



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

| | | |
|--|--------------------------------|---|
| 1.Name of the Institution | | SHYAMA PRASAD MUKHERJI COLLEGE FOR WOMEN |
| • Name of the Head of the institution | Prof. Sadhna Sharma | |
| • Designation | Officiating Principal | |
| • Does the institution function from its own campus? | Yes | |
| • Phone no./Alternate phone no. | 25225598 | |
| • Mobile No: | 7011108290 | |
| • Registered e-mail | spmcollegedu@gmail.com | |
| • Alternate e-mail | sadhnatyagi0310@gmail.com | |
| • Address | Road No. 57, Punjabi Bagh West | |
| • City/Town | New Delhi | |
| • State/UT | Delhi | |
| • Pin Code | 110026 | |
| 2.Institutional status | | |
| • Affiliated / Constitution Colleges | Constituent College | |
| • Type of Institution | Women | |
| • Location | Urban | |
| | | |

| • Financial Status | UGC 2f and 12(B) | | | | | | | | | | | | | | | | |
|--|---|------|-----------------------|---------------|-------------|-------|-------|------|-----------------------|---------------|-------------|---------|---|------|------|------------|------------|
| • Name of the Affiliating University | University of Delhi | | | | | | | | | | | | | | | | |
| • Name of the IQAC Coordinator | Prof. Shubha Sinha | | | | | | | | | | | | | | | | |
| • Phone No. | 25225598 | | | | | | | | | | | | | | | | |
| • Alternate phone No. | 25225598 | | | | | | | | | | | | | | | | |
| • Mobile | 9868567017 | | | | | | | | | | | | | | | | |
| • IQAC e-mail address | iqac.spmc@spm.du.ac.in | | | | | | | | | | | | | | | | |
| • Alternate e-mail address | shubha.sinha7@gmail.com | | | | | | | | | | | | | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | www.spm.du.ac.in | | | | | | | | | | | | | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | | | | | | | | | | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://spm.du.ac.in/index.php?option=com_content&view=article&id=22&Itemid=137&lang=en | | | | | | | | | | | | | | | | |
| 5.Accreditation Details | | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.26</td> <td>2018</td> <td>01/07/2018</td> <td>29/03/2024</td> </tr> </tbody> </table> | | | | | | Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to | Cycle 1 | B | 2.26 | 2018 | 01/07/2018 | 29/03/2024 |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to | | | | | | | | | | | | |
| Cycle 1 | B | 2.26 | 2018 | 01/07/2018 | 29/03/2024 | | | | | | | | | | | | |
| 6.Date of Establishment of IQAC | 21/01/2016 | | | | | | | | | | | | | | | | |
| 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 |
|--|--------|--------------------------|-----------------------------|-------------|
| Shyama Prasad Mukherji College | Grants | UGC | 2022-23 | 782670000/- |
| Shyama Prasad Mukherji College | Grants | NCT Delhi Administration | 2022-23 | 24,00,000/- |
| 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 | | | 5 | |
| • 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) | | | | |
| The college has successfully conducted Gender and AAA Audit in collaboration with IQAC Cluster, India. | | | | |
| The college has established an Incubation Centre in the Academic Year 2022-23 to promote research, innovation, and entrepreneurship. | | | | |
| The institution in collaboration with the Teaching-Learning Centre, Ramanujan College, University of Delhi had successfully organized an | | | | |

FDP and also conducted a one-week 'Skill Enhancement Workshop' for Non-Teaching Staff.

Under the supervision of the IQAC, the college continues to conduct the interdepartmental audit, mentorship programme and also taken students' feedback on teaching-learning processes.

Revamping of the Institutional Website has been initiated by the college in this academic year.

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 |
|--|---|
| <p style="text-align: center;">Inclusivity</p> | <p>Adherence to the rules and Guidelines of the Government of India and the University of Delhi, the institution works to inculcate culture of inclusivity within and beyond the classroom that respect diversity. The innovative programme Sambal: Scaffolding Equal Opportunity is an important initiative to bring an inclusive environment in the college. The programme works through three clear institutional frameworks: Students' Aid Cell: financial assistance scheme, Chetna: enabling unit and Samta: embracing social diversity. The Institution gives special care to the differently able students who need special needs. To make it more accessible to visually challenged students, the library purchased a Kibo device. The device reads and translates printed/ handwritten/ digital text in various Indian languages and also stores them in pdf and audio files.</p> |
| <p style="text-align: center;">Teaching Learning Enrichment</p> | <p>The Institution continuously works to maintain highest standard of education through well structure teaching learning processes. The college continues to conduct Interdepartmental Audit, Students' Feedback on teaching learning processes and Mentorship Programme of the Students. Students' feedback is discussed and incorporated.</p> |
| <p style="text-align: center;">Capacity Building Measures</p> | <p>The institution initiated capacity building measures for all its stakeholders. For the</p> |

| | |
|--|---|
| | <p>Teaching and Non-Teaching Staff, the institution organized Faculty Development Programme and Professional and Skill development Workshops respectively. For the students, various department organizes skill enhancement workshops on Information Technology, Algorithms, English Language, etc. The college is running Employability Skill Courses. Ruchika, Vocational Centre is also imparting skill training on Secretariat Practice and Cutting and Tailoring to women from the neighborhood.</p> |
| Implantation of NEP 2020 | <p>The institution has organized various programmes to appraise NEP and its implementation. Moreover, the institution has organized a series of programmes including seminars and workshops on Indian Knowledge System to educate multidisciplinary nature of the NEP.</p> |
| Research and Innovation | <p>The institution encourage faculty members and students to engage in research and innovation. A number of faculty members are approved for doctoral supervision. Many teachers also received research grants from the ICCSR, Institute of Eminence, University of Delhi, etc. Furthermore, an Incubation Centre has been established in the college.</p> |
| 13. Whether the AQAR was placed before statutory body? | Yes |
| <ul style="list-style-type: none"> Name of the statutory body | |

| Name | Date of meeting(s) |
|--------------------|--------------------|
| IQAC Extended Body | 22/02/2024 |

14. Whether institutional data submitted to AISHE

| Year | Date of Submission |
|---------|--------------------|
| 2021-21 | 12/01/2024 |

15. Multidisciplinary / interdisciplinary

SPM College for Women has 19 departments in the fields of Humanities, Social Sciences, Commerce, Education, Science (Computer Science and Mathematics), Fine Arts (Music) and Physical Education, and offers 809 courses. In 2019, the existing Choice Based Credit System (CBCS) was replaced with CBCS-LOCF (Learning Outcomes-based Curriculum Framework), and then the NEP-UGCF (New Education Policy-Undergraduate Curriculum Framework) was introduced in the 2022-2023 academic session. NEP 2020 underscores the importance of multidisciplinary and interdisciplinary approach to education. One of the key guiding principles is to encourage the adoption of multidisciplinary, and equip students with a set of diverse skills and knowledge. Avoiding rigid divisions between arts and sciences, between curricular and extra-curricular pursuits, and between vocational and academic paths is essential to dismantle hierarchies between - and barriers that separate - various domains of knowledge.

The college provides programs in Pure and Applied Sciences, with various courses incorporating elements of STEM disciplines, such as: i. B.Com. Programme: Commerce & B.Com. (Hons.); ii. B.A. (Hons.) Applied Psychology; iii. B.A. (Hons.) Geography; iv. B.Sc. (Hons.) Computer Science and B.Sc. (Hons.) Mathematics; v. BA (Prog) Combinations such as: Hindi + Geography; Computer Science + Economics; Computer Science + Geography; Computer Science + Mathematics; Economics + Food Technology; Economics + Geography; Economics + History; Economics + Mathematics; Economics + Philosophy; Economics + Political Science; Economics + Sociology; Food Technology + History; Geography + History; Geography + Mathematics; Geography + Political Science.

Under the CBCS and CBCS-LOCF course structures, students from any discipline, including Humanities subjects, had the option of opting for a Generic Elective course offered by any department, including any of the STEM disciplines. Under NEP 2020, apart from Generic Elective papers, students may opt for Discipline Specific Elective

papers (in lieu of Generic Elective papers), Skill Enhancement Courses, and Value Added Courses offered by any of the departments, including STEM disciplines.

(For detailed information about courses offered, please click on the following links: [Prospectus, College Website](#)

[Syllabi, College Website](#))

The NEP came into effect in the academic year 2022-2023, introducing a wide array of multidisciplinary, choice-based courses. The college adheres to the SOP framed by the University of Delhi following the UGC guidelines with respect to multiple entry and exit options under the NEP 2020. Several faculty members have been working on developing the revised UGCF as per NEP 2020 at the university level.

Shyama Prasad Mukherji College for Women publishes a semi-annual, double-blind peer-reviewed multidisciplinary journal JARHLSS, which welcomes original and unpublished research papers as well as review articles spanning multiple disciplines within Humanities, Language, and Social Sciences. The college frequently organizes multidisciplinary and interdisciplinary seminars, workshops, and conferences, and faculty members of various departments collaborate on several research projects spanning multiple disciplines.

(Please click on the following link to access college Annual Reports for information about cocurricular activities and research: [Annual Report, College Website](#))

16.Academic bank of credits (ABC):

SPMC being a constituent college of the University of Delhi follows the policies framed by the University. With regard to the Academic Bank of Credits (ABC), the University of Delhi is yet to design a policy framework for the ABC as well as transfer of credits. Once the University concretises a framework for transfer of credits, the college shall encourage, guide and facilitate students to follow the procedure.

a) SPMC has completed registration of the currently enrolled students under the NEP 2020 (UGCF) in the Academic Bank of Credits as per the framework designed by the University of Delhi, following the the UGC guidelines. SPMC has also informed students about the need to create and update their Academic Bank of Credits ID via Notice no. Ref. No. DU/Exam/Secrecy/2023/01 dated 5 September 2023. SPMC has also provided assistance to students (via notice dated 9

October 2023) in case of discrepancy regarding their ABC ID by guiding them towards the persons to contact in case of any issues with their ABC ID

c) SPMC awaits University guidelines to be issued for proceeding with collaboration with other HEIs to enable and facilitate transfer of credits. SPMC has signed 18 MOUs with the following institutions for organising capacity building programmes, fostering academic and educational cooperation, friendship and exchange with aims to develop and promote relations and mutual understanding: Edunet Foundation, Sona Devi Sthia PG Girls College, Motilal Nehru College Evening, IIPL, Utsaah Psychological Service, P.A. Business Consulting Pvt. Ltd., Sustainable Initiatives, Ekal Sansthan, YUVA & Seva Foundation, Centrik Legalistic LLP, Centrik Business Solutions Pvt. Ltd., AMS Consult, Bhagidari Jan Sahyog Samiti, Himacus Enterprises Pvt. Ltd., Timber Touch India Pvt. Ltd., Pinnacle Law Chambers, Novative Solutions Pvt. Ltd., UAA & Associates.

d) The college encourages faculty to design curricular and pedagogical approaches, textbooks, reading material selections, assignments, and assessments within the approved framework as per the University guidelines. Faculties are also encouraged to design organise and participate in FDPs and workshops for the same.

e) SPMC encourages students to enroll in MOOCs on the SWAYAM platform of the UGC as well as other online courses approved by the UGC

17.Skill development:

SPMC integrates traditional teaching methods with experiential and participatory learning, and provides students with life skills and knowledge that extend beyond conventional classrooms. Aligned with the National Education Policy (NEP) 2020, all programs and courses at the institution prioritize experiential and skill-based learning, offering courses and papers as well as co-curricular and extra-curricular activities which impart life skills, technical skills, and professional skills. The college offers Skill Enhancement Courses (SEC) and Value Added Courses (VAC) designed by the University of Delhi which offer value based lessons in different streams and disciplines, impart communication skills, computer and technology related skills, financial management skills etc., emphasizing extensive hands-on learning to equip students with skills as well as values that would serve them in their academic and professional journeys.

(For detailed information about the syllabi of the courses offered, please click on the following link: [Syllabi, College Website](#))

In keeping with the principles enshrined in the National Skills Qualifications Framework, the college seeks to ensure that lessons being imparted within and outside the classroom are relevant and prepare students for integration into the workforce. Classroom engagement, fieldwork, and case studies serve to provide collaborative learning in order to prepare students of different competencies for critical engagement.

Students are encouraged to critically examine different forms of writings and media to foster multiple perspectives and critical thinking on gender, society, and psychology. Departments including Applied Psychology, Education, Geography, HDFE, Food Technology, EVS, Computer Science, Music, Physical Education, and History utilize various techniques such as hands-on training, role-playing, case studies, movie screenings, flipped classrooms, project assignments, museum and archival training, field visits, school-hospital visits, and visits to industrial organizations like SEBI and NSE.

The college places special emphasis on enhancing employability through add-on courses in Counselling and Psychotherapy, Diet and Wellness, Employability and Soft Skills, French language, German language, Women and Legal Literacy, and Travel and Tourism. The Family Counselling Centre provides both virtual and in-person counselling service. The college and its departments foster indigenous learning by regularly organizing workshops, lectures, and seminars, encouraging students to broaden their understanding, particularly in the context of the Indian Knowledge System (IKS). Ruchika, the vocational centre affiliated with the college, dedicates itself to enabling the skill development of young women. Its primary emphasis is on offering courses in Cutting-Tailoring as well as Secretarial skills, aimed at empowering girls economically. The Gandhi Study Centre, approved by the UGC, imparts teachings imbued with ethics based on Mahatma Gandhi's principles through workshops, seminars, conferences, and also certificate courses. Additionally, various departments and societies organize activities including community service, internships, conferences, seminars, and workshops aimed at enhancing skills and self-development. The 'Beyond the Classroom' initiative emphasizes community outreach, training NSS students with necessary skills through workshops to engage with school students in the neighbourhood using performing and creative arts. The Placement Cell periodically conducts career counselling, personality development sessions, and CV writing

workshops to enhance placement opportunities.

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

a) Since the academic year 2022-2023 Shyama Prasad Mukherji College (for Women), initiated a lecture series to promote the Indian Knowledge System. Few of the events held to promote IKS are a lecture series titled *Dialogue with the Time* and a collaboration with Bharatiya Vidya Prayojan, Indira Gandhi National Centre for Arts, New Delhi to organize a Two- days National Seminar, titled- *Indian Knowledge System: A Dialogue with Time*- on 23rd and 24th February 2023, within the college premises. The objective of the seminar was to provide a platform to initiate a dialogue among eminent scholars, media personalities

Under the UGCF, the college offers Value Added Courses (VAC) and Skill Enhancement Courses (SEC) which aim at integrating Indian Knowledge System into the curriculum. The college actively encourages teaching-learning to be conducted bilingually in both English and Hindi.

b) The institution facilitates as well as plans to train its faculty by organising FDPs, FTPs, lecture series, workshops, conferences and seminars to integrate bilingual mode in teaching and learning.

c) Considering the significantly diverse linguistic background and competence of the students at SPMC, the college encourages its faculty to adopt a bilingual approach to classroom teaching in papers offered as part of courses in which the medium of teaching in a particular language is not mandatory. Under the UGCF, students of VAC have the option to study and write any paper in either English or Hindi.

d) The college encourages its students to opt for Indian languages including indigenous languages as part of their Ability Enhancement Course under the UGCF.

The college offers a wide range of SEC and VAC papers which are designed to inculcate Indian ancient traditional knowledge, Indian arts, culture and traditions.

e) The college runs a dedicated and UGC approved Gandhi Study Centre to promote teachings and ethics based on the principles of Mahatma

Gandhi as part of the Indian Knowledge System which incorporates the principle of Ahimsa (Non Violence) as a philosophy of life. The Centre offers short term certificate courses.

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

Shyama Prasad Mukherji of College, being a constituent college of University of Delhi, conducts courses following the Learning Outcomes-based Curriculum, implemented by the university in 2019, which replaced the earlier Choice Based Credit System framework. With the implementation of the LOCF, a paradigm shift occurred in the higher education sector, with the revision of curricula based on primacy given to learning outcomes, aimed at enhancing the overall quality of higher education in India.

The New Education Policy (2020) reaffirms this vision and the University of Delhi introduced the UGCF (Undergraduate Curriculum Framework), with the aim of providing students with a comprehensive learning experience, emphasizing not only the acquisition of knowledge but also its practical application through hands-on experiences in fields and laboratories. A learning outcomes-based system underscores the importance of applying acquired knowledge to real-life situations. Through this framework, students are expected to develop critical thinking, problem-solving, and analytical reasoning skills, hone their cognitive abilities, and engage in self-directed learning. Emphasis is placed on defining and achieving Program Outcomes (POs), Programme Specific Outcomes (PSOs), and course outcomes (COs) to equip students with skills and knowledge for the future.

(For detailed information about the learning outcomes of the courses offered, please click on the following link: [Syllabi, College Website](#))

Teachers actively participate in seminars, Faculty Development Programs (FDPs), workshops, and curriculum meetings at the university-level, which provide them with a platform to discuss and refine POs and COs.

The college observes and closely adheres to the academic calendar and regulations developed by Delhi University so as to ensure timely syllabi completion. The Internal Quality Assurance Cell (IQAC), Academic Supervisory Committee, and inter-departmental audits are instrumental in ensuring that course objectives are met by all

faculty members. Teachers prepare teaching plans, assessment strategies, and reading lists aligned with POs and Cos as per IQAC guidelines.

At the end of the semester, syllabus completion reports, ratified by department heads, are submitted by the teachers, along with submission and moderation of Internal Assessment records. The IQAC and the Academic Supervisory Committee ensure that innovative teaching mechanisms and strategies (such as discussion-centered tutorial classes and special application-focused remedial classes) are employed by teachers to address the needs of slow and advanced learners enabling them to achieve the POs and COs.

Feedback on Internal Assessment is taken from teachers as well as students. Through external and Internal audits, periodic reviews of POs and COs are conducted where self-evaluation documentation (APAR) and lesson plans submitted by each faculty member are scrutinized.

The results of the centralized final semester exams are assessed to evaluate the college's success in imparting Program Outcomes (POs) and Course Outcomes (COs) to students. Additionally, the institution's mentorship program attempts to highlight difficulties, if any, experienced by students in achieving POs and COs, and this feedback is subsequently relayed to the concerned teachers.

The institution utilizes a strategic combination of summative and formative assessments that are tailored to meet the intended learning objectives. This strategy has resulted in a steady enhancement of student performance, as indicated by improved CGPAs and greater presence of SPMC students on the university's merit list. Co-curricular and extracurricular activities are conducted beyond the classroom in order to help teachers and students realize learning outcomes effectively. Student accomplishments, in academic and extracurricular pursuits, serve as crucial indicators for assessing outcomes.

Departments consistently evaluate and enrich course syllabi and curricula, showcasing the institution's dedication to adaptable and proactive advancement for comprehensive academic progression.

(Please click on the following link to access college Annual Reports for information about cocurricular activities and research: [Annual Report, College Website](#))

20.Distance education/online education:

a) The college offers the following add on courses in the online mode in collaboration with different knowledge partners: Women and Legal Literacy, Counselling and Psychotherapy, Journalism and Mass Communication in both Hindi and English, Travel and Tourism, French language, German language, Employability and Soft Skills, and Diet and Wellness. During the Covid pandemic, physical classes transitioned to online mode of teaching facilitated by platforms such as Google Suite, Microsoft Teams and Zoom. The NEP 2020 lays the groundwork to offer vocational courses through Online Distance Learning (ODL) in an HEI. The college looks forward to explore the possibility of expanding the already existing range of operational add on vocational courses in collaboration with different knowledge partners under Digital Initiative for Advancement of Learning.

b) The college successfully navigated the challenges which arose during the Covid pandemic by transitioning from physical classes to online mode. Classes were conducted on platforms such as Google Suite, MS Team and Zoom. The college provided ICT training to teachers for a seamless transition, ensuring regular conduct of teaching-learning through LMS and ICT tools.

SPMC extensively utilizes ICT tools, including G-Suite, Zoom, and Microsoft Teams, alongside constant enhancement of IT infrastructure with ICT-enabled classrooms, computer labs, and a Wi-Fi-enabled campus. N-list memberships are provided to both faculty and students, as they regularly use platforms like ResearchGate and Academia.edu. The institution also has access to many online resources, like ILL(VLE), SOL (DU), UGC e-Pathshala, SWAYAM, and e-journal databases like JSTOR.

Faculty members have developed and contributed E-contents and E-resources for MOOCs and also prepared video lectures for organizations such as NIOS and UGC-CEC. Many departments publish e-newsletters and e-magazines, nurturing the creativity and skills of their students. Teachers utilize various applications, like Mentimeter, Socrative, Quizizz, Kahoot, and Nearpod, to make their classes more engaging and participative.

The college is well equipped to facilitate incorporation of innovative teaching-learning methods including a blended mode of education.

Extended Profile

| | |
|--|---------------------------|
| 1.Programme | |
| 1.1 | 808 |
| Number of courses offered by the institution across all programs during the year | |
| File Description | Documents |
| Data Template | View File |
| 2.Student | |
| 2.1 | 4737 |
| Number of students during the year | |
| File Description | Documents |
| Data Template | View File |
| 2.2 | 748 |
| 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 | 1826 |
| Number of outgoing/ final year students during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.Academic | |
| 3.1 | 190 |
| Number of full time teachers during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.2 | 190 |

| | |
|--|---------------------------|
| Number of Sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 Total number of Classrooms and Seminar halls | 103 |
| 4.2 Total expenditure excluding salary during the year (INR in lakhs) | 248.67476/- |
| 4.3 Total number of computers on campus for academic purposes | 1197 |
| 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 | |
| <ul style="list-style-type: none"> In the college, the university's syllabi are implemented to foster the academic and overall development of students with a significant degree of autonomy. Courses are conducted following the LOCF (CBCS) & NEP framework, with a primary emphasis on defining and achieving specific skills, Program Outcomes (POs), Programme Specific Outcomes (PSOs), and course outcomes (COs) to prepare students for the future. The workload of each department is proposed and reviewed by the Workload Committee, and the college's Time Table Committee creates the schedule based on these recommendations. The schedule is made available on the college website before each semester begins. Different departments and societies plan and prepare Activity Calendar for which there is a designated slot provided in the timetable on every Wednesday. IQAC ensures that every department submits the teaching plan (student-centric teaching learning method, assessment plan, and list of readings) well in time. All teaching and learning activities and documentation undergo assessment through inter-departmental audits, with further | |

oversight by the IQAC to ensure effective curriculum delivery.

- In addition to these measures, regular Syllabus completion reports and student feedback are collected on teaching and learning processes and various college facilities.

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

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

- As a constituent college under the University of Delhi, our institution strictly adheres to the university's academic calendar and examination schedule for organizing teaching-learning activities, exams, and vacation periods.
- We conduct Continuous Internal Evaluation in strict accordance with the format, timelines, and syllabi prescribed by the University of Delhi (LOCF-CBCS & NEP). Our teachers engage in discussions to determine evaluation criteria for assignments and tests. We consider students' top performances on these assessments for internal assessment purposes. Teachers provide individual and holistic feedback to students, offering suggestions for improvement.
- During tutorial classes, we actively address students' specific queries and concerns, fostering participative engagement to clarify doubts and enhance conceptual understanding.
- Our IQAC plays a vital role in creating an academic and activity calendar aligned with the university's academic schedule. It oversees the internal assessment process and gathers records from various college departments.

The IQAC also solicits feedback from both teachers and students regarding the internal assessment processes, seeking opportunities for improvement to maximize the benefits for our students.

| File Description | Documents |
|--------------------------------------|---|
| Upload relevant supporting documents | View File |
| Link for Additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=22&Itemid=137&lang=en |

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

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

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

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

19

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| 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 | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

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

- The university's curriculum places a significant emphasis on addressing societal issues like gender relations and environmental concerns. Moreover, our co-curricular activities play a pivotal role in fostering cultural, gender, and environmental awareness. For instance, many of our courses explicitly incorporate cross-cutting themes such as gender, human values, environmental sustainability, and ethics. Various under graduate and postgraduate programs includes well-structured courses on subjects like Gender, Human Values and Environment etc. Our dedicated teachers employ student-centric teaching methods to further enhance values, ethics, and awareness on the mentioned issues.

- Our students actively engage in various campaigns aimed at preserving and protecting the environment. They participate in events such as Hariyali Diwas and take the lead in cleanliness drives like the Swachhata Abhiyan.
- International day's like Women's Day, Mental Health day, Environment Day are celebrated to provide hands-on experiences on issues related to gender sensitivity that enable students to interface with real-life situations.

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

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

130

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

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

540

| 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

B. Any 3 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) | No File Uploaded |

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | No File Uploaded |
| URL for feedback report | https://spm.du.ac.in/index.php?option=com_content&view=article&id=159&Itemid=335&lang=en |

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

1566

| 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

700

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

2.2 - Catering to Student Diversity

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

- The college is committed to deliver quality education to diverse students. Every department takes the initiative to gauge each student's grasp of the subject matter and language proficiency. For slow learners who require additional support, special attention is provided through tutorial sessions, remedial classes, and course materials.
- Essential readings are readily available for all students, while advanced readings are suggested for those who are inclined to delve deeper into the subject matter. High-achieving students are also encouraged to undertake research projects and compose term papers. These endeavors enable advanced learners to bridge the gap between theory and practice, apply their theoretical knowledge in real-world scenarios, and tackle complex challenges. To facilitate their research pursuits, access to NList and E-Journal databases is granted.
- We employ formative assessment strategies to evaluate students' learning abilities comprehensively. Each student's progress is continually assessed through classroom assignments, assessments, presentations, and active participation in classroom discussions. We also strive to provide structured reading materials in both Hindi and English

to accommodate diverse language preferences. Classroom instruction is conducted in a bilingual mode to ensure inclusive student engagement and support their learning.

| File Description | Documents |
|-----------------------------------|---|
| Link for additional Information | https://drive.google.com/drive/folders/1WISaLywZWjvtCGNiRfLvXgURR0lsYMTL?usp=sharing |
| Upload any additional information | No File Uploaded |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 4737 | 190 |

| File Description | Documents |
|----------------------------|------------------|
| Any additional information | No File Uploaded |

2.3 - Teaching- Learning Process

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

- The college seamlessly combines traditional teaching methods with experiential and participatory learning, enriching students with life skills and knowledge that extend beyond the confines of the classroom. In addition to lively classroom discussions, where students freely share their perspectives and concerns, our pedagogical approaches encompass group work, fostering both collaborative learning and tailored support for learners at different proficiency levels. Fieldwork and Case studies provide practical, real-life examples, creating a platform for shared learning that encourages students to critically analyze concepts. Furthermore, students are taught to critically evaluate book and movie plots and characters from various angles, including gender, sociological, psychological, and critical viewpoints.
- In practical classes, the students have a first-hand experience of learning through testing, data collection, experimentation, role play, role reversal, experiential exercises, participative activities and problem-solving skills etc.
- Various departments and societies organize a range of

activities, including community service, internships, conferences, seminars, heritage and nature excursions, as well as visits to museums, schools, hospitals, care homes, and industries. During their internships, students engage in action research projects that require problem-solving methodologies. Workshops on skill enhancement and self-development, theater, art, and craft empower students to nurture their talents and self-perception.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | No File Uploaded |
| Link for additional information | https://drive.google.com/drive/folders/1WISaLywZWjvtCGNiRfLvXgURR0lsYMTL?usp=sharing |

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

- Online platforms such as Google Meet, and Google Classroom are used by teachers for the teaching-learning process whenever necessary arises. The institution provides teachers with Google Workspace IDs and grants both faculty and students access to N-list memberships. Our educators have actively enrolled in various digital platforms like N-list, ResearchGate, and Academia.edu to stay updated and enhance their knowledge for the benefit of our students.
- The University of Delhi offers access to a plethora of online resources, including the ILLD (VLE), SOL DU materials, UGC e-Pathshala, SWAYAM, and e-journal databases like JSTOR. These resources play a pivotal role in broadening our students' horizons and knowledge. Our faculty members also contribute to the creation of e-resources for MOOCs offered by various universities and produce video lectures.
- Numerous departments within our institution publish e-newsletters and e-magazines, fostering creativity and associated skills of students. In addition to traditional teaching methods, our classes incorporate documentaries, videos, PowerPoint presentations (PPTs), resource websites, and blogs to enhance the learning experience.
- Teachers use several apps like Mentimeter, Scorative, Quizizz, Kahoot, and Nearpod for making classes more engaging and participative.

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | https://spm.du.ac.in/index.php?option=com_content&view=article&id=56&Itemid=191&lang=en |

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

190

| 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

190

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

127

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

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

2.4.3.1 - Total experience of full-time teachers

1718

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

2.5 - Evaluation Process and Reforms

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

- As a constituent college of the University of Delhi, our institution strictly adheres to the university's academic calendar for conducting Continuous Internal Evaluation (IA & CA) and other related activities. This adherence follows the prescribed format, timeline, and syllabi (LOCF-CBCS & NEP) provided by the university, resulting in an effective and student-centric mechanism.
- Each department employs various assessment methods, including class tests, project-based assignments, class presentations, group discussions, reviews of articles/documentaries etc. to continually evaluate students. The evaluation schedule & criteria are communicated well in advance to the students.
- Our dedicated faculty members provide feedback to each student, addressing areas of improvement both in theory classes and tutorials, ensuring they are well-prepared for semester or annual examinations.
- We maintain transparency throughout the evaluation process by discussing and sharing Assessment marks with the students.

Additionally, the final assessment marks are uploaded on the college website and notice board for students' reference.

- In the event of any discrepancies or grievances expressed by students, the department and moderation committee of the college promptly receive and address these concerns.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | No File Uploaded |
| Link for additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=26&Itemid=143&lang=en |

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

- The college employs continuous evaluation methods, such as class tests, presentations, and project-based assignments, to closely monitor students' learning progress. Students actively engage in discussions with their respective teachers to review the outcomes of class tests and assignments, and they can report any grievances they may have.
- To ensure fairness and accuracy in the assessment process, the Department Moderation Committee carefully examines each student's Internal Assessment (IA) & Continuous Assessment (CA) score and submits it to the College Moderation Committee. The College Moderation Committee then compiles the final IA score for submission to the University as part of the overall summative assessment. Once the final Assessment marks are uploaded on the college website and displayed on the notice board, students are given an opportunity to report any grievances or request corrections before these marks are submitted to the University's computer system.
- In cases where errors or grievances are reported, they are promptly reviewed and addressed by the Moderation Committee within a defined time frame, ensuring that the entire process is completed on schedule. This approach guarantees that the Assessment system remains accessible, efficient, transparent, and accountable to the students.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | No File Uploaded |
| Link for additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=30&Itemid=147&lang=en |

2.6 - Student Performance and Learning Outcomes

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

- The LOCF (Learning Outcomes-Based Curriculum Framework) & NEP programs and courses have clearly defined objectives and intended outcomes outlined in their syllabi. These syllabi are made available to all stakeholders and are accessible on both the college and University of Delhi websites.
- During the college-wide orientation program and department-specific orientation sessions, learners are introduced to the program and course outcomes. These outcomes are then further emphasized and integrated into teaching practices and learning activities.
- The LOCF& NEP offers flexibility through various elective options, including interdisciplinary and open electives, such as Generic Electives (GE), Discipline Specific Electives (DSE), Ability Enhancement Courses (AECC), Value Added Courses (VA) and Skill Enhancement Courses (SEC). Information about these elective courses is widely disseminated to learners through official notifications posted on the college website, student notice boards and student orientation sessions.
- Faculty members keep themselves up-to-date by participating in refresher courses and faculty development programs, ensuring they are well-versed in course-specific objectives and can adapt their teaching practices accordingly.

| File Description | Documents |
|--|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=235&Itemid=433&lang=en |
| Upload COs for all courses (exemplars from Glossary) | No File Uploaded |

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

- The college is committed to adhering to the academic calendar provided by the University of Delhi and follows the university's regulations for curriculum implementation. Teachers ensure that the syllabus for each course is covered comprehensively, and learning outcomes are achieved by the end of each semester. Oversight bodies like IQAC, the Academic

Supervisory Committee, and inter-departmental audits play an important role in ensuring that course objectives are delivered.

- Our college consistently strives for continuous improvement in the teaching and learning processes. We conduct ongoing assessments of students to verify the successful attainment of course objectives through continuous Assessment (IA & CA) and formative evaluation. All faculty members collaborate on a comprehensive teaching plan that outlines lecture schedules, pedagogical approaches, tutorial class structures, and student assessment schemes, all aimed at bridging any learning gaps. Moreover, student feedback on teaching and learning processes assists in evaluating the achievement of program outcomes and in developing strategies to enhance pedagogy.
- The results of the centralized final semester examinations are scrutinized to gauge the effectiveness of the college in delivering the Program Outcomes (POs) and Course Outcomes (COs) to our students.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=27&Itemid=144&lang=en |

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

1664

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | https://spm.du.ac.in/images/Result_Analysis_2018-2023_1.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://spm.du.ac.in/index.php?option=com_content&view=article&id=159&Itemid=335&lang=en

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Resource Mobilization for Research****3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)****3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

0

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | 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**

1

| File Description | Documents |
|---|---|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | View File |
| Paste link to funding agency website | https://www.ioe.du.ac.in/ |

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**30**

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

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year****23**

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

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year****11**

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to

social issues, for their holistic development, and impact thereof during the year

Shyama Prasad Mukherji College for Women is making a conscious effort to sensitize students and the neighborhood towards issues of social relevance.

- Durva, the Eco Club, National Service Scheme (NSS), and Medical Committee of Shyama Prasad Mukherji College for Women, in collaboration with Deep-C & Lung Care Foundation, organized a workshop and poster making event on H.A.W.A (Health and Air Pollution Widespread Awareness) on 14th December 2022 to bring awareness about the problem, causes, preventive and curative measures to combat air pollution.
- Durva, the Eco-club) and NSS, in collaboration with organizations such as TERI, SAKSHAM and PCRA, organized rallies, marches, plantation, stationery donation, cloth donation, flood donation, and cleanliness drives, etc.
- On 27th January 2023, Durva, the Eco Club, organized a workshop cum e-collection drive in collaboration with Sorditcon Private Limited, to create awareness among the participants about the hazardous impact of electronic waste and e-waste management.
- Ruchika, the vocational center works on the skill development of women through its 'Cutting-Tailoring' and 'Secretarial' courses.
- Family Counseling Center (FCC) of the institution, provides counseling related to family and personal matters for people in the neighborhood and all the stakeholders of the college.

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

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

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

2

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

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

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

22

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

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

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

4000

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

3.4 - Collaboration

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

5

| 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 | No File Uploaded |

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

5

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

SPM college provides state-of-the-art infrastructure and accessible learning resources to the learners. There are large as well as small-sized classrooms to cater to different class sizes and purposes. The college is Wi-Fi enabled and has 39 ICT enabled classrooms. There are three computer laboratories and the overall student-computer ratio is 3:1 (approximately). The library is fully automatic and uses the Alice software to maintain its database. It also provides remote access to digital INFONET and N-List through DULS to the

students and teachers.

The college has an in-house software system to manage enterprise resource planning. This web-link software enables the administrative staff to maintain data and information of each student and employee including courses, admission, attendance, IA and examination, demography, salary, leave, etc.

The college consistently works upon improving lab facilities catering to the requirements of students. Presently, the departments of Computer Science, Applied Psychology, Geography, Food Technology, Human Development and Family Empowerment, and Education have their designated labs which are also utilised by students from other departments as per their course requirements.

The maintenance of the various infrastructure facilities (such as electricity, lift, generator backup, solar panels and other equipment) through AMCs, etc. is undertaken by the college.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://spm.du.ac.in/index.php?lang=en |

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

The institution's commitment to the overall development of students manifests in a multitude of infrastructural facilities and training to the students. It has facilities for both outdoor and indoor games.

The college has a huge sports ground having all the facilities to cater to the needs for outdoor games- cricket, hockey, kho-kho, kabaddi, basketball, softball, handball, volleyball, football, etc. Special coaching arrangements are provided for cricket, football, softball, kabaddi, volleyball, judo, aerobics, kho-kho, athletics, and handball.

The college has both an air-conditioned gym and open space gym. It has also trained instructors for yoga. In a bid to encourage a healthy lifestyle amongst staff and students, the college constructed a walking track along the periphery of the college grounds.

The college has a fully air-conditioned state-of-the-art auditorium with a seating capacity of over 1100 people, which is used for hosting the annual day and other college and inter-college events. Located near the college's main entrance-the college plaza, is the hub of Republic Day and Independence Day celebrations along with nukkad natak, rangoli and other cultural events. The Activity room, aesthetically painted with Warli art, serves as a venue for small-scale cultural events.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=161&Itemid=336&lang=en |

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

39

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

39

| File Description | Documents |
|---|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=56&Itemid=191&lang=en |
| 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)

20.75346

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | No File Uploaded |
| 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)

1. The library , at SPMC, is well-stocked and equipped with user-friendly access to technology and information. It has been fully automated using Integrated Library Management System (ILMS) software, Alice for Windows since 2007. Library acquisition of books, journals and periodicals, serialization and Online Public Access Catalog (OPAC) are digitized and accessible. It provides remote access to N-List through DULS which enables all the stakeholders to access more than 4000 journals with abstracts and full text information, research papers and articles.
2. The library is open on all working days and has a collection of 85,000 books, 22 journals, 11 newspapers and air-conditioned reading -halls.
3. Registration, membership, issue and return of the book is fully digitized in the Library. All the stakeholders are issued barcode identity cards for library membership. Barcode reader is being used for the issued and returned of the books.
4. The institutional library has 14 LAN connected desktops to access library software.
5. Delhi University Library Systems (DULS) has provided Electronic Resources Management Package to the library. The library is a member of National Library and Information Services Infrastructure for Scholarly Content (N-LIST).

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for Additional Information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=20&Itemid=303&lang=en |

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 | No File Uploaded |
| 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)

14.08775

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

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

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

700

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

4.3 - IT Infrastructure

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

college has rich IT infrastructure to strengthen teaching learning processes. It has over 1200 PCs and laptops to facilitate teaching learning processes. The student-computer ratio is 3:1 (approximately). All the systems have installed the latest software (required by students of different courses to perform Lab related work). All the systems are connected to a network through LAN or Wi-Fi.

The campus is Wi-Fi enabled with Internet Speed of over 100 MBPS. In recent years, the institution installed a Jio Booster that works on Local Wi-Fi (access from the University of Delhi) to strengthen the data signal of the Internet in order to improve the overall internet speed.

The college provides Google suite to all the faculty members to bolster seamless teaching learning in times of unforeseen circumstances.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=56&Itemid=191&lang=en |

4.3.2 - Number of Computers

1197

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| Student – computer ratio | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****20.75346/-**

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

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

The institution ensures optimal allocation and utilization of the available resources for the maintenance and upkeep of different facilities through duly constituted statutory committees. The Infrastructure Committee looks into any requirement for alteration of existing premises or any addition to existing premises to meet additional requirements. The library committee is responsible for the maintenance and augmentation of library infrastructure. The maintenance of sports equipment is supervised by the incharge of the Department of Sports.

The college caretaker oversees maintenance of security and cleanliness of the college premises and supervises the work of sanitary and security staff. Routine maintenance of laboratories is done by lab attendants. Stock registers and account records are maintained and routinely inspected and verified during the annual Inter Departmental Audit.

College outsources building and infrastructure renovations to firms routed through open tender procedures. Part time electrician is hired as per requirement of maintenance and repair work of electrical equipment and infrastructure. The institution outsources furniture maintenance, cleanliness of the premises, and plumbing, maintenance of solar panels, CCTV, RO, AC, etc.

Students are educated on the judicious use of resources during the orientation programme as well as mentorship sessions.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

147

| File Description | Documents |
|---|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | No File Uploaded |
| Number of students benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

22

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

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

A. All of the above

| File Description | Documents |
|---|---|
| Link to institutional website | https://spm.du.ac.in/index.php?option=com_content&view=article&id=104&Itemid=281&lang=en |
| 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

34

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

34

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

5.1.5 - The Institution has a transparent

A. All of the above

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

| 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 | No File Uploaded |
| Details of student grievances including sexual harassment and ragging cases | View File |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

40

| 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

251

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

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

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

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.

60

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | View File |
| Any additional information | No File Uploaded |
| 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)

With a vision of developing conscientious citizens, the institution provides ample opportunities to students to participate in various activities of the college. The college has students representative body affiliated to Delhi University Students' Union (DUSU). All the representatives are elected annually through democratic election under the schedule and guidelines notified by the University of Delhi. Constitution of Students Union and Societies are on the college website.

Students Union and other cultural and sports societies provides spaces to the students to learn basic principles and practices of a democratic society, values of leadership and team work. Each department has also its own society. Presently, various committees and societies- Artistry Society, Debating Society, Eco Club, Dance Society, Enabling Unit, Family Counselling Cell, Quiz Society, Garden Committee, General Knowledge Committee, Vocational and Hobby Committee, N Society, NCC, and NSS played an active role in organizing co-curricular/extra-curricular activities, awareness programmes and workshops. Many departments published their E-Magazines where students' involvement was appreciated and highlighted.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=252&Itemid=450&lang=en |
| Upload any additional information | No File Uploaded |

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

24

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

5.4 - Alumni Engagement

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

- The institution has a fully functional Alumni Association registered on 20 June 2022 under the Societies Registration Act XXI, 1860. Two faculty members who are alumni and presently employed in the College, are members of the Alumni Association.
- SPMC's alumni association plays an important role in reaching out to alumni thereby creating and strengthening a bond between the college and them. The association, in keeping with its mandate, has organized various activities including its own annual meet.
- The college always looks forward to a meaningful association with its alumni. Distinguished alumni are invited by various departments of the institution to interact with the students regarding career options and future prospects pertaining to academic or job prospects.
- The alumni continue to stay connected with the college through various activities organized by departments and societies. The institution also conducts surveys to collect information about their career progression, job profile, and other information.
- Many of our alumni have joined as faculty members in various higher education institutions and industries/companies including SPMC itself. The extended IQAC consists of two members, one from the Alumni and another from the retired faculty. Their suggestions are invaluable and important for enriching the activities of the IQAC.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The mission and vision of the SPM College towards teaching-learning and its role in the society is well encapsulated in its emblem "let there be learning". The teaching learning processes of the college is continuously aligning to the changing content and processes of education especially towards the goal of National Education Policy 2020.

The college flourishes its rich heritage of imparting knowledge and skill towards holistic development of learners through its visionary leadership of Governing Body members and principals. The principal, faculties and administrative staffs collectively make decisions to implement/integrate mission and vision of college in learner centric manner. The Staff Council of the college makes collective decisions on various aspects teaching-learning activities as well as matters pertaining to governance of the college also.

Teachers, students and administrative staffs constitutes various committees and societies in the college which are responsible for organizing and conducting various academic as well as co-curricular activities to enrich and enhance our students' learning experiences more inclusive. The institution adheres to the code of conduct, ethics and professional teaching standards to ensure transparency in teaching-learning process and communication across various channels.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=1&Itemid=112&lang=en |
| Upload any additional information | View File |

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

- Decentralization and participative management is the source of institutional strength. All the decisions pertaining to the academic, co-curricular, and administrative matters are involved Governing Body of our college, Principal, administrative staff, faculty members and students. It works within rules and principles laid down by the University of Delhi.
- The Governing Body is the apex decision-making body having members of the Delhi Government, two University representatives, two teacher representatives, and one representative from the administration.
- The Staff Council constitutes various committees that assist in the institutional functioning. These committees carry out a number of activities that implement the mission and vision of the college. The Council also deliberates upon and plans workload, timetable, admission, examination, purchasing and infrastructure augmentations, etc.
- Teachers are an integral part of the IQAC of the college. Each department designates a teacher-in-charge, appointed on rotational basis, to oversee its activities for a period of two years. The Academic Supervisory Committee, which consists of the Principal, the senior-most teacher, and all the teachers in charge, makes and implements decisions made by IQAC and Staff Councils.
- Students have representation in important committees, such as Discipline, Admission, Anti-ragging, various cultural committees, the Committee on the Prevention of Sexual Harassment, etc.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=117&Itemid=294&lang=en |
| Upload any additional information | No File Uploaded |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has a comprehensive perspective plan aligned with its vision and mission, displayed on the college website. Few highlights are:

Enhancing Curriculum Enrichment and Delivery

- All the teachers submit the Teaching Plan and Syllabus Completion report to the IQAC. For seamless conduct of academic and co-curricular activities, each department plan their annual academic and activity calendar aligned with the University Academic Calendar.
- Interdepartmental Audit is conducted at the end of every academic year under the supervision of the IQAC. The college also conducts external Academics and Administration Audit.

Inclusiveness

- As a constituent college of the University of Delhi, SPM college attracts students from across region, cultural communities, and socio-economic classes including differently able students. To bring inclusivity and sensitivity, the college initiated the programme: theSambal: Scaffolding Equal Opportunity.

Environment Sustainability

- The institution actively follows the policy of reduce, reuse, and recycle to preserve and protect the environment.
- SPMC has made adequate provisions for rainwater harvesting, waste-segregation through MCD, Solar panels, composting, paper recycling, and collection of e-waste in collaboration with an NGO- Sorditcon Private Limited.
- It has installed rooftop solar panels having a capacity to generate 100 KW electricity.

- TERI also appreciates the college for its environmental activities.

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

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

The college is governed by the Statutes and Ordinances of the University of Delhi and also prescribed norms of funding agency. Administrative structure of the college is well defined and standard. It is shown in the flow chart given below in the link. The Governing Body of the institution is the highest decision making body which comprises of a Chairperson who presides over the meetings of the representatives, the Principal, who is also the member-secretary of the GB, a university representative appointed by the Vice Chancellor of University of Delhi, two members nominated from the staff, and one from the non-teaching staff. The principal leads the administration by effectively carrying out responsibility for the appropriate and effective management of the institution and also to provide necessary support to the college community to accomplish holistic education. Decisions in matters of conducting admission, sports, co-curricular activities, preparation of the college time table, and allocation of extra-curricular activities of teachers are taken care of by the Staff Council presided by the principal. Departmental meetings are organised where issues related to the functioning of the department and recommendations of IQAC are discussed by the teachers-in-charge with other members.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://spm.du.ac.in/images/spm_RTI_2005_1.pdf |
| Link to Organogram of the Institution webpage | https://spm.du.ac.in/index.php?option=com_content&view=article&id=117&Itemid=294&lang=en |
| Upload any additional information | No File Uploaded |

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

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 | No File Uploaded |
| Details of implementation of e-governance in areas of operation, Administration etc (Data Template) | View File |

6.3 - Faculty Empowerment Strategies

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

- SPMC ensures the well-being of its teaching and non-teaching staff in all possible ways. It provides opportunities for their professional development by motivating them and ensuring timely completion of all the promotions under rules notified by UGC and the University of Delhi.
- The institution provides a number of facilities including air-conditioned staff rooms, office spaces and a teachers' reading room with basic computer facilities in the library. The College has a spacious canteen also.
- All the existing Central Government welfare schemes are available for the employees.
- The serving as well as superannuated staff are entitled to avail medical facilities under the World University Service (WUS) Health Centre, University of Delhi. They are entitled to

'Direct Payment as well as Reimbursement Facility' from empaneled hospitals and diagnostic centers under the CGHS scheme.

- It has fully functional medical room equipped with emergency first aid care facilities running under the supervision of a full-time trained nurse.
- The institution also has the residential facilities of its staff which include 8 flats for teachers and 15 flats for non-teaching staff. SPMC has a bus with seating capacity of 40, Bank, Photocopy Centre, Stationary shop, etc.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=15&Itemid=128&lang=en |
| Upload any additional information | No File Uploaded |

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

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

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

1

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

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

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

72

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

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

- The College ensures the well-being of its teaching and non-teaching staff in all possible ways. It provides opportunities for their professional development by ensuring timely completion of all the promotions under rules notified by UGC and the University of Delhi.
- All the faculty members are required to submit APAR along with

documentary proofs at the end of every academic year as part of annual appraisal. The IQAC assesses APAR and PBAS on various performance criteria. After the screening, the candidates have to appear before the selection committee for an interview. After the completion of the required years of experience, PBAS is required to be submitted by teachers for the fulfillment of other requirements of promotion.

- Appointments are made by a) Promotion or b) Limited Departmental Examination (LDE).
- The university has established a procedure to assess the performance of the non-teaching employees on the basis of information they provide, titled Annual Performance Assessment Report. Career progression schemes such as departmental promotion of non-teaching staff is linked to the assessment of the report. Promotion for Group B, C and Multi-Tasking Staff shall be based on seniority cum fitness and APARs of the last 5 years which are subject to vigilance clearance.

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

6.4 - Financial Management and Resource Mobilization

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

SPMC regularly conduct external and internal financial audit so that it can utilize available resources optimally. Being a constituent college of the University of Delhi, our institution is governed by the Government of India and NCT-Delhi financial rules. All kinds of accounts and financial statements of the institution are internally audited by a Chartered Accountant duly appointed by the Governing Body with the approval of the University of Delhi. The financial audit is done in accordance with the extent guidelines. External audit is conducted once in two years by the Directorate of Audit, Govt. of N.C.T. of Delhi.

All the financial statement and account books are maintained with highest professional standard which are subject to third party independent audit to maintain fairness and transparency in the system. All the audit reports are publicly available on the college website.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://spm.du.ac.in/images/Balance_sheet_22-23.pdf |
| Upload any additional information | No File Uploaded |

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 | View File |
| 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

- Funds under planned and non-planned expenditures from the UGC, Government of NCT and University of Delhi are spent for designated purposes. The funds marked for examination are utilized for conduct of examinations only. The grant-in aid from UGC and Government of NCT, Delhi are utilized for the purpose of disbursement of salaries and allowances
- The Institution applies for funds under various schemes from various sources and agencies. SPMC receives funds from many departments and agencies to organize various activities in the college.
- Fees collected from the students, under different heads are used for the different purposes and are equitably distributed among the departments and societies based on strength of the students and requirements.
- UGC, ICSSR, IOE, Delhi University, and NWC, Delhi have sanctioned funds for research projects and

conferences/workshops within the institutions of the University

- SPMC runs established centers for the IGNOU, NCWEB and the School of Open Learning (SOL) and receives funds in the form of operation/rent fees.
- All purchases in the institution are routed through the Purchase Committee and Infrastructure Committee established in the institution. Major infrastructural purchases are done through Government e- Marketing (GeM).
- The accounts and financial statements are audited and available on the institutional website.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://spm.du.ac.in/index.php?option=com_content&view=article&id=249&Itemid=447&lang=en |
| Upload any additional information | No File Uploaded |

6.5 - Internal Quality Assurance System

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

IQAC of the institution has been consistently working towards maintaining the level of quality initiatives for improved teaching and learning in the institution. The IQAC held 5 meetings in the academic year 2022-2023 pertaining to different matters. The institution is also progressed towards paperless administration. Certain initiatives such as google leave form, e- pay slip and e-communication of all the administrative and academic information, etc. were already placed.

Mentorship

Realising the mental health and academic issues faced by the students, the college intensified students teacher interactions through its mentorship programs. Students were supported through physical as well as telecounseling, providing laptops, technological assistance and reading materials.

Inter-Departmental Audit

To assess and review the performance of the teaching-learning progress of the constituent departments, interdepartmental audit

under the aegis of IQAC were conducted on defined parameters. The deliberations and discussions held during the audit apprised the stakeholders to the latest pedagogical and technological advancements that can be incorporated. This process facilitates quality assurance and overall improvement of the institutions.

Students' Feedback

Every year, the IQAC also collects feedback from all the stakeholders. This feedback helps the administration to review the students-institutional interface on matters on academic and administrative.

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

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

1. On account of the NEP, teaching methodologies were systematically reviewed, and training programmes were conducted. A series of meeting with faculty members were held to update and align with guidelines laid down in the NEP.
2. The faculty members and the students were encouraged to participate in a number of webinars and workshops organised by the institution on relevant issues and themes.
3. Students Feedback system is aligned with the review of teaching learning processes. Every year, the IQAC also collects feedback from all the stakeholders. This feedback helps the administration review the students institutional interface on matters that are academic and administrative. This feedback:
 1. Helps with monitoring and review of standards
 2. Enhances the student's experience of learning and teaching
 3. Ensures effectiveness of course design and transaction
 4. Enables a dialogue with students
 5. Ensures teacher accountability and development
 6. Measures student satisfaction
 7. The feedback mechanism becomes an effective system for ensuring quality and excellence in the functioning of the institution

4. Inter Departmental Audits were carried out with an objective to review and improve the teaching learning process across various departments.

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

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

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | No File Uploaded |
| 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

In the session 2022-23, events with specific focus on gender were organised by various departments. A lecture on "Geographies of Gender: Issues, Approaches and Experiences", by Prof. Anindita Datta, in the Geography department, and "Reading Gender through Visual Sources", by Prof. Seema Bawa, in the History department. The English department organised a seminar on queer readings and a book club session on a book by Vikram Chandra.

The theatre society, Navrang, organised a street play "Teesra Makaan", on challenges faced by transgenders. Their annual play, "Saawant Aunty ki Ladkiyan", addressed the aspirations of young women. The Environment and Gender sensitization committee of Hindi department organized a one day seminar in collaboration with All India Radio in February, 2023.

As a ready reference, the gender sensitization plan is uploaded on the college website. The college employs women guards and cleaning staff for the safety of the students. The Common Room serves as a space for rest and recreation. The college also runs a Family Counselling Centre that hosts a full-time regular counsellor for discussing various concerns of students. This year the counselling centre conducted 358 counselling sessions throughout the year. The data is recorded with due ethical considerations and confidentiality.

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | https://spm.du.ac.in/index.php?option=com_content&view=article&id=239&Itemid=439&lang=en |
| 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://spm.du.ac.in/index.php?option=com_phocagallery&view=category&id=460:7-1-1&Itemid=170&lang=en |

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

B. Any 3 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

The college practices waste segregation. Biodegradable waste generated in the canteen is separated from non-biodegradable waste. Students and staff are encouraged to use separate, colour-coded waste bins to ensure the separation of waste at the source. The college boasts of sprawling gardens and trees along the perimeter. Excess water drainage from air conditions is collected in buckets and used to irrigate college plants. The college also hosts a rainwater harvesting system in the college's backyard.

The college has a fully functioning paper recycling unit. Paper used on both sides is recycled to produce handmade paper that students use to make cards, folders, handbags, etc.

The Eco Club of the college, Durva, regularly organises awareness events and celebrates Hariyali Diwas annually. E-waste collection drives are also organised annually.

No chemical or radioactive waste is generated in the college.

| File Description | Documents |
|---|---|
| Relevant documents like agreements/MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | https://spm.du.ac.in/index.php?option=com_phocagallery&view=category&id=453:7-1-3&Itemid=170&lang=en |
| Any other relevant information | No File Uploaded |

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

| 7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants | A. Any 4 or All of the above | | | | | | | | | | |
|--|-------------------------------------|-----------|---|---------------------------|--------------------------------------|---------------------------|-------------------------------------|---------------------------|--------------------------------|------------------|--|
| <table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Geo tagged photos / videos of the facilities</td><td>View File</td></tr> <tr> <td>Any other relevant documents</td><td>No File Uploaded</td></tr> </tbody> </table> | File Description | Documents | Geo tagged photos / videos of the facilities | View File | Any other relevant documents | No File Uploaded | | | | | |
| File Description | Documents | | | | | | | | | | |
| Geo tagged photos / videos of the facilities | View File | | | | | | | | | | |
| Any other relevant documents | No File Uploaded | | | | | | | | | | |
| 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution | | | | | | | | | | | |
| 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities | A. Any 4 or all of the above | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Reports on environment and energy audits submitted by the auditing agency</td><td>View File</td></tr> <tr> <td>Certification by the auditing agency</td><td>View File</td></tr> <tr> <td>Certificates of the awards received</td><td>View File</td></tr> <tr> <td>Any other relevant information</td><td>No File Uploaded</td></tr> </tbody> </table> | 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 | View File | Any other relevant information | No File Uploaded | |
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| 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 | View File | | | | | | | | | | |
| Any other relevant information | No File Uploaded | | | | | | | | | | |
| 7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment | A. Any 4 or all of the above | | | | | | | | | | |

**Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of
reading material, screen reading**

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

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

The value of inclusiveness is engrained in the college's everyday functioning. The college continued to organise cultural events, webinars, seminars, talks, and competitions towards celebrating cultural plurality.

Our college is proud of offering courses in English, Hindi and Sanskrit, thereby celebrating linguistic diversity in our country. Classes in all departments are conducted in a bilingual mode to address students' needs. The department of English also runs an English Language Support Centre to cater to students with different language abilities.

Further, the college also constitutes committees for addressing the needs of students from depressed castes and tribal backgrounds. The Equal Opportunity Cell works towards addressing the needs of students with disabilities and provides them a space to express their identities.

The college has dedicated teaching and non-teaching staff to provide details of Fee Concession and Scholarships to students and facilitate its disbursement.

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

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

The college makes a deliberate effort to sensitising its students and employees towards constitutional obligations and values. We are proud of our NSS and NCC teams that play an important role in developing the spirit of social service, dedication, discipline and patriotism in our students.

This year, on 05 November 2022, a seminar on 'SSB- Steps, Strategies and Brainstorming' and the NCC fest, Warrior'23, was organised on 15 April 2023. The various competitions during the festival focussed on developing constitutional values and inculcating rights and duties of citizens in every student.

The Hindi Department organized a seminar on 'Professional Ethics and Human values' on 19th November 2022.

The Sociology department of our college emphasises the development of tolerance and unity in diversity by organising field visits to various religious places.

To sensitize students towards our rich national and natural heritage, the History department organised a lecture on 'Environment Histories: Going Beyond Humans', by Prof. Mayank Kumar, IGNOU. The department also organised a Heritage walk to the Qutub Complex and Mehrauli Archaeological Park, on 28 January 2023 and to Kurukshetra on 15 October 2023. A documentary titled 'Healing Forests in India' was screened on 14 September 2022.

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

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

A. All of the above

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

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

The college celebrates national and International Commemorative days including, Independence Day, Republic Day, Constitution Day, Women's Day, Earth Day, Yoga Days, etc. with great fervor every year.

The Geography Department celebrated the 'International Year of Millets'.

To commemorate World Suicide Prevention Day, Family Counseling Centre organised an interaction session with Prof. Aruna Broota on developing a positive outlook on life and facing everyday barriers and hurdles. The centre also organised an event titled Manoadya on the occasion of World Mental Health Day.

The History Association, Kaal Nidhi, Department of History, organised a Ten Days Stationery collection drive, in association with NSS, on the occasion of National Teachers' Day. The annual lecture of the History department was organised in commemoration of International Women's Day, on which Prof. Seema Bawa was the invited speaker. The occasion served as a valuable reminder to students of

the role of women in History.

To celebrate Hindi Diwas, Hindi department organized a quiz related to various aspects of Hindi language on 14th September 2022

On the occasion of NCC Day on 27 November 2022, the NCC cadets of the college hoisted the NCC flag and presented the NCC song.

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

7.2 - Best Practices

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

Best Practice 1: Promoting Psychological Well-Being

The aim isto provide continued psychological support to students and address their issues and problems.

The College Family Counselling Centre ensures that students access free counselling services from a qualified counsellor, during college hours. The centre along with various departments organised several events through the year to spread awareness about mental health concerns.

Our success is evident in terms of the number of students we have been able to support and in triggering a movement where more students are spreading awareness among others.

The challengeis to overcome the stigma surrounding mental health issues and expand our reach to maximum number of students.

Best Practice 2: Digitalising Education

The aim is to improve efficient use of technological and human resources for greater inclusivity and productivity in teaching-learning processes.

The college encourages the use of digital internal communication. All administrative communication is undertaken through emails. We are moving towards increasing digitalization of attendance. This year we have replaced attendance registers.

With greater access to digital resources through infrastructural development, the college reduced its carbon footprint substantially.

The institute continues to struggle with financial constraints towards expanding access to digital resources to all students.

| File Description | Documents |
|--|---------------------------|
| Best practices in the Institutional web site | View File |
| Any other relevant information | No File Uploaded |

7.3 - Institutional Distinctiveness

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

SPMC being situated in Delhi, one of the highly polluted cities in India, is cognizant of the fact that to be a sensitive, responsible citizen of the nation and the world, it is vital to adopt sustainable, ecologically friendly practices in our everyday lives as individuals and collectives. This is revealed through the adoption of small yet very profound practices in its policies and initiatives aimed at cultivating environmental awareness among students, minimizing the carbon footprint on the environment, and leaving behind a sustainable legacy for future generations. Best Practices that college is continuously evolving are:

- **Green Energy:** Installation of rooftop solar panels having a capacity to generate 101 KW electricity and also install solar lights in the campus. Additionally, we are phasing out energy-consuming bulbs and appliances with energy-efficient LED bulbs.
- The college also has facilities of Rain Water Harvesting, Paper Recycling, Waste Management including e-waste and Composting, office automation, etc.
- In 2022-21, the institution will conduct a Green, Energy and Environment Audit by Greenvio.
- The College also received numerous awards and appreciation for its activities related to environmental awareness and commitment to sustainable which is infact a testament of its conviction.

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

7.3.2 - Plan of action for the next academic year

SPMC will continue to strive towards its stated aims and objectives through its teaching learning processes as well as extension activities. The institution plans to execute the following programmes in the next academic year:

- to apply for the NAAC Accreditation Cycle 2.
- to complete permanent faculty recruitment processes
- to rationalize the implementation of NEP 2020 in accordance with the UGC framework notified under the University of Delhi guidelines.
- to organize activities such as seminars, workshops, lectures, etc. to promote Indian Knowledge System amongst the stakeholders.
- Continues to educate students on various provisions of NEP stated in the framework policy including transfer of credit, online courses, etc.
- to encourage faculty members to engage in research work and publication
- to establish an incubation Centre in the college
- To increase domain awareness and improve the skills of teaching and non-teaching staff by organizing FDPs and workshops.
- Continuity and also exploring new areas of Skill Oriented Add On courses to be offered to make students ready for job market.
- to explore possibility of initiating expert guidance to students preparing for competitive exams.
- to explore ways to attract more placement and internship opportunities for students.