



Yearly Status Report - 2019-2020

Part A

Data of the Institution

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		pkshishodia@zh.du.ac.in			
Alternate Email		iqac@zh.du.ac.in			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/12/AOAR-2018-19.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/iqac/academic-calendar/			
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 IQAC	Date & Duration		Number of participants/ beneficiaries		

Prepared the college calendar.	22-Jul-2019 30	4000
Internal audit of accounts	03-Mar-2021 30	4500
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
Zakir Husain Delhi College	Salary Pension	UGC	2020 365	688648000
Shivani Abrol	DST NIMAT Project 2018-19	Entrepreneurship Ins. Of India	2019 3	4000
Farha Adeeba	National Seminar "Hindustani Farsi Adab mein Sufiya-e-Karam ki Khidmaat"	NCPUL	2020 1	75000
Ravi Ranjan	International Conference	ICPR	2020 3	185000
Jameel-ur-Rehman	National Seminar	NCPUL	2020 1	50000
Sulekh Chandra	Major Research Project	UGC	2020 365	40000
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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)

IQAC was active in supporting committees and societies in their respective activities. It encouraged the expansion of committees/societies like disaster management committee, safe food campaign committee, function rationalization committee, webinar committee, waste disposal committee.

IQAC has been constantly working for enrichment of faculty members as well as nonteaching staff.

Collaborated with various Departments and organised invited lectures for creating a better academic exposure.

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

No Files Uploaded !!!

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	Achievements/Outcomes
Facilitate the conduct of Conferences/Workshops/Seminars and Faculty Development Programmes by Departments.	Workshops and seminars were organized by various departments.
Conduct Orientation programmes for newly recruited Faculty and Non-Teaching staff.	This will be followed up as and when recruitments take place.
Organise developmental schemes to help students like Remedial coaching, Yoga etc	A number of soft skill development programmes along with yoga have been organised for students.
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.

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	2020
Date of Submission	31-May-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>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</p>

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

For the delivery of curriculum, an intensive planning is made before the commencement of academic year, which involves a coordination between the committees constituted by the Staff Council and the Principal of the college including Time Table Committee, Staff Requirement Committee, and Academic Supervisory Committee. These committees are constituted for the smooth implementation of the curriculum. The college strategizes the distribution of available resources for meeting the demands of curriculum delivery. The planning begins with the calculation of workload and the number of teachers required to handle the curriculum. For the optimal use of human resources, each department conducts meeting for allotting papers taking into consideration experience, the area of specialisation, research interests, and academic qualification. For the timely implementation of the curriculum, Time Table

Committee looks at the availability of classrooms for lectures and tutorials. These timetables are emailed to students and teachers and displayed on notice board and the college website to ensure the best possible utilisation of available infrastructure. 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 of a course, clearly stated in the syllabus of each paper under LOCF. The college encourages the use of pedagogical practices that promote interactive teaching and critical thinking. Assignments and tests as part of Internal Assessment are used as effective tools to evaluate students' understanding of the syllabus. To facilitate a deep engagement with the prescribed syllabus, presentations and discussions are arranged. Students are encouraged to participate in national and international conferences so that they become familiar with the new tools of research and get opportunities of interacting with the experts in the field. Students are given feedback on their research papers if they want to contribute to books and journals. However, the modes of our teaching are tailored to cater to the needs of students who come from diverse background. Tutorial classes are held precisely for the purpose of answering the academic needs of individual students. For the upgradation of their knowledge, faculty members attend and participate in national and international conferences, workshops, faculty development programmes, and orientation programmes. Our college library is equipped with modern tools of computer technology and provides students free access to textbooks, reference books, research journals, and a vast range of e-resources. Every department of our college is allotted an annual grant to acquire textbooks, reference books, and newly published books for updating the existing stock of books in the library. A biennial book fair is held in college in which students are given incentives to purchase books and expand their horizons of knowledge. 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. Our college has developed a flexible feedback mechanism 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	Nil	02/08/2019	180	Yes	Yes
Computer Literacy Course	Nil	02/08/2019	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
Nil	NA	Nil
No file uploaded.		

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	20/07/2019

BCom	Programme	20/07/2019
BSc	Programme	20/07/2019
BA	Honours	20/07/2019
BCom	Honours	20/07/2019
BSc	Honours	20/07/2019

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

	Certificate	Diploma Course
Number of Students	55	Nil

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	02/08/2019	26
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	File attached	Nil
View File		

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
<p>ZHDC systematically collected the feedback via IQAC from the students, the key pillars of the institution for the year 2019-20. The objective of the feedback was to analyze the different aspects of the college infrastructure, teaching learning facilities, administrative support, co-curricular activities, etc. After taking the feedback and analyzing the responses, its real objective, i.e., to do a self-assessment and improve ourselves was suggested and adopted at various levels. Furthermore, a thorough analysis was done of all the responses and necessary steps were taken to solve the grievances of the students, if any. In the feedback, students have suggested that a greater number of washrooms specifically for the female students, and more recreational activities in the Girl's/Boy's common room should be there. The college students are facing these difficulties due to the space constraint which will be taken care of in the new ZHDC building. Another problem that students are experiencing is in the sports category. The various sports activities in the college are stand cancelled due to the construction of the new college building. However, college has tried to continue some of the sports activities in the nearby places such as football, volleyball and cricket practice</p>

sessions. All the sports activities will be restored when college ground and some more place will be available to the college. Similar to the last year, students have shown some concerns about the medical facilities and availability of potable drinking water. To solve these grievances, one medical attendant is always available in the room along with availability of doctors on rotation basis. However, the medical facility can be further improved and the suggestions were communicated to the concerned committee of the college. Furthermore, the water coolers were maintained and checked on regular basis so that students can have clean and potable water in limited time period available to them between the lectures. The improvement in canteen food quality and more availability of healthy food options were communicated to the canteen committee and it has been ensured that positive steps will be taken in this direction. There is an improvement in the competency of the college administration staff and queries as well as grievances are handled in a time bound manner. There is a proper mechanism that has been followed in the office. Students have recommended that books in the college library should be of latest edition and a larger number of books should be there. The college adds new books every year to the library as well to the book bank. However, suggestions are well acknowledged and necessary books will be made available to the students in future. In response to the feedback received, there is a progression in the placement cell of the college and counselling sessions for the students. ZHDC is continuously making efforts with all the limited resources available to ensure the social and academic development of the students and evolving as a family.

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
Nil	File attached	Nil	Nil	Nil
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
2019	4599	221	226	Nil	Nil

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 (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
226	226	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
4599	226	1 : 20

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
232	137	95	89	169

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
Nil	NA	Nil	Nil
No file uploaded.			

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
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				examination
Nil	File attached	File attached	Nil	Nil
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 and 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 2019-20: <http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/03/Academic-Calendar-2019-20.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
File attached	Nil	File attached	Nil	Nil	Nil

[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-2019-20-excel-sheet-1.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
Nil	Nil	File attached	Nil	Nil

[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
One week Faculty Development Programme on "Revisiting Gandhi Today: Questions of Caste, Class, Gender, Religion and Environment"	ZHDC in collaboration with MHRFDC	17/09/2019
2-Day National Seminar on "Contribution of Sufis in Persian Literature in India" (Dept. of Persian)	Department of Persian	26/02/2020
Workshop on "Handmade paper making" by 'Handmade paper laboratory', ZHDC (Handmade Paper Laboratory Dept. of	Handmade Paper Laboratory Dept. of Chemistry	31/01/2020

Chemistry)		
7th Gopa Dey Memorial Lecture on "Deshbhag O Banglali"	Department of Bengali	20/02/2020

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	Nil	Nil	Nil	Nil
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	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	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
Mathematics	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)
Nil	File attached	Nil	Nil
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	Nil
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	Nil	Nil	Nil	Nil	Nil	Nil
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
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					excluding self citation	mentioned in the publication
File attached	File attached	File attached	File attached	File attached	File attached	File attached
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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	Nil	Nil	Nil	Nil
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	Nil	Nil	Nil
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	Nil	Nil	Nil
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 activities	Number of students participated in such activities
File attached	Nil	Nil	Nil	Nil
View File				

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
NA	Nil	Nil	Nil
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	Duration From	Duration To	Participant

		details			
NA	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

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
NA	Nil	Nil	Nil
No file uploaded.			

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
47.17	47.17

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
Video Centre	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
Others	Existing
View File	

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	78864	25019657	1556	690609	80420	25710266
	5509	2244442	15	9960	5524	2254402

Reference Books						
CD & Video	85	Nil	5	Nil	90	Nil
Library Automation	84373	1668249	1571	137175	85944	1805424
Others (specify)	2192	1643878	86	73127	2278	1717005
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	Nil
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	202	107	205	0	35	34	27	0	34
Added	3	0	0	0	0	1	0	0	2
Total	205	107	205	0	35	35	27	0	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	Nil

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 incurred on maintenance of physical facilities
4374630	4374630	943452	943452

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 proper procedures and policies. In the beginning of each academic session, students are introduced to all the facilities. Proper use of

laboratory, its equipment and their safety measures are also explained during the orientation. Any issue regarding infrastructural repair is resolved after receiving a requisition which is addressed to the head of the institution.

Further college deputed appropriate technical person as per requirement. Faculty or students can always approach the principal's office with complaints and requirements. 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 attendants, sports attendant, ground men, gardener) to look after the maintenance of the equipment, various science laboratories, playground, networking and computers. This maintenance is carried out in a routine manner.

All the computers/laptops installed in various sections of the college are utilized by the end users. For repair/maintenance/upgradation of computers and related accessories, a non-comprehensive Annual Maintenance Contract (AMC) has been signed by the college with a private vendor. The laboratory staff of the college ensures good working and safe condition of all the laboratory equipment. Instruments and other equipment which require periodic calibration are recalibrated by the designated college staff using scientific protocols. In case of any major fault, technical help is sought from the same company who has provided the equipment. Unserviceable equipment is written off by following due process and then disposed of with the permission of the Governing Body. Many of the major equipment like generator sets, 5-10 KVA UPS, water purifier, the EPABX system, Xerox machines, and computer systems are kept under Annual Maintenance Contract. For certain 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 line and panel faults, maintenance of air conditioning, functioning electrical equipment, audio-visual systems for events/performances overall state of electrical equipment, 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 area allocated for botanical, rose gardens, rock garden, playground and ecological space, are maintained by experienced and trained gardeners on a routine basis. The College library is fully air conditioned with wireless internet access and computer workstations. New arrivals are displayed timely in the designated showcase just inside the entrance of the library on a regular basis. 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. A huge amount of information regarding electronic resources and databases is also provided to all the users by the College Library through its facebook page:

<https://www.facebook.com/mmbeglibrary/>.

<http://www.zakirhusaindelhicollege.ac.in/wp-content/uploads/2022/05/For-proper-utilization-and-maintenance-of-its-various-facilities-1.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	118	225000
Financial Support from Other Sources			
a) National	NSP	299	200000
b) International	Nil	Nil	Nil

[View File](#)

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 implementation	Number of students enrolled	Agencies involved
Mentor-mentee	01/06/2019	5011	Zakir Husain Delhi College
Annual Job and Internship Fair 2020	10/02/2020	2000	Career Counselling and Placement Cell, Zakir Husain Delhi College

[View File](#)

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 passed in the comp. exam	Number of students placed
2020	KNOCKDOWN the LOCKDOWN- a webinar session on "Handling Negative Thoughts" 89	Nil	89	Nil	Nil

[View File](#)

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		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
UMRA Tech Mastrmind Shine Projects	15	3	AAKRITI TECHFEST20 Aam Aadmi Party Aayom Welfare Society ActionAid India	Nil	151

Alkymia Tech
Private
Limited
AllLearn
Solutions
Private
Limited
Allysk Alpha
Learning Ask
In City Asmi
Axis
Consultants
Baadshah
Broking BCES
Admissions
Abroad
Private
Limited

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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
Nill	Nill	Nill	File attached	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
NET	2
Any Other	3

[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 Level	100
Intramural Competetion in Chess, Table-Tennis, Carrom	Intra college	100
Fitness Fair, Lecture on Get, Set, Fit and Aerobics	Intra college	150

[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	National/	Number of	Number of	Student ID	Name of the
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	award/medal	Internaional	awards for Sports	awards for Cultural	number	student
2020	Inter College DUSC-Judo (First)	National	1	Nil	Nil	Imran Khan
2020	Santosh Trophy (Football) Selected and Participated	National	1	Nil	Nil	Amit Yadav Shailesh Kumar Sahil Kumar Mujtaba Zoma Mohd. Areeb
2020	Junior National held at Lucknow-Judo (Participation)	National	1	Nil	Nil	Suryansh Thakur
2020	Khelo India Youth Games-Judo (Third)	National	1	Nil	Nil	Alok Pandey
2020	Khelo India Youth Games-Judo (Participation)	National	1	Nil	Nil	Suryansh Thakur
2020	Inter College DUSC -Volleyball (First)	National	1	Nil	Nil	Md. Sushail Raza; Rahul Yadav; Masrur Alam; Mohd. Akram; Puneet Sharma; Aditya Kumar; Rohit Kumar; Shahid Ali; Ishant Nanda; Vijay Rathi; Anuj Kumar;

						Deshwal
2020	Inter University-Volleyball	National	7	Nil	Nil	Kundan Sharma Arbaz Ali Abhinay Kumar Jha Suryansh Thakur Alok Pandey Kalpana Singh Bainada Alok Pandey
2020	Inter University-Volleyball (Participation)	National	1	Nil	Nil	Masrur Alam; Rahul Yadav; Anuj Kumar; Deshwal
2020	Acapella Competition, IIT Roorkee (2nd Position)	National	Nil	1	Nil	Kiran Jose; Aashna Verma; Eshal Patil; Nitya Vashistha; P. William Singsit; Sampada Fotedar; Shivam Kumar; Aabiskaar Thatal; Astha Sharma; Ayeman Hussain; Blesson Jacob; Edwin Antony ; Ritic Joel Victoria; Simran Rawat; Thomson George
2020	Acapella Competition, IIT Roorkee	National	Nil	1	Nil	Blesson Jacob

(2nd
Position)

[View File](#)

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

Students' Union has worked for the betterment of students during the whole year. Apart from extra-curricular activities, it also organized academic activities. It organized freshers' welcome 'Aaghaaz' on October 23, 2019. Various competitive events (inter-college) were organized for students for wider participation during freshers' welcome. Students' Union organized a blood donation camp in 2019. On the occasion of Gandhi Jayanti, Students' Union participated in an Outreach Program of the college in collaboration with Ministry of Jal Shakti on Namami Gange Project on Oct 2, 2019. Students' Union also participated in Swachhta Abhiyan (cleanliness drive) inside the college premises. It organized inter-college essay writing competition in January 2020. Like previous year, it co-organised and sponsored prestigious Zakir Husain Memorial Parliamentary Debate Competition in February 2020. Students' Union also co-organized a special lecture by Prof. Margrit Pernau, Max Planck Institute for Human Development, Berlin, Germany on October 10, 2019. Before the pandemic forced us to go online, it organized Annual College Fest "Aadaab" 2020 on March 4-5, 2020. Classical artist Prof. Sumangala Damodaran, young artist Nabeel Khan (Saranggi Player), Russian artist Denis Kucherov (Master Percussionist), Sammohan Band (Rock Music), and The Landers were invited to perform on this occasion. 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 event witnessed huge participation from various 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 Affairs in collaboration with Internal Quality Assurance Cell organised an International Webinar On "The Cultural Histories And Politics Of The Coronavirus Pandemic" by Prof. Vinay Lal, Professor of History, at University of California, Los Angeles, UCLA on October 27, 2020.

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 a clear vision of Imparting education to students with holistic development of character and a commitment towards building a knowledge base through education. Addressing issues that build a humane society along with the academic upliftment of students. • Ensuring freedom of expression and true views on secularism and nationalism, and promoting "Sarvadharm Sambhavya". • Integrating modern education tools with traditional teaching systems to address the present-day challenges. Mission The college tries to realize it through the following means: • We work towards our mission to educate, train and carry out research through an ethical and responsible approach. • Holistic development which includes skill development, learning outside the classrooms and interdisciplinary learning. • We believe strongly in gender equality and women empowerment. • Innovative teaching methods employing technology and other dynamic means for students and faculty members at par with the global educational system. • Generating a base of new knowledge relevant to the present context by evolving culture of understanding and respect through the versatile arts and culture society of college. • Inculcate a culture of knowledge sharing and teamwork that enables a scientific temperament and motivates students towards critical and creative thinking. Zakir Husain Delhi College practices decentralization and participative management practices. The governing body at its helm provides ample support for the financial as well as infrastructural facilities. Principal steers the college toward attaining higher standards. The college has an active Staff Council, Staff Association, Students Council, and a robust committee system in place which ensures active participation of all the stakeholders towards democratic decision-making. There is a definite and inclusive committee system operated in the institution which takes care of academic, extra-curricular and administrative aspects of the college. The Staff Council committees include Academic Supervisory Committee, Staff Requirement Committee, Proctorial Board, Timetable Committee, Student Aid Committee, Art and Culture Committee while the other committees include Career Counselling and Placement Cell, Garden and Greening Committee, Internal Complaints Committees, NCC, NSS etc. Each of these Committees is granted operational autonomy for the conduct of its business. Every department has a Teacher-in-charge appointed on a rotational basis for a period of one year. 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 along with the faculty.

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
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

Library, ICT and Physical
Infrastructure / Instrumentation

Library, ICT and Physical Infrastructure / Instrumentation The College library provides an excellent collection of books and fully air conditioned reading space for students/teachers. The library also has access to a large number of electronic and digital resources provided by the 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.

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

E-governance 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
Nil	NA	Nil	Nil	Nil
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	Title of the administrative training programme	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	organised for teaching staff	organised for non-teaching staff				
Nil	NA	NA	Nil	Nil	Nil	Nil
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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	Nil	Nil	Nil	Nil
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
137	226	94	184

6.3.5 – Welfare schemes for

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

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 earned leaves while availing LTC.

is also provided to non-teaching staff. Counsellor visits twice a week.

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/ Grants received in Rs.	Purpose
NA	Nil	Nil

No file uploaded.

6.4.3 – Total corpus fund generated

00

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	Nil	Yes	Administrative Team

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

NA

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

NA

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

1. Expanded the placement cell to increase the job opportunities for the students. 2. Ensuring the timely completion of the new building. 3. Encourage zero waste management.

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
2020	Digital Literacy and E-Learning	28/04/2020	28/04/2020	29/04/2020	125

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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
NA	Nil	Nil	Nil	Nil

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

? Reduction of carbon footprint: 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 and to this end, all internal communication between administration and teaching and non-teaching staff is electronic. Students also use the intranet facility to access their internal assessment and attendance details. ? 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. ? Apart from the handmade paper unit in college, we also regularly recycle large quantities of paper through an NGO - Jaagruti. The administration also minimizes its use of paper by re-using one-sided paper and using the electronic medium for displaying information for the benefit of students and staff. ? Activities to promote environmental consciousness: ? Aranya Society members volunteered for the 'India Plog Run' on 2nd October 2019, organized by WWF in association with United Way. It was a 3 km walk/run in which participants picked up plastic trash and handed it to collection agencies or recyclers. ? Aranya also performed a 'Nukkad Natak' titled 'Dilli Teri Yamuna Maili' at the awareness workshop on 'River Yamuna' at Delhi Secretariat, organised by Department of Environment, Government of NCT, Delhi to make people aware about the current scenario of the Yamuna ? Critical issues related to water conservation were highlighted by conducting a National Conference on Water Sustainability with reputed environmentalists and academicians and an online poster making competition. ? An 'Inter College Mono Acting Competition' on the hazards of crackers and a collection drive for Plastic and E waste collection was organized to ensure its proper disposal by a tie up with Chintan Environmental group. ? Energy conservation: Some energy conservation measures include: ? Installation of energy efficient fans and LED and CFL lights to save energy. ? Aluminum wiring in college was replaced by copper wiring in 2014 to minimize wastage of energy. ? Tinted films and sunshades (in office) and thick blinds (in Botany lab) on sun-facing windows to conserve energy. ? ZHDC has installed 50.22 KW solar panels on rooftops to fulfil its energy requirements. ? The college meets its fertilizer requirement entirely through organic manure generated from the vermicompost pits on campus. Garden and kitchen waste generated in college is converted to compost in college and no chemical fertilisers are used to maintain the college greenery. ? Prevention of open burning of waste: The college has prohibited burning of any waste inside the campus and staff and gardeners have been given strict instructions about the same.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	55
Provision for lift	Yes	55
Ramp/Rails	Yes	55
Braille Software/facilities	Yes	55
Rest Rooms	Yes	55
Scribes for examination	Yes	55
Special skill development for differently abled	Yes	55

students		
Nil	Yes	55

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
Nil	Nil	Nil	Nil	Nil	File Attached	Nil	Nil
No file uploaded.							

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

Title	Date of publication	Follow up(max 100 words)
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.
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	16/10/2017	For examinations, ZHDC

Examination		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 2019-2020 (College Prospectus)	24/06/2019	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
No file uploaded.			

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

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. ? 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. ? The college meets its entire fertilizer requirement for its gardens from the compost generated within campus using garden and kitchen waste, thus eliminating any use of chemical fertilizer or insecticides. ? The college continues to focus on maintaining its green cover to reduce its carbon footprint. In the 62 nd Annual Delhi University Flower show, ZHDC won 56 prizes, including 7 cups from all over the entries. College Rose and Rock gardens have been adjudged second best in the league. ? LT Panels with MCCB amp Capacitors have been installed in substation of college to optimize the energy consumption. ? 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

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice-I Comprehensive Education Comprehensive Education, in our vision, includes harnessing the potential of the students, bringing clarity to their vision and interests and persistently stimulating their drive to excel in their academic and extra co-curricular pursuits and helping them to transform into reflective members of the civil society who are adept at making value judgments for themselves and to shape and guide our society in a progressive direction. Attached are some of the practices put in place by the college, individual departments and the stated societies to achieve the broader objective of integrated education. • The events and practices held at the college are a testimony to the fact that the college has managed to provide a variety of opportunities in diverse domains for the students to express their talents, skills and excellence. • To make students sensitive to social and ethical issues, to acquaint them with general principles of value judgement and to afford students the opportunity to participate in social outreach programs as agents of progressive change, ZHDC has been able to organize several programs, lecture series and drives with the able support of NSS, Gandhi circle and other departmental societies of the college as detailed above. • Further, students enjoyed a good measure of autonomy in conceiving and developing social and moral objectives to be attained and planning for resource acquisition and deployment for the purpose. Such activities are likely to offer students an opportunity to understand the ground realities of the society, to reflect on the nature of problems and possible solutions to them and the activities, it is to be believed, would have enabled the students to gain a first-person perspective on what it means to be a participant in the events of progressive social transformation. • Finally, a reasonable measure of our success lies in the recognition our students have managed to gain for their excellence in many of the extra co-curricular activities. ZHDC is known for its excellence in Sports and related events, with many of our teams and individuals, as stated in the section on 'practices', have won recognition and accolades for their excellence in the year 2019-20. The same goes for the students from our art and theatre societies, who won national recognition in acapella competition, solo western singing competitions and the battle of bands. Best Practice-II Sustainable practices ZHDC acknowledges the significance of sustainable practices, 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 are some of the practices put in place by the college administration, individual departments and the stated societies under its supervision. • BODMEL, an innovative leap by two of our faculty members, has been a huge success for us and also for the country 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 56 prizes in the 62nd Annual Delhi University Flower show held on March 1st, 2020, including 7 cups from all the entries. The College Rose and Rock gardens have been adjudged second-best in the league. • The college has become a no-plastic zone on account of the 'Say no to Plastic' drive, collection drive and restriction on using plastic utensils in the canteen and for the faculty members. • Likewise, the college now fully relies on organic inputs for the 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 units, making us self-sustainable towards the fertilizer requirements of college gardens. • E-waste management, with proactive assistance from the NGO 'Chintan', has been a very successful project. • 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'.

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-2019-20.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. It was towards the end of this academic session that the Pandemic paralyzed our regular teaching- learning sessions. Although, we were very quick to resume classes on the online mode using zoom and google meet platform, yet on account of security concerns, ease of navigation, need for a common platform for all the classroom activities and centralization of control, the administration has decided to tie up with the Microsoft Teams to swiftly structure secure online classrooms for the teachers and the students to resume their academic interactions in the upcoming academic session. 2. We have been steadily improving our conservational efforts within the campus. Already we have managed to shift from synthetic fertilizers to all organic inputs in the upkeep of green spaces within and around the campus. However, there is a shortage of open areas for the upkeep and maintenance of garden plants. Thus, building a nursery to remedy the situation is high on our priorities. Likewise, a lot of precious and rare plants and seedlings also die due to the vagaries of the season. Thus, the college also intends to build a greenhouse facility. 3. A new college building with modern-infrastructure is under construction and is expected to be in service soon. 4. ZHDC seeks to adopt a village to fulfill our social responsibilities and to afford opportunities to our students to participate in outreach programs for their holistic development. 5. We intend to institute the Academic and Administrative Audit Committee to evaluate the performance. 6. We intend to sign MOUs with various government-agencies, NGOs and other approved agencies to expand our participation in developmental programs, quality research and cultural integration activities. 7. To safeguard the interest of women, we have a Girls Association and Internal Complaints Committee in place, but for a holistic and more focused approach we intend to form a Women Development Cell. 8. To forge closer ties with our alumni, we intend to form an Alumni-Association. 9. A Library-Website is to be created to supplement an otherwise very well-equipped library. 10. A Student Charter is to be instituted to bring transparency in the expectations of all the stakeholders. 11. To provide holistic value-based education and inculcate entrepreneurial abilities in students to face the corporate worlds challenges and arrange career guidance program.