



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution		Mata Sundri College for Women
• Name of the Head of the institution		Prof. Harpreet Kaur
• Designation		Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		01123239257
• Mobile no		9811700465
• Registered e-mail		matasundricollege.du@gmail.com
• Alternate e-mail		principalmc@ms.du.ac.in
• Address		Mata Sundri College for Women, Mata Sundri Lane
• City/Town		New Delhi
• State/UT		Delhi
• Pin Code		110002
2.Institutional status		
• Affiliated /Constituent		Constituent
• Type of Institution		Women

• Location	Urban
• Financial Status	UGC 2f and 12 (B)
• Name of the Affiliating University	University of Delhi
• Name of the IQAC Coordinator	Dr. Lokesh Kumar Gupta
• Phone No.	01135386145
• Alternate phone No.	9968480834
• Mobile	9968480834
• IQAC e-mail address	iqac20@ms.du.ac.in
• Alternate Email address	lokeshkgupta@ms.du.ac.in
3. Website address (Web link of the AQAR (Previous Academic Year))	https://mscw.ac.in/Documents/aqar_21_22.pdf
4. Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://mscw.ac.in/Academic_Calendars.aspx

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.77	2016	24/05/2021	24/05/2021
Cycle 2	A	3.18	2022	10/08/2022	09/08/2022

6. Date of Establishment of IQAC 18/03/2016

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
Mata Sundri College for Women	Non Plan Grant	UGC	2022-23	49,84,87,348.00

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	7
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1 Participation in NIRF 2 Permanent Appointments 3 Timely promotion from Associate Professor to Professor 4 Organized 3 International Conferences 5 Organized 50 events for career progression and placement

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
Infra Augmentation	Upgrades to infrastructure and technological resources were successfully executed. This facilitated a more conducive environment for learning, enabling students to access modern amenities and tools to aid their education.
Staff Promotion and Enhancing Staff Strength.	Recognizing the critical role of qualified and competent faculty in maintaining academic standards, the IQAC collaborated with the administration to streamline and enhance the recruitment process.
Increase sensitization, awareness and support for enhancement of mental health of students.	To reduce stigma and raise awareness about mental health, the IQAC organized workshops, and talks. These sessions focused on stress management, coping strategies, and promoting a culture of open dialogue about mental health.
Facilitating students for higher education and increasing placement related activities	The IQAC recognized the paramount importance of guiding students toward successful career paths in an ever-evolving job market. Acknowledging the need for a structured approach, the IQAC in collaboration with the Placement and Internship Cell initiated multifaceted strategies aimed at nurturing students' career aspirations and ensuring robust placement opportunities. Top companies visited the College in the Academic Year 2022-23 and our students were placed in reputed organizations.
Strengthen National and International Collaborations	The IQAC initiated partnerships with esteemed national academic institutions. These collaborations aimed at sharing resources, expertise, and best practices for mutual growth. The industry academia gap was also bridged via these collaborations. The

	College signed 30 MoUs with different organizations in the Academic Year 2022-23
Encouraging research among students	The IQAC recognized the transformative impact of research on academic growth and professional development. It embarked on a journey to foster a vibrant research culture, nurturing students' curiosity and passion for exploration. The College continued with its Research Mentoring Programme, where faculty members mentored students to write reserach papers and projects. These mentors guided students through research processes, providing expertise and support.
Strengthening connect with indigenous culture	The College organized cultural events, festivals, and celebrations dedicated to indigenous cultures. These events included traditional music, dance performances, exhibitions of indigenous art, and storytelling sessions that showcased the diversity and richness of indigenous traditions.
Community engagement	The IQAC constantly strives to foster collaborations with industries, NGOs, and the local community with a goal towards social responsibility initiatives. Students and faculty are encouraged to engage in community projects and outreach programs. To this end, NSS and NCC organized various outreach programmes and extension activities.
Quality benchmarks and accreditation	The IQAC worked towards achieving and maintaining accreditation from recognized bodies to ensure quality standards. The IQAC also set benchmarks and performance indicators to measure progress and excellence. The College participated in NIRF ranking. We are also working towards getting an ISO certification.
Student centric approaches	To create an environment conducive to student growth, the IQAC initiated mechanisms for collecting feedback. Additionally, programs were planned to offer career guidance, counseling services, and extracurricular activities. The feedback mechanisms implemented yielded valuable insights. Student satisfaction levels notably increased, reflecting their appreciation for the support services and opportunities provided to enhance the overall student experience.
Faculty Empowerment	Recognizing the pivotal role of faculty, the IQAC designed a series of workshops, seminars, and training programs. These initiatives aimed to foster innovative teaching methodologies and encouraged faculty members to engage in research and professional development activities. Faculty participation in developmental programs increased significantly. This resulted in an enriched teaching-

	learning process, evident in improved student engagement and academic performance.
Documentation and Reporting	The IQAC initiated a strategic plan to overhaul documentation and reporting practices, aiming for accuracy, clear guidelines and protocols were formulated to standardize documentation across departments. This ensured uniformity, and workshops and training sessions were conducted for faculty and administrative staff to impart necessary skills for efficient documentation. This included training on data collection methods, report writing, and the use of technological tools for documentation.
ICT Integration	The IQAC made concentrated efforts to integrate technology in teaching learning and organized workshops and training programs. These sessions aimed to empower faculty members with ICT skills, teaching them to leverage technology for effective pedagogy and content delivery. The IQAC spearheaded the implementation of ICT solutions to streamline administrative tasks. This included the introduction of digital record-keeping systems, online admission processes, and automated assessment tools.
Peer Learning Networks	Encouraging collaboration among students, the IQAC facilitated peer learning networks where students guided and supported their peers through our unique and one of its kind Peer Mentoring Programme, launched in October 2020
Conducting Energy Audit and Safety Audit	Recognizing the importance of sustainable and safe practices within the College, the IQAC took the initiative to integrate energy and safety audits as part of its quality assurance measures. This not only aligned with the institution's commitment to environmental responsibility but also prioritized the safety and well-being of the College community.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Staff Council	19/01/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022	01/04/2022

15. Multidisciplinary / interdisciplinary

The NEP 2020 emphasizes the integration of diverse disciplines in order to provide students with a well rounded education. Our College recognized the

potential of multidisciplinary education in preparing students for the complexities of the modern world. The College encourages all departments to adopt a holistic lens which operationalises an interdisciplinary viewpoint in the understanding of any theme or issue. The major objectives of emphasizing the interdisciplinary approach to teaching learning is to help students identify prejudices, recognise biases and minimise subjectivity. The NEP has given the institutions the opportunity to blend subjects that were taught separately by different departments. Mata Sundri College for Women made conscious efforts to bring interdisciplinarity in teaching learning with an aim towards changing pedagogy in order to build critical thinking and analytical skills among students. In alignment with the National Education Policy, the College consciously chose those papers offered in the Value Addition Courses that would contribute towards multidisciplinary learning. Papers like Art of Being Happy, Ecology and Literature and Culture and Communication were chosen. This led to the integration of knowledge silos as multiple departments could offer and teach these papers, leading to a seamless blending encouraging students to synthesize insights from various domains fostering creativity and innovation.

16.Academic bank of credits (ABC):

The Academic Credit Bank System, introduced in NEP heralds a transformative approach to higher education, promoting flexibility, student autonomy and a multidisciplinary approach. The Academic Credit Bank System allows students to accumulate credits for courses completed across disciplines. Mata Sundri College is a constituent college of Delhi University and as mandated by the University has adapted its academic structure to accommodate this system effectively. Courses have a clearly defined credit system allowing students to select courses aligned with their interests and career aspirations. This system allows students to blend a multidisciplinary approach, blending subjects from different streams while accruing credits. For instance a student majoring in Economics might explore courses in Psychology or Environmental Studies earning credits that contribute towards their overall academic progression. As a part of this system, the students of the College study a core subject and can choose a minor or a Generic Elective paper from a vast pool of courses offered. They can also choose SEC and VAC papers which contribute towards skill enhancement. Students are actively involved in charting their academic pathways, delve into specific areas of interest and accelerate their academic progression by earning additional credits through various learning opportunities.

17.Skill development:

The NEP 2020 envisages a transformative shift in education emphasizing holistic development and skill acquisition among students. The College endeavoured to equip students with practical competencies so as to increase their employability in the job market. To this end, experiential learning becomes pivotal. Internship programmes, industry collaboration, are incorporated to provide them a real world exposure. These opportunities allow them to apply theoretical knowledge to practical settings fostering skill development and professional adaptability. The Placement and Internship Cell played a pivotal role in fostering skill enhancement of students. The Cell took lead in organizing skill development programmes like career counselling sessions, soft skill development programmes, mock interviews, resume building sessions and personality development workshops. The Cell also conducted interactive sessions with industry experts. Top

companies including the Big Four viz KPMG and Accenture visited the campus during placement drives, offering internships and placements to our students. In addition, the College Vocational Centre stands as a beacon of practical learning and offers a diverse range of programmes aligned with industry demands. The Centre's approach pivots around hands on skill development , simulations , providing students with a robust foundation in their chosen vocation. The College Entrepreneurship Cell, Uddham plays an active role in creating an entrepreneurial mindset among students, organizing workshops and training sessions, providing mentorship and start up support to students and engaging with industry experts. The College also provides STEM based learning to students aligning students with future job requirements and fostering a spectrum of critical skills and competencies among them.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The Integration of Indian Knowledge Systems, teaching in Indian languages and infusion of cultural elements within education is a transformative aspect envisioned by the National Education Policy. In alignment with NEP 2020, our College is at the forefront of embracing and integrating India's rich and diverse knowledge systems into the educational framework. We acknowledge the depth and significance of ancient Indian wisdom, sciences, arts, languages and cultural heritage. When the education system of the country emanates from its culture, the youth are taught with a balance of cutting edge research while simultaneously holding on to its roots, taking along in its wings, the best of age old wisdom, experiences and knowledge. Recognizing the importance of incorporating Indian Knowledge Systems in teaching learning the College offers papers like Acting Skills in Sanskrit Dramaturgy, Ayurveda and Nutrition and Panchkosh :Holistic Development of Personality as a part of Value Addition Courses. These papers were consciously chosen from a vast pool of other papers being offered as it was felt that these would give adequate exposure to the students about Indian art, culture, language and other indigenous traditions. For instance, the paper on Sanskrit Dramaturgy, anchored in Natyashastra, serves as a scholarly voyage into the rich tapestry of ancient Indian performing arts. The exploration of Panchkosh, an ancient concept from the Indian Knowledge System, serves as a gateway to integrate Indian Knowledge System into the educational framework. In addition, the Department of Sanskrit organized a workshop on "Bharatiya Gyan Parampara Natyashastra".

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The National Education Policy underscores a pivotal shift towards Outcome Based Education, prioritizing learning outcomes over rote memorization and skill development. The unique aspect of Outcome Based Education is the temporal placement of the viewing lens. Working backwards from the point of outcomes rather than simply viewing it as a forward journey, this approach views the goalpost first and then works towards the selection and priming of steps that would lead to the achievement of the desired outcomes. It is an educational approach and a learning philosophy which focuses on organizing the entire academic programs (curriculum) and instructional efforts around clearly defined outcomes. Learners should be able to demonstrate these outcomes when they complete the program. Outcomes are usually measured holistically in terms of knowledge, skills, abilities, attitudes and understanding that a student will attain as a result of his/her successful engagement in a particular set of higher education experience. Mata Sundri

College for Women offers a number of programmes in Humanities, Science and Commerce, each of them with unique and well-defined outcomes. The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with University of Delhi guidelines. Some common outcomes are summarised. The Learning Outcomes-based Curriculum Framework (LOCF) is intended to suit the requirements of the student in terms of securing their path towards higher studies and career. The NEP Programme Outcomes play a pivotal role in reshaping the teaching learning paradigm. These well defined POs serve as guiding beacons, aligning educational objectives with the holistic development of students. Moreover the emphasis on POs encourages innovative pedagogy including project based learning especially in courses like SEC and VAC . POs form an integral part of the College and are expressed clearly to learners at the beginning of every semester to reiterate their criticality. The College has well-designed and effective mechanisms to communicate programme and course outcomes to all stakeholders. The learning objectives are communicated through various means such as College website, prospectus, and Principal's address to students and parents.

The emphasis on the mentoring system, formalised in tutorial delivery as well as the Peer Mentoring serve to further cement the desired learning outcomes. Students are made aware of the course specific outcomes through orientation programme, classroom discussion, lectures and practicals. Teachers are also well versed about the outcomes. Thus, we at Mata Sundri College for Women aim for Outcome based education by enabling the learners to apply the knowledge and skills of generalist practice to the systems of all size, understand the value base of the profession and its ethical standards and principles, and practice accordingly, apply critical thinking within the context of social work practice; use theoretical frameworks supported by empirical evidence to understand individual development and behaviors across the life span and the interactions among individuals and between individuals and families, groups, organizations and communities. We attempt to achieve these objectives through the pedagogical aspect discussing such issues in the classroom; orienting learners through Internships; Research Mentoring and through Peer Mentoring.

20.Distance education/online education:

The NEP marks a paradigm shift in the way that education is perceived and delivered, advocating for the integration and augmentation of distance and online learning as an integral part of the education system. It recognizes the importance of leveraging technology to democratize education , expand access, enhance the quality of education advocating a blended learning approach. At present, the College does not run any Distance Education Programme. With respect to online courses, the pandemic, forced the delivery of entire set of courses in the online mode. Rising to the challenge, the Principal initiated extensive training in Learning Management Systems.

Extended Profile

1.Programme

1.1	1681
Number of courses offered by the institution across all programs during the year	

File Description	Documents
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Data Template	View File
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2.Student

2.1	4744
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	709
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	1834
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	167
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	166
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	85
Total number of Classrooms and Seminar halls	

4.2	118.88
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	1500
Total number of computers on campus for academic purposes	

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

Mata Sundri College for Women is a constituent college of Delhi University and adheres to the university's curriculum and academic calendar. However, the institution's curriculum delivery undergoes meticulous planning, aligning with academic objectives. Following the University's LOCF and NEP CBCS, the College focuses on outcome based education ensuring that curriculum delivery focuses on specific learning objectives. The College proactively schedules time tables and academic calendars in advance, hosting Orientation programmes for students. Regular meetings between the Principal, IQAC team and department heads monitor curriculum delivery. Ensuring book and laboratory equipment sufficiency each academic session, the institution also focuses on teacher capacity building via participation in developmental programmes. ICT integration and a tutorial system where engaged discussion, takes place in small groups are also used for curriculum delivery, while diverse teaching methods are embraced across departments.

Continuous evaluation, mentorship and internal assessment monitor student academic performance while infrastructure enhancement support evolving pedagogical needs. Offering diverse add on courses for professional skill development, the College actively gathers feedback from students, faculty, parents and alumni for continual improvement. Parent teacher meetings address student academic concerns while alumni involvement enriches student mentoring. Periodic review processes maintain transparency and accountability in curriculum delivery, enabling swift adjustments and improvements based on evaluation outcomes.

In addition, leveraging technology tools enriches curriculum delivery. Multimedia resources compliment traditional teaching methods, thereby enriching the learning experience. Continuous faculty training on modern teaching pedagogies and subject expertise enhance curriculum delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

The Academic Calendar serves as a road map, meticulously outlining the sequence and timing of educational events, including class schedules, assessments, examinations and other co-curricular activities. For the institution, the calendar acts as a blueprint for effective time management, optimizing, teaching learning processes and ensuring a balanced academic journey for students.

Mata Sundri College for Women is a constituent college of Delhi University and follows the University Academic Calendar. The institution diligently

follows this established Academic Calendar, ensuring the seamless execution of Continuous Internal Evaluation. Adherence to this structured timeline facilitates consistent and comprehensive assessment practices, contributing significantly to the holistic evaluation and progress of students throughout the academic year.

The College meticulously designs its own Academic Calendar, encompassing both curricular and co-curricular activities. The Principal orchestrates routine meetings with diverse stakeholders and in the Staff Council, deliberating on academic issues and quality enhancement strategies. Teachers meticulously align classes, tutorials, assignments, and tests with the Academic Calendar to seamlessly implement the Continuous Internal Evaluation System. Submissions and internal examination schedules are in strict adherence of a structured timeline. Regular feedback from teachers nurtures students' learning and developmental journey.

Transparency and accessibility are key tenets upheld by the institution in relation to CIE implementation. Internal assessment marks are made available to students through online portals supplemented by hard copies displayed on the College notice board.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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	View File
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

19

File Description	Documents
Any additional information	View File

Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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)

12

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

189

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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 institution embraces a comprehensive approach by embedding crucial cross cutting issues such as Professional Ethics, Gender Equality, Human Values, Environment and Sustainability into its curriculum. This integration reflects a committment to nurturing socially responsible and ehtically aware students prepared for a diverse and global landscape.

Mata Sundri College for Women prioritizes integrating socio cultutral dimensions within its curriculum, wih an aim to confront and rectify prevailing disparities among mariginalized communities. Purposefully weaving a spectrum of experiences, the College appreciates and acknowledges the multifaceted diversity prevalent not only in the nation, but also across the global landscape, ingraining this recognition within all academic disciplines offered by its departments. Consistently organizing experiential activities including field trips, theatrical performances, film shows, College immerses students in these pertinent issues.

The Departments of Political Science, Psychology, Philosophy, Environmental Science, and Elementary Education and others address these issues in their Core Papers, Generic Electives, and Practicums. The Environmental Science courses build an understanding of sustainability, sustainable development goals, and environmental legislation. Students study feminist theories, Constitutional values, professional ethics, organizational behavior, and human resource management. The pre-service teacher training program orients students to professional issues of teacher-teaching, providing hands-on experiences for students' self-development and effective communication, and

introducing them to school organization and management, along with internship and project opportunities.

Through an array of immersive experiences and educational platforms the institution strives to equip its students with not only academic prowess but also a profound comprehension of societal complexities and a heightened social consciousness.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

170

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

2836

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

A. All of the above

File Description	Documents
URL for stakeholder feedback report	https://mscw.ac.in/aqar22_23/Feedback_analysis_23.pdf
Action taken report of the Institution on feedback	View File

report as stated in the minutes of the Governing Council, Syndicate, Board of Management

Any additional information

[View File](#)

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

[View File](#)

URL for feedback report

https://mscw.ac.in/aqar22_23/Feedback_analysis_23.pdf

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 students admitted during the year

1223

File Description

Documents

Any additional information

[View File](#)

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

162

File Description

Documents

Any additional information

[View File](#)

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

Our insitution, prioritizes individualized learning experience by meticulously assessing student learning levels.

For slow learners and students needing additional support, targetted interventions are initiated:

- A tutorial system as per university norms is in place where, students interact with teachers in small groups.

- A Peer Mentoring programme has been initiated where final year students mentor their juniors on various aspects of the curriculum.
- Parent Teacher Meetings are organized to apprise the parents of their ward's progress.
- The Equal Opportunity Cell and Enabling Unit cater to students with the special needs. For such students, provision of a separate examination room is in place. Writers are provided to students to assist them in writing their exams. Additional time is given as per university rules.

These initiatives are complemented by mentoring sessions to address individual learning gaps and enhance overall academic performance.

For advanced learners specialized enrichment programmes are designed to stimulate intellectual curiosity and academic growth:

- A variety of opportunities are offered to fast learners, structured within the syllabi. Psychology Department offers a dissertation paper and the Department of Commerce offers research projects.
- Research Mentoring Programme initiated by the College provides an opportunity to students to undertake research.
- Scholarships are provided to the advanced learners.
- A well-stocked library and computer resource centre provide students access to learning resources.
- Counselling Sessions are organised for all students
- Paper Presentations and publication of papers in College Journal.

The institution's commitment to personalized learning promotes academic excellence and ensures holistic development of students.

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

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

Number of Students	Number of Teachers
4744	167

File Description	Documents
Any additional information	View File

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

Our institution is dedicated to fostering dynamic learning environments through student engagement and participation. We employ a spectrum of student centric approaches including experiential and participative learning and problem solving methodologies, hoping to invigorate learning experiences.

- Utilizing presentations, role play, discussions, practicum engagements, workshops, seminars, field visits, film and documentary screening and

industrial visit, fortifies the learner's knowledge base fostering their development into well rounded individuals.

- To enhance experiential and collaborative learning, inter departmental lectures are organized. Classroom dynamics are transformed through participative learning strategies. Group discussions, presentations and peer to peer learning fosters a collaborative learning ecosystem.
- AEC, SEC and VAC courses incorporate experiential learning and practical training. For instance a SEC course on Public Speaking enhances the skill of students. These courses through simulation exercises and role playing enable hands on learning.
- Psychology and B.El.Ed. practicums are aimed at providing hands-on training, competencies, and skills in addition to knowledge enhancement.
- Utilization of digital platforms and use of LMS augment traditional learning, enhancing accessibility and interactive learning experience.
- The institution emphasizes problem based learning, encouraging students to become analytical thinkers. Multidisciplinary projects and research tasks encourage students to explore diverse perspectives, propose innovative solutions and encourage critical inquiry.
- Assessments, especially in SEC, VAC and AEC courses focus on application based questions and projects assessing students' critical abilities rather than rote memorization.
- Bringing out an e journal can transform the learning landscape. All Departments bring out e journals and newsletters, significantly enhancing the learning experience.

File Description	Documents
Upload any additional information	View File
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

ICT enabled teaching learning

In our educational approach, teachers seamlessly integrate ICT tools into teaching learning to enrich the same. These tools encompass a wide array of digital resources. Through these tools our educators craft dynamic and engaging lessons, allowing access to a wealth of information and fostering a global perspective through multimedia resources.

Teachers across the departments have also been using ICT enabled tools for making pedagogy meaningful and classrooms more inclusive. The use of ICT includes the use of ICT Tools (Laptop, projector, digital whiteboard, multimedia audio-visual devices, etc.), Learning Management Systems (LMS) and e-resources (audios, videos, e-books, ejournals, online Presentations, etc.).

The College has provided G Suite IDs to both students and teachers. All the departments are using the LMS- Google Classroom and Google apps like Google Sheets, docs, slides, meet, form and jamboard to facilitate teaching-learning.

Commonly used e-resources by the faculty members are as follows:

- DULS Subscribed/e Shodh Sindhu e-resources
- E-Journals
- Reference & Citation Sources
- Bibliographic Sources
- Citation Analysis Resources
- Financial & Statistical Sources
- Doctoral Theses
- E-Books
- CD ROMs
- National Digital Library
- Multimedia Resources
- Subject Gateway/Repository

ICT is also being used by the departments for the purpose of documentation. Time-to-time workshops were are organized for faculty and students to help them develop/upgrade their digital capacity.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

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

167

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
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

167

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

125

File Description	Documents
Any additional information	View File
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

2167

File Description	Documents
Any additional information	View File
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.

The College aligns its Internal Assessment and evaluation criteria with the prescribed University norms

- **Orientation Programme:**The Orientation Programme conducted at the commencement of the academic session, serves as a platform to impart detailed information regarding evaluation procedures. Throughout the semester, reiterated reminders about these procedures are shared with the students. Comprehensive details are also readily available on the website.
- **Transparency in Assessment:** Students have access to their internal assessment marks by reviewing the answer scripts. Teachers ensure that every student has seen and acknowledged their internal assessment sheets before uploading marks on the student web portal and subsequently forwarding them to the University.
- **Diverse Evaluation Methods:** The evaluation procedure extends beyond traditional assessments, incorporating various methods such as group projects, self assessment, and peer assessment across all departments. Moreover, attendance, a vital component of internal assessment is regularly updated on the student web portal on a daily basis.

By disseminating information through Orientation Programmes, enabling access to evaluated answer scripts and employing diverse assessment methodologies, the College strives for transparency and student engagement in the evaluation process, ensuring a comprehensive understanding of the assessment criteria.

File Description	Documents
Any additional information	View File

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

Mata Sundri College is a constituent college of Delhi University and therefore it follows the guidelines set by the University for the conduct of examinations. The Internal Assessment forms a part of a continuous evaluation system conducted through Class Tests, Tutorials, Assignments, Projects: individual and group, Presentations and Half-yearly examination. The College has an Examination Committee which facilitates the conduct of Semester Examination while the Schedule for in-house mid-semester test/examination is set by the Internal Assessment Committee.

- The Departments conduct Internal Examination strictly as per schedule after which scripts are examined by teachers and subsequently shared with students with suggestions for improvement. Any grievance regarding the feedback and evaluation is addressed by the teachers to maintain transparency.
- The students can check internal assessment marks on the portal and report discrepancies, if any, within a specified time period.
- The College employs a robust multi-tiered mechanism to ensure dealing with grievances related to internal examinations.
- However, in the case of external examination, the College has limited authority to intervene in the grievance redressal procedure. In such instances, any dissatisfaction expressed by the students is mandatorily addressed by resorting to the procedures laid down by the examination branch of the University of Delhi.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Mata Sundri College for Women offers several programmes in Humanities, Science and Commerce, each of them with unique and well-defined outcomes. The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with University of Delhi guidelines. The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the University website.

- The Learning Outcomes-based Curriculum Framework (LOCF) blended with National Education Policy (NEP) is intended to suit the requirements of the student in terms of securing their path towards higher studies and career.
- The Value Addition Courses (VAC) has been introduced to make the students familiar with the rich heritage of the nation and important social concerns of current times.

- The learning objectives are communicated through various means such as College website, prospectus and Principal's address to students and parents.
- At the time of admission, Help Desk updates students about what to expect from various courses.
- Students are made aware of the course specific outcomes through orientation programme, classroom discussion, lectures and practicals.
- Successful alumni are invited for interaction. They share their experience of how their course shaped their career.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The College follows various strategies for assessing the teaching-learning process. Both Formative and Summative assessments are carried out as per university guidelines.

- Time bound examinations, assignments, project reports, presentations are used to assess the students.
- Internal Assessment including assignments, term papers and class tests etc.
- Course Outcomes are measured through curricular activities, class activities laboratory work, class discussions etc.
- The college follows a student feedback mechanism through which students provide input regarding teaching - learning drawbacks, constraints and limitations.
- Tutorial classes are held regularly in order to enhance the academic performance of the students.
- Through the continuous assessment process under NEP the students progress is evaluated throughout the prescribed course.
- While summative assessment is done largely by the University, some portion of the summative assessment like SEC, VAC and AECC evaluation is carried out by the College.
- The NEP curriculum has experiential learning components in papers like SEC and VAC. In SEC, skills of the students are examined through practical/ viva - voce examination whereas in VAC, students are tested through both theory and practical examination.
- Though Co-curricular course outcomes are not integrated into the mandated assessment of the university, however students are encouraged to participate in co-curricular activities for their personal growth.

File Description	Documents
Upload any additional information	View File
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

1834

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	View File
Paste link for the annual report	https://mscw.ac.in/Documents/pub/Annual_Report_23.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://mscw.ac.in/aqar22_23/Student_Satisfaction_Survey_2022-2023.pdf

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)

0

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 teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

11

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Uddham, aims at manifesting the latent entrepreneurial spirit bringing students, academic leaders and businesses together towards creating an environment to transform innovative thinking into product ideas leading to entrepreneurship ventures. Interactive sessions were organised with entrepreneurs of repute. Some motivational sessions with successful entrepreneurs were:

- Mr. Kabir Chugh, Entrepreneur, Content Creator, Owner Nizam's Kathi-Kebab, The Turkey Project, Idinama.
- Mr. Shiv Kumar Mittal, President of Mittal Corporation Limited's Business development.

MSCW-Enactus is dedicated to addressing societal issues utilizing limited resources to create productivity and innovation, and promoting sustainability, commerce, and progress.

- Project SilSila started in 2020; provided employment to tailors, underprivileged women whose livelihood got affected during the pandemic.
- Style with SilSila was organized on 17 August 2022 to celebrate Teej. Exquisite handcrafted products and accessories were presented generating decent sales.
- SilSila is in process of negotiations with two NGOs, for collaboration to initiate the production process.
- Project Ecof; Aims to replace plastic with edible eco-friendly cutlery to promote sustainable living, reduce plastic waste. celebrated "Christmas with Ecof," on 21 December 2022 to promote sustainable environment.
- Ecof and SilSila stalls showcased their products and accessories with encouraging response 400 products were sold generating a revenue of more than 8000 INR.

File Description	Documents
Upload any additional information	View File

Paste link for additional information

Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise 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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

23

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

43

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

29

File Description	Documents
Any additional information	View File

3.4 - Extension Activities

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

Several initiatives are taken to address pressing socially-relevant concerns .

- College organized G20 Impact Summit 2023. High Commissioner Rwanda, Ms. Jacqueline emphasized greater participation of women in all decision-making sectors following Rwanda example.
- Emphasis on skill development, provision of entrepreneurial opportunities for women .

NSS

- Health & Hygiene camps, blood donation, health-checkups, Fit-India initiatives fostering well-being.
- Community outreach, literacy drives for students, parents of weaker SES, under aegis of Than Singh ki Pathshala initiative.
- Donation drives for underprivileged sections and for Turkey and Syria
- Awareness activities on voter rights, vigilance awareness, Rights of LGBTQIA+.
- Promoting environment-friendly practices; plantation drives, rain water harvesting.
- NCC-NCWEB collaborative social- awareness events.

NCC

- Street-play emphasizing water preservation on World Rivers Day.
- Awareness against drug abuse, illicit trafficking.
- International Yoga Day celebrations; fitness promotion competitions, book reading sessions with insights from Yog- literature.
- Creative slogan-writing competition organized on World Women's Day emphasizing gender equality, themes of empowerment.
- NCC Fest: Competitions fostering team spirit.
- WDC organized National Workshop, "Delineating Gender Equality in Policy-making", women in leadership positions shared experiences, case study discussions on women-centric concerns followed.
- Jashne Nari on Women's Day saw competition on Exploring Femininity.
- Statistics carried out a donation drive for underprivileged.
- Bolstering NCWEB and IGNOU.

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

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

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

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

3.4.3 - 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

3.4.3.1 - 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

32

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

6303

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

119

File Description	Documents
e-copies of related Document	View File

Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

30

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

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.

. Teaching-Learning Space: The College has a total of 85 well-ventilated and spacious classrooms out of which 27 are ICT enabled. There are 11 Porta Cabins on the fourth floor. These spaces are optimized to create an engaging and conducive environment for academic discourse and student teacher interactions. In order to facilitate a meaningful teacher student mentoring, there is a separate tutorial hall. The College Computer Centre is well equipped with advanced apparatus and tools. These facilities are regularly updated to align with the latest advancements, enabling students to develop digital literacy and engage in contemporary learning methods. There are 7 Computer laboratories, including an OMSP laboratory for the use of OMSP students. This also includes a laboratory exclusively for the use of students of B.Sc. (Hons.) Computer Science and Statistics. The Department of Psychology has three air-conditioned laboratories equipped with LCD Projectors, 20 computers with internet facility. There are 2 Music rooms equipped with different musical instruments. The Department of Elementary Education has an interactive smart board and a Resource Room. which also serves as a departmental library. The College has 3 spacious staff rooms equipped with a desktop and a printer for the use of faculty. In addition, the College Auditorium, Mata Sahib Kaur Auditorium and the Seminar Room, Mata Gujri Hall have been upgraded recently with LCD projector and latest equipments. A Photocopy cum stationery facility is located on the College premises for the convenience of students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://mscw.ac.in/Criteria4/DVV/4.1.1_PF.pdf

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

Our institution stands as a bastion of holistic development, offering a rich tapestry of activities that cater to cultural and sports activities.

Sports: Our institution boasts of extensive sports infrastructure catering to a wide array of indoor and outdoor sports. The Department of Physical Education organizes the Annual Sports Day, Inter College level sports competitions. The College has facilities for aerobics, yoga, chess, karate, taekwondo, weight lifting, boxing, archery, football, kho kho etc. The College has a Sports Ground with a total area of 80x35 metres, with a cemented elevated ramp. It has a stage size of 14.5x7.5 metres, a separate office, 01 Green Room of 9x4 metres, 03 store rooms and 01 activity room. A PA system and an all purpose hall is also available for indoor games. Facilities for outdoor games include a Volley Ball Court. A Judo Hall is also available. These facilities play an instrumental role in shaping students beyond the confines of the classroom.

Cultural Activities: Our College prides itself on providing a vibrant cultural milieu with an array of facilities that serve as vibrant hubs for artistic expression. The College is adorned with a state of the art auditorium, named Mata Sahib Kaur Auditorium with a seating capacity of 500. It is disabled friendly with elevators and is equipped with multimedia surround sounds, audio-video recording systems hand and collar mics.

In addition the air conditioned Mata Gujri Hall equipped with multimedia projectors, with a seating capacity of 175 is also used for cocurricular activities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mscw.ac.in/Criteria4/4.1.2.pdf

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

27

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://mscw.ac.in/Criteria4/4.1.3.pdf
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)

118.88

File Description	Documents
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Upload any additional information	View File
Upload audited utilization statements	View File
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)

The College library stands as a beacon of knowledge, innovation and academic enrichment propelled into the future through an ILMS.

The College library is automated and managed with softwares. It uses softwares like Online Public Access Catalogue (OPAC) as well as the ILMS software LIBWARE. Library Management Software allows maintaining all types of books, e-Books and journals. It also manages Cataloguing, Circulation, Stock Verification and Binding etc. The library's catalogue of books and other reading material can be accessed through library intranet and internet (OPAC). The library catalogue is searched by author, title, publisher, keyword and year of publication. In addition, we use barcode technology. All books have been barcoded. Barcodes are generated in library using a barcode printer. Books are checked at the checkpoint through this software. Two computer systems near the entrance of the library are installed with library software LIBWARE Version 3.0.3 with Online Public Access Catalogue (OPAC) facility which enables for smooth issuance and return of the books. Students can use this software and access all the collections available in the library via title, author, publisher, keywords etc. Instructions have been displayed on how to operate OPAC. The library has a subscription of NLIST which gives remote access to students and faculty to eresources and contents. The College Library has created an archival section namely, 'Bhai Mani Singh Archives' which has a digitized collection of rare manuscripts that reflects our rich heritage and culture. The College has also started subscription for DELNET.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://mscw.ac.in/lib_opac.aspx

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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)

12,94,449

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

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

200

File Description	Documents
Any additional information	View File
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

The College is committed to providing cutting edge IT facilities, consistently updating its technological infrastructure to ensure a seamless learning environment. This commitment to continuous enhancement is pivotal in aligning our IT resources with the evolving needs of our academic community.

To facilitate a seamless network, the network facilities have been segregated into 7 laboratories. The College has the following software facilities: A Special Software called Indogenous is used by the administration for Admissions, Internal Assessment, Attendance, issuing of Provisional Certificates etc. The portal is also used for student fees, notification and time-table modules. The Accounts Department has a Special Accounting Software Tally Prime and HR Software which is used for the preparation of salaries of staff and other accounting. The Library Management Software LIBWARE 3.0 is used for managing the entire library administration, acquisition, cataloguing, circulation, member facilities, articles, indexing, serials etc. The Enabling Unit has a Special Software NVDA/Jaws for visually-challenged students. The Computer Labs are equipped with softwares like SPSS, CPU SIM, Java, Mathematica, Tally 9, Latex, TTM Software (IATA, EBT) and Dev C++, Anaconda, Photoshop7, Corel12, SQL Server, and Pagemaker7, Android Software, CPU SIM, SPSS, Ubuntu, Linux, R, Net Beans etc. The Vocational Lab uses Visual studio.net and Access Control System, a special software purchased for student I-Card readers. For the maintenance of the College website, elementor pro is used. The College uses G-SUITE extensively. Recently, the College has upgraded its wifi with JIO connection.

File	Documents
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Description	
Upload any additional information	View File
Paste link for additional information	https://mscw.ac.in/aqar21/4.1.3._ICT%20enabled%20classrooms.pdf

4.3.2 - Number of Computers

1500

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

File Description	Documents
Upload any additional Information	View File
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)

118.88

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	View File
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 Institution has well structured systems and procedures designed to maintain and optimally utilize physical, academic and support facilities. Regular maintenance ensures the functionality of our infrastructure.

The College follows all norms and procedures laid down by the University in constituting committees for maintenance of infrastructure and other facilities. We employ a strategic approach to facility management guided by well defined systems and protocols.

Classrooms and Building: The Institution has a duly constituted Building Committee (as per GFR rules) that supervises and oversees the maintenance of the College infrastructure. The Stock Verification Committee makes a review of the book balance and ground balance of stock. A Purchase Committee has been constituted for all purchases which are made through GEM, strictly following all norms and procedures.

.Library: The library is managed through a systematic cataloguing system. User friendly interfaces ensure accessibility of academic resources. The College Library Committee ensures smooth maintenance of library facilities.

Sports Complex: The College has a Sports Board for maintaining of sports facilities. The Board, through its periodic meetings, takes stock of the requirement of the Sports Department and strives to improve facilities.

Laboratories: Laboratories and IT facilities are managed with a focus on technological advancement. Up to date softwares, network security imeasures, and regular maintenance routine ensures that students have access to cutting edge technology for their academic pursuits. There are laboratory incharges, computer consultant and staff to maintain IT infrastructure. A separate Website Committee has been constituted for the updation of the Website.

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File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://mscw.ac.in/maintenance.aspx

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

101

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

179

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

A. All of the above

File Description	Documents
Link to Institutional website	https://mscw.ac.in/list_of_events.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

2366

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

2366

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	View File

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

121

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

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

58

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
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

38

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

89

File Description	Documents
e-copies of award letters and certificates	View File
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)	View File

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)

At the heart of an institution's vibrant and inclusive ecosystem lies the active participation and representation of students across administrative, co-curricular and extracurricular spheres. In adherence to established procedures and norms, our institution not only values but also actively cultivates an environment that fosters student involvement and representation. Central to facilitating student representation is the establishment of a robust and democratically elected Student Council. The Council serves as the apex body, representing student interests and concerns.

Establishment of a Student Council: Central to facilitating student representation is the establishment of a robust and democratically elected Student Council. The College maintains a transparent and fair election process for the election of student representatives. Through a democratic electoral system, students are given the opportunity to nominate and elect their peers who exhibit leadership qualities, ensuring that diverse opinions and voices are represented adequately.

Administrative involvement and collaboration: The College fosters a culture of open dialogue and collaboration between students, faculty and administration. Regular meetings with Class Representatives are held and their grievances heard. This engagement enables a fruitful exchange of ideas, addressing concerns and finding amicable solutions to enhance student experience on campus.

Extracurricular activities: Various clubs and societies span diverse domains such as art and culture and student representation within these entities ensures that activities are tailored to cater their varied interests.

Representation in various bodies: There are student representatives in Statutory Committees like ICC and IQAC etc allowing their voices to be heard.

File Description	Documents
Paste link for additional information	https://mscw.ac.in/Students.aspx

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**

1148

File Description	Documents
Report of the event	View File
Upload any additional information	View File
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**

Our Institution boasts of a thriving Alumni Association that serves as the cornerstone in fostering a strong bond between the alma mater and its graduates. Through their unwavering dedication, the Alumni contribute significantly through invaluable support services that bolster the institution's development.

The College has been actively engaged in conducting alumnae meets and interactions both at central as well as departmental level. Mata Sundri College registered its Alumni Association body on 2nd November, 2021 which is committed to play a pivotal role in connecting with alumni. The Alumni Association aims to assist the institute in making a stronger network of alumni, who can further contribute in raising the profile of the College. The details are available at https://mscw.ac.in/msc_alumnae.aspx

Following are the members of Alumni Association of the College-

President- Dr. Satpal Kaur -BA (Hons) Punjabi (batch 1977-1980)

Vice- President- Ms. Kirandeep Kaur --B.A. Philosophy (Hons) (batch 2005-2008))

General Secretary-Dr. Avni Bhatnagar -B.A. English (Hons) (batch 2010-13)

Treasurer- Dr. Ishpreet Virdi- B.Com (batch 2006-2009)

Joint-Secretary-Ms. Bhumika Kohli-B.A. English (Hons) (batch 2013-2016)

In the year 2022-23, annual Alumni Meet was conducted by the College on April 8, 2023 in which some of the distinguished alumni were felicitated by the Chief Guest. There were various other initiatives taken at the departmental level to strengthen the bond with their alumnae such as Alumni

Interaction sessions, which were organized by the department of Elementary Education and the department of Political Science.

File Description	Documents
Paste link for additional information	https://mscw.ac.in/msc_alumnae.aspx
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) D. 1 Lakhs - 3Lakhs

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 reflect the distinctive characteristic of the institution. The College believes in collaborative decision making which cuts across faculty, staff, and students. Apart from direct constituents of the institution, a conscious attempt is made to include other stakeholders in the process.

Mata Sundri College is a constituent college of the University of Delhi, there are structural imperatives with which it must align itself. However, the teaching-learning experience is truly reflective of our mission, the institution leaves no stone unturned in enriching the lives of students.

The institution attempts to empower students as well faculty and staff to be a part of governance. To this end, multiple structures have been put in place at all levels.

- A responsive mechanism exists with Student Advisors, Grievance Committee and Internal Complaint Committee being an active part of the same. The Institution gives special attention to its physically challenged students.
- Mandatory bodies like IQAC, Staff Council, ICC, EOC, Purchase Committee etc. and the Enabling Unit are aligned with vision of the College.
- The Governing Body along with the Principal and her team has a dedicated focus on delivering and enhancing quality of value-based curricular education.

File Description	Documents
Paste link for additional information	https://mscw.ac.in/visionandvalues.aspx
Upload any additional information	View File

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

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

The College Governing Body is constituted so that it incorporates by rotation two members from the faculty. These teachers are active agents in promoting participatory mechanisms in decentralised management.

Participatory frameworks operate to incorporate inputs from the decentralised structures. The workload of the teaching faculty is decided in keeping with the norms set by the UGC. For effectively and efficiently deploying and managing the human resource of the institution, committees are constituted and their recommendations formed the basis of permanent appointments.

Keeping in view the requirements of the NEP, committees have been set up which are providing inputs to be incorporated in all aspects of functioning of the institution. The work-load and the time-table committee are all working in tandem at their appointed levels to ensure that decentralised functioning enhances organisational effectiveness.

Calendarized interaction of the College administration headed by the IQAC with CRs of all classes is a regular feature of the institution.

Issues raised by them are handed over to the concerned levels for addressal/redressal. Where such levels do not exist-new participative and representative structures are attempted to be put in place.

File Description	Documents
Paste link for additional information	https://mscw.ac.in/governing_body.aspx
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Our strategic plans emanate from the vision and the mission of the institution guided by the requirements of the university and the mandate of the NEP. Various bodies are put in place to ensure the practical implementation of the same. The IQAC is an institution that vigilantly, proactively initiates and maintains quality enhancement initiatives by supporting the same on a need-based assessment.

Keeping in mind the education model envisaged under NEP 2020, activities have been initiated to cover the students, staff and the faculty. The focus was on emphasizing the vision and the strategy as it would align with the NEP. Inter departmental events which exemplify the spirit of inter-disciplinarity were held. Two such examples are inter-departmental research seminars. One was between the Departments of Economics and Political Science organised on January 13 2023 and the other was between the Departments of Political Science and Elementary Education organised on May 30, 2023. Activities are curated strategically to enhance the holistic development of students. This too is congruent with the focus mandated in the National Education Policy.

For the non teaching staff, a programme was held to familiarize them with typing in the Punjabi language.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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.

The organizational structure of the College consists of the Management, Governing Body, the Principal, the teaching staff, the non-teaching staff and the students.

The Principal is assisted by the Teachers-in-Charge (TIC) of the Departments, the Staff Council (all teaching faculty) and the Non- Teaching Staff which comprises of the Administrative Officer, Section Officers (one for Accounts Office and one for the General Administration), Senior and Junior Office Assistants and Multi Tasking Staff (MTS).

The TIC oversees the smooth functioning of the department. Various committees ensure planning and execution of academic, administrative and extra-curricular activities. Each committee consists of the convener and its members assisted by student coordinators. Staff Council meetings are held regularly for planning and implementation of programmes like teaching-learning, academic administration and extracurricular activities.

The College also has an Internal Quality Assurance Cell (IQAC) which works towards attainment of the goals of quality improvement and sustenance.

Student Council meetings and meetings with Class Representatives as well as office bearers of various cells and societies are held regularly.

The Anti Ragging Cell, Grievance Redressal Committee and the Internal Complaints Committee constituted as per norms provide the students with a secure atmosphere.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	https://mscw.ac.in/organization_chart.aspx
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

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File

Screen shots of user inter faces	View File
Any additional information	View File
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

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

- 8 CL, 2 RH, EL &CCL
- 20 half-pay leave for permanent teaching staff.
- Commuted leave not exceeding half of the amount of half-pay leave is granted on the basis of medical certificate.
- Non-teaching staff are allotted 10 half-pay leave in the month of January and July.
- Duty leaves of maximum 30 days to the faculty
- Non-Teaching staff are also given duty leave.
- Female teaching and non-teaching staff can avail a Maternity Leave of 180 days and Male staff can avail Paternity Leave of 15 days
- Study Leave up to 3 years.
- A Sabbatical Leave of 2 years for teaching staff
- Leave given to teaching staff and to the non-teaching staff for participation in Conference/ Seminars/ Workshops/ FDP, etc.

Retirement Benefits

- GPF
- CPF
- Gratuity
- NPS (who joined services after 01.01.2004)
- Encashment of Earned Leave capped at 300 days.

Medical Benefits

- Medical reimbursement.
- Cashless hospital facility.
- Medical facilities in college.

Development Programmes

- Enhancement programmes for both teaching and non-teaching staff.
- Faculty is encouraged to participate in Refresher &Short-Term Courses/ Orientation Programmes for professional development.

Facilities

- Grievance Redressal Cell
- Internal Complaints Committee

- Bank facilities
- Lifts, ramps, braille, resource centre for differently abled,
- Gymnasium, Yoga Room.
- Counselling facilities
- ICT Facilities

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

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

0

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)	View File

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

4

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	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

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

35

File Description	Documents
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IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
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

Teacher's Self Appraisal: The College requires that the teachers furnish an Annual Performance Appraisal Report as per CAS-2018. It makes known the involvement of the teacher in both academic and administrative activities. Through this form, a teacher can showcase his/her continuous professional development (paper presentations, publications, seminars and conferences attended) etc.

The IQAC of the College processes these forms through a Screening Committee constituted for the purpose.

The performance appraisal is also used for Career Advancement of the teachers who are updated about their performance at each level. If there is a scope for improvement on the part of the teacher, they are advised to upgrade themselves.

Appraisal for Non-Teaching Staff

The College follows the performance appraisal procedures as per UGC norms. Each employee submits the Annual Performance Appraisal Report. This Document is certified by the Reporting Officer of the employee and further certified by Reviewing Officer.

Both Reviewing and Reporting Officers accord points to the concerned employee on a scale of 10 after a careful insight into the self- appraisal report filled. A constructive feedback is given to the employee so that they can further enhance their performance level and efficiency.

File Description	Documents
Paste link for additional information	Nil
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

- Internal Auditor of the Institution checks the pre-audit of major receipts and payments, he also pre-checks salary fixations, pension, gratuity, and retirement benefits and final payments of GPF/CPF.
- The Bursar, Accounts Officer examines and verifies the financial data which is scrutinized by the Administrative Officer and the Principal for clarity, authenticity, transparency and financial accuracy.
- Income/Expenditure is monitored by the Bursar, the Principal

- and the Section Officer.
- UGC and University norms are followed for all purchases.
- College submits its Balance Sheet as audited by the approved CA duly signed by the Chairman, Treasurer and Principal of the Institution to UGC and University.
- For the grants received from the UGC, utilization certificates are prepared according to the allowed expenditure under various heads and certificate are submitted to UGC annually.
- The External Audit takes place after the completion of every financial year.
- The bills and vouchers of the revenue expenditure are checked.
- The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified.
- The Utilisation Grant Certificates are also audited by the external auditor.
- Statutory external audit and assessment of Income-Expenditure and Receipt-Payment is also done by CAG.

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)	View File

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

The institution attempts to garner funds from appropriate agencies to augment its capacity building and expansion exercises targeted at both faculty as well as student enrichment.

Major sources of institutional receipts/funding:

- 95% funds are through UGC Grant
- Fees from students for regular and add-on courses
- Auditorium
- Canteen
- Bank
- Photocopy Shop Stalls in College events and festivals
- Fees from Vocational course.

Utilization of Resources

The College has a Governing Body, Purchase Committee, Library, and various associated bodies which help in the preparation, division and allocation and the utilization of funds. Fees received from students are used for development and maintenance of the college. A number of National and International level workshops, Seminars and Conferences are organized. Invited lectures, field trips, industrial visits, counselling sessions and short-term courses are organized for students.

The Purchase Committee decides the policy and procedure for purchasing items. All purchases are done through GeM

based on requisition by all stakeholders and subsequently ratified by the Purchase Committee. Construction and maintenance is done through an e-tendering system. Open quotations are invited. All transactions are verified using due diligence. All expenditure, recurring and non-recurring, are incurred through Cheques/ Electronic mode.

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

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

With the aim of increasing quality in all areas of functioning, the IQAC has undertaken initiatives to enhance skill sets and domain expertise while expanding horizons. This has helped the college to anchor itself to quality enhancement practices, resulting in continuous improvement of faculty, staff and students. IQAC initiatives and contributions include the following: -

Peer Mentoring: To promote peer-to-peer learning and interaction among students, the IQAC has initiated and continued the peer mentoring initiative.

Capacity Building for students: To enhance the marketability and employability of students, the IQAC has supervised the organisation of multiple skill based and career counselling sessions.

Capacity building and expansion for faculty: The College has organized National and International Conferences, Seminars and Workshops.

MoUs with National and International Institutions: The College has continued the practice of collaborating with other institutions for academic activities.

In addition, the IQAC contributed towards upgradation of IT Infrastructure for quality enhancement and transparency and digitization and automation of services.

File Description	Documents
Paste link for additional information	Nil

Upload any additional information

[View File](#)

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 College reviews its learning process, structures, and methodologies of operation, as well as learning outcomes at periodic intervals. To do this, various mechanisms as well as structures have been put in place. For reviewing learning outcomes there is regular communication between the Principal, IQAC and members of various committees like Internal Assessment Committee, Mid-Semester Examination Committee and Teacher-in-Charges of various departments.

These committees decide on modalities of mid-semester exams in consultation with department in-charges, who assist in this process after deliberating with the faculty members. Faculty members report the syllabus covered in the time period. This process ensures the timely completion of syllabus and helps to prepare students for final evaluation.

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

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)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://mscw.ac.in/Annual_Reports.aspx
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)	View File

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

Throughout the year, the institution has diligently pursued initiatives to champion gender equity. Through progressive initiatives and dedicated efforts, the College remains steadfast in empowering its students and fostering an environment that champions equality. These strides signify our unwavering commitment to cultivating a more inclusive and diverse academic community.

MSCW has put several mechanisms in place to promote gender equity amongst our students. The Internal Complaints Committee, Women's Development Cell and Equal Opportunity Cell focus on promoting gender equity. Ordinance XV-D- The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (Ministry of Law and Justice) has been prominently displayed in College physically and on the College website. A number of talks and sessions on important issues such as exploring gender, gender equality in Policy Making were organised. To safeguard the physical and mental safety of female students the College follows a no ragging policy. A pink booth is posted outside the college premises to ensure the safety of students arriving or departing college. A police PCR is also installed to deal with any emergent situation. CCTV cameras have been installed to ensure proper surveillance of college premises and avoid any threat to our female students. To empower our students, several counselling sessions are organized regularly by faculty members.

File Description	Documents
Annual gender sensitization action plan	https://mscw.ac.in/Gender_Sensitization_Action_Plan.aspx
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	https://mscw.ac.in/aqar22_23/7.1.1-AQAR-22-23.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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 our college, a comprehensive waste management system stands as a testament to our committment towards environmental stewardship. MSCW has devised innovative ways to manage degradable and non-degradable waste and raise awareness regarding waste management. Waste segregation at the primary level is carried out by assigning different-coloured waste bins. These bins have been kept at different locations, in and around the College building. Boxes have been kept on every floor of the College to collect E-Waste. Staff

and students are encouraged to bring all types of E-Waste and put in those boxes for appropriate disposal. To minimize use of plastic bottled water, the College provides potable water to staff and students they are also encouraged to carry their own bottles. MSCW regularly organizes events to sensitize students towards Waste management. One such event was E-Waster and Paper Disposal Campaign organized by Earthcon in collaboration with IQAC in January 2023. This event witnessed active participation from many students. Every teacher personally mentors his/her students towards conscious and responsible waste disposal and management ways. We also encourage our students to participate in various programs on environmental issues. In addition to Waste Management the college also works towards promoting energy conservation. In October 2022, The College in collaboration with IKSAD Turkey organized the International World Energy Conference - II. This event brought scholars from all over the world to discuss environmental issues.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

B. Any 3 of the above

following 1.Green audit 2. Energy audit
 3.Environment audit 4.Clean and green campus
 recognitions/awards 5. Beyond the campus
 environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	View File
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

A. Any 4 or all 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	View File
Details of the Software procured for providing the assistance	View File
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).

We take a number of initiatives to inculcate a spirit of tolerance and harmony. We provide fee concessions and scholarships to economically marginalized students. We have conscious policies for the differently-abled individuals and run a fully functional Enabling Unit. The College library has Helen Keller Unit with braille books to promote inclusivity amongst visually impaired students. The College magazine Bani is brought out in Hindi, Punjabi, Urdu, Sanskrit and English thus promoting linguistic inclusivity. We organize Bani-Kirtan and Declamation Competition every year that brings together students to collectively celebrate harmony. NCC organizes several events to promote tolerance. Events like international Yoga Week brought participants from diverse backgrounds to experience yoga collectively. As a part of their fest, NCWEB organized Traditional Food Competition that allowed students to enjoy diverse traditional cuisines collectively. NSS organizes various events to promote inclusivity and tolerance. This includes, Donation drive for underprivileged, celebration of Pride Month for LGBTQA+ community, Old Age home visit, Animal Shelter visit,

special school and Village visit. NSS initiative - Than Singh ki Pathshala - imparts education to the under-privileged stratum of society.

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

We arrange many activities to generate awareness regarding an individual's true role in the society. All departments sensitize students towards making society a better place. The College celebrated Constitution regularly. The Department of Political Science organized a Knowledge Club Session on Abortion Laws with students and focussed on the reproductive rights of women. They also collaborated with the department of Elementary Education for an Interdisciplinary Lecture on Constitution of India: Framework and Scope. NCWEB organized "Cyber Aware" to make girls aware of cyber rights and threats. NCC and NSS regularly organizes events to inculcate values and responsibilities of a good citizen. To promote social responsibility NCC organized a street-play on Drug Abuse. To promote the feeling of patriotism NSS celebrated Independence Week. This included a variety of events like Proud Indian Citizen - Storytelling, Har Ghar Tiranga and Tiranga Yatra, Vigilance Awareness Program and also organized a Workshop on Voter Rights and Awareness. To promote Swachh Bharat Abhiyan, the NCC and NSS regularly organize Swachta Pakhwaras. To promote respect for the army, NSS and Pratibimb celebrated Army day by screening the movie - Shershaah (2021). IQAC organized an international conference on 75 years of Partition to make students aware of the rich history of the country.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://mscw.ac.in/aqar22_23/7.1.9.%20final.pdf
Any other relevant information	Nil

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File

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	View File

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

The College celebrates and observes several inter/national commemorative days like Independence Day, Republic Day and Gandhi Jayanti. We also celebrate Constitution Day every Year. At MSCW we believe in promoting Indian festivals, this year the academic session began with the colourful celebration of Teej. The Institution regularly celebrates the "International Mother Language Day," and "Hindi Pakhwara." To inculcate the values of cleanliness, we regularly celebrate Swachhata Diwas on Gandhi Jayanti. On the occasion of Guru Purabs College's divinity society whole heartedly participated in the Nagar Kirtan. College also organized vivits to Gurdwara Sahib in Baghpat and Patna Sahib. MSCW celebrated the Azaadi ka Amrit Mahotsav via different cultural and academic events. To celebrate International Women's Day, Jashn-e-Nari was organized by Women Development Cell Asmita in collaboration with the IQAC. The International Yoga Day was celebrated in July. The theme for this year's celebration was "Vasudhaiva Kutumbakam." To commemorate G20, we organized various events. We also collaborated with Golden Signatures to organize India@G20: Impact Assessment Summit. Along with these events, College celebrated its usual events with great grandeur and elan. This includes, Saarang - the annual College Fest and Founder's day - Mata Sundri Diwas.

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

7.2 - Best Practices

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

Title - Vocational Education and Skill Enhancement

Objective of the Practice-We provide skill-based education to enhance student employability through various vocational courses and skill enhancement programs.

Context-We aim to develop a pedagogy that seamlessly integrates conventional curriculum with marketable skills. This approach has proven to be highly attractive to our students. Our Vocational Centre offers training courses for young women, leading them to lucrative job offers. It also facilitates internship and apprenticeship opportunities.

Practice-The Entrepreneurship Cell, 'Uddham', and Internship and Placement Cell is dedicated to nurturing entrepreneurial aspirations and skills among

female students, preparing them to launch their own start-up ventures.

Evidence of Success- Many of our students pursued internship programs and got placed in reputed companies.

Problems Encountered - The pressure faced by students for engagement with regular curriculum is very high.

Title - Research Initiatives and Collaborative Activities

Objective of the Practice-MSCW is committed to promote Interdisciplinary research and collaborative activities like seminars, conferences and workshops.

Practice - We organized events like International Seminar on 75 Years of India's Partition and Research Methodology Workshop. We have recently launched our own research Journal 'Samiksha'. We encourage our students to learn from each other through Peer-Mentoring program. Our Research Mentoring Program dedicatedly works to promote interdisciplinary research amongst students.

Evidence of Success - We witnessed enthusiastic and active participation from students in every research related activities.

Problems Encountered - Problem is often the paucity of funding agencies to support more research activities.

File Description	Documents
Best practices in the Institutional website	https://mscw.ac.in/Bestpractices_20.aspx
Any other relevant information	Nil

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

Holistic and Ethical Education

In the realm of higher education, the pursuit of academic excellence stands intertwined with the question to nurture individuals who possess not just intellectual prowess but also a strong moral compass. College imparts a Value Based Education. It aims at a holistic approach that goes beyond academic knowledge and emphasizes the cultivation of ethical values. Our students are not only taught subjects but also guided in understanding the importance of virtues such as honesty, integrity, compassion, and empathy. To achieve this the College regularly organizes events like talks and lectures on Philosophical counseling. To inculcate a sense of ethics and virtues amongst students, we offered the VAC paper "Ethics and Culture." To safeguard mental health of students the SEC paper The Art of being Happy was offered. The Divinity Society of the College is integral to dissemination of the spiritual values. Through annual events like Bani Kirtan and Declamation competition the College generates awareness about spiritual teachings. We also encourage our students to take an academic approach towards spirituality and organize events like, Paper Reading competition on Relevance of Sri Guru Nanak Dev Ji's Teachings in Modern Times. In compliance with NEP that upholds the Indian Knowledge system, College organized the National

Symposium on Ayurveda and Nutrition. This type of holistic education shapes individuals who excel in their chosen fields and contribute positively to society.

https://mscw.ac.in/Institutional_Distinctiveness20.aspx

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

7.3.2 - Plan of action for the next academic year

1 Technology Integration: Implement new learning technologies and platforms to enhance teaching learning.

2 Elevate awareness, sensitivity and bolster support systems to improve mental health of students: The College has organized workshops and stress management sessions for students in the past. However, drawing upon insights gathered, the Institution would establish a specific cell for well being of students, with a specific focus on mental health.

3 Infrastructure Augmentation: The Institution's future blueprint includes construction of a student hostel, marking a milestone in its expansion. Having successfully secured the necessary approvals, meticulous planning ensues outlining the hostel's infrastructure and facilities.

4 Research Initiatives: Strengthen our Research Mentoring programme and foster a research oriented culture by encouraging student projects and papers.

5 Enhance the College journal: The Institution plans to diversify content and make efforts towards getting the journal to become a part of the UGC CARE list.

6 Community Engagement: Expand extension and outreach programmes by organizing health melas and other activities.

7 Entrepreneurship Support: Strengthen the already existing E Cell and launch entrepreneurship centres or incubators to nurture student startups and innovation.

8 Alumni Engagement: Develop programs to engage Alumni for mentorship, networking and support to current students.

9 International Collaborations: Explore partnerships with foreign universities for exchange programmes and collaborative research.

10 Green Initiatives: Continue with E waste collection drive and introduce other sustainability programmes.

11 Skill Development Programmes: Introduce skill based workshops and certifications to prepare students for the job market

12 Diversity and inclusion: Implement initiatives to promote diversity, equity and inclusion across campus activities.