



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	DAYANAND ARYA KANYA DEGREE COLLEGE
Name of the head of the Institution	Dr. Anupma Mehrotra
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	05912425952
Mobile no.	9412236764
Registered Email	dakcollege@gmail.com
Alternate Email	sanketag96@gmail.com
Address	Civil Lines
City/Town	Moradabad
State/UT	Uttar pradesh

Pincode	244001														
2. Institutional Status															
Affiliated / Constituent	Affiliated														
Type of Institution	Women														
Location	Urban														
Financial Status	Self financed and grant-in-aid														
Name of the IQAC co-ordinator/Director	Dr. Reena Mittal														
Phone no/Alternate Phone no.	05912970447														
Mobile no.	9412135835														
Registered Email	mittal.reena23@gmail.com														
Alternate Email	sarchana474@gmail.com														
3. Website Address															
Web-link of the AQAR: (Previous Academic Year)	http://dakcollege.org/pdf/AQAR1819.pdf														
4. Whether Academic Calendar prepared during the year	No														
5. Accrediation Details															
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.26</td> <td>2013</td> <td>12-Dec-2013</td> <td>12-Dec-2018</td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.26	2013	12-Dec-2013	12-Dec-2018
Cycle	Grade					CGPA	Year of Accrediation	Validity							
		Period From	Period To												
1	B	2.26	2013	12-Dec-2013	12-Dec-2018										

6. Date of Establishment of IQAC

20-Mar-2012

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
Workshop on Computer Literacy	26-Sep-2019 1	48
Workshop on e-content and research gateway	17-Dec-2019 1	48
Feedback of students	19-Dec-2019 1	820
Feedback of parents	20-Jan-2020 1	270
Inclusion of new members	25-Jan-2020 1	9
Analysis of feedback of students and parents	19-Feb-2020 1	9

[View File](#)**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
Nil	Nil	Nil	2020 0	0

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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 :	9
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)	
<p>The biggest contribution of IQAC this year was the making of the new college website. 2 workshops were organised on 26th September and 17th December 2019 for updating the knowledge of teachers regarding their computer efficacy and e content development and funding of the research grants. The IQAC made an account on HEI portal on 1st February 2020. The IQAC uploaded the AQAR on 6th March 2020.</p>	
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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
Workshop on Computer Literacy	It was achieved by getting organised on 26th September 2019 wherein all the teaching and non teaching staff was benefitted.
A workshop on E content development and Research Gateway	It was done on 17th December 2019 where the teachers were encouraged to do qualitative research work and apply for research projects in various areas. The teachers were educated about online courses and also about e content development.
A new website was proposed	It was finally accomplished.
The HEI portal was	It was finally done on 1st February 2020.

to be made	
The AQAR 2018-19 was to be submitted.	It was finally submitted on 6th March 2020.
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14. Whether AQAR was placed before statutory body ?	No
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	22-Jan-2020
17. Does the Institution have Management Information System ?	No

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

The syllabus is decided by the Board of Studies of our University, MJP Rohilkhand University, Bareilly which all the affiliated college have to abide by. The syllabus is posted on the official website of the University and college. The students can access it from there. Then, alongwith the common Orientation programme for the new students, all the teachers hold separate orientation programmes for their respective classes in all the three years. The point of the syllabus (year wise) is also posted in the classes and labs. There are Whatsapp groups also made wherein the syllabus is posted at the very outset. The teachers are given a stipulated timetable, according to

which they take classes. And each subject department divides the syllabus amongst themselves, according to expertise and interest. The academic calendar is also provided to the students. The syllabus is catered to the students through theory and practical classes and also through field work (wherever applicable). The students are evaluated through class tests. The students are encouraged to take unsolved papers of last ten years. The practical subject teachers provide the students with the experiment sheets and methodology. Apart from the regular classroom teaching, the teachers endeavor to make the teaching interesting and innovative by inviting resource persons from other colleges and institutions. Sometimes, there is student exchange programmes too. A steering committee of students is made in all the classes that acts as a liaison between the teachers and the students. The committee provides feedback to the teachers that helps in making their teaching methodology better. Revisions take place in each subject when required with an in-depth evaluation of the syllabus done every three years to see if changes in the academic world are reflected at least in part, in the syllabus. Syllabus is studied across three years by our University to look at the build-up and flow of subjects that are carried forward from one year to the next and also horizontally across a given year to look at the interplay between the various courses taken by the students. Teachers use a combination of the strategies listed to make lectures interesting and optimize learning. Some of the methods were taught in college in staff seminars, some were learnt when the faculty were sent by the college to attend workshops conducted by other institutes, some are approaches that were discovered by staff and tested out in class while others might have been imbibed in peer sharing workshops.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
NA	NA	Nil	0	0	0

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

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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
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No Data Entered/Not Applicable !!!

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

	Certificate	Diploma Course
Number of Students	Nil	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
NIL	Nil	Nil

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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
Nil	Voter Awareness Programme	126
Nil	Swatchta hi Sewa Hai	134
Nil	Covid Awareness Program	154
Nil	Mask preparation and Distribution	114

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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	Yes
Parents	Yes

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

Feedback Obtained

Students feedback is filled by the students in the classes of their compulsory subjects e.g. Gen. Eng. And Gen. Hindi. Feedback is received on varied aspects of the college including location, office, canteen, Laboratory, Library, administration and academics, drinking water, toilets, cleanliness of campus. Student welfare committee formed a student welfare council in which student representative of each class are members. They also gave feedbacks received from the students to the members of student welfare committee. Students can also put their complaint and suggestion letter in a complaint and suggestion box which is fixed in campus. Feedback is also collected from the parents during parent teacher meeting (PTMs) that is organized every yr by Chatra Kalyan Parishad suggestions and comments given by the guardians are taken into account for future development. The different areas where improvements are required are discussed in respective committees / departments and then discussed with Principal. Strengths of the College are also taken into consideration for further upgration.

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
BA	Humanities	1680	1167	1167
BSc	Science	480	212	212
BEd	Nil	100	86	86
MA	Hindi	160	8	8
MSc	Zoology	40	36	36

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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	1465	44	26	3	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
29	10	5	2	Nil	10

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

Mentoring system is recently introduced in our college, each teacher is allotted a group of 50 students. The students are informed and list of mentors is displayed in the college premises so that students can contact their mentors whenever they require. Departments teachers equally share the responsibility as a mentor of students. Informal means of mentoring are used. Students' body, "Chhaatra Kalyan Parishad", and other active students are entrusted with the responsibility to help the students in their progress and psychological wellbeing. They also try to ensure the regular attendance in the class, discipline, progress and other welfare activities in the college. Parent-Teacher Meeting is organized by the college and parents are made aware of the attendance and performance of their ward and their suggestions are sought for further improvement. At the beginning of the session, the orientation programme is conducted where by students are acquainted with the institution, its goals and mission, the facilities available, department and teaching staff, different committees for conducting co-curricular and extracurricular activities, discipline and library rules. Students problems and complaints are also resolved through the teacher of 'Chhaatra Kalyan Parishad'. Career Counseling cell provide guidance to the students according to their aptitude and abilities. Career counseling cell also organize lectures and workshops in co-ordination with different organizations to take students understanding levels to the new heights.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1509	29	1 : 52

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
44	30	14	3	21

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	NIL	Nil	NA

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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
MSc	Nil	YEARLY	18/03/2020	30/06/2020
MA	Nil	YEARLY	18/03/2020	28/06/2020
BSc	Nil	YEARLY	18/03/2020	30/06/2020
BA	Nil	YEARLY	18/03/2020	30/06/2020

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

The examinations are conducted by the college according to the instructions provided by the university annually. The answer sheets of theory exams are sent for the evaluation as per university norms but the teachers conduct tests, group discussions, extempore oral questioning method to evaluate the students learning power. Practical examinations are conducted by the department in accordance with the rules set by the university. Subject teachers evaluate the performance of students by giving those tests, assignments, projects, seminars and experiments etc. for internal practical evaluation. These internal marks are added to their final practical examinations. The external examiner deputed by the university evaluates the work of the students on the date of final practical exams. Their marks of internal and external evaluation are added for the Practical marks. Use of ICT is encouraged. From the last few years students are encouraged to prepare the transparencies to present their assignments. Continuous guidance for the projects seminars and preparation of transparencies is provided by the teachers. Students are prepared to present their assignment for improvement in their pronunciation and presentation abilities. Weak students are identified and special attention is paid to improve their performance.

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

The college is affiliated to M.J.P. Rohilkhand University, Bareilly. University declares/informs the dates for the admission and examination, etc. accordingly college follows and prepares its own calendar. The college publishes/announces its tentative academic calendar in accordance with the university calendar dates. In the beginning of every session in college prospectus of the respective year, dates of starting the new session, dates for meetings of different committees, last date for submitting admission forms, last date for admission, date of orientation programme, date for starting classes, dates for filling enrolment and examination forms, dates for signature on identity cards, tentative period for conducting different programmes and competitions by different committees, date for founder's day celebration, tentative dates for NSS 10 days camp, month for practical examinations, farewell functions and starting month for theory examination. The tentative calendar is adhered by the college in accordance with the instructions of the university

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://dakcollege.org/Courses.aspx>

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
Nil	BSc	Science	48	44	91.5
Nil	BA	Humanities	317	309	97.45
Nil	BEd	Nil	86	86	100
Nil	MA	Hindi	8	8	100
Nil	MSc	Zoology	19	19	100

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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)

https://docs.google.com/forms/d/1WuWHx0n8wFr6foWwB8vvQFITtIhFsdZZGC_d17yMh9M/viewform?edit_requested=true

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	0	NA	0	0

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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
Aerobics and Yoga	Physical Education	29/08/2019
Holistic Wellbeing	Physical Education	27/09/2019
Ozone Day	Chemistry Department	16/09/2019
Favorite Educationists	Education Department	03/10/2019
Various use of statistics in day today life	Education Department	07/12/2019
Writings of Margerat Atwood	English Department	28/10/2019

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	NA	NA	Nil	NA

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	Nil

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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	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
0	Null

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)
National	BEd	2	6.2
National	Economics	1	Null
National	Botany	2	Null
National	Hindi	1	Null
National	English	2	Null
National	Education	1	Null

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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
English	2
English	2
BEd	1

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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
NIL	NIL	NIL	Nil	0	0	Nil

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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 excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nil	Nil	Nil	0

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	16	Nil	Nil
Presented papers	Nil	14	Nil	Nil
Attended/Seminars/Workshops	Nil	4	Nil	Nil

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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
Blood Donation Camp	NCC	2	100
Swacchhata Pakhwara	NCC	2	100
Environmental Awareness Rally	NCC	2	100
Eye Donation Awareness Camp	NCC	2	100

World Tobacco Control Week	NCC	2	100
Plantation on Environmental Conservation	NSS	2	135
Swachta Pakhwara	NSS	2	200
Panel discussion on Swadeshi Apnao	NSS	2	145
Speech Competition on Drug Abuse Prevention	NSS	2	112
One Day Workshop on National Pollution Control Day	NSS	2	127

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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
NA	NA	NA	Nil

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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
Swastya Bharat	NSS	7 DAY CAMP	2	100
Swachhhta Pakwara	NCC, NSS	Cleanliness campaign	4	150
Swachh Bharat	NSS	Rally	2	90
AIDS Awareness	Community service committee	Rally	8	100

Gender Issues	Legal Aid Cell	Panel Discussion	10	400
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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
A lecture on Romanticism vs classicism	English Department	Nil	1

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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
NA	NA	NA	Nil	Nil	0

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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
NA	Nil	NA	Nil

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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
80000	80000

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Video Centre	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Newly Added
Laboratories	Existing
Campus Area	Existing
Class rooms	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
Nil	Nil	Nil	2021

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	71	4500	107	6765	178	11265
Reference Books	21622	43620	187	21807	21809	65427
e-Books	50	Nil	27	Nil	77	Nil
e-Journals	4	Nil	2	Nil	6	Nil
Library Automation	Nil	Nil	Nil	Nil	Nil	Nil

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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
NA	NA	NA	Nil

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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	21	1	11	0	1	2 0	100	0
Added	2	0	1	0	0	0 0	0	0
Total	23	1	12	0	1	2 0	100	0

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 incurred on maintenance of physical facilities
395278	395278	80000	80000

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)

The institute has a well-furnished computer lab where both teachers and students can learn the basics and other advanced courses. The lab is well equipped with internet facility. The college office is also equipped with internet connection. The students are given assignments, using ITC. The students are encouraged to take advanced computer courses. The Career Counselling and Placement cell keeps on organizing computer training programmes. The teachers are encouraged to undergo training workshops on ICT teaching and Research Methodologies. The college is upgraded with Jio fibre line that can be used by the staff as well as the students. Institute has well defined policy for maintenance and utilization of all its physical and academic facility which includes use of equipments in various laboratories, use of e-library facility, access to e-journals of the institute through internet login and password, use of computers in information processing centers and departmental laboratories. Maintenance of the computers is carried out by appointing external agencies which take cares of installing software's, operating systems and other applications on all the computers of the institute. AMC of the computers also involves replacement of faulty hardware's and or addition of the hardware augmenting the system configurations. Equipment's in all the laboratories are also maintain through annual maintenance contracts avoided to either manufacturers or their agents. All classrooms, seminar halls, Building are maintained under the supervision of skilled faculty. They take care of use of al sport complexes and Sport facility and all the extra and co-curricular activities conducted for Institutional students throughout the year.

<http://dakcollege.org>

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	1. Scholarship in the name of the founder to the highest marks achiever in each class 2. fee concession for poor students	9	12750
Financial Support from Other Sources			
a) National	INSPIRES	5	120000
b) International	Nil	Nil	Nil

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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
Aerobics and Yoga Workshop	29/08/2019	150	Nil
Meditation Camp	27/09/2019	50	Brahmkumaris ishwariya vishwa vidalaya
Remedial Classes	04/02/2020	587	UGC
Counseling of Students	Nil	155	Dr Prabha Gupta and Dr Mani Bansal
National workshop on Lifestyle Management	12/06/2020	2300	Nil

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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
2019	Workshop on Banking sector entrance exams in joint venture with Chanakya Pratiyogita Academy, Moradabad	212	199	Nil	Nil
2019	Workshop on the Career guidance lecture by Shri Anil Kumar Mittal, Executive Engineer	225	132	Nil	Nil
2019	Workshop on CV making and how to prepare for interviews.	321	321	Nil	Nil

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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
7	7	30

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
NA	Nil	Nil	Nil	Nil	Nil

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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	Department graduated from	Name of institution joined	Name of programme admitted to
2019	20	BA	HINDI	DAK Degree College	MA (HINDI)
2019	12	BSc	Science	DAK Degree College	MSc (Zoo)

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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
Any Other	1

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

Activity	Level	Number of Participants
Founders Day Celebration	University Level	120
Shardiya Mahotasav	College Level	67
Basket Ball Tournament	University Level	60
Sports Day	College Level	795
Yoga Day	College Level	530

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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
Nil	NA	Nil	Nil	Nil	Nil	Nil

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

Student Council or Chhatra Kalyan Parishad of the college is formed every year. It works with faculty members and college administration to ensure overall development of the college Students' council work for maintaining a disciplined atmosphere in the college in all the important events such as Independence Day, Republic Day, Founders Day in the college campus. The institution has a practice of identifying student representatives from each class and nominates them to the student council. The members from this council are adopted for different activities too. The council helps for maintaining campus activities whether curricular, co-curricular and extracurricular. Students' body, "Chhaatra Kalyan Parishad" students are entrusted with the responsibility to help the students in their progress and psychological wellbeing. They also try to ensure the regular

attendance in the class, discipline, progress and other welfare activities in the college. These students set example of discipline and punctuality for other students too.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

400

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

12000

5.4.4 - Meetings/activities organized by Alumni Association :

Yes, We formulate Alumni association at college level. The Alumni Association is actively involved in the convenor ship of Dr Reena Mittal and the members: Dr Seema Mahendra, Dr Mani Bansal and Mrs Ruchi Agrawal. The alumni get together is done annually while the workshops involving the alumni are regularly organized. The alumni introduce themselves and thus the college is provided with their track record of how they are doing professionally. The successfully placed alumni are invited to give lectures to inspire the students. The alumni are duly registered. They are invited on Annual function of the college also and they are given a place in the College magazine also .This year went so well regarding our Alumni visits. Our Alumnus for 1982 batch Ms Shalini Saxena visited us who is presently living in USA. She met with our students, motivates them, and spent the day in the college. She donated some amount in the association. On our Founder's Day i.e. 12 Dec 2019 we honoured our alumni those who are working hard and shining like stars in their fields.

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)

The college is practicing decentralization and participative management system. Both teaching and nonteaching members actively participate in making and implementing different policies. Responsibilities are decentralized and participation of each member is defined. Principal formulates committees like IQAC, Examination, Student Welfare Association, Alumni, Scholarship, Grievance Redressal Cell Academic Committee, Cultural Committee and many more. Meetings are held and policies are being formulated to implement the strategic plan of the college. Responsibilities

are distributed through face-to-face meetings as well as by notifications as every committee has WhatsApp Group. Principal including faculty is responsible for both the academic and administrative functioning of the college. It helps to make educational leadership effective for implementation and monitoring of various policies. There are about 20 committees and all faculty members are part of it. Committees are formulated at the commencement of the academic session.

Convenor including members are free to formulate plans and give final shape to them after discussion with the Principal. • IQAC, Proctorial Board, Swachhta Abhiyaan Committee, and Students' Welfare Association are the perfect example of participative management where students along with teaching, non- The college is practicing decentralization and participative management system. Both teaching and nonteaching members actively participate in making and implementing different policies. Responsibilities are decentralized and participation of each member is defined. Principal formulates committees like IQAC, Examination, Student Welfare Association, Alumni, Scholarship, Grievance Redressal Cell Academic Committee, Cultural Committee and many more. Meetings are held and policies are being formulated to implement the strategic plan of the college. Responsibilities are distributed through face-to-face meetings as well as by notifications as every committee has WhatsApp Group. Principal including faculty is responsible for both the academic and administrative functioning of the college. It helps to make educational leadership effective for implementation and monitoring of various policies. There are about 20 committees and all faculty members are part of it. Committees are formulated at the commencement of the academic session. Convenor including members are free to formulate plans and give final shape to them after discussion with the Principal. • IQAC, Proctorial Board, Swachhta Abhiyaan Committee, and Students' Welfare Association are the perfect example of participative management where students along with teaching, non-teaching staff, are working for upliftment of the college. Alumni are also actively participating in these programmes as and when required. College is getting funds and grants from UGC. Purchase is being done through these funds and utilised efficiently. • The committees are responsible for the college timetable, admission, examination, and attendance of the students. • Similarly, students are also the part of management. Students have representation from all the faculties. Students representatives play a vital role to maintain the discipline and decorum of the college. Student participation is integral for all the activities of the college. The college has an organized Student welfare association. Members of the committees are selected by the faculty members committees. Besides this, student representatives are nominated for all the committees of the college. • Seminars, Workshops, Sports events Orientation Program, Guest Lectures.

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

Partial

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	we have a good library which has text books, reference books and competition books. We have ICT enabled hall and one smart class too.
Admission of Students	The admission of students is again governed by the University norms. The criterion for admission in Undergraduate programmes is done on the merit basis while the admission in Post graduate course is done by an entrance exam conducted by the University
Industry Interaction / Collaboration	The college is basically an Undergraduate college, except the post graduation course being only in Zoology and Hindi. So there is no scope of any collaboration with any industry. But the college does run a UGC sponsored add-on course in Journalism wherein we tie up with the Media industry like Dainik Jagran and Hindustan media LTD in print media and City Channel in Electronic media. For the communication skills paper, we have collaboration with the British School of languages in Moradabad. Industry people on different occasion in college premise arrange talks with students .Lectures are conducted by their HR Dept. to make the students aware about job opportunities under the banner of Extension Lecture, Career Counselling Committees.
Human Resource Management	<ul style="list-style-type: none"> • Administration provided with congenial and conducive working conditions to the teaching and non-teaching staff. • Students are made aware of global competition. • We have a Women's Rights unit called 'Tejaswini' group which works under a teacher and representatives of students and staff. The main purpose of this cell is: To make students aware about gender equality To provide professional counseling Prevention of sexual harassment and protection of woman rights • Women rights and awareness for them as our target group is female students only. Secondly, the institution organizes 'Self Defence' programmes for girls in collaboration with the Legal Literacy Cell of the district.
Research and Development	In BAIII and MA Final, Hindi Literature, a Project is compulsory. Similarly in MA (Hindi) a Dissertation is optional paper. Same is the case of BAIII Sociology. These practices inculcate research orientation amongst students. And then, there is

	<p>the provision of Major and Minor research project grants given by UGC, ICCR, ICSSR, DST, AICTE and IHCR. The college is always supportive of such applications. The college provides brochures of the various seminars and conferences to the teachers. And they are given duty leaves too if the concerned event is that of Rohilkhand University. Most of the teaching staff members are supervising Ph.D. students. Many students are enrolled in the college to accomplish the work of research. The staff members are involved in active research some are pursuing Ph.D., presenting papers in National International seminars. Teachers are also contributing articles to research journals.</p>
<p>Examination and Evaluation</p>	<p><input type="checkbox"/> Examination and Evaluation The college doesn't have any direct or decision making role in the conduction of Examination or Evaluation. The Examinations are conducted by the University and college has to follow the norms. The answer sheets are sent to evaluation as per the University norms. The practical exams are conducted by the different departments as per their convenience but again in accordance with the rules set by the university. The external examiner comes and gives the experiments to the students and thus evaluates them.</p>
<p>Teaching and Learning</p>	<p>Use of ICT is encouraged for last some years. Students are shown transparencies and they are taken to the computer lab to make their own projects and assignments. Remedial classes are held wherein the students get their cobwebs cleared and the revision is also done. Monthly Class tests are held to hone their competitive skills. Inter collegiate events and group discussions are organized to take their understanding level to new heights. The teachers are adopting changes to opt for more students' centric methods - namely students' quiz, students' debate and students' seminar. Wall magazines are encouraged and students so submit their compositions in the college magazine. Tutorial classes are also arranged on regular basis, so students can clarify their doubts regarding complex topics of the subject and prepare for their assessments. Students who are absent on frequent basis, postcards are sent to their parents to communicate regarding the same.</p>
<p>Curriculum Development</p>	<p>Our College is an affiliated college of University. The syllabus designed by the university is followed by us. The curriculum is meant not only for the bookish knowledge but developing their skills for growth and career, social and cognitive development. The whole syllabus is divided into units as prescribed by the university which is further divided through the 'Academic Calendar' of college which clearly specifies time duration for the completion of each unit, field surveys to be conducted, tests for the performance evaluation, Assignments for practical aspects, seminars and presentations to be conducted thereby covering all</p>

the details so that every task will be completed on time and the students will be benefitted. To provide a greater exposure to students and to widen their horizon of knowledge field trips/study tours are organized time to time. Guest lectures, extension lectures, remedial coaching are arranged to enlighten the students on different topics. These are planned well and executed. The students are mentored by the faculties.

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

E-governance area	Details
Planning and Development	<p>□ Planning and Development Being aided college which is maintained by management, our esteemed management committee organise meetings and make planning and budgeting. This college being aided institution follows the policies, procedures, terms conditions laid down by Government of UP.</p>
Administration	<p>□ Administration We follow Department of Higher Education, U.P, which has its own website .All the information are uploaded on the site to make employees aware about each and every information. Information regarding recruitment, GO's, service rules and so on are available on that. College website is functional and active where all information are updated time to time.</p>
Finance and Accounts	<p>□ Finance and Accounts At the time of admission, fees is accepted by giving computerised receipts by the college. The transaction of salary is also done online by treasury. All the payment, purchasing are being done by cheque or by online methods.</p>
Student Admission and Support	<p>□ Student Admission and Support Students apply online to the University portal to get admission. Then Merit list is declared by the university and the students get admission in the opted college. After the declaration of merit list by university, students have to fill application form to get admission in the college. Beside this, the other beneficiary programmes for the student such as Scholarship, Examination forms, Result all are following online process.</p>
Examination	<p>□ Examination The process of examination as, declaration of the date sheet, filling up the examination forms, getting admit cards, and declaration of the result are the part of e governance. The college receives the nominal roll list from the university. University provides all stationery and examination papers too. College is supposed to conduct examination as per schedule.</p>

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	NA	NA	Nil

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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)
2019	Nil	Nil	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
Orientation Programme	1	04/06/2019	01/07/2019	28
Orientation Programme	1	04/01/2020	28/01/2020	28
7 Days Workshop on Research Methodology 6 28 Dec 2019 - 3 Jan 2020	6	28/12/2019	03/01/2020	7
Online FDP	1	25/05/2020	08/06/2020	15
Refresher Course	1	04/01/2020	24/01/2020	21

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

Teaching	Non-teaching

Permanent	Full Time	Permanent	Full Time
30	30	20	20

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
Loan from GPF	Mritak Aashrit Quota	Medical and Scholarships

6.4 - Financial Management and Resource Mobilization

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

As per the norms set by the Govt. the college is practicing the conduct of Internal as well as external financial Audits. The External Auditor is appointed by the Govt. Conduct the audit of the college accounts to verify correctness as per the rules of and Registration provided by the Govt

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
NA	0	NA

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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	IQAC
Administrative	No	Nil	Yes	College Level

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

Parent -Teacher Association is maintained by the student welfare committee that is comprised of Dr Sujata Kumari as the convener and the members are Dr. Shubha Goel, Dr. Bimal Sharma, Dr Reena

Mittal and Dr. Aruna Sharma. The students are asked to submit two self-addressed post cards. These post cards are used to communicate with the parents. The parents come with their grievances or appreciations and they are informed about the progress of their wards. Looking at the suitability of the suggestions, the feedback of the parents is reckoned with positivity Regular meetings are organized for the Parents and Teachers in every academic year. Suggestions to improve quality of education are also welcomed. Parents are informed about the progress and attendance of their ward. The parents are the main stakeholders. Their suggestions are most important for development of the college. The feedback is also received from the parents of students of the college. The staff cooperation and students counselling /career guidance have been appreciated by the parents.

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

IQAC organized Computer Literacy Workshop and other programs for awareness and smooth e-working

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

After the first cycle of the NAAC, the college is continuously moving towards all round development. The suggestions given by the NAAC team, has been implemented in the college at various level and still the college is trying to achieve its set goals. Research is being promoted in the college. All the department are involved in research and most of the faculty are research guides There are many research scholars. Some teachers are also indulge in research. Mentoring of the student is also a new system of the college in which all the teachers have assigned about 50 students. Mentoring System for students to minimize dropouts through Personal Counseling is evidence of success—better results in the Examinations, more regular attendance, increase participation in cocurricular activities, better discipline in campus and healthy relationship between teachers and students.

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	Computer efficacy and e content	24/09/2019	26/09/2019	26/09/2019	25

	development				
2019	Funding of the Research Grants	16/12/2019	17/12/2019	17/12/2019	23

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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
Legal Aid Cell Lecture on Women Empowerment	10/12/2019	10/12/2019	232	Nil
Women empowerment and Self employment day	19/02/2020	19/02/2020	100	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

Plantation Programme by NSS 17.07.2019 Seminar on Swachchhta by NSS 1.08.2019 Swachchhta jagrukta Rally by NCC 19.09.2019 Eco club activity on Give up Plastic 24.09.2019 Save Earth Awareness Rally by Botany Department 25.09.2019 Workshop on National Pollution Day by NSS 04.12.2019 Poster competition on Environment Day by NSS 05.05.2020

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	5
Ramp/Rails	Yes	5
Rest Rooms	Yes	5
Scribes for examination	Yes	2

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational	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

	advantages and disadvantages						
2019	3	2	01/12/2019	1	Samudayik Sewa Samiti AIDS rally in the adjoining areas	Nil	145
2019	3	2	25/09/2019	1	Awareness rally by botany department on the topic 'Save Earth' in collaboration with Paryavaran Prasaar Shiksha Samiti	Nil	90
2020	1	1	25/01/2020	1	Health Camp in Jatav basti	Nil	100
2020	1	1	06/01/2020	1	Blood Deficiency Awareness Campaign organised by District Hospital 06.01.2020 45 NCC Cadets	Nil	90
2020	7	7	03/02/2020	Nil	7 Day NSS camp in the adopted slum locality	Nil	108

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

Title	Date of publication	Follow up(max 100 words)
Prospectus	01/07/2019	Prospectus- published on the onset of the academic session-the prospectus contains details about the admission process, subject allocation, various committees, teaching staff, important dates and code of conduct for the students. The parents are also informed about the time slot when they can see the Principal. Apart from this, the code of conduct for students is shared with them from time to time during the assemblies and parents are informed about the ethics of the college during Parents Teachers Meet

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Speech competition on drug abuse prevention	25/09/2019	25/09/2019	150
Workshop on Holistic well being by Brahmkumari	27/09/2019	27/09/2019	183
Workshop on national pollution	04/12/2019	04/12/2019	100
Debate competition on article 370	05/12/2019	05/12/2019	200
Lecture on human rights and women empowerment by legal aids cell	10/12/2019	10/12/2019	190
Blood deficiency awareness campaign by NCC cadets	06/01/2020	06/01/2020	100
Youth day by NSS	11/01/2020	11/01/2020	100
Trip to international book fair- Teaching staff.	11/01/2020	11/01/2020	15
matdaata diwas awareness rally by nss	25/01/2020	25/01/2020	140
sadbhawana diwas by NSS	12/02/2020	12/02/2020	88

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

The college campus is pervaded with green plants and trees and 70of the college sky is covered with the big trees. 17th July plantation programme by NSS. 16.09.2019 ozone day awareness programmes by all the departments in the college. 24.09.2019 Eco Club activity on 'give up' plastic. 25.09.2019 awareness rally by Botany department on Save earth in collaboration with Paryavaran Prasaar Shiksha Samiti. 04.12.2019 workshop on national pollution day by NSS. 05.05.2020 poster competition on environment day by NSS.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

The two best practices implemented by the college are 1) Adherence to Clean India Movement and 2) Environment Protection Clean India Movement: "A clean India would be the best tribute India could pay to Mahatma Gandhi on his 150 birth anniversary in 2019," said Prime Minister of India, Shri Narendra Modi as he launched the Swachh Bharat Abhiyan (Mission) at Rajpath in New Delhi. On 2nd October 2014, Swachh Bharat Abhiyan was launched throughout length and breadth of the country as a national movement. The campaign aims to achieve the vision of a 'Clean India' by 2nd October 2019.

The mission focuses on sanitation and clean drinking water throughout the country. DAK Degree College contributed to Swachh Bharat Abhiyan with following actions: Seminar on swachchhta was organised by NSS on 1.08.2019. On 19.09.2019 'swachchhta jaguikta' cycle rally was organised by NCC. On 04.12.2019 a workshop was organised on national pollution day by NSS. Rangers camp was organised on 22-23-24 January 2020 and it also emphasised upon the importance on cleanliness and the participants showcased the swachchhta jhaanki in their tents. All the students and staff members of the participated in the Cleanliness Drive to clean the work place and the college campus as the part of Swachh Bharat Abhiyan on these three days. This was not the first ever effort wherein all staff and students participated in the drive. Department of English organised a cleanliness drive under Swachh Bharat Abhiyan on 9th February 2020 between 9.30 am. to 2.00 pm. and collected more than 95 bags of garbage (paper waste/Plastic waste/ Plastic bottles) from various locations on Ram Ganga river ghat, Kali Mandir area. More than 120 students and our faculty members participated in this campaign. The Second Best Practice: ENVIRONMENT CONSERVATION The institution is very particular about the Ecological issues. Infact, it is the top priority of the college to safe guard the environment. We have an Eco Club that is comprised of the Department of Botany, Department of Home Science, NSS and NCC, Community Service, English and Hindi department representatives. The college is very concerned about the measures that affect the environment issues. Use of polythene is strictly prohibited in the institution. There are flexes installed in various locations stating the same. The college has developed three gardens to help the increase in plantation. One of these is a well developed botanical garden. The college is very concerned about plantation activities. The NCC, NSS and Rangers units of the college keep organizing plantation activities. The details are expatiated in the following point. The convener of the Club is Dr Seema Mahendra, and the members include Dr Bimal Sharma, Dr Archana Rathore, Dr Mani Bansal, Dr Ritu Dixit, Dr Chhaya Rani. Throughout the session, posters, slogans, environment related messages were displayed in groups regularly. Healthy practices like disseminating the knowledge about Ozone day, world AIDS day were maintained. The students exhibited charts depicting HIV virus, AIDS desease, Nitrogen cycle, Oxygen cycle, Water Cycle, different types of pollutions and different aspect of environmental conservation. The Eco club holds a year wise campaigning on the topic "Biodiversity Conservation". The Eco Club also organised a workshop on wetlands on Wetlands Day on 2nd February 2020.. Wetlands are rich with biodiversity and are a habitat for a dense variety of plant and animal species. Latest estimates show a global decline of biodiversity, while wetlands are disappearing three times faster than forests. This years theme is a unique opportunity to highlight wetland biodiversity, its status, why it matters and promote actions to reverse its loss The Eco Club, NSS units and Education department commemorated the Ozone day on 16th September 2019. On 25.09.2019 awareness rally was organised by Botany department on 'Save Earth' in collaboration with Paryavaran Prasaar Shiksha Samiti. On 04.12.2019 workshop on national pollution day was organised by NSS. Similarly on 05.05.2020 poster competition on environment day

was organised by NSS. On 24.09.2019, Eco Club organised a big awareness seminar on 'give up' plastic. The problem created by the use of plastics bags is primarily due to shortcomings in the waste management system. Indiscriminate chemical additives pose environmental problems including choking open drains, ground water contamination, etc. E-waste management is also very important and plays a key role in Environment conservation. EEEs are made of a multitude of components, some containing toxic substances that have an adverse impact on human health and the environment if not handled properly. Often, these hazards arise due to the improper recycling and disposal processes used. It can have serious repercussions for those in proximity to places where e-waste is recycled or burnt. Waste from the white and brown goods is less toxic as compared with grey goods. A computer contains highly toxic chemicals like lead, cadmium, mercury, beryllium, BFR, polyvinyl chloride and phosphor compounds. The Discipline committee also works round the clock to see that the initiatives to make the campus eco-friendly are duly implemented. The college prohibits the use of polythene bags in the college premises. The use of cell phones is also strictly prohibited in college. The college maintains two small gardens along with one big ground. One botanical garden is also maintained by the Botany department. We have one solar panel also that lights front garden of the administrative building.

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

<http://dakcollege.org/pdf/bestPractices.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

One area that the Institute is proud of because of its distinctiveness is the NCC (National Cadet Corps) unit of the college. The NCC has many feathers under the cap in the able guidance of Captain Dr Mani Bansal. AIM OF NCC The 'Aims' of the NCC laid out in 1988 have stood the test of time and continue to meet the requirements expected of it in the current socio-economic scenario of the country. The NCC aims at developing character, comradeship, discipline, a secular outlook, the spirit of adventure and ideals of selfless service amongst young citizens. Further, it aims at creating a pool of organized, trained and motivated youth with leadership qualities in all walks of life, who will serve the Nation regardless of which career they choose. Needless to say, the NCC also provides an environment conducive to motivating young Indians to join the armed forces.

BENEFITS OF NCC IN EMPLOYMENT: NCC 'C' certificate with B' grading holder cadets can directly appear for SSB in Indian Army Commissioned officer. NCC cadets are given preference for enrolling in Military services. B and C certificate holders are given preference in State police service. 5

reservation for group C and D post in Central and State government vacancies. NCC CADETS PARTICIPATE IN FOLLOWING ACTIVITIES: 1. NCC camps like ATC, CATC, RDC, SPATC, TSC, Trail Track Camp and GSC 2. Social Awareness Campaign. 3. Blood Donation Camps 4. Participation in College annual function. 5. Participation in several extension activities conducted by college. Every year 105 students are enrolled in NCC in the college. Every year one or two students are selected to represent in the Republic Day Parade at New Delhi. This year also the cadets worked hard and participated in every value oriented event. The cadets started the Cleanliness Fortnight by organising a poster competition and cleanliness awareness rally on the same theme on 19th September 2019. In the first session, the rally covered a vast area. In the second session, Cadet Aditi Saxena addressed and motivated the fresh recruitments in NCC. Dr Archana Rathore and Dr Neetu Singh held the Swachchhta oath ceremony for the teachers in the third session. In the concluding session, volunteers from the Ram Ganga Chaupal educated the cadets about recycling the kitchen waste. The NCC Day was celebrated on 27th November 2019. The keynote speaker was Shri Anil Kumar Mittal, an Executive Engineer who gave his services in various places for a wholesome 33 years. With his vast experience, he told the students about the important things that one should keep in mind while being in job. He shared his experiences about how discipline, honesty and hard work can take you at the zenith of your career and how these attributes keep your conscience clear. He also shared his experiences about the time when he represented the delegation in Dubai and gained firsthand experience about the use of solar panels in buildings. Our college NCC unit has always been very eager to donate blood.

Provide the weblink of the institution

<http://dakcollege.org/>

8.Future Plans of Actions for Next Academic Year

- To promote International Seminars/Workshops etc.
- To start PG courses in more subjects.
- To maximize the use of ICT in teaching and learning.
- Strengthen the complete computerization of the library.
- To generate funds for research
- Up gradation of laboratories
- To strengthen the sports facilities in college campus.
- To increase the no of quality research papers in National and International Journals.
- Spoken English classes.
- Enhancement of infrastructural facilities.
- Enhancing social responsibility of the students by giving better opportunity of social interaction through activities of NSS, NCC and the like.
- Enhancing academic excellence.
- LMS
- ILMS in Library.
- Human values and Professional Ethics (Handbooks for stakeholders).
- Language Lab.
- To take membership of N-LIST
- To establish health and fitness centre.
- To generate resources through NET coaching and research projects.
- To add new class rooms to cater the needs of increase in Faculty