YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Delhi College of Arts & Commerce
• Name of the Head of the institution	Prof. Rajiv Chopra
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01124109821
• Mobile No:	9818628832
• Registered e-mail	principal@dcac.du.ac.in
• Alternate e-mail	principladcac@gmail.com
• Address	Netaji Nagar, New Delhi
• City/Town	Delhi
• State/UT	Delhi
• Pin Code	110023
2.Institutional status	
• Affiliated / Constitution Colleges	Constitution College
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**University of Delhi**
• Name of the IQAC Coordinator	**Prof.Srikant Pandey**
• Phone No.	**01124109821**
• Alternate phone No.	**01124109821**
• Mobile	**9811073507**
• IQAC e-mail address	**iqac.2022@dcac.du.ac.in**
• Alternate e-mail address	**srikantpandey7@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://dcac.du.ac.in/allaqar
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://dcac.du.ac.in/documents/Academic_Calender/AcademicCalender2021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B+**	**2.52**	**2017**	**09/06/2017**	**08/06/2022**

6.Date of Establishment of IQAC	**14/03/2014**

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
Delhi College of Arts & Commerce	**OH-36 & OH-31**	**University Grants Commission**	**2021-2022**	**3822.29 Lakhs**
Delhi College of Arts & Commerce	**Graint-in-aid**	**Delhi Government NCT of Delhi**	**2021-2022**	**35.00 Lakhs**

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	`11`
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	`No`
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	`No`
• If yes, mention the amount	

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

`1.Academic :Recruitments and Promotions of Human resources of the institution; teaching and non- teaching both. Organizing a workshop by the department of Hindi in collaboration with Jai Shankar Prasad foundation from 14-18 September 2021; initiate organization of FDP`

`2.Infrastructure development : Physical as well as technical upgrade/ updating, particularly of the Library , ICT facility and computer labs; repair/ renovation and construction (SPS) of rooms behind the library for augmentation of infrastructure; feasibility for developing/ upgrading seminar rooms; restoration and restructuring of the canteen and enhancing security through reinforcing CCTV Surveillance`

`3.Celebrating Amrit Mahotsav, organizing an international Yoga e-conclave.`

`4.Enrolment for the NIRF`

`5.Skill enhancement and resource generation through MOU`

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
Filling of all the teaching and non-teaching posts along with completion of promotions	**The college has screened all the applications due for promotion and recruitment for both teaching and non-teaching positions and has concluded many promotions and appointments.**
Incorporation of entrepreneurial skills and generation of resources; the college has planned to start various add-on courses	**The college has started an add-on course- Digital Marketing. Also offered the Certificate, Diplomas and Advanced Diploma courses in 3 languages i.e. French, German and Spanish.**
Infrastructural renovations to have optimum utilization of resources	**The college has renovated the canteen, computer labs and library to provide the students the best of the opportunities and platform. The library was technically equipped with IT facilities.**
Continuous students feedback mechanism	**The college has created a system where course wise students meet with the Principal regularly to share their feedback and concerns.**
To create awareness about modern Indian languages	**Department of Hindi in collaboration with Jai Shankar Prasad foundation from 14-18 September 2021has organized a workshop, also organized sessions like Natak aur Rangmanch Kalan, Digital Madhyam aur Sahitya, Kavita Lekhan k Bindu**
Participation in NIRF 2021 Rankings	**NIRF Data Submitted and College ranked in band of 101-150 in 2021 Rankings**
Providing safe environment to all the stakeholders	**CCTV surveillance has been ensured**
Sensitivity towards mental,	**Under Project Sensitization,**

physical and emotional health	many activities has been conducted such as the World Elder Abuse Awareness Day, Yoga and mental health, refugees and their problems, the month of Pride, Gym vs Yoga ,World Youth Skill Day,etc.(mental health committee,psychiatric counselor, nurse)
Empowering the students as well as the faculties with the holistic development and learn soft skills	Skill development committee was constituted which has organized various online sessions and offline workshops to inculcate soft skills such as photography workshop, role of subconscious mind in the enhancement of the skills, interviewing skills for success etc.
More opportunities to students for economic empowerment	Fee Assistance Committee looks into the matter of providing financial support to needy students
Implementation of NEP	Formation of NEP committee

13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	16/06/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
YES	13/02/2023

15.Multidisciplinary / interdisciplinary

Taking a cue from the NEP (National Education Policy) 2020, the college has re-energized and reemphasized the need to bring in holistic and multidisciplinary learning at all the levels starting

from introducing skill enhancement courses at the undergraduate curriculum level to promote soft skills such as communication, discussions and debate amongst the students on a regular basis..

The Environmental Society PRAKRITI of the college is doing a tremendous job in protecting, promoting and propagating environment and related issues and concerns as a part of community service.

As a part of the curriculum at the undergraduate level cross disciplinary/ Interdisciplinary thinking is encouraged among the students. More efforts will be undertaken to create research aptitude amongst students by involving them in critical thinking and problem solving

The range of Generic Elective and Skill Enhancement Course papers offered at the curriculum level at the college promotes the multidisciplinary approach.

16.Academic bank of credits (ABC):

The UGCF 2022 curriculum has framework for earning and accumulation of credits in the Academic Bank of Credits (ABC). Academic Bank of Credit (ABC) is a national-level credit-based, student-centric, and highly flexible digital platform for students to store their academic credits earned from various recognized Higher Educational Institutions (HEIs).

ABC shall provide a variety of services such as credit accumulation, credit verification, credit redemption, credit exchange and authentication of academic awards from one program to another providing an opportunity to the student for multiple entry and multiple exit. It provides a flexibility to the students to choose their own learning path to attain a Certificate/Degree/ Diploma/ etc. for a lifelong at their own pace. It will enable them to choose the other course in other university/institution across the nation.

Delhi College of Arts & Commerce is one of the constituent of University of Delhi and college formally implement the Academic Bank of Credits (ABC) as soon as the University makes it available.

17.Skill development:

The NEP 2020 envisages impacting life skill as well as technical and professional skills as part of holistic education. The college has Skill development Committee which specifically work towards the

holistic development of the students in terms of imparting soft skills and providing hand on experience of technical skills also. The committee has organized various webinars and workshops such as

1. Artificial Intelligence in skill building
2. Photography workshop
3. Role of subconscious mind in the enhancement of the skills
4. Interviewing skills for success

The college has offered add-on certificate/Diploma/Advanced Diploma courses in foreign languages (German, French and Spanish), add-on course of Digital Marketing in order to promote vocational education.

The college department has offered many skills enhancements papers to graduation students. i.e. Entrepreneurship, Collective bargaining & Negotiation skills, Conflict & peace building, Data Visualization using R, Archives & Museum, cybercrime and laws , Data Analysis, Digital Marketing, Introduction to creative writing, Literature in cross culture, mode of creative writing, IT Skills and Data Analysis, Based IT Tools, Visual Communication, Personal Financial planning, Negotiation and leadership, Personality Development etc.

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

The college promotes the objective of teaching students to learn about, integrate and apply the knowledge of traditional knowledge to real-life situations. Further, the college organizes workshops to train students and works towards the revitalistation of cultural resources such as folk songs for communicating positive messages in society.

The College follows bilingual mode for classroom teaching and for all other activities. In addition, many of the faculties are well-versed with the vernacular languages (such as Punjabi, Haryanvi, Bhojpuri and Rajasthani) and are confident about being able to teach bilingually. The Hindi language is one of the subjects taught to students of B.A. (Program).

The English Department of the College offers the following two interdisciplinary Generic Elective papers to make students aware of the linguistic diversity of our country: (a) Readings on Indian Diversities and Literary Movements; and (b) Language, Literature and Culture.

At the honours level students study two papers "Classical Indian Literature" and "Indian Literature in English Translation" which enlighten them on India's rich literary and cultural heritage.

The college has separate yoga room for the alignment of body, soul and mind. Also, celebrated the Yoga International Day to strengthen the importance of Indian ancient culture.

The college has many societies which organize different cultural program to promote Indian culture and traditions. The College developed a collaborative model to work in order to train adolescents from different ethnic communities to use their folk resources for community messaging against social maladies. Raising awareness about the possibility of integrating traditional Indian knowledge systems in our contemporary life practices through National Service Scheme (NSS), various Workshop and Training Program

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

Transforming a curriculum towards Outcome-Based Education (OBE) is a significant endeavor for educational institutions, and it involves several institutional initiatives to ensure its successful implementation.. The College is affiliated with the University of Delhi and follows its designed curriculum strictly. The learning outcomes of each course are inbuilt into the prescribed syllabi and play a vital role in determining and planning the teaching, learning, and assessment strategies. The faculties promote active learning approaches that engage students in the learning process. This can include problem-based learning, group projects, case studies, simulations, and hands-on experiences, all of which emphasize achieving specific learning outcomes. Adequate resources, including materials, technology, and personnel, are allocated to support the implementation of OBE. This may include investing in learning management systems, assessment tools, and professional development for faculty.

20.Distance education/online education:

The college is in the process of introducing School of Open learning (SOL) classes from the year 2022-23 as a center.

Extended Profile

1.Programme

1.1   **11**

Number of courses offered by the institution across all programs

during the year

File Description	Documents
Data Template	View File

2.Student

2.1   **2454**

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **468**

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   **689**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **90**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2   **110**

Number of Sanctioned posts during the year

Extended Profile	
1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**11**

File Description	Documents
Data Template	[View File](#)

2.Student	
2.1 Number of students during the year	**2454**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**468**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**689**

File Description	Documents
Data Template	[View File](#)

3.Academic	
3.1 Number of full time teachers during the year	**90**

File Description	Documents
Data Template	[View File](#)

3.2	110
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	59
Total number of Classrooms and Seminar halls	
4.2	40.69
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	861
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

Delhi College of Arts & Commerce (DCAC) is a constituent college of the University of Delhi and follows the Choice Based Credit System (CBCS) and Learning Outcome-based Curriculum Framework (LOCF) for its undergraduate programmes, the syllabiof which aredesigned and prescribed by the University. All the curricular aspects of the courses abide by the ordinances and guidelines of the University of Delhi. For effective implementation of the curriculum, the vision and objectives of the college are given utmost importance. The vision and mission of the college are reflected in the commitment of the college to provide a holistic development of the students. After the nationwide lockdown and the suspension of physical classes due to the pandemic in the month of March 2020, the institution and its faculty members since adopted online teaching tools for the completion of the syllabus. The college also prepared its students for the the Open Book Examinations by conducting mock-tests at the college level. The college shifted to an offline mode of teaching in February2022

following the guidelines of the University.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.du.ac.in/index.php?page=under-graduate

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

The teaching schedule of all faculty members followed the academic calendar designed by the University, which had to be revised from time to time given that the second half of the academic year moved to an offline mode of teaching. Teaching and conduct of examinations were also held both in online as well as offline mode. A continuous system of evaluation was put in place. Conduct, evaluation and compilation of Internal Assessment was done strictly according to the guidelines prescribed by the Examination Branch of the University of Delhi. The syllabus and timing of these assessments were communicated to the students well in advance. In addition to formal assessments, revision work, quizzes and student presentations formed an integral part of the teaching-learning process. The Internal Assessment marks obtained by the students were uploaded on the University website at the appropriate time.

File Description	Documents
Upload relevant supporting documents	**No File Uploaded**
Link for Additional information	https://exam.du.ac.in/old/pdf/202106/Guidelines%20p https://exam.du.ac.in/old/pdf/202106/Notification%20dated%2018.11.21%20regarding%20guidelines%20of%20OBE%20for%20Divyaang%20(PwBD)-ND2021.pdf https://exam.du.ac.in/old/pdf/202106/Noification%20regarding%20Conduct%20of%20PG%20(1)-Nov2021.pdf https://exam.du.ac.in/old/pdf/202106/notification%20couduct%20of%20examinations-OCT2021.pdfolicies%20related%20with%20conduct%20of%20OBE-08-12-2021.pdf https://www.du.ac.in/index.php?mact=News,cntnt01,detail,0&cntnt01articleid=2914&cntnt01returnid=219 https://www.du.ac.in/index.php?mact=News,cntnt01,detail,0&cntnt01articleid=2915&cntnt01returnid=219 https://www.du.ac.in/uploads/new-web/09082021_Academic-Calender.pdf https://www.du.ac.in/uploads/new-web/notifications-2021/24062021_academic-calender.pdf

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

11

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)

9

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

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

250

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

220

File Description	Documents
Any additional information	**No File Uploaded**
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

At DCAC, we are dedicated to providing a well-rounded and comprehensive education that goes beyond academic excellence. We understand the importance of addressing cross-cutting issues that shape not only our students' professional lives but also their role as responsible global citizens. To achieve this, DU has seamlessly integrated key aspects of Professional Ethics, Gender, Human Values, Environment and Sustainability into its curriculum. This integration ensures that our graduates are not only equipped with the necessary knowledge and skills for their chosen fields but are also well prepared to contribute positively to society and address the multifaceted challenges of our times. Several papers related to Professional Ethics, Gender, Human Values, Environment and Sustainability are offered by various departments as Core, DSE, GE, SEC,AECC etc. papers. See the attached files for details.

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

11

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

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

7

File Description	Documents
Any additional information	[View File]
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	**D. Any 1 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://docs.google.com/forms/d/e/1FAIpQLS fG9-7A2AhQTA8ACjcs4vGvOPkBY1C6_Sw2iFo1DZlO GSOzHA/viewform?pli=1

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

728

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

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

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

361

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

2.2 - Catering to Student Diversity

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

Each class is divided into tutorial groups of 08-15 students and during tutorial periods teachers address the specific concerns of each student.

Advanced learners are encouraged to participate in inter-college and intra-college competitions, and present papers at various events. They are also guided to publish papers, articles, stories etc. in college magazines and beyond. Invited lectures by eminent scholars from industry and academia are organized from time to time to stimulate such students. Many of our students also get selected as interns for various established companies and start-ups and acquire hands-on industry experience. Further, to motivate and reward such students, various informal scholarships have been initiated by the college faculty members that are awarded to students from time to time.

Tutorials are particularly helpful for the growth of slow learners. It is during tutorials that specific issues in their assignments are discussed and addressed. Teachers also remain available beyond official class hours to respond to the concerns of such students.

File Description	Documents
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
2447	**90**

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

Departments at DCAC conduct innovative programs which stimulate the creative ability of students and provide them a platform to nurture their problem-solving skills and ensure participative learning. They provide an effective platform for students to develop the latest skills, knowledge, attitude, values to shape their behaviour in the correct manner. Teachers make classes as interactive as possible by imparting lessons through PowerPoint presentations, streaming videos, organising quizzes to make learning interesting besides oral presentation methods. The faculty members engage students in the class by motivating student participation in group discussion, role-play, subject quiz, news analysis, discussion, and questions and answers on current affairs.

Various assignments and projects promote critical thinking and enhance students' problem solving abilities. Students are assigned problem-based tasks that can be completed either individually or in groups. These assignments require students to research the given topics, thereby boosting their self-assurance, improving their writing abilities, refining their writing style, and fostering an interest in research activities. Furthermore, class presentations allow students to showcase their work to the entire class, helping them overcome stage fright and enhance their public speaking skills. Group activity and class presentations also foster participative and peer learning.

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 technologies are used in a variety of ways to improve the teaching-learning process at DCAC. Digital tools such as video

conferencing platforms, learning management systems, and online collaboration tools have become essential for delivering lessons, engaging with students, and managing coursework.Various departments/courses make use of different software/applications based on their specific requirements. For instance, teachers of the Commerce department train their students to use SPSS, MS Excel and Tally ERP 9. Journalism Department teachers introduce students to applications/software such as CorelDRAW, Quark Express, Adobe InDesign, Adobe Photoshop, Canva, Audacity, Final Cut Pro and Adobe Premiere Pro.Students of Computer Science learn to use tools such as Macromedia Flash*, SQL Workbench and PHP. Apart from these, teachers from across departments make use of Google Classroom and MS Office for an effective teaching-learning process. Students are also informed about and encouraged to join various online courses on platforms such as SWAYAM, e-PG Pathshala, Coursera and edX. Teachers also harnessed the power of YouTube and made videos lessons for the students during online classes and shared it on various digital platforms.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://dcac.du.ac.in/home/pages/computer-lab

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

0

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

2.4 - Teacher Profile and Quality

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

90

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

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

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

50

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

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

2.4.3.1 - Total experience of full-time teachers

1129

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

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and

mode. Write description within 200 words.

2021-22 academic session was conducted in online mode till 16 February 2022. The University issued special guidelines for computing and compiling marks for Internal Assessments of odd semesters, keeping in mind the fact that some students did not have easy and regular access to online means of learning. In most cases, the usual 5% marks assigned for attendance were waived off as per the University's guidelines. 25% marks for Internal Assessment were based on assignments/quizzes / and practicals. Assignments were submitted by students over email, quizzes were submitted through Google Forms and practicals were conducted over Google Meet. After compilation, the Internal Assessment marks were shared with the students by the respective faculty members for redressal / any clarifications from the students.

For the even semesters, the university issued guidelines to revert to the earlier pattern whereby 5 % of Internal Assessment marks were assigned for attendance and the rest for tests and assignments. Teachers explained the criteria used for evaluating tests and assignments to the students and provided inputs for improvement. The Internal and external practicals were conducted as per DU norms and the communication for the same was made through the college website and College noticeboard.

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

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

In 2021-22, owing to the pandemic situation, Internal Assessment marks of odd semesters were communicated to students online by individual teachers. In cases where discrepancies were found between marks awarded and marks printed on the award sheet prepared by the University, the Open Book Examination Nodal Officer and their team assisted students in getting the errors rectified.

From 17 February 2022 when the physical classes resumed Internal Assessment scores were communicated to students during classes and also online, and grievances if any were addressed.

File Description	Documents
Any additional information	View File
Link for additional information	https://dcac.du.ac.in/assets/pdf/Staff%20Council%20Committees%202021-2023.pdf

2.6 - Student Performance and Learning Outcomes

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

The college follows the Learning Outcome based Curriculum Framework (LOCF) laid out by the University of Delhi. LOCF envisions to provide a focused, outcome-based syllabus at the undergraduate level with an agenda to structure the teaching learning experiences in a more student-centric manner. Each undergraduate course elaborates on the course objectives and learning outcomes. A detailed course outline, prescribed and suggested reading list (revised periodically), teaching-learning process and assessment methods are clearly specified and available at the respective Department's website. Most faculty members attend and engage in meetings conducted regularly at the University Departments to revise the references and the revised reading list is available for all faculty members and students on the website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.du.ac.in/index.php?page=revised-syllabi-2019-2020
Upload COs for all courses (exemplars from Glossary)	View File

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

Programme and course outcomes are assessed and evaluated as per the norms/scheme laid out by the University of Delhi. The final course outcome is continuously evaluated through the performance of students, which is analyzed at the end of each semester. The college regularly collates data on students' performance in examinations and overall pass percentage. Students securing first and second positions in University examinations are felicitated

during the College's Annual Day.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.du.ac.in/index.php?page=revised-syllabi-ug

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

660

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://dcac.du.ac.in/documents/Annual_Report/AnnualReport2021.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://dcac.du.ac.in/documents/AQAR/pdf/pdf21/2.7.1.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)

1247266

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

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

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

1247266

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

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

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

110

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

3.2 - Research Publications and Awards

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

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

84

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](#)

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

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

19

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

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

DCAC has a robust tradition of breaking beyond its campus walls to carry out awareness campaigns, cleanliness drives and disseminate useful information in the neighborhood community. NSSorganized Thalassemia Day & Blood Donation in collaboration with Sattvika Shri Hari Ram Foundation.90 volunteers worked under Poshan Pakhwada & Swachata Pakhwada schemes.

Landmark events were observed on Kargil Diwas, Gandhi Jayanti, Ekta Diwas, Parakram Diwas, Doctors Day. Project Sensitization carried out awareness programs & observed Pride month.Weeklong activities marked Azadi ka Amrit Mahotsav at All-India level.

The NCC unit conducted activitieswith 7 DBN, the Battalion HQ. 6

cadets got recommended for the Defence Forces, 3 for the Delhi Directorate's contingent on Republic Day.

Enactus DCAC's Project Taaleem provided education model,set up community libraries & partnering with Adani Foundation provided furniture for Taleem centres; Project Zaraat worked towards minimizing post-harvest losses by equippingfarmer community with eco-friendly storage solutions.

Project Tanzeal continued providing education to underprivileged children & organized a talent show & Nukkad Natak for them.

Volunteers of Environment Society, Prakriti conducted cleanliness drive "There is no Earth B" outside the campus & collected 31 kg of plastic and 75 kg of non-plastic from Delhi Ridge Forest.

File Description	Documents
Paste link for additional information	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/3.3.1.pdf
Upload any additional information	View File

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

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

7

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

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

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

YRC etc., during the year

56

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 last year (Data Template)	View File

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

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

2382

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

3.4 - Collaboration

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

136

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities,

industries, corporate houses etc. during the year

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

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
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.

College's old Block boasts of Multipurpose Hall, Media lab,7 Department rooms,34 classrooms; rooms meant for locker, Seminar, medical emergency, various Cells, NSS, GCR, Counsellor, Add-on courses, Caretaker, Records, Staff, Dramatic Society, SOL Examination Control, College Examination Control, Sulabh employees; 10washrooms, & RO water cooler on each floor.

New Block has Principal's, P.A.'s, Administrative & Accounts offices, Pantry, Establishment Room, Gymnasium, Equal Opportunity Cell with 10 desktops, 23 classrooms,1 Server Room, 1 Store Room, 3 Department Rooms ,1Seminar Room.The double-storied library has 2 Stack Halls, separate Reading Rooms for students and teachers, reading room gallery & E-resource room. It hasplagiarism-checking software (Urkund). 4 computer labs serve as dynamic spaces where students harness the power of technology & boast of 150 Desktop PCs, 711 Laptops, 3 Servers, 14 Printers, 2 Scanners, 2 Photocopy machines to integrate information and communication technology into the teaching-learning processes. College has Wi-Fi connectivity, granting students and faculty access via their designated Login IDs. The IQAC Room cum UGC Resource Centre stand as beacon of academic excellence, fostering research, innovation, and continuous improvement in pedagogy. College features a stationery shop with photocopy machine. A comprehensive CCTV

surveillance system with 59 cameras is in place.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/4.1.1.pdf

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

The campus encompasses enormous facilities for sports activities- for outdoors there aresmall-scale football pitch, volleyball court (60x30 feet) & synthetic basketball court of standard dimensions ; for indoors-Carrom Board, Chess, and Table Tennis. A modern multi-Gymnasium facility is available with trained Yoga instructor to foster holistic wellness.Cultural groups thrive on campus.The Dramatics Society, Leher, actively engages in theatrical events, including Mood Indigo and Noida Rang Mahotsav.Photographic Society affiliated with Delhi University organizes photo walks, seminars, and online events. Styluss, the Fashion Society, were victorious in many collegiate events focused on cosmetics, style, and design. The project undertaken by Enactus DCAC, namely Taaleem and Zaraat have produced productive outcomes. The Dance Society, Driftup, has garnered attention via its noteworthy performances. These societies offer diverse possibilities for personal and social development. Rooms are specifically allocated for NSS, NCC, Placement,SC/ST, OBC, & North-East Cells, Dramatic society,Alumni meetings & various cultural activities and rehearsals. The available seating areas surrounding the Canteen and the Music Room provide students with ample space for engaging in recreational activities. Counselling sessions are provided to students by a certified counsellor in the designated Counsellor Room located in the old Block of the college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/4.1.2.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart

class, LMS, etc.

24

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

24

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/4.1.3.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)

3559500

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

4.2 - Library as a Learning Resource

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

A college library is a crucial academic resource for both faculty and students. The fully automated college library boasts a collection of approximately 61,819 books and subscribes to 23 magazines and 13 newspapers. It also provides access to E-resource services through DULS and N-LIST subscriptions, which are accessible remotely. The library is fully air-conditioned, IT-

enabled, and under CCTV surveillance. It features separate reading rooms for faculty and students. The library's homepage provides information on library rules, services, staff, timing, Web OPAC, and more. The library is fully automated, utilizing KOHA-open-source integrated software with web-OPAC facilities. It also employs RFID (Radio Frequency Identification) technology for efficient library management. This includes RFID-enabled library cards, a self-circulation desk for quick and easy book borrowing and returning, and email notifications for each book transaction. The library has implemented a Digital entry reader system and D-Space (Digital repository software). These platforms allow faculty, students, and staff to share research work, activities, and events. They also provide remote access to syllabuses, question papers, and journalism projects. It provides software and BRAILLE books to help visually challenged students access their course content.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/4.2.1.pdf

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)

420283

File Description	Documents
Any additional information	View File
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

16291

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

4.3 - IT Infrastructure

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

College boasts of a fully Wi-Fi enabled campus. To facilitate teaching-learning process, students & faculty have access to computers and internet facility in college. Students aregiven Wi-Fi authorized user ID and password allowing their devices internet access. Out of the total 711 laptops accessible in the 4 computer labs, 680 are exclusively for students use, rest 14 for the faculty. For thedifferently-abled,Equal Opportunity Cell is equipped with 17 laptops ,all with JAWS, & 10 desktop PCs.UGC Resource Centre, with 10 desktop computers with Internet access, printing, and scanning facilities is reserved for faculty's use.College library is equipped withseveral desktops and a printerconnected to the college Internet. College has 4 fully air-conditioned computer labs,each with CCTV cameras and LAN access.College's Administrative Blockis fully equipped with theCCTV cameras scanners, printers, each connected to the college's centralised internet connection. Each lab is fitted with the latest internet servers, printers, desktop computers, laptops, LCD projectors, and scanners. College maintains a well-designed website allowing it to communicate timely information to its stakeholders and the general public too. The website is routinely updated to keep students and professors updated with the essential

information.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/4.3.1.pdf

4.3.2 - Number of Computers

861

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	[View File](#)

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

3559500

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.

College takes full responsibility for the upkeep and maintenance of all infrastructure facilities within its campus. The Principal, in conjunction with the administrative team, proactively ensures that the existing infrastructure, facilities & equipment are in optimal condition. Since November 2014, Sulabh is carrying out the task ofkeeping the campus in clean and hygienic condition. A dedicated caretaker is employed to oversee everyday maintenance and cleanliness of the college premises. For services such as security provided by individuals like chowkidars, gatekeepers, and security guards, the college opts for outsourcing. A team of skilled gardeners is on staff to tend to the plants, trees, and herbs, including the maintenance of the gardens. Furthermore, the college benefits from a specialized computer technical support expert who specializes in computer systems. This expert is responsible for the routine maintenance and repair of computers and related peripherals across computer laboratories, administrative areas, and other designated sections of the college. To safeguard key equipment and infrastructure against potential damage, the college has implemented Annual Maintenance Contracts and insurance policies. Plumbers and electricians are contracted on an as-needed basis, primarily for emergency situations. These measures collectively ensure the sustained functionality and well-being of our college infrastructure.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/4.4.1.pdf

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

17

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

59

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://dcac.du.ac.in/departments
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

350

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

350

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

192

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

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

5.2.2.1 - Number of outgoing student progression to higher education

208

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

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

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

government examinations) during the year

`00`

File Description	Documents
Upload supporting data for the same	<u>View File</u>
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

`11`

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	<u>View File</u>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<u>View File</u>

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)

DCAC believes in holistic development of the students. The college provides motivation and encouragement to the students and prepares them for curricular, extracurricular and sports events/activities. Moreover, the college also encourages students at DCAC to be a member of at least one of these societies – National Cadet Corps (NCC), National Service Scheme (NSS) and Sports. The college also has many platforms, both extracurricular and co-curricular that have a very active student participation. These include: Adroit - The Advertising Association, Enactus DCAC, Vyapaar - The Entrepreneurship Cell, Prakriti - The Environment Society,

Broadway-The Placement Cell, etc. There are also the cultural societies of college which consists of seven societies which are operating under the cultural Committee, namely, Debating Society (Debsoc), Dramatics Society (Leher), Music Society (Dastgah), Dance Society (DriftUp), Photography Society (Clicks), Quiz Society and Fashion Society (Stylus.in).

In addition to the above, each department has its own society to facilitate students' participation in co-curricular and extracurricular activities. Every year, at the beginning of the session each society conducts auditions to elect student office bearers and incorporate new talented students as members. There is also a students' council that has elections every year for the posts of President, Vice President, General Secretary, Joint Secretary, Cultural Secretary, Sports Secretary and a Course Representative.

File Description	Documents
Paste link for additional information	https://dcac.du.ac.in/departments
Upload any additional information	View File

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

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

7

File Description	Documents
Report of the event	No File Uploaded
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

No. However, the Alumni Association has been active since its inception in 2010-2011. The Annual Alumni Meet is held on the last Sunday of February under the supervision of Alumni-Committee. Many DCAC alumni occupy prestigious positions in the field of education, corporate houses, media and administration. An online registration form is available on the college website, for the purpose of obtaining and updating the information from our alumni. Alumni members also help the placement cell of the college to connect with various companies.

For further information, kindly see the link: https://dcac.du.ac.in/home/alumni

Form Link: https://docs.google.com/forms/u/1/d/e/1FAIpQLScJgndLhCI RDKHwaec7Q1GumqL-rFQ4OLyvnDPk1Fu07HZ9PQ/viewform?c=0&w=1

File Description	Documents
Paste link for additional information	https://dcac.du.ac.in/home/alumni
Upload any additional information	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded

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

Governance and administration of the institution is influenced by its vision and mission to negotiate between traditional values and the possibilities of the modern world, to create a space where students can blossom into confident and sensitive adults. Following the model of quality education, we focus on providing holistic development to students. The college provides equal and non-discriminatory access to education. Thrust of the institution

is to promote undergraduate research, foster entrepreneurial spirit, encourage skill development, build strong linkages with industry, provide ICT-enabled learning environment, impart valuable life skills and ensure development of students as socially responsible citizens. The structure of authority is hierarchical flowing from the University, to the Governing body and the Principal. College believes in participative management and promotes collaborative governance. Every stakeholder is involved at various levels and in various forms in the management of the institution and its processes. Teachers are involved in decision making processes through various committees and roles as GB members, members of various Staff Council Committees, Bursar, Deputy Superintendent of Exams, Liaison Officer of SC/ST/OBC, NCC in-charge, NSS convener, North-East Committee, Library Committee, Monitoring Committee, Grievance Committee, Prevention of Caste based discrimination Committee, Internal Complaints Committee, PIO, and Gender Sensitisation Cell.

File Description	Documents
Paste link for additional information	https://dcac.du.ac.in/principal-desk
Upload any additional information	View File

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

College believes in participative management and promotes collaborative governance. Every stakeholder is involved at various levels and in various forms in the management of the institution and its processes. Teachers are involved in decision making processes through various committees. The college has always believed in democratic functioning of its affairs. In this direction, the college has taken steps towards decentralizing its institutional affairs. One such programme which saw a collective participation in college at different levels of both teaching and non teaching staff was the Central Admission Committee. The Committee was constituted to oversee the processing of admission applications. The whole process was decentralized and roles were distributed to teaching and non teaching staff. Teaching staff from across the courses participated in it and worked in close collaboration with non-teaching staff. The core admission committee has representation from each department, headed by a convener. At the first stage, department faculty process applications. At the second stage the central committee further

processes those applications. At the final stage, it gets approval
by the Principal. As a result the college was able to complete all
formalities related to admissions and ensured a hassle free
admission experience to its students.

File Description	Documents
Paste link for additional information	https://dcac.du.ac.in/governing-body
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Infrastructure development has been a key concern for the IQAC,
especially after the pandemic. The strategic plan to upgrade the
infrastructure in the college began with a reconnaissance of
existing needs of the college. After review it was decided to
focus on upgrading the Library infrastructure and particularly the
library management system. After considerable research it was
decided to digitise the library management system by upgrading to
an open-source library management system called, Koha, which
provides library automation. Koha includes modules for
acquisitions, circulation, cataloging, serial management,
authorities, flexible reporting, label printing, multi-format
notices, offline circulation for when Internet access is not
available, and much more. Koha's OPAC, circ, management and self-
checkout interfaces are all based on standards-compliant World
Wide Web technologies—XHTML, CSS and Javascript—making Koha a
truly platform-independent solution. It was then decided to get
the system procured and installed in the college. The agency
responsible for this transition deployed the software, as well as
provided hands-on training to the library staff and teachers on
how to access and navigate the system. This upgradation was made
successful by strategically identifying the need, possible
solutions and proper execution of the plan.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/6.2.1.pdf
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 Governing Body plays a regulative and advisory role in the functioning of the college. It supports the Principal in executing all administrative activities. Meetings of the Governing Body are held to take strategic decisions for the infrastructural and academic development of the institution. The Principal, being the Chief Executive and Administrator, takes decisions pertaining to the day to day working of the college. The Staff Council, under his Chairmanship, forms various committees to assist him. However, these committees are independent with respect to their functioning and decision making. The decisions taken by the committees are forwarded to the Principal who implements these recommendations after taking due approval from the Governing Body. The Administration and Accounts sections discharge their roles and responsibilities under his leadership. At the departmental level, decisions pertaining to academic and extra- curricular activities are taken by the TIC, in consultation with other members. The Students' Council/Union and other units (NCC, NSS, Prakriti, Enactus etc.), in consultation with the Principal, the Students' Council/Union Advisor and concerned teacher-in-charges, take decisions regarding sponsorship and the organization of various events and activities. Apart from the above the Principal coordinates with the IQAC to identify the problems and explore various alternatives, choosing the best course of action.

File Description	Documents
Paste link for additional information	https://dcac.du.ac.in/home/administratives taff
Link to Organogram of the Institution webpage	https://dcac.du.ac.in/documents/AQAR/pdf/p df21/6.2.2.pdf
Upload any additional information	**No File Uploaded**

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 interfaces	View File
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare measures for staff include regular campus sanitization, cleanliness and adherence to social distancing protocols, and workshops promoting mental health and well-being. We offer enhanced ICT facilities, such as Wi-Fi, access to computers and the internet for staff and a mobile-friendly website. Various leave types in accordance with University guidelines are provided including maternity and paternity leave, study leave for teaching staff and sabbatical leave as per established rules. Pension benefits include GPF, CPF and NPS. Financial assistance to the staff is provided through PF and PF loans, LTC and benefits in accordance with GoI rules and admission of staff members' children as per University regulations, Children's Education Fund and the access to the Thrift and Credit Society for loans at reasonable interest rates. Health and well-being of staff is ensured with

medical reimbursement following established rules, on-campus medical facilities, and yoga sessions. Campus security, power backup, sports facilities, library and e-learning resources, canteen services, photocopy services, dedicated staff rooms, a women-friendly workplace, fire safety measures, clean drinking water facilities and ample parking space within the campus are also provided. Active Staff Association, informal staff sports events and promotion schemes for staff members is aligned with University guidelines.

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

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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

1

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

29

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

The College follows UGC regulations (CAS - Career Advancement Scheme) for the promotion of teaching and non-teaching staff. Under the appraisal system, the teacher submits an annual self-appraisal report in the prescribed Annual Performance Assessment

Report (APAR) at the end of every academic year with documentary evidence. The submission is through HOD/TIC, who also verifies the claims. The report is finally submitted to the IQAC of the College. During the last year with active participation of the Principal, Governing Body and the College internal committee, teachers were promoted at various levels. The Annual Performance Appraisal is also prepared for administrative staff along the same lines as that conducted for the Central Government Civil Services Staff. Under this system, the performance of the employee is assessed annually in the APAR. In the first stage, the Reporting Officer records his assessment which is reviewed by a superior officer, and finally, the report goes to the Accepting Authority. All this is done in a time-bound manner.

File Description	Documents
Paste link for additional information	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/6.3.5.pdf
Upload any additional information	**No File Uploaded**

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

The college conducts all internal and external audits as per norms. Internal audit is done by a Chartered Accountant duly approved by the Governing Body and University of Delhi panel as per rules of the Government NCT of Delhi. External audit is done as per rules by the Comptroller Auditor General of India (CAG). Since the college receives 5% of its funds from them, an audit team from DHE, GNCT of Delhi conducts an external audit once every two years. The last CAG audit was done till 2022-23.

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)

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

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

Delhi College of Arts and Commerce receives 95% funds from the UGC as maintenance grant and 5% from Delhi Government for its recurring expenditure. The college has fixed deposits and also receives sponsorship to conduct festivals. Funds are also generated from students' fees. The college receives fees from add-on courses. The college allows faculty to apply for projects or carry out collaboration with the industries or get engaged with other governmental organizations and to draw project grants. This year the college is self-generating further resources after signing an MoU with Apar India Institute of Management and Technology from the Digital Marketing add-on course offered by the college.

Funds are utilized towards academic payments, administrative and general expenses. Conveners of societies and teachers-in-charge also utilize the funds for organizing co- and extracurricular activities. The procedure for procurement of funds is as per the GFR and as per the budget allocated for each department and student societies.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

The IQAC has contributed significantly in institutionalizing quality assurance strategies and processes in the College. The college constituted a Skill Development Committee, which works in collaboration with the IQAC, to organize webinars, lectures and workshops for the upskilling of students. The sessions have been organized to remove the disconnect between the demand and the supply of skilled resources, provide technical and vocational training, upgrade the skills of students, build new skills, and make students job ready. Further in order to provide additional industry-ready skills, with support of IQAC, the Digital Marketing add-on course has also been introduced by the college facilitated by an MoU with Apar India Institute of Management and Technology, the skill knowledge providers. This is a popular, relevant and timely course for students wanting to develop their skills in the emerging field of digital marketing, and has witnessed widespread and enthusiastic participation by the students.

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

Post-Covid, few months in 2021-2022 continued to be intermittently taught in the online mode, considering how academic sessions for incoming years were beginning later than expected, accompanied with varying examination schedules of different academic sessions proceeding concurrently. Online platforms such as Zoom and Google Meet were utilized for the same. Teachers uploaded recorded lectures, assign quizzes and assignments. An optimised learning experience was provided by using tools such as slides, spreadsheets, YouTube videos, and subject specific software. System of LMS was streamlined for online classes. All students and teachers were assigned institutional email ids for proper functioning of the teaching-learning process. Online classes even in 2021-2022 prompted teachers to use more ICT tools than ever before, something that was appreciated by students. With widespread use of Artificial Intelligence in most spheres, Skill Development Committee in collaboration with IQAC organized a webinar on 'Artificial Intelligence in Skill Building' on 12th

February 2022 for students. An informal system of feedback from students is followed where department student representatives remain in constant touch with the teachers-in-charge and other faculty for resolution of their issues. Subsequently faculty members informally mentor students regarding further avenues for higher studies, new job skills and opportunities.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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	<u>https://dcac.du.ac.in/annual_report</u>
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

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

DCAC has the following salient facilities including those related to Safety.

- **Girl's Common rooms are provided for girls with adequate**

facilities including Sanitary pad vending machine
* CCTV cameras (105 nos.) are installed with a central control room
* Medical room for first aid
* Male and female security guards (24 x7)
* Counsellor

Committees in DCAC

1. Active Women's Development cell that works for the welfare of the women students, facilitates redressal of their grievances and organizes regular talks on women-related issues.
2. Girl's Common Room as well as the Internal Complaints Committee of the college. installed a Sanitary napkin vending machine in the girl's common room, which is also available with the nurse in medical room.
3. Gender Sensitisation Committee

The committees organize

1. Film screenings, talks and interactive sessions on issues like domestic violence, and sexual harassment at the workplace and their prevention
2. Talks on Gender sensitization, discrimination and the need for attitudinal change and female foeticide
3. Workshops on Self-defence

The college has organised several events as part of the healthy practice to impart awareness on a continual basis on Women empowerment, safety, and challenges in collaboration with leading experts in the related field.

File Description	Documents
Annual gender sensitization action plan	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/7.1.1a.pdf
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://dcac.du.ac.in/documents/AQAR/pdf/pdf21/7.1.1b.pdf

7.1.2 - The Institution has facilities for | C. Any 2 of the above

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	

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

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

1. Solid waste management:The college promotes digital platforms to reduce the usage of paper for communication and sharing documents. The paper wastes are disposed of through vendors for proper waste management. Separate coloured dustbins are stationed at designated locations etc. so that the segregation of solid waste into dry and wet categories is ensured. The garden waste (plant debris) and wet waste is composted and converted into manure in the compost pit. The non-biodegradable waste is disposed of through the Kabadiwala.

2. Liquid waste management: The waste RO water is collected for cleaning and gardening.

3. Biomedical waste management: The limited amount of medical waste is generated from medical facilities in DCAC and is disposed of as solid waste.

4. E-waste Management:The e-wastes which cannot be reused or recycled is being disposed off through authorized vendors. Instead of a new procurement Buy-Back option is preferred for technology up gradation.

5. Waste recycling system:DCAC has a paper recycling machine and compost pit to recycle the solid waste generated on the college campus.

6. Hazardous chemicals and radioactive waste management:As DCAC is not a science college, no significant hazardous waste is produced

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	https://dcac.du.ac.in/documents/AQAR/pdf/pdf21/7.1.3.pdf
Any other relevant information	View File

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

D. Any 1 of the above

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

7.1.5 - Green campus initiatives include

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

1. **Restricted entry of automobiles**
2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	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

D. Any 1 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	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

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	View File

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).

DCAC provides an inclusive environment, where people from diverse

cultural backgrounds may actively engage in teaching and learning, express themselves freely, and feel protected from abuse, harassment, and unjust criticism.

1. College library: provides dedicated facilities and services to cater to visually impaired students and faculty members.
2. Equal Opportunity Cell: create a fair and just environment for students coming from socially and economically disadvantaged backgrounds.
3. SC/ST and OBC Cell: take care of the welfare of students coming from SC/ST and OBC backgrounds.
4. Northeast Students' Cell: addresses any grievances of the Northeastern students
5. Dr. Ambedkar-Phule Study Circle: organises talks on inclusive environment

DCAC aligns itself with the policy initiatives and programs introduced by both the Government of India and Delhi University aimed at promoting inclusivity, equity, and accessibility.

- It adheres to the prescribed reservation policy of the GoI for both student admissions and staff appointments.
- The teaching and learning process is carried out in a bilingual manner to help students coming from various linguistic backgrounds.
- Provide fellowships

At college, students from different backgrounds come together to participate in various activities and events and community-based initiatives that promote environmental and ethical awareness along with an overall inclusive environment.

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	View File

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

Teaching constitution-related subjects to students serves several important purposes, contributing to their education, and understanding of governance, citizenship, and democratic values.

Our esteemed college offers the following subjects to students –

- Constitutional Government and Democracy in India
- Indian Government and Politics

Constitution-related subjects help students understand the legal and institutional framework that governs their country. This knowledge is essential for responsible citizenship and informed decision-making. Teaching about the Constitution promotes civic awareness and encourages active participation in the democratic process. It helps students comprehend their rights, duties, and responsibilities as citizens. Learning about the Constitution instils democratic values such as equality, justice, liberty, and fraternity. It teaches students to respect diversity, embrace differing opinions, and work towards a just and fair society. Constitution-related subjects provide students with the knowledge needed to make informed decisions during elections, public debates, and civic engagements. Informed citizens contribute to a well-functioning democracy.

In addition, DCAC also organised various talks and events to sensitise students in this regard.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	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	[View File](#)
Any other relevant information	**No File Uploaded**

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

DCAC celebrates various International and National Commemorative Days at the College campus. These occasions, spanning the globe and our nation, serve as meaningful touchpoints for reflection, education, and unity within our diverse and dynamic community.

The international commemorative days provide us with opportunities to connect with the broader world, understand international challenges, and appreciate the shared human experience. From International Yoga Day, which reflects good mental and physical health, to World Environment Day, emphasizing environmental stewardship, and World Doctor's Day, which underscores the importance of the dedication of the doctor towards Humanity, these observances transcend borders and unite us in common causes.

National Commemorative Days allow us to reflect on pivotal moments in our country's journey, celebrate its diverse cultures, and pay tribute to the remarkable individuals who have shaped our nation. Be it Independence Day, Republic Day, Gandhi Jayanti or Dr. Ambedkar Jayanti, these occasions are an affirmation of our shared identity as a nation and our commitment to progress, unity, and inclusivity.

Our institute's celebration of these days is not a mere ritual; it is a testament to our dedication to education, enlightenment, and social responsibility.

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	[View File](#)

7.2 - Best Practices

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

1. Project TanZeal

2. Add-on courses on foreign languages

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

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

Delhi College of Arts & Commerce (DCAC) is deeply committed to fostering comprehensive student development, aiming to create socially and politically conscious individuals who are responsible citizens both nationally and globally. Through diverse co-curricular activities and programs, the college seeks to instil human values and promote respect for socio-cultural diversity.

Holistic development at DCAC includes nurturing both the external and internal aspects of students. Creative self-expression is encouraged through activities like music, dance, theatre, crafts, photography, and social outreach. DCAC connects with society through initiatives from TanZeal, ENACTUS, and Prakriti.

The college continually adapts to changing educational dynamics, enhancing infrastructure and library resources for an interactive and diverse learning experience. The college has introduced add-on courses on foreign languages and digital marketing which makes

DCAC very distinct from other institutes. A proactive placement cell provides job opportunities, and a mentor-mentee structure offers support for academic and personal issues, including the assistance of a dedicated counsellor.

DCAC's holistic approach produces students who are intellectually capable, morally upright, spiritually inspired, and socially devoted. Their achievements, including entering administrative services, pursuing higher education and excelling in various fields, make DCAC proud.

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

The following are the plan of action for next academic year

- Make efficient use of technology to provide students with a high-quality education
- Expand the quantity of ICT-enabled facilities and equipment.
- Encourage faculty members to publish and conduct high-quality research.
- Encourage the faculty members to apply for funds for research in various funding agencies
- Establishment of a research cell to promote research activities
- Proper implementation of policy related to environment and sustainability
- Expanded academic calendar by individual department and follow-up
- improve the placement opportunities
- Procurement of energy-efficient LED bulbs
- Organise programmes for professional development
- To organise multidisciplinary events, departments work together with other departments.
- Student training programmes for soft skills, career development, and personality development
- Faculty Development Programmes
- Awareness program for the environment and women empowerment
- Implementation of recommendations of green, energy and gender audit reports