



रामलाल आनंद कॉलेज

दिल्ली विश्वविद्यालय

बेनिटो हुआरेज़ रोड, नई दिल्ली-110021 (इंडिया)

Ram Lal Anand College

University of Delhi

NAAC Accredited A+

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Minutes of the 14th meeting of Internal Quality Assurance Cell (IQAC) held on 17th June 2025

Attendees: Prof. Rakesh Kumar Gupta, Prof. Prema Diwan, Prof. Rakesh Kumar, Prof. Mukta D. Mazumdar, Prof. Rakesh Kumar, Prof. Neena Mittal, Prof. Sanjay Kumar Sharma, Professor, Dr. Pradeep Kumar Sharma, Dr. Nidhi Yadav, Dr. Ravish Lal, Dr. Swagata Kaimakar, Dr. Anurag Sharma, Ms. Riyanka Jain, Dr Sakshi Taresh Khanna.

Special Invitees: Dr Rakesh Kumar, Coordinator, Dr Rakesh Kumar (Hindi), Convener Criterion I, Prof. Seema Gupta, Convener Criterion II, Mr Rajesh Sachdev, Convener, Criterion IV, Prof. Neena Mital, Convener, Criterion V, Prof. Mukta Datta Mazumder, Convener Criterion VI, Dr Parul Lau Gaur, Convener Criterion VII,

Agenda item 1: The minutes of 13th Meeting of IQAC held on 22nd May 2024 were confirmed.

Agenda item 2: IQAC coordinator presented the Action Taken Report (ATR) on the decisions and recommendations made during the 13th IQAC Meeting (Refer to **Annexure-I**).

Agenda item 3: The IQAC Coordinator, Prof. Perna Diwan, presented the metric-wise grade sheet of the NAAC Cycle II assessment (**Annexure-II**), wherein the College secured an A+ Grade with a CGPA of 3.27. The presentation highlighted the institution's performance across various criteria and identified metrics where the College performed exceptionally well, achieved average scores, or received lower-than-expected scores. The IQAC Coordinator also shared that following the Data Validation and Verification (DVV) process, NAAC had sought clarifications on 33 metrics dated 11 November 2024. The College submitted clarifications on 26 November 2024, as per SOP and recommendations by the DVV team wherever applicable. However, despite the submission of the requisite clarifications and supporting documents, the final scores reflected a further reduction in input values for certain metrics beyond those indicated in the DVV recommendations which came to notice only after announcement of final grade.

The members expressed concern over the scores awarded in the following metrics, considering the substantial initiatives and efforts undertaken by the College in these areas:

- (i) 2.5.1 Mechanism of internal/ external assessment is transparent, and the grievance redressal system is time- bound and efficient
- (ii) 2.6.2. Attainment of POs and COs are evaluated
- (iii) 3.2.1 : Institution has created an ecosystem for innovations, (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes
- (iv) 5.1.1. Percentage of students benefited by scholarships and freeships provided by the Government , Non-Government agencies and Philanthropists
- (v) 6.4.1. Institution has strategies for mobilization and optimal utilization of resources and funds from various sources and it conducts financial audits regularly (internal and external)
- (vi) 7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity
- (vii) Quality audits on environment and energy regularly undertaken by the Institution.(Green audit / Environment audit, Energy audit, Clean and green campus initiatives and Beyond the campus environmental promotion and sustainability activities)
- (viii) 7.3.1 Performance of the Institution in one area distinctive to its priority and thrust

The members further reviewed the following Key Indicators where the College received comparatively low scores (0–2 range):

- 1.2.2 Academic Flexibility: Students enrolled in Certificate/ Add-on/Value added programs and also completed online MOOC programs like SWAYAM, NPTEL etc. as against the total number of students
- 3.3.1 and 3.3.2 Research Publications and Awards
- 4.4.1. Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salaries
- 5.2.1 Student placement and Progression
- 6.3.2 and 6.3.3 Faculty Empowerment Strategies: Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies and Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs

Following detailed deliberations, the members observed that an appeal may result in only a marginal increase in the overall score and was unlikely to significantly alter the current grade. Therefore, after careful consideration, the members unanimously resolved not to pursue an appeal for score enhancement.

Agenda item 4: The following recommendations were suggested related to the metrics with below average scores:

- **Certificate/Add-on Courses and MOOCs:** Departments should take proactive measures to increase student participation in Certificate, Add-on, and Value-Added Courses. The

Nodal Officer, NPTEL, may be requested to actively motivate and guide both faculty members and students to enroll in online courses offered through platforms such as SWAYAM, NPTEL, MOOCs, and other recognized learning portals to promote lifelong learning and skill enhancement.

- **Project Work, Field Work, and Internships:** The percentage of students undertaking project work, field work, and internships is expected to improve with the implementation of the fourth year under UGCF-22. The Career Counselling and Placement Cell (CCPC) has already initiated efforts in this direction and will continue to strengthen internship and experiential learning opportunities.
- **Research Publications and Academic Output:** Faculty members may be encouraged to publish at least two research papers and two book chapters annually in Scopus-indexed and/or UGC-CARE-listed journals/publications to enhance the College's research profile, visibility, and academic impact.
- **Student Placement and Progression:** The CCPC may develop and implement a structured strategy to improve student placements and progression to higher education. Emphasis should be placed on systematic data collection, tracking of student outcomes, strengthening alumni engagement, and enhancing industry-academia collaborations.
- **Faculty and Staff Development:** Faculty members may be encouraged to participate in at least one Faculty Development Programme (FDP), Refresher Course, Short-Term Training Programme, or Workshop of five days or more duration each academic year. Further, the existing financial assistance limit of ₹5,000 for participation in seminars and conferences may be reviewed by the Staff Council. The IQAC Coordinator may also organize at least one professional development/training programme annually for non-teaching staff to enhance their administrative and technical competencies.

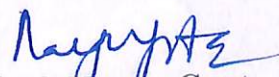
The members agreed that sustained efforts in these areas would significantly strengthen institutional performance and contribute to enhanced outcomes in future accreditation cycles.

Agenda item 4. Organization of workshops by IQAC for faculty members in the session 2025-26: It was decided to organise two trainings for faculty members (i) PoSH training in association with ICC (ii) Leave and LTC rules for faculty members

Agenda Item 5. Reporting Matters (i) NAAC PTV held on 26-27 May 2025; Grade declared 6th June 2025 (ii) ISO 21001 & ISO 9001 certification completed (ISO stage I audit on 21st June, 2024 and Stage-2 audit on 27th & 28th Aug 2024; Quality manual developed and uploaded on website) (iii) Institutional Biosafety Committee (IBSC) constituted with Prof Prerna Diwan, Department of Microbiology as the Chairperson.



Prof Prerna Diwan
IQAC Coordinator



Prof Rakesh Kumar Gupta
Principal and Chairperson



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Annexure-I

**Action Taken Report on decisions taken in 13th IQAC meeting held on 22nd
May 2024.**

ACTIONABLE ITEMS ONLY

- i. AGENDA NO 3: Conduct of audits-Gender audit conducted by a committee constituted with two external experts, Green and Environment Audit and energy audit conducted by EM PROJECT SERVICES A-615 Shastri Nagar-Delhi-110052
- ii. AGENDA NO 4: SOP for college events developed and uploaded on website and it will be reviewed every year
- iii. AGENDA NO 5: Review of preparation of stage I audit-Successfully completed
ISO stage-I audit on 21st June, 2024.

Prof Prerna Diwan
IQAC Coordinator

Prof Rakesh Kumar Gupta
Principal and Chairperson



Annexure-II



RAM LAL ANAND COLLEGE UNIVERSITY OF DELHI

NAAC Cycle 2 (2019-24)

*Presentation IQAC meeting 17.6.2025
by Prof Prerna Diwan,
IQAC Coordinator*

Criteria I: Curricular Aspects: $325 / 100 = 3.25$

2 High Performance Key Indicators (green); 2 Average Performance Key Indicators (orange)

KEY INDICATORS	METRIC DESCRIPTION, TYPE QN(QUANTITATIVE); QL (QUALITATIVE) AND METRIC WEIGHTAGE	Score Assigned DVV/PTV	Key Indicator Weightage	Key Indicator Weighted
1.1 Curricular Planning and Implementation	<i>QL 1.1.1. Curricular Planning and Implementation (20)</i>	4	20	80/80
1.2 Academic Flexibility	<i>QN 1.2.1 Number of Add on /Certificate/Value added programs offered and online MOOC programs like SWAYAM, NPTEL during the last 5 years (15)</i>	4 (46)	30	75/120
	<i>QN Students enrolled in Certificate/ Add-on/Value added programs and also completed online MOOC programs like SWAYAM, NPTEL etc. as against the total number of students (15)</i>	1 (18.79%)		
1.3 Curriculum Enrichment	<i>QL : 1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum(10)</i>	3	30	90/120
	<i>QN: 1.3.2 Students undertaking project work/field work/ internships (2023-24)(20)</i>	3 (20.58%)		
1.4 Feedback System	<i>QN: 1.4.1 Feedback System(20)</i>	4	20	80/80

Criteria II Teaching-learning and Evaluation: 1262 /350 = 3.61

5 High Performance Key Indicators (green); 2 Average Performance Key Indicators

KEY INDICATORS	METRIC DESCRIPTION, TYPE QN(QUANTITATIVE); QL (QUALITATIVE) AND METRIC WEIGHTAGE	Score Assigned DVV/PTV	Key Indicator Weightage	Key Indicator Weighted
2.1.Student Enrolment and Profile	QN: 2.1.1 Enrolment percentage (20)	4 (97.66%)	40	160/160
	QN 2.1.2. Percentage of reserved category seats filled(20)	4 (84.47%)		
2.2Student Teacher Ratio	QN: 2.2.1. Student – Full time Teacher Ratio(40)	3 (24:1)	40	120/160
2.3Teaching-Learning Process	QL :2.3.1. Student centric methods, such as experiential learning, participative learning and problem solving methodologies used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process(40)	4	40	160/160
2.4Teacher Profile and Quality	QN 2.4.1 Percentage of full-time teachers against sanctioned posts(15)	4	40	160/160
	QN 2.4.2. Percentage of full-time teachers with NET/SET/SLET/ Ph. D. / D.Sc. / D.Litt. (25)	4		
2.5Evaluation Process and Reforms	QL 2.5.1 Mechanism of internal/ external assessment is transparent, and the grievance redressal system is time- bound and efficient (40)	3	40	120/160
2.6Student Performance and	QL 2.6.1 POs and COs for all Programmes stated and displayed on website(25)	4	90	340/360

Criteria III : Research, Innovations and Extension: 350 /110 = 3.18
4 High Performance Key Indicators (green); 1 Low Performance Key Indicator (Red)

KEY INDICATORS	METRIC DESCRIPTION, TYPE QN(QUANTITATIVE); QL (QUALITATIVE) AND METRIC WEIGHTAGE	Score Assigned DVV/PTV	Key Indicator Weightage	Key Indicator Weighted
3.1Resource Mobilization for Research	QN 3.1.1Grants received from Government and non-governmental agencies for research projects (10)	4	10	40/40
3.2Innovation Ecosystem	QL: 3.2.1 :Institution has created an ecosystem for innovations, (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes(10)	3	15	50/60
	QN:3.2.2 Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted (5)	4		
3.3Research Publications and Awards	QN3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list per teacher (10)	1	25	25/100
	QN3.3.3 .Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher (15)	1		
3.4Extension Activities	QL:3.4.1.Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.(15)	4	40	155/160
	QL:3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies(5)	3		
	QN: 3.4.3Number of extension and outreach programs conducted by the institution through NSS/NCC etc.(20)	4		
3.5Collaboration	QN 3.5.1.MoUs and Linkages(20)	4	20	80/80

Criteria IV : Infrastructure and Learning Resources: 330 /100 = 3.3

2 High Performance Key Indicators (green); 1 Low Performance Key Indicator (Red)

KEY INDICATORS	METRIC DESCRIPTION, TYPE QN (QUANTITATIVE); QL (QUALITATIVE) AND METRIC WEIGHTAGE	Score Assigned DVV/PTV	Key Indicator Weightage	Key Indicator Weighted
4.1Physical Facilities	QL 4.1.1. The Institution has adequate infrastructure and other facilities for ,teaching – learning, viz., classrooms, laboratories, computing equipment etc ICT – enabled facilities such as smart class, LMS etc. Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (20)	4	30	120/120
	QN 4.1.2 Percentage of expenditure, excluding salary for infrastructure augmentation (10)	4		
4.2.Library as a Learning Resource	QL: 4.2.1 Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students(20)	3	20	60
4.3. IT Infrastructure	QN: 4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection (20)	4	30	110/120
	QN: 4.3.2 Student – Computer ratio (10)	3		
4.4 Maintenance of Infrastructure	QN: 4.4.1.Percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salaries (20)	2	20	40

Criteria V : Student Support and Progression: 395 /140 = 2.82

1 High Performance ; 2 Average Performance ; 1 Low Performance Key Indicator (Red)

KEY INDICATORS	METRIC DESCRIPTION, TYPE QN(QUANTITATIVE); QL (QUALITATIVE) AND METRIC WEIGHTAGE	Score Assigned DVV/PT V	Key Indicat or Weight age	Key Indicat or Weight ed
5.1.Student Support	QN: 5.1.1. Percentage of students benefited by scholarships and freeships provided by the Government , Non-Government agencies and Philanthropists (20)	1	50	120/200
	QN: 5.1.2 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 (10)	4		
	QN:5.1.3.Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution (10)	4		
	QN. 5.1.4.The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases (10)	4		
5.2.Student Progression	QN.5.2.1.Percentage of placement of outgoing students and students progressing to higher education during (25)	1	35	65/140
	QN: 5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations) (10)	4		
5.3Student Participation and Activities	QN: 5.3.1.Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) (20)	4	45	180/180
	QN: 5.3.2.Average number of sports and cultural programs in which students of the Institution participated (25)	4		
5.4Alumni Engagement	QL: 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 (10)	3	10	30/40

Criteria VI : Governance, Leadership and Management : 280 /100 = 2.8
2High Performance Key Indicators (green); 2 Average Performance Key Indicators (orange); 1. Low Performance Key Indicator (Red)

KEY INDICATORS	METRIC DESCRIPTION, TYPE QN(QUANTITATIVE); QL (QUALITATIVE) AND METRIC WEIGHTAGE	Score Assigned DVV/PTV	Key Indicator Weightage	Key Indicator Weighted
6.1Institutional Vision and Leadership	QL: 6.1.1 :Institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.(15)	3	15	45/60
6.2.Strategy Development and Deployment	QL: 6.2.1. Institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies,] administrative setup, appointment, service rules, and procedures, etc(8)	3	12	40/48
	QN: 6.2.2.Implementation of e-governance in 1. Administration 2. Finance and Accounts 3. Student Admission and Support 4. Examination	4		
6.3 Faculty Empowerment Strategies	QL: 6.3.1.Institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression (6)	3	33	60/132
	QN: 6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies (12)	1		
	QN: 6.3.3 Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), professional development /administrative training programs (15)	2		
6.4Financial Management and Resource	QL 6.4.1Institution has strategies for mobilization and optimal utilization of resources and funds from various sources and it conducts financial audits regularly (internal and external)(10)	3	10	30/40

Criteria VII: Institutional Values and Best Practices: 330 /100 = 3.3

1 High Performance Key Indicator (green); 2 Average Performance Key Indicators (Orange)

KEY INDICATORS	METRIC DESCRIPTION, TYPE QN(QUANTITATIVE); QL (QUALITATIVE) AND METRIC WEIGHTAGE	Score Assigned DVV/PTV	Key Indicator Weightage	Key Indicator Weighted
7.1 Institutional Values and Social Responsibilities	QL: 7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity	3	50	180/200
	QN: 7.1.2 The Institution has facilities and initiatives for 1. Alternate sources of energy and energy conservation measures 2. Management of the various types of degradable and non-degradable waste 3. Water conservation 4. Green campus initiatives 5. Disabled-friendly, barrier free environment	4		
	QN: 7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. 1. Green audit / Environment audit 2. Energy audit 3. Clean and green campus initiatives 4. Beyond the campus environmental promotion and sustainability activities	3		
	QL:7.14 Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens	4		
7.2 Best Practices	QL: 7.2.1 Two Best Practices	3	30	90/120
7.3 Institutional Distinctiveness	QL:7.3.1 Performance of the Institution in one area distinctive to its priority and thrust	3	20	60/80



Final Grade Cycle 2

A+

Summary

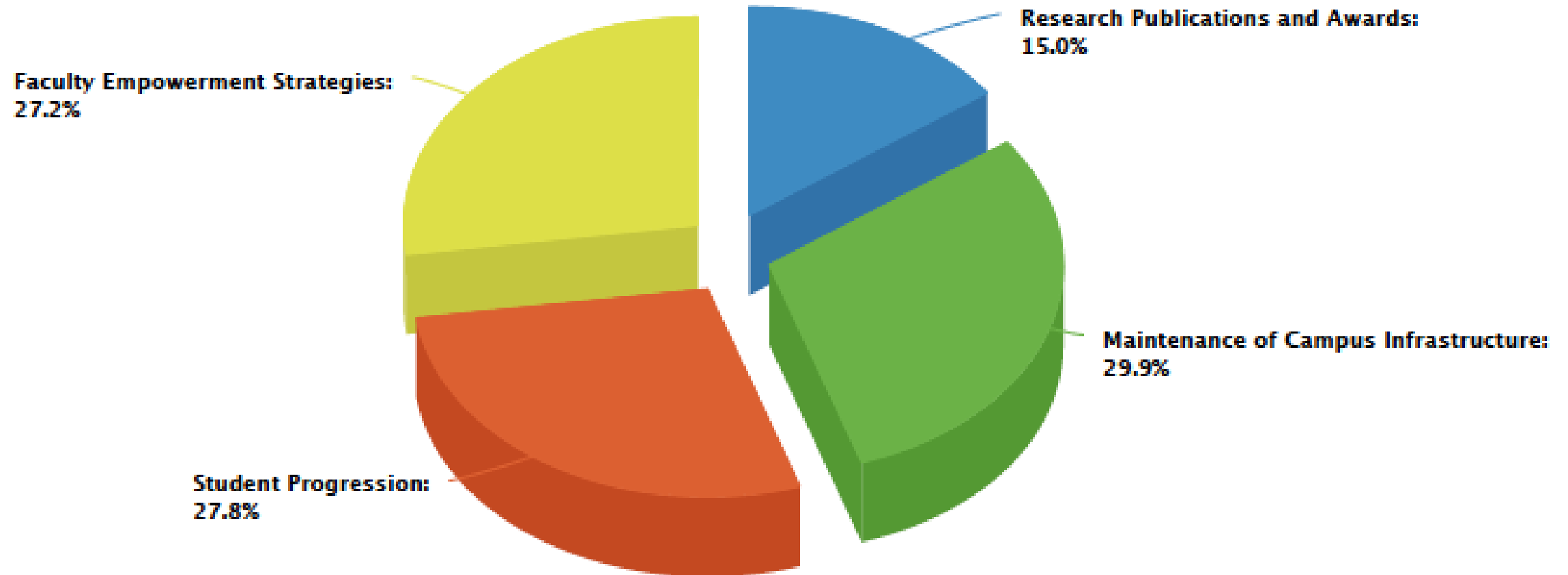
High Performance
Key Indicators
(3.01-4.0) :17

Average
Performance Key
Indicators (2.01-
3.0) :11

Low Performance
Key Indicators(0-
2.0) :4

No	Criteria	Weightage (W _i)	Criterion-wise weighted Grade Point (CrWGP _i)	Criterion-wise Grade Point Averages (CrWGP _i /W _i)
1	Curricular Aspects	100	325	3.25
2	Teaching-learning and Evaluation	350	1262	3.61
3	Research, Innovations and Extension	110	350	3.18
4	Infrastructure and Learning Resources	100	330	3.3
5	Student Support and Progression	140	395	2.82
6	Governance, Leadership and Management	100	280	2.8
7	Institutional Values and Best Practices	100	330	3.3
Total		$\sum_{i=1}^7 (W_i) = 1000$	$\sum_{i=1}^7 (CrWGP_i) = 3272$	3.27

Low Performance Key Indicators (0-2)



Recommendations by NAAC Peer Team for Quality Enhancement of the Institution

- More PG programmes should be introduced.*
 - Collaboration with industry should be enhanced for training and placement purposes.*
 - Placement cell should be more active.*
- Alumni association should be more proactive to fetch the funds and expertise to support financially and train the students.*
 - Management may think of developing a new campus to expand infrastructure in view of the additional courses*



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9th June 2025

Dear Members

The 14th meeting of **Internal Quality Assurance Cell (IQAC)** will be held on 17th June 2025 at 11.30 am in the committee room.

Agenda

1. To confirm the minutes of 13th Meeting of IQAC held on 22nd May 2024
2. To present the Action Taken Report (ATR) on the decisions and recommendations made during the 13th IQAC Meeting.
3. To discuss and review the criterion-wise and metric-wise (Quantitative and Qualitative) scores awarded by NAAC in Cycle II result with NAAC Steering committee Coordinator and Criteria conveners (Special Invitees), and to assess the feasibility of submitting an appeal for score enhancement, considering the deadline for submission of the Intent to Appeal (20th June 2025).
4. Deliberations on future strategies, and recommendations for *Low Performance Key Indicators* where College received below average scores.
5. Organization of workshops by IQAC for faculty members in the session 2025-26.
6. Reporting Matters
7. Any other matter with the permission of the Chair.

All the members are requested to kindly make it convenient to attend this meeting.

Regards

Prerna Diwan

Prof. Prerna Diwan, Coordinator IQAC