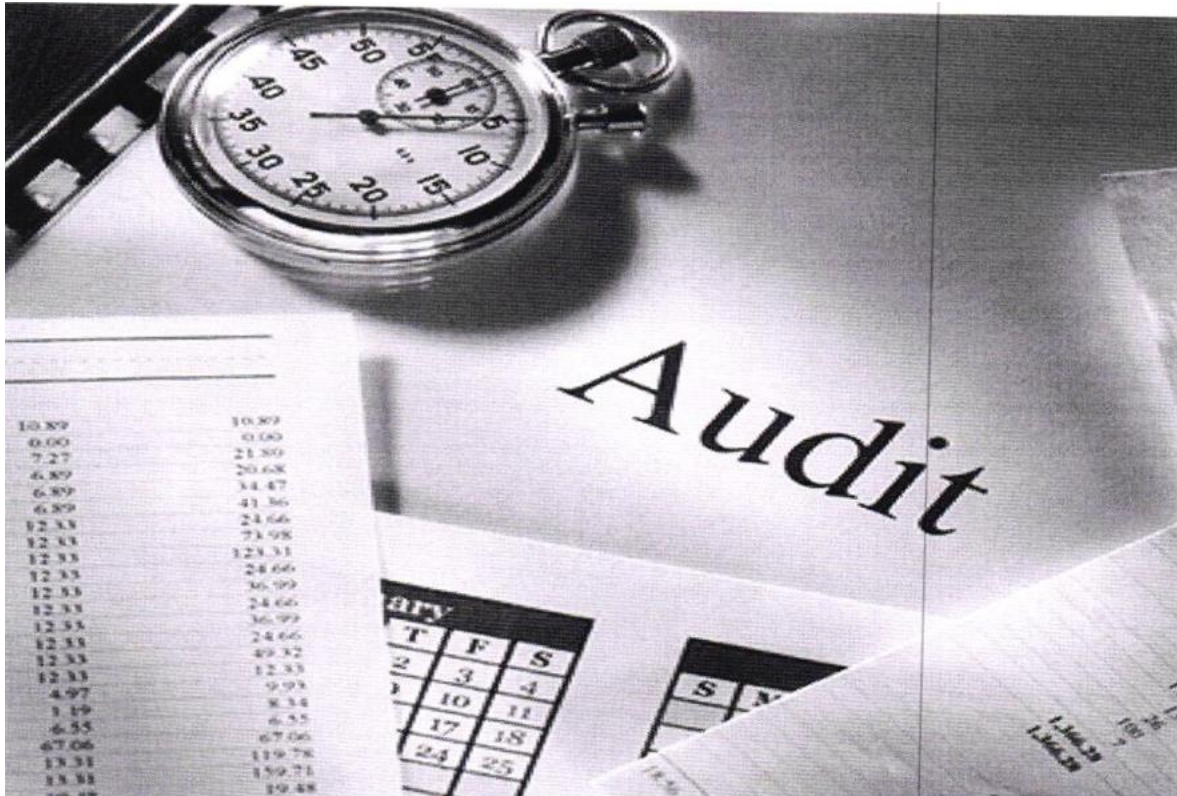




ACADEMIC & ADMINISTRATIVE
AUDIT
(AAA) REPORT




ACADEMIC AND ADMINISTRATIVE AUDIT REPORT



Issued for: Dyal Singh College, Karnal

Assessment Year: 2022-23

Dated: December 14, 2023


Principal
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Academic and Administrative Committee

S. No.	Name	Designation
1.	Sh. Sushil Goel	Incharge, IQAC
2.	Dr. Anita Agarwal	Member
3.	Dr. Pooja Malhotra	Member
4.	Dr. Aditi Shreeya Bali	Member
5.	Dr. Dinesh Kumar	External Expert




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1. Foreword

1.1 Dyal Singh College, Karnal is a premier co-educational centre of learning of Northern India. With strength of 2999 students, the college provides exceptional academic excellence through a plethora of programmes. The college has all the three streams of learning – Arts, Science and Commerce, with Post Graduate courses in English, Hindi, Political Science, Commerce and Chemistry, along with the add-on and vocational courses. The college also offers a 5-year integrated Course M.Sc. Forensic Science under innovative programme sponsored by the UGC. The college is making progress under the esteemed guidance of Shri D.K. Raina – an embodiment of rare wisdom, learning and love for academia- President, Dyal Singh College Trust Society & Governing Body, and the dynamic leadership of Vice Admiral (Retd.) Satish Soni, PVSM, AVSM, NM, a man of letters with administrative acumen, who holds the office of the General Secretary. The college is accredited ‘A +’ grade by National Assessment and Accreditation Council (NAAC). The college strives to provide an intellectual environment for the emancipation of the intellect and spirit that stimulates both critical thinking and imagination.




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2. Audit Details

1. Details of Academic Programmes

S.No.	Programme	Start Year	Sanctioned intake	Actual no. of admissions (2022-23)
1	BA	1949	400	398
2	BA (Eco hons.)	1993	30	24
3	BA (Eng hons.)	1993	40	39
4	BA (Pol sci hons.)	2018-19	40	39
5	B.Com	1972	160	148
6	B.Com (Hons.)	2016-17	60	146
7	B.Com (Tax)	2009-10	80	31
8	BCA	2009-10	80	76
9	B.Sc (Medical)	1968	120	103
10	B.Sc. (Non-Medical)	1949	240	121
11	MA (Eng)	1982	50	38
12	MA (Hindi)	1973	50	17
13	MA (Pol Sci)	1989	50	40
14	M.Com	2010-11	60	21
15	M.Sc (Chemistry)	2009-10	40+ 10% extra sanctioned by the university.	44
16	M.Sc (Forensics) 5 yr integrated	2015-16	30	18
17	Cyber Forensic & Cyber Security (P.G.D)	2022-23	20	10


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2. Teachers Availability [as per statutory body (UGC, AICTE, BCI, NCTE, COA, RCI, AYUSH etc.)]

Regular: 53

Contractual: 61

Student Teacher Ratio: 26:1

Quality of Teachers:

a. Total teachers with Ph.D.: 48

Regular: 35

Contractual: 13


b. Number of publications per teacher in a year: 0.46

c. Number of book chapters/ books/ conference papers published per teacher: 0.35

3. Was the Academic Calendar prepared at the beginning of the session and strictly adhered to (Yes/No) : Yes

4. Details of committees in the Institution


S.No.	Name of the committee	No. of meetings held	Preparation of MOM (Yes/No)	Preparation of action taken report (Yes/No)
1	Internal Quality & Assurance Cell (IQAC)	13	Yes	Yes
2	Internal Complaint Committee	07	Yes	Yes
3	Sports Committee	01	Yes	Yes
4	Examination Committee	02	Yes	Yes
5	Women Development Centre	03	Yes	Yes
6	Staff Advisory Council	09	Yes	Yes
7	Career Guidance and Placement Cell	02	Yes	Yes
8	Admission Committee	07	Yes	Yes
9	Security and Discipline Committee	08	Yes	Yes
10	Mentor Mentee Committee	06	Yes	Yes


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5. Plan of action chalked out by the Institution 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
Submission of SSR Report for NAAC Accreditation Cycle III	SSR Report was submitted in January 2023. NAAC Peer team visited the College in the month of May 2023 and the college was accredited with 'A+' Grade.
Introduction of Value Added Courses (VACs)	Seven Value Added courses have been launched from the academic session 2022-23 <ol style="list-style-type: none">1. VAC in Digital Promotion of Business2. VAC in Financial Literacy for Beginners3. VAC in Ethnobotany of Valuable Medicinal Plants4. VAC in Geographical Landscapes: Explorations beyond the Classroom Learning5. VAC in Camera Trap Method for Wildlife Research6. VAC in Know Your Constitution- I7. VAC in Matlab Software
Preparedness for NEP - 2020	The NEP Team of the college organised a Three Days workshop on "NEP-2020" from Oct 06-08, 2022 for enhancing the knowledge of faculty members regarding the implementation of NEP-2020.
Organisation of Seminars and Conferences	The college organised three Seminars/Conferences during 2022-23.
Conducting Entrepreneurship Awareness Programme	IQAC and Institution's Innovation Council of the college organized two One Day Entrepreneurship Awareness Programs to enlighten students about self-employment opportunities
Quality Certificates	The college got the ISO 9001:2015 and ISO 14001: 2015 certificates. The college got Energy Audit, Environment Audit and Green Audit Certificates also. The college also conducted Academic and Administrative Audit as well as Gender Audit for sessions 2022-23.


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MoUs for skill enhancement	The college signed MoUs with the following institutes for skill enhancement and improvement of employability: (i) CSRRI, Karnal (ii) Pt. Chiranji Lal Govt. College, Karnal (iii) Haryana Institute of Rural Development, Nilokheri (iv) Forensodigital Technologies Pvt. Ltd, Karnal (v) Management Guru Training and Etiquette Centre (vi) Code Quotient (vii) Dayanad Mahavidyalaya Kurukshetra (viii) MSME Technology Centre, Rohtak
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6. a. Was the profiling of students done into Advance & Slow Learners after admission (Yes/ No) - Yes

b. Were any bridge courses introduced for the newly admitted students? (Yes/ No) (If yes, please provide the details) – No

c. List the Initiatives taken for Advance & Slow Learners

Initiatives for Advance Learners
• Advance learners are encouraged to participate in various certificate courses.
• Advance learners are encouraged to participate in various inter college activities and webinars.
• Group discussions on current issues organised in classes.
• Students are encouraged to write research papers and present the same in various National and International seminars.
• Students are sent for internship in various organisations

Initiatives for Slow Learners
• Student's academic performance is improved by the way of extra classes.
• Students are handed simplified course notes so that they can understand the subject easily.
• Students are provided personal attention to their academic queries.


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7. Contribution of Alumni to the development of the institution


The college regularly gets encouraging and friendly cooperation from the past students. There is a registered alumni association that contributes significantly to the development of the institution through financial and/or other support services. Dyal Singh College Alumni Association organized the Annual Alumni Meet on 25th December, 2022 in which many alumni of the college, who now hold reputed positions in the society, joined enthusiastically. Some of the alumni joined through online mode also. The association distributed scholarships worth 1 lakh to 30 meritorious students of the college. The Alumni Association honoured the Former Faculty members of the college Dr. Neena Arora and Dr. Chandra Kanta with Life Time Achievement Award. Sh. Sundar Taluja, Sh. Ravinder Chawla, Sh. Gulshan Khetarpal, Sh. Chandra Prakash Gupta, Sh. Dheeraj Chaudhary and Sh. Rana Ranbir Singh Baath were honoured for their contribution to the College Alumni Association.

8. Overall pass percentage of students program-wise

S.No.	Programme	Pass Percentage (2022-23)
1	BA	29.95
2	BA (Eco hors.)	83.33
3	BA (Eng. Hons)	74.07
4	BA (Pol sci hors.)	88.88
5	B.Com	67.96
6	B,Com (Hons.)	86.66
7	B.Com (Tax)	46.93
8	BCA	42.42
9	B.Sc (Medical)	85.48
10	B.Sc (Non-Medical)	50
11	MA (Eng)	33.33
12	MA (Hindi)	11.90
13	MA (Pol sci)	23.07
14	M.Com	61.76
15	M.Sc (Chemistry)	20
16	M.Sc (Forensics) 5 yr integrated	72.22

Exemplary Performance Assessment

S.No.	Programme	No. of students with >90% aggregate	Gold Medals
1.	B.Sc. (Non-Medical)	-	-
2.	B.A.	-	-
3.	B.Com	-	-
4.	B.Sc (Medical)	01	8 th Rank in University


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s9. Collection of rare books, manuscripts, special reports or any other knowledge resource

for library enrichment:

There are 3031 rare books.

10. Placement Activities:


No. of companies visited the campus: 05

No. of placements offered: 90

Average salary offered: 2.5 Lacs p.a.


11. Assessment of Feedback from stakeholders

Stakeholder	Feedback (Yes/No)	Observations/Suggestions (Only 5)	Action Taken (Only 5)
Students	Yes	<ol style="list-style-type: none">1. Sufficient material of English medium must be available in the library2. Some opportunities to do internships and exposure are needed3. Wi-fi facility should be provided to the students4. infrastructure improvement5. curriculum should be updated periodically so that it can be more relevant towards current industry trends	<ol style="list-style-type: none">1. An Orientation Programme for the newly admitted students was organized.2. New website of the college, dsckamal.ac.in is now providing all the necessary and required information. One new course has been launched from the academic session 2022-233. P.G. Diploma in Cyber Forensic & Cyber Security4. The college signed MoUs with the following institutes for skill
Teachers	Yes	<ol style="list-style-type: none">1. In the current scenario, we need to develop a common digital platform for students, staff, and administration like a college management system.2. Infrastructure and parking facility should be done.3. There is a scope for increase in no. of smart class rooms.4. College should start more add on	


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		<p>courses on recent technologies</p> <p>5. College should start personality development courses for growth of students.</p>	<p>enhancement and improvement of employability:</p> <ul style="list-style-type: none"> • Management Guru Training and Etiquette Centre • Code Quotient • Dayanad Mahila Mahavidyala Kurukshetra.
Alumni	Yes	<ol style="list-style-type: none"> 1. syllabus should be more applicable to real life situations by giving examples and case studies 2. extra material should be provided to the students 3. college should have improve its wi-fi connectivity 4. college should organise alumni meet regularly 5. They feel very satisfied with the curriculum design and delivery. 	<p>5. The college started a Project named "Eco-Friendly Disposal of Organic Waste by Vermi-Composting" sponsored by Dyal Singh College Trust Society, which will provide organic manure while helping us manage our organic garden waste.</p>
Parents	Yes	<ol style="list-style-type: none"> 1. Teaching procedure is satisfactory 2. Admission procedure is satisfactory 3. Attitude of administrative staff is satisfactory 4. More disciplinary measures should be taken 5. Infrastructure improvement 6. COVID measures should be taken 	<p>6. Seven Value Added Courses have been started in the session 2022-23</p> <ul style="list-style-type: none"> • VAC in Digital Promotion of Business • VAC in Financial Literacy for Beginners • VAC in Ethnobotany of Valuable Medicinal Plants • VAC in Geographical Landscapes: Explorations beyond the Classroom
Employers	Yes	<ol style="list-style-type: none"> 1. Satisfied with communication skills of the students 2. Satisfied with their ability to learn new things 3. Satisfied with team work 4. Satisfied with their ability to take up extra responsibilities 	



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			<p>Learning</p> <ul style="list-style-type: none">• VAC in Camera Trap Method for Wildlife Research• VAC in Know Your Constitution- I• VAC in Matlab Software
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12. Administrative Procedures:

S.No.	Administrative Process	Yes/No
1.	Established systems and procedures for maintaining and utilising physical, academic and support facilities – laboratory, library, sports complex, computers, classrooms etc.	YES
2.	Students benefited by scholarships and freeships provided by the government	YES
3.	Students benefited by scholarships, freeships, etc. provided by the institution besides government schemes	YES
4.	Support to differently abled students	YES
5.	Professional development/administrative training programs organised by the institution for teaching and non-teaching staff	YES
6.	Presence of an active student council and representation of students on academic and administrative bodies/committees	YES
7.	Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	YES
8.	IQAC and its proceedings	YES
9.	Anti -Ragging Committee	YES
10.	Functional Website of College	YES


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3. Findings & Observations

After a thorough analysis of the facts, it is observed that the college is proactively making efforts to ensure the academic and administrative activities are conducted as per the Academic calendar prepared at the beginning of the year. A score (1 being the lowest and 5 being the highest) has been assigned after assessment of the performance of the college on the following important criteria in line with NAAC, which is as follows:

Criterion - I Curricular Aspects: **4**

Criterion II -Teaching-Learning and Evaluation: **4**

Criterion III - Research, Innovations and Extension: **3.5**

Criterion IV - Infrastructure & Learning Resources: **4**

Criterion V - Student Support and Progression: **5**

Criterion VI - Governance, Leadership & Management: **5**

Criterion VII - Institutional Values and Best Practices: **5**

4. SWOC Analysis

Strengths

Visionary Management

State of the art infrastructure

Promising academic environment

Research ecosystem

Industry Linkage

Weaknesses

Lack of freedom in designing course curriculum for the students


Limited funding opportunities for research and innovation

A number of posts (teaching/non-teaching) are lying vacant

Opportunities

Collaborative research with local ICAR institutions

Strengthening IIC to inculcate entrepreneurship



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Opening more skill oriented/professional courses

Challenges

Increasing number of colleges poses a competition

To secure research funding/fellowship


Brain drain due to better opportunities elsewhere

Many brilliant students moving to UT/NCR

5. Recommendations

Dyal Singh College offers one of the most valued educations that train its students to develop a holistic personality. The faculty encourages students to go beyond curriculum and hone their analytical skills. Holistic education of students is ensured towards environmental responsibilities, awareness and conservation as the college maintains a vermicomposting plant. The practice of ethical and social responsibilities to create socially responsible citizens is praiseworthy. The college has established institution's innovation council (IIC) for skill development of the students. The college is the first in the state of Haryana to launch 5 years integrated M.Sc. programme. For encouraging the staff members for the research work, many workshops and Seminars have been organised by the college. The staff members have also been motivated to attend various research workshops and FDPs to enhance their knowledge. After the COVID-19 pandemic, numerous efforts have been made by the college to encourage the players to participate in various sports activities.

The college takes up measures to enhance future employability of the students like short term workshops, add-on courses, skill enhancement projects etc. this aspect of pedagogical innovation to meet the requirement of skill development and industries expectations, the college offered the varied Add-on and Value added courses like Bio-informatics, software Internet and web Programming (Web designing); computational physics, VAC in Digital Promotion of Business, Financial Literacy for Beginners, Ethnobotany of Valuable Medicinal Plants, Geographical Landscapes: Explorations beyond the Classroom Learning, Camera Trap Method for Wildlife Research, Know Your Constitution- I and Matlab Software.




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The college's efforts to increase offline cultural activities for the students so that their overall development can be ensured are praiseworthy. The college is planning to organise different hobby classes and skill development programmes. These activities provide a platform for the students to exhibit their creativity, talent, scientific and critical acumen as well as organisational skills through several innovative models, projects and presentations.

Besides, the college has also been working on skill up-gradation of its non-teaching and teaching staff by conducting workshops, Seminars and FDPs. However, despite the institute's vision and significant efforts to strengthen industry linkages, the pace of getting collaborations has not been up to the mark. It is suggested that the college must make consistent efforts to tie-up with industry and institutes of repute for student and faculty exchange. The college must augment teaching and research initiatives and upgrade laboratories in-sync with new and emerging areas. Administrative reforms may be introduced for better governance.



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