

## **Guru Gobind Singh Indraprastha University**

(A State University established by the Government of NCT of Delhi) Sector 16-C, Dwarka, New Delhi 110078



# **ACADEMIC AUDIT PROFORMA (2024-25)**

## **Academic Session: 2023-24**

Institution Name : <u>GURU RAM DASS COL</u>	LEGE OF EDUCATION
Date of Audit:	
Members of the Acade	mic Audit Committee:
(i)	(ii)
(iii)	(iv)
(iv)	(v)

A. Institute Information								
Name of the Institution	:	GURU RAMDASS COLLEGE OF EDUCATION						
Name of the Director/Principal	:	Dr. Neeraj Priya						
Address	:	WEST JYOTI NAGAR (	(KA	ARDAM MARG), SHAHDARA, DELHI-				
		Mobile No. (Director/Principal)	:	8800554777; 9868426-545				
		Telephone No. (Institution)	:	011-22819091; 2280-1081				
		Email ID	:	grdced@yahoo.co.in				
		Institution website URL	:	www.grdce.in				

<b>B.</b> I		s of Academic Progra	ammes					
(a)	Acadei	inc Programmes						
	S. No.	Programme	Start	Regulatory Body	Sanctio	ned Intak	e in the	Total
			Year		Ass	essment \	/ear	Students
					1 <sup>st</sup> Shift	2 <sup>nd</sup> Shift	Total	(for all years)
	1.	B.Ed.	2007	NCTE	100		100	172/200
		Details of 2022-24 Students https://www.grdce.in/studen  Details of 2023-25 students https://www.grdce.in/img/L	<u>ts-list-2020</u> :		3-25% 20fd	or%20Wel	bsite.pdf	
(b)	Prograi	nme-wise list of faculty for t	he assessme	ent year (to be uplo	oaded und	er manda	tory discl	osures).
	Attac	chment						
(c)	Prograi	mme-wise Class-wise Time T	able for the	assessment year (1	to be uplo	aded unde	er manda	itory
	disclos	ures).						
	Attac	chment						

<b>1.</b> S	tatu	s of Accre	dit	ation	1									
1(a)	Applicability of Accreditation:													
	NBA (	Only	:	No										
	NAAC	Only	: '	YES ( Grade B is Cycle I & Cycle II under Process)										
	NBA a	and NAAC	:	No										
1(b)	Status of Accreditation													
	NBA (Out of	25 scaled to 50, i	f onl	y NBA ac	creditation app	licable)	:							
	NAAC (Out of	25 scaled to 50, i	f onl	y NAAC a	ccreditation is	applicable)		( Grade B is under Proce		le II				
	(Out of marks	and NAAC 50, if both NAAO would be awarde of '25' marks ead	d as	per availa	ability of accred	•	:							
									(Max.	Marks Marks: 50)				
2. 9	Statu	s of Teach	ner	s' Ava	ailability									
-	er stati PG as		GC,	AICTE,	BCI, NCTE,	COA, RCI, N	IM	C, AYUSH, etc.)	norms or to b	e assesse	d for UG as			
2(a)	Tota	l No. of Stude	nts											
	In UC	ĵ		: 100	+100									
	In PG	ì		:										
2(b)	Num	ber of Regula	r* T	eacher	s									
	In UC	ĵ		: 14										
	In PG	ì		:  -										
	In UC	G and PG		:  -										
	Tota			: 14										
	Teac	hers' Ratio		•										
	S.	Programme(	s)	Sar	nctioned	No. of		No. of Regu	lar* Teachers <i>F</i>	Available	Student-			
	No.	and duration	1		ntake x	Require		Assistant	Associate	Cadre	Teacher			
		(in Years)			tion of the	Teacher	S	Professor	Professor + Professors	Ratio	Ratio			
					ramme = students	(b)		(Jr. Faculty) (c)	(Sr. Faculty)	(d:c)	(a/(c+d))			
				total	(a)			(0)	(d)					
	1.	B.Ed. (2 Years)		100	*2=200	1+15		11	02+01	3/11	200/14= 14.28			
	2.	10010												
	3.													
	4.													
	5.													
		Total												
									Marks (Max. Marks: 115)					
	*Teac	her who stayed fo	or 90	% of the	time in a year.				(a 11101 NJ: 113)					

 $\label{eq:marks} \mbox{Marks be awarded proportionate to the status of the faculty, for Required vs. Available.}$ 

Visiting / Adjunct Faculty shall be counted as per the norms.

List of faculty should be uploaded on website under mandatory disclosures.

If Student-Teacher Ratio is as per statutory body, Give full 65 marks, else give proportionate marks and if less than 50% give 0 marks. If cadre ratio is as per statutory body, give full 50 marks, else give proportionate marks.

		No.	Details	Marks
3(a)	No. of teachers with Ph. D. (awarded)	06	06- Already Awarded 03- Pursuing Ph.D.	
3(b)	No. of publications only in WoS/SCOPUS/PuBMed (UGC CARE Category-II) listed journals in the assessment year (List to be uploaded under mandatory disclosures) P1		-	
	No. of publications only in UGC-CARE (Category-I) listed journals in the assessment year (List to be uploaded under mandatory disclosures) P2	02	Attachment	
	No. of publications only in any referred journal other than the above indexing above (with ISSN No.) in the assessment year (List to be uploaded under mandatory disclosures) P3	07	Attachment	
3(c)	(i) No. of publications in conferences mandatory disclosures)  • Indexed by WoS/SCOPUS	in the as	sessment year (List to be uploaded under	
	With ISBN Number	04	Attachment	_
	Any other			
	No of Patents Published/Granted			
3(d)	No. of Books Authored/ Edited Books / Book Chapters published with ISBN (List to be uploaded under mandatory disclosures)	20	Attachment	
3(e)	Course/teaching plan with details of number of lectures on each unit of curriculum, in the assessment year	Yes	Attachment	
3(f)	No. of courses on Learning Management System (LMS) Software other than youtube, ppt, etc. (List to be uploaded under mandatory disclosures)	24	Attachment	
3(g)	Classrooms available with mounted projectors and ICT facilities (Geo tagged photos should be uploaded and available under mandatory disclosures)	06	Attachment	
3(h)	Percentage of teachers using ICT for teaching (having PPTs, Videos, etc.)	100%	Attachment	
		l	Marks (Maximum Marks: 100)	
	List of Total number of publications for th	e assessn	,	

4. Institutional Support for Faculty Development								
	Details							
4(a)	Documentary evidence of awards like best teacher/best researcher with implementation, etc. (Upload report)	:	Best Teacher Award 2023-24- Dr. Geeta Pathak					
4(b)	Documentary evidence of mechanism and its utilization for grant of study leave to teachers with full pay for faculty to pursue higher studies at other institutions (Upload report with List)	:	<ul> <li>Study Leaves for Ph.D.</li> <li>On Duty Leaves for Conference/ FDPs/Workshops</li> </ul>					
4(c)	Documentary evidence of grant of funds to teachers to attend conferences, or seminars, or FDP, or workshops, etc. including registration fee, TA/DA, and grant of special casual leave or duty leave for this purpose (Upload report with List)	:	Grants for Registration Fees for Conference/ Seminars/ FDPs					
4(d)	Individual computing facilities with Internet provided to teachers	:	All Teachers have separate Desktops/ Webcams & Headphones for Online classes					
			<b>Marks</b> (Maximum Marks: 40)					

5. Framework for Students' Grievance Redressal Mechanism						
		Deta	ails	Marks		
5(a)	Availability of Students' Grievance Redressal Committee (SGRC) and its compliance with UGC's Regulations 2012 (Upload List with notification)	:	YES			
5(b)	Whether the Grievance Redressal Committee has elected students representative?	:	YES			
5(c)	Whether meticulous and verifiable documentations of the proceedings of Students' Grievance Redressal Committee is maintained (upload relevant minutes)	:	YES			
5(d)	Availability of Psychiatrist, Psychologist and professional students counsellors (Upload List with schedule and notification)	:	YES On requirement Basis with recommendations from Inhouse Counselling Cell In charge.			
5(e)	Whether the institute has published/notified prominently the details of SGRC on website	:	YES			
5(f)	Whether students are satisfied with the effectiveness of the SGRC (upload survey report)	:	YES According to Student Satisfaction Survey conducted on 28th June 2024.			
5(g)	Whether reports of the proceedings of SGRC is sent to the University every semester	:	YES As required by the University			
			Marks (Maximum Marks: 100)			

6. I	nstitutional Support for University Ex	amina	ations (during the Assessment \	⁄ear)
		Deta	ails	Marks
6	Percentage of faculty participation in university examinations as evaluators / university representatives	·	<ul> <li>External Examiners in University Exams.</li> <li>College as Examination Centre for University Exams.</li> </ul>	

						<ul> <li>Invigilation Duties in Offline Exams.</li> <li>Proctor Duty for Online University Exams.</li> <li>Marks (Maximum Marks: 30</li> </ul>	
7. S	tatus	of Library				,	
7(a)	Books		ing the year: 56	Total Volum	nes Add	led = <b>76</b> During the Year:	
	S. No.	Programme	Title (a)	Volume (b)	Scor		Marks
	1.	B.ED.	2638	6578		Attachment	
	2.					Attachment	
	3.						
	4.						
	5.						
	6.						
	7.						
	8.						
	9.						
	10.						
	11.						
	12.						
				Total Score			
				I		Marks	
7(b)	Journa	ale				(Maximum Marks: 70)	
, (S)	No of Adde Disco	Journals Added o ed: 02 ontinued :02 (0 the Journals cove	r Discontinued du Closed by Publis r all the disciplines under mandatory disclo	sher) offered by		llege: Yes	
	S.	Type of	No. of Journals	Ratio (C	ap to 1	) Details	Marks
	No.	Journal		<b>7</b> -			
	1.	Indian	a =	a/1			
	2.	International	<b>13</b> b =	<b>1.0</b> b/3		<del> </del>	
	۷.	International	<b>04</b>	1.3			
						Marks (Max. Marks: 30)	
					ı	<b>otal Marks</b> [7(a) + 7(b)] (Max. Marks: 100)	

8. S	3. Status of Laboratories								
				Details	Marks				
8(a)		us of Laboratories other than Computer as required by statutory body)	No.	Mathematics Lab     Science Lab					
	(i) (ii)	Number of Labs  Status of Instruments / Equipments	07 GOOD	3. Social Science Resource	e				
	(iii)		Yes	4. Commerce Resource Room 5. Psychology Lab 6. Multimedia Lab					
		, 2000		7. Language Lab					

				<b>Marks</b> (Max. Marks: 50)	
8(b)	Statu	s of Computer Labs (UG: 1 per 6 st	tudents;	PG: 1 per 3 students across all years or as per statutory boo	dy)
	(i)	Total Number of computers available in labs	55	36 in Computer Lab + 19 with Faculty & Staff	
	(ii)	Total number of available licensed software required as per course curriculum (as required by statutory body)	Yes	As per Requirement	
	(iii)	Quality of Internet connectivity		Excellent	
				Marks (Max. Marks: 50)	
				<b>Total Marks</b> [8(a) + 8(b)] (Max. Marks: 100)	

9(a)	Conferences Organized (Brochures, Proceedings, Resource persons/schairs to be provided under disclosures)	'session	No.	Details Marks							
	International / National Conferences	International / National : 02	02	<ul> <li>Organized 13<sup>Th</sup> National Conference on the theme, "Transforming Higher</li> </ul>							
	Proceedings are indexed with WoS / SCOPUS	:	No	Education for Sustainable Development: Issues, Threats							
	Proceedings with ISBN Only	:	Yes GRDCE Annual Academic Activity Proceedings Session 2023- 24 with ISBN 97988951920 on 26 in July 2024	<ul> <li>&amp; opportunities" in GRDCE in Hybrid Mode on 21<sup>st</sup> Nov 2023.</li> <li>Organized 14<sup>Th</sup> National Conference on the theme, "Bridging the Divide: Indian Knowledge System &amp; Education in Contemporary Times" in GRDCE in online mode on 4<sup>th</sup> May 2024.</li> </ul>							
	Proceedings without ISBN		No								
9(b)	<b>Seminars Organized</b> (02 Half Day Seminars may be considered as One Full Day Seminar). Brochures, Resource persons/session chat to be provided under disclosures). <i>Guest Lectures not to be included</i> .										
	No. of One Day Seminar	:	03	One Day Seminar on Awareness							
	No. of Half Day Seminar :	of "Adoption: Legalities & Challenges in India" by Ms. Kanika Gautam, Superintendent, Gharonda Specialized Adoption Agency on 20th Oct 2023.  One Day Seminar on Awareness & Prevention of Drug Abuse Program by Indian Red Cross Society, Delhi. On 15 <sup>th</sup> March 2024.  Organized 8 <sup>th</sup> National Seminar on the theme, "Trainee Teachers Perception, Reflection									

			in Schools". On 29 <sup>th</sup> March 2024 in Hybrid Mode.
9(c)	Faculty / Management Develor with Brochures, Resource persons, etc.		ed (At least one week/5days duration). Details to be provided not to be included
	FDP/MDP	: 04	<ul> <li>Organized 9<sup>th</sup> Annual Seven Day FDP on, "National Education Policy 2020: An Insight" in GRDCE from 16-23 August 2023.</li> <li>One Day FDP on "Al in Education" by Mr. Roshan Kumar , ScrollWell, India on 21<sup>st</sup> Sep, 23.</li> <li>One Day FDP on "Globalization of Education" by Dr. Kamaljeet Singh on 30<sup>th</sup> Oct, 2023</li> <li>Organized 10<sup>th</sup> Annual Seven Day FDP on, "NEP-2020 in Action: Transforming Classroom realities" from 05-12 January 2024.</li> </ul>
9(d)	Workshops Organized (Details tincluded)	to be provided with Brochures, Resor	urce persons, etc. under disclosures. Guest Lectures not to be
	No. of Workshop	: <b>07</b>	<ul> <li>Trainee Teachers' Professional Competency Competition: ICT &amp; Non ICT TLM in GRDCE Campus from 6-11 Sept, 2024.</li> <li>Happiness Workshop titled, "Mann Ki Vaccine" by Saurab Jain on 22nd Sept 2023.</li> <li>Mental Health Day Workshop on "Brain Development Activities" by Dr. Krishan Kumar on 10<sup>th</sup> Oct, 2023</li> <li>Workshop on "ART &amp; CRAFT Skill Development" by Fevicryl from 26-29 Feb 2024.</li> <li>SEBI Workshop on "Financial Literacy" by CA Amit Gupta. On 9<sup>th</sup> March 2024.</li> <li>"Awareness &amp; Prevention of Drugs Abuse" by Indian Red Cross Society, Delhi on 15<sup>th</sup> March 2024.</li> <li>"Awareness about Language &amp; Value Education: NEP 2020" by Advo Mukesh Bhardwaj on 20 April 2024</li> </ul>
9(e)	Short Term / Value Added Prodisclosures) No. of Programme	pgrammes Organised (Details to	to be provided with Brochure, Participants, etc. under  Organized One Week
		· U-	National Capacity Building Workshop on "Professional Skill Development of Trainee

9(f) Wahinars / Online Extension Le	octures Organised (Details to be pre-	Teachers" in GRDCE Campus from 11-22 August 2023.  Organized Value Added Course –I, "Making Techers School Ready" for Sem IV in GRDCE Campus (offline) from 30th Jan – 07th Feb 2024.  Organized Value Added Course –II Mahindra Professional Course (Online), Delhi by Mahindra Pride Classrooms (Online Mode) from 3-18th Feb 2024  Organized Value Added Course –III MBIF (offline) by Magic Bus from 19-23 Feb 2024
9(f) Webinars / Online Extension Le		
No. of Lectures	: 05	<ul> <li>Extension Lecture by S. Satbir Singh, Principal, GHPS, Loni Road on the Theme "Expectations from Teachers &amp; Teaching Profession "on 22nd Sept, 2023</li> <li>"Financial Literacy Awareness" by Sanjay Gakhar, VP &amp; Regional Head, MCX, Delhi on 26th Oct, 2023.</li> <li>Foundation Day Lecture by Dr. Atul Kothari, Member, Shikha Nyas Committee on 16th Dec 2023.</li> <li>Extension Lecture on "Social Responsibilities of An Ideal Citizen" by Mr. Manoranjan Goswami, Volunteer Engagement Head, Sewa Bharti, Delhi on 12th March 2024.</li> <li>Extension Lecture on "NSS:Need of Hour" by Mr. Manoranjan Goswami, Volunteer Engagement Head, Sewa Bharti, Delhi on 27th March 2024.</li> </ul>
		Marks (Max. Marks: 100)
10. Publications of the Instit	T	Dataile Manufus
10(a) Publication of Journal(s)	No.	Details Marks
International / National : Journal	01	ANATARDHWANI:
Frequency :		DSGMC JOURNAL
	Yearly	DSGMC JOURNAL OF EDUCATIONAL ISSUES AND

	Indexed at WoS/SCOPUS	:	No	RESEARCH			
	Indexed in UGC-CARE : <b>No</b>		No	(RNI no. granted &			
	Any other Indexing (please specify)	:	No	ISSN number under			
	No indexing	:	Yes	process)			
10(b)	Publication of Newsletters and Magazines						
	Magazine	:	01	College magazine:			
	Frequency	:	Yearly	PRATIBIMB			
	Publication Type	:	Print and Online	College Newsletter: Nirakaar			
	Newsletter	:	01				
	Frequency	:	Half Yearly				
	Publication Type	:	Print and Online				
				Marks (Max. Marks: 40)			

11(a)	Activities like mock interview, role play, group discussions, quizzes, workshops, competitions, etc.						
	Activities		No.	Details	Marks		
	Mock Interview	:	01	Attachment			
	Role Play	:	05				
	Group Discussion	:	05				
	Workshop	:	07				
	Competition	:	10				
11(b)	qualified student counse			aculty to conduct practical session  Attachment	s and existence		
11(b)	= = = = = = = = = = = = = = = = = = = =		s, Provisions for trained f	aculty to conduct practical session	s and existence		
11(b)	Personality development labs		yes	Attachment	s and existence		
11(b)	Personality development labs  Availability of trained	ellors :	YES YES (2 Faculty)		s and existence		
11(b)	Personality development labs	ellors :	YES		s and existence		
11(b)	Personality development labs  Availability of trained faculty to conduct	ellors :	YES YES (2 Faculty) And on Call Faculty		s and existence		
11(b)	Personality development labs  Availability of trained faculty to conduct	ellors :	YES YES (2 Faculty) And on Call Faculty also available for		s and existence		
11(b)	Personality development labs  Availability of trained faculty to conduct practical sessions  Existence of NSS/NCC Technical and Cultural	:	YES YES (2 Faculty) And on Call Faculty also available for Special Sessions YES	Attachment	s and existence		
	Personality development labs  Availability of trained faculty to conduct practical sessions  Existence of NSS/NCC Technical and Cultural Clubs/Societies	:	YES YES (2 Faculty) And on Call Faculty also available for Special Sessions YES	Attachment  Attachment  Attachment	Attachmen		
	Personality development labs  Availability of trained faculty to conduct practical sessions  Existence of NSS/NCC Technical and Cultural Clubs/Societies  Sports facilities in the In	ellors	YES YES (2 Faculty) And on Call Faculty also available for Special Sessions YES	Attachment  Attachment			

						with GHPS, Loni Road)		
						Marks (Max. Marks: 35)		
Status	of Placement							
				١	No.	Details (Student wise placer	ment list)	Marl
(i)	Total No. of Students having Pass that Assessment Year)	sec	d out (in		71	Attachment		
(ii)	Total No. of Students, who are eligible and have registered for Placements (a)				70			
(iii)	Total No. of students going f Education (b)	or	Higher	:	41			
(iv)	Total No. of Students having been	pla	ced ( <b>c</b> )	:	27	-		
(v)	Total No. of Students placed + High Education ( <b>d</b> =b+c)	ner	•	:	68	-		
(vi)	Total Percentage (%age) of Placem Higher Education {e= (d/a) * 100}	en	ts+	:	97.14 %			
(vii)	No. of companies visited the camp	us		:	02			
(viii)	Average salary offered			:	30,00 0/-	-		
(ix)	Existence of training and placemen with TP Officer	it c	office	:	Yes			
(x)	No of Entrepreneurship activities c with any Startups (provide details)	on	ducted		NA			
	, , , ,			<u> </u>		///	Marks	
Note: I	Eligible and registered students shall be	cc	onsidered	as	total cou	· · · · · · · · · · · · · · · · · · ·	x. Marks: 60)	
Gener	al Parameters about the I	ns	titutio	n				
ad picture	es under mandatory disclosures on the	e w	vebsite			Details		Mark
1	dividual seating arrangements for culty with suitable furniture	:	YES					
(ii) Ins	stitution Website URL	:	Yes			www.grdce.in		
(iii) Co	ommon rooms for girls (separate)	:	YES			College virtual Tour Videhttps://youtu.be/1x82-Yt		
(iv) Cle	eanliness of toilets	:	Good			College virtual Tour Vide		
	udents' canteen and drinking water rangements	:	Yes			https://youtu.be/S1C9A3	ou iqok	
			1			(Max. N	Marks	

1	1
ı	

Details

Marks

14. Other Facilities Available in the Institute (Based on Feedback)

14(a)

	Feedback from the Faculty/Employers Collected: Analysed: Action taken: (on parameters like salary as per norms, leaves, research facility, recognition of their contributions, their respect, promotions, and overall academic environment). Details of Feedback analysis and action taken if any to be provided under disclosures.	:	YES YES YES	Attachment	
14(b)	Feedback from the Students/Alumni Collected: Analysed: Action taken: (on parameters like teaching environment, regularity of classes, availability of teachers outside classes, support for conducting extra – curricular activities such as field visits, cultural festivals etc., administrative support, career guidance, counselling, support for training and placements, and student's interaction with experts from industry and academia) Details of Feedback analysis and action taken if any to be provided under disclosures.		YES YES YES	Attachment	
				Marks (Max. Marks: 50)	

### 15. Removal / Completions of Identified Deficiencies

Removal / Completions of deficiencies, as identified in previous Academic Audit (If last year, there was no audit, then no marks to be awarded, and the maximum marks component of this parameter not to be counted in total marks). Only deficiencies, as deviations from the standard norms, to be considered.

			No.	Details	Marks
(i)	No. of deficiencies identified in last report (a)	:	05		
(ii)	No of deficiencies removed / completed (b)	:	04		
				Marks	
				(Max. Marks: 50)	

#### 16. Summary of Marks

S. No.	Name of the parameters	Maximum Marks	Marks Obtained	Remarks
1.	Status of Accreditation	50		
2.	Status of Teachers' Availability	115		
3.	Quality of Teachers and Teaching	100		
4.	Institutional Support for Faculty Development	40		
5.	Framework for Students' Grievance Redressal Mechanism	100		
6.	Institutional Support for University Examinations	30		
7.	Status of Library	100		
8.	Status of Laboratories	100		
9.	Co-Curricular Activities Conducted by the Institution	100		
10.	Publications of the Institutions	40		
11.	Students' Personality Development Activities	35		

12.	Status of Placement	60	
13.	General Parameters about the Institution	30	
14.	Other Facilities Available in the Institute	50	
15.	Removal / Completions of Identified	50	
	Deficiencies		
	Total Marks	1000	
	Percentage (%ag		

18. De	eficiencies Identified (only deviations from the	ne standard norms, to be mentioned here):
S. No.	Details of the identified deficiencies	
1.		
2.		
3.		
4.		
5.		
10.0	word! Observations and Recommended	lione
	verall Observations and Recommendate	uons
S. No.	Observations and Recommendations	
2.		
3.		
4.		
5.		
6.		
7.		
(i)	Name and Signature of the Membe	ers of Academic Audit Committee
(iii)		(iv)
(v) .		(vi)