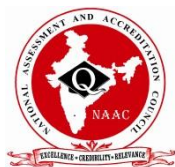*Guidelines for the Creation of the*

Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) by Accredited Institutions

(AQAR format in line with the revised manual of Affiliated/Constituent UG Colleges, with effect from the academic year 2020-21)

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University GrantsCommission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, **Bengaluru - 560 072**India

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent (UG) Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, June 1, 2017 to May 31, 2018) (with effect from academic year 2020-21)*

Part – A

1. Data of the Institution

(Data may be captured from IIQA)

- Name of the Institution: Dronacharya College of Engineering

- Name of the Head of the institution: Prof. (Dr.) Isha Malhotra
- Designation: Principal

- Does the institution function from own campus: Yes

- Phone no./Alternate phone no.: 0124-2375502

- Mobile no.: 9910380104

- Registered e-mail: principal@ggnindia.dronacharya.info

- Alternate e-mail: info@dronacharya.info

- Address   :   Khentawas,Farrukh Nagar

- City/Town   : Gurugram

- State/UT: Haryana

- Pin Code   :   122506

2. Institutional status:
- Affiliated /Constituent : Affiliated
- Type of Institution: Co-education
- Location :Rural/Semi-urban/Urban: Rural
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self-financing (please specify): Self financing
- Name of the Affiliating University: Gurugram University, Gurugram, Haryana

- Name of the IQAC Coordinator: Dr. Neelam Bhardwaj
- Phone no.:0124-2375502

- Alternate phone no. 0124-2275327

- Mobile: 9910380115

- IQAC e-mail address: iqac@ggnindia.dronacharya.info

- Alternate e-mail address: neelam.bhardwaj @ggnindia.dronacharya.info

3. Website address:

Web-link of the AQAR: (Previous Academic Year):

https://ggnindia.dronacharya.info/Downloads/Admin/AQAR_2021-22_28122022.pdf

4. Whether Academic Calendar prepared during the year?

Yes/No ...., if yes, whether it is uploaded in the Institutional

website:

Weblink: https://ggnindia.dronacharya.info/academiccalendar.aspx

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B	07	2005	from: 2005 to: 2010
2nd	B	2.92	2012	from: 2012 to: 2017

6. Date of Establishment of IQAC: DD/MM/YYYY: **05/12/2005**

7. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
ECE Department	DST Design & Development	DST	2022-23	1699754
NSS, Dronacharya College of Engineering	NSS, GoI	Govt. of India, NSS (GoI)	2022-23	59900

		Regional Centre, New Delhi		

8. Whether composition of IQAC as per latest NAAC guidelines: Yes/No:

    *upload latest notification of formation of IQAC : **VIEW FILE**

9. No. of IQAC meetings held during the year: 2

Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?
Yes/No………… Yes
  (If No, please upload the minutes of the meeting(s) and Action Taken Report.)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year?   No

    If yes, mention the amount: Year:

11. Significant contributions made by IQAC during the current year (maximum five bullets)
   * Conducted workshops and training sessions for faculty members on OBE, focusing on mapping Program Outcomes (POs) and Course Outcomes (COs).
   * Conducted training sessions for teaching and non-teaching staff on skill enhancement, stress management, and administrative efficiency.
   * Submit the Annual Quality Assurance Report (AQAR) to the NAAC.

   * Facilitated Memorandums of Understanding (MOUs) with leading industries to promote internships, industrial training, and placements for students.
   * Many campus drives were conducted by the training and placement department of the college.

   12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Placement in companies offering 10+ LPA will be emphasized	Students are placed in companies like Adobe, Juspay Technologies Pvt. Ltd., American Express, Tejas Networks Limited, SmartPaddle Technology Pvt. Ltd.(Bizongo), Atlassian, BYJU's (Think and Learn Pvt. Ltd.), Freecharge Payment Technologies, LIDO Learning Pvt. Ltd.
Conduct online workshops and seminars on latest technology for faculty	• Workshop on Innovative Teaching Methods and Pedagogy

and students.	- Workshop on Data Analytics and AI Applications in Research - Session on Process of Innovation Development - Workshop on OBE and NBA Accreditation - Webinar on "Getting Started with Problem Solving"
Focus more on research and development.	Students and faculty members are encouraged to attend/participate and present papers at international conferences and publish research papers.
Encourage students to participate in various competitions.	- Smart India Hackathon - Business Plan Competition (Young Sharks, 2024) - Cyber Cup, 2023 5th Technovation Hackathon - NCAT 2023 - Navikaranam 2023 - Cognizance 2023 - NES Innovation Awards - IDE Bootcamp - NIMBUS 2023

13. Whether the AQAR was placed before statutory body?   Yes /No:

Name of the statutory body: IQAC   Date of meeting(s): 17/07/2023,

14. Whether institutional data submitted to AISHE:

Yes /No: Yes Year: 2021-22

Date of Submission: 04/02/2023

2. Institutional Preparedness for NEP 2020

(Description in maximum 500 words)

1. **Multidisciplinary / interdisciplinary:**

   The college aims at multidisciplinary and interdisciplinary approach whereby students are motivated to utilize their intellectual, aesthetic, social, physical, emotional, and moral knowledge in an integrated manner. The multidisciplinary education system aims to develop overall personality of students. At the same time the institution is also prepared to work on interdisciplinary approach. Students are gauged on their ability to research and learn based on problem-solving and activity-based education, to incorporate necessary skills to bridge the gap between academia and industry. The students at Dronacharya College of Engineering, Gurugram are motivated to move out of the bookish world and do the things practically in order to make them ready to face and grow in this competitive world. Apart from curriculum, importance is also given to enhance skills like dynamic learning, problem solving, critical thinking, logical development and analytical learning through practical situations Students are encouraged to volunteer and participate in practical problem solving and application of textbook education in real life scenarios.

2. **Skill development:**

   Keeping in view the growing demand of skilled technocrats in public and private sector, institute focuses to enhance both hard skill and soft skill of the students. Institute at regular interval organize many workshops, seminar, guest lecture to make students aware of latest technology. Apart from technical skill for the overall personality development of student's institute also organize many sessions on life skills, communication skill, problem solving skill, decision making skill. Institute engages and motivates learners to develop the vocabularies from first year onwards to speak and write in English without mistakes.

3. **Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

   The preservation and promotion of India's cultural wealth must be considered a high priority for the country, as it is truly important for the nation's identity as well as for its Economy. In this regard appropriate integration of the Indian Knowledge system particularly teaching in Indian languages is important. Equal importance is given to Hindi, language as well. Faculty members teach in both the languages English as well as Hindi. Institute celebrates Hindi Diwas in campus. Students are allowed to express their views in Indian Language also.

4. **Focus on Outcome based education (OBE):**

Institute focus upon outcome based education. The emphasis is laid upon practical knowledge, i.e more of learning by doing, presentations, industrial visits, seminars, etc. The college analyses the potential of each individual and makes sure that the student is ready with all those competencies which are required to make him/her corporate ready. All the skills which are needed by the student at the end of the programme are inculcated so as to make the student industry ready. The faculty of the institution focuses on the four principles of OBE viz: Clarity of focus, Designing down, High expectations and Expanded opportunities. The students are given adequate time to attain the mastery on the field of study and are given adequate support whenever there are some challenges.

5. **Distance education/online education:**

During the time of COVID-19 crises, when the colleges were shut for offline classes, the college does not limit the learning of students at any cost. The faculty members were directed to make use of the online platforms like Microsoft Teams and Google Meet to make the students learn. The learning was not hampered at any cost. Even the students who were in their hometown easily learnt the technical skills and enhances the communication skills sitting at home. Virtual labs are also created in the institution wherein students can practice their theoretical knowledge and make course content available in different languages. Digital learning is promoted by the institution even after the pandemic is over. Webinars and online interactive sessions with the international professors are also focused upon so that students can learn international methodologies.

3. Extended Profile of the Institution

1. Programme:

1.1 Number of courses offered by the Institution across all programs during the year

Year	2022-23
Number	

2. Student:

2.1 Number of students during the year.

Year	2022-23
Number	2173

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

Year	2022-23
Number	378

2.3 Number of outgoing/ final year students during the year

Year	2022-23
Number	450

3. Academic:

3.1 Number of full time teachers during the year

Year	2022-23
Number	142

3.2 Number of Sanctioned posts during the year

Year	2022-23
Number	142

4. Institution:

4.1 Total number of Classrooms and Seminar halls 64

4.2 Total expenditure excluding salary during the year (INR in lakhs)

Year	2022-23
Expenditure	135.94

4.3 Total number of computers on campus for academic purposes: 690

PART B

Criterion 1 – Curricular Aspects

Key Indicator – 1.1 Curricular Planning and Implementation

Metric No.	

1.1.1.
 	
Q₁M
	The Institution ensures effective curriculum delivery through a well-planned and documented process
	
	Dronacharya College of Engineering, Gurugram follows the curriculum pattern of its affiliating University (Gurugram University, Gurugram, Haryana). GU, Haryana designs the syllabus and all the affiliated colleges are required to follow the curriculum so fixed. At the commencement of the semester, academic calendar (prepared in line with the affiliating university) and the syllabus for each semester is uploaded on the website of the college for use of students. For the effective delivery of the curriculum, the faculty members prepare the topic wise lesson plans and get it approved by the HODs to arrive at an optimal and effective way for curriculum delivery. These are then put on the website in the form of PPTs. Previous year's question papers, question bank of important questions and assignments are also uploaded on the college website. Students can use these for understanding of the engineering topics and preparing for the university exams. College also has a vast library having all types of books and journals for use by the students. Summer schools are organized for students to give them upgraded knowledge of technologies.
	
	 File Description
	
	  • Upload relevant supporting document **VIEW FILE**
	
	  • Link for Additional information **VIEW FILE**

1.1.2. **Q₁M**	*The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)* **Dronacharya College of Engineering, Gurugram** adheres to the academic calendar issued by GU, Gurugram, in terms of date of commencement of academic session, university semester examinations and semester break. The academic calendar is prepared by Academic Administrator. The calendar includes information related to commencement of classes, semester exams (theory

& practical), list of holidays, list of events, Internal Assessment tests (IA). It also contains information related to various activities organized by different clubs at the institute level. The academic calendar gives an opportunity to the students to plan and prepare for the activities, competitions and examinations in advance. There is a well-defined process for the conduction of CIE as per the calendar of events. Assignments, quizzes, and seminars are part of the Continuous Internal Evaluation (CIE) of students. Continuous evaluation and assessments are also done for laboratory course, project work, seminars, and internships. Conduction of laboratory experiments and viva, Submission of records are the major components of laboratory course evaluation.

File Description

- Upload relevant supporting document **VIEW FILE**

- Link for Additional information https://dronacharya.info/gnresults/GetResult.aspx

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1.1.3.

Q$_n$M

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 year

Year	2022-23
Number	15

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 :
1. Any 3 of the above

	Data requirement: (As per Data Template) • Number of teachers participated • Name of the body in which full time teacher participated • Total number of teachers Documents: Upload the scanned copies of the letters issued by the affiliating university / institutions w.r.t the activity in which the teachers are involved. **File Description:** • Details of participation of teachers in various bodies/activities provided as a response to the metric • Any additional information

Key Indicator- 1.2 Academic Flexibility

Metric No.	
1.2.1. **QₙM**	*Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented* 1.2.1.1. Number of Programmes in which CBCS/ Elective course system implemented. | Year	2022-23 | |---|---| | Number | 13 | Data Requirement: (As per Data Template) • Name of all Programmers adopting CBCS • Name of all Programmes adopting elective course system **File Description (Upload)** • Any additional information **VIEW FILE** • Minutes of relevant Academic Council/ BOS meetings • Institutional data in prescribed format (DataTemplate)
1.2.2. **QnM**	*Number of Add on /Certificate programs offered during the year* *1.2.2.1: How many Add on /Certificate programs are added during the year.* *Data requirement for year: (As per Data Template)* *The template is combined with 1.2.3* | Year | 2022-23 | |---|---| | Number | 31 | • *Names of the Add on /Certificate programs with 30 or more contact hours* • *No. of times offered during the same year* • *Total no. of students completing the course in the year* *File Description (Upload)* • *Any additional information* **VIEW FILE**

	• *Brochure or any other document relating to Add on /Certificate programs* • *List of Add on /Certificate programs (Data Template)*
1.2.3 **Q_nM**	*Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year* 1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs during the year <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>1285</td></tr></table> Data Requirement: (As per Data Template) **VIEW FILE** • Total number of students enrolled in certificate / Add –on programs • Total number of students across all the programs **File Description(Upload)** • Any additional information • Details of the students enrolled in Subjects related to certificate/Add-on programs

Key Indicator- 1.3 Curriculum Enrichment

Metric No.	
1.3.1. **Q_lM**	*Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum* DCE curriculum commendably incorporates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics and leads to a strong value-based holistic development of students. Gender related events are an integral component of various programmes. Students are sensitized and encouraged to work towards gender equality. Health checkup camps are organized and counseling is also offered to the students on related topics. The students are encouraged to work towards gender equality. The college takes efforts for integration of ethical and human values through extra-curricular activities also. Many games and clubs are formed where both genders actively participate in the events. A compulsory core course on Environment studies is included in the curriculum. Environment awareness camps, seminars, workshops, guest lectures, industry visits and field excursions are organized. Environment Day, Earth Day and Water Day are annually celebrated. In Swacchta abhiyan, students of both the gender actively participate in making the surroundings clean. On the occasion of forest day, trees were also planted

across the campus to save the environment.

A compulsory course on Professional Ethics and Values is also offered to the engineering students. The Institute also has a Model Code of Ethics to curb various malpractices.

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

1.3.2. **QₙM**	*Number of courses that include experiential learning through project work/field work/internship during the year* 1.3.2.1 : Number of courses that include experiential learning through project work/field work/internship during the year <table><tr><td>Year</td><td>2022-23</td></tr><tr><td>Number</td><td>37</td></tr></table> Data requirement for year: (As per Data Template) • Name of the Course • Details of experiential learning through project work/field work/internship • Name of the Programme **File Description:** • Any additional information • Programme / Curriculum/ Syllabus of the courses **VIEW FILE** • Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses • MoU's with relevant organizations for these courses, if any • Number of courses that include experiential learning through project work/field work/internship (Data Template)
1.3.3. **QₙM**	*Number of students undertaking project work/field work/ internships* 1.3.3.1. Number of students undertaking project work/field work/ internships <table><tr><td>Year</td><td>2022-23</td></tr><tr><td>Number</td><td>1028</td></tr></table> Data Requirement : (As per Data Template) • Name of the programme • No. of students undertaking project work/field work /internships **File Description:(Upload) VIEW FILE** • Any additional information • List of programmes and number of students undertaking project work/field work/ /internships (DataTemplate)

Key Indicator- 1.4 Feedback System

Metric No.	

1.4.1.
 	
QₙM
	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:
	  All of the Above
	
	Data Requirement:
	Report of analysis of feedback received from different stakeholders
	
	File Description
	• URL for stakeholder feedback report :
	  https://ggnindia.dronacharya.info/IQAC.aspx
	• Action taken report of the Institution on feedback report as stated inthe minutes of the Governing Council, Syndicate, Board of Management (Upload)
	• Any additional information(Upload)

1.4.2 **QₙM**	*Feedback process of the Institution may be classified as follows:* **Response:** A. Feedback collected, analyzed and action taken and feedback available on website Documents: Upload Stakeholders feedback report, Action taken report of the institute on it as stated in the minutes of the Governing Council, Syndicate, Board of Management **File Description** • Upload any additional information • URL for feedback report **https://ggnindia.dronacharya.info/IQAC.aspx**

Criterion 2- Teaching- Learning and Evaluation

Key Indicator- 2.1 Student Enrolment and Profile

Metric No.	
2.1.1. **QnM**	**Enrolment Number** Number of students admitted during the year | Year	2022-23
Number	605 | 2.1.1.1. Number of sanctioned seats during the year | Year	2022-23
Number	732	

	Data Requirement last completed academic year. • Total number of Students admitted • Total number of Sanctioned seats File Description: • Any additional information **VIEW FILE** • Institutional data in prescribed format
2.1.2. **Q_nM**	*Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)* 2.1.2.1. Number of actual students admitted from the reserved categories during the year |Year|2022-23
Number|195| Data requirement for year: (As per Data Template) • Number of Students admitted from the reserved category • Total number of seats earmarked for reserved category as per GOI or State government rule   **File Description: (Upload) VIEW FILE** • Any additional information • Number of seats filled against seats reserved (Data Template)

Key Indicator- 2.2. Catering to Student Diversity

Metric No.	

2.2.1. Q_lM	*The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners* *Write description in maximum of 200 words* Institute follows well-structured mentoring system. The institute organizes orientation program at the commencement of new batch every year so that student get familiarized with the institution, curricular and co-curricular activities, facilities, rules and regulations etc. Regular assessment of students are done by daily Home Assignments, Class Assignments, Quizzes, Class Tests, Projects, Internships, Viva-voice examinations and attendance. Sessional Examinations and pre-university examination are conducted by the institute to assess the student learning. Many bridge program like motivational sessions, and personality development session are organized for the students. Students coming from economical weaker are also guided about the various state and national and government scholarship. Based on the classroom observation, interaction, continuous and periodic assessment, students are identified as slow learners and advanced learners. **Mentoring of Slow Learner:** 1. Special care is taken for slow learner. 2. To enhance their performance the institute conducts extra online classes. Previous year question papers are given to solve. 4. PPTs of Lecture and course material available on website **Mentoring of Advance Learners:** 1. Guidance for career planning. 2. Encouraging students for higher studies and Competitive Examinations 4. Advanced learners are encouraged to enroll in MOOC Courses – Swayam, NPTEL. 5. Encouraging for research papers in conferences/Journals 6. Training programs for gaining advanced technical know-how. **File Description (Upload)** • Any additional information :

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

Year	2022-23
Number of Students	2173
Number of teachers	142

Data requirement:
- Total number of Students enrolled in the Institution
- Total number of full time teachers in the Institution

Formula: **Students: teachers 15:1**

File Description (Upload)
- Any additional information

(Note: Data template is not applicable to this metric)

Key Indicator- 2.3. Teaching- Learning Process

Met ric No.	
2.3.1. QₗM	*Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences* Upload a description in maximum of 200 words The institute practices a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps students to boost their confidence **Experiential Learning:** Experiential learning supports students in applying their knowledge and conceptual understanding to real – world problems. 1. Students are encouraged for internships, to participate in competitions, for value added courses by the market experts such as Microsoft/ Google/ NSE etc. to develop expertise, to participate in various national and international conferences

2. Various Guest Lecture, Seminar and workshop are organized to bridge the gap between institution and industry

3. Add-on Courses on latest technologies with NPTEL, ICT (ITK, IIT B, IITM) Coursera, SWAYAM etc.

Participative Learning:

To develop innovative as well as creative skill among students the institution believes in the concept of participative learning and applying problem-solving methodologies in the teaching pedagogy.

1. Laboratories are equipped with latest equipment to give students practical knowledge.

3. Fresher's party, farewell, sports meet, women day celebration and many more are organized so that students can show their talent and creativity

4. To develop leadership and team work spirit students are core members of various clubs

5. The activities and Camp of NSS, institutional social responsibility likes Village Adoption, Tree plantation. Swatchh Bharat and Health awareness camp to help the students to learn Art of living

Project Based Learning:

Problem solving methodologies are an integral part of all courses in all programmes.

2. Analysis and Reasoning

3. Quizzes

4. Research Activities

5 .Various competitions are organized by the institute.

6. Students have to do two projects, Mini Project and Major Projects.

Students are encouraged to participate in Project competitions

File Description:

- Upload any additional information **VIEW FILE**

- Link for additional information https://ggnindia.dronacharya.info/Upcoming-Competitions.aspx

2.3.2	*Teachers use ICT enabled tools for effective teaching-learning process.*
Q₁M	Write description in maximum of 200 words

In this fast growing technological world, it is very essential to learn the latest technology in order to be corporate ready. The institute promotes use of ICT enabled tools in the teaching-learning process. Some of the efforts taken by the institute to provide e-learning atmosphere in the classroom are as follows:

In addition to traditional board and chalk teaching, faculty members are using the IT-enabled learning tools like power point presentation, videos, audios, virtual labs in order to expose the students for advance knowledge and practical learning.

- Classrooms are having necessary ICT Tools like projectors.
- Library has a wide range of e-resources. E-Resources can be accessed from any networked computer in the institute.
- Add-on course on advance technology through ICT (IITK, IITB, NITTTR Chandigarh).
- MOOC Platform (NPTEL, SWAYAM, Coursera) Online classes on MS Teams, Google Meet, Zoom. Participation in virtual International Conferences, Workshops and Competitions
- Auditorium and conference room are digitally equipped for guest lectures, seminars, workshop, placement activity.
- Faculty members prepare lecture video and upload on you tube channel of the institute for studentreference.

File Description
- Upload any additional information
- Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.

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

2.3.3.1. Number of mentors Number of students assigned to each Mentor

Year	2022-23
Number of mentors	122

Formula: Mentor : Mentee

File Description

- Upload, number of students enrolled and full time teachers on roll.
- Circulars pertaining to assigning mentors to mentees
- mentor/mentee ratio

(Note: Data template is not applicable to this metric)

Key Indicator- 2.4 Teacher Profile and Quality

Metric No.	
2.4.1. **QₙM**	*Number of full time teachers against sanctioned posts during the year* {table below} Data requirement for year (As per Data Template) • Number of full time teachers • Number of sanctioned posts **File Description (Upload)** • full time teachers and sanctioned posts for year(Data Template) • Any additional information **VIEW FILE** • List of the faculty members authenticated by the Head of HEI

For 2.4.1:

Year	2022-23
Number	142

2.4.2. **QₙM**	*Number of full time teachers with Ph. D. / D.M. / M.Ch. /* *D.N.B Super speciality / D.Sc. / D.Litt. during the year(consider only* *highest degree for count)* **D.N.B** 2.4.2.1. Number of full time teachers with *Ph. D. / D.M. / M.Ch. /* *D.N.C Super speciality / D.Sc. / D.Litt.* during the year {table below} Data requirement for year: (As per Data Template) • Number of full time teachers with PhD./ D.M. / M.Ch. / D.N.B Super speciality / D.Sc. /D.Litt. • Total number of full time teachers **File Description (Upload)** • Any additional information **VIEW FILE** • List of number of full time teachers with *Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt.* and number of full time teachers for year(Data Template)

For 2.4.2:

Year	2022-23
Number	78

2.4.3. **QₙM**	*Number of years of teaching experience of full time teachers in the same* *institution (Data for the latest completed academic year)* 2.4.3.1 : Total experience of full-time teachers {table below} Data requirement for year (As per Data Template) • Name and Number of full time teachers with years of teaching experiences **File Description: (Upload)** • Any additional information **VIEW FILE** • List of Teachers including their PAN, designation, dept. and experience details(Data Template)

For 2.4.3:

Year	2022-23
Number	1498

Key Indicator- 2.5. Evaluation Process and Reforms

Metric No.	
2.5.1. **Q₁M**	*Mechanism of internal assessment is transparent and robust in terms of frequency and mode* **Upload a description not more than 200 words** Evaluation of the students is done on a regular basis by the college faculty. The students are evaluated time to time by on basis of assignments and tests conducted round the year. The college follows the curriculum of the affiliated University and there are 2 internal tests being conducted for proper evaluation of the students. A timetable cum schedule of the internal examinations is shared with the students by way of notices and through website uploading. A keen eye is kept upon to check the malpractices if any. Various assignments, tests, viva-voice, PPT presentation, participation in various technical events are carried from time to time to evaluate the students. The shortcomings found are properly diagnosed and students are advised for improving the performance on a one to one basis by the faculty members. The attendance of the students, participation in different co-curricular activities, events etc. are also monitored and kept as parameters of evaluation. The teachers maintain healthy inter personal relations with the students and mentors each and also advices them on area of inadequacies. **File Description:** • Any additional information • Link for additional information **VIEW FILE**
2.5.2. **Q₁M**	*Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient* **Upload a description not more than 200 words** The college has a well-organized mechanism for settling of examination related grievances. The student can approach the faculty or College Examination committee to redress the examination related grievance as per the requirement and jurisdiction of the grievance. If any student feels that the marks given to him/her in any paper are not fair, he or she can apply for revaluation to the examination committee member. The students should apply within a week after declaration of the result. The college appoints subject expert other than

	the previous assessor. If there is change in score, it is corrected by internal examination committee of the college. College has to declare final revaluation result within fifteen days. Internal examination committee itself looks after the complaints or grievances related to formative tests and summative examination. The students have the freedom to use the suggestion box to put in the note of dissatisfaction with the internal examination mechanism. For the grievances regarding university examinations, grievances are forwarded to the affiliating University (MDU, Rohtak). The entire mechanism of grievances related to External Examination is handled by the Affiliating University as per University rule and regulations and it is time bound. **File Description:** • Any additional information • Link for additional information

Key Indicator- 2.6 Student Performance and Learning Outcome

Met ric No.	
2.6.1 . Qₗ M	*Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.* Describe Course Outcomes (COs) for all courses and mechanism of communication within a minimum of 200 characters and maximum of 200 words All the programme and course which are carried by the college are put on the website and communicated to the faculty and students. The list is also depicted on the notice board of the institute as well. The college provides a robust teaching methodology which is not restricted to the books only. The outcome is judged by having a complete evaluation of the student on all parameters. The affiliating University designed & revised the Curriculum based on the current trends in the competitive world, societal and industry needs which provide a trust for national development. The job potential of the course structure is given prior importance. Periodic changes and improvements in the curriculum are made to meet the changing demands of the global world. Programme Outcomes (PO) were formulated reflecting the Vision, Mission and Strategies of the College and the affiliating University. While formulating POs, the College considered academic excellence, research potency, scope of extension activities, human values, livelihood generation, and recent trends in the job

markets. The suggestions of the alumni and other stakeholders were also taken into account. The entire curricular were restructured and the assessment pattern was modified in consultation with experts. The students were informed with the PO pattern through the College Website and orientation programme by the concerned course teachers. The Programme Specific Outcomes (PSO) is designed by the concerned Departments with their respective vision, mission and scope of the programme. The Course Outcomes (CO) is formulated by the Department in consideration with the course teachers and with expected cognitive, affective and psychomotor learning levels.

File Description:
- Upload any additional information **VIEW FILE**
- Past link for Additional information
- Upload COs for all courses (exemplars from Glossary)

2.6.2. **Q₁M**	*Attainment of Programme outcomes and course outcomes are evaluated by the institution.* Describe the method of measuring the level of attainment of POs , PSOs and COs in not more than 200 words **Dronacharya College of Engineering, Gurugram** implements an outcome-based teaching mechanism to ensure the achievement of course outcomes and program outcomes. Objectives and outcomes are well mapped for student testing and assessment, so outcomes are achieved through competency mapping in terms of knowledge and skills. The departments use direct and indirect assessment methods to ensure that program outcomes and course outcomes are achieved. Direct assessment methods include internal tests, group discussions, lab work, teamwork, student projects, assignments, semester tests, and end-of-semester theory scores. The scores awarded are communicated to the students. Indirect assessment methods include feedback, alumni surveys, co-curricular activities, extracurricular activities. Internal assessments are a requirement for ongoing assessments and are integral to the fulfillment of Course Outcomes and POs. There is an internal review board that deals with the effective implementation of assessment reforms related to coursework and achievement of coursework. The committee initiates several steps such as sessional, field research, practical, seminars and internships, and presentations. DCE seeks to achieve course results and program results by conducting activities such as cultural activities, N.S.S activities, sports activities and many more.

	File Description: • Upload any additional information **VIEW FILE** • Paste link for Additional information
2.6.3 . **QₙM**	*Pass percentage of Students during the year* 2.6.3.1. Total number of final year students who passed the university examination during the year 2.6.3.2. Total number of final year students who appeared for the university examination during the year <table><tr><th colspan="2">Previous completed academic year</th></tr><tr><td>Number of students appeared</td><td>439</td></tr><tr><td>Number of students passed</td><td>432</td></tr></table> Data Requirement (As per Data Template) • Programme code • Name of theProgramme • Number of Students appeared • Number of Students passed • Pass percentage **File Description** • Upload list of Programmes and number of students passed and appeared in the final year examination (DataTemplate) • Upload any additional information **VIEW FILE** • Paste link for the annual report

Key Indicator- 2.7 Student Satisfaction Survey

Metric No.	
2.7.1 **QₙM**	*Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)* *Weblink:* *https://ggnindia.dronacharya.info/IQAC.aspx*

Criterion3- Research, Innovations and Extension

Key Indicator 3.1- Resource Mobilization for Research

Metric No.	
3.1.1. **Q_nM**	***Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)*** 3.1.1.1: Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs) <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**(INR in Lakhs):**</td><td>17.59654</td></tr></table> Data requirement for year: (As per Data Template) - Name of the Project/Endowments - Name of the Principal Investigator - Department of Principal Investigator - Year of Award - Funds provided - Duration of the project - Name of the Project/Endowments **File Description(Upload)** - Any additional information - e-copies of the grant award letters for sponsored research projects /endowments - List of endowments / projects with details of grants(Data Template)
3.1.2 **Q_nM**	***Number of departments having Research projects funded by government and non government agencies during the year*** 3.1.2.1: Number of departments having Research projects funded by government and non-government agencies during the year <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**(INR inLakhs):**</td><td>2</td></tr></table> Data requirement for year: (As per Data Template) - Name of Principal Investigator - Duration of project - Name of the research project - Amount / Fund received - Name of funding agency - Year of sanction

	• Department of recipient
	File Description(Upload)
	    • List of research projects and funding details(DataTemplate)
	    • Any additional information
	    • Supporting document from Funding Agency
	    • Paste link to funding agency website

3.1.3
 	
QnM
	Number of Seminars/conferences/workshops conducted by the institution during the year
	
	3.1.3.1: Total number of Seminars/conferences/workshops conducted by the institution during the year
	
	<table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number of Seminars/conferences/ workshops conducted by Institution**</td><td>38</td></tr></table>
	Data Requirements: (As per Data Template)
	    • Name of the workshops /seminars
	    • Number of Participants
	    • Date (From-to)
	    • Link to the activity report on the website
	File Description(Upload)
	    • Report of the event **VIEW FILE**
	    • Any additional information
	    • List of workshops/seminars during last 5 years (DataTemplate)

Key Indicator 3.2- Research Publication and Awards

Metric No.	

3.2.1.
 	
QnM
	Number of papers published per teacher in the Journals notified on UGC website during the year
	
	3.2.1.1. Number of research papers in the Journals notified on UGC website during the year
	<table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>21</td></tr></table>
	Data Requirement: (As per Data Template)
	    • Title of paper
	    • Name of the author/s
	    • Department of the teacher

	• Name of journal • Year of publication • ISBN/ISS Number **File Description (Upload)** • Any additional information • List of research papers by title, author, department, name and year of publication (Data Template)
3.2.2. **QₙM**	***Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year*** 3.2.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>17</td></tr></table> Data requirement for year: (As per Data Template) • Name of the teacher: Title of the paper Title of the book published: Name of the author/s : Title of the proceedings of the conference • Name of the publisher: National/International • National/international : ISBN/ISSN number of the proceedings • Year of publication: **File Description: (Upload)** • Any additional information • List books and chapters edited volumes/ books published (Data Template)

Key Indicator 3.3- Extension Activities

Metric No.	
3.3.1. **QₗM**	***Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year*** Describe the impact of extension activities in sensitizing students to social issues and holistic development within a maximum of 200 words. There are many activities organized round the year by the college for sensitizing students towards community needs. Activities like cloth donation camps, awareness programmes on breast cancer, beti bachao-beti padhao, tree plantation activities vigilance awareness week, etc. are carried in the nearby areas. The students of our college enthusiastically participate in social service activities. The college has a NSS unit and through this unit, the college undertakes various activities in the neighborhood community.

	Other than NSS, various departments of the college are conscious about its responsibilities for shaping students into responsible citizens through organizing various programmes like Environment Awareness, Tree Plantation, Personal Health and Hygiene, Diet awareness, Road Safety, Soil and Water Testing, Plastic eradication, No vehicle day, celebration of National Girl Child Day, Programme on saving female foeticide, awareness to the local community about exercising one's votes, Health check -up camps, Dental checkup camp, Swachh Bharat initiatives, Environmental pollution, Programs like rainwater harvesting and conservation of drinking water, tree plantation drive, sowing the seeds in the nearby areas are taken up as part of environment consciousness and encouraging the community to initiate steps in this regard. **File Description:** • Paste link for additional information • Upload any additional information
3.3.2. **QnM**	***Number of awards and recognitions received for extension activities from government / government recognized bodies during the year*** 3.3.2.1. Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year. <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>12</td></tr></table> Data requirement for year: (As per Data Template) • Name of the activity • Name of the Award/recognition • Name of the Awarding government/ government recognized bodies • Year of the Award **File Description: (Upload)** • Any additional information **VIEW FILE** • Number of awards for extension activities during the year(Data Template) • e-copy of the award letters

3.3.3. QnM	*Number of extension and outreach programs conducted by the institution through NSS/NCC/Government and Government recognized bodies during the year* 3.3.3.1. Total **Number of extension and outreach programs conducted by the institution through NSS/NCC/Government and Government recognized bodies during the year**

Year	2022-23
Number	65

Data Requirements (during the year)(As per Data Template)
- Name and number of the extension and outreach Programmes
- Name of the collaborating agency: Non-government, industry, community with contact details

File Description (Upload)
- Reports of the event organized
- Any additional information **VIEW FILE**
- Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)

3.3.4. QnM	*Number of students participating in extension activities at 3.3.3. above during the year* 3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

Year	2022-23
Number	1456

Data Requirements for last (during the year)(As per Data Template)
- Name of the activity
- Name of the scheme
- Year of the activity
- Number of teachers participating in such activities
- Number of students participating in such activities

File Description:
- Report of the event
- Any additional information **VIEW FILE**
- Number of students participating in extension activities with Govt. or NGO etc (Data Template)

Metric No.	
3.4.1. **QnM**	Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year | **Year**	2022-23 | | **Number** | 28 | • Number of linkages for faculty exchange, student exchange, internship, field trip, on-the- job training, research etc during the year Data Requirements:(during the year)(As per Data Template) • Title of the linkage • Name of the partnering institution /industry/research lab with contact details • Year of commencement • Duration(From-To) • Nature of linkage **File Description: (Upload)** • e-copies of linkage related Document • Any additional information Details of linkages with institutions/industries for internship (DataTemplate)
3.4.2. **QnM**	***Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year*** 3.4.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year | **Year**	2022-23 | | **Number** | 28 | Data requirement for year : (As per Data Template) • Organization with which MoU's signed • Name of the institution/industry/corporate house • Year of signing MoU • Duration • List the actual activities under each MoU • Number of students/teachers participating under MoUs **File Description:** • e-Copies of the MoUs with institution./ industry/corporate houses • Any additional information • Details of functional MoUs with institutions of national, international importance, other universities etc during the year

Criterion 4 - Infrastructure and Learning Resources

Key Indicator – 4.1 Physical Facilities

Metric No.	
4.1.1. **Q_lM**	*The Institution has adequate infrastructure and physical facilities for teaching-learning. viz., classrooms, laboratories, computing equipment etc.* Describe the adequacy of infrastructure and physical facilities for teaching –learning as per the minimum specified requirement by statutory bodies within a maximum 200 words **File Description:** Adequate infrastructural facilities for teaching and learning has always been a priority area for the Institute. The institute follows norms provided by AICTE and affiliating university MDU to provide and enhance the infrastructure required to facilitate effective teaching and learning. The Institute has a total land area of 10.4 Acres of land. The institute has constructed the infrastructure in such a way that it facilitates the curricular and co-curricular activities. The college has all the facilities for teaching –learning as shown below: Classrooms: The institute has adequate number of classroom for conducting the theory classes. They are fully furnished, ventilated, spacious and equipped with LCD projectors to facilitate the teachers to adopt varied teaching methods for interactive learning experience. Laboratories: The institute has Laboratories with state of the art equipment and machinery for the students to carry out practical projects and research works. All laboratories are operational, and well maintained. Computing equipments: Institute have sufficient number of computers. All computers are equipped with high internet speed. Co-curricular & Extra-curricular activities: For overall development of students organize co-curricular and extra-curricular activities for the students. Institute organizes farewell party, fresher party, women day celebration, International Yoga Day, Annual Sport Meet. • Paste link for additional information: https://ggnindia.dronacharya.info/Campus-Life.aspx • https://ggnindia.dronacharya.info/InfrastructurePhotogallery.aspx
4.1.2. **Q_lM**	*The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.* Describe the adequacy of facilities for sports, games and cultural activities which include specification about area/size, year of establishment and user rate within a maximum of 200 words **File Description** At Institute, various clubs are formed like Sports, Cultural, Technical Language, Coding and Robotic Club. **Facilities for Cultural activities** There is a recreational hall inside the premises. Numerous musical instruments viz: drums, guitar, keyboard, flute, mics, etc. are available for the use of students. Certain cultural activities which are organized round the year are: Fresher's party, Women's

	day, Teacher's day, etc. Students also take part in nukkad natak, fetes, talent hunt competitions like singing and dancing competitions, idea presentations, creative writing competitions, poetry competition, poster making competitions, etc. **Facilities for Sports** The institute has separate play grounds inside the premises for all types of games. Sports club is also formed with the objective of participation of all without any gender bias. All types of sports equipment are available in the campus which could be utilized by the students to their fullest. Annually sports week is organized in the campus. It covers competitions like cricket tournaments, football matches, volleyball, badminton matches, table tennis etc. **Yoga** Yoga relaxes the mind, soul and body. So keeping this in mind, yoga is conducted in meditation Hall every morning. Students practice Yoga in the zero period and gain the necessary energy required throughout the day. • Paste link for additional information: https://ggnindia.dronacharya.info/Clubs.aspx • https://ggnindia.dronacharya.info/Sports-Gallery.aspx • https://ggnindia.dronacharya.info/Event-Photogallery.aspx
4.1.3. **QnM**	*Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.* 4.1.3.1 : Number of classrooms and seminar halls with ICT facilities | Year | 2022-23 | | Number of Classrooms & Seminar Halls | 64 | Data Requirements: (As per Data Template) • Number of classrooms with LCD facilities • Number of classrooms with Wi-Fi/LAN facilities • Number of smart classrooms • Number of classrooms with LMS facilities • Number of seminar halls with ICT facilities **File Description** • Upload any additional information • Paste link for additional information • Upload Number of classrooms and seminar halls with ICT enabled facilities (DataTemplate)

The table shown in section 4.1.3.1:

Year	2022-23
Number of Classrooms & Seminar Halls	64

4.1.4. QₙM	*Expenditure, excluding salary for infrastructure augmentation during the year(INR in Lakhs)* 4.1.4.1.Expenditure for infrastructure augmentation, excluding salary during the year (INR inlakhs)

Year	2022-23
(INR in Lakhs)	160.88

Data Requirements : (during the year)(As per Data Template)
- Expenditure for infrastructure augmentation
- Total expenditure excluding salary

File Description:
- Upload any additional in formation
- Upload audited utilization statements
- Upload Details of budget allocation, excluding salary during the year(DataTemplate)

Key Indicator – 4.2 Library as a learning Resource

Metric No.	
4.2.1. QlM	**Library is automated using Integrated Library Management System (ILMS)** Data requirement for year: Upload a description of library with, • **Name of ILMS software:** E-granthalaya 3.0 • **Nature of automation (fully or partially):** Fully • **Version:** 3.0 • **Year of Automation:** 2005 **File Description:** • Upload any additional information • Paste link for Additional Information: https://ggnindia.dronacharya.info/library.aspx
4.2.2. QnM	*The institution has subscription for the following e-resources* 1. e-journals 2. e-Shodh Sindhu 3. Shodhganga Membership 4. e-books 5. Databases 6. Remote access toe-resources **Response:** A. Any 4 or more of the above Data requirement for year: (As per Data Template) • Details of membership: • Details of subscription: **File Description:** • Upload any additional information • Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)

4.2.3 QnM	*Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)* 4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

Year	2022-23
(INR in Lakhs)	1.50

Data requirement for year: (As per Data Template)
- Expenditure on the purchase of books/e-books
- Expenditure on the purchase of journals/e-journals in during the year
- Year of Expenditure:

File Description (Upload)
- Any additional information
- Audited statements of accounts
- Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)

<div align="center">

VIEW FILE

</div>

4.2.4 QnM	*Number per day usage of library by teachers and students (foot falls and login data for online access)(Data for the latest completed academic year)* 4.2.4.1Number of teachers and students using library per day over last one year **Response: 225**

Data Requirement
- Upload last page of accession register details
- Method of computing per day usage of library
- Number of users using library through e-access
- Number of physical users accessing library

File Description(Upload)
- Any additional information
- Details of library usage by teachers and students

<div align="center">

VIEW FILE

</div>

 The HEI is requested to calculate the teachers and students usage library per day.
Average usage of the library by the college = Total no. of teachers & students in each day for all working days **/** Total no. of working days

(Note: Data template is not applicable to this metric)

Key Indicator- 4.3 IT Infrastructure

Metric No.	

4.3.1.	*Institution frequently updates its IT facilities including Wi-Fi*
Q$_l$M	Describe IT facilities including Wi-Fi with date and nature of updating within a maximum of 200 words
	File Description
	Institute has a well-equipped computer lab. Continuous up gradation of technology and the infrastructure is one of the quality policies of the institution. The institution provides IT enabled teaching-learning environment in the campus round the clock. Free Wi-Fi and CCTV facility is available in the institute. Institute is using 200 Mbps Internet speed inside the campus. All the departments of the college are provided with computer and other related equipment. All faculty uses the ICT in the classrooms and laboratories, whenever needed. Anti-virus is regularly installed in computers. More than 600 desktops are there in the laboratories. Significant investment has been made to upgrade classrooms to e classrooms/smart classrooms. The students utilizes wi-fi for project related works, assignments, interactive sessions etc. The campus is well connected with a Telecom Network with intercom facilities.
	• Paste link for additional information
	VIEW FILE
4.3.2.	*Student – Computer ratio*
QnM	**Response: 3:1**
4.3.3.	*Bandwidth of internet connection in the Institution*
QnM	**Response**: A. $\geq$ 50MBPS

Key Indicator – 4.4 Maintenance of Campus Infrastructure

Metric No.	

4.4.1 **QnM**	*Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year(INR in Lakhs)* 4.4.1.1. Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs) | Year	2022-23
(INR in Lakhs)	119.85 | Data Requirement : (As per Data Template in Section B) • Non salary expenditure incurred • Expenditure incurred on maintenance of campus infrastructure **File Description:** • Upload any additional information • Audited statements of accounts. • Details about assigned budget and expenditure on physical facilities and academic support facilities (DataTemplates)
4.4.2. **QlM**	*There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.* Describe policy details of systems and procedures for maintaining and utilizing physical, academic and support facilities on the website within a maximum of 200 words **File Description:** There is separate representation to take care of the utilization and maintenance of the physical, academic and support facilities. A brief description is given below on maintenance and utilization of some facilities. **Laboratories:** Each laboratory is having Lab-in Incharge, Lab Assistant and attendant responsible to maintain and upgrade the laboratory's equipment needed with the change of syllabus. Verification of working, non-working and missing equipment is carried out on regular basis. **Library:** Librarian with supporting staff has been appointed to maintain library. The library is continuously updated in terms of latest books, journals and e-contents by the librarian. The operation and services of Library are fully computerized with e-Granthalaya. Library is having multiple memberships. **Sport Equipments:** Sport director is responsible for keeping the record of utilization of sport Facilities, activities held, awards for the students etc. Maintenance of Computers: Maintenance of computers, Printers, Cameras, UPS required in computer Labs is done by system administrator. **Class Room:** All the class rooms are having necessary ICT tools. Housekeeping of classroom are done on daily basis to maintain cleanliness in the class room. • Paste link for additional information *https://ggnindia.dronacharya.info/Campus-Life.aspx*

Criterion 5- Student Support and Progression

Key Indicator- 5.1 Student Support

Metric No.	
5.1.1 **QₙM**	*Number of students benefited by scholarships and free ships provided by the Government during the year* 5.1.1.1. Number of students benefited by scholarships and free ships provided by the Government during the year <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>2</td></tr></table>Data Requirement : (As per Data Template) • Name of the Scheme • Number of students benefiting **File Description:** • Upload self attested letter with the list of students sanctioned scholarship • Upload any additional information • Number of students benefited by scholarships and freeships provided by the Government during the year (Data Template)
5.1.2. **QnM**	*Number of students benefitted by scholarships, freeships etc. provided by the institution / non- government bodies, industries, individuals, philanthropists during the year* 5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government bodies, industries, individuals, philanthropists during the year <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>9</td></tr></table>Data requirement for year: (As per Data Template) • Name of the Scheme with contact information • Number of students benefiting **File Description:** • Upload any additional information • Number of students benefited by scholarships and freeships institution / non- government bodies, industries, individuals, philanthropists during the year (Date Template)

5.1.3. **QnM**	*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* **Options:** A. All of the above Data Requirement: (As per Data Template) • Name of the capability building and skills enhancement initiatives • Year of implementation • Number of students enrolled • Name of the agencies involved with contact details **File Description (Upload)** • Link to Institutional website • Any additional information **VIEW FILE** • Details of capability building and skills enhancement initiatives (DataTemplate)
5.1.4. **QnM**	*Number of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the year* 5.1.4.1. Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year | **Year**	2022-23
Number	1295 | Data requirement for year:(As per Data Template) **VIEW FILE** • Name of the scheme • Number of students who have passed in the competitive exam • Number of students placed **File Description (Upload)** • Any additional information • Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)

5.1.5. **QnM**	*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. Organization 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 :** All of the above Data Requirement: Upload the grievance redressal policy document with reference to prevention of sexual harassment committee and anti-ragging committee, constitution of various committees for addressing the issues, minutes of the meetings of the committees, number of cases received and redressed. **File Description (Upload)** • Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee • Upload any additional information **VIEW FILE** • Details of student grievances including sexual harassment and ragging cases **(Note: Data template is not applicable to this metric)**

Key Indicator- 5.2 Student Progression

Metric No.	
5.2.1 **QnM**	*Number of placement of outgoing students during the year* 5.2.1.1: Number of outgoing students placed during the year | **Year**	2022-23
Number	324 | Data requirement for year (As per Data Template) • Name of the employer with contact details • Number of students placed **File Description (Upload)** • Self-attested list of students placed • Upload any additional information Details of student placement during the year (Data Template)

5.2.2.	*Number of students progressing to higher education during the year*
QnM	5.2.2.1. Number of outgoing student progression to higher education <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>3</td></tr></table> Data Requirement: (As per Data Template) Number of outgoing students progressing to higher education **File Description (Upload)** • Upload supporting data for student/alumni • Any additional information • Details of student progression to higher education
5.2.3. **QnM**	*Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)* 5.2.3.1. Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>28</td></tr></table> 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) during the year <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>180</td></tr></table> Data requirement for year: (As per Data Template) Number of students selected to • JAM • CLAT • NET • SLET • GATE • GMAT • CAT • GRE • TOEFL • Civil Services • State government examinations **File Description (Upload)** • Upload supporting data for the same • Any additional information *Number of students qualifying in state/ national/ international level examinations during the year (DataTemplate)*

Key Indicator- 5.3 Student Participation and Activities

Metric No.	
5.3.1 **QnM**	*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) during the year.* 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) during the year. <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>5</td></tr></table>Data requirement for year: (As per Data Template) • Name of the award/medal • University /State/National/International • Sports/Culture **File Description (Upload)** • e-copies of award letters and certificates • Any additional information **VIEW FILE** • Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year)(Data Template)
5.3.2 **QlM**	*Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)* Describe the students' representation and engagement in various administrative, co-curricular and extracurricular activities within a maximum of 200 words The Institution aims for all-round development of students involving their physical, mental, social, cultural, and spiritual well-being and discipline. The Registrar of the institute strives hard to make young engineers industry ready professionals. Registrar works very closely with the Student Committees to continuously improve the quality of campus life. Institute is running different clubs: Sports Club, Cultural Club, Technical Language Society, Robotics Club, Coding Club. These clubs create a bridge between Students and Faculty members in the institute. With the objective to ensure excellence in academics, Institute selects two class representatives to take authentic feedback/response from the students. This is done through frequent C.R meetings with the concerned HOD, Registrar and Director. There is also a transparent

online feedback system. Many students are also appointed as a member in different committees of the institute like Anti- Ragging Squad, Grievance Redressal Cell, IQAC committee. To make students industry-ready, Institute is running Centers of Excellence, Clubs in Innovation Cell, and various departmental clubs at the institutional level.

File Description
- Paste link for additional information
  https://ggnindia.dronacharya.info/Clubs.aspx

- Upload any additional information

5.3.3.	*Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)*
QnM	

5.3.3.1. Number of sports and cultural events/competitions in which students of the Institution participated during the year

Year	2022-23
Number	17

Data requirement for year: (As per Data Template)
- List of events/competitions

File Description
- Report of the event
- Upload any additional information
- Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (DataTemplate)

Key Indicator- 5.4 Alumni Engagement

Metric No.	
5.4.1 **QlM**	*There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services.* Describe contribution of alumni association to the institution within a maximum of 200 words Institute and the Alumni association jointly believe in creating and maintaining association with its alumni. The Alumni Association provides an interface for establishing a link between the alumni, staff, and students of the institute. The Alumni Association Contribution through various means:- 1. **Alumni Interaction:** Alumni of DCE interact with their junior time to time. They are invited as resource persons at various events, guest lectures and panel discussions. They provide inputs and share their experiences regarding skills, recent technologies & trends in corporate world 2. **Placement & Career Guidance Assistance**: Alumni keep the faculties and the placement officer abreast about the available job opportunities. They assist and guide the students to crack the interviews. 3. **Entrepreneurship Awareness**: Some of DCE Alumni have their established startups in different sectors. They decided to become entrepreneurs during their academic span. Through the journey as an entrepreneur they learnt various skills & knowledge. They enlighten the students with their success stories and challenges faced. 4. **Campus recruiters**: Alumni come to campus as recruiters for their companies and also recommend and promote DGI to their employers for campus placements. **File Description:** • Paste link for additional information • Upload any additional information
5.4.2 **QnM**	*Alumni contribution during the year (INR in Lakhs)* **Options:** **Response :** <1Lakhs Data requirement for year (): • Alumni association / Name of the alumnus • Quantum of contribution • Audited Statement of account of the institution reflecting the receipts. **File Description** • Upload any additional information **(Note: Data template is not applicable to this metric)**

Criterion 6- Governance, Leadership and Management
Key Indicator- 6.1 Institutional Vision and Leadership

Metric No.	
6.1.1 **QlM**	***The governance of the institution is reflective of and in tune with the vision and mission of the institution*** Describe the vision and mission statement of the institution on the nature of governance, perspective plans and participation of the teachers in the decision making bodies of the institution within a maximum of 200 words Institute vision and the mission are as follows: ## Vision Empowering human values and advanced technical education to navigate and address global challenges with excellence. ## Mission - M1 - Seamlessly integrate human values with advanced technical education. - M2 - Supporting the cultivation of a new generation of innovators who are not only skilled but also ethically responsible. - M3 - Inspire global citizens who are equipped to create positive and sustainable impact, driving progress towards a more inclusive and harmonious world. ## The governance of the institution is reflective: The empowered team of the institute involves Principal, Registrar, Head of different committees, Teaching staff, IQAC committee, non-teaching and supporting staff, student representative (C.R.) and stakeholders. The registrar ensures proper functioning of the policies, rules and action-plans of the institute. There are many committees to support the vision and mission of the college. For example, Examination cell, NSS Units, placement cell, sports committee, cultural and literacy committee, grievance redressal committee, etc. All the committees take its responsibility for the plans and activities, and successfully tackles these responsibilities in every academic session. For academic performance meetings with HoD's and faculty members of all the departments are done. The perspective plans are implemented by Principal with finance committee. **File Description** - Paste link for additional information: https://ggnindia.dronacharya.info/ - Upload any additional information: **VIEW FILE**

6.1.2 **QlM**	*The effective leadership is visible in various institutional practices such as decentralization and participative management.* The Institute practices decentralization and participative management to achieve excellence by involving faculty, staff and students in all its activities at various levels. Some practices of decentralization and participative management includes: 1 All the important decisions related to the institute are taken by the Principal in consultations with the Registrar and HoD's. 2. The Principal is the academic and administrative head of the Institute and the Member of the Governing Body. 3. The HOD's are responsible for day to day administration of the department and report same to the Principal. 4. Faculty members and staff member can give suggestions and idea for improvement 5. Students are also part of committee members in various cell like IIC . The institute supports the culture of participative management by involving staff and students in various activities. The students and faculties are allowed expressing themselves for any suggestions to improve the excellence of the Institute. The Principal, Registrar, HODs and faculty and staff members are involved to defining the policies and procedures, making guidelines and rules pertaining to admission, placement, discipline, grievance, counselling, training development etc. Some Staff members are involved in preparation of annual budget of the department and institute. Office staff is involved in executing day to day support services. **File Description** • Paste link for additional information http://ggnindia.dronacharya.info/Downloads/Disclosure/Annexure-1-2022.pdf • Upload any additional information **VIEW FILE**

Key Indicator- 6.2 Strategy Development and Deployment

Metri cNo.	
6.2.1 **QlM**	*The institutional Strategic/ perspective plan is effectively deployed* Describe one activity successfully implemented based on the strategic plan within a maximum of 200 words

The plans and policies of the institute are framed in such a manner that they meet stakeholders' expectations.

The policy of the institute is in alignment with the affiliating University and the AICTE. The institute level policies are framed and implemented by the IQAC. The institute has an adequate infrastructure. During the IQAC and Staff Council Meetings held at the beginning of the session, a perspective plan was framed by IQAC members. The perspective plan was thoroughly discussed during the staff council meeting and all the staff members were directed to implement the same during the session. The academic plan was prepared and circulated among the faculty members. Various clubs were formed to conduct curricular, extra-curricular and extension activities.

 The salient features of the strategic plan are:

• Developing Multidisciplinary innovation ecosystem, project based learning for students.

• Industry based projects for students

• Sponsoring faculty members and students to National/International level events.

• Encourage faculty members and student for publishing paper .

• Presenting projects at reputed organization by students.

•Encourage participation in Conferences/Seminars

• Training of Non-teaching staff.

• Some of the departments have filed patents.

File Description
- Strategic Plan and deployment documents on the website
  https://ggnindia.dronacharya.info/IQAC.aspx

- Paste link for additional information **VIEW FILE**
- Upload any additional information

6.2.2 **QlM**	The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc. Describe the Organogram of the Institution within a maximum 200 words

The governing body of the institution follows an approach of participative management. The delegation of the powers and responsibilities is a vital part in formulating and executing the policies. The governance structure of the institution ensures that the leading educationists participate in nourishing the institutional ideas and tradition. The action plan of the institute is in alignment with its vision and mission is ensured via definite organization framework, prospective planning, dynamic leadership and decentralized administration. The Principal is the academic head, ensuring the proper conduct of all the academic, research and extension activities. The overall planning and development of the institution is done by the governing body under the guidance of Chairman. The day-to-day administrative affairs of the college are managed by the Executive Board of Management, the Principal and Registrar.

The responsibilities regarding appointment of new staff members and framing service rules of academic, non-academic and support staff reclines in the hands of the HR Head. The college has a robust anti-ragging policy. The college also trails Green Campus Policy by including all the stakeholders in activities like planting trees, conserving water, energy conservation. The college provides free wi-fi access to the users (faculty or the students). The detailed IT policy is communicated to the students at the beginning of their journey in the college. Any non-compliance with the same draws punishment. The institution does not follow the policy of Corporal punishment

File Description
- Paste link for additional information **VIEW FILE**
- Link to Organogram of the Institution webpage
- Upload any additional information

6.2.3.	*Implementation of e-governance in areas of operation*

QnM	1.Administration
	2. Finance and Accounts
	3. Student Admission and Support
	4. Examination
	
	Options:
	
	A. All of the above
	
	Data Requirements: (As per Data Template) **VIEW FILE**
	• Areas of e-governance
	   Administration
	   Finance and Accounts
	   Student Admission and Support
	  Examination
	• Name of the Vendor with contact details
	• Year of implementation
	File Description (Upload)
	• ERP (Enterprise Resource Planning)Document
	• Screen shots of user interfaces
	• Any additional information
	• Details of implementation of e-governance in areas of operation, Administration etc(Data Template)

Key Indicator- 6.3 Faculty Empowerment Strategies

Metric No.	
6.3.1 **QlM**	*The institution has effective welfare measures for teaching and non- teaching staff* The Institute authorities bear in mind that the well -being of teaching and non-teaching staff is important for effective functioning of the Institute. In line with this, many welfare measures have been implemented. Teachers : • Free transportation facility is provided for faculty. • Medical facilities are available for all faculties. • Employees Provident Fund as per PF rules • Financial support is provided for all faculties who present papers in national and international conferences, attend seminars, • Workshops and industrial training. • Maternity leave for women is provided.

		• Leave for higher studies. • Group insurance for faculty members. Non- Teaching: • Free Transportation facility is provided. • Maternity leave for women is provided. • Distress programs are conducted. • Motivated to pursue higher education. • Skill development programs are conducted • Employees Provident Fund as per PF rules • ESI **File Description** • Paste link for additional information • Upload any additional information •
6.3.2 **QnM**	*Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year* 6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year <table><tr><td>**Year**</td><td>2022-23</td></tr><tr><td>**Number**</td><td>65</td></tr></table> Data requirement for year: (As per Data Template) • Name of the teacher • Name of conference/ workshop attended for which financial support provided • Name of the professional body for which membership fee is provided **File Description:** • Upload any additional information • Details of teachers provided with financial support to attend conference, workshops etc during the year (DataTemplate)

6.3.3 QnM	*Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year*

6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

Year	2022-23
Number	9

Data requirement for year: (As per Data Template)
- Title of the professional development Programme organized for teaching staff
- Title of the administrative raining Programme organized fornon- teaching staff
- Dates (From-to)

File Description (Upload):
- Reports of the Human Resource Development Centres (UGCASC or other relevant centres).
- Reports of Academic Staff College or similar centers
- Upload any additional information
- Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (DataTemplate) **VIEW FILE**

6.3.4 QnM	*Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year* *(Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)*

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

Year	2022-23
Number	72

Data requirement for year: (As per Data Template)
- Number of teachers
- Title of the Programme

6.3.4.2. Duration (From–to)

File Description
- IQAC report summary
- Reports of the Human Resource Development Centres (UGCASC or other relevant centers).
- Upload any additional information
- Details of teachers attending professional development programmes during the year (DataTemplate) **VIEW FILE**

6.3.5	*Institutions Performance Appraisal System for teaching and non- teaching staff*
QlM	Describe the functioning status of the Performance Appraisal System for teaching and non-teaching staff within a maximum of 200 words
	The institute has performance based appraisal system for the assessment of teaching and nonteaching staff. The appraisal report is based on the annual performance of the employees on the basis of their academic, research and other extra- curricular activities.
	Performance Appraisal system for Teaching Staff
	The faculty member performance is appraised through his/her implementation of innovative methodologies in classroom lectures, seminars, tutorials, course delivery, question paper setting and evaluation, updating of materials etc. Besides, student feedback and pass percentage of the course are also considered. The performance of the faculty is evaluated based on professional contribution to academics, contribution to short term training courses, performing invigilation duties, contribution to college administrative bodies such as college academic council, R&D council, planning and development committee, etc. Financial support to the faculty is rendered with the motive to enhance or upgrade their knowledge through their participation in conferences, workshops, publications in Scopus indexed journals, book publication, sponsored projects consultancy, research supervision, awards, honors, fellowships etc. The above set performance appraisal report is filled by employee in a given prescribed proforma which includes all the above set related to points and sub points. Filled in the prescribed format is revised by HOD to assess the attitudinal / behavioral / professional aspects of the faculty concerned.
	File Description Paste link for additional information **VIEW FILE** - Upload any additional information

Key Indicator- 6.4 Financial Management and Resource Mobilization

Metric No.	

6.4.1 QlM	***Institution conducts internal and external financial audits regularly***
	Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words
	The expenditure concerning departmental activities, excluding the salary, are budgeted in the beginning of the financial year, with Director and the HOD's to submit the budget proposal which includes equipment, software, maintenance expenses and cost of spares. The Director consolidates the budget received from various Departments and presents to the Governing Council for approval.
	Internal Audit
	Copy of Budget proposals, invoice, vouchers, and supporting documents of every purchase /event is maintained in the respective Departments and the original documents are sent to the accounts department. The accountant of the institute verifies every document, observations if any, is brought to the notice of HODs for immediate rectification. The details of all the expenditures / transactions of the entire financial year is consolidated and maintained at the accounts office and submitted for external audit at the end of the financial year.
	External Audit
	External audit of the institution is conducted once in a year post March 31st, by the Chartered Accountants SPG Associates. The External Auditor expresses their opinion on the financial Statements of the Institution based on their Audit. The Audit involves performing procedures to obtain audit evidences about the amounts and disclosure in financial statements.
	File Description • Paste link for additional information • Upload any additional information
6.4.2 QnM	***Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)***
	6.4.2.1: Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

Year	2022-23
INR in Lakhs	3

Data requirement for year (As per Data Template)

	• Name of the non-government bodies, individuals, Philanthropers • Funds / Grants received **File Description** • Annual statements of accounts • Any additional information • Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	
6.4.3 **QlM**	*Institutional strategies for mobilization of funds and the optimal utilization of resources* Describe the resource mobilization policy and procedures of the Institution within a maximum of 200 words The institute always monitors the effective and efficient use of available financial resources for the infrastructure development to support teaching learning process. Institute is a self-financed private institute; tuition fee is the main source of income. Along with tuition fee, research grants from various Government and Non- Government agencies, consultancy projects. These funds are utilized for all recurring and non–recurring expenditure. The institution has a well-defined mechanism to monitor effective utilization of available financial resources for the development of the infrastructure to augment academic needs. All the administrative and academic heads along with coordinators of different cells submit the budget requirements for the coming academic year. The finance committee prepares an annual budget estimate duly considering the proposals received and also the recommendations of the principal and management. All the major financial decisions are taken by the institute's financial committee and Governing Body (GB). After final approval of budget the purchasing process is initiated by purchase committee which includes all HOD and account officer, accordingly the quotations called and purchase orders are placed after final negotiations. All transactions have transparency through bills and vouchers.. Respective faculty member ensures that whether suitable equipment/machinery with correct specification is purchased. **File Description** • Paste link for additional information • Upload any additional information	

Key Indicator- 6.5 Internal Quality Assurance System

Metric No.	
6.5.1	*Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes*
QlM	Describe two practices institutionalized as a result of IQAC initiatives within a maximum of 200 words
	Internal Quality Assurance cell (IQAC) is established on 05/12/2005 with a vision to streamline the quality initiatives of the institution. Institution's IQAC is vibrant and is constituted as per the norms of NAAC. It has representation from most of the departments and has an amalgam of senior and junior teachers.
	The IQAC mainly focuses on:
	· Realizing the Mission and Vision of the institution
	· Defining the POs Institutionalizing the quality policies
	· Documenting the quality assuring strategies.
	· Continuous improvement in the strategies after thoroughly assessing the attainment.
	· Redefining the new goals and observing the attainment level.
	The Institute has developed several quality assurance mechanisms under IQAC
	• Feedback analysis received from Students.
	• Coordinates with all stakeholders for their opinions and advices for quality improvement
	• Getting updated on latest information on various quality parameters of higher education through various articles & institutes visit.
	• Analysis about the feedback received from all stakeholders and informs the concerned about its outcome for correction
	• Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks
	• Relevant and quality academic/ research programmes;
	• Optimization and integration of modern methods of teaching and learning;
	• Ensuring the adequacy, maintenance and proper allocation of support

	structure and services;
	
	File Description
	    • Paste link for additional information
	      https://ggnindia.dronacharya.info/IQAC.aspx
	
	Upload any additional information

6.5.2 **QlM**	*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 year with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding year with regard to quality and post accreditation quality initiatives) Describe any two examples of institutional reviews and implementation of teaching learning reforms facilitated by the IQAC within a maximum of 200 words each The IQAC always strives to make changes in the teaching-learning process through regular academic practices. These academic practices include: 1. Preparation and adherence of Academic Calendar – Academic Calendar is prepared and it contains all the details regarding conduction of internal and university exams, tentative list of events and list of holidays and vacations. 2. Participation of college in NIRF, ARIIA, AISHE, and various other quality audits recognized by the state, national and international agencies. 3. Establishment of Institute Innovation Council (IIC) under MHRD. 4. To submit the Annual Quality Assurance Report (AQAR) annually to the NAAC. 5. To institutionalize the best efforts to make the campus ragging-free and establishment of grievance redressal cell. 6. Preparation of Attendance Sheets and detained list and advising students to adhere to the minimum eligibility requirement to appear for the examinations. 7. Lecture allocation and Timetable preparation- allocation of lectures is carried out as per the time table set and syllabus coverage is attained in time. 8. Mentor-Mentee allocation- each student in the college is assigned a mentor to discuss any matter related to academics. 9. Course Delivery (Online / Offline class)- proper ICT tools are available with the college for smooth conduction of the lectures and strengthening the teaching-learning process. 10. Setting up the question paper, conducting internal examinations on time, evaluation of answer scripts and communicating results to the students. 11. Slow and advanced learners are identified and mentors take doubt clearing sessions accordingly.

	File Description • Paste link for additional information • Upload any additional information

6.5.3
 	
QnM
	Quality assurance initiatives of the institution include:
	
	   1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed 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:
	 A. All of the above
	
	Data requirement for year: (As per Data Template) **VIEW FILE**
	
	Quality initiatives
	• AQARs prepared/submitted
	• Collaborative quality initiatives with other institution(s)
	• Participation in NIRF
	• Any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)
	
	File Description
	• Paste web link of Annual reports of Institution
	• Upload e-copies of the accreditations and certifications
	• Upload any additional information
	• Upload details of Quality assurance initiatives of the institution(Data Template)

Criterion 7 – Institutional Values and Best Practices

Key Indicator - 7.1 Institutional Values and Social Responsibilities

Metric No.	Gender Equity

7.1.1
 	
QlM
	Measures initiated by the Institution for the promotion of gender equity during the year.
	
	Describe gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 200 words
	
	At college, proper and adequate measures are taken for the promotion of gender equity. Both gender students are encouraged to participate in the events, presentations and competitions. All the year round, there are events and seminars wherein girl student is equally motivated to participate. There are many extra-curricular activities also where the girls are on an equal platform as like boys. There are clubs (sports, cultural, technical language, coding, etc.) in the college where equal participation of both the gender students could be found. The canteen is open to all irrespective of gender issues. Girls equally participate in the NSS scheme as well. Washrooms are provided with sanitary napkin vending and disposal machine for the safe and hygienic disposal of sanitary napkins. Institute has Sexual harassment prevention cell. The institution constituted the following committees as per norms laid by University: Institution Grievance Redressal Committee, Anti-Ragging, Students' Disciplinary Committee, the institution provides safety and security facilities for the staffs and students such as CCTV Surveillance throughout the campus and security arrangement. The institution has a dedicated Counseling Centre and good mentoring system for the students. Personal Counseling is provided to the students at different levels. There are separate washroom facilities for girls and boys.
	Provide Web link to:
	   - Annual gender sensitization action plan - Specific facilities provided for women in terms of:
	   a. Safety and security
	   b. Counseling
	   c. Common Rooms
	   d. Day care center for young children
	   e. Any other relevant information

	Environmental Consciousness and Sustainability

7.1.2 QnM	*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** : 4 or All of the above *Upload:* • Geo tagged Photographs
7.1.3 QlM	Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) At Dronacharya College of Engineering, efforts are being laid upon by the management to spread awareness about cleanliness and safely disposal of waste. **Solid waste management :** Waste like plastic, metals, glass, cardboard, newspaper and stationery are systematically collected, segregated and sold to Greenobin Recycling Pvt. Ltd. And all the waste is channelized for recycling. **Liquid waste management:** For the management of waste water from cafeteria, academic areas and canteen, water is properly disposed off in the ground. College also supports rain water harvesting. Bio-medical waste management: Waste food and leftover of mess and cafeteria is taken away by staff for hog feeding **E-waste management :** The electronic waste components such as computer system components, CPU and ICs are used in practical demonstration to our students. Some of the reusable electronic components like resistors, capacitors, inductors, diode, transistor, thermistors etc. are removed from the gadgets and used by students in making projects in DIY. **Waste recycling system :** To recycle solid waste Vermicomposting is used. • Food Waste is fed to stray dog • Liquid Waste is used: Campus is free from any kind of radioactive waste. NSS Wing, DCE, Gurugram organized various event like Swachhta Pledge, Ploughing, Poster making Competition, Cleanliness drive, Rally on Swachhta under 15 days' swachhta initiative.

	Provide web link to • Relevant documents like agreements/MoUs with Government and other approved agencies • Geo tagged photographs of the facilities • Any other relevant information
7.1.4 **QnM**	*Water conservation facilities available in the Institution:* 1. Rain water harvesting 2. Bore well /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 :** Any 4 or all of the above Upload : • Geotagged photographs / videos of the facilities • Any other relevant information
7.1.5 **QnM**	*Green campus initiatives include* 7.1.5.1. The institutional initiatives for greening the campus are as follows: 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 **Upload** • Geo tagged photos / videos of the facilities • Any other relevant documents

7.1.6 QnM	*Quality audits on environment and energy are regularly undertaken by the institution*
	7.1.6.1. The institutional environment and energy initiatives are confirmed through the following :
	1.Green audit
	2. Energy audit
	3.Environment audit
	4.Clean and green campus recognitions/awards
	5. Beyond the campus environmental promotional activities
	Response :
	Any 4 or all of the above
	Upload:
	• Reports on environment and energy audits submitted by the auditing agency
	• Certification by the auditing agency
	• Certificates of the awards received
	• Any other relevant information
7.1.7 QnM	*The Institution has Divyangjan-friendly, barrier free environment :*
	1. Built environment with ramps/lifts for easy access to classrooms.
	2. *Divyangjan* -friendly washrooms
	3. Signage including tactile path, lights, display boards and signposts
	4. Assistive technology and facilities for persons with *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 :
	Any 2 of the above
	Upload:
	• Geo tagged photographs / videos of the facilities
	• Policy documents and information brochures on the support to be provided
	• Details of the Software procured for providing the assistance
	• Any other relevant information
	Inclusion and Situatedness

7.1.8 **QlM**	*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 200 words).* At institute, efforts are taken to enlighten the mind and soul of the students and make them aware about the cultural diversities. Various programmes are held throughout the session which gives them an opportunity to understand the culture prevailing in different states and countries. The college Fresher Party, teacher's day, orientation and farewell program, Induction program, plantation, Youth day, Women's day, Yoga day, festivals like Diwali, Holi, Lohri and New Year were celebrated. Ambedkar Jayanti, Gandhi Jayanti etc. activities are celebrated in the campus. Motivational lectures of eminent persons of the field are arranged for all-round development of the students and to make them responsible citizens following the national values of social and communal harmony and national integration. Besides academic and cultural activities, college has built up infrastructures for sports activities for the physical development of the students. In this way the institute's efforts/initiatives in providing an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio-economic, and other diversities could be justified. ***Provide Web link to:*** • Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) • Any other relevant information.
	Human Values and Professional Ethics
7.1.9 **QlM**	***Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens*** Describe the various activities in the Institution for inculcating values for being responsible citizens as reflected in the Constitution of India within 200 words. The Institute takes pride in sensitizing the students and employees of the college to the constitutional obligations. College, celebrates important days like voter's day ,earth day, water day, martyrs day, yoga day, environment day, etc. Apart from imparting professional education, inculcates a feeling of oneness among the student community through various practices and programs. The tree plantation activity carried out every year wherein the students are advised to plant one tree. The focus was laid to develop students as better citizens of the country. Institution has organized student centric activities like paper, poster & essay competition which have always received huge participation from the students and promoted their awareness about various aspects of Indian citizenship. Many faculties have always been in the practice of organizing activities that not only initiate but also motivate the students to adopt various practices that promote the "Unity in Diversity" of our motherland. The College celebrates the Independence Day & Republic Day enthusiastically. Institution has organized various academic and co-curricular activities for the upliftment of the Fundamental Duties and Rights of the Indian citizens. The students were engaged in several programs like webinars, conferences, expert talks, etc. which have enriched the awareness about these aspects.

	Provide we blink to : • Details of activities that inculcate values; necessary to renders tudents in to responsible citizens • Any other relevant information
7.1.10 **QₙM**	*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 **Upload:** • Code of ethics policy 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. • Any other relevant information
7.1.11 **QlM**	*Institution celebrates / organizes national and international commemorative days, events and festivals* Describe the efforts of the Institution in celebrating /organizing national and international commemorative days, events and festivals during the year within 200 words At Dronacharya College of Engineering, Gurugram, many national and international days are celebrated round the year to commemorate the braveries of India. It is an integral part of learning and building a strong cultural belief in a student. The College makes tremendous efforts in celebrating the national and international days, events and festivals throughout the year. To name a few, such celebrations include: • Independence Day celebration. • Republic Day celebration. • Earth Day celebration. • International Women Day

	• Martyr's Day observance.
	• International day of Yoga celebration.
	• Indian Constitution Day
	• Anti-terrorism Day
	• Swachhta Pakhwada on the occasion of Gandhi Jayanti.
	• Ambedkar Jayanti
	• Birthday of Dr. Sarvapalli Radhakrishnan- Teacher's Day
	• Birth Anniversary of Swami Vivekananda- National Youth Day
	Provide weblink to : • Annual report of the celebrations and commemorative events for the last (During the year) • Geo tagged photographs of some of the events • Any other relevant information

Key Indicator - 7.2 Best Practices

Metric No.	
7.2.1 **Q₁M**	**Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.** **Provide web link to:** • Best practices in the Institutional web site • Any other relevant information **https://ggnindia.dronacharya.info/IQAC.aspx**

Key Indicator - 7.3 Institutional Distinctiveness

Metric No.	
7.3.1 **Q₁M**	*Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words* One of the area, the college focuses on is making students fit for industry, establishing them as good technocrats, and enabling them to pass competitive exams. Modern ICT tools and smart boards such as Google Classroom and video conferencing tools such as ZOOM, Google meet make teaching and learning effective. Surprise tests, tutorials, seminars, group discussions, mock interviews, and many extra-curricular activities are available to fulfill the PEOs designed by the

Institute.

The faculty member used various ICT-enabled learning tools such as PPTs, video clips, audio systems, and online sources like Google Meet, ZOOM, Microsoft Teams, etc. to provide advanced knowledge and hands-on learning to students. Teaching and learning methods used by teachers include experiential learning, participative learning, interactive methods, and project-based learning. Teaching and learning activities are effectively designed through illustrations and special lectures. Regular assessment of students is done through daily homework, classes, seminars, assignments, group discussions, quizzes, class tests, projects, viva-voice and attendance. The classrooms are equipped with LCDs, OHPs, and computers. To prepare students for industry, the institute operates Center of Excellence and various departmental clubs at the institutional level like Sports club, Cultural club, Technical language club, robot club, programming club.

The college also provides information about internship opportunities and higher education opportunities. Appropriate guidance is also provided by teachers for those who wish to advance to higher education. College also encourage students for startups.

Provide web link to:
- Appropriate web in the Institutional website
- Any other relevant information

Future Plans of action for next academic year (200 words)

Some of the future plans of action of Dronacharya College of Engineering, Gurgaon for the next academic year are as follows:

- Focusing upon making students industry ready through imparting training and practical exposure.
- Improving academic excellence through focusing upon participative and experiential learning.
- Development of skills of the students by inculcating core values among them through value based education.
- Encouraging students for participating in more social events through activities of NSS, sports and cultural activities.
- Encouraging teachers and students for research activities and filing more patents.
- Encouraging students to participate in state or national level seminars, conferences, workshops, etc.
- Focus on more placement opportunity for students to get more than 10 LPA packages.
- Focus on more internship opportunity for students

Name : Dr. Megha Goyal   *Name : Prof.(Dr.) BMK Prasad*

_____   _____
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

Principal
Dronacharya College of Engineering
Farrukh Nagar, Gurgaon.

Abbreviations:

CAS   -   Career Advancement Scheme

CAT   -   Common Admission Test

CBCS   -   Choice Based Credit System

CE   -   Centre for Excellence

COP   -   Career Oriented Programme

CPE   -   College with Potential for Excellence

DPE   -   Department with Potential for Excellence

GATE   -   Graduate Aptitude Test

NET   -   National Eligibility Test

PEI   -   Physical Education Institution

SAP   -   Special Assistance Programme

SF   -   Self Financing

SLET   -   State Level Eligibility Test

TEI   -   Teacher Education Institution

UPE   -   University with Potential Excellence

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