YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Dayanand Arya Kanya Degree College, Moradabad
• Name of the Head of the institution	Dr Jolly Garg
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	05912411892
• Mobile No:	9412135835
• Registered e-mail	dakcollege@gmail.com
• Alternate e-mail	sanketag96@gmail.com
• Address	Civil Lines, Near SBI Main Branch,
• City/Town	MORADABAD
• State/UT	UTTAR PRADESH
• Pin Code	244001
2.Institutional status	
• Type of Institution	Women
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**MJPRU**
• Name of the IQAC Coordinator	**Dr Reena Mittal**
• Phone No.	**9412135835**
• Alternate phone No.	**9870947739**
• Mobile	**9412135835**
• IQAC e-mail address	**iqacdakmbd18@gmail.com**
• Alternate e-mail address	**mittal.reena23@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	http://dakcollege.org/AQAR.aspx
4.Whether Academic Calendar prepared during the year?	**No**
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.61**	**2014**	**19/02/2014**	**19/02/2019**

6.Date of Establishment of IQAC	**20/03/2012**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	

9.No. of IQAC meetings held during the year	**4**

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	No
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

Preparations and successful submission of AQAR 2019-20

IQAC Workshop on the preparations of reports and other documentations for AQAR on 16 October 2020

Attended Workshops conducted by NAAC

Awareness among fellow colleagues for publications. making econtent for online teaching

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

Plan of Action	Achievements/Outcomes
Workshop on e-content making	All faculty members attended online workshop.
Wifi enabled campus	We are proud to announce that campus is wifi enabled
Corona Vaccine to all teaching and non teaching staff	Successfully achieved
New Office and Laptop to IQAC Team	Successfully achieved

13.Whether the AQAR was placed before statutory body?	No
• Name of the statutory body	

Name	Date of meeting(s)
Nil	**Nil**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	**15/01/2021**

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**5**

File Description	Documents
Data Template	[View File]()

2.Student

2.1 Number of students during the year	**1510**

File Description	Documents
Data Template	[View File]()

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**282**

File Description	Documents
Data Template	[View File]()

2.3 Number of outgoing/ final year students during the year	**501**

File Description	Documents
Data Template	[View File]()

3.Academic	
3.1 Number of full time teachers during the year	**27**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**27**

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	**35**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**57137848**
4.3 Total number of computers on campus for academic purposes	**25**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

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 steearing 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 indepth 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.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://www.mjpru.ac.in/syllabus.aspx

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college has given complete autonomy to the departments to make their academic calenders. The head of the departments frame this calendar with the consent of the members. The calender is made in such a way that it is flexible enough to inculcate unforeseen holidays and inevitable circumstances. The academic calendar also

has room for revision and class tests.

The internal assessment is done regularly by the departments in various capacities and in various ways. That could be quiz, assignments, competitions etc.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://www.mjpru.ac.in/syllabus.aspx

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

NA

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

NA

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

NA

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

NA

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The curriculum design is the sole prerogative of the university, so we have to abide by the structured curriculum given to us. But we do

inculcate the values of professional ethics, gender equity, environment issues etc in our class lectures. The non scholastic activities organised by the extension units as well as different committees of the college also anchor on these values.Moral and ethical values to impart moral and ethical values among students, we organize the celebration of Republic Day and Independence day with utmost sensitivity. The students take part in patriotic songs and recite inspirational poems. The dignitaries gracing the occasion apprise students about their duties as ardent citizens of India and also encourage them to instill ethical accumin to serve the society. we organize a Havan every year on 25th March to commemorate our founder Late Shri. Dayanand ji Gupta.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships
6

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	[https://docs.google.com/forms/d/1WuWHx0n8wFr6foWwB8vvQFITtIhFsdZZGC_d17yMh9M/viewform?edit_requested=true](#)

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

790

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

322

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners. The college assesses the learning levels of the students in two ways at the time of the commencement of the programme. Students enrolled in various disciplines are identified as slow and advanced learners based on their +2 marks and the entry level test conducted by each department. This helps to identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners. The tutors of the respective classes of UG and PG extend valid support in classifying the students with reports based on observation and class tests.

The college organizes Orientation programmes/Induction programmes for freshers both at the college level and at the department level. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions. Apart from this, sessions

are also included to inculcate positive attitude and competitive spirit. This process helps as a base for monitoring the future progress of the students.

Bridge Courses are conducted at the departmental level to lift the students to the level of higher education. The Department of English organizes Orientation / Bridge Course in Basic English Grammar to enable medium students to cope with the course. The Faculty of Science organizes Bridge Course to all the first level UG programmes and first year students are admitted science stream to cope with the knowledge requirement of the course opted by the student Strategies adopted for slow learners. The Department of Sports and Physical Education organises outdoor recreational games for all the first year students to introduce physical fitness's activity trough these minor recreational activities tocope with the stress and poor physical health. The Department of sociology organizes Bridge Courses to all the First year students are admitted in sociology to make them understand that Studying sociology provides a better understanding of Reasons for social differences, including differences in social behaviour, Reasons for the differentials in group opportunities and outcomes, the relevance of social hierarchies and social power in everyday life.

Remedial Classes are conducted with an aim to improve the academic performance of the slow learners, absentees and students who participate in sports and other activities. This practice helps the struggling learners to improve subject knowledge and helps them catch up into their peers.

Group Study System is also encouraged with the help of the advanced learners.

Academic and personal counselling is given to the slow learners by the tutor, mentor and the counselling cell.

Bilingual explanation and discussions are imparted to the slow learners after the class hours for better understanding.

Provision of simple and standard lecture notes/course materials Strategies for the advanced learners.

Advanced learners are encouraged to enrol in MOOC Courses – Swayam, EdX.

Assign Seminars to students on contemporary topics to enable them

for placement.

Research Scholars are encouraged to conduct Seminars to the Final year UG and PG Students.

Advanced Learners are provided coaching classes for competitive exams.

Students are encouraged to participate and present papers in various Seminars/ Conferences/ Workshops/ Inter-Collegiate Competitions organized by other colleges. Students representing the college in various inter-collegiate meets are provided with the benefit of retest.

Participation by the students in the inter class competitions such as Debate, Group Discussion, Problem Solving - Decision Making Exercises and Quiz Programmes are also encouraged.

Talented students are motivated to participate in extra-curricular activities, exhibitions and cultural competitions.

The academic achievements of the students are extremely motivated and highly praised by the College on the occasion of Founder's Day. Students, who secured Ranks in the University Examination, are honored with Medals, Certificate and cash incentive by theCollege on Founder's Day.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1510	29

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process
2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college practices a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps to transform students from being relegated to the role of passive recipients to active and involved stake holders, apart from boosting their confidence and encouraging independence. Since students vary in their ability to comprehend and absorb it is not possible to address the needs and expectations of individual students and expect a uniform learning outcome from them all in a teacher centric class. The teacher facilitates learning by allowing each individual student to comprehend at their personal level.by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace.

Courses of the college are defined highlighting course objectives, programme specific objectives and programme outcomes. This provides a comprehensive understanding to the student right at the beginning of the course as to what should be the primary focus. It also helps them in self-evaluating their performance at the conclusion of the course. Feedback of the Course and teachers, given by students at the end of each semester provides an opportunity to identify any lacunae which can then be addressed.

Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio- Visual methodology, Google Classroom, Field Work and Projects are some of the means utilize by the Departments to provide experiential and participative learning.

Internal assessments are so planned so as to encourage students to work independently. Written Assignments are required to be submitted by students and these need to be done individually by researching on the given topic so as to enhance confidence and develop writing skills, apart from inculcating an interest in research activities. Seminars, which form the second component of internal assessment, help students present their assignments before the entire class helping them overcome stage fear and develop oratory prowess.

Discussions and debates on contemporary issues are encouraged so that students can reflect and analyse by eliciting responses to the subject under discussion. Ability Enhancement, Generic and Skill Enhancement courses are offered to provide and prepare students for

life. NSS Cell, Rangers cell and NCC sub-unit have been set-up for the students to participate, integrate and learn.

Student representation in administration is an important initiative taken by the College. Representatives of students serve as members on committees like Student's council, Sports Committee, Cultural Committee in order to involve them in the decision making process and maintain transparency apart from inculcating a sense of responsibility in them.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

- In addition to chalk and talk method of teaching, the faculty members are using the IT enabled learning tools such as PPT, Video clippings , Audio system, online sources, to expose the students for advanced knowledge and practical learning.
- Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of research paper presentations, seminars, debates, group discussions, assignments, quiz/tests/viva and laboratory work.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

28

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

30

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

20

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

392.7

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

According to the academic calendar, a teacher have to take unit test, which may be in the form of written test, black-board presentation, power-point presentation, quiz on subject or by other method, which the subject teacher decides. The marks of unit test are shown in the classrooms and each student can ask about its performance. They can observe their test copies. Record of obtained mark is written in register. If there is any difference or discrepancy in their marks, it can immediately be corrected. The test copy of unit test and quarterly test is shown to students for their observation. Some teachers analyses the solution and method of solving the paper in the class-rooms, especially in economics. Further, the test copy of one student is allowed to interchange for observation to other student, at the time of distribution of the answer-sheet in the class rooms. Similarly, the black-board presentation or the power point presentation is done by students. A student has to present heranswer among other students. This method releases shyness of a student and develop the self confidence in her. This method is very useful for personality development of student also. These mark's does not increase student's academic marks in the Annual examination.

File Description	Documents
Any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

At the college level, an examination committee is constituted, comprising of a senior Faculty member as senior superintendent, other teaching faculty and non- teaching staff as members for smooth conduction of examination. The examination is conducted by

university, and the students appear at center allotted by the university. The college follows strictly the guidelines and rules issued by the affiliating university while conducting final examinations. For

- Time table for the examination is prepared well in advance and communicated to the students earlier.
- A proper seating plan is followed for final examination and it is displayed on the notice board.
- By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in the final examination.
- The practical assessment marks calculated on the basis of attendance, marks of class test and assignment marks are uploaded on university in given time.
- Any grievances related to university question paper like out of syllabus, repeated questions, improper split of marks, marks missed, wrong question number during exams are addressed to the senior superintendent and the same reported to the university immediately.
- University decision or information after resolving the grievances/correction in question paper is intimated immediately to the students during the examination through the examination committee members.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

- At the beginning of every year, the subject teacher conveys Course Objectives (CO) at the introductory part of respective subjects.
- The copies of the syllabi are kept in the department. It is distributed beginning the year, and/or write among students. However, the student can download the syllabus from the website of MJP Rohilkhand, University Breilly, U.P. https://www.mjpru.ac.in/ and Dayanand Ara Kanya Degree College, MoradabadU.P. http://dakcollege.org/ .
- Further, the faculty of every subject explains the course

objectives, evaluation pattern, marking scheme etc. to the students. It is also given in the syllabus of each subject.

- Following are the evaluation process. For post-graduate courses (i) Seminar presentation (ii) Short quizzes or objective questions (iii) Home assignments/tutorials Extension Work (iv) Project work if provided in syllabus e.g.-M.A.- Hindi, M.Sc.- Zoology. For under-graduate courses (v) Black- board presentation (ii) Quizzes or objective questions, if needed. (iii) Field/Project work for practical subjects. The marks of practical exams are uploaded online to the university.
- For evaluation, the University appointed an external examiner and sent them to respective places according to need of the subjects.
- The Institute provides opportunities to students to exhibit their understanding through the medium of expression i.e. oral or written in practical examination. The outcome of the entire exercise is that the evaluation method does not become a hurdle while evaluating.
- Keeping this view in mind, some extra-curricular activities are subject and topic based, e.g., Instant lecture in given topic, Rangoli, Lecture competition, Awareness/celebration day, Hindi-diwas, Women's day, Constitution day, Voter awareness day, AIDS awareness, Blood checking, Population awareness day, Yoga Day etc. From these practices, a student can optimally express their knowledge and this enhances their confidence.
- The College follows the evaluation process of MJP Rohilkhand University, Breilly U.P. as described above.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Mechanism of Communication:

- The College adopts Outcome based education rather than input oriented bell shaped curve of learning. The following mechanism is followed by the institution to communicate the

- learning outcomes to the teachers and students.
- Graduate attributes are described to the first year students at the commencement of the programme.
- At least five hours are spent by the teachers for introducing the subject to the Students.
- Learning Outcomes of the Programs and Courses are observed and measured periodically.
- Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference.
- The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and Staff Meeting.
- The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through Tutorial Meetings.
- Demonstrate of thorough conceptual understanding in the core areas of all the subjects.
- Identify the most relevant concepts that arise in everyday life, and devise a strategy in order to arrive at the solutions in the respective subjects and are made to understand the connection between key concepts and applications.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

520

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	http://dakcollege.org/pdf/magzine2020.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

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

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

6

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in

national/ international conference proceedings during the year

7

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

It has been the endeavour of the College that students are engaged in social activities so as they are able to understand their issues and problems and find a innovative solution. The students have worked within neighborhood community under Swacch Bharat Abhiyan, Corona Awareness, Fit India, Waste Management, Gender Issues, Women Empowerment, Women Safety, Self-Employment, Environment Protection, Global Warming, Eye Donation etc. These activities havebeen co-ordinated and organized by the various groups of NCC/NSS/Community Service/Eco Club/Legal Aid Cell. As it was the year marred with coronavirus and the consequential lockdown, the extension activities were mostly online. the NSS unit of the college organised an online mask making competition and then those masks were distributed in the neighbourhood community. 10day national yoga workshop on 'Lifestyle Management through Yoga and Fitness" was organised from 12th to 21st June 2020. in order to work towards the holistic development of the students, an online "Indian fashion runway show entirely from home" was organised on 17th May 2020. similarly, an online mehndi competition was organised on 22nd July 2020. Gandhi Jayanti and Munshi Prem Chand jayanti was also commemorated. on 18th October 2020, a webinar was organised by the college, under the aegis of Mission Shakti movement wherein the parents were also invited alongwith the students and they were given the counselling. A talk on women safety was organsied by NCC, NSS and Department of Sports and Physical Education on 23rd December 2020. The community Service committee organised the distribution of masks to the needy in the neighbouring community on 14th January 2021.A friendly basket ball match between teachers and students was organised on 25th January 2021. Career counselling and placement cell organised a workshop on 'Career prospects in Fashion" on 2nd Feb 2021 where neighbouring community also participated. A poster exhibition on water conservation and on the theme "Time for Nature" was organised by the

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Botany department on 11th feb 2021. on 17th Feb, a poster competition was organised on rain water harvesting was organsied at the behest of Nehru Kendra, Moradabad, An oline talk was held between DrReena Mittal, Associate Professor, Department of English, and Author, Nirupma Baghley, on 3rd March 2021. women's day was celebrated on 8th March 2021. On 13th April, the NSS volunteers made educating videos, encouraging the people of Moradabad to go for vaccination and covid test. world environment day was celebrated on 5th June 2021 where the people around our college were made aware of the importance of plantation and eco conservation.

File Description	Documents
Paste link for additional information	http://dakcollege.org/ , https:www.facebook.com/physicaleducation.2017/ , https://www.facebook.com/DAK-Degree-College-Moradabad-103463228000260/
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

2

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

5

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

700

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

00

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College encompasses a well maintained lush green campus spread over 7485.34acres of land ensuring adequate availability and optimal utilization of physical infrastructure for teaching learning activities.

Classrooms: college encompasses sufficient number of well-furnished, well ventilated, spacious classrooms for conducting theory classes.

Technology Enabled learning facility: The College has ICT Classrooms where the provision of Multimedia learning, Wi-Fi connectivity and internet access is given.

Seminar Hall: The College has multipurpose seminar hall. This halls is regularly used for conducting national / international seminars at the college. The students are promoted for active involvement in paper presentations, group discussions, etc.

Tutorial rooms: Tutorial rooms are there in the college campus for tutorial lecture, doubt clarification and special remedial classes for weak and needy students.

Laboratories: All laboratories are well equipped with state of the art equipment and facilities. These labs are utilized for conducting practical classes as per the requirements of the curriculum. Labs are also utilized for technology learning & training as a part of teaching contents beyond the syllabus.

Wi-Fi: The entire campus is Wi-Fi enabled with 24/7 internet facilities to the students and staff. Available band width: 100 mbps (Faculty & Staff Band width limit- 2Mbps/User, Students bandwidth limit – 1 Mbps/User). Internet facility is available in whole campus including labs, classrooms, library, offices of all Departments and hostels.

Library: Our library issues the books to the reader. The library has total 76692 books titles covering all major fields of Science and Humanities. The library covers an area of 159.64 sq. ft. with ideal sitting space. Excellent Resources are available for self-learning at library. Library has a collection of 50 e- books and 5 e-journals.

Guest room: College has one Guest house for visiting guest.

Other important facilities such as common room for the students, water cooler for drinking water, cycle stand and canteen also available in college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The Institute, with its compulsory Core Courses and the continuous evaluation scheme, integrates sports and extra-curricular activities as essential components. This is done not only for participation but also for assessment of students. It has adequate facilities for sports, games and cultural activities. College has one Basketball outdoor court, one Badminton outdoor court and a medium size playground with provision for multiple games, such as, Athletics, Football, Hockey, Volleyball, Handball, Kabbadi, Kho-Kho and physical fitness activities including minor games. College use this area for assembly, for organizing annual functions, Founder's Day Celebration, Yoga Day Celebration and Cultural Events. Minor cultural events are organized at the Seminar cum Multi-purpose Hall. Facilities for indoor sports and games include table-tennis, carom-board, snake & Ladders and chess. Inter-faculty games,

intercollegiate tournaments, and sports competitions are organized regularly every year for the students. Students are specially trained for participation in Intercollegiate, north zone interuniversity and all-India interuniversity competitions organized by the Association of Indian Universities. College has excelled at these events by winning prizes and awards in individual and group events. Special classes on self-defence, yoga and physical fitness are organized for students. National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag followed by a guard of honor of the Chief Guest by NCC students, an impressive march past of students of all faculties on the beats of the students' band and organization. Student's present cultural programme on the Founder's Day and in National Independence Day and Republic Day are celebrated in the Institute.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://dakcollege.org/ , https:www.facebook.com/physicaleducation.2017/ , https://www.facebook.com/DAK-Degree-College-Moradabad-103463228000260/

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

02

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

02

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

57137848

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

we were trying to get the ILMS done but then the pandemic happened and we could not achieve any concrete results in this front.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**E. None of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals

during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

303093

File Description	Documents
Any additional information	View File
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	**No File Uploaded**

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

10 teachers and around 40 students per day.

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Institute frequently updates its IT facilities including wi-fi according to need and requirements of the colleges'. .

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

350768 INR

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College has a well-defined policy and system in place for the maintenance and utilization of all its physical and academic facilities.

Classroom management: Classroom being the most primary and important work space, it is managed with proper systems and procedures as recommended by the Management and the University. It is followed

keeping in mind the modern teaching learning environment. CCTVs installed in each classroom to make sure of the safety and the security of all students, teachers and equipment. Stock list of assets of Class room property, cleaning and maintenance are done on a regular basis, proper reporting system about repairs and replacements are the basic attributes of classroom management. This also includes the asset management that forms the core in the working of the college.

Laboratory - As the College has three Science departments, the Laboratory policy forms the core in the working of the college. While the Laboratory has several instruments and equipment, the same is maintained regularly.

General Instructions to students regarding the safe and secure usage while in the laboratory are displayed in each lab. Library For overall smooth functioning of the library, it is divided into following five main sections and each section has its unique identity and with defined standard procedures the library works effectively and serves its patrons for information requirements.

1. Acquisition/ Processing Section

2. Circulation Section

3. Serial Section

4. Reference Section

The library of the college has its own mechanisms and system in place to identify the purchases based on the courses offered, check on the facilities to be provided for the students and the staff.

Withdrawal of books and other reading material which is not useful for current references is done on a regular basis. Sports committee looks after maintaining the sports ground and sports equipment. Committee organizes various indoor and outdoor sports competitions for students at intra and intercollegiate level. For holistic development, students are encouraged to participate in the competitions. Coaches for events where there is good student representation are appointed with the permission of the Management and the Principal. The celebration of the International Yoga Day, National Sports Day and Fit-India Movement has become a regular affair and many students and staffs participate in the same. While the IQAC defines policies related to workshops/seminars/conferences for students and staff across faculties, the website acquaints the

users with the working system of the college and also invites suggestions on better working processes. Computer's Maintenance of computers (Hardware and Software), updating software related to administrative and overall maintenance of campus infrastructure. Annual maintenance contracts for computers, copier machines, software, CCTV, garden, security are in place. An internal housekeeping service looks after cleanliness on the campus. Website is maintained and updated with the help of external professionals. The well-defined purchase policy developed by the Management Purchase Committee looks after all the purchases in the college. Institution follows all safety and security norms as required for an educational institution and makes optimal use of all security mechanisms. Safety of girls is specially handled and appropriate measures are taken to make the campus safe for students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

NA

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

05

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to institutional website	http://dakcollege.org/Sport.aspx
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

400

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

400

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

NA

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

26

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

01

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

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.Due to coviid we are unable to select students for student council so students of acdemic year 19-20 has given incharge of 20-21 of Chhatra Kalayan Parishaad.

File Description	Documents
Paste link for additional information	https://docs.google.com/forms/d/1WuWHx0n8wFr6foWwB8vvQFITtIhFsdZZGC_d17yMh9M/edit
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

01

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

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.

File Description	Documents
Paste link for additional information	http://dakcollege.org/ALUMNIA.aspx
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The vision and mission of the institution is basically to invade the territory of darkness and ignorance and illuminate it with the light of knowledge. It is even reflected in the Logo and motto of the institute. The prospectus begins with the quote: ASTO MAA SADGAMAYA, TAMSO MAA JYOTIRGAMYA. The basic intention of the college is to check the students from straying away from the right path of knowledge. This reason will come to them through the knowledge and wisdom catered to the students by industrious teachers. Our basic aim is to lead the students from darkness to the light of knowledge, irrespective of their economic or social status.

The vision of the college is reflected in the activities. Although we are bound to follow the prescribed syllabus of University as we don't have any autonomy to introduce any new topic. But all of us keep in mind the institutional mission and vision in our teaching method. Apart from giving syllabi knowledge, teachers give value education to their students to illuminate the darkness from their surroundings, to drive away from darkness of knowledge to wisdom and substantial values. Students are taught streams of science, humanities and education. Our learned faculty teach syllabus in a cohesive way. Students learn and try to imbibe them in life. Along with educational development, moral development is also sought by way of lectures, workshops, group discussions and presentations. Students learn to socialize themselves by way of free to face leaning, cultural activities, debate and quiz. Teachers laid emphasis of truthfulness of life.Teachers emphasize on the talent development of students by organizing different competitions like Mehandi, singing, Rangoli, Greeting Card making etc. Every year we celebrate the three National Days of Independence Day (15 Aug), Republic Day (26 Jan), Mahatma Gandhi Jayanti (2 Oct) and our Founders Day (12th Dec). This gives exposure to the students to show their talent and inculcate their social and physical development.

File Description	Documents
Paste link for additional information	http://dakcollege.org/pdf/magzine2020.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

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 and Annual Functions are being organized successfully every year. This success is the result of the effort of every person related to the college. All the workers, office staff and attendants are performing their duty sincerely to maintain the decorum of our esteemed college. All the staff members have cordial relations with each other, and they organise welcome party, farewell party and celebrate gaiety in college campus.Management holds meetings along with Head of the institute in which 4 teachers are also invited as representatives. They take care of the issues of teachers and institute's interest. They discuss important as well as general issues, take important decisions and they are circulated to the staff by Head of the institute. The institute asks all the teachers to fill their self-appraisal performa on a set formal and the teachers are judged by a screening committee as per university/Govt. norms. When they pass prescribed screening committee they are judged by management in a meeting with the conformation all management members the teachers are given their desired scales. Every year students' feedback forms also give staff a room to prove their efficiency.Management always encourages the staff for such effective efficiency of the institutional process. They allow staff members to participate in various professional trainings.

File Description	Documents
Paste link for additional information	http://dakcollege.org/pdf/Committess.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

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 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.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 formore 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.

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.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 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., From 2021 University has given permission to make Research centre too. Presently we have 5 registered reserch scholars in English Department and 8 scholars in Home Science Department.Teachers presenpapers in National and International seminars. Teachers are also contributing articles to research journals.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.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.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. we have formed committees for the preparations and implementation of NEP 2020.

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File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://dakcollege.org/pdf/NEP2020Committees.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Our College is governed by Higher Education Department of UP Govt., which has the responsibility to take care of all the colleges in the state. However, the administration of the collegeis the responsibility of the Principal who is directly accountable to the Department of Higher education.The Principal is involved in overlooking the implementation of plans of the College. It is her duty to ensure that regular day to day operations are properly conducted, through feedback from conveners', teaching and non

teaching staff. Heads of Departments. The Heads of Departments ensure that the plans communicated to them by the Principal are implemented systematically. Committees for cocurricular activities are formed at the beginning of the year and are assigned the tasks according to the institutional plans, for the curricular activities that enhance overall development of students. Administrative Committees [Examinations, Scholarships, Purchase, Discipline, Sports, Admissions, Library, etc.] For the smooth conduct of all administrative activities according to requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function. Administrative set up is well structured and can easily be understood by equal distribution of work and power.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Loan from GPF: Members of teaching and non – teaching staff can apply for loan from GPF/EPF. It can be refundable and non

refundable. Loan is sanctioned by Director/Regional Director of Higher Education. College Principal and Manager forward their papers and send them to concerning authority. The requirement and eligibility criteria are as per govt. rules. College authorities are concerned with the requirement of the loan. Class IV employees can take them for the marriage of their children.

Mritak Aashrit Quota College offers jobs to the dependants of employees who died untimely. Staff is encouraged to take up free computer education in college. We even offer computer education to teacher's ward free of cost. Institution always encourages faculty for career advancement and professional development. They are given duty leave to join and attend seminars, symposia and conferences, Orientation Courses and Refresher courses. They are motivated for attending and joining organisations which help their professional growth. Even study leave is allowed to the faculty of whenever required. Institution has not conducted any such training programmes yet but nearly all the faculty invariably have attended orientation, refresher courses and many have done SAM workshops even. These workshops are sponsored by UGC for women in highereducation. Their main aim is to develop Sensitivity, Awareness and Motivation amongst women to build better women managers and creating capacity building amongst them. The non teaching staff is also sent on career advancement training programmes.The institution has a committee for Student welfare that looks after the wellbeing of the students. This committee has made a student wing also that works as liaison between the committee and the students. There are many scholarships available for the minority and reserved category students. There is a student grievance cell also. The students drop in their grievances in a box. Their identities are not disclosed and the matters are discussed to be resolved along with the principal and the senior most teacher

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	**No File Uploaded**

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

11

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

As our college is affiliated to the MJPRU, Bareilly, the teaching faculty is appraised by the CAS regulations of UGC that are amended time to time. The Performa of the promotion is filled by the candidate and is forwarded by the Principal. Similarly, the non-teaching staff also undergoes trainings and time bound promotions as per the UGC regulations.

As our college is affiliated to the MJPRU, Bareilly, the teaching faculty is appraised by the CAS regulations of UGC that are amended time to time. The Performa of the promotion is filled by the candidate and is forwarded by the Principal. Similarly, the non-teaching staff also undergoes trainings and time bound promotions as per the UGC regulations.

Non teaching staff has time bound promotions which are bound to apply after 10th, 13th, and 16th year if the employee is working satisfactorily.

File Description	Documents
Paste link for additional information	https://cutn.ac.in/wp-content/uploads/2021/10/3_UGC_Regulation_2018_22102021.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Financial audit of the accounts is an important process and is strictly followed by our college. The college undergoes an external audit conducted by higher education department and AG office. They verify and confirm all finance related document. Report of audit is submitted to higher education department and AG office. In case of query, documents are sent to higher authoritiesfor clarification. All the process in the college is strictly monitored by the principal. The copies of the audit are also preserved in the college for records.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

A budget is prepared in the month of February for the following financial year and every possible effort is made to adhere to the budget. All purchases are made after inviting requisite number of quotations and their proper scrutiny. All the expenditures are checked and approved byoffice bearers and authorities. Internal checks and controls are very much in place which ensures transparency in financial resource management. The resources are carefully allocated to meet overall administrative requirements including recruitment of staff as and when required, infrastructural upgradation and maintenance, enhancement of teachinglearning

environment, faculty development etc. College is governed by management committee and fee is deposited in goverments account. All the teachers get salary from treasury office.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

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.IQAC organized Computer Literacy Workshop and other programs for awareness and smooth e-working.In order to enhance the quality of the institution in all spheres, various quality assurance strategies initiated by The IQAC of the institution are as under: All the faculty members are encouraged and supported to participate in Orientation, refresher courses, Workshops, Seminars and conferences related to the teacher-learning process and research. Teachers with Ph.D are also encouraged and motivated to act as research guides for the research scholars. Teachers are also supported and encouraged to participate in examination evaluation processes. The poor and needy students are provided with remedial classes.The IQAC also provides guidelines, internet access and verification processes for the teachers and students as and when required. The college also provides platform for the students to participate in Intra- College and Inter –College level debates, competitions, seminars etc.Regular meetings of IQAC are conducted under the chairmanship of worthy Principal with the fixed agenda and suggestions are taken from all the members of IQAC

for improvement and better implementation of curriculum. All the teachers are encouraged to use audio-visual teaching aids, charts, models etc. for effective teaching-learning processes. Almost all the laboratories are provided with charts, models etc for effective teaching- learning process.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The regular meetings of the IQAC internally as well as with the principal and different committees are conducted to ensure stocktaking and earmarking of the scopes of improvement in all possible spheres of campus life.Regular feedback obtained from different stakeholders help in proper identification of the target area. The major tasks set up by the IQAC in the last year was to take care of thehealth issues of students during the pandemic times, others included development of awareness among the various stake holders on gender isssuesand ethics.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://dakcollege.org/pdf/magzine2020.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The extension units of the college keep organizing the gender workshops and panel discussions to sensitize stakeholders on gender equity at the workplace and elsewhere. The legal aid cell of the college held an online talk session in the month of August 2020 wherein Mr Sanjeev Raghav, senior advocate, addressed the students on gender discrimination and domestic violence. The NSS units of the college also inspired the volunteers about the same in their one day camps. NCC unit of the college held a panel discussion on gender equity where Dr Meenu Mehrotra and Dr Reena Mittal shared the success stories of women who have crossed barriers to achieve their goals. The English department celebrated the international women's day on 8th March 2021 to look at the status of women in the country and the measures available to overcome their plight.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy	B. Any 3 of the above

Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	[View File](#)

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

In the waste management process, the wastes are collected from different sources and are disposed of. This process includes collection, transportation, treatment, analysis and disposal. In our college, new colour coded dustbins are procured. Three separate dustbins for disposal of different types of wastes. Segregated wastes are now dumped in the particular dustbins of Green, Blue, Yellow colour.

1. The Green-coloured dustbins are meant for wet and biodegradable wastes. For eg: the canteen kitchen wastes including vegetables and fruits skins. 2. Blue dustbins are meant for disposal of plastic wrappers and non-biodegradable wastes. 3. Yellow dustbins are meant for papers and glass bottles.
2. The biodegradable waste is decomposed in pits in college at the backyard and then processed into fertilizer. The non biodegradable waste is segregated and is sold like the papers etc. the very old news papers and magazines and old files are also sold to the raddiwalaah.

Liquid waste management is done in three segments-

1. The students are educated about the conservation of water and recycling of water through training workshops, and they are encouraged to calcite their water footprint from time to time.
2. The water coming out of the RO system of the college is used as a grey water in watering the plants and washing of utensils and also in the washing of land areas.
3. We have pipes connecting the water dripping out of the taps and this pipe goes into a pit which is covered with boulders and dry leaves and this water helps in maintaining the water

table.

We don't have any biomedical waste. Whatever little waste we have generated out of the zoology lab is taken care of.

The e waste consists of old Computers, televisions, stereos, copiers, and fax machines and other everyday electronic products. It is kept in mind that message that we need to recycle the older models, not throw them out. The institution reaches out to firms that disassemble these items into parts, and the ones that still have value can be sold for reuse.

We don't have hazardous substances and radioactive waste, so we don't need to manage that.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**

A. Any 4 or All of the above

3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college doesn't discriminate on the basis of caste, class or relogion amongst students. All the faculty and the committees always keep in mind to include all the students without any bias. Birthdays of stalwarts like Swami Vivekanand and Sardar Vallabh Bhai Patel are commemorated to spread their teachings of tolerance and harmony. Gandhi Jayanti was celebrated to inculcatein the students the temper of non violence. Sawaraswati Puja was also done to imbibe in the feeling of cultural heritage. All the events in the college begin with Saraswati vandana as an invocation to Goddess Saraswati and seek her blessings, and the Muslim students also take part enthusisatically. The annual day celebration allso had a staging of the play, 'Na Mandir, Na Maszid' that spread the awareness regarding humanity, peace and tolerance. NCC unit celebrated the Sports Day wherein Olympian Manish Singh Rawat encouraged the students to participate in the events with sportsman spirit and beyond caste and class discrimination. Similarly, an online 'Ek Bharat, Shreshth Bharat' camp was organised from 19th October to 24th October 2020 that was inclusive in spirit and content. Cadet Anupriya was felicitated in that.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

To begin with, the college has all the Fundamental Duties written on the front wall that can be seen and read by both the students and the teaching and non teaching staff. The core motto of the NSS camps and NCC camps is to instil in the students a very strong feeling of moral values, rights and duties. An onlineposter competition on International Environment day was organised by NSS units on 5th JUne 2020.Kargil Vijay Diwas was celebrated on 25th July 2020 wherein 15 cadets participted in quiz, 2 cadets in self composed poetry and 10 cadets participated in poster competition. The full faculty participated in the Mission Shakti workshop that addressed all the issues dealing with women and the human rights attached. The department of Sanskrit organised the Shlok recitation competition on 23rd December 2020. This event helped the students to appreciate the legacy of this ancient Indian language. The academic committee organised a speech competition on 'Swadeshi, Swavlamban and Swachchhta' on 8th February 2021 that invited viewpoints on these values.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	<u>View File</u>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Yes, the institution does celebrate the important days and events and fetsivals. The Independence day as well as the Republic day was celebrated where NCC cadets extended guard of honour to the Chief Guest. The international women's day, the human rights day, the AIDS day, the Gandhi jayanti, the rashtriya Ekta Diwas, Sadbhawana Diwas, Youth Day, Sports Day, Yoga day, NCC day were commemorated. In some of the events, resource persons were invited from outside the college, while some had lectures by the college teachers. the NSS units organised events on these days. the Sports and Physical Education department organsied one day Yog camp as a part of Fit India Movement on 22nd December 2020. Health Awareness rally was organised on 23rd December 2020 by NSS units. The Sociology department commemorated the birthday of the great thinker August Comte on 25th January 20220. Blood donation camp was organised by the NCC unit on 15th January 2021.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<u>View File</u>
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICES

The two best practices implemented by the college are 1) Adherence to Clean India Movement; and 2) Environment Protection.

As we all are a witness to the grave situations of the corona virus pandemic during the 2020 session, mostly all the things were done online.

1. Title of the Practice: Adherence to Clean India Movement:
2. The context that required the initiation of the practice:

"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 aimed to achieve the vision of a 'Clean India' by 2nd October 2019. The mission focuses on sanitation and clean drinking water throughout the country. This is how DAK Degree College also focussed on making it as one of the best practices and contributed to Swachh Bharat Abhiyan.

3. Objectives of the practice:

To fulfil the mission of PM Narendra Modiji to attain the vision of Clean India by 02nd October 2019. For this, the college informed all the extension services of the college, vis NSS, NCC and Community Service Committee.

4. The Practice:

The college took the cleanliness as a mission and worked round the clock to achieve the targets.

Seminar on swachchhta was organised by NSS on 1.08.2020. On 10.09.2020 'swachchhta jaguikta' cycle rally was organised by NCC in which all the cadets participated. The cadets did a survey of the clean and not so clean areas en route to the rally. On 04.12.2020 a workshop was organised on National Pollution day by NSS. In this workshop, the volunteers were educated about the pollutants and how we can avoid such pollutions. Academic committee organised a speech competition on Swachchhta and Swasthya on 8th February 2021.

Rangers volunteers also worked towards the cleanliness campaign in 2020 and it also emphasised upon the importance on cleanliness. 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.

5. Obstacles faced if any and strategies adopted to overcome them:

It was comparatively easier to educate the students, rather than the people living in the slum areas. The obstacles included tackling cultural and mind set issues, providing water in the required areas, addressing the problem of women sanitation.

6. Impact of the Practice:

It is realised that behavioural changes in the society about healthy sanitation practices are needed to achieve the mission goals. Hence, emphasis is laid on conducting of awareness generation programs, and student engagement in the reform process. The workshops organised, the poster competitions conducted went a long way in making the students as well as the denizens of the nearby areas very well aware of the problems of sanitation and pure drinking water and inculcating in them a scientific temper to deal with the problem. The students are now conscious enough to keep their environs clean. They have developed the habit of throwing the litter in the dustbins and they try to educate others also about the importance of sanitation and cleanliness. Governance practices showing good results should be identified, documented and replicated.

7. Resources Required:

The human resource of the college was involved. Various committees had different modus operandi to their requirement.

8. About the Institution:

   1. Name of the Institution: Dayanand Arya Kanya Degree College, Moradabad
   2. Year of Accreditation: 2013
   3. Address: Civil Lines, Moradabad-244001, UP
   4. Grade awarded by NAAC: B

5. E mail: dakcollege@gmail.com
6. Contact person for further details: Dr Shobha Gupta
7. Website: dakcollege.org

The Second Best Practice:

1. Name of the practice: ENVIRONMENTAL PROTECTION

2. The context that required the initiation of the practice:

Due to the failings of the past and greater awareness of the complexity of environmental problems, there is a growing acceptance that environmental protection is best achieved through the use of a multipronged approach. This requires the use of a combination of regulatory, economic, voluntary, and information instruments. The threat posed by climate change has added greater urgency to the push for effective international environmental governance arrangements. And this is why the college also made the environmental protection its priority and embraced it as one of the best practices.

3. Objectives of the practice:

Environmental Protection includes programs that are aimed at reducing risks to the environment from contaminants such as hazardous materials and wastes, fuels, and oils. At college level, the best we can do is making the students aware about the importance of Environmental protection and sensitise them about the various methods of achieving this.

4. The Practice:

The institution is very particular about the Environmental 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 disease, 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 2021. 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 year's 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 2020.

On 25.09.2019 awareness rally was organised by Botany department on 'Save Earth' in collaboration with Paryavaran Prasaar Shiksha Samiti. On 04.12.2020 workshop on national pollution day was organised by NSS. Similarly on 07.05.2020 an online 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.

5. Obstacles faced if any and strategies adopted to overcome them:

The college is consistently adopting this Environmental protection as very dear to its mission and the entire extension units are working in tandem to achieve the goals. Some of the challenges include the pollution generated due to the vehicle fuel in the college campus. The strategy used to overcome this challenge is that the teachers now don't use their separate vehicles and pool together to come in a group of 3-4 wherever their location permits them.

6. Impact of the Practice:

The students got the awareness that environmental protection is a global issue with a plethora of protective legislation, enacted as transnational and national regulations and guidelines, aimed at sustainable use of water, soil, air, and biomass. The defence power of nature is becoming weaker, and awareness of the necessity of protecting natural resources is becoming more and more neglected. The issue of environmental pollution today is a global problem that needs to be addressed in the international context also and this needs to start at the grass root level, that is, our homes and schools and colleges. The students are now more prone to do plantation and are conscious about the pollutants in the atmosphere.

7. Resources Required:

As with the other practice, this practice also required the human resource of the college as well as the people residing in the nearby areas. The awareness campaigns used posters, charts, display boards, power point presentations.

1. About the Institution:

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5. E mail: dakcollege@gmail.com
6. Contact person for further details: Dr Seema Mahindra
7. Website: dakcollege.org

File Description	Documents
Best practices in the Institutional web site	[View File]()
Any other relevant information	[View File]()

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our college gives special emphasis on fitness through Sports and Yoga. Stress is the reason for many of the physical problems that we face today: it causes high blood pressure, cancer, diabetes, obesity and asthma. Yoga includes rhythmic breathing which helps release the stress from your system. This can lead to a gradual improvement in physical fitness.

Sports day was celebrated both by the NCC unit of the college as well as the department of Sports and Physical Education, on 29th August 2020. The venue was Sonakpur Stadium where Olympian Manish Singh Rawat addressed the students and inspired them to take physical fitness very seriously. Dr Anupama Mehrotra, Dr Reena Mittal, Dr Mani Bansal, Mrs Neetu Singh and Mrs Anita Pharswan coordinated this event.

One day Yoga Camp was organized by both the NSS units, NCC unit and the department of Sports and Physical Education on 21st December 2020, under the aegis of Fit India Movement. Special emphasis was laid on the breathing exercises to combat the issues generated due to corona virus. The motto of the camp was-"Fitness ki dose, aadha ghanta roz".

Similarly, Health awareness rally was organized by the NSS units on 21st December 2020. The rally was initiated from the college premises and took the route of through Civil Lines, spreading awareness about the importance of a healthy well being and lifestyle, and then came back to college.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**
Any other relevant information	View File

7.3.2 - Plan of action for the 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.
- 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 andILMS 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

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