already been done. In this context institution maintains four accounts A.) General Fund, which encompasses maintenance grants for institution provided by UGC. B.) OBC infrastructure account funds are received by UGC. C.) Provident Fund for the purpose of GPF. D.) Student Fund that has college funds. All these four accounts are jointly managed and operated by the Principal and Bursar of the institution. In the process of auditing auditor examines and assess the salary bills, LTC/HTC payments, purchase made by institution, income tax calculations of employees, verify bank balance of college with bank certificates etc. The External audit of the institution is conducted by the Comptroller and Auditor General of India (CAG) as per their discretion. The latest auditing has been done in January and February 2021. This audit was conducted for the span of 2012-13 to 2019-20.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	Nill	Nill

No file uploaded.

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Academic supervisory Committee
Administrative	No	Nill	Yes	Administrative Team

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Nil

6.5.3 – Development programmes for support staff (at least three)

NIl

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1.Strengthening the mentor-mentee program. 2. Ensuring the timely filing of vacant positions for a smooth teaching-learning process. 3. Digitization of the library catalogue.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal

	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	NSS conducted Mock Poll for use of EVM and VVPAT alongwith District Election Officer	10/03/2019	10/03/2019	Nill	106
2018	Mentor-Mentee Scheme	23/07/2018	23/07/2018	20/07/2019	3992
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Members of Aranya participated in lake cleaning and habitat restoration in collaboration with Environmentalist Foundation of India, an environmental conservation group, focusing on wildlife conservation and habitat restoration. The society also organized Anti Cracker campaign through Nukkad Natak and an activity on Say no to plastic bags which included the sale of cloth bags. ? The college organised an excursion to Sultanpur national part on January 30, 2019 to generate an understanding of ecological system amongst students. ? Other activities included an inter college paper reading competition on Consumerism and Sustainable Development and a Nature Photography Competition. ? Plastic free campus: Zakir Husain Delhi College was awarded Plastic Free College of the Year Award in June 2018, by the Indian Institute of Ecology and Environment, New Delhi and National Institute of Cleanliness Education and Research (NICER). ? Waste management: ? Vermicompost: There are four vermi-composting pits in our college for generating green manure using kitchen and garden waste since 2000. This compost is used regularly in college. No chemical fertilizers and insecticides are used in college. ? Solid Waste Management: The college has been practicing waste segregation since 2005. Organic waste including leaves, kitchen waste from the canteen and faculty members residence, etc. are

converted into compost and used for the college garden. ? E-waste management: The college has collaborated with an NGO Chintan for recycling of e-waste. Students and college staff are encouraged to discard phones, batteries, old laptops etc. in boxes provided by Chintan for recycling. ? Hazardous Waste management: Microbial culture is always autoclaved after use so that unwanted microbes do not spread in the tissue culture lab. Colchicines, a carcinogenic compound is no longer given to students to handle. Hazardous waste from electronic items is treated by NGO Chintan. ? Carbon Neutrality: Listed below are measures to reduce our carbon footprint: ? ZHDC was the first in the University of Delhi to implement a novel paper-less administration. The college has an intranet facility accessible to employees for acquiring salary slips and information relating to their PF and leaves and to students for their monthly attendance and internal assessment marks. ? The college campus has over 400 plant species, 4000 plants and a variety of herbs, medium sized shrubs and trees. This helps in reducing carbon dioxide level and reducing our carbon footprint. The college won 62 prizes, including 10 cups in the 61st Annual Delhi University Flower show. College Herbal garden, Rose and Rock gardens were adjudged second best in the league. ZHDC has a handmade paper unit for recycling waste paper. The college has shifted towards paperless elections using EVM machines. Additionally, the college has also tied up with Jaagruti an NGO for recycling large quantities of paper regularly.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	32
Provision for lift	Yes	32
Ramp/Rails	Yes	32
Braille Software/facilities	Yes	32
Rest Rooms	Yes	32
Scribes for examination	Yes	32
Special skill development for differently abled students	Yes	32

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nill	Nill	Nill	Nill	Nill	file attached	Nill	Nill

View File

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
The Anti- ragging Booklet	16/05/2017	The Anti- ragging Booklet has the

		University Ordinance which specifically prohibits ragging and mentions what constitutes ragging and how students guilty of ragging are to be punished. An anti-ragging squad was constituted to ensure that discipline is strictly maintained in the campus and zero tolerance to ragging is strictly adhered to.guilty of ragging are to be punished. An anti-ragging squad was constituted to ensure that discipline is strictly maintained in the campus and zero tolerance to ragging is strictly adhered to.
DUSU College Students' Union Elections Manual	10/08/2017	Advisory measures followed as per The Office of the Chief Election Officer, DUSU elections, 2016-2017 University of Delhi. Available on DU website as well as College Website.
Handbook on Internal Complaints Committee (ICC)	20/07/2017	A committee was constituted as per University of Delhi guidelines to maintain and create an academic and work environment free of sexual harassment for students, academic staff and non-teaching staff. Guidelines available on DU website.
Code of Conduct for Examination	16/10/2017	For examinations, ZHDC adheres to the code of conduct stipulated by the University of Delhi. Strict confidentiality is maintained at all levels from the setting of the question paper to its distribution to the students. The process of invigilation and seating arrangement is followed as per the guidelines of the University.

| Code of Professional Ethics as per UGC regulations | 20/07/2017 | Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A Code of Professional Ethics of Teachers contained in the UGC Regulation on Minimum Qualifications for appointment of teachers and other academic Staff in Universities and colleges for maintenance of standard in higher education. Guidelines and Regulations available on University of Delhi and UGC available on DU website, UGC website and College Website are followed. These are part of service agreement also. |
| Handbook of information 2018-2019 (College Prospectus) | 11/06/2018 | The hand book gives information about the college including general rules regulations, academics, cocurricular activities, awards scholarships etc, so that no student lacks information about the various aspects of college life. It is updated on yearly basis. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
file attached	Nil	Nil	Nil
[View File](#)			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The college's vermi compost unit meets all the requirements of the college greens and there is no use or requirement of chemical fertilizer. ? Our association with Chintan continues for safe disposal of e-waste. The college has installed separate bins for collection of e-waste. The same is then handed over to Chintan for recycling and proper disposal. ? We have minimized the use of paper in our daily use by using the electronic medium for regular communication between the administration, teaching staff, students and non-teaching staff. We also re-use one-sided printed paper for rough use. Waste paper from office, labs and store is recycled in the handmade paper unit of college by our students. Large quantities of paper are recycled through Jaagruti NGO. ? College building has well-lit class rooms, laboratories, staff-rooms as well as offices, to minimize the consumption of artificial light. The old fans have been replaced in order to reduce the consumption of energy. The

students and staff members are also advised to switch off the electric switches if these are not in use. ? The college has moved to making the campus a plastic free zone and to this end ensures use of only steel plates and cutlery in the canteen as well as staff kitchen, The college also regularly holds the sale of recycled cloth bags on campus as part of its 'Say no to Plastic' drive at minimal prices.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-I: Sustainable Living ZHDC acknowledges the significance of sustainable living, in pursuance of which, we have managed to put in place a system to implement practices and policies that promote it. Through its academic departments and dedicated societies like Aranya, the Nature and Environment Society, Parimandal, society of the Department of Environmental Studies, and the Garden and Greening Committee, the college organizes activities and sensitizes the students about the significance of sustainable living. The following initiatives/activities attest the abovementioned. ? BODMEL, an innovative leap by our faculty members, has been a huge success as it provides a safe and efficient solution to drastically reduce the amount of chemicals used in our teaching laboratory and also provides an implementable and cost-effective solution to limit the wastage coming out of our research labs. ? The college won several prizes in the 61st Annual Delhi University Flower show held on 1 st March 2019, including a total of ten cups from all the entries. Herbal garden, Rose and Rock gardens of our college were adjudged second best in the league. ? College has become, to a considerable extent, no plastic zone on account of various drives listed in the attached pdf. ? Likewise, college now fully relies on organic inputs for care of green spaces in the college, which includes the utilization of in-campus leaf litter and canteen kitchen waste of the college, recycled through vermicompost unit, making us self-sustainable towards the fertilizer requirements of college gardens. ? E-waste management, with proactive assistance from the civil society organization 'Chintan', has been a very successful project hitherto. ? The college has also signed a contract with Azure Power Ltd for the installation of solar panels on rooftops to fulfil its energy requirements. ? The college has been running a 'Handmade Paper Unit' for the last several years, and also regularly conducts workshops for the students and faculty to recycle wastepaper in collaboration with an NGO, 'Jaagruti'. Best practice- II: Inclusive and Integrated Education To promote integrated and inclusive education, where no one is left out from getting an opportunity to develop their all-round potential college has managed to provide a variety of opportunities in diverse domains for students to express their talent, skill and excellence. Likewise, to infuse students with moral sensibilities, critical thinking tools for reflection on social and ethical issues, to acquaint them with general principles of value judgement and to afford students with the opportunity to participate in social outreach programs as agents of progressive change, we have been able to organize many programs, lecture series and drives with the able support of NSS, Gandhi circle and other student run departmental societies of the college as detailed in the file attached. ZHDC is also known for its excellence in Sports and related events, with many of our teams and individuals having won recognition and accolades for their excellence in the year 2018-19. Same goes true for the students from our art and theatre societies. All-inclusive education is one of the guiding principles of ZHDC. Since its inception, the college has adopted a multi-pronged approach to facilitate inclusion of the marginalized. Firstly, the administration has always ensured that the constitutional, statutory, legal and the policy guidelines of the state for the empowerment and inclusion of the marginalized are implemented without any compromise. Secondly, the policy framework and decision-making

apparatus of the college has always prompted inclusion by means of institutional practices and infrastructural development. Finally, we have tailored our curriculum in a manner that makes our students sensitive to the plight of the marginalized and to the need for taking proactive steps for facilitating inclusion. The following are some of the practices ZHDC has adopted to promote inclusion of the differently abled, socio- economically marginalized, and women students: ? Ramps, lift, signages and wheelchairs are available for the differently abled Divyangjan friendly toilets too have been built. ? Hum Honge Kamyab, a society, works for the empowerment and inclusion of the differently abled. ? For the visually challenged students, a computer connected with Lex Scanner, headphones, Angel device, laptops installed with JAWS software for assistive reading, are provided. ? For the economically underprivileged students, in addition to the scholarships, Students Aid Committee of the college too provides financial assistance. Book bank facility too is there to borrow books for the whole year for such students. ? For the female students, a women development cell and Internal Complaints Committee is in place computing skills program too has been introduced.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/12/7.2.1-Best-Practices-2018-19.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Located at the cusp of Old and New Delhi, Zakir Husain Delhi College, occupies a unique position because of its demographics and diversity. The college admits students from all the regions of India from different socio-economic backgrounds including first generation learners. The college has played a pivotal role in bridging educational gaps and has had a modernizing influence in the nearby areas. There are sizeable number of students from the walled city and the college provides relief to the girl students by offering relaxation in marks as approved by the university and has thus played a key role in the education of women students from the walled city. ZHDC is committed to fulfill its Institutional Social Responsibility by facilitating students' access to financial assistance and/or fee-concessions depending on their need through the Student Aid Committee. Additionally, the Staff Association has a voluntary fund to provide partial financial assistance to students towards meeting their fees. The college library offers Book Bank facility that loans books to students for the whole session with preference being given to economically underprivileged students Building on its rich historical legacy, the college is a beautiful blend of tradition and modernity and offers opportunities to student to excel in sciences as well as classical languages. ZHDC takes pride in offering Persian and Arabic at the honours level, the only college in Delhi University to do so. The college also offers Urdu, Sanskrit, Bengali, other than Hindi and English. The presence of such diverse range of languages has contributed towards building a pluralistic ethos and a vibrant literary culture. There are magazines in all almost all the languages and creative and academic events are organized by different language departments. We have the unique distinction of hosting bait baazi, ghazal competitions, mushairas, dasatngoi performances along with Sanskrit shloka recitations and Rabindra sangeet. Other than excelling in academics, the focus of our institution is to foster a culture of peace and tolerance and to this end our Gandhi Study Circle, an initiative of the University of Delhi and the Zakir Husain Delhi College, spreads the message of Mahatma Gandhi especially among the youth and students by organizing a host of activities in terms of lectures, seminars and symposiums. To build well

rounded personality, the students also take part in cultural events, engage in sporting activities, and also take part in community outreach programmes organized by the NSS. Zakir Husain Delhi College continues to adapt itself to the rapidly changing educational and technological advances while also contributing immensely towards education and empowerment of the marginalized sections of society. To nurture diversity and integrate students in a syncretic ethos is our constant endeavor and remains our institutional distinctiveness.

Provide the weblink of the institution
http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/03/Institutional-Distinctiveness-1.pdf

8.Future Plans of Actions for Next Academic Year

1. ICT is an indispensable tool of modern education, and ZHDC acknowledges that the nature of technology is such that it evolves in a very short span of time, making some of the existing tools obsolete very quickly. Thus, as part of our regular incremental additions, we will try to incorporate some of the latest technologies to replace the obsolete ones. 2. BODMEL, an innovative leap by two of our faculty members, has been a huge success for us as it provides a safe and efficient solution to drastically reduce the amount of chemicals used in our teaching laboratory and also provides an implementable and cost-effective solution to limit the wastage coming out of our research labs. Thus, the college intends to advocate for its usage in other educational and research institutions of the country. 3. Quite contrary to the practices of some of the eminent institutions, undergraduate students of the most colleges in the country have scant research experience. ZHDC, by way of seminars and workshops, seeks to make amends in this direction by providing students a glimpse of research methodology, technical nuances and processes involved in writing research publications. 4. The college has a good medical infrastructure, but keeping in view of the increasing student intake, the infrastructure requires a quick upgradation. 5. Given the significance of mental and emotional wellbeing of the students as a determinant of academic success and their all-round development, the college intends to further strengthen the existing infrastructure to facilitate further ease in accessing in-house or outsourced psychological counseling. 6. The college has been persistently striving for adopting sustainable practices. Much has been achieved in the direction already, and this academic year, we intend to take it forward by completely prohibiting the usage of plastics in the college campus. 7. Conferences and seminars where industry and corporate luminaries will be invited to acquaint students with the realities of the expectations of the job market would be conducted. The purpose is to facilitate a smooth transition of the students from an academic environment to the corporate environment. 8. Multiple conferences, seminars and workshops will be organized, where eminent researchers and experts from the newly emerging areas of the cutting edge specialized knowledge will be invited to acquaint students with the nuances of their respective fields.