



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

SHIVAJI COLLEGE

SHIVAJI COLLEGE, RAJA GARDEN, RING ROAD, NEW DELHI
110027

www.shivajicollege.ac.in

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Shivaji College is one of the leading institutions in the University of Delhi. It was established in 1961 in Matiala village by Hon'ble Dr Panjabrao Deshmukh, an educationist and the then Union Minister for Agriculture. In 1967, the Delhi Government took the trusteeship of Shivaji College and the college was relocated to Karampura. The college was shifted to the present campus in Raja Garden, West Delhi, in 1976.

In 2019-2020, the college had 3756 students pursuing several undergraduate and postgraduate honours programmes. The college currently comprises sixteen Departments, offering twenty undergraduate programmes including B.A. (H) Business Economics (self-financing programme), and three postgraduate programmes. In addition to these, the college also offers add-on/short term courses in French, German, and Awareness on Legal Prospects.

Shivaji College was accredited with Grade "A" by NAAC in 2015. It was adjudged rank 51 by the National Institute Ranking Framework (NIRF), MHRD, Govt of India in 2020. The college has also been awarded with financial grant under the illustrious Star College Scheme, an initiative of the Department of Biotechnology (DBT), Govt of India; it has been accredited with Grade "A" in 2019-20 under this scheme. Recently, the college has been accorded the 30th position by Outlook ICARE Ranking 2020 on India's best professional colleges. These are some of the milestones achieved in the last five years.

In addition to this, the inauguration of the Jijabai Academic Block (with ground coverage of 1448.95 sq. m.) in Shivaji College premises in February 2020 is the latest accomplishment in infrastructural development. This development presents better prospects in fulfilling the teaching-learning requirements and in research activities.

Vision

All activities in the college are driven toward realizing the vision of the college: "Transform One Life, Transform the Nation". Quest for knowledge, freedom of expression and respect for culture is the hallmark of this institution. Our vision is to produce generations of optimistic, resourceful, committed, and passionate future leaders who will continue transforming the society and the nation.

Mission

The motto of Shivaji College *Amritam tu vidya* (knowledge is eternal) highlights our mission. Transcending knowledge beyond books and academics, Shivaji College is committed to providing experiential knowledge that not only heightens the intellectual capacity but also builds the character of students. To this end, the mission of the college is:

- To foster a stimulating academic environment that encourages a spirit of enquiry, innovation and experimentation
- To nurture an ecosystem that promotes democratic values, inclusiveness of diverse peoples and cultures, and freedom of expression and creativity

- To instill a culture of sensitivity to gender issues and identities; to challenges pertinent to differently-abled people and economically-weaker sections; and to experiences of people from marginalised communities
- To promote civic ecology practices on campus and beyond for a sustainable relationship between human community and nature
- To encourage a dynamic engagement between curricular and extra-curricular learning and positive social implications
- To inculcate critical thinking and find new grounds of learning

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- 66% of the faculty hold MPhil/PhD degree
- Student-teacher ratio is 19.56 : 1
- The college faculty:
 - supervises PhD students
 - undertakes projects funded by UGC, DBT, DST & ICSSR
 - publishes internationally acclaimed research papers and books
 - engages in faculty exchange programmes
 - participates in and organises national/international conferences
 - edits and reviews reputed publications
- Proximity of college to public transport facilities
- Sports ground with athletic track and facilities for various indoor and outdoor games
- Herbal garden for research purpose
- New academic block with seminar rooms and laboratories equipped with the latest ICT tools
- Wi-Fi enabled campus
- Laptops for first year students
- College Research Cell for nurturing research
- E-learning cell to meet emerging demands of ICT skills in teaching learning process
- Online access to timetable, attendance, internal assessment, fee payment, and admit cards
- Personal accident policy for students with an insured amount of Rs 2,60,000/- per student
- Access to medical facility for all students at the WUS Health Centre
- Thriving community outreach programmes by various societies
- Inclusive and gender-sensitive campus
- Radio Frequency Identification (RFID) technology in library
- State-of-the art science laboratories
- Placement Cell and Entrepreneurship Development Cell (EDC) for internship, entrepreneurial, and placement opportunities
- Scholarships to meritorious students and fee-concessions to economically weaker students

Institutional Weakness

- Procuring financial resources for upgradation of infrastructure and developmental projects is often a

challenge, which results in either stalling or shelving development works in the college.

- Despite obtaining approval for female-students' hostel, the construction has not started yet due to paucity of funds.
- Funding for organising academic programmes like seminars and conferences is often difficult to procure.
- Increase in student intake as per new government guidelines but capping in teachers' sanctioned strength has resulted in constraints in offering multiple options for discipline papers in the undergraduate (Choice Based Credit Scheme) curriculum.
- The college has achieved tremendous milestones over the last decade and yet public perception of Shivaji College is still largely influenced by the persistent 'invisibility' that is endemic to colleges that are located off the main campus of University of Delhi.
- Owing to the peripheral location of the college (off the main University campus) and due to lack of professional programmes, very few reputed organisations participate in the process of student placement.
- Continuing engagement and commitment to college welfare among the alumni is not yet strong. The Alumni Relations Cell (ARC), despite its enduring hard-work, finds it challenging to form an extensive alumni base and draw support from them in matters related to student progression, financial support, and career prospects (for present students).

Institutional Opportunity

- The COVID-19 pandemic has given an opportunity to re-invent modes and methods of teaching. Students and teachers alike have innovated and adapted to new modes of engagement by training in several online platforms like Microsoft Teams, Zoom, Webex, Google Meet, and Google Classroom. Teaching-learning process has been enhanced and supplemented by quality e-resources. This has opened up opportunities for developing MOOC content by the faculty.
- During COVID times, several webinars and online courses conducted by educators and universities outside India have presented lucrative opportunities for students and faculty. E-learning Cell initiated collaboration with IIT Bombay, edX and Coursera to enhance IT skills and provide exposure to various online courses. To provide specialised technology-based education, the college is looking for opportunities for collaboration with international institutions.
- Student participation in community outreach programmes and students' initiatives in placement and entrepreneurial activities have amplified the scope for building linkage with non-government organisations and corporate sectors.
- With continuing efforts to draw support from alumni who are placed in positions of authority in higher institutions and from faculty on deputation in prestigious organisations, there are many opportunities to institute student fellowship and faculty exchange programmes under MoU with educational institutions of repute.
- The College Research Cell has initiated a small grant to encourage student-based research projects under the supervision of faculty members. This grant will facilitate inter-disciplinary research work and innovation projects.

Institutional Challenge

- A strong research interest needs to be promoted among students even as the balance between curricular and extracurricular demands is maintained.

- More PhD research students need to be assigned to faculty at Shivaji College by the affiliating university.
- Due to lack of infrastructure and capping in sanctioned strength of faculty, the purpose of CBCS cannot be fulfilled in true spirit despite best efforts. Students are restricted to limited options for discipline and elective papers.
- Owing to the dependence on approval from external authority, introduction of new programmes of study remains a challenge.
- As many students come from humble backgrounds, great efforts are required on the part of the teachers to make these students par excellence and nurture them to aspire for higher ambitions.
- It is challenging to establish collaborative programmes with institutions at national and international level.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Shivaji College is a constituent college of University of Delhi. As per the UGC guidelines, the college runs all programmes based on the Choice Based Credit System, thus providing students with the option of choosing courses as per their interests. The schedule and duration of all programmes are based on the University guidelines. Furthermore, the college meticulously plans its academic sessions, thus ensuring timely preparation of academic calendars, timetables and the distribution of courses. Periodic assessments of students are undertaken through assignments and tests in a time-bound manner. Syllabi taught across all programmes are based on latest trends and study, and several faculty members have been involved in curriculum development.

In addition to the regular programmes, the college offered six add-on courses in the last five years. Learning by experience is the complete education; to this end, numerous opportunities facilitating experiential learning are offered to students. The Star College Scheme, DBT, Govt of India, that aids four departments in the college has also enhanced hands-on training of students. As many as 1557 students benefited from experiential learning through field trips/project work/internships in the latest completed academic session.

The college also plays a crucial role in nurturing civic-minded and just individuals. Committees like by the Women Development Cell, National Service Scheme, Eco Club, and Internal Complaints Committee against Sexual Harassment instil a climate of security and equality on campus. Regular feedback from the students, alumni, and faculty also ensure appropriate action towards addressing any gap in student progression and overall college development.

Teaching-learning and Evaluation

Shivaji College admits about 1500 students annually, including admissions as per the reservation policy of the Government of India. Teachers assess the academic proficiency of students based on their performance in classroom discussions and tests/assignments. Needs of slow learners are particularly attended to in tutorial sessions. The college also has an effective mentor-mentee system for counselling. Students are also mandated to participate in co-curricular activities like field trips and industrial visits. These activities heighten experiential learning. National and international conferences organised in the college also provide opportunities for students' developments in academics. To inculcate research interests among students, they are encouraged to be part of research projects supervised by faculty.

To maintain a healthy student-teacher ratio (2019-20 ratio is 19 : 1), well-qualified full-time teachers are appointed against sanctioned posts in accordance with UGC guidelines. Blended teaching-learning methods that employ both ICT and traditional classroom practices make learning more effective. The COVID-19 pandemic threw up new vistas of online teaching-learning, thus ensuring continuity as well as change in learning experiences.

The college maintains a robust internal assessment mechanism to monitor the process and progress of assessment. After thorough assessment, the internal assessment marks are available on the college website. Assessment-related grievances are addressed by the teachers-in-charge. Final exam results are discussed in departmental and Staff Council meetings.

Programmes and courses – whose outcomes are outlined by the university in subject-specific curricula – are designed to equip students with knowledge, life skills, moral values, and self-reliance. Many students even earn placement during campus placements.

Research, Innovations and Extension

The college promotes a thriving research environment in the college; and the College Research Cell takes initiative to support research interests and innovation skills amongst the faculty and students. Several faculty members are engaged in government-funded research projects and have also published widely in reputed journals. Students, too, are motivated to undertake interdisciplinary research work, thus allowing them opportunities to gain experiential learning and to build a strong academic foundation. Programmes like DST INSPIRE Science Camps, seminars/webinars and workshops on intellectual property rights, entrepreneurship, and research methodology are organised under the aegis of IQAC and DBT Star College Scheme (Govt of India) to enhance research quality and professional ethics.

Apart from the academic aspect, opportunities are created to support holistic development of students through several community outreach programmes organised by NSS, NCC, Enactus, Eco Club, and other societies. Special focus is given to outreach programmes that contribute to environmental sustainability, awareness of gender (in)equalities, and promotion of well-being of students and staff. The college has been recognised and awarded for its commitment to social responsibility.

In the last five years, the college signed MoUs with NGOs and other institutions. These collaborations provide opportunities for extension and innovation, internships and career goals, and research and development. Every effort is made to establish enriching and meaningful collaborations with academic and non-academic institutions outside the university.

Infrastructure and Learning Resources

Shivaji College consistently upgrades its physical, academic, and technological infrastructure to keep abreast of changing times and evolving needs of the students. There are a total of 41 classrooms, 19 well-equipped laboratories, and an auditorium. Jijabai Academic Block with state-of-the-art research laboratories, multipurpose seminar halls, smart lecture halls and an auditorium was inaugurated in February 2020 and will be fully functional soon. The college has one of the biggest sports grounds in the University with facilities of indoor and outdoor games. Facilities like gym equipment, changing rooms, lockers, and first aid are also provided. There are two open stages in the college for the cultural rehearsals and performances. The library has

a diverse collection of 80,533 books, 722 CDs of various disciplines, 7 print journals, subscription to 48 newspapers and magazines, access to about 6000 e-journals, and 31,35,309 e-books through INFLIBNET. In addition, the college provides access to high-quality electronic databases subscribed by Delhi University Library System (DULS). The library houses two air-conditioned reading halls, two computer rooms, and a photocopy facility. The college campus is Wi-Fi enabled and has four state-of-the-art computer laboratories. Student-related information is displayed on digital boards. The college infrastructure is maintained by competent agencies hired through an open tendering system. Staff Council committees are involved in taking decisions related to upgradation of infrastructure.

Student Support and Progression

Shivaji College extends maximum support to students in their education and progression. While scholarships and fee-concessions aid meritorious students in completing their study, programmes that enhance soft skills, language and communication, life skills, and ICT/computing skills prepare them in pursuing their professional goals. Various career advancement activities including placement, career counselling and guidance for competitive examinations are organised to give direction to their career prospects. Students' grievances and concerns are also addressed through the Internal Complaints Committee against Sexual Harassment, Anti-ragging Committee, Discipline Committee, Grievance Redressal Committee, Student Advisory Committee, SC/ST/OBC Committee, and Northeast Counselling Cell.

Students are the most important stakeholders of any academic institution. College provides many opportunities to ensure their representation and participation in various student bodies and committees under duly established processes and norms. The Student Advisory Committee organises Students' Union elections every year. In each department and student-societies, office bearers are elected amongst students for smooth functioning of co-curricular and extracurricular activities. Apart from this, to enable holistic growth of students, the college provides several opportunities to display their talents and skills in the field of sports and cultural activities. Students represent the college in inter-college activities and bring accolades to college.

The college has an active Alumni Club and Alumni Relation Cell that facilitate alumni network and support in the form of scholarship, motivation, and opportunities for the current students. After graduation, while some students opt for placement in professional organisations, most of them pursue higher education.

Governance, Leadership and Management

Leadership and governance at Shivaji College entails participative management by the Governing Body, the Principal, the teaching and non-teaching staff, and the students. These stakeholders collaborate in a democratic manner in carrying out their professional responsibilities and in accomplishing the vision and mission of the college.

Any progressive policy and plan is thereby deployed after due deliberations at the level of the Staff Council Committees, which form the backbone of the organisation. The newly constructed Jijabai Academic Block is an example of such assiduous planning and deployment at various levels. The college believes in democratisation of activities and information. The e-governance tools used by the college facilitate ease of access to information to students and faculty.

Progress is the impetus that drives the college, which at the same time rests on the well-being of the students

and the staff. Several schemes take care of the health and economic welfare of the college fraternity. The college also extends incessant support to the staff in their professional pursuits. To this end, numerous professional development and academic programmes are organised in the college.

Shivaji College could attain excellence only with the shared responsibilities of the stakeholders in every area of operations. In addition to the collective role of the faculty, the IQAC at the college has been instrumental in overall quality assurance in teaching-learning processes. This collaborative effort has taken the college to new heights every year, aspiring for higher competitive goals in leadership, governance, and in its institutional values.

Institutional Values and Best Practices

Shivaji College adopts values and practices that promote women empowerment, ensure green and eco-friendly campus, and instil social responsibility through various outreach programmes.

Initiatives are taken by the college to sensitise the staff and students to promote a gender-just ecosystem. Programmes like self-defence training, conferences, workshops, film screenings, and theatrical productions on gender issues are organised. In addition, health camps to provide physical and mental health support are conducted. Various committees like Internal Complaint Committee against Sexual Harassment ICC, Discipline Committee, and Anti-Ragging Committee ensure discipline and harmonious environment in college.

One of the best practices adopted by the college is promotion of environmental sustainability. Several eco-friendly measures are implemented by the college to reduce overall carbon footprint. Use of renewable resources like solar power panels, vermi-compost unit, paper recycling machines, and rainwater harvesting system in the college contribute to building a sustainable environment. Another best practice followed by the college is community outreach. Several programmes are initiated throughout the year to raise awareness and to assist the socio- economically weaker section of the society.

A distinctive aspect of Shivaji College is the ambience of inclusivity the college nurtures. Special attention is given to differently abled students, students from different regions and economically weaker backgrounds. Institutional measures are in place to assist these students, thereby enabling them to thrive in an environment conducive for personal growth.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SHIVAJI COLLEGE
Address	Shivaji College, Raja Garden, Ring Road, New Delhi
City	New Delhi
State	Delhi
Pin	110027
Website	www.shivajicollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Shiv Kumar Sahdev	011-25155551	9999993000	-	shivajicollege.ac@gmail.com
IQAC / CIQA coordinator	Rashmi Wardhan	011-25116644	9811509435	-	rashmiwardhan56@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	30-05-1961

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Delhi	University of Delhi	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	30-05-1961	View Document
12B of UGC	30-05-1961	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Shivaji College, Raja Garden, Ring Road, New Delhi	Urban	10.35839	18613.46

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Biochemistry	36	XII	English	34	31
UG	BSc,Botany	36	XII	English	34	33
UG	BSc,Botany	36	XII	English	101	89
UG	BSc,Chemistry	36	XII	English	34	31
UG	BSc,Chemistry	36	XII	English	34	29
UG	BCom,Commerce	36	XII	English	101	97
UG	BCom,Commerce	36	XII	English	101	101
UG	BSc,Computer Science	36	XII	English	68	58
UG	BA,Economics	36	XII	English	51	51
UG	BA,English	36	XII	English	51	41
UG	BA,Geography	36	XII	English,Hindi	203	203
UG	BA,Geography	36	XII	English	51	51
UG	BA,Hindi	36	XII	Hindi	51	51
UG	BA,History	36	XII	English,Hindi	51	51

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UG	BSc,Mathematics	36	XII	English	101	101
UG	BSc,Physics	36	XII	English	68	68
UG	BA,Political Science	36	XII	English,Hindi	51	51
UG	BA,Sanskrit	36	XII	Hindi,Sanskrit	51	49
UG	BSc,Zoology	36	XII	English	34	23
UG	BA,Business Economics	36	XII	English	68	64
PG	MA,Hindi	24	UG	Hindi	22	22
PG	MA,Political Science	24	UG	English,Hindi	22	17
PG	MA,Sanskrit	24	UG	Hindi,Sanskrit	22	18

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				196			
Recruited	0	0	0	0	0	0	0	0	83	112	0	195
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				57
Recruited	39	8	0	47
Yet to Recruit				10
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				59
Recruited	45	3	0	48
Yet to Recruit				11
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	14	16	0	15	28	0	73
M.Phil.	0	0	0	1	3	0	4	7	0	15
PG	0	0	0	2	1	0	4	3	0	10

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	25	33	0	58
M.Phil.	0	0	0	0	0	0	4	8	0	12
PG	0	0	0	0	0	0	10	17	0	27

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		1	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Certificate / Awareness	Male	84	0	0	0	84
	Female	37	0	0	0	37
	Others	0	0	0	0	0
PG	Male	39	45	0	1	85
	Female	20	3	0	0	23
	Others	0	0	0	0	0
UG	Male	1179	1096	0	17	2292
	Female	827	523	0	6	1356
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	146	152	141	148
	Female	54	53	52	49
	Others	0	0	0	0
ST	Male	51	51	39	39
	Female	11	11	15	17
	Others	0	0	0	0
OBC	Male	290	284	230	262
	Female	59	87	88	76
	Others	0	0	0	0
General	Male	379	400	373	366
	Female	336	302	307	319
	Others	0	0	0	0
Others	Male	32	54	53	66
	Female	6	8	13	40
	Others	0	0	0	0
Total		1364	1402	1311	1382

Extended Profile

1 Program

1.1

Number of courses offered by the Institution across all programs during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
558	558	558	558	558
File Description		Document		
Institutional data prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
23	23	23	23	23

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
3756	3770	3897	3942	3742
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
763	628	628	628	628

File Description	Document
Institutional data in prescribed format	View Document

2.3

Number of outgoing / final year students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1237	1208	1282	1290	845

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

Number of full time teachers year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
195	196	195	189	179

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
196	196	196	196	196

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 42

4.2

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
123.54	86.46	74.96	74.50	83.38

4.3

Number of Computers

Response: 1254

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

Response:

Shivaji College is a constituent college of the University of Delhi and adheres to its curricular aspects. With the objective of achieving excellence in education, the institution ensures timely preparation of academic calendar and timetable; distribution of workload; availability of adequate facilities; and periodic assessment and review. Elaborate selection of skill enhancement, discipline specific and generic elective papers is undertaken by all departments. Various co-curricular activities are planned and held throughout the academic session to provide experiential learning to students. Feedback from stakeholders is taken to further enhance the teaching-learning process. Institution has taken several initiatives to ensure effective curriculum delivery.

Circulation of information regarding curriculum

- Prospectus containing information regarding programmes and curriculum are uploaded on website and printed for circulation
- Timetables are prepared in advance before each session and are posted on the college website and in front of each classroom, enabling students to attend class right from the beginning of the academic session.

Engagement of proficient faculty in teaching-learning

Highly qualified and dynamic faculty are involved in curriculum development, preparation of study material and centralised evaluation by working in coordination with the parent-department in the university. They ensure effective curriculum delivery; and regular participation in faculty development programmes, workshops and conferences enhance curriculum enrichment.

Planning and implementation of curriculum delivery

- The academic calendar prescribed by the University of Delhi is strictly adhered to. Accordingly, the college prepares an academic calendar. Individual department complies with the college schedule and submits its department specific calendar, with details of (academic) activities planned for the session.
- Discipline-specific electives, generic electives, and skill enhancement papers for each course are decided at departmental level.
- In each department, paper distribution is undertaken before commencement of the session. The faculty members submit the teaching plans in advance, to which they strictly adhere.
- Various course delivery methods are followed by the faculty such as traditional classroom lecture, class presentation, tutorial, hands-on training, e-learning, and case studies.

- Apart from classroom education, students also gain experiential learning through educational trips, lectures by eminent speakers, summer training programmes and project work. The college also offers add-on courses for enhanced learning.
- Upgradation of laboratory materials and infrastructural facilities for timely and effective curriculum delivery

Periodic assessment and review of curriculum progress

- Progress of students is monitored through regular assignments and tests. This mechanism judges the progress of students and aids in identifying and correcting problem areas among students. Parents/guardians of under-performing students are informed by the institution.
- Tutorials are held to enhance the performance of students.
- The departments analyse university examination results and the same is presented in the staff council meeting.
- Students are mentored by the faculty in small groups to address any difficulty they may be facing academically or otherwise.
- Feedback is sought regularly from students to improve curriculum delivery. Appropriate action is taken on the problem areas.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

All departments of Shivaji College prepare their academic calendar based on the calendar of University of Delhi. These are included in the college prospectus and are also uploaded on the college website. It includes various timelines such as dates of beginning and end of session, mid semester breaks, dispersal of classes, preparatory leave, and tentative dates of practical and theory examinations. The departmental calendars also include proposed guest lectures, seminars/conferences/workshops, educational trips, project work, and other academic activities for the session.

- At the beginning of the session, the departments allocate papers to the faculty members. The departmental timetables are prepared well in advance based on the master timetable and are uploaded on the website. They are also displayed outside each lecture room and laboratory, which helps in monitoring the regularity of classes. Timely completion of syllabus, revision and internal evaluation are carried out in compliance with the schedule listed in the academic calendar.
- The performance of students is assessed continuously. Tests, assignments, presentations and mock practical exams are held in time bound manner. The criteria for internal evaluation are displayed on the college website. Students are also apprised of the same on the departmental orientation day and it is reiterated in classes as well. The departments hold regular faculty meetings to ensure that continuous assessments are executed efficiently. To ensure timely completion of syllabus, teaching

plan of each teacher is obtained in advance and information of syllabi covered every month is sought thereafter.

- Students and parents have access to internal assessment and attendance records online. This information is updated regularly on the internal assessment portal. Any queries or discrepancies are resolved satisfactorily.
- Internal assessment marks are moderated by the departmental moderation committee. The Internal Assessment Committee of the college ensures that marks are uploaded timely on the university portal.
- All faculty members participate in the central evaluation process to ensure timely declaration of results of university examinations. This facilitates commencement of the new session as per schedule.
- Compliance to the departmental academic calendar is verified through an academic audit conducted by the Academic Audit Committee at the end of every semester for all departments. Through the academic audit, all curricular and co-curricular activities and progress/achievements of the department, including those of students and faculty members are analysed in detail.
- Physical verification of laboratories is undertaken annually.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

Response: B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document
Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective

course system has been implemented

Response: 100

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

Response: 23

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Link for Additional information	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 6

1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.

2019-20	2018-19	2017-18	2016-17	2015-16
3	1	0	0	2

File Description	Document
List of Add on /Certificate programs	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document
Link for Additional information	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 0.88

1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
94	22	0	0	49

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

Enrichment through curriculum

The courses of Delhi University curricula that contribute towards instilling professional ethics, gender equality and human rights, and sensitivity to environmental concerns among students may be classified as:

Gender sensitisation:

- B. A. (Hons) Political Science: (i) Women, Power and Politics and (ii) Feminism - Theory and Politics
- B. A. (Hons) English: Women's Writing and (ii) Contemporary India: Women and Empowerment

Human values:

- B. A. (Hons) History: (i) Inequality and difference
- B. A. (Hons.) Hindi: (i) Asmitamoolak Vimarsh aur Hindi Sahitya (ii) Asmitamoolak Adhyan aur Hindi Sahitya
- B. A. (Hons) Sanskrit: (i) Indian Social Institutions and Polity, (ii) Indian Culture and Social Issues, (ii) Individual, Family and Community in Indian Social Thought
- B. A. Political Science (Prog): (i) Human Rights and (ii) Gender and Environment
- B. A. Political Science (Hons.): (i) Human Rights in a Comparative Perspective

Environmental consciousness:

- Ability Enhancement Compulsory Course on Environmental Science: Environmental studies
- B. A. (Hons) Economics: Environmental economics
- B. Sc. (H) Botany: Ecology
- B. Sc. (Hons) Zoology: Principles of Ecology
- B. A. (Hons) Geography: (i) Disaster management (ii) Environmental geography (iii) Disaster risk reduction and (iv) Climate change vulnerability and adaptation

Professional ethics:

- B.Com (Hons): (i) Auditing and Corporate Governance and (ii) Human Resource Management
- B.Com (Prog): (i) Human Resource Management

The college also imparts professional ethics and human values through the add-on courses like Legal Awareness.

Enrichment through various co-curricular activities

To ensure that simultaneity of theory and practice, the college has numerous societies that reinstate the values taught in class through hands on experience. Some of the activities are:

- **Promotion of gender equality and social justice**

To strengthen the ideology of gender equality and social equality among student community, the college honours everyday heroes who work for women empowerment at grassroots level with the Annual Jijabai Achievers' Award, a unique award in the University of Delhi. Every year, the Women's Development Cell organises seminars and conferences to deliberate on gender related issues. The NSS at Shivaji College engages in community outreach programme such as teaching of underprivileged kids ("Pehel – Ek Koshish") and enabling women from the slums around the campus to make a living from their cottage-industry skills.

- **Promotion of environmental responsibility**

The college promotes environmental responsibility through the Eco Club, the Garden Committee, and the NSS. Various activities like cleanliness drive, tree-plantation, creating habitats for birds, and seminars and workshops are organised by these committees to heighten awareness and sensitivity among students and faculty.

- **Conference/Seminars/Summits**

Academic programmes that address contemporary concerns such as gender issues, environment sustainability are organised to inculcate a good value system. Some such activities organised are:

- International Entrepreneurial Summit 2019 on Eco-Tourism, supported by the Indian Council of Social Science Research and the Institute of Bioresources and Sustainable Development
- Workshops on Intellectual Property Rights are conducted to inculcate professional ethics
- National Conference on "Many Patriarchies, Many Positionalities: Re- interrogating Gender in Narratives from North-East India", sponsored by Ministry of Development of North Eastern Region

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document
Any additional information	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years**Response:** 3.58**1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
20	20	20	20	20

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	View Document
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)**Response:** 41.45**1.3.3.1 Number of students undertaking project work/field work / internships**

Response: 1557

File Description	Document
List of programmes and number of students undertaking project work/field work/ /internships	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

Response: B. Any 3 of the above

File Description	Document
Any additional information (Upload)	View Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

- 1. Feedback collected, analysed and action taken and feedback available on website**
- 2. Feedback collected, analysed and action has been taken**
- 3. Feedback collected and analysed**
- 4. Feedback collected**
- 5. Feedback not collected**

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 108.04

2.1.1.1 Number of students admitted year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1382	1311	1402	1364	1503

2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1343	1276	1276	1276	1276

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

2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 95.76

2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
645	565	638	612	661

File Description	Document
Average percentage of seats filled against seats reserved	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

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

Response:

At the entry level, class XII scores are taken as the initial indicator of students' learning ability. Further judgement in subsequent years is based on academic performance, level of alertness, participation in discussions, and mid-semester evaluations. These are augmented by observations made by mentors. Students themselves express extra interests in subjects or approach teachers with their problems. Measures are taken accordingly to address the needs of students with different levels of competence.

Steps taken for advanced learners:

- Provided with references to journals and advanced study material
- Encouraged to make presentations, write papers and participate in international/national conferences/seminars/workshops
- Given recommendation letters to pursue internships in institutions of repute
- Students are involved in research projects taken up by faculty. This stimulates out-of-the-box thinking and provides training in planning and carrying out experiments and fieldwork, analysing findings and publishing results.
- In 2015-16, over 120 students were part of innovation projects wherein they were mentored by multiple investigators. The projects culminated in publications of which students were an integral part.
- Provided hands-on training in using latest apparatus and techniques in laboratories in various programmes
- Semester toppers and university rank holders are felicitated on the Annual Day.
- Given leadership roles in departmental and society activities to develop organisational skills and teach the value of teamwork. Students are chosen as class representatives, giving them an opportunity to display their leadership skills.
- Motivated to write articles for the college/departmental magazines and also to undertake editorial work
- Nominated to represent the college or department in intra & inter-college competitions
- Motivated to set high goals for themselves and counselled to prepare for entrance and competitive examinations

Steps taken for slow learners:

- Efforts are made to identify the cause of their problem and appropriate solutions are worked out.
- Teachers coordinate with parents of slow learners so that their needs can be catered to.
- Mentor-mentee interaction keeps faculty in constant touch with students, irons out academic and personal issues, stimulates overall personality development.
- Academic problems are addressed in tutorial classes, assignments are evaluated, and suggestions for improvement are made. Some tutorial classes are taken as remedial sessions for slow learners.
- Slow learners are given more attention both inside and outside the class.
- Encouraged to take part in departmental activities. Those with potential eventually graduate to

leadership roles.

- Efforts are made to identify and nurture their skills and talents in order to bolster their confidence.
- College provides laptops to students in need. The library is open till 7 pm to provide a space for study as this may not be available in their homes. It has special facilities for *divyang* students. Multiple career options are suggested to all students, keeping in mind their aptitude and interests.

File Description	Document
Upload any additional information	View Document

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

Response: 19:1

File Description	Document
Any additional information	View Document

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

Response:

Shivaji College enhances the learning experience of students by adopting student-centric methods like experiential learning, participative learning and problem solving methodologies both inside and outside the classroom.

- Department-specific activities like heritage walks, museum visits, one-day field trips, study tours, long excursions, industrial and institutional visits, which are part of curriculum of Environmental Studies, Botany, Geography and Zoology, are organised.
- Under DBT-sponsored Star College Scheme involving science departments, emphasis is on hands-on training of students in industry-centric experiments, interdisciplinary projects, lab work and institutional visits.
- Students are also involved in faculty-guided projects funded by institutions of repute.
- College has collaborated with the National Institute of Immunology to bridge the gap between undergraduate education and cutting-edge research under the Science Setu Programme.
- Students are encouraged to participate in various co-curricular activities organised in collaboration with prestigious organisations. This gives them the exposure to the work and views of leading experts, academicians, artists and activists on different societal and environmental issues.
- The Placement Cell assists students in securing internships that provide them an opportunity to learn as they work.
- Students actively participate in co-curricular and outreach activities organised by various Committees of the college.

- Students manage websites for Committees like Enactus (Shivaji), TEDx and Placement Cell. As part of Society for Practical Applications and Development of Economics (SPADE), students have made films on climate change and socio-economic problems.
- Students are encouraged to contribute to the college magazine *Shivraj* and magazines by the Women Development Cell, SPADE, the Department of Biochemistry, Geography, and Commerce. Students also contribute to the newsletter of the Placement Cell and the National Service Scheme (NSS) that enhances their writing skills.
- Students are involved in maintaining the herbal garden, and paper-recycling unit (students have prepared paper sheets, which are being used in poster making/drawing competitions organised by the college).
- Recognising the importance of extra skill sets, add-on courses were introduced. These include certificate courses in German and French and a short-term course on Legal Awareness in collaboration with Delhi State Legal Services Authority & West District Legal Services Authority.
- Shivaji College has registered with edX for their “edX Remote Access Programme” in association with AICTE and Coursera Campus Response Initiative to provide its staff and students free access to online courses on data science, graphic design, Excel, financial markets, communication and writing skills, data analytics, programming languages offered by leading universities and companies around the globe. Such courses equip the students with some of the important skills like good command over English language, programming and coding.

File Description	Document
Upload any additional information	View Document

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

Response:

Shivaji College faculty uses the latest ICT tools to enhance the conventional teaching learning process and to make learning more interesting and student friendly.

- The college has around 241 desktops, 1013 laptops, two digital notice boards and 100 MBPS fibre line from University of Delhi NKN (National Knowledge Network).
- Classrooms and laboratories are equipped with 45 projectors and are Wi-Fi enabled to facilitate teachers to directly stream web pages and videos.
- Printers and scanners are available in departments and the library.
- Three Wi-fi routers and 12 access points are installed to provide easy internet access to faculty and students.
- The college library has access to 6000 e-journals and 1,64,300 e-books accessible on <https://nlist.inflibnet.ac.in/> and 6,00,000 ebooks on National Digital Library, and many more on www.du.ac.in portals. The library also has two computer systems with INDO-NVDA (Screen Reading Software), one Information Kiosk – OPAC (Touch Screen with KeyPad) and two barcode printers. The Library has 33 Angel (Talking Digital Portable Daisy Player), 29 Tape recorders, ten I-PODs, two Braille kits for mathematics, one Lex Air (Portable Camera Reading System) and Notebook Computer for visually challenged students.
- Faculty regularly consults and shares material from e-books, web pages, You- tube videos and

other relevant resources.

- Virtual labs and search engines like Google Search, Google Scholar and PubMed are used to encourage collaborative learning.
 - Some faculty members have created online digital repositories for lectures on platforms like YouTube.
 - Apps like Kahoot and Socrative tools are used to conduct quizzes.
-
- Various departments train students in the use of subject specific software like SPSS, STATA, MS Office (BBE, Economics), Mathematica, MATLAB, R- softwares (Mathematics), QGIS (Geography), Pydroid App and JDoodle (Computer Science) and eRubrics, Concept Maps, Software Programmes, Chem Draw, Argus Lab (Chemistry).
 - History department conducts virtual tours to museums and historical sites.
 - Online courses on Coursera, edX etc. are consulted to assist classroom teaching.
 - Audio lectures are created and shared with students having visual impairments.
 - Teachers made a swift transition from classroom to online teaching during the lockdown due to COVID-19 pandemic. Platforms such as Zoom, Google Classroom, G-suite, Google Duo, Microsoft Teams, Cisco Webex were used to create virtual classrooms.
 - Students are encouraged to prepare presentations, assignments, project and field reports using MS Word, MS Power point, MS Excel, and other ICT tools. Online modes like Email, Google Groups and Google Classroom are used to collect assignments, conduct tests and practical examinations as well as for sharing notes, practice questions and other e-resources.
 - Teachers use social media platforms like WhatsApp and Telegram to connect with the students individually and collectively beyond the classroom for giving extra information and support to students.

File Description	Document
Upload any additional information	View Document

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

Response: 20:1

2.3.3.1 Number of mentors

Response: 190

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 97.35

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

Response: 62.52

2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
130	124	121	115	107

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	View Document
Any additional information	View Document

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

Response: 11.07

2.4.3.1 Total experience of full-time teachers

Response: 2157.83333

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

2.5 Evaluation Process and Reforms

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

Response:

Shivaji College is a constituent college of the University of Delhi and is guided by the regulations formulated at University level in all the matters pertaining to syllabi, examination and evaluation.

- College has a transparent and continuous internal assessment system. 25% marks in each paper are awarded through internal assessment while the remaining 75% are awarded by University-appointed examiners on the basis of performance of students in semester-end examinations.
- The internal assessment is carried out through a mechanism specified by the University of Delhi. 5% of the marks are awarded on the basis of attendance and are calculated as per university rules. (1 mark if attendance is 67% to <70%, 2 marks if attendance is 70% to < 75%, 3 marks if attendance is 75% to < 80% , 4 marks if attendance is 80% to < 85% , and 5 marks for attendance over 85%) A student needs to attend at least 67% of the classes in order to appear in the end-semester examination.
- 10% marks are awarded on the basis of a class test conducted by the concerned teacher. Students are informed about the date and syllabus of the test well in advance. Evaluated answer scripts are shown to the students and suggestions for improvement are made by teachers. 10% marks are awarded on the basis of assignments, presentations and projects. Teachers mostly assign innovative projects to students to develop their creative skills and to engage them in critical thinking and problem solving.
- The basis for internal assessment is described on the college website and in the college prospectus.
- Students are also informed about the criteria for internal assessment and continuous evaluation during the departmental orientation programme. It is also reiterated by teachers from time to time during regular classes.
- Continuous evaluation is incorporated into teaching plans. Each Department holds meetings to ensure that teachers take regular class tests, assignments, presentations etc. as a part of the initiative taken by the college for effective evaluation of the students. A team of Academic Auditors appointed by the Staff Council further supervises the functioning of departments.
- At Shivaji College, the internal assessment is highly transparent as teachers ensure that the attendance sheet of the class test is signed by each student in person.
- The attendance and internal assessment record (assignments, tests and projects) are uploaded periodically on the college website and can be easily accessed at any time by the student. The Students are required to check and sign their internal assessment record before it is uploaded on the University portal.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

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

Response:

Shivaji College has a robust mechanism to ensure that the process of continuous assessment is transparent, efficient and in the best interest of students.

- The college has a central Internal Assessment Committee, which undertakes necessary measures to ensure objectivity and transparency in the process. Notifications are displayed prominently on the college website and on college notice boards to communicate information related to internal assessment to students.
- The attendance record, which is a part of Internal Assessment, is uploaded by all the teachers on monthly basis and students are given ample time to point out any discrepancies.
- Answer scripts of internal class tests, assignments and project reports are discussed with students after evaluation. They may raise their grievances regarding the marks awarded to them with the faculty concerned. In rare cases if students' grievances are not addressed satisfactorily, students are free to approach their mentor, or the teacher-in-charge for redressal. Intervention by the Head of Institution can be sought in extraordinary cases.
- Students are given enough time to claim concessions in attendance on medical grounds and for participation in extracurricular activities.
- Marks awarded by individual teachers are moderated by departmental moderation committees to ensure parity in marks awarded to students among different subjects. After such rigorous scrutiny, the records are uploaded on the college website.
- The final internal assessment (IA) is sent to the university only after each student signs the record.
- In certain cases, if discrepancies are noticed between marks awarded to students by teachers and those entered in the mark sheets prepared by the University, the college assists the students in getting such errors rectified.

File Description	Document
Any additional information	View Document
Link for additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Response:

Programme outcomes encompass a broad spectrum of knowledge, skills, abilities and attitudes that students acquire during the pursuit of graduate and post-graduate courses. Shivaji College offers a number of programmes in Science, Humanities and Commerce, each of them with unique and well-defined outcomes. The specific learning outcomes of various courses are built into the curriculum of each discipline and are available on the University website.

However, they also have some common outcomes that are summarised here.

- Shivaji College has created an ecosystem for learning beyond the classroom and through numerous other co-curricular and extracurricular activities.
- Teachers inculcate among students a quest for knowledge that lasts for a lifetime while simultaneously training them in the art of self-learning. We impart the attitude to keep learning, remain updated and readily adopt new developments in technology and in their subject matter.
- Students are taught to identify, formulate, and analyse real life problems, design and develop solutions and reach valid conclusions using basic principles of their subjects.
- Training in critical thinking enables them to understand and analyse contemporary societal, environmental and cultural problems. Students learn to ask questions and test possible answers.
- Students are guided to responsibly interact with the planet, to maintain natural resources, work towards sustainable living and avoid jeopardising the ability for future generations to meet their needs.
- Enhancing their communication skills allows them to exchange ideas, thoughts, knowledge and information effectively in the language of their choice.
- Working in departmental and societal activities fosters in students team spirit and brings their leadership qualities to the fore. Students learn to embrace plurality, respect others' views, mediate disagreements, and arrive at conclusions while maintaining professional and life ethics.
- Shivaji College instils among students allegiance to constitutional values to mould them into an empathetic, informed citizen.
- We empower students to become future teachers, entrepreneurs, scientists, soldiers and administrators with motivation. They acquire the ability and sensitivity to lead India to strengthen its place in the community of nations.

Mechanism of communication of Programme and Course Outcomes:

The College has well-designed and effective mechanisms to communicate programme and course outcomes to all stakeholders, which are:

- Fresh applicants can get the requisite information from the college website as well as from the prospectus.
- At the time of admission, the Counselling Cell and Students' Help Desk also appraises students of what to expect from various courses.
- The outcome of courses is clearly outlined during the common Orientation Day organised on the opening day of each academic session. This is further reinforced in the orientation programmes organised separately by each department.
- We believe that in order to become productive citizens, our students must be equipped with all necessary skills. Course outcomes are kept in focus while designing extra and co-curricular activities for students.

- Students are provided opportunities to interact with senior students and alumni to learn about their experiences and career paths, so that they are encouraged and motivated to chart out similar roadmaps for their own future.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	View Document
Upload any additional information	View Document

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

Response:

Shivaji College offers courses in Commerce, Sciences and Humanities. Over the duration of their programmes, students acquire knowledge, skills and abilities that enable them to build a future for themselves while also contributing positively to society and the country at large.

Following are direct and indirect measures for evaluating attainment of PO/CO.

Internal Assessment and end-semester examination as direct assessment measures

- As per University guidelines, 25% marks in each course are awarded through internal assessment and 75% marks externally through end-semester examination. The University further stipulates that internal assessment be based on attendance (5%), class test (10%) and assignments or presentations (10%). Following these guidelines, the faculty evaluates students on a continuous basis, providing opportunities to students to improve their performance.
- Individual as well as group assignments are given to students for direct measurement of programme and course outcomes. Students are encouraged to give presentations on specific topics.
- Many curricula involve the conduct of practical experiments in laboratories.
- Viva-voce is a part of the process of evaluation in these courses.
- Results declared by the University at the end of each semester are thoroughly analysed in academic audits of departments and Staff Council meetings. Results are also published in the annual report of the college.
- Department faculty meets students whose performance is below par and assesses reasons for poor performance. Appropriate remedial measures are suggested. Star performers are felicitated on the Annual Day in different categories such as student of the year, toppers and students who have received scholarships.

Placements and student progression as indirect measures

Placements:

- Upon completion of their courses, majority of the students opt for higher studies and some pursue their professional goals, particularly through placement.

- The Placement Cell regularly conducts placement and internship drives to help students secure jobs in various reputed companies. It also conducts workshops wherein students are given tips on personality development, preparing CVs and facing interviews.

Alumni and student progression:

- Shivaji College has consistently produced alumni who have distinguished themselves in various fields, such as art, academics, law and administration. Many are presently placed in reputed positions. Distinguished alumni are invited on annual day function for inspiring students. Such reputed alumni can be taken as an indicator of course/programme outcomes and the level of teaching learning in the institution.
- Students are encouraged to pursue higher studies and a number of them do so, both in India and abroad. While some choose to remain in discipline-centred courses, others choose specialised or professional courses.

As an institute of higher education, we measure the success of POs/COs not only on the basis of marks obtained and jobs secured by our students, but also in terms of the confidence and discipline we instil in them.

File Description	Document
Upload any additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 90.71

2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1115	1051	1109	1152	767

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1221	1194	1267	1234	822

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process	
Response:	
File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - 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, Chairs in the institution during the last five years (INR in Lakhs)

Response: 129.07

3.1.1.1 Total Grants from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
6.6	0	8	35.97	78.5

File Description

Document

List of endowments / projects with details of grants

[View Document](#)

e-copies of the grant award letters for sponsored research projects / endowments

[View Document](#)

3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)

Response: 6.67

3.1.2.1 Number of teachers recognized as research guides

Response: 13

File Description

Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 16.25

3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	1	2	9

3.1.3.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
16	16	16	16	16

File Description	Document
Supporting document from Funding Agency	View Document
List of research projects and funding details	View Document
Paste link to funding agency website	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Response:

Shivaji College has an enriching ecosystem that supports creativity and innovation. The college supports various research activities and skill-based projects by providing knowledge and latest technologies and infrastructure required in specific projects.

- Students have been involved in various interdisciplinary projects funded by the University of Delhi under the Innovation Projects Scheme. These projects have won many awards and certificates for appreciation of their work at university level.
- Students, under the supervision of faculty, engage in projects such as paper recycling, water-harvesting, and vermi-composting to spread awareness about sustainability and ecological balance.
- Various skill-based activities are organised throughout the year to encourage students' scientific temperament and to develop their innovative and entrepreneurial skills. Eco Club at Shivaji College has instituted a Green Trophy in the name of Dr. Panjabrao Deshmukh to promote excellence in research innovative activities on ecological concerns and issues. Students also participate in innovative workshops like solar lamp making, in collaboration with IIT Bombay and the NSS Shivaji College in a continuing effort to promote a sustainable environment.
- Enactus Shivaji Chapter initiated Project SANA – an endeavour to promote the production and use of environment-friendly, reusable sanitary napkins. This project not only instils feminine hygiene amongst underprivileged women from slum areas but also generates economic opportunities for women.

- Shivaji College also supports a robust academic environment. From organising educational programmes to undertaking research projects, there is routine engagement in production of new paradigms of knowledge and transference of the same.
- The College Research Cell (CRC) bridges the gap between learning and research related activities. It organises educational interactive sessions, workshops and seminars with eminent speakers deliberating on recent research and knowledge. It also informs and encourages faculty to publish their research in journals of national and international repute.
- Students and faculty have collaborated in projects funded by the Department of Science and Technology (DST), Department of Biotechnology (DBT); Indian Council of Social Science Research (ICSSR); and University Grants Commission (UGC) during the last five years. They are provided full assistance in terms of infrastructure and e-resources by the institution.
- The college has organised programmes on research methodology and intellectual property rights to promote a healthy and ethical research ecosystem.

File Description	Document
Upload any additional information	View Document

3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

Response: 9

3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
6	2	1	0	0

File Description	Document
Report of the event	View Document
List of workshops/seminars during last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 1.08

3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 14

3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 13

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document
Any additional information	View Document
URL to the research page on HEI website	View Document

3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 1.67

3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
65	64	67	84	38

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 1.33

3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
52	25	68	69	39

File Description	Document
List books and chapters edited volumes/ books published	View Document
Any additional information	View Document

3.4 Extension Activities

3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

Response:

Shivaji College provides an environment conducive for the holistic development of students. Extension activities not only instil a sense of communal responsibility, but also effectively sensitise young women and men of our college towards important social issues. The National Service Scheme (NSS) unit, the National Cadet Corps (NCC), the Eco Club, Enactus, and the Women's Development Cell (WDC) organise various social outreach programmes to facilitate its students with the concept and practice of social responsibility. Some extension activities organised are:

- Educational drive
- Health awareness programmes
- Cleanliness drive/environmental awareness drive
- Traffic awareness rally
- Donation drive
- Orphanage visit
- Scouting shelters for the homeless
- DST INSPIRE Science Camp for school students

These outreach and extension activities have not only made students socially aware of several socio-economic and cultural problems affecting the everyday lives of people; some of them have also further pursued humanitarian work in several fields:

- Ms. Tanya Chadha (B.A. Programme, 2014-2017), president of NSS Shivaji College, and presently Chief Coordinator at Ladli Foundation Trust, was recognised with the prestigious "The Diana Award 2019" for her humanitarian work.
- Mr. Mohit Chauhan (B.A. Programme, 2015-2018), through his association with the

NSS unit, was a recipient of the "Gandhi Fellowship", India and is currently working with five rural Gujarat government schools.

- NSS student volunteers inspired by their visit to Apna Ghar Shelter Home, Delhi, helped some street-dwellers to find shelter in the organisation.
- Two NSS student volunteers, Mr. Harsh Raheja and Ms. Devika (both from B.Sc. Biochemistry, 2017-2020) helped in shifting an unconscious person from Mehta Chowk Red Light, Rajouri Garden to Apna Ghar for medical aid, and later helped him unite with his family.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

Response: 10

3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
1	1	5	2	1

File Description	Document
Number of awards for extension activities in last 5 year	View Document
e-copy of the award letters	View Document

3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., during the last five years (including Government initiated programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. and those organised in collaboration with industry, community and NGOs)

Response: 69

3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
26	10	12	15	6

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	View Document
Any additional information	View Document

3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years

Response: 43.24

3.4.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
2679	1420	1830	1654	685

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document
Any additional information	View Document

3.5 Collaboration

3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year

Response: 14

3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
0	1	1	1	11

File Description	Document
e-copies of related Document	View Document
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	View Document

3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years

Response: 24

3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years

2019-20	2018-19	2017-18	2016-17	2015-16
6	3	2	1	12

File Description	Document
e-Copies of the MoUs with institution/ industry/corporate houses	View Document
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	View Document
Any additional information	View Document

Criterion 4 - 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.

Response:

Shivaji College provides the latest infrastructure and facilities that contribute to the academic growth of students and faculty. The college offers nineteen undergraduate programmes in Science, Commerce and Humanities, a self-financing course in Bachelor in Business Economics, three Post-graduate courses, and certificate courses in German and French. A short-term course on Legal Awareness has been offered since 2019. The college has registered with edX and Coursera Campus Response Initiative to provide its staff and students free access to online courses.

- There are 41 classrooms, with 11 rooms on the ground floor, 07 on the first floor, 14 on the second floor and 09 on the third floor.
- There are 10 laboratories, two each in Physics (with a dark room in each laboratory), Botany, Zoology, and Chemistry departments; and one each in Biochemistry and Geography departments. There are four instrumentation laboratories, one each in Botany, Biochemistry, Chemistry and Physics departments; and one museum in Zoology department. In addition to these, there are four computer laboratories.
- The college campus is Wi-Fi enabled with 12 access points. It has two digital boards installed at strategic locations. All laboratories are Wi-Fi enabled and equipped with projectors. There are 45 projectors, 241 desktops and 1013 laptops available for the faculty and students.
- The college has one Wi-Fi enabled auditorium with a projector and seating capacity of about 500.
- The college has a common staff room, a meeting room, and a computer room for faculty. Besides these, each department has its own room provided with a desktop, a printer, and a department library. There is one committee room with audio-visual facility in the Principal's office.
- The college library has 80,533 books and subscribes to 07 print journals. All the books are bar-coded and have RFID tags. The library has KOHA Library Software since 2019. Prior to this, the library was using NETTLIB software from 2009 to 2019. There are 33 Angels (Talking Digital Portable Daisy Players), 29 tape recorders, 10 I-PODs, 02 Braille kits for mathematics, one Lex Air (Portable Camera Reading System), and Notebook Computer for visually challenged students. The library provides access to 6000 plus e-journals and 1,64,300 plus e-books on <https://nlist.inflibnet.ac.in/>, 6,00,000 ebooks on National Digital Library, and many more on www.du.ac.in portals. It has one reading hall for students (seating capacity of 75), and two halls with computer facilities: one for students (seating capacity of 60) and another for faculty (seating capacity of 15).
- Photocopy facilities are available at the entry gate of the college and inside the library.
- The college has purchased subject-specific software for students and teachers to enhance teaching-learning experience.
- The new Jijabai Academic Block was inaugurated in February 2020. It has six state-of-the art laboratories, one multipurpose hall, three auditoria with multimedia facilities, 12 smart lecture halls, eight research laboratories, four staff rooms, and elevators. These elevators will also give access to the old block.

File Description	Document
Upload any additional information	View Document

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

Response:

Shivaji College has one of the biggest sports-grounds in the University. The athletic culture in the college instils healthy competition, sportsmanship and teamwork among students. Intensive training is imparted under expert guidance and numerous sports activities are organised every semester. On the Annual Sports Day, various tournaments and competitions are held for students and faculty. Each year, students of Shivaji College achieve notable distinctions and many are selected for national and state level tournaments. The college offers the following sports facilities:

- One cricket field of radius 60m and four cricket nets (turf and cemented); one football field (100x50m) , one basketball court (28x15m), one volleyball court (18x9m), and tennis court (23.8x11m), an indoor space for table tennis and chess; 400m grass athletic track, and basic gym equipment. On an average, 250 students use the sports facilities every day. The total area of the sports ground measures 8.5 acres.
- Standard quality and safe sports equipment are provided to prevent sports related injuries.
- Speed/endurance/resistance/strength training equipment and facilities are available for students.
- Flood light in the football field so that the matches and training can be continued till late evenings.
- Facilities like changing rooms, lockers, drinking water, medical/first aid, playing equipment/stock storage, for college team members

Facilities for Cultural Activities

Shivaji College promotes creative and artistic pursuits. The Cultural Committee, comprising seven societies (Bizarre, Dictum, Footloose, Reverb, Shutterbugs, Vayam, and Vibgyor), engages and nurtures students in fashion, debate, dance, music, photography, theatre and art, correspondingly. This is in keeping with the vision and mission of the college to support the holistic development of students that focus on not just academics, but also on all-round personality development.

The college provides adequate facilities and required equipment to the societies under cultural committee:

- Reverb (Music Society): one Cajon, one harmonium, one Yamaha keyboard, one shaker (Twist & Egg)
- Shutterbugs (Photography Society): one diffuser, one tripod, one Sandisk 128gb memory card, one RODE camera microphone, one Toshiba hard drive, one reflector. The college also has still/video camera.
- Vayam (Theatre Society): one harmonium, one xylophone, three lamps, one stage light, props and costumes.

The college has one open stage in the sports complex for practice and performance, and another open stage

in the main academic block for rehearsal. One room is allotted for cultural societies. The students thus have adequate provisions for honing their talents.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 42

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 16.5

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
17.35	4.83	3.76	9.42	37.68

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	View Document
Upload audited utilization statements	View Document

4.2 Library as a Learning Resource

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

Response:

Shivaji College library is well-equipped with latest infrastructure and well-stocked with a good collection of books.

- The library is fully automated with RFID System and operates with KOHA ILMS.
- It has a diverse collection of 80,533 books with RFID tags, 722 CDs of various disciplines, and seven print journals.
- The library subscribes to 48 newspapers and magazines and has a rich collection of reference texts such as encyclopaedia, dictionaries, atlas, and yearbooks.
- The Library also provides access to about 6000 plus e-journals and 1,64,300 plus e-books through N-List Programme of INFLIBNET and a host of high-quality electronic databases subscribed by Delhi University Library System (DULS) to its users.
- There are two air-conditioned reading halls for 150 students and teachers, with computer and internet facilities.
- Campus Web OPAC (Online Public Access Catalogue) is accessible with Wi-Fi. One OPAC machine is also installed in the library to ensure easy access to books.
- For visually impaired students, Braille kits consisting of 286 Braille books, 10 IPODs, 33 Angels (Talking Digital Portable Daisy Player) and other facilities are available in the library.

Data Requirement for last five years:

Upload a description of library with:

- Name of ILMS software: **KOHA**

? Nature of automation: **Fully Automated**

? Version NETTLIB **KOHA Version**

? Year of Automation: **2019**

File Description	Document
Upload any additional information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

6. Remote access to e-resources**Response:** A. Any 4 or more of the above

File Description	Document
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**Response:** 20.61**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
30.55268	16.6872	15.25837	20.22536	20.32593

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the last five years (Data Template)	View Document

4.2.4 Percentage per day usage of library by teachers and students (foot falls and login data for online access) during the last completed academic year**Response:** 10.96**4.2.4.1 Number of teachers and students using library per day over last one year**

Response: 433

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure**4.3.1 Institution frequently updates its IT facilities including Wi-Fi**

Response:

Shivaji College ensures an extensive use of ICT resources by providing adequate access to computers and internet to its students and faculty.

The college has following licensed software:

- 90 computers with upgradable Windows operating systems - 2020.
- 20 computers with upgradable Windows operating systems - 2017.
- 20 computers with upgradable Windows operating systems - 2013.
- 25 computers with upgradable Windows operating system - 2012.
- 86 computers with upgradable Windows operating system - Provided by DU.
- Windows Server 2008 (R2) provided by DU since 2010.
- 60 licenses of MS office 2013 - 2015.
- 80 licenses of Adobe Acrobat 9 Pro (Full Version) - 2010.
- 80 licenses of Adobe CS-5 Web Premium - 2010.
- 50 licenses of Wolfram Mathematica 9 software since 2013.
- Firewall service provided by Delhi University Computer Center.
- Student Administration Software version 2017.
- Time Table Software updated in 2019.
- NETLIB Library Management Software installed in 2010.
- NETLIB was replaced by KOHA Library Management Software in 2019.
- RFID based Library Management System in 2019.
- Free softwares are used for teaching learning purposes in various departments like QGIS in Geography department, R in Mathematics department, Scilab in Physics department, Bioinformatics tools Clustal X and Phylip in Zoology department, Argus Lab, ChemSketch and QBASIC in Chemistry department.

The college has the following hardware related facilities:

- The college server room is equipped with 02 high end servers which is utilized by the entire college.
- There is a total of 241 desktops in the college.
- There are four computer laboratories equipped with desktops having the latest configuration systems as per requirements of the course curriculum.
- The administrative office is fully automated for activities related to accounts, student's admissions and administration including time table, internal assessment, admit card, and other human resource management services. To perform these activities the office has 19 desktops and 02 desktops in the Principal office.
- The college library is fully automated with 01 server, 30 desktop systems, RFID entry gate and RFID equipment for handling books issue and return.
- 962 laptops are available for distribution to first year students for academic use for a period of one year. In addition, 25 laptops are solely for teacher-in-charges and lab in-charges and 26 for other teachers.
- The college has a total of 45 LCD multimedia projectors installed in classrooms, auditorium, committee room and laboratories.
- The administrative office and all computer labs are connected in LAN. The entire college campus is Wi-Fi enabled zone with 12 access points.

- The college has in total of 07 UPS (05 in Computer Lab, 01 in Office and 01 in Library)

The college has the following additional digital facilities:

- There is one electronic notice board outside the Principal Office and another in the Library.
- The college website is maintained and upgraded regularly under an annual maintenance contract. It has different portals with latest updates.
- Recently, a new ERP system SPACE (Shivaji Platform for Academic Connect and Empowerment) has been added to the college website for student - teacher interaction and communication.

File Description	Document
Upload any additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 3:1

File Description	Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 750 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 39.54

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

2019-20	2018-19	2017-18	2016-17	2015-16
32.19	26.74	41.95	34.4	32.16

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View Document
Audited statements of accounts	View Document

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.

Response:

The college has policies and procedures in place for maintenance and utilisation of infrastructure and facilities. Staff council committees are responsible for decision-making for upgradation and maintenance of the same.

Physical and academic facilities

- While the caretaker is responsible for general maintenance of classrooms and the auditorium, ICT facilities are maintained by computer lab-in-charge. Previously, a logbook for auditorium reservation was maintained; now, the college has enabled online reservation. In case of malfunctioning projectors, the College Development and Purchase Committees authorise the repair.
- Instructions are displayed outside classrooms to maintain silence in the corridors and to avoid loitering. Electrical equipment are switched off after use and classrooms/labs are locked in the evening. Students are oriented to take care of the college property.
- Computers are password protected and are to be used only for academic purposes. No software outside the curriculum is allowed to be downloaded. Computers are shut down after use.
- Laptops/desktops, licensed software, CCTVs, and ACs are maintained/upgraded based on annual maintenance contract.
- Teachers-in charge/committee conveners/office administration gives the requirement for furniture to the Purchase committee and purchase is done after necessary review. Maintenance of the same is done annually.
- The library is marked as “Silence Zone”. Shelves are provided outside the library for keeping personal belongings/bags, which is looked after by library staff. Library hours are fixed for all members and books are issued on production of valid library/ID cards for limited period.
- Books and journals in the library are properly catalogued. Policies entail payment of fine in case of loss, damage, misuse of books and membership cards, and for late return.

- Budget is allocated to every department and books are purchased as per department requirements. “Write off” of old editions/damaged books is occasionally done.
- All laboratories are maintained by the laboratory staff. Daily cleaning/dusting of all equipment are done. Laboratory/biological wastes are managed as per government norms.
- For timely purchase of consumable and non-consumable items in the laboratories, requirements are proposed through departmental purchase committees and the teachers-in-charge. Stock registers for purchases and utilization of consumables are maintained.
- Laboratory logbooks are maintained for the use of equipments. Instruments required during class are issued against ID cards of students.
- Safety measures and important instructions pertaining to the use of equipment inside the laboratories are displayed. Fire extinguishers are placed outside laboratories for emergency.
- Physical verification of laboratories is done at the end of each session by a committee appointed by the Principal.
- The Garden Committee is in charge of garden maintenance. The committee outsources the upkeep of the garden to external agency, selected on the basis of online tendering process. Maintenance includes weeding, watering, manuring, grass cutting, pruning, landscaping, beautification, etc. Green Audit of the garden is conducted routinely. These plants are used for various academic purposes also.
- Sports ground is maintained by an outsourced firm selected through open tendering. Grass cutting, weed removal, and watering of the field are done regularly. Security guards are also present at the sports ground entrance. The volleyball and basketball nets are checked regularly for any damage/repair. Sports equipment are purchased/upgraded as per requirement.
- Students use the sports ground for training purpose with prior permission and under the guidance of physical instructor. Students utilise the sports kits and equipment for practice and games from the Physical Education department. Basic fitness equipment are available for use.

Support Facilities:

- The college is a no-smoke zone. “No-Smoking” signs are displayed at various places in the campus. Cleanliness/sanitation of the entire premises is maintained by sanitation service agency, hired by inviting tenders online. Dustbins are placed at various places to avoid littering, and the agency cleans the premises twice a day to maintain hygiene and cleanliness. Sanitisers are installed at strategic locations in the premises.
- There are sanitary pads vending machines in girls’ common room and in washroom.
- The college cafeteria caters hygienic food to staff and students. The food menu and the rate are decided by the Canteen Committee. Annual contract for the canteen is awarded by inviting tenders online. Adherence to norms for cleanliness, quality and hygiene of food is monitored by the Canteen Committee. In addition, there is Bru cafeteria and Mother Dairy booth in the premises.

- Central Bank of India has a branch in the college premises that caters to all students, former and present employees. Banking facility is used for fee payment and other transactions.
- The college has a WUS Health Centre in the premises for students and university members. Students can avail the health facilities – emergency services, free consultation, and free medical benefits – at a nominal rate of Rs 120/- annually. The college has insured the students (for a sum of Rs 2,60,000/- under Accidental Life Insurance policy) with National Insurance Company Ltd for a nominal rate of Rs 100/- per annum.
- There are eight residential flats in the premises for the teaching staff and four for the non-teaching staff along with parking facilities and other amenities. The residential complex is maintained by the college.
- There are two photocopy facilities and mini-stationery shop available in the college.

To instil adherence to policies for safeguarding college property and for maintaining discipline on campus, details of members of the Admission Committee, Students' Grievance Committee, Discipline Committee, Student Advisory Committee, and Anti-ragging Committee are displayed at the college entrance and on the website. Codes of conduct are also displayed on the website and at the entry gate.

File Description	Document
Upload any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 3.68

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
77	130	123	215	161

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 8.2

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
252	327	321	367	302

File Description

Document

Number of students benefited by scholarships and freeships institution / non- government agencies in last 5 years (Date Template)

[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the

following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

Response: A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 20.66

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1162	860	1030	700	200

File Description	Document
Number of students benefitted by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: A. All of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 9.02

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
39	90	129	202	74

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Details of student placement during the last five years (Data Template)	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 36.62

5.2.2.1 Number of outgoing student progression to higher education during last five years

Response: 453

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education (Data Template)	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)

Response: 34.21

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
15	12	16	25	10

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
46	43	48	57	30

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	View Document
Any additional information	View Document

5.3 Student Participation and Activities

5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.

Response: 459

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) year-wise during the last five years.

2019-20	2018-19	2017-18	2016-17	2015-16
50	36	183	183	7

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	View Document
e-copies of award letters and certificates	View Document

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

Response:

Students at Shivaji College participate in decision-making bodies of the college. Below enumerated are students' representation in administrative responsibilities and participation in extracurricular activities.

Administrative Responsibilities

- The college has a committed Students' Union. The Student Advisory Committee of the college organises Students' Union election every year. President, Vice President, Secretary, Joint Secretary and two Central Councilors are elected through a due process conducted as per the recommendations of the Lyngdoh Committee.
- Members of the Students' Union provide active assistance and guidance to the candidates and their parents during the admissions each year. They organise freshers' party every year.
- The Students' Union played an important role in extending the time duration of the college library from 5:30 pm to 7:00 pm.
- Besides representation in the Students' Union, student representatives in various committees like the IQAC, Anti-Ragging Committee, Students' Grievance Redressal Cell, and Internal Complaints Committee against Sexual Harassment contribute in fulfilling administrative responsibilities.
- Student societies in each department have elected students as office bearers. The office bearers coordinate with the students and assist the department in promoting academic and extracurricular activities. Furthermore, they play an important role in mobilising students for extracurricular events organised at the college level.
- In addition, student societies at the college level are effectively managed by the elected student office bearers. They play an important role in organising events. They carry out promotions for the event,

invite resource persons, connect with other organisations and bring sponsorship for the events. They coordinate with the teachers and give directions to the students regarding opportunities for displaying their skill sets and talents at intra/inter college and university events.

Participation in co-curricular and extracurricular Activities

- Students are actively involved in various societies of the college and win prizes every year in various inter-college/university competitions. The students avail opportunities to hone and showcase their talents in music, dance, fashion, dramatics, fine arts, photography, and debating.
- Every year, students are engaged in programmes like self-defence workshops, cleanliness drives, health check-up drives, blood donation camps, soft skill enhancement workshops, tree plantation drives, and social awareness campaigns. They also participate in programmes like visits to national/biodiversity parks and historical sites aimed.
- Students also undertake projects that may address the needs of people who are from economically weaker background. This is done in various ways like donating books, clothes, shoes etc. to the underprivileged; and conducting health sessions in government schools. Participation in such projects fosters the spirit of community responsibility.
- Students also participate in various activities like group discussions, presentations, seminars, and policy dialogue sessions. They are also engaged in making documentaries on relevant socio-economic issues. The students of Society for Practical Applications and Development of Economics (SPADE) made a solution-based documentary on the topic “The Effect of Climate Change on India’s Growth”, which briefly touched upon the causes and impacts, and majorly focused on sustainable solutions.

File Description	Document
Paste link for additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 109.6

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

2019-20	2018-19	2017-18	2016-17	2015-16
66	60	200	200	22

File Description	Document
Upload any additional information	View Document
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	View Document

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

Response:

The Alumni Club of Shivaji College offers extensive support to students and the institution in ways that multiply the opportunities and enhance the skill-sets of students. Successful alumni who are placed in various fields sponsor awards and scholarships to meritorious students. Alumni with major contributions toward the Alumni Club and Shivaji College have been designated the 'Diamond' status within the organisation.

The Alumni Club, in the past, had organised free health check-up camps with Siddharth Diagnostic Centre. The Club had also taken the privilege of honouring the parents of Captain Sumit Roy and Captain Hanifudin, Kargil heroes and former students of Shivaji College. The Alumni Club of Shivaji College has been actively organising Annual Alumni Meet over the past five years. In addition to this, every department organised a department level alumni gathering. These events witnessed enthusiastic participation of students. Department level alumni meets allow for better opportunities for the current batch students to interact and learn from their alumni.

The college also established an Alumni Relations Cell in 2019 to strengthen the association with the alumni, and to afford opportunities to the present student to draw support and inspiration from the former students. The Alumni Relations Cell (ARC) Shivaji College organised webinars that hosted successful alumni from various fields. Alumni speakers shared their expertise on key development areas such as soft skill development, career growth, management of stress and anxiety, and on several other relevant topics.

Shivaji College is committed to strengthening its ties with its former students. The ARC is an initiative by the students and the present batches of students take the lead in all possible efforts to make the alumni association of the college a robust platform.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

Response: D. 1 Lakhs - 3 Lakhs

File Description	Document
Upload any additional information	View Document

NAAC

Criterion 6 - 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

Response:

The vision statement of Shivaji College is “Transform One Life, Transform the Nation”. Shivaji College is committed to transforming its vision into reality in its everyday governance, policies and actions.

The leadership and governance at Shivaji College - based on participative management and decision-making - ensures an environment conducive for attaining the vision and the mission of the college. The college motto *Amritam tu vidya* (knowledge is eternal) is the guiding force in policies and actions towards attaining the following mission:

- To nurture an ecosystem that promotes democratic values, inclusiveness of diverse peoples and cultures, and freedom of expression and creativity
- To instill a culture of sensitivity to gender issues and identities, to challenges pertinent to differently-abled and economically-disadvantaged persons, and to experiences of people from minority communities.
- To promote civic ecology practices on campus and beyond for a sustainable relationship between human community and nature
- To encourage a dynamic engagement between curricular and extracurricular learning experience and strive for positive social implications
- To foster a stimulating academic environment that encourages a spirit of enquiry, innovation and experimentation
- To nurture intellectually sound, empathetic, and self-reliant young leaders of the nation

Perspective plans toward accomplishing the vision and mission of Shivaji College:

- Facilitating international exchange programmes for students and faculty by signing MoUs for collaboration with other institutions
- Introducing more postgraduate and add-on/short-term courses
- Promoting a thriving culture of (interdisciplinary) research through the College Research Cell by identifying and availing opportunities offered by various funding agencies and institutions
- Instituting Teaching-Learning Centre for faculty development/training programmes
- Instituting Centre for Promotion of Inclusivity – an interdisciplinary awareness/sensitising programme for enhancing inclusivity of gender, sexual orientation, regional and identity politics, language politics, caste politics, disabilities, etc.
- Upgrading digital resource facilities; installing 3D Braille and tactile signage; and developing tactile paths for visually handicapped students
- Upgrading classrooms to a state-of-the art teaching/learning space
- Building an interdisciplinary science laboratory, language laboratory, and financial research and trading laboratories
- Setting up a recording studio for producing video/audio lectures
- Completion of the seven-storey building and facilitating the use of new laboratories and seminar

halls for advanced teaching and learning

- Setting up a digital library for project reports and faculty publications, and an archive for audio-visual recordings and photographs of events
- Strengthening relationships with alumni and important stakeholders for fund mobilisation, business ideas, placement opportunities, and career options
- Spreading awareness about mental health and stress management among all stakeholders
- Re-inventing practices and setting up facilities for energy conservation and a sustainable environment
- Setting up a child-care facility in the college premises
- Installing open gym facilities in the sports ground
- Construction of girls' hostel in the college premises
- Teachers play an integral role in the management and decision-making bodies of the institution. In addition to their teaching responsibilities, they also participate in administrative and executive processes:
 - As teacher representative in the Governing Body
 - As the nodal officer, bursar, public information officer, academic coordinator, teacher-in-charge, etc
 - As conveners and members of several committees of the staff council

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

A case of decentralisation and participative management at Shivaji College is teachers' representation in staff council committees and other forums. The Staff Council is chaired by the Principal and an elected teacher is the secretary to the staff council. Every faculty in the college is a member of two or more committees in the college. The staff council committees form the backbone of the college. Teachers' engagement in the overall functioning of the college through the staff council is enumerated below:

- Teachers convene and participate in committees that fulfill admissions and academic/workload requirements of the college
- Participation and fulfilling of executive responsibilities in committees for development and purchase, discipline and code of conduct by heading and participating in staff council committees such as the General Purchase Committee, the Development Committee, the Anti-Ragging Cell, the Discipline Committee, and the Student Advisory Committee. Teachers are also members of the Internal Complaints Committee against Sexual Harassment.
- Representation in staff council committees that nurture discipline and patriotism, equality and community spirit, such as the NCC, the National Service Scheme (NSS), the Equal Opportunity Cell (EOC), and the Women's Development Cell (WDC). Other student-centric committees like

the Cultural Committee, the Placement Committee, and the Entrepreneurship Development Cell (EDC), which promote creative development, cultural enrichment, placement and entrepreneurial skills, also function under the supervision of teachers.

- Teachers are appointed as representatives in the Governing Body, as the bursar, the PIO, and the liaison officer to fulfill administrative, financial and executive responsibilities.
- Appointment as teachers-in-charge of individual departments to manage the administrative requirements of their respective departments. Teachers-in-charge function as part of a larger, systematised grid of consultation and discussion with the Principal, the IQAC, the Vice Principal, and with related staff council committees. At the same time, teachers-in-charge also work in consultation with the rest of the department over matters such as discipline papers to be taught, schedule of the internal assessment, department events, assessment of students' performance, and so on.
- Another noteworthy aspect of participative management in the college is students' representation in the executive bodies of various departments, societies and committees. Student office bearers are assigned responsibilities of leadership, and management of department/committee fests, seminars, webinars, arranging sponsorships etc.
- In sum, teachers and students are involved in supporting the administrative, academics and extracurricular aspects of the college.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

One activity successfully implemented based on the perspective plan laid out in 2015 is the newly constructed Jijabai Academic Block. This construction of this new academic block is an example of careful deliberations and strategic planning undertaken in the last five years. The initial stages of the project entailed months of strategic planning before the foundation stone of the building was laid in 2018.

- The new academic block has been constructed with a balanced approach, with ground coverage of 1448.95 sq. mts and an open area of 7397.46 sq. mts, and with careful consideration of the ecosystem of the college. Utmost care was taken for minimum disturbance to the surrounding area. The initial architectural design was revised in March 2018 to avoid infringement of Tree no. 86.
- On June 27, 2015, the Building Committee of the college approved the draft of the newspaper-advertisement inviting tenders from PSU agencies for the construction of the new building.
- The geo-technical investigation of the proposed site of construction was conducted, and the report was presented at the Building Committee meeting held on May 19, 2016.
- The approval for the construction from the South Delhi Municipal Corporation was reported at the meeting on September 26, 2016.

- The contract for the work was awarded to M/s. RITES Ltd on February 13, 2017, after evaluating the tender quotations submitted by several PSUs. The committee also laid down the phase-wise construction work: phase one included Ground and three-storey construction with the available fund in the college; phase two consisted of completing the remaining four-storey of the building, subject to the availability of additional funds.
- An MoU was signed between Shivaji College and M/s RITES Ltd on March 07, 2017, for the construction. M/s Avesana Architect, a certified architect, was entrusted with the task of planning the structural elements and overseeing the process of construction.
- After allotment of contracts and disposing of other formalities, foundation of the construction was laid by organising *Bhoomi Pujan* of the new Academic Block on February 7, 2018.
- On April 23, 2018, the Building Committee was apprised of the progress of construction: Completion of the excavation and PCC work for foundation
- Fifty percent completion of the steel reinforcement work for foundation.
- M/s RITES Ltd submitted the monthly progress report of the construction as had been prescribed and formulated by the Building Committee. They reported 56% completion of the total construction work as on February 1, 2020. The Company had ensured that the ground and the first floor of the building would be ready by February 2020.
- Inauguration of the new JIJABAI ACADEMIC BLOCK was held on February 29, 2020.

File Description	Document
Upload any additional information	View Document
strategic Plan and deployment documents on the website	View Document

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.

Response:

The organogram of Shivaji College reflects the democratic character and shared responsibilities with which governance takes place. While the overall supervision of administration and the regulation of finances of the college rests with the Governing Body, whose authority is vested in it by the statutes and ordinances of the University of Delhi, the administration and execution of everyday functions lies in the charge of the Principal. The functions of the Principal in turn are supported by the faculty and the non-teaching staff. The Internal Quality Assurance Cell also collaborates with the Principal in ensuring a quality teaching and learning environment in the college.

- The Governing Body under the leadership of the Chairperson gives direction to the administration and decision-making, finances and regulation, purchases and development, and quality assurance of the college. The Governing Body also appoints the Vice Principal and the Bursar in its capacity upon recommendation by the Principal.
- The Principal, as the chief administrator of the college, supervises and manages the overall functioning of the college. The Principal is also the ex-officio chairperson of the Staff Council.
- The Staff Council committees administer decisions related to academics, workload, time table,

purchases and maintenance, admissions, discipline and codes of conduct, curricular and extracurricular aspects of the college, subject to the provisions and ordinances of the UGC and the University of Delhi.

- The teachers-in-charge work in collaboration with the Principal and their respective departments in accomplishing the academic, financial and co-curricular requirements of the departments.
- The Bursar manages the matters related to internal finances and financial audit of the college. The Bursar also ensures effective utilisation of funds available for college purposes. Financial decisions are taken by the bursar and the principal in consultation with the Governing Body.
- The library is headed by the Librarian who supervises the library assistants and attendants in maintaining the upkeep of the library. The librarian also works with the Library Committee in upgrading the academic resources and facilities in the library.
- The first appellate authority in the college is the Principal, who precedes the PIO (Public Information Officer). The PIO addresses requests from persons seeking information (in the form of RTIs) from the college.
- The IQAC of the college plays a key role in assessing and assuring quality in the teaching- learning and evaluation process. The IQAC conducts the bi-annual internal academic and administrative audit of departments and physical verification of laboratories to monitor and ensure quality in the college. Various skill-based and quality events are also conducted by the college under the aegis of IQAC.
- The Administrative Staff of the college is also characterised by a well-defined organisational structure, with positions according to the University rules and the UGC. The administrative decisions are implemented through the Administrative Officer, who is assisted by a team of section officers from the administration and the accounts section. The caretaker supervises the maintenance of the infrastructure and the working of housekeeping staff, electricians, gardeners, etc.

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Details of implementation of e-governance in areas of operation, Administration etc	View Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

Shivaji College implements several policies that support the welfare of the teaching and non-teaching staff.

- Our college is the West Centre of the Delhi University Health Centre. The health-centre caters to the medical needs of the retired and present staff of the college. WUS-Health Centre members from other colleges of Delhi University also avail the facilities at Shivaji College.
- The college organises health camps to provide free health check-up and instill awareness about important health issues such as cardiac wellness, women's health, HIV-AIDS, and mental well-being.
- A college-appointed counsellor provides consultation to staff and students to address mental stress and other related issues.
- The college facilitates effective delivery of accounts-related matters to its employees.
- Salaries are disbursed on the last working day of every month, and reimbursements of allowances are processed in a timely manner.
- Medical reimbursements, children education allowance, LTC/HTC, and other allowances like washing and uniform allowance (for Class IV employees) are provided to the employees as per the university rules.
- The college manages a Thrift and Credit Society and provides financial assistance to the staff at a reasonable interest rate. It helps the employees for their contingency needs.
- Life insurance is provided by the college in the form of a Group Insurance Scheme that covers the staff members at low premium.
- There is a Ward Quota scheme for eligible wards (as per University rule) of staff seeking admission in various undergraduate courses at Shivaji College.
- Shivaji College provides a healthy and clean work environment conducive for enhancing productivity at work. Facilities such as air-conditioned staff room, administrative office, department rooms, and committee rooms serve as important working space outside the classrooms.
- A well-furnished kitchenette adjacent to the staff room is maintained in the college in addition to the cafeteria facilities.
- A dedicated reading room equipped with Wi-Fi enabled computers and printer facilities is available in the library to access e-resources. Teaching staff are also entitled to issuance of fifteen books at a time and non-teaching staff are entitled to issuance of six books in their name.
- Seminars, conferences, training programmes and FDPs are organised by Shivaji College at national and international level for faculty enrichment purposes and for nurturing a competitive and thriving academic environment.
- There are twelve staff quarters within the college premises that provide accommodation to teaching and non-teaching staff.
- We have an active and committed Staff Association that acts as a bridge between our college and University teachers' association. It also conducts regular staff picnics, and farewell for our retired staff.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 2.4

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	2	2	2	4

File Description	Document
Upload any additional information	View Document
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 16.55

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

2019-20	2018-19	2017-18	2016-17	2015-16
54	39	22	24	20

File Description	Document
Upload any additional information	View Document
Details of teachers attending professional development programmes during the last five years	View Document

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

Response:

Performance appraisal system for teaching staff at Shivaji College is governed by UGC-Career Advancement Scheme (CAS) guidelines.

Appraisal for the teaching staff:

- Appraisal for teaching staff is based on the Performance Based Appraisal Scheme (PBAS) proforma submitted by faculty seeking for promotion. The PBAS proforma details individual teachers' teaching-learning and evaluation related activities; research and academic contributions; administrative support and contribution in extra- and co-curricular activities as had been detailed in UGC-CAS guidelines. The appraisal/selection committee, appointed by the Principal, in coordination with IQAC scrutinises the proforma based on the UGC-CAS guidelines and recommends the same for promotion. The process for promotions in Delhi University has now begun, and the first stage of promotion has taken place. **(6.3.5: CAS Guidelines 2010/2018)**

Appraisal for the non-teaching staff:

The non-teaching staff at Shivaji College comprises a diverse support staff which functions as the backbone of the college. This includes the administrative and accounts staff, the laboratory staff, the library, and housekeeping staff.

- Every year, the performance of the non-teaching staff is reported in the Annual Report of the

college in the form of professional training programmes they attended. A confidential self-appraisal report of each non-teaching staff member is prepared by the Principal and entered in the service book. Apart from this, the senior most teachers of departments regularly evaluate the performance of the laboratory staff through confidential, self-appraisal forms submitted by the support staff. Such mechanism ensures the smooth functioning of the laboratories.

- Appraisal of the non-teaching staff also takes place in the form of assessment for the Best Employee Award. This award was instituted in 2015-2016 by the college as recognition of exemplary standard of commitment and performance in fulfilling his or her duty. The award is conferred upon the recipient on College Annual Day.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Shivaji College conducts internal audit of the college books of accounts for the respective financial year. For this purpose, the college appoints a qualified chartered accountant with approval from the Governing Body and the University. The chartered accountant meticulously audits the finance- related documents for all transactions. It is an audit of balance sheet, general fund income and expenditure, and receipt and payment account.

S.N.	Year of Audit	Date of Audit	Type of audit	Auditor
1	2015-2016	11-1-2017	Internal Audit	Vipul Dhawan & Associates
2	2016-2017	7-12-2017	Internal Audit	Vipul Dhawan & Associates
3	2017-2018	11-12-2018	Internal Audit	Gupta Ankit &Company Chartered Accountants
4	2018-2019	24-9-2019	Internal Audit	Gupta Ankit &Company Chartered Accountants

External audits are also conducted by Delhi Government auditors and Comptroller and Auditor General (CAG) of India. The last audit of books of accounts was done for the financial year 2018- 19 by the Delhi Government and up to 2018 by the CAG.

Objections and questions of any kind during the audit were promptly addressed by presenting relevant documents to the auditors. Every effort was put in to maintain transparency in the financial records, and also to record corresponding documents of every financial transaction. Upon meeting the norms, the

college was then presented with the signed audit report.

File Description	Document
Paste link for additional information	View Document

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

Response: 20.26

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

2019-20	2018-19	2017-18	2016-17	2015-16
7.875	1.975	5.90	1.06	3.45

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	View Document
Any additional information	View Document
Annual statements of accounts	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Shivaji College receives 95% funds from the UGC and 5% from Delhi Government. Funds are also generated from certain components of students' fees, etc. Self-financed and add-on courses are another source for resource mobilisation.

- Apart from the above sources, funds are also mobilised from various government and non-government sources for the purpose of research and projects. Faculty from several departments apply for research projects under schemes such as the Star College Scheme, funded by Department of Biotechnology; INSPIRE Programme, funded by Department of Science and Technology; and for several projects funded by University of Delhi, ICSSR, SERB, UGC, etc.
- Funds are received from government agencies, private donors, and members of teaching/non teaching staff for fee-concession and scholarships for students.
- Private organisations also provide sponsorship for organising department and college festivals. These sponsors are acknowledged in posters, brochures, and other promotional notifications.

- Various government and autonomous bodies are approached for sponsorship of national and international conferences and workshops.
- After taking approval from the Governing Body, a space marked for college cafeteria is leased to an eligible caterer.
- Shivaji College sports ground is outsourced under public-property partnership mode. The fund thus raised is earmarked for maintenance of sports grounds and sports activities.
- The college rents out space for photocopy shops in the library and near the main gate.

For efficient and optimum utilisation of resources available, convenors of various staff council committees and teachers-in-charge are asked to provide their requirements at the beginning of the session. This is to ensure timely and routine maintenance and upgradation of laboratories, library, computing facilities, classrooms, and equipment and facilities. According to the requirements submitted by convenors of committees and teachers-in-charge, a budget is prepared and submitted to the Competent Authority for approval. The college committees follow the procedure of procurement of funds as per the general financial rules. All financial documents and bills are processed by the accounts section, the bursar and the principal. Transparency is maintained through the entire process and allocated funds are optimally utilised.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

Two practices institutionalised at Shivaji College with IQAC initiatives are: (i) Academic and Administrative Audit of Departments and (ii) Feedback mechanism.

I. Academic and Administrative Audit (AAA): The IQAC initiated the Academic and Administrative Audit (AAA) primarily to take account of teaching-learning processes in all disciplines and to institutionalise documentation and record-keeping of all academic and administrative matters of every department. The internal academic audit is conducted by academic coordinators every semester for fulfillment of IQAC-driven practices toward quality assurance. The process requires a self-regulated assessment of teaching-learning processes and a systematic management of documents. The peer-review-based audit evaluates the fulfillment of the following procedures in teaching-learning processes and laboratory management:

- The academic coordinators assess the documents related to the following: preparation of academic calendar; selection of papers to be taught; timely distribution of time table; submission of lesson

plan and compliance report of curriculum delivery as per the schedule; and delegation of responsibilities and formation of internal committees for department activities

- Teaching methodology, use of ICT facilities, and opportunities for experiential learning are also apprised of at the audit meeting.
- Documents of internal assessment, policy for moderation of marks, steps taken to assist slow learners, and analysis of the results of end-semester examinations are examined meticulously as part of the audit process.
- It also assesses if the teacher-student mentoring programme, which provides a meaningful platform for engaging with students and addressing their concerns, takes place regularly.
- The auditors also determine if the laboratories in the college follow proper organisation and management procedure; conduct stock verification of laboratory equipment and consumables; examine the status of the AMC of equipment; and check if biochemical, chemical and other laboratory waste are segregated and disposed of as per guidelines.
- Documentation of faculty achievements (paper presentation/participation in faculty development courses, publications, honors and distinctions) is also registered at the audit.

II. Feedback mechanism: The IQAC at Shivaji College has implemented a feedback system for students based on institutional parameters such as infrastructure and facilities, curriculum delivery and pedagogy, discipline and environment, staff and support, and so on.

- Feedback system is crucial to institutional progression as it allows for self-reflexivity and reform.
- The feedback submitted online are analysed, and measures are taken for reform and redressal. They function as the catalyst for upgradation of teaching-learning processes, developments in infrastructure and facilities, skill-enhancement and professional development of the staff, capacity-building and enrichment of students.

The online feedback mechanism at Shivaji College offers a constructive self-assessment procedure integral to fostering and enhancing academic excellence and institutional development.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

Two institutional reviews and implementation of teaching learning reforms facilitated by the IQAC are: (I) **Academic Review** (II) **Implementation of ICT and Experiential Learning**

Academic Review

The college follows a comprehensive mechanism of reviewing the teaching-learning processes and learning outcomes:

- The Academic and Administrative Audit (AAA) is the primary teaching-learning review conducted every semester. The AAA evaluates the fulfilment of institutional parameters of planning, execution and record-keeping of teaching practices, curricular, and co-curricular activities. With the implementation of the AAA, there is uniformity in conceptualisation of the structure and methodology of academic and extracurricular routine in every academic session. All the departments in the college abide by the institutional norms (initiated by the IQAC) such as: timely submission of workload requirement for forthcoming session; timely distribution of time table among faculty; course completion according to lesson plan; academic and extracurricular work delegation within the department; use of ICT in teaching practices, wherever applicable; execution and moderation of internal assessment(s); assessment of learning-outcome by identifying high performing and low performing students, analysis of end-semester examination results, and so on. Such detailed institutional parameters have been instrumental in strengthening the competitive spirit on campus and streamlining the entire process of teaching-learning.
- Review of learning-outcome takes place by evaluating students' interactions in classroom, participation in extracurricular activities, and their performance in internal assessment and end semester examination. Every department presents a report of students' academic performance at the audit meeting. The Internal Assessment Committee also reviews and regulates the practices of evaluation of students (conducted through internal assessments like tests, assignments, presentations, and projects). This exercise is based on the final internal assessment reports submitted by the teachers-in-charge of all departments after moderating the marks of students in all papers taught in the department. **Teaching and Learning reforms:**

The IQAC at Shivaji College encourages and ensures continual reforms in teaching-learning methodologies. It lays impetus on the adoption of ICT in teaching practices.

- Teachers use licensed software like Mathematica (for computing), and free and trial versions of software like ChemDraw, ArgusLab, and Simulations for virtual laboratory for chemistry; free statistical tools; Tally.ERP 9 for financial accounting; and online Java compiler, among others.
- In these ongoing COVID-19 times, teaching-learning has been supported by various virtual platforms. These tools are used for video-lecture and interaction, sharing study materials, and assessing assignments. Digital library facilities like INFLIBNET-NLIST and DU e-resources provide a repository of articles and e-books for teaching and research purposes.
- To complement curricular learning, experiential learning takes place through educational tours, industrial visits, field study, film screenings, skill-based workshops and webinars. Apart from this, capacity building programmes organised by Placement Cell, Entrepreneurship Development Cell (EDC), Eco Club, Society for Practical Applications and Development of Economics (SPADE), TEDx, and NCC enhance the entrepreneurial, leadership and organisational skills.
- Add-on courses in German and French, Legal Awareness Programme, and other skill-enhancement activities have also sharpened the skill sets of students.

File Description	Document
Upload any additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload details of Quality assurance initiatives of the institution	View Document
Upload any additional information	View Document
Paste web link of Annual reports of Institution	View Document

Criterion 7 - 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 last five years.

Response:

Shivaji College champions the cause of gender equity and sensitises the staff and students to gender-based challenges and concerns. Prescribed curricula in several (Humanities) Honours programme provide important platform to engage in discussions regarding gender disparities and factors producing and propagating gender inequities in our society. In addition to the curricular engagements, several co- and extracurricular programmes highlight the centrality of addressing gender concerns and the need to transform the patriarchal society to a gender-equal society.

Gender sensitisation through academic and extracurricular programmes

- The Women Development Cell (WDC) at Shivaji College formulates the annual plan to implement gender-equity in principle and practice. The WDC organises seminars, panel discussions, plays, film screenings, community outreach activities, workshops, and theatrical productions on gender issues throughout the year.
- The college instituted Annual Jijabai Achiever's Award in 2010 to felicitate individuals working at grassroots level for women empowerment. This instils the value of equity and social justice among students.
- Students and teachers engage in enquiry into contemporary issues affecting everyday lives of women. Such projects result in the compilation of narratives published by the WDC at the annual WDC event in the form of book. Publications in the last five years are *Utkarsha: Epitomizing Progress(2015-16)*, *Udayan: A New Beginning (2016-17)*, *The Change Makers (2017-18)*, *Samtulya – Philosophical and Existential Equality (2018-19)*, and *Sansmaran (2019-20)*.
- Legal awareness programmes are organised to raise awareness about laws on sexual abuse, sexual harassment at workplace, civil and political rights, POSCO, etc. The college believes in not only heightening awareness among female students about their rights but also sensitising students towards gender issues.

Facilities and provisions for safety and well-being of women

- There is a separate common room for female students with all necessary facilities.
- CCTV cameras are installed at strategic locations for continuous surveillance of the premises and for heightening security in the college.
- The college has Internal Complaints Committee against Sexual harassment with its composition as per the guidelines of MHRD, Government of India.
- In addition, the college has a duly constituted Anti Ragging Committee, Discipline Committee, and Student Advisory Committee to ensure safety and to protect the interests of students.
- Self-defence training programmes for female students are organised regularly.
- Relaxation of 1% in admissions cut-off for female students is one of the many initiatives by the college.

- The college provides medical support to students experiencing any kind of health issues. It organises health camps to increase awareness of various health problems such as PCOD, cervical cancer, anaemia and other health concerns among female students.
- A female counsellor visits the college thrice a week and attends to psychological challenges faced by students, thereby assisting them in their well-being.

File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

Response: C. 2 of the above

File Description	Document
Geotagged Photographs	View Document
Any other relevant information	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:

Shivaji College has implemented the following measures for the management of degradable and non-degradable wastes.

Solid waste management

- Waste generated in the college is segregated in the premises. Recyclable waste, dry waste, and biodegradable/wet waste are processed and recycled. The paper-recycling unit, which has been operational in the college, generates fine quality paper which are used for various activities.
- Blue and Green covered/pedal-pushed dustbins are placed in the premises.
- Composting facility is available for managing biodegradable/horticulture waste.

Liquid waste management

Facilities for wastewater management – sewage treatment plant and effluent treatment plant – are installed in the new academic block of the college.

Rainwater harvesting

The college has a rainwater harvesting system installed in the lawns. It is a recharge point for collecting rainwater from rooftops of the old academic building. It is fitted with a filtration device (sand and gravel filter) to filter the rainwater.

The roof-top rain water harvesting facility in Jijabai Academic Block has an underground tank (5m x 3m x 4m), installed with a desilting chamber (2m x 1.5m x 1m) that can store around 60 KL of roof-top water, connected via a catch basin through a network of pipes.

Biomedical waste management

The waste generated in the World University Services (W.U.S.) health centre is segregated and managed as per the provisions of the Biomedical Waste (Management and Handling) Rules, 2016.

E-waste management

E-waste is generated in minimal amount in the college and the same is given to registered vendors, with an undertaking that the same will be processed or recycled in an environmentally sound manner as per the Government of India guidelines.

Hazardous chemicals and radioactive waste

Live (hazardous) waste is discarded after autoclaving (killing the microbes before discarding); radioactive waste is not generated in the college.

File Description	Document
Link for Geotagged photographs of the facilities	View Document

7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting

2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

Response: B. 3 of the above

File Description	Document
Link for any other relevant information	View Document

7.1.5 Green campus initiatives include:

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

Response: Any 4 or All of the above

File Description	Document
Link for any other relevant information	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

Response: A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Link for any other relevant information	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts

- 4. Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment**
- 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

Response: A. Any 4 or all of the above

File Description	Document
Link for any other relevant information	View Document

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 500 words).

Response:

Shivaji College has implemented several measures to make the college an inclusive campus.

Measures for equal opportunities

- Shivaji College strictly follows the reservation policies laid out by the Government of India for admissions of students and appointments of teaching and non-teaching staff. Special committees like the SC, ST and OBC Counselling Committee, North East Counselling Committee, PWD Counselling Committee and the Equal Opportunity Cell ensure parity and transparency during the admission process.
- The college has an Equal Opportunity Cell (EOC) which looks after the welfare of differently abled students. The National Service Scheme (NSS) volunteers also assist blind students in reading out study materials, offer assistance in writing projects, and assist students in mobility and learning.
- Students from low socio-economic spectrum are granted fee concessions in every academic session. The college also promotes several financial assistance/scholarships provided by the Government of India, state governments and non-governmental organisations to facilitate access to financial assistance among students.
- Mentor-mentee meetings are held regularly and students are encouraged to share their problems – academic or personal – with their mentors. Dedicated teacher-mentor are assigned for outstation students.
- Teachers adopt bi-lingual mode of teaching, wherever required, to assist students with linguistic challenges. This helps students enhance their academic performance.

Support for students from North-East India

- The North-East Counselling Cell offers support to several students from the states in North-East India, addressing everyday challenges faced by these students due to language constraints.
- The NE Cell conducts orientation programme every year at the beginning of the session for new students to this platform and to the academic and cultural environment of the college.
- The NE Cell has also supported some female students from North East India during the COVID-19 lockdown. The Cell, with the support of the Principal, extended assistance to female students from the Northeast when they were asked to vacate their PG accommodation in absentia. The belongings

of these students were collected by the NE Cell and stored in the college for safekeeping until the students return from their hometown.

- To promote an ecosystem for entrepreneurship among people from the Northeast, Shivaji College organised International E-Summit in February 2019 on “Entrepreneurship Development through Eco-Tourism in Northeast India”. Cultural performances were also

Promotion of diversity and inclusivity

Shivaji College promotes cultural plurality and inclusivity on campus. In an effort to unite all cultures, many events are organised to promote cultural diversity. Some of the events organised by college are:

- Annual kite flying festival and Mandala Art Therapy
- Performance by Nari Gunjan and Sangam Musical Band from Bihar
- The college in collaboration with Spic-Macay organises “Virasat”, an annual event, in which eminent artistes across the country perform.
- College has started the series titled “Kalanjali: Revering Art and Indian Culture.”

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

Shivaji College organises activities that strengthen our constitutional values and deepen our allegiance and responsibility towards our nation. The National Service Scheme (NSS) and National Cadet Corps (NCC) are two integral bodies that commit to programmes and activities to inculcate constitutional obligations and patriotism among students and staff.

Programmes instilling citizens’ responsibilities

- The college fosters community responsibility by organising blood donation camps routinely. In every camp, around 100 volunteers donate blood. They also organise book, food and clothes donation programmes regularly. Collection desks are set-up in college and collected items are distributed amongst the people from marginalised background.
- The college renders national service by organising road-safety awareness programmes routinely. Students are informed about traffic rules and regulations and instil the importance of safeguarding human life.
- To promote a sustainable environment, Swachh Bharat campaigns and Tree Plantation drives are organised. As part of the campaigns, environmentally safe practices such as plastic ban, water conservation, waste segregation, cleanliness and anti-pollution campaigns are implemented

regularly. Awareness programmes for proper E-waste disposal are organised.

- To protect human lives and property of college during disaster, Shivaji College in consultation with West District Disaster Management Authority prepared the Disaster Management Plan of the college to safeguard the interests of all stakeholders, as per the guidelines of Disaster Management Act 2005. The college also organises awareness drive, conferences, and mock drills for disaster management.
- Shivaji College organises a seminar on “Intellectual Property Rights” to create awareness about copyright, plagiarism, patenting, trademark, and several other related aspects to cultivate professional ethics.
- The college promotes linguistic diversity and cultural plurality by organising programmes such as SPICMACAY cultural programmes, *ghazal* evenings, and Hindi Diwas. In addition, cultural performances by artistes from North-East India was organised during the international summit on “Entrepreneurship Development through Eco-Tourism in Northeast India”.

Democratic values

- The college enshrines the sovereign and democratic values of our nation by commemorating the Independence Day and the Republic Day annually. Kite flying festival is celebrated to mark the pride and glory of our nation.
- Constitution Day is celebrated every year in the college and a visit to the Parliament is organised to increase political consciousness among students.
- Army Day is observed to pay tribute to the Indian Army for their relentless service to this nation.
- Voter’s Day and Voter’s Awareness Programmes are organised in the college to create awareness of youth towards their constitutional rights and duties. Routine drives are organised to facilitate issuance of voter ID for students.

Citizens’ rights

- Legal rights awareness programmes are organised to spread awareness among students of their constitutional rights. The college also offers a short-term course on legal awareness programme.
- The college facilitates and conducts Student Union elections every year to ensure a democratic and safe space for students to voice their concerns.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	View Document

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.

1. The Code of Conduct is displayed on the website
2. There is a committee to monitor adherence to the Code of Conduct
3. Institution organizes professional ethics programmes for students, teachers, administrators

and other staff

4. Annual awareness programmes on Code of Conduct are organized

Response: A. All of the above

File Description	Document
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 Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Shivaji College celebrates national and international commemorative days to inculcate constitutional responsibilities, to instil patriotic spirit and to foster unity among fellow citizens

- Independence Day and Republic Day are celebrated in the college by hoisting the Indian flag and by organising kite-flying events particularly on 15th August every year.
- Hindi Diwas is celebrated on 14th September every year to celebrate the adoption of Hindi as the official language of the country.
- International Mother Language Day is observed on 21st February to promote the preservation and protection of our mother language.
- International Women's Day is celebrated on 8th March. On this occasion, various competitions are organised in the college to celebrate women-power. The Women's Development Cell addresses issues related to gender disparity and promote gender equity in our society.
- The NCC Cadets participated in Kargil Day Parade on August 22, 2018, in which the cadets marched from Central Park to India Gate to show respect for the Kargil Heroes.
- Surgical Strike Day, Kargil Diwas, Army Day were celebrated on September 29, 2018; July 26, 2019; and January 15, 2020 respectively.
- National Youth Day is celebrated every year on 12th January to commemorate the birth of Swami Vivekananda. Debates, essay writing, extempore competitions are organised to spread the messages of Swami Vivekananda amongst the youth.
- International Yoga Day is celebrated every year on 21st June to mark the practice of self-discipline and tradition of well-being continuing for thousands of years in India.
- Important environment-related days are commemorated at Shivaji College to heighten awareness about the importance of safe environment and conservation of natural resources.
- World Environment Day is observed every year on 5th June. Various competitions like poster making, slogan writing, essay writing, etc. are organised on this occasion.
- World Water Day was celebrated on March 22, 2016 by organising a national seminar on "Water and Air Quality in the Urban Ecosystem".
- Eco Club of Shivaji College organises a field visit to Yamuna Biodiversity Park to celebrate World Wetland Day on February 02, 2019.

- World Ozone Day was celebrated on September 16, 2019. Various inter-college competitions were organised on this occasion.
- International Day for Biological Diversity was celebrated on May 22, 2020. Online student activities were organised to engage young minds towards new possibilities.
- The college actively participates in the Swachh Bharat Abhiyaan by ensuring proper sanitation facilities, dustbins on the campus, and hygiene in the toilets.

File Description	Document
Link for Geotagged photographs of some of the events	View Document

7.2 Best Practices

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

Response:

7.2.1

The two best practices implemented by the institution are:

- **Promotion of sustainable environment**
- **Social commitment and community outreach.**

BEST PRACTICES - 1

Title: Promotion of sustainable environment

Objectives of the Practice

Environment sustainability is of utmost importance in the light of increasing environmental degradation; and the same can be accomplished with the implementation of eco-friendly facilities and practices. The objectives of promoting environment sustainability are:

- To reduce overall carbon and ecological footprints, to find innovative ways to reduce pollution, to promote the sustainable use of natural resources by implementing simple everyday practices to larger, innovative ones.
- To nurture generations of students who are sensitive to environmental concerns. The need of the present times is to educate the youth and the public about sustainability. The efforts of each of us can bring about significant positive changes in the pollution levels and ensure healthier lives for all of us.
- To maintain a waste-free, pollution-free, healthy, and eco-friendly green campus

The Context

As Shivaji College has abundant plants and sunlight, it had become important to transform productively green waste and sunlight into sources of sustenance. To this end, the college has implemented mechanisms by which wastes can be utilised for the production of compost, and for its use as fertilizer in the college lawns and garden. The greenery on Shivaji College campus is an oasis amid the neighbouring commercial establishments and the traffic on the roads. Tapping the sunlight for generating solar energy is an important step towards reducing carbon footprints. The energy thus generated fulfils about half the energy requirements of the college.

In order to sustain the clean and green environment of the college, balance between utilisation and transformation/disposal of wastes has to be maintained. Routine generation of piles of used-paper presents challenges as well as possibilities. Waste papers can thus be recycled into new ones for multiple uses. Large quantity of green waste is generated in the college premises, which is effectively composted as manure.

The Practice

Shivaji College is steadfastly committed towards creating an eco-friendly and sustainable campus. Instilling the urgency of environmental conservation and environment sustainability is realised through the following practices:

(i) Events and campaigns

The college regularly organises various events and campaigns to spread environmental awareness:

- Solar lamp-making activity
- Refill the pen campaign
- Campaigns for discouraging the use of polythene
- Several campaigns by Eco-Club and NSS for creating awareness through social media are conducted. Student volunteers interact with the public to generate consciousness among them about the responsible use of natural resources.
- Students also visit biodiversity parks, wetlands and other places of ecological importance and learn ways to protect and conserve the environment.

(ii) Maintaining a green campus and a herbal garden

- Shivaji College has a lush green vehicle-free campus. Dedicated area for parking has been allotted in the sports ground; vehicle movement and parking in the main campus is prohibited.
- The college has about 300 varieties of trees on campus that balances the ecosystem of the surrounding area.
- A herbal garden in the premises, with different species of medicinal plants, provides a healthful ambience in the college.

(iii) The Solar Power Plant

- A 75 KWH solar-power plant was installed on the college rooftop and has been operational since December 2016. Since the installation of this plant, the college has not only been saving

expenditure on electricity but also effectively reducing the use of non-renewable resources.

- Shivaji College also participated in solar lamp making activity organised by IIT Bombay as part of Gandhi Global Solar Yatra on October 02, 2019. The participants learnt to assemble solar lamps using the kits provided by IIT.

(iv) Vermicompost Unit

- The vermicompost unit at Shivaji College converts green and food waste to vermicompost, which is used in the college garden.

(v) Paper recycling machine

- Waste paper is recycled into fine quality paper for several uses in the college.

(vi) Rainwater harvesting

The college has a rainwater harvesting system in the garden (near the main gate). It is a recharging point for collecting rainwater from rooftops and storm water generating from the premises. It is fitted with a filtration device (sand and gravel filter) to filter the rainwater. The new academic block of the college has a dedicated roof top rainwater harvesting facility with an underground tank (5m x 3m x 4m). The tank is installed with a desilting chamber (2m x 1.5 m x 1m) that can store around 60 KL of roof top water connected via a catch basin through a network of pipes.

Evidence of Success

- **Reduction in electricity bill** – The electricity bill of the college has considerably reduced after the successful operation of the rooftop solar power plant.
- **Reduced carbon footprint** – The college has significantly reduced carbon footprint that occurs because of conventional sources of power generation.
- **Use of solar lamps** – Following the example of Shivaji College, other institutions have made efforts to install solar power plants in their premises. Students and staff in the college are using solar lamps instead of electric lamps.
- **Heightened awareness among staff and students** – We have been able to create awareness amongst staff and students of our college regarding environmental challenges and the need for sustainability. Our students have received appreciation from the public during several campaigns; many people have promised to use the resources wisely and make all efforts to protect and conserve the environment.

Problems encountered and resources required

- **Greater initial cost and investment** - Shifting to renewable resources is a costly affair and support and involvement from the government front is prerequisite in terms of financial assistance and subsidy.
- **Challenge in motivating people** - The public needs to be educated and motivated towards sustainability. Continuous efforts are made to create a general shift in the mindsets of the students

and college staff towards generating an environmental consciousness.

- **Lifestyle changes** - Lifestyle needs to be modified for sustainable living by judicious use of energy sources. Shivaji College has made continuous efforts through rallies, campaigns, competitions and regular posts on social media to create awareness towards sustainable living.

7.2.2 BEST PRACTICE – II

Title: Social Commitment and Community Outreach

Objectives of the Practice

- This practice aims to foster the spirit of social service in our students so that they learn to recognise it as a larger conditioning framework of their education.
- We aim to generate awareness amongst students towards existing social disparities in income, education, health and nutrition; and to instil compassion and empathy in the minds of youth towards the needs of the underprivileged sections of the society.
- Education without social commitment is incomplete. We work for the betterment of marginalised section of the society and help them through various outreach programmes.

The Context

Social inequities and lack of opportunities characterise the lives of people from low socio- economic background, be it the lack of sustainable livelihood or educational opportunities, or be it the low access to healthcare and hygiene. Education, however, is the only leveller of such disparities. Education system in India can bridge these gaps by creating awareness among the youth of the nation.

Shivaji College imparts a holistic education with the aim of sharpening the social sensibilities of the students. Several committees and societies in the college develop a comprehensive action-plan to address social issues in the long run. Students at Shivaji College are involved in the execution of these plans and are offered several opportunities to engage in community service empathetically.

The Practice

The college creates a synergy between its community work and outreach platforms such as the NSS, the WDC, the Eco-Club, and the Alumni Association, thereby creating a multivalent and mutually renewing forum for meaningful dialogues, actions, and interactions. Shivaji College organises programmes to sensitise youth towards the needs of the under-privileged.

- **Efforts towards inclusion:** The NSS volunteers regularly visit *Raen Basera* (night shelters) near Shivaji College. Students visit and interact with the occupants and discuss issues related to health, hygiene and education. The volunteers also teach young children living in the *Raen Basera*. They celebrate festivals like Diwali and other major festivals with them as a small effort towards inclusion.
- **Educating the underprivileged in Raghubir Nagar:** Raghubir Nagar is a JJ Colony (JJ Colony is

a derivative of “*jhuggi-jhopri*”, a colloquial name for unauthorised slums) located in the vicinity of the college. The college organises literacy and health and hygiene awareness campaign in this area. The NSS organised a programme *Pehal: Ek Prayaas*; as part of this programme, children from Raghbir Nagar visited the college for a month-long literacy programme. In this programme, the student volunteers taught these children under the supervision of the faculty members in two shifts – morning and afternoon.

- **Recreational activities for the underprivileged children:** Several competitions like dance, painting, poetry and sports events were also organised for children from Raghbir Nagar.
 - **Sharing and caring:** Festivals like Saraswati Pooja and Independence Day were celebrated by organising various activities for them.
 - **Awareness programmes against alcoholism and drug abuse:** Alcoholism and drug- addiction is one of the major problems in Raghbir Nagar. Not only do the men waste a major part of their family income on alcohol and drugs, they also indulge in fights with family and neighbours, under the influence of these substances. One of the major problems reported by the women of Raghbir Nagar area is domestic violence. Student volunteers perform plays and organise rallies to highlight the evils of substance abuse through interaction with the people from Raghbir Nagar.
 - **Generating employment by teaching skills:** Students taught *bandhni dupatta* and sanitary pad making techniques to the women living in slum areas to make them self-reliant.
 - **Financial aid and help:** Shivaji College organises visits to destitute homes like Apna Ghar and Earth Savors Foundation. These homes offer shelter to people who have been abandoned by their families due to financial or health issues. Our students interact with them, share their problems, and extend help wherever possible.
-
- **Awareness for protecting the environment:** The Eco Club has played a seminal role in educating the students about the pressing needs to conserve the environment through eco-friendly practices. Multiple approaches to addressing environmental issues like effective organic and e-waste management procedures and locality cleaning drive have become a model of sorts for green initiatives in the area.
 - **Efforts towards creating a gender just society:** Shivaji College considers gender issues as one of the core issues to be highlighted and addressed. Resource persons from the LGBT community are invited to seminars/webinars to deliberate on the challenges that confront the third gender and LGBTQ community.

Evidence of Success

- **Sensitisation of students and awareness of social responsibility:** Various practices adopted by the college have been extremely successful in the intensity and reach of its vision and action. The college has not only been able to sensitise its volunteers and other students about the need and nature of social work but has been successful in reaching out to the residents of Raghbir Nagar, JJ Colony in the vicinity of the college.
- **Organised visits to various destitute homes:** Following visits to Apna Ghar and Earth Savors Foundation, students helped in rescuing two destitute children from Rajouri Garden market and places as far as Bulandshahar, Uttar Pradesh.
- **Enrolment of children from slums to schools:** Owing to the efforts of student volunteers and their commitment to provide basic literacy among slum children, the volunteers witnessed increasing interests among the children to be educated; some children from slum areas have enrolled in

schools.

- **Empathy in students:** In general, students have become observant of the requirements of homeless people sleeping under flyovers, in *Raen Basera*, and on the roadsides. Looking at their poor living conditions, students and the staff expressed compassion and empathy by initiating food and clothes distribution drives. Sanitary pads and other daily use items were collected in the college and later on distributed to these needy people.
- **Relief to drug addicts:** Women of Raghbir Nagar, who are the worst receivers of substance abuse, have appreciated the efforts of the NSS at Shivaji College in alleviating alcoholism and drug addiction. Through plays, rallies and other campaigns, we have been able to garner the attention of the slum dwellers and the public towards these issues.
- **Steps toward women empowerment:** The NSS and the WDC, through its path-breaking work of training underprivileged women and making them self-reliant, have created a sustainable entrepreneurship model among the women. This in itself is an inspiration to the students while favourably influencing socio-economic conditions at the grassroots level. By teaching *Bandhani dupatta* making and sanitary-pad making to underprivileged women, students have helped them achieve livelihood. Shivaji College has made continuous efforts to make a little difference in the lives of underprivileged people, and by far the college has accomplished these goals in small measures.

Problems encountered and resources required

- **Resistance by the slum inhabitants towards change:** The mindset of the inhabitants of the local slum had to be gradually changed by the NSS volunteers and faculty advisers. The volunteers could eventually convince them of their well-meaning intentions through their sustained efforts at social amelioration.
- **Challenges of convincing people about the importance of education:** Illiteracy and poverty are interrelated and deep-rooted problems of our society. For a poor person, food is more important than education. Convincing people to send their children to school instead of sending them to work is very difficult. Consistent, continuous efforts are required to convince parents to send their children to school with very little success.
- **Difficulty in sensitising to alcoholic abuse:** Alcoholism is a rampant problem in our society. Alcoholic abuse aggravates domestic violence. Student volunteers have made efforts to convince young men in the neighbouring area not to take up alcohol and save their future and their families.
- **Cost and funding issues:** Planning visits to destitute homes requires resources. Hiring a bus costs approximately Rs. 6000 to Rs.7000 per trip, depending upon the location of the destitute home. For regular visits, a large amount of funding is required. More financial resources and local partners in this comprehensive endeavour are required.

File Description	Document
Link for any other relevant information	View Document
Link for Best practices in the Institutional web site	View Document

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Inclusivity on campus and beyond is the priority and thrust area in which the college has been making strides. Shivaji College, therefore, not only promotes inclusivity in principle but also implements inclusive education on the campus through various practices in teaching learning processes and co/extra-curricular activities. Inclusive education entails ease of access to the teaching-learning ecosystem, regardless of cognitive or disability challenges, and equal opportunities for holistic development among students of diverse capacities and different backgrounds.

Practices that promote inclusivity in campus and beyond are:

- Educational Practices
- Community Involvement
- Collaborative Practices
- Supplementary Aids and Services
- Education for Sustainable Development (ESD)

Furthermore, the college also works for strengthening the climate of inclusivity in college at all levels viz., environmental, economic and social, as the inclusivity should be cultivated in various dimensions.

Educational Practices

- Classroom teaching and inclusivity – Educators implement evidence-based inclusive practices through multi-level instructions, multiple methods of assessment and modified outcomes in general education classrooms. Students with disabilities are educated with non-disabled peers to the maximum extent appropriate.
- Inclusive practices to facilitate learning – College take extra measures to address the learning abilities of every student and include peer mentoring, group discussions, and cooperative learning situations as inclusive classroom practice. Special focus on slow learners and due attention is given to make them catch the pace of the class.
- Mentor-mentee meetings – Mentors are allotted to each student to discuss various problems faced by students at the academic and personal level. Individual departments maintain records of students living as paying guests and a meeting is convened time to time to discuss their problems.
- Compassionate approach to teaching – Teachers approach students' problems with empathy and compassion. They take into consideration personal challenges and circumstances students are faced with – in their family. Teachers conduct extra classes for slow-learning students and give several opportunities to students to appear for their assessment.

Community Involvement

- A special cell for the students from North-East India encourages the involvement of NE students in academic and co-curricular activities. This cell provides support to the students in overcoming their everyday challenges with regard to their academics or documentation work related to their programmes of study.

- The NCC unit at Shivaji College offers military training opportunities, irrespective of any gender. In addition, the NCC provides a platform for character building – inculcating leadership qualities and skill enhancement through structured academic syllabi – and inculcates a spirit of unity and integration through exposure to and interaction with community members and cadets from other battalions. The NCC unit at the college is also instrumental in instilling environmental consciousness and the spirit of community outreach through various programmes.
- The NSS unit at Shivaji College trains students for community outreach. Student volunteers work towards facilitating access to education for children in neighbouring slum areas. The volunteers also instil the urgency to maintain hygiene among residents in the neighbouring areas to cultivate environmentally safe living conditions.
- Gender justice: Even as the campus climate is charged by activities for sensitisation to gender issues, students learn the values of gender equality and gender inclusivity. The Women Development Cell at Shivaji College spearheads the campaign for gender justice. Through various programmes and activities, students are apprised of conceptual, theoretical and analytical interpretation of gender (identities) from a cross-cultural perspective. Programmes on gender sensitivity and equality inform students of the ways in which society can become more inclusive.

Collaborative Learning/Practices

Collaborative learning/practices are a set of teaching and learning strategies promoting student learning and experiences beyond curriculum. To achieve this purpose, the college has organised different types of collaborative activities for student's overall development.

- MOU with other organisations - Shivaji College has signed various MOUs as collaborative practices with educators and organisations and in turn students receive research trainings, help in instructional planning, minimise curricular barriers and provide time to time guidance and counselling.
- Scholarships - The College also administers several Government and NGOs scholarships such as Scholarship to SC/ST/OBC students by the Directorate of Education, Govt. of Delhi; Dr Usha Aggrawal Trust; and Satyapal Memorial Bansal Scholarship.

Supplementary Aids and Services

- Equity not just equality – At Shivaji College, students from diverse backgrounds are given access to educational and personal growth opportunities. Female students are entitled to 5 per cent relaxation in the admissions cut-off. Due benefits are given to students from reserved categories to enable them to take admissions in the college. Scholarships and fee concessions are provided to students from economically underprivileged families.
- Enabling differently-abled students – The Equal Opportunity Cell at Shivaji College acts as an enabling unit in registering and addressing the concerns of the differently-abled students. Differently-abled students are supported in their academic endeavours to bring them on a par with other students in matters of academic competence and otherwise. Learning aids for the visually impaired students like Braille software facilities are available in the library, including provision of the reader and scribes for examination.
- Physical facilities and infrastructures like ramps/rails and wheelchairs are also provided for; exclusive restrooms are there too. Classes with PWD students are allotted on the ground floor. There is a provision for lift in the New Jijabai Academic Block to facilitate easy access to facilities including laboratory and auditorium facilities to the differently-abled students.

- Skill development programmes are also conducted for students in the College, which promotes the practices of inclusivity for differently-abled students, and provide the building blocks necessary for creating a safe and welcoming community where individual differences are valued and embraced. College has established many programmes like German language, French language, course on Legal Law Awareness as add on courses and training sessions.

Education for Sustainable Development (ESD)

Promotion of ESD is the need of the hour as it empowers people to change the way they think and work towards a sustainable future. In this context, Shivaji College involves educating students on the necessity of sustainable development by integrating sustainable development issues into all aspects of teaching, research and service.

File Description	Document
Link for appropriate web in the Institutional website	View Document
Link for any other relevant information	View Document

5. CONCLUSION

Additional Information :

No Additional Information.

Concluding Remarks :

Shivaji College lays great emphasis on building a highly competitive environment conducive for academic excellence and extracurricular accomplishments. Interdisciplinary projects and activities organised by the college also facilitates interaction among students from different disciplines. All activities in the college are driven towards attaining the mission of nurturing self-reliant students with a strong sense of community responsibility. The vibrant culture of community outreach at Shivaji College inculcates a strong spirit of inclusivity and civic ecology among students. This balance in curricular and extracurricular engagements fosters a holistic development of students.

Despite certain weaknesses and challenges, Shivaji College strives to offer lucrative opportunities and provide the finest infrastructure and facilities in its pursuit of excellence. The staff and student community continue to work consistently towards realising its mission.