YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution Keshav Mahavidyalaya

- Name of the Head of the institution Prof. Madhu Pruthi

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 01127018805

- Mobile No: 9811017002

- Registered e-mail principal@keshav.du.ac.in

- Alternate e-mail madhupruthi@ keshav.du.ac.in

- Address H-4-5 Zone, Pitampura

- City/Town New Delhi

- State/UT Delhi

- Pin Code 110034

2.Institutional status

- 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. Vinita Jindal**

- Phone No.   **9810100377**

- Alternate phone No.   **01127018805**

- Mobile   **9810100377**

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

- Alternate e-mail address   **vjindal@keshav.du.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://keshav.du.ac.in/uploads/usefullinks/iqac/AQAR-2020-21.pdf

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

- if yes, whether it is uploaded in the Institutional website Web link: http://keshav.du.ac.in/storage/publish/academic%20calendar.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.01**	**2016**	**19/02/2016**	**18/02/2021**
Cycle 2	**A**	**3.10**	**2022**	**24/05/2022**	**23/05/2027**

6.Date of Establishment of IQAC   **01/04/2016**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Keshav Mahvidyalaya	**Salary Head**	**Govt of NCT, Delhi**	**NA**	**21,63,47,000**
Keshav Mahvidyalaya	**Other than Salary Head**	**Govt of NCT, Delhi**	**NA**	**2,17,68,277**
Faculty - Dr. Vipin Negi	**Major Project**	**ICSSR**	**2019, 720**	**2,80,000**

8.Whether composition of IQAC as per latest   **Yes**

NAAC guidelines

- Upload latest notification of formation of IQAC

  [View File](#)

9.No. of IQAC meetings held during the year   18

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   Yes

- 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)

Preparation and submission of the pending Annual Quality Assurance Reports (AQAR) as per guidelines and parameters of NAAC. Smooth Peer Team Visit (PTV) and successful accreditation of college by NAAC Cycle 2 with A Grade.

Planning and implementing quality standards as per mandate: A Course Implementation Plan (CIP) Template has been developed and approved to raise academic standards further. Starting the work on automation of Semester Calendar for various events/ Cells/ Societies/ Clubs/Meetings and Internal Assessment Calendar and getting it approved. Teaching Learning in virtual mode till February 2021 and transitioning back to physical mode offline. Zoom software was purchased by the college. Preparing a regular and stronger feedback system for students, teachers, parents and employers. Green Audit and Transparency Audit carried out for the session 2021-2022.

Smooth process of Promotions in the college. Streamlining the process of APAR submission in the college. Research Committee constituted in the college for promotion of research. Work on interdisciplinary college journal initiated.

For the holistic development of the students, the mentor-mentee

program was continued and counselling was provided. The proposal for Tech-tiles for visually challenged persons was initiated. Organization of inter and intra-institutional interdisciplinary workshops, seminars on quality-related themes and promotion of quality circles: Webinar on 'Understanding and Embracing NEP: The Way Ahead… ' for smooth implementation of NEP 2020.

Further, for the media presence on social media to improve the perception of the college: updation of the college website; creation of Twitter and Facebook accounts of the college; upgradation of digital infrastructure initiated for better WI-FI/Internet connectivity; strengthening of the alumni network; installation of a Surveillance system was initiated for the security and safety of all stakeholders.

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
Timely submission of AQAR 2020-21 and previous pending AQARs.	AQAR 2020-21 submitted on time. Pending AQARs also submitted before IIQA submission.
To facilitate NAAC accreditation Cycle 2 due in February 2022.	College accredited Grade A in Cycle 2.
IQAC Meetings to regularly work towards quality enhancement in the college.	Numerous IQAC meetings were held. New initiatives namely, automated semester calendar, department/activity calendar, linking of Teaching Plan with Attendance Portal, Course Implementation Plan (CIP) and Departmental Annual Report, etc were prepared and approved.
To facilitate smooth implementation of NEP 2020 in the college	One of the first college to organise a Webinar on 'Understanding and Embracing NEP: The Way Ahead…' in which DU Vice Chancellor and other officials from DU and other universities shared their expert views on NEP 2020.
To facilitate smooth process of promotions	Five faculty members were promoted to Professor and one

	faculty member was promoted to Associate Professor. The process of promotions of non-teaching staff initiated.
Dissemination of Best Practices	Best Practices 2021-22: 1. Digital Initiatives, and 2. Waste Segregation
To organise Seminars/Webinars for students and staff	1. 'Understanding and Embracing NEP: The Way Ahead….' Webinar held on July 30, 2021. 2. 'Sustainable Consumption: The Way Ahead…' Webinar held on September 22, 2021. 3. Library User Awareness Sessions for students by Dr. Rittu Sethi during November 9 – 16, 2021. 4. Library User Awareness Sessions for students by Dr. Rittu Sethi during January 24-25, 2022. 5. Webinar for students to provide their feedback for NAAC accreditation.
To improve research environment and publication output	Research Committee constituted in the college. E-newsletter of the college launched. Efforts initiated to launch an inter disciplinary journal of the college.
To strengthen Feedback system	Feedback Analysis Report prepared and Action Taken Report on Feedback Analysis prepared.
To strengthen dissemination of information to all stakeholders through better website and digital tools	College website provides necessary information to all the stakeholders.
To meet challenges thrown by Covid 19	COVID 19 ADAPTATIONS: College showed Resilience to the Challenges 1. Initiatives of the college for online admissions and online examination of the students. 2. Introduction of MOOC and Swayam portal to

	students. A committee was formed for this. 3. Provision of books on google classrooms for their ready reference. 4. Online events like webinars related to education, yoga and meditation. 5. Extra effort by the teachers for the students with minimum facility of e-resources for attending classes. 6. Equipping students with e-material for studying. 7. Maintenance of college website to update the students with every possible information. 8. Online classes through distinct platforms like google meet, zoom, Microsoft MS teams. 9. Online cultural events e.g. inter-departmental activities, annual day, farewell, orientation were also encouraged. 10. Formation of mentor-mentee groups provides platform to the students to discuss their issues not only related to studies but also difficulties their families are facing due to pandemic.
More steps to improve teaching-learning in the college	1. E-library and NKN Membership 2. Mentor-Mentee Program 3. G-Suite, MS Teams, ZOOM Platforms 4. Result Analysis
Improving academic standards	1. College awarded 8th rank among Emerging Colleges overall in the India Today-All India Ranking Survey of Colleges, 2021. For BMS course the college was ranked 9th in the category of Emerging Colleges, 4th in the category of Colleges with Best Value for Money and 9th in the Category of Colleges with Lowest Fees. College achieved a stellar position as an emerging college

	of India as it was ranked 8th in the Emerging Colleges Overall. 2. three students (Prateek, B.Sc (H) Computer Science III Year, Ankita Sharma, B.Sc(H) Physics II Year and Agam Gupta, B.Sc (H) Computer Science II Year) were selected for the scholarship by the Hana Bank Foundation, Korea. They were honoured in the Conference Hall of University of Delhi on December 28, 2021. All the three students received certificates and a scholarship amount of Rs 37,550.
To have an interaction with teachers on a. how to further improve the quality of teaching in the college b. how to further improve the quality of research in the college c. how to further improve the academic environment of the college	A very interactive and fruitful interaction for Quality enhancement in teaching-learning process took place on April 25, 2022. Innovative ideas and suggestions were put forth by those present and various out-of-the-box quality initiatives were discussed. 1. Using smart boards for teaching learning process; 2. Research publications to be made mandatory for each faculty member; 3. Improving infrastructure of college; 4. Organising international/national conferences and seminars; 5. Providing faculty rooms to improve research; 6. Organising research related FDPs and workshops; 7. Remedial classes to be organised for spoken and written English for First Year students; 8. Research activities to be enhanced further: i. including students in research group to engage students in research ii. improving student-industry linkages iii. encouraging inter-disciplinary

	research iv. Facilitating applied research to solve social problems 9. Teachers to contribute to curriculum developement as part of courses committee 10. Starting short duration add-on courses with nominal fees 11. Monetary incentives to faculty and students for publications
To have an interaction with non-teaching staff.) on a. how quality of work can be improved further b. how office procedures and practices can be made more student friendly.	Interaction held on April 25, 2022. Staff was apprised of importance of Quality in services provided by the college and how Quality of services can be further improved through cooperation and understanding among all. The following were agreed upon: 1. Need to connect with college for student friendly environment; 2. Need to follow deadlines in completing work; 3. All should strive for maintenance of infrastructure in the college. All the concerns raised by the staff were discussed by the external members, IQAC. Staff was re-assured that the process of promotions has already been initiated and roster was being approved. They were informed that the promotions will start as soon as the necessary approvals are received. The staff were informed that steps would be taken for early redressal of all issues raised including space crunch, need to purchase more computers etc.
To have an interaction with alumni on how to improve the contribution of alumni in overall development of the	Interaction held on April 25, 2022. Identifying how alumni role can be improved further: 1. to have regular meetings and

college.	interactions with the alumni at the college as well as department level. 2. to maintain emotional connect with the alumni wherein they are kept in loop about college events and happenings and informed/invited for the same. 3. to maintain an Alumni Data Bank and the imperative of the institution maintaining a contact through the data bank and inviting alumni over to the college for meetings and events. 4. to encourage alumni to contribute to college in terms of motivational talks, guest lectures, internship and placement opportunities and through guidance and mentorship.

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	22/12/2022

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	`Keshav Mahavidyalaya`
• Name of the Head of the institution	`Prof. Madhu Pruthi`
• Designation	`Principal`
• Does the institution function from its own campus?	`Yes`
• Phone no./Alternate phone no.	`01127018805`
• Mobile No:	`9811017002`
• Registered e-mail	`principal@keshav.du.ac.in`
• Alternate e-mail	`madhupruthi@ keshav.du.ac.in`
• Address	`H-4-5 Zone, Pitampura`
• City/Town	`New Delhi`
• State/UT	`Delhi`
• Pin Code	`110034`
2.Institutional status	
• 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. Vinita Jindal`
• Phone No.	`9810100377`
• Alternate phone No.	`01127018805`

• Mobile	**9810100377**	
• IQAC e-mail address	**iqac@keshav.du.ac.in**	
• Alternate e-mail address	**vjindal@keshav.du.ac.in**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://keshav.du.ac.in/uploads/usefullinks/iqac/AQAR-2020-21.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://keshav.du.ac.in/storage/publish/academic%20calendar.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**3.01**	**2016**	**19/02/2016**	**18/02/2021**
Cycle 2	**A**	**3.10**	**2022**	**24/05/2022**	**23/05/2027**

6.Date of Establishment of IQAC	**01/04/2016**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Keshav Mahvidyalaya	**Salary Head**	**Govt of NCT, Delhi**	**NA**	**21,63,47,000**
Keshav Mahvidyalaya	**Other than Salary Head**	**Govt of NCT, Delhi**	**NA**	**2,17,68,277**
Faculty - Dr. Vipin Negi	**Major Project**	**ICSSR**	**2019, 720**	**2,80,000**

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	`18`
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	`Yes`
• 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)

`Preparation and submission of the pending Annual Quality Assurance Reports (AQAR) as per guidelines and parameters of NAAC. Smooth Peer Team Visit (PTV) and successful accreditation of college by NAAC Cycle 2 with A Grade.`

`Planning and implementing quality standards as per mandate: A Course Implementation Plan (CIP) Template has been developed and approved to raise academic standards further. Starting the work on automation of Semester Calendar for various events/ Cells/ Societies/ Clubs/Meetings and Internal Assessment Calendar and getting it approved. Teaching Learning in virtual mode till February 2021 and transitioning back to physical mode offline. Zoom software was purchased by the college. Preparing a regular and stronger feedback system for students, teachers, parents and employers. Green Audit and Transparency Audit carried out for the session 2021-2022.`

`Smooth process of Promotions in the college. Streamlining the process of APAR submission in the college. Research Committee constituted in the college for promotion of research. Work on interdisciplinary college journal initiated.`

For the holistic development of the students, the mentor-mentee program was continued and counselling was provided. The proposal for Tech-tiles for visually challenged persons was initiated. Organization of inter and intra-institutional interdisciplinary workshops, seminars on quality-related themes and promotion of quality circles: Webinar on 'Understanding and Embracing NEP: The Way Ahead… ' for smooth implementation of NEP 2020.

Further, for the media presence on social media to improve the perception of the college: updation of the college website; creation of Twitter and Facebook accounts of the college; upgradation of digital infrastructure initiated for better WI-FI/Internet connectivity; strengthening of the alumni network; installation of a Surveillance system was initiated for the security and safety of all stakeholders.

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
Timely submission of AQAR 2020-21 and previous pending AQARs.	AQAR 2020-21 submitted on time. Pending AQARs also submitted before IIQA submission.
To facilitate NAAC accreditation Cycle 2 due in February 2022.	College accredited Grade A in Cycle 2.
IQAC Meetings to regularly work towards quality enhancement in the college.	Numerous IQAC meetings were held. New initiatives namely, automated semester calendar, department/activity calendar, linking of Teaching Plan with Attendance Portal, Course Implementation Plan (CIP) and Departmental Annual Report, etc were prepared and approved.
To facilitate smooth implementation of NEP 2020 in the college	One of the first college to organise a Webinar on 'Understanding and Embracing NEP: The Way Ahead…' in which DU Vice Chancellor and other officials from DU and other universities shared their expert views on NEP 2020.

To facilitate smooth process of promotions	Five faculty members were promoted to Professor and one faculty member was promoted to Associate Professor. The process of promotions of non-teaching staff initiated.
Dissemination of Best Practices	Best Practices 2021-22: 1. Digital Initiatives, and 2. Waste Segregation
To organise Seminars/Webinars for students and staff	1. 'Understanding and Embracing NEP: The Way Ahead….' Webinar held on July 30, 2021. 2. 'Sustainable Consumption: The Way Ahead…' Webinar held on September 22, 2021. 3. Library User Awareness Sessions for students by Dr. Rittu Sethi during November 9 – 16, 2021. 4. Library User Awareness Sessions for students by Dr. Rittu Sethi during January 24-25, 2022. 5. Webinar for students to provide their feedback for NAAC accreditation.
To improve research environment and publication output	Research Committee constituted in the college. E-newsletter of the college launched. Efforts initiated to launch an inter disciplinary journal of the college.
To strengthen Feedback system	Feedback Analysis Report prepared and Action Taken Report on Feedback Analysis prepared.
To strengthen dissemination of information to all stakeholders through better website and digital tools	College website provides necessary information to all the stakeholders.
To meet challenges thrown by Covid 19	COVID 19 ADAPTATIONS: College showed Resilience to the Challenges 1. Initiatives of

	the college for online admissions and online examination of the students. 2. Introduction of MOOC and Swayam portal to students. A committee was formed for this. 3. Provision of books on google classrooms for their ready reference. 4. Online events like webinars related to education, yoga and meditation. 5. Extra effort by the teachers for the students with minimum facility of e-resources for attending classes. 6. Equipping students with e-material for studying. 7. Maintenance of college website to update the students with every possible information. 8. Online classes through distinct platforms like google meet, zoom, Microsoft MS teams. 9. Online cultural events e.g. inter-departmental activities, annual day, farewell, orientation were also encouraged. 10. Formation of mentor-mentee groups provides platform to the students to discuss their issues not only related to studies but also difficulties their families are facing due to pandemic.
More steps to improve teaching-learning in the college	1. E-library and NKN Membership 2. Mentor-Mentee Program 3. G-Suite, MS Teams, ZOOM Platforms 4. Result Analysis
Improving academic standards	1. College awarded 8th rank among Emerging Colleges overall in the India Today-All India Ranking Survey of Colleges, 2021. For BMS course the college was ranked 9th in the category of Emerging Colleges,

	4th in the category of Colleges with Best Value for Money and 9th in the Category of Colleges with Lowest Fees. College achieved a stellar position as an emerging college of India as it was ranked 8th in the Emerging Colleges Overall. 2. three students (Prateek, B.Sc (H) Computer Science III Year, Ankita Sharma, B.Sc(H) Physics II Year and Agam Gupta, B.Sc (H) Computer Science II Year) were selected for the scholarship by the Hana Bank Foundation, Korea. They were honoured in the Conference Hall of University of Delhi on December 28, 2021. All the three students received certificates and a scholarship amount of Rs 37,550.
To have an interaction with teachers on a. how to further improve the quality of teaching in the college b. how to further improve the quality of research in the college c. how to further improve the academic environment of the college	A very interactive and fruitful interaction for Quality enhancement in teaching-learning process took place on April 25, 2022. Innovative ideas and suggestions were put forth by those present and various out-of-the-box quality initiatives were discussed. 1. Using smart boards for teaching learning process; 2. Research publications to be made mandatory for each faculty member; 3. Improving infrastructure of college; 4. Organising international/national conferences and seminars; 5. Providing faculty rooms to improve research; 6. Organising research related FDPs and workshops; 7. Remedial classes to be organised for spoken and

	written English for First Year students; 8. Research activities to be enhanced further: i. including students in research group to engage students in research ii. improving student-industry linkages iii. encouraging inter-disciplinary research iv. Facilitating applied research to solve social problems 9. Teachers to contribute to curriculum developement as part of courses committee 10. Starting short duration add-on courses with nominal fees 11. Monetary incentives to faculty and students for publications
To have an interaction with non-teaching staff.) on a. how quality of work can be improved further b. how office procedures and practices can be made more student friendly.	Interaction held on April 25, 2022. Staff was apprised of importance of Quality in services provided by the college and how Quality of services can be further improved through cooperation and understanding among all. The following were agreed upon: 1. Need to connect with college for student friendly environment; 2. Need to follow deadlines in completing work; 3. All should strive for maintenance of infrastructure in the college. All the concerns raised by the staff were discussed by the external members, IQAC. Staff was re-assured that the process of promotions has already been initiated and roster was being approved. They were informed that the promotions will start as soon as the necessary approvals are received. The staff were informed that steps

	would be taken for early redressal of all issues raised including space crunch, need to purchase more computers etc.
To have an interaction with alumni on how to improve the contribution of alumni in overall development of the college.	Interaction held on April 25, 2022. Identifying how alumni role can be improved further: 1. to have regular meetings and interactions with the alumni at the college as well as department level. 2. to maintain emotional connect with the alumni wherein they are kept in loop about college events and happenings and informed/invited for the same. 3. to maintain an Alumni Data Bank and the imperative of the institution maintaining a contact through the data bank and inviting alumni over to the college for meetings and events. 4. to encourage alumni to contribute to college in terms of motivational talks, guest lectures, internship and placement opportunities and through guidance and mentorship.

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	22/12/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	12/03/2022

15.Multidisciplinary / interdisciplinary

- The college follows the course curriculum framed by the concerned departments and approved by the statutory bodies of the University of Delhi. The college adopts a holistic and inclusive approach to transform college into a multi-disciplinary institution.
- The college integrates the humanities and science courses with STEM as per the University of Delhi norms that combine Generic Electives, Skill Enhancement Courses and Discipline Specific Elective courses across all disciplines.
- The college offers flexible and innovative curricula that include credit-based courses and projects in the areas of community engagement and service, environmental and value-based education towards the attainment of a holistic and multidisciplinary education as per the University of Delhi course curriculum.
- The college shall offer a multidisciplinary flexible curriculum that enables multiple entries and exits levels for the students after the completion of their 1st, 2nd and 3rd years of undergraduate education as per NEP 2020. The college will be implementing UGCF courses designed under New Education Policy that will be starting from the session 2022-2023.
- The college has constituted various committees and cells like Enactus, NSS and IDP cells etc. to achieve the objectives of multidisciplinary research endeavours that also provides solutions for society's most pressing issues and challenges. The college has conducted various social outreach programs to address societal problems like spreading awareness of COVID protocols amongst the public by staff and students. The college also formed Research Cell and other committees to address and promote research in the institution.
- The college has started best practice(s) under NEP 2020 objectives to promote a Multidisciplinary/interdisciplinary approach by forming various committees like the NEP Implementation Committee, SEC Committee, VAC Committee, GE Committee, Women Development Cell, Gender Equality Cell (queer collective), R & D Cell and Industry Institute Linkage committee to name a few.

16.Academic bank of credits (ABC):

- The college adopts the Academic Bank of Credits (ABC) as per approval of the statutory body of the University of Delhi, where the students' academic data along with their academic awards are stored (i.e. storehouse of academic awards).
- The college permits to availability of the benefits of multiple entries and exits during the chosen programmes by students as per the norms of the University of Delhi.
- The college starts credit transfer for seamless collaboration, internationalization of education, and joint degrees between Indian and foreign institutions under the umbrella of NEP 2020 as per the norms of the University of Delhi.
- The faculties of the college are already engaged in designing the syllabus, and curricular and pedagogical approaches within the approved framework. The faculty members wrote textbooks and prepared reading material, theory and practical assignments/tests, etc under their respective parent department(s) of the University of Delhi under NEP 2020.
- The college will be implementing the ABC mechanism from the academic session 2022-2023 as per NEP 2020.

17.Skill development:

- The college has started to strengthen the vocational education and soft skills of students in alignment with the National Skills Qualifications Framework by offering French and German language courses at certificate and Diploma levels.
- The following programmes have been offered to promote vocational education and its integration into mainstream education are Radio Broadcasting certificate course, a Certificate course and a Diploma course in both German & French languages.
- To promote value-based education to inculcate positivity amongst the learners including the development of humanistic, ethical, Constitutional, and universal human values of truth (Satya), righteous conduct (Dharma), peace (Shanti), love (Prem), nonviolence (Ahimsa), scientific temper, citizenship values, and life-skills etc. The college conducted many events like *Morning Yoga, meditation, motivational, spiritual and morning prayers, Basic Exercises campaigns etc. Other events such as Har Ghar Tiranga, Nadi Jano Abhiyan* etc. under the aegis of *Azadi ka Amrit Mahotsav were organised.*

- The college is constantly working towards holistic development by implementing the following steps:
    - The college is ready to initiate the credit structure under NEP 2020 as per the directions received from the University of Delhi.
    - The college has invited Industry Veterans and Master Crafts persons to provide vocational skills in the field of management, computer science, entrepreneurship, mathematics, operational research, environmental sciences and psychology (organizational behaviour modification programs). The Placement cell and Alumni cells are further strengthening the college industry interface program.
    - National Service Scheme (NSS), Eco Club, and Mentor-Mentee program facilitate learning skills for enhanced employability and imparting vocational education in ODL/blended/on-campus modular modes to the Learners.
    - The college has successfully conducted one IL & FS skills development program under NSDC DU STAR Program.
    - The college has planned to offer skill enhancement courses as per the direction received from the University of Delhi
- The college has started the following good practices relating to the Skill development courses as per NEP 2020:
    - offering VAC Courses,
    - offering SEC courses,
    - offering GE courses,
    - promote institution and industry interface,
    - emphasizing on employability of aforesaid courses,
    - emphasizing on training and development of students,
    - implementation of courses in terms of objectives and outcomes,
    - introduction of multiple languages, interdisciplinary/ multidisciplinary approach.

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

- The College has started integrating the Indian Knowledge system under the curriculum designed by the University of Delhi as per NEP 2020, by offering multidisciplinary courses including the offering of multiple Indian languages under AECC in hybrid mode.
- The College faculty is equipped to deliver the lectures in

bilingual mode. The college ensures to teach the students in bilingual (English and vernacular) mode. Thus, all the courses have been taught in bilingual mode.

- All the nine undergraduate courses offered by the college as per the University norms have been taught bilingually.
- The college cultural committee has promoted various activities, plays, songs, traditional dance forms, dramas, poetry, debates etc. in different Indian languages. The college's dramatic society promotes drama and acts in different Indian languages. The poetry society of the college also supports poetry in different Indian languages. The college encourages and disseminates ancient traditional knowledge among the students through various activities organized from time to time. The college promotes arts, through rangoli, poster competitions, photographic competitions, and theatrical performances. The college organizes Spic Macay programs every year on Indian culture and tradition through Indian classical music and dance, folk, poetry, theatre, traditional paintings, crafts & yoga primarily.
- The college follows various good practices to integrate the Indian Knowledge system as per NEP 2020:
    - offering AECC courses.
    - starting hybrid mode courses in SEC, GE, and VAC.
    - conducting various webinars on multidisciplinary aspects.
- The college has promoted various activities in hybrid mode to offer flexibility and convenience for the participants.

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

One of the reforms in undergraduate (UG) education, initiated by the University Grants Commission (UGC) at the national level in 2018, is to introduce the Learning Outcomes-based Curriculum Framework (LOCF) which makes it student-centric, interactive and outcome-oriented with well-defined aims and objectives. The University of Delhi has adopted LOCF for all its Under Graduate programmes which prepare the students not only for academia and employability but also impart vital life skills required to lead a happy personal and social life. The college adopts Outcome-based Education (OBE) as per the approval of the statutory bodies of the University of Delhi. The question papers, assignments and other evaluations are designed keeping in mind the learning outcomes.

- The following efforts are made by the college to implement

Outcome-based education in teaching and learning practices:
- Starting of Generic electives subjects across the departments as per the syllabus of LOCF.
- Starting of Skill Enhancement Courses as per the syllabus and curricula of the University of Delhi.
- Implementation of Discipline Specific Elective courses/ subjects as per the syllabus and curricula of the University of Delhi.

- The college has started the following best practices relating to Outcome-based Education as per NEP 2020:
  - Ensuring the completion of the courses as per the learning objectives and outcomes.
  - The courses have been taught through practical orientation by incorporating the latest examples, case studies, techniques, modes and various other apparatus.
  - The college has conducted various seminars/ webinars/ workshops for students and staff members to equip and understand the relevant topics relating to the NEP 2020.
  - The college has a placement cell to facilitate the students to get internships and new assignments in cooperation with industries.

20.Distance education/online education:

- The college is going to offer Vocational courses through SWAYAM/NPTEL/MOOC etc platforms as per the University of Delhi guidelines. The college has constituted a committee for offering and implementing the same through ODL mode.

- The faculty members of the college are already using MS Teams, Google Meet and ZOOM platforms to promote teaching-learning activities in blended mode. The faculties are taking assignments/tests/quizzes on the above-mentioned online platforms. The faculties facilitate the teaching-learning process with the help of tabs, laptops and projectors etc.

Extended Profile

1.Programme

1.1   **547**

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

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

2.Student

2.1 **1874**

Number of students during the year

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

2.2 **837**

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 **497**

Number of outgoing/ final year students during the year

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

3.Academic

3.1 **98**

Number of full time teachers during the year

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

3.2 **100**

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	**547**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1874**

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	**837**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**497**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**98**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**100**

File Description	Documents
Data Template	

4.Institution

4.1 Total number of Classrooms and Seminar halls	**35**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**217.68277**
4.3 Total number of computers on campus for academic purposes	**243**

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

For effective curriculum delivery, various activities were planned for every semester. Various committees of the College ensured that every functional activity of the College was carried out under the expert guidance of the Principal and all the activities were unified towards a common purpose. The following activities were carried out periodically to ensure the effective delivery of the curriculum:

1. The Workload Committee ensured that the departments prepare the workload as per norms laid by the University of Delhi.
2. Departments prepare the workload based on students' preferences for DSE and SEC and the teacher-to-student ratio for class and tutorial size. These were then verified and submitted for approval to the principal.
3. Timetables were uploaded on the college website.
4. Teachers uploaded the teaching plan of their respective

papers with the timeline for completion of the syllabus along with the tentative dates for tests and assignments on the college website at the start of the academic session.

5. A rigorous schedule of lectures, tutorials and practical classes was followed by the institution to ensure the timely completion of the syllabus.

6. The curriculum was delivered through interactive lectures, discussions, PowerPoint presentations, audio-visual methods, quizzes, viva voce sessions, practical exercises, management games and role-plays to be effective.

7. E-Resources were regularly shared with students using online platforms.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://keshav.du.ac.in/syllabus

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

The college followed the academic calendar issued by the University of Delhi from time to time. Making better use of technology, and greater use of online assignments, tests, and quizzes was done through Google Classrooms/MS Teams. Open book tests were taken to focus less on rote memorization and more on the application of concepts learnt. Time management was emphasized by assigning time-bound tests/projects.

To provide blended learning, the following CIE measures as per University of Delhi norms were initiated:

1. Telephonic Viva of students for Internal Assessment,
2. Webinars through online platforms like Skype / Zoom Meet / Google Suite/ Video conferencing / WhatsApp Video calls.
3. Question / Assignment through Google classrooms,
4. Quiz through Online forms, and
5. Online tests and assignments through e-mail.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://keshav.du.ac.in/webinararchive

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

9

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)

4

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

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

136

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

136

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

1.3 - Curriculum Enrichment

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

The institution integrates values through the curriculum of various papers offered during each semester throughout the year. Further, various extracurricular activities were organized to inculcate these values among the students. Classroom teaching sensitizes students towards core values for peaceful and cooperative coexistence. Students take a keen interest to learn about the intricacies of aspects of social justice and work towards creating a society that regards human values and professional ethics. They become sensitive to the environment through coursework that supports experiential learning. The Code of Professional Ethics is uploaded on the college website. Several events were organized on such themes to make students

aware of the important multidisciplinary issues. The college also has a Women Development Cell and a Committee for Gender Champions that initiated events and activities for creating a gender-neutral environment. The college has constituted an Internal Complaint Committee (ICC) to deal with the complaints related to sexual harassment. Another compulsory AECC for all first-year students is 'Environmental Studies' which makes the students aware of the environmental challenges and ways to overcome them. The college promotes the 'Reduce, Re-use and Recycle' of resources. It also makes efforts for water conservation and has set up a water harvesting plant.

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

9

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
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

```
134
```

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	**A. All 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)	[View File](#)
Any additional information(Upload)	[View File](#)

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

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	https://keshav.du.ac.in/usefullinks/iqac feedback_atr

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

1989

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

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

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

881

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The assessment of learning levels is continuous in-class teaching and tutorials, it is also done through assignments and tests for Internal assessment. Result analysis is performed every year. Mid-semester academic review is conducted to assess the learning levels of students. For Advanced Learners:

1. PowerPoint Presentations and additional e-resources are provided.
2. Students are encouraged to write and present papers and participate in competitive events of other colleges.
3. Students are provided with an opportunity to take up leadership roles in department society and cells. They are encouraged for organizing technical events/seminars/workshops on topics related to the curriculum.
4. The students are encouraged to pursue add-on courses and take up internships during their summer and winter vacations.
5. Counselled and motivated for higher education and

entrepreneurial roles.

For Slow Learners:

1. Bilingual explanations for examples from day-to-day life are provided.
2. Extra classes are taken. Teachers are accessible for individual doubts even beyond the classes in their free time, through mail and message.
3. Group projects are assigned to enable peer learning.
4. Special attention is given to the slow learners by repeating concepts for them and by organising remedial classes. Sincere efforts are done to identify the cause of their problem and appropriate solutions are worked out.
5. Mentor-Mentee meetings are held periodically and students are guided.

File Description	Documents
Link for additional Information	https://keshav.du.ac.in/usefullinks/nodal_officers
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
1874	98

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

- The college enhances the learning experience of students by adopting student-centric methods like experiential learning, participative learning and problem-solving methodologies both inside and outside the classroom such as laboratory practical classes, simple problems, and quizzes given in the classroom related to the topic of the learners for clarifying concepts.

- **To impart practical exposure students are provided opportunities for Live Projects and Internships.**
- **The faculty use experiential learning methods like Management Games, Role Plays, Case Studies, Practical problems, Individual and Group projects etc. to enhance the learning experience for the students and make it more application-oriented. For example, Laboratory classes in Tally, Income Tax, Microsoft Office, E-Commerce, and Fundamentals of Financial Management teach students practical skills in the fields mentioned earlier.**

In addition, departmental magazines are published featuring relevant current topics. This provides a platform for the students to express their creativity and talent and allow a holistic development of their personalities.

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

Classrooms and labs are ICT enabled with projectors installed and the campus is equipped with high-speed wifi connection. The faculty uses various ICT-enabled tools to enhance the quality of teaching-learning such as Google Drive is used to share and post paper-related information- learning material including links to videos, e-resources, theory and lab submissions and evaluations, assignments, etc. Lab manuals are mailed/shared on google drive to students well in advance. Virtual labs, if available, are used to conduct labs through simulations. To teach the subjects in online mode, faculty have used various online tools like- whiteboard in Microsoft teams, Jamboard in Google meet, etc. PowerPoint presentations are prepared to expose the students to advanced knowledge and practical learning. The labs are up-to-date with new software like Python, Matlab, and Microsoft Office including latest Excel utility. The college is 'going green' and saving paper through the facilities such as Cloud-based Google Drive. Library facility is augmented with E-books and E-Journals. Printing facility is available in all labs. The students and faculty make use of email and social networking tools for instantaneous communication and information

dissemination. For close collaboration, all faculty members and students are provided with personalized emails on institution's domain name.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[NIL](#)

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

2.3.3.1 - Number of mentors

98

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

98

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

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

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

56

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

1141

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

Being the constituent college of the University of Delhi the college follows the process of Internal Assessment (IA) given by the University. The teachers prepare a Teaching Plan for the course along with the tentative tests, assignments and project dates and share them with their students. The teaching plans and other information regarding internal assessment are regularly updated on the College website and mailed to each student. The Departmental Moderation Committee (DMC) is constituted annually to monitor the effective implementation of the IA process. The assessment is carried out in various formats like evaluation of assignments, tests, practicals, viva, multiple-choice tests, Quizzes, projects and PowerPoint presentations. Attendance is uploaded at the end of every month on the College website and

students can check their attendance easily. This measure helps them to keep track of how they are going to score in the final assessment. At the end of the semester, the final assessment in individual courses is shown to the students by the teachers. Once the students are satisfied, the marks are sent to the DMC for moderation. The marks of each student are analyzed by DMC at the departmental level and moderation is done if required. The moderated IA is verified by the CMC and final marks are sent to the University. There is a provision for resolving IA-related grievances (if any) of students at various levels. The IA mechanism ensures that the students are assessed in the utmost fair manner free from all personal biases.

File Description	Documents
Any additional information	View File
Link for additional information	https://keshav.du.ac.in/login

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

Keshav Mahavidyalaya is a constituent college of Delhi University and therefore it follows the guidelines set by the University for the conduct of examinations. The internal examination and assessment are done in a time-bound manner as per the teaching plan which allows transparency and scheduling so that students can track their progress. Any student who misses out on submitting an assignment /test etc is given a chance to reappear or improve. The student grievances for these are duly heard and given attention. At the end of each semester, there is a final exam that is uniformly conducted for students across all the constituent colleges of Delhi University. The final exam for each paper has 75% weightage of the overall assessment and the remaining 25% constitutes internal assessment marks.

File Description	Documents
Any additional information	View File
Link for additional information	https://keshav.du.ac.in/login

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.

Course outcomes and mechanism of communication are/are as per the choice-based credit system (CBCS) curriculum/syllabus of the departments which is the Learning Outcome-based Curriculum Framework (LOCF). Course Outcomes are communicated to the students through mentor-mentee meetings, Industrial visits, Management Games, Speaker's sessions, and workshops etc, organised in the college. The institutional website provides every information about the academic courses in the college. Program and Course Outcomes are displayed on the departmental notice board and discussed by the faculty with the students. Personal counselling of the student is done as per the need of the student.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://keshav.du.ac.in/
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.

- The faculty uses a continuous evaluation procedure to track each student's progress. In order to evaluate the Program Outcomes and Programme Specific Outcomes, the faculty assigns homework to students, and administers internal exams, laboratory notebooks, viva-voce, Class tests, open book tests, quizzes, projects, etc.
- At the conclusion of each semester, each course's results are analysed using bar charts that show the proportion of students who fall into certain CGPA categories. It is a useful metric to assess the degree of achievement of POs, PSOs, and COs for meeting university requirements.
- Students are urged to pursue projects, fieldwork, internships, and other opportunities. The college's placement cell assists and polishes pupils in accordance with industry standards and offers plenty of chances for students to secure jobs in prestigious businesses.
- Another objective is to improve the students' learning and teachers' teaching. Results of assessments and their critical analysis are used to improve the process further by focusing on the areas that needconceptual strengthening, laboratory exposure or design of new

experiments.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	https://keshav.du.ac.in/login

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

497

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	[View File](#)
Paste link for the annual report	https://keshav.du.ac.in/uploads/downloads/Annual_Report.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://keshav.du.ac.in/uploads/usefullinks/iqac/SSS-21-22%20responses.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)

9.5

File Description	Documents
Any additional information	View File
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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
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

28

File Description	Documents
Report of the event	View File
Any additional information	View File
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

30

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

18

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

The NSS team of the session 2021-2022 conducted multiple activities related to social causes, community service and awareness drives in both physical and online modes. The session began with an awareness session on the theme - Remembering our Kargil Martyrs on the occasion of Kargil Diwas on 26th July 2021 followed by the celebration of 75th Independence Day, under the aegis of Azadi ka Amrit Mahotsav. Retd. Lt. Col. Rattanbir Singh Ji was invited as the Chief Guest for the event. Various drives were conducted on regular basis, namely IndoorCleanliness Drive, Plantation Drive and Waste Segregation Drive. The project Voice for Voiceless aims forthe welfare of animals and birds. NSS

celebrated Vigilance Awareness Week. NSS works on various projects: Satark, Bhartiya, Aavashyak, Parya-Karm, Nirog etc. NSS also organized a survey on awareness about women's rights. The unit also organized various events like Hindi Diwas, Teachers Day, World Bamboo Day, webinars on Tobacco Free Environment, Disaster Risk Reduction Day and Breast Cancer awareness. Various events were organised on the occasions likeDiwali, Children's Day and Gandhi Jayanti. Keeping in mind the importance of physical fitness, the unit organised Fit India Freedom Run on the occasion of World Health/Heart Day.

File Description	Documents
Paste link for additional information	https://keshav.du.ac.in/nss
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

4

File Description	Documents
Any additional information	View File
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

15

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

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

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

883

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

3.4 - Collaboration

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

3

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has 6 big Lecture Halls and 28 Classrooms equipped with e-learning facilities. A fully air-conditioned and well-equipped Seminar Hall with a seating capacity of around 100 delegates is equipped with a Projector, Interactive board and Audio-Conferencing facility. The college has fully furnished Laboratories in various departments. The college maintains a well-stocked, spacious, Wi-Fi-enabled duplex library comprising of two large reading rooms with a total seating capacity of around 150 and more than 22,000 books. The College has a state-of-the-art, fully air-conditioned Auditorium, built with the best acoustics and high-end sound and light facilities with a seating capacity of 800 persons (Area~2569 sqm). The campus has a beautiful Amphitheatre with a seating capacity of 500 persons. The college has a spacious and comfortable Girls' Hostel to accommodate 78 students on twin sharing basis. The college campus is well connected through wired as well as wireless networks. Students have access to the internet with 100 Mbps connectivity by Fiber Optic/LAN cable backbone structure. The college has barrier-free paths, elevated ramps, a lift (elevator) near the entrance to enable students to reach different floors of the building and a toilet specially constructed for differently-abled students and staff.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://keshav.du.ac.in/thecollege/infrastructure

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

The college has a state-of-the-art Auditorium with a seating capacity of 800 persons. It has been the centre for all cultural and academic activities of the College. The College has a fully air-conditioned and well-equipped Seminar Hall which is used to host a variety of events throughout the year. The seminar hall has a seating capacity of around 100 delegates and is equipped with a Projector, Interactive board and Audio-conferencing facility. The campus has a beautiful Amphitheatre with a seating capacity of 500 persons. The Sports Department has ample infrastructure for participation in sports, both indoor and outdoor. The college campus also has badminton, lawn tennis, volleyball, basketball courts and a huge playground for playing cricket and football. Sports equipment is also made available to students by the Physical Education department. A special room for playing table tennis, carrom board and chess has also been set up. The college has a modern Indoor Gymnasium with the latest equipment and machines that are available for use by the students and staff. The college also provides an Open Gym Facility (14 Stations) for the students and staff to encourage their daily physical activity.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://keshav.du.ac.in/thecollege/infrastructure

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

35

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

35

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://keshav.du.ac.in/thecollege/infrastructure
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)

5.36015

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template)	[View File](#)

4.2 - Library as a Learning Resource

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

The college maintains a well-stocked double-storey, spacious, fully automated library comprising a large reading room. Voluminous library e-resources are available on NIC Cloud through e-Granthalaya software that is made available through NIC National Cloud (Meghraj) for Government Libraries on a request basis with hosting of applications and databases for online access. The library has various sections consisting of around 28,000 books. A large number of dailies, weeklies and periodicals of various subjects are being subscribed to on a regular basis. The library has more than 740 CDs and DVDs which

are issued to various departments of the college. Besides, it also provides the facility of accessing about 30,000 e-journals and research articles provided by DULS through the internet to staff members and students. At present, the college is also a member of the N-List Database. Library provides various services to its users like Circulation Services, Technical Services, Reservation Services, Internet Service etc. There are 16 CCTV Cameras in the college library for security purposes. Keshav Mahavidyalaya Library has Braille Materials for visually impaired users. The library has one Lez Air Camera Scanner along with a laptop with Lex Air VAD software as well as Braille face and Devanagari Software.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	https://keshav.du.ac.in/thecollege/infrastructure

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)

0.86481

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

350

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

The IT infrastructure at the college has been sufficiently upgraded with the addition of 80 high-end desktops, 8 LaserJet Printers, 2 Barcode Readers, 5 HD Cameras, 12 port rack mounted LIU with 6 ports fully loaded and 4 UPS to keep them powered on during the power fluctuations/ outages if any. The college has TALLY 9.0 Gold, TDS Plus and HMLERP in the Administration and Accounts departments. The institute has a 24 x 7 Wi-Fi facility, accessible across the campus, to provide seamless connectivity. Every department is a part of a centralized LAN besides having its departmental network. Internet connectivity is provided by the Fiber Optic/LAN cable backbone structure with 100 Mbps speed. College Girls' Hostel is also installed with the dedicated Internet Line provided by MTNL so that girls can avail the benefits of internet even beyond college hours. Further, the college is a part of the National Knowledge Network's (NKN) fibre optic Gigabit Network provided through the University of Delhi with the present Internet speed of 100 Mbps scalable to 1 Gbps. The provision of a Video Conferencing facility is also there in the college. All the classrooms are equipped with LCD projectors.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://keshav.du.ac.in/thecollege/infrastructure

4.3.2 - Number of Computers

243

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	[View File](#)

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

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

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

211.45781

File Description	Documents
Upload any additional information	View File
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.

For creation and enhancement of infrastructure, various committees have been constituted in the College. In addition, the departments also constitute their own Purchase Committee. These committees function on yearly basis. Various requirements for the creation and enhancement of infrastructure are identified and short-listed by these committees well in advance. The department purchase committees identify the requirements of departments for the purchase of various instruments along with the specifications in their departmental laboratories keeping in mind the revision in the syllabus from time-to-time and submitting the same to the principal. The requirements of various departments are then collected and a collective requirement is prepared. A budgetary plan is prepared. This is placed before the Governing Body of the College for discussion and approval. Once the Governing Body approves, the same is submitted to the Govt. of NCT of Delhi for fund allocation. Once the College receives the required fund from the government, the College makes necessary purchases through the committees as per General Financial Rules of Govt. of India effective from time to time. Also, some development work like maintenance of building and its infrastructure within the college is undertaken by Public Works Department (PWD) of Govt. of NCT of Delhi.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://keshav.du.ac.in/thecollege/infrastructure

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

51

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

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

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

85

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	C. 2 of the above

File Description	Documents
Link to institutional website	https://keshav.du.ac.in
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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

97

File Description	Documents
Self-attested list of students placed	*View File*
Upload any additional information	*View File*

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

5.2.2.1 - Number of outgoing student progression to higher education

20

File Description	Documents
Upload supporting data for student/alumni	*View File*
Any additional information	*View File*
Details of student progression to higher education	*View File*

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

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

government examinations) during the year

4

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

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

7

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

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

Students are encouraged to hone their leadership and managerial skills by allowing active participation in various cultural activities. The Cultural Committee along with students actively organise different events. There are more than 20 Societies, Clubs and Cells ranging from Indian Dance and Western dance societies to Placement and Entrepreneurship Development cells, Environment Clubs etc in the college. Each society is led by a President, Vice-President, Joint Secretary, Treasurer/ Secretary and Executives. Guided by the faculty members, the societies organize seminars, symposia, debates, lectures, literary

festivals etc. throughout the academic year. Students have also won awards in various events which are organised by other colleges and universities. Also, each class has two Class Representatives (one boy and one girl), who act as a bridge between their fellow students and the teachers. They ensure the timely dissemination of information regarding events, examinations, and even learning material. The college has the Student Union to promote mutual cooperation and teamwork; inculcate leadership and management qualities among the students; and promote social, cultural and intellectual development of the students. The college has always endeavoured to instil a sense of care for community amongst the students by actively engaging them in socially responsible initiatives.

File Description	Documents
Paste link for additional information	https://keshav.du.ac.in/students_corner/students_union
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

8

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

Keshav Mahavidyalaya is indeed proud of its alumni who have excelled in every walk of life. Although all the staff members are well connected with most of the former students, the college madeefforts to start a formal Alumni Association in 2017. In order to carry forward the workof the Alumni Association, a team of office bearers consisting of Mr Krishan Kumar Aggarwal, Mr AnkurJain, Dr Amit Sehgal and Mr Gaurav Bauddh who were nominated as President, Secretary, Treasurer and Joint Secretary respectively, was approved by the then Chairperson, Governing Body of the college. Now, the process of formal registration of KMV Alumni Association with the office of the Registrar of Societiesis underway.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	C. 3 Lakhs - 4Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The governance of the college nurtures creativity and instils moral values. The college management comprises the Governing Body (GB), Principal, and Vice-Principal. The Governing Body is responsible for the overall management of the college. The Governing Body constitutes certain vital committees such as the Finance committee, the Provident Fund committee and the New Building Construction committee. The GB meetings are held frequently to discuss issues relating to infrastructure, finance, recruitment etc. Staff council committees and other committees are constituted for matters relating to admissions, sports and cultural activities, timetables, discipline, academic affairs etc. Each department is assigned a Teachers-in-Charge

for two years by rotation to facilitate the conduct of academic and cultural activities smoothly. Individual faculty members are also appointed for carrying out specific statutory functions such as Deputy Superintendents of Examinations or Public Information Officers (PIO)/ APIO for RTIs, or coordinators of specified activities such as NSS, Mentor for Foreign Students, Bursar and Secretary Staff Council. The college IQAC (Internal Quality Assurance Cell) ensures the furtherance of academic quality.

File Description	Documents
Paste link for additional information	https://keshav.du.ac.in/thecollege/vision&mission
Upload any additional information	View File

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

The Governing Body and the Principal function in a very democratic and transparent manner and frequently interact with all its immediate stakeholders, including faculty, non-teaching staff, students, parents, alumni and employers. It also occasionally interacts with other stakeholders like doctors, police, academicians from other institutes, industrialists, professionals and Corporate Dignitaries, non-profit organizations etc. Annual Day celebrations recognize meritorious academic and cultural achievers and acknowledge the contributions of all other stakeholders. The Principal welcomes the fresh batch on Orientation Day. Every year the Staff Council Committees are constituted for all significant activities and initiatives that work independently to assist the management. Each department has a Teacher-in-Charge and the functions at the department level have been decentralized. Even departmental purchases have been decentralized after the implementation of the GeM Portal. Hosting department or college events, involving the participation of external stakeholders is another good example of decentralization and participative management. The events' planning and execution are carried out jointly by faculty and students in consultation with the Principal. Non-teaching staff extend full cooperation in the execution. Eminent speakers and experts are invited on various occasions. Admissions and examinations are decentralized and involve enthusiastic and rigorous participation of management, faculty,

non-teaching and students.

File Description	Documents
Paste link for additional information	https://keshav.du.ac.in/thecollege/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

The Governing Body takes stock of the progress made by the institution on various fronts. The Principal reports the new initiatives to the Governing Body and also conveys the Management's vision to the faculty in staff council meetings. Institutional growth is systematically planned at various levels and implemented through teachers-in-charges; conveners of various committees, faculty and non-teaching staff. Holistic development of students is focused on.

An activity to exemplify the same is the in-house design of the college website that provides important information to external stakeholders. With the help of all the concerned in charge, it is updated regularly. The college has also developed in-house software for uploading students' attendance. Students and parents can view their paper-wise monthly and consolidated attendance through the website. The Wi-Fi facility has been extended to the hostel campus. Institutional mail ids have been created for both faculty and students for facilitating and authenticating all official work. MS Teams ids for both faculty and students have been created to facilitate blended learning. The institution further plans to develop Accounts and Administration related software and Smart ID cards for students. The software and hardware infrastructure facilities in the institution have been modernized.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	http://keshav.du.ac.in/thecollege/governing_body
Upload any additional information	[View File](#)

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

The College operates under the University of Delhi statutes, regulations and legal framework and complies with the directives of the Delhi Government (its funding agency), DHE and UGC guidelines. The governance of the college is headed by the Governing Body (GB). The Principal is the Member Secretary of the GB and acts as the Executive Head of the college. The Principal, along with the Vice Principal and the other committees constituted by GB, ensures the implementation of the decisions of the top management. Staff Council committees are constituted and they hold meetings for discussing matters related to the overall development of the College. Other committees for special matters are constituted by the Principal. Faculty members are given the responsibility of coordinators or nodal officers of specified activities. They also carry out specific statutory functions like Deputy Superintendents of Examinations or Public Information officers (PIO)/ APIO for RTIs. IQAC (Internal Quality Assurance Cell) works towards formulating policies for maintaining and enhancing quality in education. Teacher in-charges and course coordinators work as a liaison between the management and the students. The process of election of the secretary, staff council and the functioning of the committees are governed by DU ordinances.

File Description	Documents
Paste link for additional information	http://keshav.du.ac.in/thecollege/governing_body
Link to Organogram of the Institution webpage	https://keshav.du.ac.in/storage/naac/organogram/KMV_Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Various welfare schemes are available for the teaching and non-teaching staff including Group Insurance Scheme, LTC and HTC, Encashment of leaves, Maternity leaves, Paternity leaves Child care leaves, Study leaves, Duty Leaves for confidential work assigned by the University Special Casual leaves, Extra Ordinary and leaves with permission to retain lien. Leave without pay to accept important assignments in other Universities/Educational Institutions, deputation to Foreign Universities under a faculty exchange program. Interest-free loans are made available on request to Teaching & Non-Teaching. The health of the staff is of prime concern. There is a gym facility provided for all. Medical expenses are reimbursed. Admissions to the wards of teaching and non-teaching are provided in various courses under ward quota as per DU norms.

Awareness programmes and training programmes are organized for Non-Teaching Staff. Free Wi-Fi facility on campus and email addresses using the domain name of the institution are provided to the staff members. Teaching and Non-Teaching Staff collectively organize annual events like Orientation Day, Freshers' Day, Spic Macay, Annual College Festival Tryst, Annual Day and Sports Day. The bonding between the staff is strengthened by celebrating common festivals like Holi, Diwali, and Lohri and organizing Puja on various occasions.

File Description	Documents
Paste link for additional information	http://keshav.du.ac.in/forms/staff
Upload any additional information	View File

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

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

0

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

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

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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
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

20

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 performance appraisal of administrative and accounts staff members is done by the Principal through their respective Section Officers. The institution follows the Performa mandated

by DU for different positions to assess the functioning of the non-teaching. The performance appraisal of Section Officers (Administration and Accounts) is done by the Principal directly. The performance appraisal of laboratory staff is done by the Principal through their respective Teacher-In-Charges. The performance appraisal of library staff members is done by the Principal through the Librarian. As for the teaching staff, their achievements, publications, and record of workshops/ conferences attended or papers presented are documented annually in the college's annual report. The teachers upload the lectures and tutorials taken by them during each semester on the college website on the attendance portal through faculty login. The faculty fills out APAR forms that capture their academic and administrative contributions for each academic year and are used for their promotion under the Career Advancement Schemes. These are then used during the time of promotions from one level to another. The functioning of the Laboratory staff is also monitored by the respective Teacher In-charges and the same is discussed with the Principal periodically.

File Description	Documents
Paste link for additional information	https://keshav.du.ac.in/forms/staff
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

A qualified Chartered Accountant with the approval from GB and the University is appointed for Internal Audit. Income/Expenditure is closely monitored by the Bursar, the Principal and the Section Officer (Accounts). Purchases are done by proper procedure. Quotations are called for and prices are compared. The Institution has formed a Central Purchase Committee and Departmental Purchase Committees for the purpose. Internal audit is a continuous process. The college has developed its internal check system. All transactions are verified at three stages. At the initial stage, the officer in charge scrutinizes and verifies the financial data. It is then scrutinized by Bursar. It is finally approved by the Principal after being satisfied with its clarity, authenticity, transparency and financial accuracy. For the grants received

from the funding agencies, Utilization Certificates are prepared and annually submitted. The auditors visit the college during July/August to audit the financials of the previous year. Local Fund Accounts of the Govt. of NCT of Delhi conducts the external audit in the college annually. The audit procedure includes physical verification of all documents including Departmental Accession Register, Dead Stock registers or Purchase registers. The CAG also conducts an audit once in five years.

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

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

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

0

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

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

The college being a 100% funded College of the Govt. of NCT of Delhi gets its grants from the Govt. of NCT of Delhi. Following strict Budgetary Control, the budget for each financial year is prepared in advance. The expenditure is monitored and controlled keeping in view the budget sanctioned. The purchases are made through the Central Purchase Committee and Departmental Purchase Committees. The available amount is spent following due General Financial Rules (GFR) regarding purchases to be made. Purchases are made from the GeM portal as far as possible. The established procedure for purchasing capital items on a tendering basis is

followed. Prior approval of the sanctioning authority is also obtained for the expenditures. A regular annual stock verification is also ensured for all the departments. Non-serviceable items are written off and disposed-off after following due procedure. All the Receipts and Payments are closely supervised by the Bursar and the Section Officer (Accounts) and are also monitored by the college Principal. College accounts are audited annually by Local Fund Accounts of the Govt. of NCT of Delhi. In addition to this, the college has an effective internal control system that comprises of internal check system and internal Audit.

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

6.5 - Internal Quality Assurance System

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

The two practices institutionalized by IQAC are- Strengthening ICT-IQAC has focused on making better use of technology, especially during pandemic times. The college and departments maintained an excellent connection with the industry through guest talks, workshops, and seminars regularly in physical mode before the onset of the pandemic and online mode during the pandemic. The library has been digitized. Blended learning has been encouraged. Institutional mail ids have been created for students for greater transparency and validation of online correspondence. During a pandemic, certain specific measures include: MS Teams ids were created for students. Interdisciplinary seminars were conducted to broaden the outlook of students. Online meetings of cells, committees, faculty and students were held periodically. The assessment was initiated through emails, Google classrooms, and MS Teams. Students have been contacted telephonically, through WhatsApp, and through e-mails. Students have been mentored and counselled. Skill-based Training - ICT has worked towards improving the skills of teaching and non-teaching staff. It has also organized events to enhance the employability skills of students.

File Description	Documents
Paste link for additional information	https://keshav.du.ac.in/usefullinks/iqac_about
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

IQAC held seminars in collaboration with industry and academia to apprise students of current issues and challenges in career paths and build employability skills of students to benefit students of their college and other institutions. Mentor-mentee groups were made. During the pandemic, faculty members were encouraged to teach online using different platforms.

File Description	Documents
Paste link for additional information	https://keshav.du.ac.in/usefullinks/iqac_minutes
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://keshav.du.ac.in/usefullinks/iqac_feedback_atr
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college is deeply committed to the cause of gender equity. It sensitizes its staff and students to gender-based challenges and concerns. The Women Development Cell of the college organizes several programs, seminars and interactive sessions with speakers from various walks of life to encourage gender parity and promote open and free dialogue around gender equality. The internal Complaints Committee is a statutory body formed to register and resolve complaints of harassment. The proctorial committee has been delegated to monitor the security and safety concerns of all students. A prescribed code of professional ethics is formally maintained as per guidelines issued by the University of Delhi. Special days such as Women's day are marked and celebrated in spirit. The college approaches gender sensitisation by organising various co-curricular activities through the girl students in the hostel, Internal Complaints Committee, and Departmental Societies. These activities include seminars/webinars, lectures, interactive sessions and cultural programmes. Consulenza, the counselling cell of the Psychology Department provided emotional and psychological support to the students of college during the pandemic.

File Description	Documents
Annual gender sensitization action plan	http://keshav.du.ac.in/storage/publish/Women%20Development%20Cell.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://keshav.du.ac.in/usefullinks/icc

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

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

College follows a prudent sustainable approach to minimize the generation of waste inside college premises. The dead leaves are not burnt but disposed-off in the composting pits. Students and staff members help in promotion of solid waste management, practised through segregation of waste as biodegradable and non-biodegradable in separately-coloured bins. Kitchen waste and horticulture waste generated inside college premises are converted to natural manure/ compost within the campus. The harvested bio compost is used in college gardens. To achieve the goal of zero-discharge campus, college has established sewage treatment plant for treatment and recycling of sewage within the college campus. There is a strict protocol for liquid waste in chemistry laboratory. The glassware is rinsed with minimum water and concentrated acidic or alkaline solutions are neutralized before disposal as per guidelines. E-waste is disposed of without harming the environment, as per prevailing norms, and the University's MoU with MSTC, a Govt. owned PSU. All

miscellaneous e-waste and scrap material are collected for safe disposal. The Computers/UPS/ mobiles are repaired/recharged/ replaced subject to the need for best utilization. For efficient management of wastewater recycling, a 100-KLD capacity Sewage Treatment Plant is installed in the college and is functional at present.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	NIL
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 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	View File

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

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

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
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).

The college strictly follows the reservation policies laid out by the Government of India for admissions of students and appointments of teaching and non-teaching staff. Nodal officers for SC, ST, OBC, PWD, North East, J&K and foreign students are nominated for the redress of the grievance of the students. The Equal Opportunity Cell of the college ensures parity and looks after the welfare of differently-abled students. The college promotes several financial assistance/scholarships provided by the Government to provide financial assistance to the students and in every academic session students from the low socio-economic spectrum are granted fee concessions. Teachers adopt the bi-lingual mode of teaching, wherever required, to assist students with linguistic challenges. The college in collaboration with SPIC-MACAY organizes "Virasat", in which eminent artists perform to promote cultural harmony. The college also organizes cultural events for the Northeast students. The college has an NSS unit which helps inculcate the spirit of service and a sense of responsibility. The Women Development Cell of the college strives to promote women's development-related concerns and issues. The Eco club of the college has initiated various programmes to sensitize the students to the 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

The college encourages its students and staff members to take initiative in organizing various programmes to inculcate constitutional obligations, values and traditions. It has a practice of singing the National Anthem after various programmes conducted in the college during the year. Our college observes Vigilance Awareness Week by organizing various activities to foster honesty and orient the students towards fighting corruption. National Unity Day is observed with a pledge to celebrate our glorious history of national integration. The college also organises pledge-taking activities on National Voters' Day and Rashtriya Ekta Diwas (National Unity Day). Constitution Day is celebrated by organizing various activities like a special lecture by some eminent speakers, seminars, slogan writing activities etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	[View File](#)

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	**D. Any 1 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	View File

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

Students, teachers and administrative staff celebrate Independence Day, which starts with a flag hoisting followed by singing of the National Anthem. On 2nd October, the NSS of the college organizes a series of activities in an attempt to familiarize the students with the life and philosophy of Gandhiji. As part of the Swachh Bharat Abhiyan, our college undertakes various measures to enlighten students about the importance of hygiene and sanitation. 5th Sept, which is observed as Teacher's Day, is celebrated by organising different activities. 31st October is commemorated as National Unity Day. Motivational events are organized on Swami Vivekananda's birth anniversary on 12th Jan which is observed as National Youth Day. College celebrates June 21 every year, acknowledging the transnational role of Yoga, in promoting physio-mental health. International Girl Child's Day is celebrated on 11th October by WDC and NSS of college by conducting various events to sensitize the students to the challenges faced by a girl child in our society. The WDC also commemorates International Women's Day on 8th March, On 25th January, National Voter's Day organizes awareness programmes to spread awareness about the role of citizens as voters. College also celebrates festivals like Diwali, Makar Sakranti and Lohri.

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. Digital Initiatives

The Practice: College has ICT-enabled classrooms with LCD projectors and Wi-Fi connectivity. The labs are updated with new software and the latest Excel utilities. The e-resources of the college library are available on NIC Cloud through e-Granthalaya software through which one can access about 30,000 e-journals and research articles.

Evidence of Success: The College believes in 'going green. Web applications are used by administration, faculty and students to upload and access academic data, attendance data, leave records, internal assessments, examination forms, and evaluations and for processing admissions which save paper.

2. Waste Segregation

The Practice: College has a 100 KLD capacity STP for the treatment and recycling of sewage within the college campus. The dead leaves are disposed-off in the composting pits. Segregation of the waste as biodegradable and non-biodegradable waste is done. Computers/UPS/ mobiles are repaired/recharged/ replaced subject to the need for the best utilization

Evidence of Success: Kitchen waste and the horticulture waste generated inside college premises are converted to natural manure/ compost within the campus. The harvested bio compost is used in the college gardens. E-waste is disposed of without harming the environment, as per prevailing norms, and the University's MoU with MSTC

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

True to its vision of imparting holistic development, and nurturing the positive attitudes and creative skills of its students, the college continued to provide knowledge that liberates the soul and uplifts the spirit. The principal, staff members and students contributed in their way in handling the challenges during the Covid-19 pandemic. The college continued its teaching and extra-curricular activities in online mode. Tele-counselling was also offered to students and staff. An anti-Covid task force was set up by the NSS. Students provided resources to people during the second wave and also looked after street animals. Departments organized various online events including workshops, webinars and departmental festivals. Staff members volunteered for providing an RT-PCR testing facility and free Covishield vaccination centre to the general public. The college has truly lived up to its vision of developing socially responsible students.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Augmentation of Research and Innovation practices. 2. Enhancement of the quality of Teaching and Research. 3. Conduct various programs for the holistic development of Staff and Students. 4. Engagement enhancement programs with Alumni and Industry. 5. Strengthening Stakeholder Approach and Enhancing Social Outreach Programs.