



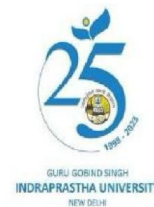
# **DELHI INSTITUTE OF RURAL DEVELOPMENT DIRD - HOLAMBI KHURD**

**APPROVED BY GOVT. OF NCT  
&**

**AFFILATED TO Guru Gobind  
Singh Indraprastha University  
(GGSIPU) in Dwarka, Delhi is  
Dwarka Sector 14, Delhi - 110078**



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



# ACADEMIC AUDIT PROFORMA

**Academic Session:2024-25**

**Institution Name:** Delhi Institute of Rural Development, Holambi Khurd, Delhi

**Date of Audit:**.....

**Members of the Academic Audit Committee:**

(i) ..... (ii) .....

(iii) ..... (iv) .....

(iv) ..... (v) .....

A. Institute Information			
Name of the Institution	:	Delhi Institute of Rural Development, Holambi Khurd, Delhi-110082	
Name of the Director/Principal	:	Dr. Sanju Singhal	
Address	:	Near The Mann School, Holambi Khurd, Delhi-110082	
	Mobile No. (Director/Principal)	:	9210826930
	Telephone No. (Institution)	:	9667035333 9667036333
	Email ID	:	Dirdcollege456@gmail.com
	Institution website URL	:	<a href="https://www.dirdcollege.com">https://www.dirdcollege.com</a>

B. Details of Academic Programmes							
(a)	Academic Programmes						
	S. No.	Programme	Start Year	Regulatory Body	Sanctioned Intake in the Assessment Year		
					1 <sup>st</sup> Shift	2 <sup>nd</sup> Shift	Total
	1.	BALLB	2007	BCI	30		90
	2.	B. Pharmacy	2023	PCI	100		100
	3.						
	4.						
	5.						
	6.						
	7.						
	8.						
	9.						
(b)	Programme-wise list of faculty for the assessment year (to be uploaded under mandatory disclosures).						
(c)	Programme-wise Class-wise Time Table for the assessment year (to be uploaded under mandatory disclosures).						

1. Status of Accreditation			
1(a)	<b>Applicability of Accreditation: NO</b>		
	NBA Only	:	<input type="checkbox"/> Yes <input type="checkbox"/> No
	NAAC Only	:	<input type="checkbox"/> Yes <input type="checkbox"/> No
	NBA and NAAC	:	<input type="checkbox"/> Yes <input type="checkbox"/> No
1(b)	<b>Status of Accreditation - NO</b>		
	NBA (Out of 25 scaled to 50, if only NBA accreditation applicable)	:	
	NAAC (Out of 25 scaled to 50, if only NAAC accreditation is applicable)	:	
	NBA and NAAC (Out of 50, if both NAAC & NBA accreditation are applicable and marks would be awarded as per availability of accreditations, out of total of '25' marks each for NBA and NAAC)	:	
			<b>Marks</b> (Max. Marks: 50)

## 2. Status of Teachers' Availability

As per statutory body (UGC, AICTE, BCI, NCTE, COA, RCI, AYUSH, etc.) norms or to be assessed for UG as 1:20, PG as 1:15.

2(a)	<b>Total No. of Students</b>		
	In UG	:	190
	In PG	:	00

2(b)	<b>Number of Regular* Teachers</b>		
	In UG	:	20
	In PG	:	00
	In UG and PG	:	20
	Total	:	20

### Teachers' Ratio

S. No.	Programme(s) and duration (in Years)	Sanctioned Intake x duration of the programme = total students (a)	No. of Required Teachers (b)	No. of Regular* Teachers Available			Teacher-Student Ratio (a/(c+d))
				Assistant Professor (Jr. Faculty) (c)	Associate Professor + Professors (Sr. Faculty) (d)	Cadre Ratio (d/c)	
1.	BALLB (5 Years)	150 = 90 (Total students)	08	5	03		
2.	B. Pharmacy	200= 100 (Total students)	10	08	04		
3.							
4.							
5.							
6.							
7.							
Total							
<b>Marks</b> (Max. Marks: 115)							

\*Teacher who stayed for 90% of the time in a year.

Marks be awarded proportionate to the status of the faculty, for Required vs. Available.

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

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

If Student-Teacher Ratio is as per statutory body, Give full 65 marks, else give proportionate marks and if less than 0%5 give 0 marks If cadre ratio is as per statutory body, give full 50 marks, else give proportionate marks



### 3. Quality of Teachers and Teaching

		No.	Details	Marks
3(a)	No. of teachers with Ph. D.	05	All Supporting documents uploaded on college website under Mandatory Disclosure	
3(b)	No. of publications only in WoS/SCOPUS/PuBMed (UGC CARE Category-II) listed journals in the assessment year(List to be uploaded under mandatory disclosures P1	03		
	No. of publications only in UGC-CARE (Category-I) listed journals in the assessment year(List to be uploaded under mandatory disclosures P2	00		
	No. of publications only in any referred journal other than the above indexing (with ISSN No.) in the assessment year(List to be uploaded under mandatory disclosures)P3	03		
3(c)	(i)No. of publications in conferences in the assessment year (List to be uploaded under mandatory disclosures)			
	• Indexed by WoS/SCOPUS/UGC-CARE (Category-I)	0		
	• With ISBN Number	0		
	• Any other	0		
	(ii) No of Patents Published /Granted	03		
3(d)	No. of Books Authored/ Edited Books / Book Chapters published with ISBN (List to be uploaded under mandatory disclosures	03	All Supporting documents uploaded on college website under Mandatory Disclosure	
3(e)	Course/teaching plan with details of number of lectures on each unit of curriculum, in the assessment year	Yes		
3(f)	No. of courses on Learning Management System (LMS) Software other than youtube, ppt, etc. (List to be uploaded under mandatory disclosures	02		
3(g)	Classrooms available with mounted projectors and ICT facilities  (Geo tagged photos should be uploaded and available under mandatory disclosure	Yes		
3(h)	Percentage of teachers using ICT for teaching (having PPTs, Videos, etc	75%		
	<b>Marks</b> (Maximum Marks: 100)			
	List of Total number of publications for the assessment year to be uploaded at the Website under mandatory disclosures			

4. Institutional Support for Faculty Development				
			Details	Marks
4(a)	Documentary evidence of awards like best teacher/best researcher with implementation, etc. (Upload report)	:	Yes All Supporting documents uploaded on college website under Mandatory Disclosure	
4(b)	Documentary evidence of mechanism and its utilization for grant of study leave to teachers with full pay for faculty to pursue higher studies at other institution (Upload report with List)	:	Yes All Supporting documents uploaded on college website under Mandatory Disclosure	
4(c)	Documentary evidence of grant of funds to teachers attend conferences, or seminars, or FDP, or workshops, etc. including registration fee, TA/DA, and grant special casual leave or duty leave for this purpose (Upload report with List)	:	Yes All Supporting documents uploaded on college website under Mandatory Disclosure	
4(d)	Individual computing facilities with Internet provide teachers	:	Yes	
				<b>Marks</b> (Maximum Marks: 40)

5. Framework for Students' Grievance Redressal Mechanism				
			Details	Marks
5(a)	Availability of Students' Grievance Redressal Committee (SGRC) and its compliance with UGC's Regulations 2012 (Upload List with notification)	:	Yes All Supporting documents uploaded on college website under Mandatory Disclosure	
5(b)	Whether the Grievance Redressal Committee has elected students representative	:	Yes All Supporting documents uploaded on college website under Mandatory Disclosure	
5(c)	Whether meticulous and verifiable documentations of the proceedings of Students' Grievance Redressal Committee is maintained(upload relevant minute)	:	Yes All Supporting documents uploaded on college website under Mandatory Disclosure	
5(d)	Availability of Psychiatrist, Psychologist and professional students counsellors(Upload List with schedule and notification)	:	Yes All Supporting documents uploaded on college website under Mandatory Disclosure	
5(e)	Whether the institute has published/notified prominently the details of SGRC on website	:	Yes All Supporting documents uploaded on college website under Mandatory Disclosure	
5(f)	Whether students are satisfied with the effectiveness of the SGRC (upload survey report)	:	Yes All Supporting documents uploaded on college website under Mandatory Disclosure	
5(g)	Whether reports of the proceedings of SGRC is sent to the University every semester	:	Yes All Supporting documents uploaded on college website under Mandatory Disclosure	
				<b>Marks</b> (Maximum Marks: 100)

## 6. Institutional Support for University Examinations (during the Assessment Year)

			Details	Marks
6(	Percentage of faculty participation in university examinations as evaluators / university representative	:	65% All Supporting documents uploaded on college website under Mandatory Disclosure	
				<b>Marks</b> (Maximum Marks: 30)

## 7. Status of Library

7(a)	<b>Books</b>						
	<b>Total Books Added During the year: 2024-25</b>						
	S. No.	Programme	Title (a)	Volume (b)	Score	Details	Marks
	1.	BALLB	1272	8160		All Supporting documents uploaded on college website under Mandatory Disclosure	
	2.	B. Pharmacy	579	3110			
	3.						
	4.						
	5.						
	6.						
	7.						
Total Score							
Marks (Maximum Marks: 70)							
7(b)	<b>Journals</b>						
	<b>No of Journals Added or Discontinued during the year: Added -02</b>						
	<b>Does the Journals cover all the disciplines offered by the College: Yes</b>						
	<i>Upload the list of all Journals under mandatory disclosures.</i>						
	S. No.	Type of Journal	No. of Journals	Ratio (Cap to 1)	Details	Marks	
	1.	Indian	a = 17 BALLB-10 B.Pharmacy-07	a/12 =	All Supporting documents uploaded on college website under Mandatory Disclosure		
	2.	International	b = 08 BALLB-03 B.Pharmacy-05	b/3 =			
	Marks (Max. Marks: 30)						
	Total Marks [9(a) + 9(b)] (Max. Marks: 100)						

## 8. Status of Laboratories

				Details	Marks
8(a)	Status of Laboratories other than Computer Lab (as required by statutory body)		No.	All Supporting documents uploaded on college website under Mandatory Disclosure)	
	(i)	Number of Labs	12		
	(ii)	Status of Instruments / Equipments	Enclosed  Yes		
	(iii)	Up-gradation as per new technological developments and requirements of the course curriculum			



				<b>Marks</b> (Max. Marks: 50)	
8(b)	Status of Computer Labs (UG: 1 per 6 students across all years; PG: 1 per 3 students across all years)				
	(i)	Total Number of computers available in labs	32	All Supporting documents uploaded on college website under Mandatory Disclosure	
	(ii)	Total number of available licensed software required as per course curriculum (as required by statutory body)	4	All Supporting documents uploaded on college website under Mandatory Disclosure	
	(iii)	Quality of Internet connectivity	Good		
				<b>Marks</b> (Max. Marks: 50)	
				<b>Total Marks</b> [10(a) + 10(b)] (Max. Marks: 100)	

## 9. Co-Curricular Activities Conducted by the Institution (Assessment Year)

9(a)	<b>Conferences Organized</b> (Brochures, Proceedings, Resource persons/session chairs to be provided under disclosures)		No.	Details	Marks
	International / National Conferences	:	01	All Supporting documents uploaded on college website under Mandatory Disclosure	
	Proceedings are indexed with WoS / SCOPUS	:	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	Proceedings with ISBN Only	:	Yes		
	Proceedings without ISBN	:	<input type="checkbox"/> Yes <input type="checkbox"/> No		
9(b)	<b>Seminars Organized</b> (02 Half Day Seminars may be considered as One Full Day Seminar). Brochures, Resource persons/session chairs to be provided under disclosures). <b>Guest Lectures not to be included.</b>				
	No. of One Day Seminar	:	07	All Supporting documents uploaded on college website under Mandatory Disclosure	
	No. of Half Day Seminar	:	07		
9(c)	<b>Faculty / Management Development Programme Organized</b> (At least one week/5days duration). Details to be provided with Brochures, Resource persons, etc. under disclosures. <b>Guest Lectures not to be included</b>				
	FDP/MDP	:	1 FDP	All Supporting documents uploaded on college website under Mandatory Disclosure	
9(d)	<b>Workshops Organized</b> (Details to be provided with Brochures, Resource persons, etc. under disclosures. <b>Guest Lectures not to be included</b>				
	No. of Workshop	:	11	All Supporting documents uploaded on college website under Mandatory Disclosure	
9(e)	<b>Short Term / Value Added Programmes Conducted</b> (Details to be provided with Brochures, Resource persons, etc. under disclosures)				
	No. of Programme	:	06	All Supporting documents uploaded on college website under Mandatory Disclosure	
9(f)	<b>Webinars / Online Extension Lectures Conducted</b> (Details to be provided under disclosures)				
	No. of Lectures	:	03	All Supporting documents uploaded on college website under Mandatory Disclosure	
	<b>Marks</b> (Max. Marks: 100)				

10. Publications of the Institutions					
10(a)	<b>Publication of Journal(s)</b>		No.	Details	Marks
	International / National Journal	:	01	All Supporting documents uploaded on college website under Mandatory Disclosure	
	Frequency	:	Yearly		
	Publisher	:	Bookman, Delhi		
	Indexed at WoS/SCOPUS	:	<input type="checkbox"/> No		
	Indexed in UGC-CARE	:	<input type="checkbox"/> No		
	Any other Indexing (please specify)	:	<input type="checkbox"/> No		
	No indexing	:	<input type="checkbox"/> No		
10(b)	<b>Publication of Newsletters and Magazines</b>				
	Magazine	:	01	All Supporting documents uploaded on college website under Mandatory Disclosure	
	Frequency	:	Yearly		
	Publication Type	:	Print		
	Newsletter	:	01		
	Frequency	:	Yearly		
	Publication Type	:	Print		
					<b>Marks</b> (Max. Marks: 40)

11. Students' Personality Development Activities					
11(a)	<b>Activities like mock interview, role play, group discussions, quizzes, workshops, competitions, etc.</b>				
	<b>Activities</b>		No.	Details	Marks
	Mock Interview	:	04	All Supporting documents uploaded on college website under	
	Role Play	:	04		
	Group Discussion	:	03		

	Workshop	:	03	Mandatory Disclosure	
	Competition	:	07		
11(b)	<b>Personality development labs, Provisions for trained faculty to conduct practical sessions and existence of qualified student counsellors</b>				
	Personality development labs	:	Yes	All Supporting documents uploaded on college website under Mandatory Disclosure	
	Availability of trained faculty to conduct practical sessions	:	Yes		
	Existence of NSS/NCC Technical and Cultural Clubs Societies	:	Yes		
11(c)	<b>Sports facilities in the Institutions</b>				
	Indoor facilities	:	Yes	All Supporting documents uploaded on college website under Mandatory Disclosure	
	Outdoor facilities	:	Yes		
	Sport Equipments	:	Yes		
	<b>Marks</b> (Max. Marks: 30)				

## 12. Status of Placement

		No.	Details	Marks
(i)	Total No. of Students having Passed out (in that Assessment Year)	:	BALLB-41 BBALLB-16 Total-57	All Supporting documents uploaded on college website under Mandatory Disclosure
(ii)	Total No. of Students, who are eligible and have registered for Placements (a)	:	35	
(iii)	Total No. of students going for Higher Education (b)	:	10	
(iv)	Total No. of Students having been placed (c)	:	30	
(v)	Total No. of Students placed + Higher Education (d=b+c)	:	40	
(vi)	Total Percentage (%age) of Placements + Higher Education {e= (d/a) * 100}	:	70	
(vii)	No. of companies visited the campus	:	00	
(viii)	Average salary offered	:	3 Lacs	
(ix)	Existence of training and placement office	:	Yes	
(x)	No of Entrepreneurship activities conducted with any Startups (provide details)			
	<b>Marks</b> (Max. Marks: 60)			
	Note: Eligible and registered students shall be considered as total count of students to be placed			

### 13. General Parameters about the Institution

Upload pictures under mandatory disclosures on the website					Details	Marks
	(i)	Individual seating arrangements for faculty with suitable furniture	:	Yes	All Supporting documents uploaded on college website under Mandatory Disclosure	
	(ii)	Institution Website URL	:	Yes	<a href="https://www.dirdcollege.com">https://www.dirdcollege.com</a>	
	(iii)	Common rooms for girls (separate)	:	Yes	All Supporting documents uploaded on college website under Mandatory Disclosure	
	(iv)	Cleanliness of toilets	:	yes		
	(v)	Students' canteen and drinking water arrangements	:	Yes		
	Marks (Max. Marks: 30)					

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

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

## 15. Removal / Completions of Identified Deficiencies

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

				No.	Details	Marks
	(i)	No. of deficiencies identified in last report (a)	:	03	All Supporting documents uploaded on college website under Mandatory Disclosure	
	(ii)	No of deficiencies removed / completed (b)	:	03		
	Marks (Max. Marks: 50)					

## 16. Summary of Marks

S. No.	Name of the parameters	Maximum Marks	Marks Obtained	Remarks
1.	Status of Accreditation	50		
2.	Status of Teachers' Availability	115		
3.	Quality of Teachers and Teaching	100		
4.	Institutional Support for Faculty Development	40		
5.	Framework for Students' Grievance Redressal Mechanism	100		
6.	Institutional Support for University Examinations	30		
7.	Status of Library	100		
8.	Status of Laboratories	100		
9.	Co-Curricular Activities Conducted by the Institution	100		
10.	Publications of the Institutions	40		
11.	Students' Personality Development Activities	35		
12.	Status of Placement	50		
13.	General Parameters about the Institution	30		
14.	Other Facilities Available in the Institute	50		
15.	Removal / Completions of Identified Deficiencies	50		
<b>Total Marks</b>		1000		
<b>Percentage (%age) Obtained</b>				

**18. Deficiencies Identified** (only deviations from the standard norms, to be mentioned here):

S. No.	Details of the identified deficiencies
1.	
2.	
3.	
4.	
5.	
6.	
7.	

**19. Overall Observations and Recommendations**

S. No.	Observations and Recommendations
1.	
2.	
3.	
4.	
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10.	

**Name and Signature of the Members of Academic Audit Committee**

(i) .....

(ii) .....

(iii) .....

(iv) .....

(v) .....

(vi) .....