

PEER TEAM REPORT

on

Institutional Accreditation (1st Cycle)

of

Sri Guru Tegh Bahadur Khalsa College

Delhi - 110 007

(ID: DLCOGN21113)

Dates of Visit

October 17th to 19th, 2016



Submitted to

National Assessment and Accreditation Council

(An Autonomous Institution of the University Grants Commission)

P.O. Box No. 1075, Nagarbhavi, Bangalore - 560 072, INDIA

PEER TEAM REPORT ON Institutional Accreditation of Sri Guru Tegh Bahadur Khalsa College, Delhi -110007 Place: Delhi State: Delhi	
Section I: GENERAL	Information
1.1 Name & Address of the Institution:	Sri Guru Tegh Bahadur Khalsa College, Delhi -110007
1.2 Year of Establishment:	1951
1.3 Current Academic Activities at the Institution (Numbers):	
• Faculties/ Schools:	3 (Arts, Science and Commerce)
• Departments/ Centres:	15
• Programmes/ Courses offered:	20 UG and 12 PG, Others 13
• Permanent Faculty Members:	98
• Permanent Support Staff:	39 Administrative staff and 52 Technical staff
• Students:	3657
1.4 Three major features in the institutional Context (As perceived by the Peer Team):	<ul style="list-style-type: none"> • Co-education constituent college with rich legacy. • Cater to the needs of higher education of the students belonging to Delhi and other States. • A college run by Delhi Sikh Gurudwara Management Committee.
1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	October 17-19, 2016
1.6 Composition of the Peer Team which undertook the on- site visit:	
Chairperson	Prof. A.K.Mittal
Member Co-ordinator	Prof. U. Subbarao
Member	Dr.Usha Mukundan
NAAC Officer:	Dr.(Mrs) K. Rama

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Section II: CRITERION WISE ANALYSIS	Observations (Strengths and/or Weaknesses) on Key-Aspects <i>(Please limit to three major ones for each and use telegraphic language (It is not necessary to indicate all the three bullets each time; write only the relevant ones))</i>
2.1 Curricular Aspects:	
2.1.1 Curricular Planning and Implementation:	<ul style="list-style-type: none"> • Syllabus provided by the affiliating Delhi University. • Some faculty members in Board of Studies of the University and UGC. • Effective curriculum delivery and transactions is ensured.
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> • Choice Based Credit System exists. • Semester system is followed. • 20 UG, 12 PG and 13 Certificate courses like Sports, Economics & marketing and Web Journalism etc. running.
2.1.3 Curriculum Enrichment:	<ul style="list-style-type: none"> • University revises the syllabus at regular intervals and the college follows the same. • Interdisciplinary courses offered. • Add-on certificate and Diploma course in 7 foreign languages and 2 short term certificate courses offered.
2.1.4 Feedback System:	<ul style="list-style-type: none"> • Feedback from students obtained. • Feedback mechanism initiated recently.
2.2 Teaching-Learning & Evaluation:	
2.2.1 Student Enrolment and Profile:	<ul style="list-style-type: none"> • Admission process widely publicized and transparent. • Statutory reservation policy is followed. • Centralized admission through Delhi University.
2.2.2 Catering to Student Diversity:	<ul style="list-style-type: none"> • Relaxation in admission cut offs for student studying Punjabi Language or Sikh minority. • Fair representation of SC, ST and OBC students. • Caters to the academic growth of the differently abled students.

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2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> • Conducive learning environment. • Academic calendar framed by University and the same is followed by the college. • Most of the teachers use teaching aids. • College is nodal centre for content development in 6 subjects.
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> • 73 Ph.D, and 13 M.Phil teachers out of 98 full time faculty. • Follows Government and UGC norms for recruitment of faculty. • Most teachers have attended Refresher and Orientation programmes.
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> • Evaluation system is followed as per University norms. • CBCS scheme is followed. • Grievance received from students are resolved as per University norms.
2.2.6 Student Performance and Learning Outcomes:	<ul style="list-style-type: none"> • Learning outcomes monitored. • Minimal dropout rate. • Overall academic performance is good. Good number of University First classes and Ranks.
2.3 Research, Consultancy & Extension:	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> • Research committee constituted to encourage research activities. • Some faculty members are research guides. • Workshops, Seminars and Conferences conducted for promotion of research. • 12 Research Projects of UGC and 1 of MHRD worth Rs. 15 Crores (approx.), 9 ongoing research projects of which 7 funded by University of Delhi, 01 by ICSSR, one funded by CSIR and 1 of NSF.
2.3.2 Resource Mobilization for Research:	<ul style="list-style-type: none"> • College mobilizes research grants from Delhi University and other agencies. • College encourages the staff to file patents, 5 have been awarded and 7 under consideration. • University provides financial support for innovative projects.

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2.3.3 Research Facilities:	<ul style="list-style-type: none"> • Enhancement of research facilities through research projects. • Library, computer and internet facilities available to facilitate research. • Efforts are made to provide adequate infrastructure facilities to promote research.
2.3.4 Research Publications and Awards :	<ul style="list-style-type: none"> • Good number of faculty involvement in research. • Good number of publications of research papers in reputed and refereed journals, authored books and articles. • A few interdisciplinary research projects undertaken.
2.3.5 Consultancy:	<ul style="list-style-type: none"> • Offers non-remunerative consultancy mainly in academic and administrative matters. • Formal consultancy initiatives to be undertaken.
2.3.6 Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> • NSS and NCC activities are well organized. • Received good number of awards and recognition for extension activities. • Students and staff are keen on the institutional social responsibility. • NCC cadets represents in Republic Day Parade every year and got honours.
2.3.7 Collaboration	<ul style="list-style-type: none"> • College has MoU with few organizations.
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities:	<ul style="list-style-type: none"> • Technology enabled learning with 48 class rooms with LCD projectors and total class rooms 50 (26 are air conditioned). • Optimal usage of infrastructural facilities. • Outdoor and indoor games facilities, library, canteen, play ground, seminar hall, staff common room, Girls common room, Girls Hostel and auditorium are available. • Adequate facilities for physically challenged students.

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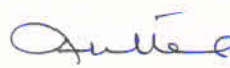
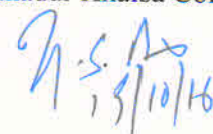

2.4.2 Library as a Learning Resource:	<ul style="list-style-type: none"> • The Library has 133967 books 85,000 titles and 12 journals, 58 periodicals, and e- resources. • The Library is partially automated. • Total area of the library is 789 sq.mts. • Library advisory committee is constituted. • Internet, reprography, reading room facilities available.
2.4.3 IT Infrastructure	<ul style="list-style-type: none"> • 1279 Desktop PCs, 8 servers and licensed softwares with internet and Wi -fi facility. • Sufficient budget is allotted for maintenance and purchase. • Provision for preparation of computer aided teaching- learning exists.
2.4.4 Maintenance of Campus Facilities:	<ul style="list-style-type: none"> • Adequate budget for the maintenance and upkeep of infrastructure. • Eco-friendly campus. • College has annual maintenance contracts.
2.5 Student Support and Progression:	
2.5.1 Student Mentoring and Support:	<ul style="list-style-type: none"> • Institutional scholarships, free ships and merits scholarships are available. • Anti-ragging committee exists. • Mechanism for redressal of students grievances is in place. • Active participation of the students in co-curricular and extracurricular activities visible.
2.5.2 Student Progression:	<ul style="list-style-type: none"> • Progression of the students is regularly monitored, college makes special efforts to reduce its dropout rate and increase the pass percentage. • Placement through campus selection. • Career Guidance Cell exists. • Some students opt for higher studies.
2.5.3 Student Participation and Activities:	<ul style="list-style-type: none"> • Students publish materials like catalogues, wall magazines, institutional magazines etc. • College has a range of games, extracurricular activities for the overall development of students. • Active participation of the student council. • Students participated in University level and state level sports events and have won prizes.

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2.6 Governance, Leadership and Management:	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> • Vision and Mission emphasis on quality education. • Leadership provides committed and dedicated academic and extracurricular activities. • Decentralized and participative management.
2.6.2 Strategy Development and Deployment	<ul style="list-style-type: none"> • Policies in administrative decisions are planned in advance. • College has a well defined organizational structure to develop and implement all major activities. • In-built mechanism to check work efficiency exists. • Adequate steps are taken for appropriate coordination among all the stakeholders.
2.6.3 Faculty Empowerment Strategies:	<ul style="list-style-type: none"> • College conducts programmes for professional development of the staff. • Teachers are regularly encouraged for refresher / orientation courses, seminars, workshops at State/National/ International level. • College follows Government of India/State Government/UGC policies for the recruitment of faculty/staff.
2.6.4 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> • Optimal utilization of the budget. • Both internal and external audit conducted regularly. • Computerized financial management initiated.
2.6.5 Internal Quality Assurance System:	<ul style="list-style-type: none"> • IQAC constituted recently and started functioning. • Academic audit in place. • Quality standards are fixed by IQAC.
2.7 Innovations and Best Practices:	
2.7.1 Environment Consciousness:	<ul style="list-style-type: none"> • Green audit conducted. • Eco-friendly campus. • Energy conservation, plantation, e-waste management exist.

2.7.2 Innovations:	<ul style="list-style-type: none"> • Deployment of full text searchable Digital Repository for student records. • Use of concept Inventory methods of teaching science. • Solid waste management and wealth from waste.
2.7.3 Best Practices:	<ul style="list-style-type: none"> • Software Development • Faculty provides congenial academic environment to promote academic excellence in learners. • Unique research facilities in some departments. • Courses for e- learning developed under MHRD project. • In house internship with scholarship.

Section III: OVERALL ANALYSIS	<i>Observations (Please limit to five major ones for each and use telegraphic language) (It is not necessary to denote all the five bullets for each)</i>
Institutional Strengths:	<ul style="list-style-type: none"> • Dedicated management and committed Principal with well structured administrative machinery. • Qualified and competent faculty. • Moderate built up area with all well maintained facilities. • Catering education to the students of other States also. • Cosmopolitan environment with representation of all sections of the society.
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> • Proximity to Najafgarh drain causing corrosion to college equipment. • Inability to recruit permanent staff. • Less autonomy in teaching, learning and evaluation. • Absence of collaboration with industry. • No formal consultancy policy.
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> • Scope to introduce more new market driven programmes. • Organizing more workshops and seminars for teachers and students. • Provide training in lab safety and equipment handling to supporting staff. • Resource mobilization and fund raising from various sources. • Transform the knowledge of students to face global challenges.

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3.4 Institutional Challenges:	<ul style="list-style-type: none">• Space constraints.• Initiation of more programmes related to employment.• Establishment of networking with other institutions for research and consultancy.• Possibility to undertake more research projects from various funding agencies.• Collaboration and linkages with industries, research centres and university.
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Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to *ten major ones* and use telegraphic language)

(It is not necessary to indicate all the ten bullets)

- New career /job oriented programmes be introduced.
- Faculty may be encouraged to avail financial help from various funding agencies like UGC, ICSSR, ICHR, DST etc.
- Consultancy to be formalized.
- Hostel Facility for boys be created.
- Initiation of formal feedback mechanisms from all the stake holders for future planning and development.
- Alumni/Parent –teacher association activities may be strengthened and registered.
- English language lab may be established.
- Full automation of office and library needs to be completed.
- Establishment of more linkages with industry, academic institution and corporate sectors.
- Placement cell may be strengthened.
- Counselling cell be established.

I agree with the Observations of the Peer Team as mentioned in this report.



Seal of the Institution

Signatures of the Peer Team Members:

DSingh
Signature of the Head of the Institution
Principal
Sri Guru Tegh Bahadur
Khalsa College
(University of Delhi)
Delhi-110007

Name and designation		Signature with date
Prof. A.K. Mittal Vice-Chancellor BBD University, Faizabad Road Lucknow 226028 (U.P.)	Chairperson	<i>Amita</i> 19.10.16
Prof. U. Subbarao Plot No 37, Flat No.201, Prasad Residency, Hyderabad – 560038, Telangana	Member-Coordinator	<i>U.S. Subbarao</i> 19/10/16
Dr. Usha Mukundan Principal Ramniranjan Jhunjunwale College, Opp. Ghatkopar Station, Ghatkopar(W), Mumbai-400086	Member	<i>Usha</i> 19/10/16
Dr.(Mrs.) K. Rama Advisor, National Assessment and Accreditation Council (NAAC) Opposite to National Law School of India University, Nagarbhavi, Bengaluru-560072, Karnataka	NAAC Officer	

Place: Delhi

Date: 19th Oct., 2016