Annual Quality Assurance Report
2018-19

Mata Sundri College for Women
(University of Delhi)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution: **Mata Sundri College for Women**
- Name of the Head of the institution :   **Dr. Harpreet Kaur**
- Designation: **Principal**
- Does the institution function from own campus: **Yes**

- Phone no./Alternate phone no.: **011-23221449**
- Mobile no: **9811700465**

- Registered e-mail: matasundricollege.du@gmail.com
  - Alternate e-mail **: iqac@ms.du.ac.in**

  - Address   : **Mata Sundri College for Women, Mata Sundri Lane, New Delhi 110002**

  - City/Town   : **Delhi**

  - State/UT   : **Delhi**

  - Pin Code   : **110002**

2. Institutional status:

- Affiliated / Constituent: **Constituent**
- Type of Institution: **Co-education/Men/Women: Women**
- Location : /Semi-urban/Urban: **Urban**
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify): **Central**

- Name of the Affiliating University: **Delhi University**

- Name of the IQAC Co-ordinator :   **Dr. Manisha Mathur**
- Phone no: **011-23221449**

    Alternate phone no.: -

- Mobile: **9956634519**

- IQAC e-mail address: **iqac@ms.du.ac.in**

- Alternate Email address: **matasundri.du@gmail.com**

3. Website address: **https//mscw.ac.in/**
    Web-link of the AQAR: (Previous Academic Year):
  For ex. http://mscw.ac.in/Documents/AQAR18.pdf

4. Whether Academic Calendar prepared during the year?**Yes**

Yes/No....., if yes, whether it is uploaded in the Institutional website: **Yes**

Weblink: http://mscw.ac.in/Documents/Academic%20_Calendar_18_19.pdf

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B	2.77	2016	from: 25th May 2016 to: 24th May 2021
2nd				from: to:
3rd				from: to:
4th				from: to:
5th				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 18-3-2016

7**.** Internal Quality Assurance System

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF*
- *ISO Certification*
- *NBA etc.*
- *Any other Quality Audit*

7.1 Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Regular IQAC Meetings	**4 meetings 10th October 2018 13th November 2018 12th December 2018 10th April 2019**	**All members of IQAC**
Four Day Capacity Building Workshop on Computers	**15th -18th October 2018**	**20**
Workshop to familiarize students with Library Software	**30th October 2018**	**47**
National Workshop on Sensitizing Disability	**15th November 2018**	**140**
Generation of salary slips online	**November 2018**	**All teaching and non teaching staff**
Literacy Workshop for Support Staff	**17th -21st December 2018**	**25**
Inaugural Lecture on *Position ofWomen in Sikh Religion* as a part of International Lecture series	**19th December 2018**	**478**
Inaugural lecture on *Archives and Research* as a part of National lecture series	**7th January 2019**	**125**
Workshop on Intellectual Property Rights	**5th March 2019**	**250**
Feedback Collection from all Stakeholders	**January 2019-March 2019**	**All Stakeholders**

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Mata Sundri College for Women	**Non Plan**	**UGC**	2018-19	**Rs. 38,43,30,000/**

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **Yes**
  *upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: **4**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website…….
Yes/No: **Yes**
  (Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?   Yes   **No**
      If yes, mention the amount: Year:

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

  * **Feedback Collection**

The IQAC collected Feedback from all stakeholders for quality improvement. A good number of responses were collected (839 students, 206 Alumni, 59 teachers, 239 parents and 6 employers). The analysis was done using MS-Excel 2010 software. The results were summarised and evaluated.

- **Creation of an Inclusive Environment**
  The IQAC in collaboration with the Enabling Unit and NSS organized a National Workshop on *Sensitizing Disability*. The aim was to sensitize students about normative concepts like "normalcy" and "abnormality" and question these stereotypes in order to create a more just, equal and inclusive society. In addition a Literacy Workshop for Support Staff was also organized. A Sports Meet for visually challenged students was organized by the Department of Physical Education. The tournament was a great success with 25 colleges from University of Delhi participating in the event.

- **Promoting a Climate of Research**

  The IQAC encourages teachers and students to undertake research. In this direction, the College is planning to work towards bringing out a research journal. The institution organized a workshop on Intellectual Property Rights which was extremely useful for both students and teachers alike. The institution also organized an International Seminar on *Socio Cultural Study of Agriculture* and a National Seminar on *Literature and Discourse.*

- **Move towards Automation.**

The IQAC is making a move towards complete automation in accordance with NAAC requirements. In November 2018, online generation of salary slips was initiated. All staff members receive salary slips on official email ids provided to them by the College. Modalities for complete automaton are also being worked out.

- **Cleanliness Drive and Creating a Green Campus**

The IQAC encourages all stakeholders to maintain a clean and green campus. The NSS and NCC organized *Swachta Pakhwaras* on the campus and initiated a campaign to spread awareness about hygiene. Green corners were created in the corridors and students were assigned duties to water the plants. A proposal to install solar panels in a few areas of the campus is also on the anvil.

13. 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
1 To prepare and submit the AQAR	AQAR prepared and submitted
2 To prepare the Academic Calendar of the institution	Academic Calendar prepared and uploaded on the website
3 To promote Innovative Teaching Learning: Interdisciplinary Lectures	The overall objective was to promote critical thinking and creativity amongst students and help them build general

Organized by the Academic Committee of the College	awareness beyond their own fixed syllabi. Interdisciplinary lectures were organized for final year students of B.A. (Honours) course. This was followed by a class test.
4 Inclusive Social Awareness Through Academic Activities	The following activities were organized: **1 Gender Sensitization Programmes** **(a)Lecture on *Position of Women in Sikh Religion*** **(b) Play *Halala* on Triple Talaq** **(c) Josh Talks** **(d) Gender Sensitization Workshop for Non-TeachingStaff** **2 Seminars on socially relevant issues** **(a) International Seminar on *Socio Cultural Study of Agriculture*** *(b)* **National Seminar on *Literature and Discourse***
5 Skill Development	An MOU has been signed between Mata Sundri College for Women and Microsoft AEP (9ledge Pro Pvt. Ltd.) to promote Skill Development Programmes for students and faculty. The following Skill Development programs were organized: 1 **Skill Development Workshop on *Python,* where a total of 51**

	faculty members and students participated. 2 Workshop on *Advance Excel* where a total of 41 students and faculty members participated. 3 Field trips, educational tours and industrial visits organized to encourage skill based learning.
6 Staff Development	**1 A four day Capacity Building Workshop on Computers was organized for teaching and non teaching staff.** **2 The Department of Commerce organized a two day Faculty Development Program on *Structural Equation Modeling.*** **3.AGender Sensitization Workshop for Non-Teaching Staff was organized.**
7 Departmental Career Counselling	**1 Students were provided counselling about opportunities available to them after the completion of the course they are enrolled in.** **2 The Department of Political Science and Commerce organized a talk on Career Counselling for their students**.

8 Organizing talks and workshops with an aim towards providing an enriching academic environment for students	**1 All the departments organized talks and workshops successfully.** **2 National and International Lecture Series were organized.** (a) **The inaugural lecture of the International Lecture Series was organized on *Position of Women in Sikh Religion.*** (b) **An International Workshop in collaboration with Haute Ecole Pedagogique, Lausanne, Vaud, Switzerland was organized by the Department of Elementary Education. The topic was *Education for Sustainable Development: Curricular and Pedagogic Experiences from Switzerland and India.*** (c) **The 1st Lecture of the National Lecture series was organized on Archives *and Research.*** (d) **The 2nd Lecture under the same series was organized on *Youth and Leadership.*** **3 The Sanskrit Department organized a field cum Educational trip to Mehrauli in order to familiarize their students with the script of the Iron Pillar, which is a part of their course on Epigraphy. The Department of History and Elementary Education organized Field Trips and Heritage Walks as well.**
9 Strengthening Alumni Network	**1 Alumni Meet was organized on 6th April 2019.**

	2 Feedback collected from Alumni. **3 Alumni database was created at the central level and also at the departmental level.** **4 Office bearers were elected.**
10 Promoting Value Based Education	**1 A special session on *Peasantry through Sri Guru Granth Sahib* organized in the International Seminar on *Socio Cultural Study of Agriculture*.** **2 Essay Competition on *Life and Views of Guru Nanak Devji* was organized. Best entries also participated in an Inter-State Essay Competition organized at Vigyan Bhawan, New Delhi.** **3 The Divinity Society of the College organized an Essay competition on *BhaiGhanaiyaJi* to acquaint students with his life and his role in Sikh history.** **4 The College works towards nurturing spiritual values among students by organizing *Bani* and *Kirtan* Competition and participating in *Nagar Kirtans***
11 Parent Teacher Meet	**1 PTM organized on 30th March 2019.** **2 Feedback was collected from parents.** **3 A special Parent Teacher Meeting was organized with parents of students who were short of attendance.** **4 The Department of Elementary**

	Education organizes regular meetings with parents of their students.

14. Whether the AQAR was placed before statutory body?   Yes /No: **Yes**

Name of the Statutory body: **Governing Body**   Date of meeting(s): **8-8-2019**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
Yes/No: Yes   Date: 28[th]March 2016

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: **2018-19**   Date of Submission: **25-2-2019**

17. Does the Institution have Management Information System?

Yes

If yes, give a brief description and a list of modules currently operational (maximum 500 words)

The institution has a Management Information System for the following:

- Student Attendance: The College has a students attendance module where attendance is uploaded on a monthly basis. Students are able to check their attendance on the portal and calculate the percentage of their attendance. This system enables them to calculate if they are short of attendance in any subject or paper.

- • Student Internal Assessment: The Internal Assessment marks of students are uploaded on the portal and they are able to check and report discrepancies (if any) to their teachers.

- Online Admission Module: The College is using the online admission module provided by Delhi University to conduct admissions.

- Online Fee Module: All students pay fees online through the module provided by Delhi University.

- Public Financial Management System/NEFT?RTGS: All payments are made through NEFT and RTGS. Salary Package System: The institution calculates salaries of teaching and non teaching staff through this package.

- Government E Market Place: All purchases are made through GEM.

- • Library Information system (LIBWARE) • Library Search Software OPAC

- Salary Package System: The Institution calculates the salaries of teaching and non teaching staff through this system.

Criterion I–Curricular Aspects
1.1 Curriculum Planning and Implementation
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Institution has the mechanisms for well-planned curriculum delivery and documentation Explain in 500 words.

Mata Sundri College for Women is a constituent college of Delhi University and follows the curriculum prescribed by it. The annual University calendar is followed in all academic matters. However, the institution takes several steps for an effective curriculum delivery. Lectures are held on a regular basis. To facilitate one to one interaction among the teachers and students as well as foster an in-depth discussion of new ideas and topics, tutorial classes are held on a regular basis. Every faculty member provides students with teaching plans, course files and reading lists so that the student is able to gauge with a degree of clarity, what portion of the curriculum will be delivered within the stipulated time frame. The teaching plans for each semester are submitted in the Principal's office and she conducts periodic meetings with teacher in charges to monitor the completion of syllabus. Feedback and monitoring of curriculum delivery is done through meetings of the departments. The Time Table and the Workload Committees work towards making available the number of teachers, rooms and tutorial rooms to ensure the smooth conduct of classes. Further, the timetable is uploaded on the College website and displayed outside classrooms before the commencement of each semester.

Faculty members are encouraged to impart the curriculum through innovative teaching methods such as presentations, case studies, group discussions, brainstorming, peer learning, quiz, role playing approach, real world learning, workshops, seminars, industrial visits and educational tours besides the traditional chalk and talk method. In addition, the College provides ample books and other teaching materials like magazines, journals and software and encourages teachers to participate in Orientation/ Refresher Courses/ Faculty Development Program/Workshops/ Seminars so as to update their knowledge and to improve teaching practices for effective delivery of curriculum.

To support the needs of changing curriculum and pedagogy, the College infrastructure and facilities are continuously upgraded. We have well-equipped computer laboratories, library and classrooms

with projection facilities for both faculty and students. A computer laboratory with 40 PCs has been developed exclusively for students of B.Sc. (Hons.). The library is well equipped with books on various courses taught in the College and the Library Committee ensures that latest books and journals related to the curriculum are procured by it. The academic performance of students is monitored by conducting continuous evaluation and internal assessment through presentations, assignments, classroom performance, projects, class tests, group discussions and internal assessment exams. Teachers, at an individual level mentor and help students who may be academically weak as compared to their peers. In addition, a Parent Teacher Meeting was held in March 2019, to create a common platform where parents and teachers came together to enrich the students' educational experiences and discuss various issues regarding their academic development.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Mastering the Stock Market in collaboration with Bombay Stock Exchange	**NIL**	**Feb. 2019 (50 hours)**	**This certificate course will help students in understanding the complexity of stock market, stock market function and index function etc.**	**Yes**

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
Mata Sundri College is a constituent college of Delhi University and is not authorized to introduce new courses. We follow the syllabus prescribed by Delhi University for all B.A.)Hons), B.A. (prog), B.Com (Hons), B.Com (prog),and B.sc (Hons)			

programmes.					

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year. **As per Delhi University norms**

Name of Programmes adopting CBCS	**UG**	**PG**	Date of implementation of CBCS / Elective Course System	**UG**	**PG**

CBCS was adopted in 2015 as per University norms in all the courses of the College. We continued to implement it in 2018-19.

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

	Certificate	Diploma Courses
No of Students 43	43 (Mastering the stock market in collaboration with Bombay stock exchange)	NIL

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year (**These courses were introduced in 2006 but the data provided in the table is for students enrolled in the current year**)

Value added courses	Date of introduction	Number of students enrolled
Mastering the Stock Market in collaboration with Bombay Stock Exchange.	16-2-2019	43

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	**No. of students enrolled for Field Projects / Internships**
Internships	152
Library Internship	2
School Internship	44 B.El.Ed. 4th year students
Field Projects	51 (B.El.Ed.department)
Field Projects	30 (B.El.Ed.department)
Field Projects	4 (Psychology department)

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Yes	Yes

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

In order to ensure the growth of the institution, the IQAC of the College collected feedback from all its stakeholders (*students, alumni, teachers, employers and parents*). A good number of responses were collected (839 students, 206 Alumni, 59 teachers, 239 parents and 6 employers). The analysis was done using MS-Excel 2010 software. The results were analysed, summarised and evaluated.

Student Feedback

Student feedback was collected online. Feedback was taken on teaching learning, academic excellence, infrastructure, library facilities, safety and security on the campus, industry-academia exposure and facilities provided to differently-abled students. The feedback received from students was quite positive. However, there were a few areas of concern regarding hygiene of the washrooms and the canteen. The feedback received was discussed with the Hygiene and Canteen Committee of the College and the issue was addressed by enlisting the help of class representatives. Appropriate steps were also taken to improve the hygiene of the canteen.

Alumni Feedback

Feedback was collected from the Alumni online as well as manually during the Alumni Meet organized on April 6th 2019. The feedback received from the Alumni was extremely positive as 85% of the Alumni rated the teaching-learning process and the industry- academia exposure they got as very good or excellent. More than 60% alumni rated the College infrastructure and other facilities as very good or excellent. 85% of the alumni were of the opinion that the College provided very good growth opportunities for its students. The institution is working towards further improvement in these areas.

Faculty Feedback

Feedback was collected from faculty members on the infrastructure and library facilities provided by the College. This too was positive with 90% of faculty saying that the infrastructure of the College was good and that the library had a good collection of books and journals.

Parent Feedback

Parent feedback was also collected online as well as manually during the Parent-Teacher Meeting organized on March 30th 2019. The overall feedback from parents shows that parents are quite satisfied with the facilities and efforts made by the College in enhancing the overall growth of their wards. 55% say that the College and its environment has transformed the personality of their ward for the better. 70% parents say that the College provides very good growth opportunities and industrial exposure to their students. On the basis of feedback received it was decided to form a Parent Teacher Association (PTA) and a large number of parents expressed their willingness to join this body for greater cooperation and better functioning of the institution.

Employers

The Employers were of the view that although the students have a good knowledge base and IT skills, they needed to focus on improving their communication skills. Appropriate steps have been taken to address this lacuna. The institution has also planned to begin remedial English language

classes to hone the communication skills of students.

Criterion II -Teaching-Learning and Evaluation

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.A. (H) English	62	123	62
B.A. (H) History	62	105	64
B.A. (H) Political Science	123	189	112
B.A. (H) Philosophy	46	94	49
B.A. (H) Psychology	62	81	66
B.Sc. (H) Mathematics	62	131	71
B.Sc. (H) Statistics	46	64	34
B..Sc (H) Computer Science	46	58	35
B.A. (H) Sanskrit	31	26	19
B.Com. (H)	123	276	140
B.A. (H) Hindi	123	144	102
B.A. (H) Punjabi	46	46	37
B.Com (Prog)	185	388	214
B.A. (Prog)	246	376	221
B.el.ed	54	54	54
M.A. (Hindi)	25	16	10
M.A. (Punjabi)	25	24	22
M.A. (Political Science)	25	15	10
M.A. (Sanskrit)	25	7	6

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	I year - 1280 II year – 1225 III year – 1024 IV year (B.el.ed)– 51 Total - 3580	89	175	Classes are being held in the Main Campus University of Delhi.	175

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers usingICT foreffective teaching with Learning Management Systems (LMS), E-learningresourcesetc. (current year data)

Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
175 (83 permanent and 93adhoc)	71	smart board, overhead projectors , laptops, access to e-journals, latest software-mathematics, R, C, Python, SPSS, Android Studio, Virtual Box etc.	25	1	smart board, power point presentation

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

Tutorials are an integral part of the time table. A tutorial group comprises a smaller number of students who Interact with the teacher on a one to one basis. Assignments are discussed during these sessions and doubts pertaining to academic issues are resolved. The teacher therefore acts as an academic mentor to a student. We are of the view that students need support even outside the classroom and therefore, besides academic mentoring, the institution also has a full time counsellor to address the personal concerns of students. They can approach her for guidance and help. In addition, an informal and unofficial system of mentoring is in place where students are also free to approach their teachers for assistance if required.

Number of students enrolled in the institution	Number of fulltime Teachers	Mentor: Mentee Ratio
3580	175	20:1

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of Faculty with Ph.D.
166+ 1 (Head of the Institution)	**83**	84	0+1 (Head of the Institution)l	57 (permanent faculty)

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

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Department of English Ms.Menka Ahlawat	Assistant Professor	International Travel Grant Award supported by the Durham University International Office. It is a competitive award given to five highest quality paper abstracts selected for a conference
2019	Department of English Ms Avantika Pokhriyal	Assistant Professor	International Capacity Building Award by the British Society for Eighteenth Century Studies. It is a competitive bursary award given to one research scholar from a developing nation selected to present a paper at the annual BSECS Conference.
2019	Department of Political Science Dr. Rachna Kumari Prasad	Assistant Professor	Received *Speaker Award* on the topic *Defining Inclusion in Culture* in the National Discourse on Linguistic Diversity of India on *Matrabhasha Divas* , Utkal Bharat, University of Delhi

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

Programme Name	Programme Code	Semester/ Year	Last date of the last semester end/ Year-end examination	SEM-II	SEM-IV	SEM-VI
				Date of declaration of results of semester-end/ year-end examination		
B.A. (Hons)	511, 516, 518, 526, 527, 528, 524, 529	II/IV/VI	07-05-2018 to 23.05.2018 (AECC SEM-II ON 05.05.2018)	14-23.07.2018	17-24.07.2018	09-19.07.2018
B.A. (Prog)	501	II/IV/VI	07-05-2018 to 24.05.2018 (AECC SEM-II ON 05.05.2018)	21.07.2018	25.07.2018	16.07.2018
B.Com (H)	504	II/IV/VI	08-05-2018 to 24.05.2018 (AECC SEM-II ON 05.05.2018)	20.07.2018	20.07.2018	09.07.2018
B.Com (Prog)	503	II/IV/VI	07-05-2018 to 23.05.2018 (AECC SEM-II ON 05.05.2018)	14.07.2018	17.07.2018	11.07.2018
B.Sc. (H)	563, 568,570	II/IV/VI	08-05-2018 to 24.05.2018 (AECC SEM-II ON 05.05.2018)	14-19.07.2018	17-30.07.2018	09.07.2018 (MT)

2.5 Evaluation Process and Reforms

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

As per University of Delhi norms, students are evaluated internally for 25% of their total marks.

For effective implementation of Continuous Internal Evaluation (CIE) system at the institutional level, the Institution conducts mid-term tests. The answer scripts are given back to the students after evaluation so that they may assess their performance and improve their grades in the examination. CIE component also includes assignments and projects. The Department of Elementary Education assesses its students using observations and group projects. Self-assessment and peer assessment across various theory and practical papers also form a part of evaluation.

The students can log into their portal and check their internal assessment marks, a hard copy of which is also displayed on the notice board prior to the commencement of semester examination. The marks are checked and verified by the teachers and students sign on the internal assessment sheets before these marks are sent to the University. In addition, the institution communicates the progress report of the students to their parents.

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

The Institution is a constituent College of the University of Delhi and hence adheres to the Academic Calendar prepared and approvedby the University. In addition, the College prepares and follows an internal calendar for conducting internal assessment tests and other College activities. The Departments submit their calendar to the IQAC at the beginning of each academic year and the IQAC prepares an Academic Calendar based on this information provided by the departments. IQAC activities for quality enhancement of the institution are also a part of this Calendar. These activities are evaluated during the IQAC meetings.

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution(to provide the weblink)
http://mscw.ac.in/courses.aspx

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
511	English.(H.)	67	67	100
516	Hindi(H.)	95	95	100
524	Punjabi. (H.)	42	42	100
529	Sanskrit (H.)	05	05	100
518	History. (H.)	40	40	100
527	Political Science (H)	98	98	100
526	Philosophy (H.)	29	29	100
528	Psychology.	53	53	100

	(H.)						
563	B.Sc.(Maths.)(H.)	42	42	100			
504	B.Com.(H.)	163	163	100			
501	BA(Programme)	165	165	100			
503	B.Com (Programme)	181	181	100			
363	B.El.Ed.	51	51	100			
808	M.A.(HN.)	17	17	100			
-	M.A.(PN.)	07	07	100			
811	M.A.(SKT.)	05	05	100			
810				M.A.(Pol.Sc.)	12	12	100

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

https://mscw.ac.in/iqac/student_satisfaction_survey.pdf

Criterion III – Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the Funding Agency	Total Grant Sanctioned	Amount received during the Academic year
Major Project *Dr. Ravneet Kaur: Co-investigator in a project titled,: Exploring the Culture of Teaching Learning based on Nai Talim: A Case Study of Anand Niketan School ".*	*Ongoing*	*Funded by the Educational Research and Innovations Committee (ERIC, T(*	*Rs 7.5 lakh*	*Rs 4 lakh*
		-	-	-
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				

Students Research Projects (other than compulsory by the College)				
International Projects				
Any other(Specify)				
Total				

3.2 Innovation Ecosystem

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Workshop on Intellectual Property Rights by Dr. V. K. Ahuja, Associate Professor Law Centre II	Department of Psychology & Philosophy in collaboration with IQAC Approximately 250 Faculty members and students from all departments of the College participated.	5th March, 2019

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
-	-	-	-	-

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

Incubation Centre	Name	Sponsored by
-	-	-

Name of the Start-up	Nature of Start-up	Date of commencement
-	-	-

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
-	-	-

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

Name of the Department	No. of Ph. D.s Awarded
Dept of Urdu	1(ONE)

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

National	Department	No. Of Publications	Average Impact Factor if any
	Elementary Education	2	
	EVS	1	
	Political	1	

	Science		
	Total	***4***	
International	*Elementary Education*	*2*	
	Commerce	*3*	
	Psychology	*3*	
	Mathematics, Statistics and Computer Science	*6*	
	Total	***14***	

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

Department	*No. of publication*
Dr. Harpreet Kaur, Head of the Institution, from Department of Political Science	*4*
Commerce	*4*
Mathematics	*1*
Elementary Education	*8*
English	*7*
Hindi	*2*
Political Science	*5*
Total	*31*

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

Title of the paper	*Name of the author*	*Title of the journal*	*Year of publication*	*Citation Index*	*Institutional affiliation as mentioned in the publication*	*Number of citations excluding self citations*
	-	*-*	*-*	*-*	*-*	*-*

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

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
Characterization of Extended Hamming and Golay Codes as Perfect Codes in Poset Block Spaces	BK Dass, Namita Sharma, Rashmi Verma	Advances in Mathematics of Communication	2018	15	0	Mata Sundri College for Women
Nuclearity Properties and C*-Envelopes of Operator System Inductive Limits	Ajay Kumar and Preeti Luthra	J. Korean Math Soc	2018	26	3	Mata Sundri College for Women
Operator Space Tensor Products and Inductive Limits	Janson Antony, Ajay Kumar and PreetiLuthra	Journal of Mathematical Analysis and Applications	2019	111	0	Mata Sundri College for Women
Portfolio Optimization with Option: A Case Study	Dr.Meena Baweja	International Journal of Agricultural and Statistical Sciences	2018	4	0	Mata Sundri College for Women
Construction of Balanced Second Order Response Surface Designs within Split Plot Structure	Dr.Archana Verma	International Journal of Agricultural and Statistical Sciences	2018	4	0	Mata Sundri College for Women
On Variance Estimation under	Kalpana Yadav and	International Journal of	2018			

| Factor Type Imputation Using Auxilary Attribute | Ranjita Pandey | Agriculture and Statistical Sciences | | | | |

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

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	41	17	11	41
Presented Papers	62	20	1	-
Resource Persons	6	5	8	8

3.4 Extension Activities

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

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers **co-ordinated** such activities	Number of students participated in such activities
Surgical Strike Day 29th September 2018	NCC	2	**40**
Swacch Bharat Abhiyan The cadets carried out a week-long cleanliness drive in which they cleaned the nearby bus stops, parks, statues, college area and went for a Cleanliness March to make everyone aware about the importance of keeping the country and our vicinity clean.	NCC	2	**30**
Ek Bharat Shreshth Bharat9th -20th November 2018	NCC, Two Delhi Girls Battalion	2	**15**
World Water Day 22nd March 2019 NCC organised a save water rally. The cadets participated with an objective to spread awareness about the scarcity of water and measures to save and use water wisely.	NCC	2	**20**
Advance Leadership Camp	NCC , Delhi Directorate	**2**	**2**

Campus Cleaning Initiative August 2018	*NSS*	*1*	*43*
Door to Door Campaign in one adopted Slum Quarter in Mata Sundri Lane and local market	*NSS*	*2*	*18*
Intensive Cleaning of selected places like Old Age homes	*NSS*	*2*	*10*
Cleanliness drive on the Railway Station	*NSS*	*2*	*11*
NukkadNatak for awareness about personal hygiene	*NSS*	*2*	*20*
Swachh Bharat Summer Internship Program 2018	*NSS*	*1*	*24*

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

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
--	-	-	-

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

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Swachh Bharat Abiyan	NCC	Cleanliness Drive	2	40
Swachh Bharat Summer Internship Program 2018	NSS	Internship Program	1	24
Swachhta Pakhwara	NSS	Cleanliness Drive	1	55

3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration
Faculty Exchange with Haute Ecole Pedagogique	*Dr. Radhika Menon*	*Haute Ecole Pedagogique*	*14th -28th October 2018*

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
B.El.Ed.Internship program	School Internship for training of students	12 schools across Delhi	6th August 2018- 13th February 2019	Students of B.El. Ed. 4th year

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

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Microsoft	4th June 2019	Skill Development	17 students and 24 teachers for Workshop on Advanced Excel 48 students and 3 teachers for Workshop on Python

Criterion IV – Infrastructure And Learning Resources

4.1 Physical Facilities

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

Nil.	Nil.

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	22957 sq. m.	
Class rooms	67	-
Laboratories	6	-
Seminar Halls	2	-
Classrooms with LCD facilities	2	-
Classrooms with Wi-Fi/ LAN	3	-
Seminar Halls with ICT facilities	2	-
Video Centre		-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	Braille embosser	
Value of the equipment purchased during the year (Rs. in Lakhs)	RS. 3,21,300/-	
Others	2	

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

ILM	Nature of automation (fully or partially)	Version	Year of automation
LIBWARE	FULLY		2010

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	86500	25,09,902	1388	4,61,87,2.65	87888	4,86,97,167
Reference Books	21409	14,67,630	140	3,52,94,5.35.	21398	3,67,62,165
e-Books	DU-E-Resources Access					
Journals	64	217037	06	3495	70	2,20,532
e-Journals	DU-E-Resources Access					
Digital Database	Library Software (LIBWARE)					
CD & Video	CD's 22+ 45 (Free of cost)	6454			CD's 22+ 45 (Free of cost	6454
Library automation	Library Software (LIBWARE)					

Weeding (Hard & Soft)	Books 13,225	521341.76			Books 13,225	521341.76
Others (specify)	Advanced digital capture reading systems for dyslexic & visually challenged students					

Value submitted for the year 2014-15 to 2018-19

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	291	8	182	6	5	9	41	As provided by Delhi University	
Added									
Total	291	8	182	6	5	9	41		

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

……………100…… MBPS /GBPS

Provided by Delhi University

4.3.3 Facility for e-content

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

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

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e – content
NA			

4.4 Maintenance of Campus Infrastructure

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

Assigned budget on	Expenditure incurred	Assigned budget on	Expenditure incurred on

academic facilities	on maintenance of academic facilities	physical facilities	maintenance of physical facilities
	Not Assigned		

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. *(maximum 500 words)* (information to be available in institutional Website, provide link)
https://mscw.ac.in/maintenance.aspx

The library has a policy of weeding out old books. New books are purchased by the library up to the end of financial year. Each department has a representative in the Library Committee and this ensures that syllabus related text books and reference books are procured with the funds sanctioned. Up gradation of laboratories is carried out on a regular basis. New software is purchased and installed as per the needs and requirements of students. The College has a Building Committee that supervises the overall maintenance of the infrastructure and a Wi-fi enabled campus and the maintenance of the server is done by Delhi University. In addition, the Stock Verification Committee makes a review of the book balance and ground balance of stock at periodic intervals.

Criterion V - Student Support And Progression

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Fee Concession from Student Aid Fund	166	Rs. 13,88,379
Financial support from other sources			
1 National	1. Post Metric Scholarship for SC/ST/OBC/Minority by Directorate of Higher Education, Government of NCT of Delhi .	32 1	Rs. 3000 for Undergraduate Students Rs. 6000 for Post Graduate Students
2 National	2 Delhi University Scholarship	2 (From Department of Political Science)	Rs 1100
3 National	Financial Aid from Delhi Sikh Gurudwara Management Committee for Sports	1	Rs 2500
b) International	-	-	-

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal Counselling	Throughout the year	-	College Counsellor
Mastering the Stock Market	16th February 2019	43	Bombay Stock Exchange
Course on Yoga	22nd July 2018	40	NIS trained teachers
Skill Development Workshop on Python	June 10th -14th 2019	48	Microsoft AEP(9ledge Pro Pvt Ltd)
Skill Development Workshop on Advance Excel	June 17th -21st 2019	17	Microsoft AEP(9ledge Pro Pvt Ltd)

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

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
-	-	-	-	-	-

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

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
16	16	15-20 days

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
ISA Global	250	4	University Data Solutions	110	1
Teach for India	15	1	Designers Lab	113	2
Quality Education Asia	67	11	Sanjeev Dutta Personality School	59	3
Peepul, SDMC	40	4	Ernst & Young	89	5
Technochords Pvt. Limited	47	4	Policy Bazaar	20	8
			Presidium, Sonepat	2	2

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018	36	B.El.Ed.	ELEMENTARY EDUCATION	University of Delhi JamiaMillia Islamia Ambedkar University Delhi GGSIP University IGNOU	M.ED. MA (Education) MA (Hindi) MA (Psychology) MA (English) MA (Political Science) MA (Sociology) MA (Gender Education) LLB
2018	24 14	B.Com(H) B.Com(P)	COMMERCE	University Of Delhi, IGNOU, MDU; Lucknow University; Sharda University ; Gndu; CCSU;	M.Com

				Jamia Milia Islamia University	
2018	5 6	B.com(H) B.Com(P)	COMMERCE	Amity University; Nagpur University; CCSU; MDU; GGSIPU; Chaudhary Ranveer Singh University	B.Ed
2018	8 9	B.Com(H) B.Com(P)	Commerce	University Of Delhi; Chitkara University; IP University; DCRUST University; YMCA University; (FARIDABAD); GGSIPU University;;BIRLA Institute Of Management; IBS;IILM Institute For Higher Education; Bharti Vidyapeeth; Chandigarh University; Manav Rachna Univerity; Sharda University; Rajasthan Technical University (SKIT College);	PGDM/MBA

2018	4 1	B.Com(H) B.Com(P)	COMMERCE	Dr. Gaur Hari Singhania Institute Of Management	
2018	4 1	B.Com(H) B.Com(P)	COMMERCE	Delhi University; IME College Of Law; Amity University	LLB
2018	3 1	B.Com(H) B.Com(P)	COMMERCE	Institute Of Charted Accountants Of India	CA
2018	1	B.Com(P)	COMMERCE	ICSI	CS
2018	1	B.Com(H)	COMMERCE	CFA Institute	CFA
2018	1	B.Com(P)	COMMERCE	MILES Education	CPA
2018	1	B.Com(P)	COMMERCE	New Castle University(UK)	M.Sc Innovation, Creativity & Entrepreneurship
2018	1	B.Com(P)	COMMERCE	New Castle University (UK)	M.Sc E-marketing
2018	1	B.Com(P)	COMMERCE	Asian School Of Media Studies	Masters in Media Studies
2018	1	B.Com(P)	COMMERCE	University Of Leeds, London	Masters in Corporate Communications Marketing & PR
2018	1	B.Com(P)	COMMERCE	Panjab University	M.A. (Sociology)
2018	1	B.Com(P)	COMMERCE	Central University Of	M.A.(ECO)

				Haryana	
2018	1	B.Com(P)	COMMERCE	George Brown College, Casa Loma Campus, Toronto	International Business
2018	1	B.Com(P)	COMMERCE	IGNOU	M.A. (Psychology)
2018	2	B.A. (H) ENGLISH	ENGLISH	IP University	M.A (English)
2018	2	B.A. (H) ENGLISH	ENGLISH	IGNOU	M.A (English)
2018	1	B.A. (H) ENGLISH	ENGLISH	Amity University, Noida	M.A (English)
2018	1	B.A. (H) ENGLISH	ENGLISH	CCS CAMPUS	M.A (English)
2018	1	B.A. (H) ENGLISH	ENGLISH	Punjab University	M.A (English)
2018	1	B.A. (H) ENGLISH	ENGLISH	University of Westminster	Masters in English Literature Modern and Contemporary Fiction
2018		B.A. (H) ENGLISH	ENGLISH	College of New Caledonia	PG Diploma in HRM
2018	2	B.A. (H) ENGLISH	ENGLISH	University of Delhi	Masters in English Literature
2018	2	B.A. (H) ENGLISH	ENGLISH	CHATRAPATI SAUJI MAHARAJ UNIVERSITY	LLB

2018	2	B.A. (H) ENGLISH	ENGLISH	IP UNIVERSITY	B.ED
2018	17	B.A. (H) HISTORY	HISTORY	University of Delhi JamiaMiliaIslamia Rohtak MDU BhartiyaVidyaBhawan's Usha & Laxmi Mittal Institutte of Management	M.A. B.Ed MBA
2018	39	B.A.(H) POLITICAL SCIENCE	POLITICAL SCIENCE	Delhi University, Jamia Millia Islamia, Amity University, Law faculty(DU), MDU and I.P. University, Jamia Humdard University, CRSU, BLMCE	M.A. Political Science, LLB & B.Ed., MA (Pub Admn), MA (Human Rights)
2018	22	B.A. (H) PUNJABI	PUNJABI	Dept. of Punjabi University of Delhi	M.A(Punjabi)
2018	10	B.A. (H)PUNJABI	PUNJABI	G N.D. Khalsa College of Education,Delhi IP University, Delhi	B.Ed
2018	11	B.Sc.(H) Mathematics	MATHEMATICS	University of Delhi	M.Sc. Mathematics

Year					Jamia Millia Islamia IIT, Delhi Punjab University NIT Jalandhar Deenbandhu Chhotu Ram University of Science and Technology, Murthal, Haryana IIT, Hyderabad MDU Amity University	
2018	1		B.Sc.(H) MATHEMATICS	MATHEMATICS	IGNOU	Actuarial Sciences and PG Diploma in Statistics
2018	1		B.Sc.(H) MATHEMATICS	MATHEMATICS	Kurukshetra University	MSC (Statistics)
2018	1		B.Sc.(H) MATHEMATICS	MATHEMATICS	NIT, Allahabad	MSC (Mathematics and Scientific Computing)
2018	1		B.Sc.(H) MATHEMATICS	MATHEMATICS	IP University	MCA
2018	4		B.Sc.(H) MATHEMATICS	MATHEMATICS	GURU NANAK COLLEGE OF EDUCATION,	B.Ed.

				IPU Haryana University	
2018	1	B.A. (H) PSYCHOLOGY	PSYCHOLOGY	Amity University	Masters in Clinical Psychology
2018	1	B.A. (H) SANSKRIT	SANSKRIT	University of Delhi	MA(Sanskrit)
2018	11	B.A.(H) HINDI	HINDI	University of Delhi IGNOU	MA(HINDI)
2018	2	B.A.(H) HINDI	HINDI	MDU, IP UNIVERSITY	B.Ed

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

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	6	DL0111542418 DL0110539587 MN0106502158 JK0204512077 412647 DL0103506478
SET		
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		

Any Other: **Central Teacher Eligibility Tes**t (**CTET**)	30	80629776
		15023655
		80460595
		13023014
		13020565
		13024696
		14038927
		80270197
		14034045
		81551397
		80718402
		14035058
		80010703
		16029696
		13022048
		80236561
		14036572
		16024889
		80508118
		16030828
		13026612
		80333478
		13023898
		80185104
		80030713
		14036718
		13008260
		13022106
		12011678
		12011460

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

Activity	Level	Participants
3rd Inter College Invitational Ball Badminton, Judo and Athletics Meet for Visually Impaired Students	Inter College	45 Students from 25 colleges across Delhi
Lok Rang: 3rd Inter-University Group Folk	Inter-University	150 Students from Rajasthan, Jalandhar, Amritsar, MDU-Rohtak, IP and Delhi University

Dance Competition		
Fresher's Party	Mata Sundri College	Approximately 1000 First Year Students of Mata Sundri College of all courses
Bani, Declamation and Kirtan Competition	Inter School & Inter College	1113 Students from various schools and Colleges of Delhi-NCR
Saarang:College Annual Festival	Inter College and Inter University	1500 Students from various Universities like JamiaMillia Islamia, Indraprastha University and Delhi University and Colleges in Delhi-NCR
Annual Sports Day	College	150 students participated in various events
Essay Competition on Bhai Ghanaiya Diwas	College	28 students
Essay Writing Competition on the topic Life and Views of Shri Guru Nanak DevJi	College	31 students
First Model United Nations	Inter University and other institutions	150
Lok Rang: 3rd Inter University Group Folk Dance Competition	Inter University	150
Annual Production of the College Dramatics Society *TootePurze*	College	10
Fresher's Party	College	1000 students approximately
Farewell Function	College	1500 students approximately
Annual G.K. Test	College	60 students
Poster Making Competition by	College	10

WDC			

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2019	Bronze Medal Olympics World Games 2019 at Abu Dhabi, UAE	International	Football		HIS/17/73	Meenakshi Negi
2018	Gold for Gatka Competition at Jalandar	National	Gatka		Team Event	Team Event
2018	Gold	National	Judo		BCP/18/212	Akriti
2018	Silver	National	Rugby		HIN/18/141	Archana

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

The Student Council is an elected body which represents students and is a forum through which students can voice their concerns. The Council is a vibrant body involved in organizing numerous activities in the institution. This year, Council members initiated green reforms and launched a Cleanliness Drive on the campus. Green corners were created in the corridors of the College and students were given responsibility for their maintenance.

Playing an important role in sensitizing students towards social issues, the Student Council organized a Poster making competition on the landmark judgement on Article 377 in September 2018. The Council is also actively engaged in helping disabled students and making the College a disabled friendly institution. A National Workshop on *Sensitizing Disability* saw a large scale participation of students, largely due to the efforts of the Council members.

The Student Council also organized extracurricular activities in College under the guidance of faculty members. An excursion to Jim Corbett Park was organized in December 2018, while in February 2019, the Council members played a very important role in organizing *Saarang,* the annual cultural festival of the institution.

Along with the Student Council, Departments have their own Departmental Societies that are formed both through the process of election and selection. It consists of the President, Vice President, Secretary, Joint Secretary, Treasurer and the Class Representatives. The Class Representatives represent the class and convey the issues and concerns of students, if any to the teachers. The Student Council and the Department Council work in tandem with each other and are well connected. They hold regular meetings with the Head of the

Institution and faculty members.

Other than representation on and through the Council, the students are also a part of various bodies of the College including the Internal Quality Assurance Cell and other societies that are an integral part of the academic, social and cultural life of the College. Students are closely involved in their functioning and office bearers help not only in smooth working of each society but also make efforts towards encouraging participation, association and involvement of other students The societies organize functions throughout the year with the help of student members and volunteers.

In addition there is student representation and participation in National Services Scheme (NSS), and National Cadet Corps (NCC). The College is also in the process of creating a registered Alumni Association with student and faculty coordinators.   The attempt of this Association will be to connect the Alumni with the College and with each other.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

No. However, there is an Alumni Committee formally constituted by the Staff Council of the College which is actively engaged in organising Alumni Meetings and collecting data on Alumni.

5.3.2 No. of ~~registered~~ enrolled Alumni:

Approx. 2500

5.3.3 Alumni contribution during the year (in Rupees) :

-

5.3.4 Meetings/activities organized by Alumni Association :

Annual Alumni Meet was organized on 6th April, 2019 by the College. Notable Alumni of the College attended this function.

Criterion VI–Governance, Leadership And Management

6.1 Institutional Vision and Leadership

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

The Staff Council embodies the practice of decentralization and participative management which not only benefits the institution but also employees. The Council is a body comprising of all teachers of the College which participates, assists and advises in decision making processes and holds periodic meetings. For effective and routine functioning the Council constitutes committees in a democratic manner for a period of two years. Each committee has an annual plan and a schedule for achieving its goal. This helps in structuring its tasks effectively for better coordination and functioning. Participation is rotational and structured as well as invited and voluntary. The rotational participation includes rotational duties assigned to departments for a period of

two years. In addition, to ensure effective and smooth conduct of activities of the College, the Staff Council invites volunteers to participate as convenors, co-convenors and members of various committees like Dramatics Society, Debating Society, Cultural Committee and Press Committee to name a few. The Council also invites names for convenors and co-convenors of important bodies like NSS and NCC. The entire procedure is transparent and democratic. Yet another effective and efficient instance of decentralization is the Provident Fund Committee and the Purchase Committee, constituted by the Staff Council which is extremely important for the functioning of the College. The PF Committee oversees PF investments, updating of records and disbursal of loans to ensure a judicious and transparent procedure, while the Purchase Committee ensures that quality materials are procured and standard purchase procedures as per Central Government and University norms are followed in all major and minor purchases.

Decentralization and participative management extends to students as well. The College recognizes a duly elected student body, the Student Council and the office bearers are a part of major institutional decisions. They actively engage with both faculty and the administration conveying the concerns of their peers and seeking amicable solutions to issues and grievances of students. Further, Class Representatives act as a link between the teachers and the rest of the class. In addition, each department has its own society with office bearers who organize various events and departmental activities.

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

Yes/No/Partial: Partial

Yes, the college has MIS for the following:

- Student Attendance
- Student Internal Assessment
- Library Information system (LIBWARE)
- Library Search Software OPAC
- Online Attendance Module
- Online Fee Module
- Government E Market
- Salary Package

6.2 Strategy Development and Deployment

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

- ❖ *Curriculum Development*
- Mata Sundri College for Women, being a constituent College of University of Delhi follows the curriculum prescribed by the University. However, faculty members from various departments such as Elementary Education, Mathematics, Commerce, Philosophy, History and Psychology serve as members of Committee of Courses of Delhi University and IGNOU for a periodic review of

curriculum.

❖ *Teaching and Learning*

- The Academic Committee promotes learning in the interdisciplinary space by organizing lectures and talks. This extends the structural and contextual boundaries of thought processes of the students. Further, departments developed linkages with international bodies for enhancement of teaching learning, The Department of Elementary Education held its first International Workshop in collaboration with Haute Ecole Pedagogique (HEP) Lausanne, Switzerland   Classroom teaching is augmented and enriched with relevant and exhaustive field trips, workshops and talks. Department of Psychology, Sanskrit and Elementary Education use field trips as a pedagogical tool. Smart classroom teaching is used by the Department of Elementary Education.

❖ *Examination and Evaluation*

- Evaluation of students is comprehensive and continuous. Multiple evaluation and assessment tools and procedures are used by the respective departments for the same including self-assessment and peer assessment. Mid-semester evaluation is conducted across the College.

❖ *Research and Development*

- Teachers are supported for attending conferences, seminars, FDPs and workshops. The College organized an FDP on *Structural Equation Modeling,* a National Seminar on *Literature and Discourse* and an International seminar on *Socio Cultural Study of Agriculture*. The faculty presented papers in National and International conferences, published in peer reviewed journals, edited books, and published book chapters and monographs. Teachers supervised doctoral research and students have been awarded their degrees. Students from Psychology department are encouraged to opt for a paper on dissertation. Research based project work is undertaken by students from the Department of Elementary Education.

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❖ *Library, ICT and Physical Infrastructure / Instrumentation*

- The total number of books in the library as on 29th March 2019 is 1,09,437. 1,528 books were added this academic year. The College subscribes to 70 journals and magazines and 17 newspapers. Existing infrastructure in laboratories was refurbished and upgraded. Up gradation of the College Website is also on the anvil.

❖ *Human Resource Management*

- Meticulous planning goes into human resource management. The Workload Committee of the College seeks the requirements from the departments for recruitment of faculty members. This requirement is generated by the Departments on the basis of student intake and the introduction of new courses. In addition, keeping in view the proposed superannuation of the faculty as well as other staff, information

is sought from the administration which supplies a duly prepared list of teachers and non-teaching staff due for retirement so that appointments as per University Rules may be made against these vacancies.

- ❖ *Industry Interaction / Collaboration*
  - An MOU has been signed between Mata Sundri College for Women and Microsoft AEP (9ledge Pro Pvt. Ltd.) to promote skill development programmes for students and faculty. The Placement Cell engages with various industrial houses to create a network for the benefit of students. ISA Global, Ernst and Young and Policy Baazar were some of the companies that visited the campus and interacted with students.
- ❖ *Admission of Students*

Procedure and norms laid down by Delhi University are followed.

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

- ❖ *Planning and Development*: Use of Gem portal for all major purchases. Notification of vacancies for manpower planning listed on the website.
- ❖ *Administration*: Ongoing extension of the existing MIS
- ❖ *Finance and Accounts*: TALLY
- ❖ *Student Admission and Support*: The complete process of admission is online supported by the University portal. Alumni registration is also conducted online.
- ❖ *Examination*: Attendance system and Internal Assessment is online.

6.3 *Faculty Empowerment Strategies*

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

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018-19	Dr.Indu Kumari	3rd RC Language (Hindi, Urdu and English), organized by UGC-Human Resource Development Centre, Jamia Millia Islamia, New Delhi, from 19th July 2018 to 08th August, 2018	-	550
2018-19	Dr.Lalita Meena	One Week Course on Gender Sensitization, organized by UGC-Human Resource Development Centre Jamia Millia Islamia, New Delhi, from 23rd July 2018 to 28th July 2018	-	550
2018-19	Dr.SarabjeetKaur	Paper presented on the topic, "Road to Spiritual Healing" at International Conference on "Integrating Traditional Indian Healing Practices with contemporary Western Health System" on 8th-9th January 2019, organized by Deptt. of Psychology, Daulat Ram College, DU	-	700

Year					
2018-19	Dr.Renu Arora	Faculty Development Programme On **Hands on Practice of Advanced Data Analysis Tools**, organized by Bharati College from15th December to 21st December 2018	-		600
2018-19	Dr.Gursharan Kaur	Faculty Development Programme On Disabilities Studies: Perspectives and Emerging Trends (For Humanities, Sciences, Commerce Teachers & Research Scholars), organized by Maitreyi College, from 17th-23rd December 2018	-		550
2018-19	Dr. Rouble Rani Sharma	10 days FDP on "University Functioning and Blended Learning", organized by Guru Angad Dev Teaching Learning Centre of MHRD, SGTB Khalsa College, DU, from 8th-20th December 2018	-		800
2018-19	Ms.Praveshika Mishra	10 days FDP on "University Functioning and Blended Learning", organized by Guru Angad Dev Teaching Learning Centre of MHRD, SGTB Khalsa College, DU, from 8th-20th December 2018	-		800
2018-19	Ms.ChetanKaur	10 days FDP on "University Functioning and Blended Learning", organized by Guru Angad Dev Teaching Learning Centre of MHRD, SGTB Khalsa College, DU, from 8th-20th December 2018	-		800
2018-19	Ms.ShivaniVerma	10 days FDP on "University Functioning and Blended Learning", organized by Guru Angad Dev Teaching Learning Centre of MHRD, SGTB Khalsa College, DU, from 8th-20th December 2018	-		800
2018-19	Dr.SapnaDhaliwal	10 days FDP on "University Functioning and Blended Learning", organized by Guru Angad Dev Teaching Learning Centre of MHRD, SGTB Khalsa College, DU, from 8th-20th December 2018	-		800

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2018	Two-day FDP on *Structural Equation Modelling* organised by Department of Commerce		16th -17th November 2018	**48**	**Nil**

2018	Four day **Capacity Building Workshop on Computers**	Four day **Capacity Building Workshop on Computers**	15th - 18th October 2018	**10**	10
2018	National Workshop on *"Sensitizing Disability"*	National Workshop on *"Sensitizing Disability"*	15th November 2018	**130**	10
2019		Gender Sensitization Workshop for non-teaching staff	4th April 2019		70
2018		Literacy Workshop for Support Staff	17th -21st December 2019		25

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

Title of the professional development programme	*Number of teachers who attended*	*Date and Duration (from – to)*
Orientation Programme	0	
UGC Sponsored Refresher Course, Jamia Islamia University	01	19th July-8th August 2018
Arpit Refresher Courses	03	10th December 2018- 28th February 2019
Short Term Course on Appreciation of Song Picturization in Indian Cinema conducted by Film and Television Institute	01	14th -15th July 2018
FDP on Innovations and Challenges	01	17th -21st July 2018
FDP on Structural Equation Modelling organized by Mata Sundri College for Women	14	16th -17th November 2018
FDP on E Learning, Pedagogy and ICT Tools in Higher Education organized by Guru Angad Dev Teaching Learning Centre of MHRD , SGTB Khalsa College	03	26th November 2018 -17th December 2018
FDP on University Functioning and Blended Learning, organized by MHRD Learning Centre of	07	8th -20th December 2018

SGTB Khalsa College		
FDP on *BhashaSahitya Media aurPariyavaran* organized by Hansraj College	04	10th -23rd December 2018
FDP on Data Analysis Using Software Packages	02	10th -23nd December 2018
FDP on Feminist Theories and Human Rights	03	15th -28th December 2018
FDP on Entrepreneurship, Motivation and Leadership	02	24th -30th December 2018
FDP on Survey Research	01	5th -11th March 2019
FDP on Contemporary, Tools, Techniques and Analysis Software Package in Research	02	4th -6th May 2019

6.3.4   Faculty and Staff recruitment (*no. for permanent/fulltime recruitment*):

Teaching		Non-teaching	
Permanent	Full-time	Permanent	Full-time/temporary
NIL	NIL	7	NIL

6.3.5 Welfare schemes for:

Teaching	PF, Gratuity, Medical Insurance, Cash incentive for paper presentation
Non-teaching	--
Students	166 students received fee concession from the Student Aid Fund (total amount in the fund is Rs.13, 88, 379). - Directorate of Higher Education, Government of NCT OF Delhi, has given Post Matric Scholarship for SC/ST/OBC/Minorities worth Rs.3000 for undergraduate students and Rs.6000 for post-graduate students. 32 students were given this scholarship out of which 4 students are pursuing post-graduation and the rest are undergraduates (16 were fresh applicants and 16 were renewal applicants). - Delhi University Scholarship was given to 2 students of post-graduation in the Department of Political Science. - Krishna (BCP/17/565) received financial aid worth Rs. 2500 from Delhi Sikh Gurdwara Management Committee for sports.

6.4 Financial Management and Resource Mobilization

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

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

Name of the non-government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
Usha Aggarwal Tejswity Scholarship	**Rs 7000/**	Scholarship
Suttan Chand Dropdi Scholarship	**Rs 7000/**	Scholarship
Prof. Jaswant Singh Phul	**Rs 7000/**	Scholarship

6.4.2 Total corpus fund generated

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No		
Administrative	No	No		

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

1. A Parent-Teacher Meeting was held on 30th March 2019. The main purpose of the meet was to create a common platform where parents and teachers come together to enrich the students' educational experiences and discuss various issues regarding their holistic development. During the centralized Parent-Teacher Meet, valuable suggestions and feedback from parent community was sought.

2. Parent Teacher Association/ has been formed in order to seek regular feedback and suggestions for Improvement.

3. Acknowledging the crucial role of parents as stakeholders, the Department of Elementary Education organized a Parent-Teacher Interaction for students of all four years in October 2018 and February 2019.

6.5.3 Development programmes for support staff (at least three)

1. Four day **Capacity Building Workshop on Computers was organized from** 15 – 18 October 2018.

2. . A **Literacy Workshop for Support Staff** was organized by the IQAC from 17 – 21 December 2018 in which 25 *safai karamcharis* participated. The aim of the workshop was to familiarize the participants with the English and Hindi alphabet and teach them basic banking skills like opening of bank accounts and filling of withdrawal and deposit slips.

3 **Gender Sensitization Workshop** for Non-Teaching Staff 4th April 2019.

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

- During the year, National and International lectures series and a National and International Seminar was organized on contemporary and socially relevant issues.
- Certificate Course on *Mastering the Stock Market* conducted by BSE
- Organization of Skill Development Workshops on Python and Advanced Excel conducted by Microsoft AEP (9ledgePro Pvt. Limited)
- Regular feedback from stakeholders collected and analyzed.

6.5.5

a. Submission of Data for AISHE portal   : (Yes /No) *Yes*
b. Participation in NIRF   : (Yes /No)No
c. ISO Certification   : (Yes /No) No
d. NBA or any other quality audit   : (Yes /No) No

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to------)	Number of participants
2018	Four Day **Capacity Building Workshop on Computers**	15th October 2018	15th – 18thOctober 2018	20
2018	Workshop to **familiarize the students with library software**	30th October 2018	October 2018	47
2018	**Literacy Workshop for Support Staff**	17th December 2018	17th - 21st December 2018	25
2018	National Workshop on **"Sensitizing Disability"**	15th November 2018	15th November 2018	140
2018	Inaugural Lecture of International Lecture Series on **"Position of Women in Sikh Religion"**	19th December 2018	19th December 2018	478
2019	1st National Lecture Series on the topic, **"Archives and Research"**	7th January 2019	7th January 2019	125
2019	**Workshop** on *Body Image Concerns in Young Adults* in collaboration with Department of Psychology	5th February 2019	5th February 2019	40
2019	**Workshop on Intellectual Property Rights**	5th March 2019	5th March 2019	250

Criterion VII –Institutional Values And Best Practices

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period (from-to)	Participants	
		Female	Male
Lecture on *Position of Women in Sikhism*	19/12/2018	466	12
Theatrical performance *Halala*	11/01/2019	500 (total)	-
Poster Making Competition on Death Penalty Law: *Rape Roko*	02/11/2018	10	Nil
Lecture on Prevention of Sexual Harassment of Women at Workplace, Act (2013)	05/09/2018	300	-
Gender Sensitization Programme for Non-Teaching Staff	04/04/2019	25	45
Josh Talks	10/1/2019	250	-

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

- Department of Environmental Science organized a competition entitled, *Eco-Evolution* (Conceptual model competition for countering environmental issues) on 21st February 2019, for all undergraduate non science students of Delhi University.
- Students attended a FB live lecture by Sunita Narain (Director General, Centre for Science and Environment, New Delhi) on Solid Waste Management on January 30th 2019.
- Field Excursions were organized to Aravalli Biodiversity Park and Yamuna Biodiversity Park where students were sensitized about environmental issues by principal Scientists and Nature Education team officers. In addition they were provided with an opportunity to interact with experts to learn about different Ecosystems, Biodiversity analysis, Pollution Control, Natural Resources, Population Explosion and Ecological processes during these visits.
- Students participated in a quiz program on Conservation of Energy Resources organized by Petroleum Conservation Research Association Government of India on 15 February 2019.
- The College won 4 prizes in different categories, one Best Mali Award, a 3rd prize and 3 Consolation Prizes at the 61st Annual Flower Show of Delhi University held on 1 March 2019.
- Tree plantation drive was organized on the campus.
- In an endeavour to develop a sense of social and civic responsibility, 24 NSS students completed an MHRD certified internship i.e. *Swachh Bharat Summer Internship Program* of 100 hours.
- Three *Swachhta Pakhwaras* of 15 days were held from August to October, where students performed *nukkad natak*, organized rallies and carried out door to door campaigning and other activities related to spreading awareness about health and hygiene.
- World Water Day observed on 22 March 2019.

- Modalities for installation of Solar panels in a few areas of the College are being worked out.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	28
Provision for lift	Yes	28
Ramp/ Rails	Yes	28
Braille Software/facilities	Yes	28
Rest Rooms	Yes	28
Scribes for examination	Yes	24
Special skill development for differently abled students	No	-
Any other similar facility	Full Fee Concession	24

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018-19	1	1	2018-19	*Swachhta Pakhwara*	Spread of awareness about health & hygiene	55
2018-19	1	1	2018-19	B.El.Ed school collaboration	Teachers and students from the Department of Elementary Education have collaborated with two schools in the neighbouring area, Kamlesh Balika Vidyalaya and S. Harkishan School, Mata Sundri Lane. Workshops and	99 49 from 3rd year 50 from 2nd year

					other activities are organized for students.	

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Library Handbook	April 2019	The handbook contains a code of conduct for students using the library and is displayed at a prominent place in the library. It contains information about the library and rules and regulations to be followed.
College Prospectus	June 2018	Students seeking admission to the College are provided complete information about the courses, departments, extra curricular activities and University rules and regulations through the prospectus.

7.1.6 Activities conducted for promotion of Universal Values and Ethics

Activity	Duration (from---to)	Number of participants
Essay Writing Competition on BhaiGhanaiyaJi	20/09/2018	28
Essay Writing Competition on Life and Views of Shri Guru Nanak DevJi	15/11/2018	31
Periodic lecture series on *Purusharthas*: *An Ordinary Man's Guide to Extraordinary Happiness*	17/01/2019	110
National Workshop on *Sensitizing Disability*	15/11/2019	130
BaniKirtan Competition	11-10-2019 to 12-10-2019	1113 participants from different schools and colleges across Delhi
Nagar Kirtan	22-11-2018 and 6-1-2019	53 for 22-11-2018 and 20 for 6-1-2019

Divinity Trip	21-4-2019	71

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)
- Tube Lights, CFL and Incandescent Bulbs are replaced with LED bulbs.   - Notices and posters have been put up in all the class rooms and laboratories requesting students and faculty members to switch off fans, lights and computers before leaving.   - Canteen management has been asked to implement the policy of zero thermo coal and plastic on the campus.   - Separate trash cans have been put on the campus for waste segregation.   - Notices asking students and staff to turn off taps after use have been put up in the toilets.

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
Best practices: http://mscw.ac.in/Bestpractices.aspx

1.Inclusive Social Awareness through Academic Endeavours

Goal

- **To sensitize students about socially relevant issues through academic programs like seminars and workshops.**
- **To expose them to opinions of intellectuals on the subject.**
- **To engage students in conducting academic activities for the support staff of the College.**

   Context

Students need to be made aware of social issues plaguing the society. The aim was to sensitize students about gender issues and concerns of marginalized communities. In consonance with this, seminars, lectures, workshops and plays were organized by the institution. For instance, through International Seminar on *Socio Cultural Study of Agriculture* the plight of the farmer was depicted and the seminar was driven to make urban residents aware of the rural crisis and challenges. Similarly, a *Literacy Workshop* conducted for support staff was an academic endeavour aimed at creating a more inclusive environment in the College.

Practice

- **Gender Sensitization : Play *Halala* on Triple Talaq**
- **International lecture on *Position of Women in Sikh Religion***
- **National Workshop on *Sensitizing Disability***
- **National Seminar on *Literature and Discourse* which addressed the discourses of marginalized communities such as women and Dalits**
- **International Seminar on *Socio Cultural Study of Agriculture***

- *Literacy Workshop for Support Staff*

Evidence of success

These endeavours saw large scale participation of faculty and students.

Problems

Organizing these activities on a large scale proved to be a challenge.

2. *Innovation in Teaching Learning: Interdisciplinary lectures organized by the Academic Committee of the College*

*Context***: The aim was to encourage innovative practices in teaching learning. The overall objective was to promote critical thinking and creativity amongst students and help them build general awareness beyond their own fixed syllabi.**

*Practice***: During the odd semester (July- November 2018) interdisciplinary lectures were organized for final year students of B.A. (Honours) course. This was followed by a class test. Special care was taken to see that this program percolated down to every student in the class.**

*Evidence of success***: The feedback received from students was generally positive as many of them were of the view that this endeavour deepened their learning experience and allowed them to make connections between ideas and concepts across different disciplinary boundaries.**

*Problems***: Initially, it was difficult to convince the students that this practice would be beneficial as they were hesitant to participate in an exercise that necessitated listening to lectures that were outside the boundary of the   fixed syllabi.**

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust

http://mscw.ac.in/college_distinctiveness.aspx

Institutional Distinctiveness

Mata Sundri College for Women stands out in its distinctive endeavour for blending traditional values with modernity. The pedagogy used is contemporary, thereby keeping students in line with the changing scenario in the educational arena at the same time amalgamating this with traditional value systems. The College is named after Mata SundriJi, the consort of the Tenth Guru, Guru Gobind Singh Ji who was the first leader of the Khalsa. The institution was established with an aim to propagate the great mother's cherished ideals of service, leadership and social responsibility among young women with the motto, '*Truth is the highest of all virtues but true living is higher still*'. The College cherishes the values of respect, tolerance and co-operation. The point of view of every individual is given attention and students are oriented to issues of national and global relevance. Besides academic excellence, students are encouraged to strive for an appreciation of arts and aesthetics, intellectual excellence and creativity. An environment of holistic learning exists with an objective to make students good citizens with high moral values and an attempt is made to inculcate empathy for less privileged sections of society.

Non Collegiate Women's Education Board (NCWEB)is a distinctive endeavour of the College to support the cause of underprivileged women's education making it more accessible to all segments of society. We offer B.A. and B.Com. Program courses to disadvantaged students at a nominal fee. Classes are held on Sundays and during academic breaks and students are free to pursue skill development courses and regular jobs during the weekdays. NCWEB organizes multifarious activities like, Special Lectures, Sports Day and Annual Day as well as career counselling sessions for all-around personality development. Cultural programmes and competitions are organized as well, so that the students get an opportunity to participate in extra-curricular activities along with their regular studies so as not to miss out on a normal college life.
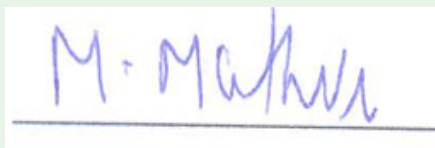
The *Divinity Society* of the College is integral to dissemination of values, which form the foundation of the institution and are an endeavour to instill spiritual values among students. To emphasize upon the virtues of egalitarianism and harmony, *langar* is distributed during occasions like Bani Kirtan competition and Mata Sundri Smriti Diwas held at the College. As per tradition, the *Arambh Shri Sehaj Path* is organized on the Orientation Day to bless the students at the beginning of the academic session and at the end, a similar program is held in the Gurdwara for the outgoing students. As a practice, students, faculty and staff members hold *kirtan*in the College Gurdwara every Thursday and all members are encouraged

participate. The Bani and Kirtan competition, is a unique endeavour of the College to generate awareness about spiritual teachings of the apostles of the faith. There exists a tradition of participating in *Nagar Kirtans* which is a practice of involving students in a community event. In addition, the College organizes an annual Divinity trip to highlight the historical contribution made by various figures to promote the creation of an egalitarian society.
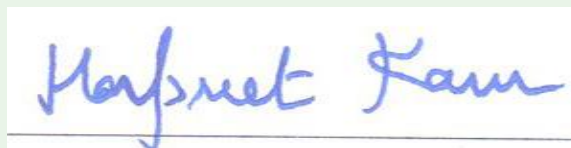
Future Plan of action for the next Academic Year (500 words)

- **To conduct Remedial English Language Classes for students. The classes will aim at providing controlled to guided assistance to students and help them hone their basic language skills. Teaching will be conducted using worksheets and reading sheets in class.**
- **To start new Certificate Courses. The Department of Physical Education is planning to start a Certificate Course on Aerobics Training in association with Indian Association of Sports for All and also a course on Health and Nutrition.**
- **To increase the number of outreach and extension activities with the help of NSS. The institution is planning to distribute medical kits in the neighbouring areas in order to engage with the local community as well as organize a medical camp for its students.**
- **Up gradation of the College website. A qualitative revamp of the website is on the anvil. It is proposed that the website be made bilingual as well as disabled friendly and accessible.**
- **To further the cause of creating an inclusive environment in the College, the institution is planning to conduct another Literacy Workshop of a more advanced level for its Support Staff. It is also proposed that a Computer Literacy Program be organized for the support staff in order to familiarize them with technology.**
- **It is also proposed that the Library Internship Program continue with more students being encouraged to join it.**
- **To conduct Academic and Administrative Audit.**
- **To ensure quality teaching and strengthening of research activities among faculty members.**
- **To strengthen the Alumni Network and also get the Alumni Association registered.**
- **Collaboration with International Institutions for academic purposes is also under process.**

Name   *Dr. Manisha Mathur*   *Name*   *Dr. Harpreet Kaur*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*