



Version-I



RAM LAL ANAND COLLEGE UNIVERSITY OF DELHI

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Ram Lal Anand College was founded in the year 1964 by Late Shri Ram Lal Anand, a senior advocate in the Supreme Court of India, in response to the growing social demand in the sixties for providing educational opportunities at the university level. The college was initially managed by the Ram Lal Anand Trust and taken over by the University of Delhi in 1973 and thereafter has been run by the University of Delhi as a University Maintained Institution.

The college is located in the picturesque surroundings against the backdrop of the Aravali range in the neighbourhood of South Campus, University of Delhi and several other educational institutions and is connected to Durgabai Deshmukh, South Campus metro station located on Ring Road (Refer to Map on the Last page)

It has a vast campus, spread over ten acres of land with green lawns and elegant buildings of much sprawling architectural merit. The college is Wi-Fi enabled with excellent infrastructure, state of the art Laboratories, Seminar Room, Amphitheatre, Library, Playground and Cafeteria. It is a multi-disciplinary, co-educational institution with more than 2200 students pursuing different programs in Humanities, Commerce, Management and Sciences. College is administered by a statutory Governing Body as per the University Ordinances and legislated by the Executive Council of the University of Delhi.

The college boasts highly learned and committed faculty members many of whom are PhD's with national and international post-doctoral research experience. Apart from their traditional role of disseminating knowledge, the faculty members inspire and guide students to organize and participate in different activities such as seminars, workshops, debates, theatre, cultural activities including classical music and dance programs. Faculty also guides students in various research and innovation projects. RLA with its wide expanse of fields and specialised support provides conducive environment for sports. The college is proud to be one of the leading affiliates of the National Cadets Corps (NCC) and National Services Scheme (NSS) with an impressive number of cadets/volunteers enrolled each academic year. The college is deeply aware of the immense need to instil and generate human values and ethics especially among the youngsters. In this regard, apart from prescribed curriculum the college started a compulsory course "Human Values, Ethics & Life Skills" for all the I year students. The college provides job oriented skills to its students through Add-on certificate courses. Students are also trained and encouraged to take up innovative start up and research ideas.

PROCEDURES AND POLICIES FOR MAINTAINING AND UTILIZING PHYSICAL, ACADEMIC AND SUPPORT FACILITIES

The college has transparent procedures and policies with respect to utilization of physical, academic and support facilities. The college attempts at optimum utilization of the following facilities for the benefit of the students and other stakeholders..

LIBRARY

The total carpet area of library is 1500 sq. mts out of which 500 sq. mts has been earmarked as reading space for students, of which 50 sq. mts for teaching staff and another 50 sq. mts for differently-abled. The total seating capacity of the library is 120. Its working hours are 9:00 am to 5:00 pm, except on holidays. A well-lit and fully air-conditioned library, it provides individual reading carrels, lounge area for browsing and relaxed reading, and IT zone for accessing e-resources. College has subscribed to latest journals, magazines and books for its students, faculty and staff. Our library has approximately 61000 books.

Information and Library Network (INFLIBNET) of UGC has been subscribed by the college For remote access of the online e-resources/e-books/e-journal, the college provides Login ID and password to each student for N list portal. OPAC system is functional for an easy access and location of books in the library. Kindle section is operational to facilitate digital reading of books. More than two lakh books are now available on the Kindle devices. For differently-abled students/faculty a fully functional dedicated reading room is available having books (in Braille), laptops and software especially helpful for visually impaired. Also, magazines for competitive exam preparation are also subscribed to.

The library staff provides all help to students and teachers to locate, issue/return books and other aspects like using OPAC etc. The support staff ensures the smooth functioning of the library and takes care of security concerns therein.

Librarian – Mrs. Lata Gaur (M. Lib)



- ✓ The library committee constituted by the staff council (consisting of the librarian and teachers incharge of the departments) formulates the library budget on the basis of which funds are earmarked for department wise purchase of books. Any additional fund received by the college for purchase of books are distributed to the departments based on a well- tested formula.
- ✓ The process of purchase of books and journals; its maintenance, weeding out old publications etc. are taken care of by the librarian and the library staff.
- ✓ A spare section has been created for PWD students with latest facilities to meet diverse academic needs of differently abled students and teachers.
- ✓ For issuing of books, students of BA(Programme) and BA(Hons) Program are provided two and four issue cards respectively to be returned before the semester end examinations.
- ✓ A separate reference book section and kindle section has been provided for consultation only.

PHYSICAL INFRASTRUCTURE

- ✓ The infrastructural need of the college are looked after by the building cum infrastructure committee constituted by the staff council.
- ✓ Any major infrastructural need of the college are deliberated at length by the member of this committee and recommendations are made to be approved by the Principal/ Governing Body. In addition , each department (teaching and non-teaching) sends requisition for their specific purchase requirements which is then scrutinized and subsequently purchased after due approval from the Principal following General Financial Rules (GFRs) of Government of India.
- ✓ Major equipment like generators etc. are maintained through an AMC.
- ✓ RO water is being provided to the staff and the students. Regular maintenance is done through AMC with the concerned vendor.
- ✓ Class room requirements are looked after by the care taker on whose report infrastructure committee recommends repair/ renovation and purchase.
- ✓ Sports equipment are purchased through the recommendation of the sports committee constituted by the staff council. Issue and maintenance of the sports equipment is managed by the Director, Physical Education and the supporting staff.
- ✓ All washrooms are maintained through the sanitary staff provided by Sulabh international.

CLASSROOMS AND LABORATORIES

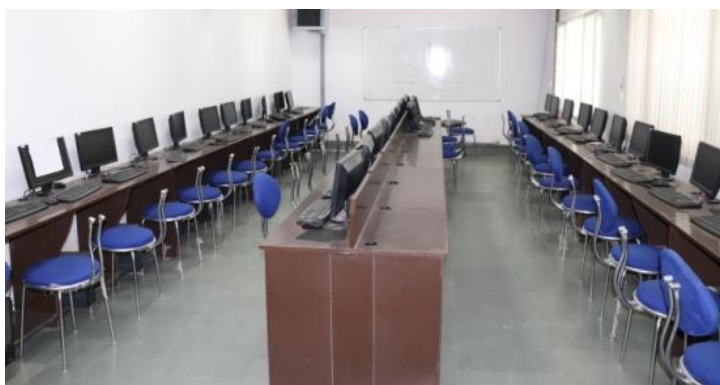
The college campus, fully Wi-Fi enabled, has in total 40 classrooms which includes 30 ICT enabled rooms and well equipped labs for the departments of BJMC, Computer Science, Commerce, Geology, Statistics, Microbiology and Mathematics.

- ✓ Laboratory equipment are purchased following due procedure of requisitions from teachers in charge and approval from the Principal following GFRs
- ✓ Stock registers are kept and routinely updated by laboratory staff.

- ✓ Students are issued equipment as per their practical class schedule.
- ✓ Bio-waste are disposed through an arrangement (AMC) with a vendor.
- ✓ Students use computer laboratories as per their class schedule. One computer laboratory has been made accessible to all students after 2 PM.
- ✓ Computers are maintained through an AMC with the qualified vendor.

SUPPORT FACILITIES

OPEN-ACCESS COMPUTER LABORATORY



The computer laboratory is open for all students & staff on all working days after 2.00 pm. The computers are linked to the Delhi University server which provides students access to a large number of journals and books.

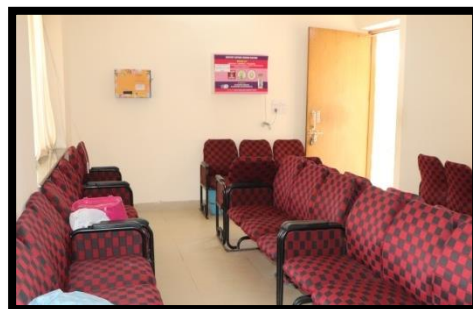
LAPTOP FACILITY FOR STUDENTS

The college has taken up the cause of technological advancements among all students very seriously. In this regards, the college duly follows the university sanctioned scheme of providing laptops for educational purposes to each student of 2nd and 3rd year in the college on returnable basis. To complement the university's efforts the college has provided a Wi-Fi enabled campus.

Coordinator–Dr Devendra Kumar, Department of History

GIRLS COMMON ROOM

Women students of the college have been provided with a spacious and comfortable girl's common room. This room is located on the first floor of the college building in the close vicinity of faculty staff room. This room is equipped with clean washrooms and comfortable seating. The Room has two Sanitary napkin dispensers installed. This room is properly ventilated to provide a friendly environment to students. It has been designed to provide a support network for female students as well as to give a place to unwind themselves and indulge in informal discussions during available free time.



SPORTS

Considering the concept of “SPORTS FOR ALL” the Department of Physical Education organizes various Inter-department tournaments for students as well as various sports activities for staff (teaching and non-teaching) throughout the year.

Trials for various sports are notified in the month of August and the selections are made for various teams in the following games: Indoor: Boxing, Taekwondo, Judo, Chess, Table tennis, Badminton, Power lifting Outdoor: Volleyball, Football, Cricket, Ball badminton, Hand ball, Tug of war, Kho-kho.

Special efforts are made by the college to facilitate and encourage students who are a part of various sports teams. On a regular basis they are provided with playing kits, coaching and training facilities, refreshments etc. Financial support is also provided in the form of fee waivers, cash incentives for the best performing sports persons plus college also pays registration fee for sportspersons to participate in various tournaments outside the college.

The department also regularly conducts health check-up camps for students and staff of college for awareness of healthy physiological parameters like Body Mass Index, Body Fat etc.

ACTIVITY CENTRE

Considering the wide range of co-curricular activities, our students are engaged in the college has provided them with a dedicated space. It is a huge hall with physical partitions created for different kinds of activities to take place simultaneously. Several of our budding artists spend passionate hours here every day to hone their skills in domains like theatre, music, dance, anchoring, painting, yoga etc.



CANTEEN

The college has a well maintained, clean, hygienic, spacious canteen monitored by a team of faculty members. Our focus is less on junk food and we try to promote healthy snacks and meals. With regards to this, our core policy is that everyone from the college fraternity is able to afford sumptuous food within a range of Rs. 40-60.



SEMINAR & COMMITTEE ROOMS

The college also has an IT enabled Seminar Room with a seating capacity of 70 for small events like debates, poster making competitions, inter-college festivals, staff council and committee meeting etc. The Committee Room is in the administrative block having a seating capacity of 25 people for meetings.



AMPHITHEATRE

College has a multi-purpose Amphitheatre with projection screen and wall mounted LCD Projector, renovated recently with a seating capacity of 120. In addition, front lawns of college are utilized for events involving large gatherings. The college also has an open air theatre just above the Amphitheatre which is to be constructed into a multi-purpose hall.



INFORMATION SHARING

To keep the students updated with relevant information the college makes use of different platforms; SMS/text messages and email to each student, notices on the website as well as at prominent physical locations within the college.

DRINKING WATER

Potable water is supplied through a well maintained RO plant with a capacity of 500 litres/hour. Its TDS levels and safety are regularly monitored.

PHOTOCOPY SHOP

In-house photocopy, binding and printing facilities are available on reasonable prices. Basic stationary related everyday use items are also easily available at reasonable costs in the shop.

PARKING

There is a dedicated parking space for faculty and Non-teaching Staff. Students are not allowed to bring their vehicles inside the college premises.

DAMAGE TO PROPERTY FINE

Any defacement/damage/misuse of college property as well as common resources of the college is dealt with extreme seriousness. It invites disciplinary action/punishment/penalty/suspension/rustication or even forwarding of the offense for legal action with the police.

FACILITIES FOR PWD STUDENTS

The students, staff and faculty of our college are highly sensitive to the special care needed for the differently-abled students. The college has dedicated washrooms/restrooms, tactile paths, ramps, hardware reading room and software in the library. Motorized wheelchairs are provided to the needful disabled students, the library also provides scanner cum reader to the visually impaired students through which they can convert useful books into audio-books. A centrally located elevator for use by disabled students and staff members improves their mobility within the college.

