



# **Peer Team Report on Institutional Assessment & Accreditation**

**SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES**

**Vivek Vihar Phase-II, Delhi-110095**

**Dates of visit**

**27<sup>th</sup> - 29<sup>th</sup> January, 2016.**


**National Assessment and Accreditation Council**

# PEER TEAM REPORT ON INSTITUTIONAL ACCREDITATION

<b>Section I: GENERAL INFORMATION</b>	
1.1 Name & Address of the Institution:	Shaheed Sukhdev College of Business Studies Vivek Vihar Phase—II, Delhi
1.2 Year of Establishment:	03/08/1987
1.3 Current Academic Activities at the Institution (Numbers):	Computer Science and Management
Faculties	Science & Management
Departments	02 Computer Science & Management Studies
Programmes / Courses offered	UG-05
Permanent Faculty Staff	Male 15-Female-21 Total 36
Permanent Support Staff	Administrative-32, Technical-16
Students	UG- Male-759,Female-405,Total- 1164
1.4 Three major features in the institutional Context (As perceived by the Peer Team)	<ul style="list-style-type: none"> <li>• Constituent College of University of Delhi.</li> <li>• College focus on skill based job oriented courses</li> <li>• College is recognized by UGC under 2(f) and 12 (B) Act</li> </ul>
1.5 Dates of visit of the Peer Team (A detailed visit schedule is Included as Annexure):	27-29 <sup>th</sup> January, 2016 (visit schedule enclosed)
1.6 Composition of the Peer Team which Undertook the on-site visit:	
Chairman	Prof. Devanad
Member - Coordinator	Prof. Naresh Kumar
Member	Dr. A.P.Helan
NAAC Coordinator	Dr.(Mrs.) K.Rama

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Section II: CRITERION WISE ANALYSIS	Observation (Strength and/or Weakness) on Key-Aspects
<b>2.1 Curricular Aspects</b>	
2.1.1 Curriculum Design & Development:	<ul style="list-style-type: none"> <li>Curricula designed and developed by University of Delhi</li> <li>Few faculty members are associated with curriculum development committees in the University</li> </ul>
2.1.2 Curricular Planning and Implementation	<ul style="list-style-type: none"> <li>Vision, Mission and Educational Objectives are communicated to stakeholders.</li> <li>College follows academic calendar of Delhi university for constituent colleges.</li> </ul>
2.1.3 Academic Flexibility	<ul style="list-style-type: none"> <li>Academic flexibility is provided as per norms of University of Delhi</li> <li>CBCS implemented w.e.f. session 2015-16</li> <li>Some useful programmes are offered for skill development, value addition and improving employability.</li> <li>Some elective subjects introduced at UG level.</li> <li>Initiative may be taken to introduce inter disciplinary approach at UG level.</li> </ul>
2.1.4. Curriculum enrichment	<ul style="list-style-type: none"> <li>Curriculum revised and updated by affiliating university.</li> <li>Value addition is achieved through project work/life skill up-gradation and student's interaction</li> <li>Summer internship, ESS, AESS, case studies &amp; workshops arranged.</li> <li>Arrangement of guest lectures need to be strengthened.</li> </ul>
2.1.5 Feedback on Curriculum	<ul style="list-style-type: none"> <li>Feedback on curriculum content coverage from student is taken.</li> <li>Academic development Committee of the college has mechanism to collect feedback from recruiters, alumni &amp; academicians.</li> </ul>

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	<ul style="list-style-type: none"> <li>Feedback from alumni and other stake holders needs to be formalized.</li> </ul>
<b>2.2 Teaching-Learning &amp; Evaluation</b>	
2.2.1 Student enrollment and Profile	<ul style="list-style-type: none"> <li>Admission process made transparent through college website, national dailies &amp; university press release for constituent colleges.</li> <li>Reservation policy of Centre Government followed.</li> <li>Admission made through centralized counseling process of Delhi University and seat matrix.</li> <li>Demand ratio for admission in college is increasing.</li> </ul>
2.2.2 Catering to diverse needs	<ul style="list-style-type: none"> <li>Bridge courses in subjects like Computer basics and English for newly admitted students initiated.</li> <li>Facilities for differently abled students need to be made available.</li> <li>Inclusive culture maintained in campus.</li> <li>Facilities for advance learning opportunities.</li> <li>Efforts made to identify slow learners be formalized.</li> </ul>
2.2.3 Teaching-Learning Process	<ul style="list-style-type: none"> <li>College follows the academic calendar of Affiliating University.</li> <li>Teachers have the freedom to prepare their own teaching plan within framework stipulated by the university.</li> <li>Along with conventional learning methods ICT is used.</li> </ul>
2.2.4 Teacher Quality	<ul style="list-style-type: none"> <li>Eighteen faculty members possess Ph.D, eleven possess M.Phil.</li> <li>Good number of faculty members attended Seminars, Conferences, Training sessions and Faculty development programmes.</li> <li>Four faculty members received Best Teacher Award</li> </ul>

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	from Directorate of Higher Education NCT Delhi and one lady teacher got Social Service Award through Women International Network.
2.2.5 Evaluation Process and Reforms	<ul style="list-style-type: none"> <li>▪ Evaluation rules as prescribed by University of Delhi are followed</li> <li>▪ Semester system and internal assessment introduced.</li> <li>▪ Grievance redressal mechanism on internal evaluation is as per university provision.</li> <li>▪ Internal assessment scores uploaded on college website.</li> </ul>
2.2.6 Student performance and learning outcome	<ul style="list-style-type: none"> <li>▪ Good pass percentage of BBS, BFIA, and B Sc. Computer science.</li> <li>▪ Learning outcomes monitored and assessed on the basis of academic achievements, and student progression.</li> <li>▪ Focus on holistic development appreciable.</li> </ul>
<b>2.3 Research Consultancy &amp; Extension</b>	
2.3.1. Promotion of Research	<ul style="list-style-type: none"> <li>▪ Research Committee to promote research has recently been constituted.</li> <li>▪ Some faculty members guide students for research projects.</li> <li>▪ Provision for study leave for research is in practice.</li> </ul>
2.3.2. Resource mobilization for research	<ul style="list-style-type: none"> <li>▪ Budgetary provisions for research need to be made by the college.</li> <li>▪ Initiative be taken for getting grants and funds from various funding agencies.</li> <li>▪ Rs. 22 lacs received from Delhi University under the scheme innovative research.</li> </ul>

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2.3.3 Research Facilities	<ul style="list-style-type: none"> <li>Some national and international research journals are subscribed by the college and e-journals available at DU website.</li> <li>Internet access and required software are available.</li> <li>Research facilities by the college need to be further strengthened.</li> </ul>
2.3.4 research publications and Awards	<ul style="list-style-type: none"> <li>104 research articles in international, 61 in national journals have been published by the faculty members.</li> <li>36 conference proceedings &amp; some chapter in books have been published by faculty members.</li> </ul>
2.3.5 Consultancy	<ul style="list-style-type: none"> <li>Consultancy activities need to be initiated.</li> </ul>
2.3.6 Extension Activities and Institutional Social Responsibilities	<ul style="list-style-type: none"> <li>Extension activities such as awareness on some social issues in collaboration with NSS and NGOs are undertaken.</li> <li>Extension activities such as blood donation camps, collection drive, Wish-Tree, inclusive society, have been initiated in collaboration with NGO.</li> <li>Some students of the college got recognition for various activities at national and international level.</li> <li>Outreach programmes to benefit local community need to be strengthened.</li> </ul>
2.3.7 Collaborations	<ul style="list-style-type: none"> <li>College has collaboration with NSE for NCCMP Certificate course.</li> <li>The college is participant in the UKIERI as being constituent college of DU</li> <li>College participates in SIP (Study India Program).</li> </ul>

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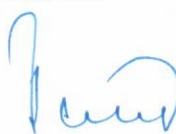
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<b>2.4 Infrastructure and Learning Resources</b>	
2.4.1 Physical facilities	<ul style="list-style-type: none"> <li>College has a campus area of 8296.056sq.m. with a built up area of 4821.09 sq m. and till date housed in a school building.</li> <li>College has 26 Classrooms, 5 Computer Labs and three multipurpose rooms with ICT facilities. Staff room &amp; canteen facility available.</li> <li>Shortly the college is being shifted in newly constructed building with all State of the Art infrastructure and facilities in Rohini Sector 16, Delhi.</li> </ul>
2.4.2 Library as a Learning Resource	<ul style="list-style-type: none"> <li>Library has more than 20,000 books along with magazines and journals.</li> <li>Reprographic facilities are available.</li> <li>Library has access to e-resource/e-journals through DELNET,DULS, INFLIBNET/IUC facilities.</li> <li>Library uses KOHA for automation of library system.</li> </ul>
2.4.3 IT Infrastructure	<ul style="list-style-type: none"> <li>166 Desktop computers, 03 servers spread over in different labs and administrative offices and Library.</li> <li>499 laptops are provided to students, teachers and other Office staff.</li> <li>All classrooms are equipped with LCD Projectors ,16 printers, 03 scanners and software as per requirements.</li> <li>Wi-Fi enabled campus.</li> </ul>
2.4.4 Maintenance of Campus facilities	<ul style="list-style-type: none"> <li>Campus is well maintained.</li> <li>Sufficient fund allocated by Delhi State Govt. for maintenance.</li> <li>Maintenance is mainly done by Delhi Govt. through PWD and some minor work done through outsourcing..</li> <li>College has technical staff for maintenance of IT infrastructure.</li> </ul>

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<b>2.5 Students Support and Progression</b>	
2.5.1 Student Mentoring and Support	<ul style="list-style-type: none"> <li>Some value added programmes for skill up-gradation are conducted through student activities societies/clubs.</li> <li>Books &amp; financial assistance provided to SC/ST/OBC &amp; Economically weak students in collaboration with KPMG</li> <li>Career development cell take care of placement activities.</li> <li>Govt. scholarship and financial support to SC/ST/BC students as per Govt. policy need to be monitored.</li> </ul>
2.5.2 Student Progression	<ul style="list-style-type: none"> <li>Performance of students in university exams is good.</li> <li>Most of the students opt for placement and less number of students opt for higher studies.</li> <li>College has good placement record.</li> <li>Students are motivated for entrepreneurial activities.</li> <li>17 Start-ups of the students are in operation.</li> </ul>
2.5.3 Student participation and Activities	<ul style="list-style-type: none"> <li>Good performance of students in various types of competitions arranged by different organizations.</li> <li>Students are encouraged to take part in extra-curricular activities.</li> <li>Good number of programs and activities organized by NSS/societies/clubs of students in the college.</li> <li>Students motivated to publish research work.</li> </ul>
<b>2.6 Governance, Leadership and Management</b>	
2.6.1. Institutional Vision and Leadership	<ul style="list-style-type: none"> <li>Mission and Vision statements recognize the need of skill based job- oriented education.</li> <li>College is governed by University of Delhi Statutes and Ordinances for all academic activities.</li> <li>Participation in decision making through representation of faculty in various committees</li> <li>Governing Body take policy decisions related to</li> </ul>

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	<p>infrastructure development and maintenance activities.</p> <ul style="list-style-type: none"> <li>▪ Staff Council, principal and staff conduct periodic meetings and reviews on performance of the college and that is presented in Governing Body meetings.</li> </ul>
2.6.2 Strategy development and deployment	<ul style="list-style-type: none"> <li>▪ College has constructed new building in Rohni sector-16 on 5 acres of land .NCT of Delhi has provided about 132 crores for the college building and infrastructure.</li> </ul>
2.6.3 Faculty Empowerment strategies	<ul style="list-style-type: none"> <li>▪ Faculty members encouraged to participate in faculty development programmes/Conferences, financial support provided.</li> <li>▪ Some academic and functional activities are delegated as per the requirement.</li> <li>▪ Participation of faculty members on various college Committees.</li> </ul>
2.6.4 Financial Management and Resource Mobilization	<ul style="list-style-type: none"> <li>▪ Grants from state government and UGC received as per norms.</li> <li>▪ Internal audit is conducted by CA and subsequently approved by Governing Body and University of Delhi.</li> <li>▪ External auditing is conducted by the Team of auditors from Directorate of Audit, Examiner Local Fund Accounts (ELFA).</li> <li>▪ Auditing system need to be streamlined.</li> </ul>
2.6.5 Internal Quality Assurance System	<ul style="list-style-type: none"> <li>▪ The College has recently established IQAC.</li> <li>▪ Student feedback mechanism on curriculum delivery adopted.</li> <li>▪ IQAC has constituted various sub committees for quality assurance in the college.</li> </ul>
<b>2.7 Innovations and Best Practices</b>	
2.7.1 Environment consciousness	<ul style="list-style-type: none"> <li>▪ College has initiated some steps to make campus eco-friendly through social service club Kartavya and NSS.</li> </ul>

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	<ul style="list-style-type: none"> <li>Awareness programmes and extension activities for environment consciousness are conducted.</li> <li>Waste management, tobacco free zone, recycling of used papers are promoted.</li> </ul>
2.7.2 Innovations	<ul style="list-style-type: none"> <li>Automation of library, Wi-Fi campus, and academic-industry interaction.</li> <li>Skill development and entrepreneurship training programmes initiated.</li> <li>Some innovative research projects of students are financed by University of Delhi.</li> </ul>
2.7.3 Best Practices	<ul style="list-style-type: none"> <li>Web based system for receiving and processing the information to the stakeholders.</li> <li>Provision for Career development and personal counseling provided.</li> <li>Number of clubs/societies are functional for holistic development of students.</li> </ul>
<b>SECTION-III OVERALL ANALYSIS</b>	
<b>3.1 Institutional Strength:</b>	<ul style="list-style-type: none"> <li>Disciplined, peaceful academic ambience exists.</li> <li>Good governance and supportive leadership by Principal.</li> <li>Student-centered-learning with emphasis on skill development.</li> <li>Good legacy and reputation of the college.</li> <li>High level of satisfaction among various stakeholders.</li> <li>Committed and competent faculty.</li> </ul>
<b>3.2 Institutional Weakness:</b>	<ul style="list-style-type: none"> <li>Less research grants from various funding agencies.</li> <li>Lesser participation of Alumni in the growth and development of the college.</li> <li>Lack of consultancy services.</li> <li>Lack of games and sports facilities in existing infrastructure.</li> </ul>

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<b>3.3 Institutional Opportunities:</b>	<ul style="list-style-type: none"> <li>▪ Scope for inculcating and strengthening research and consultancy competencies among teachers.</li> <li>▪ Strengthening linkage for research and training of the students with neighboring institutions and industries.</li> <li>▪ Scope for establishing collaboration and academic linkage with various research organizations.</li> <li>▪ Effective utilization of Parent Teacher Association and Alumni Associations.</li> <li>▪ Setting a centre of coaching for competitive examinations.</li> </ul>
<b>3.4 Institutional Challenges:</b>	<ul style="list-style-type: none"> <li>▪ Revenue generation through Consultancy Services</li> <li>▪ Integration of human values with education in the era of globalization.</li> <li>▪ Motivating students for higher studies and professional courses.</li> <li>▪ Collaboration with Industry and research organization.</li> </ul>

  
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### Section IV: Recommendations for Quality Enhancement of the Institution

- A long-range vision document for the next decade may be prepared and submitted to Govt. for approval.
- Placement and capacity building activities be enhanced by strengthening industry-college interaction.
- Training and guidance centre for competitive exam should be established with the help of UGC.
- Students participation in various Committees may be strengthened.
- Alumni and other stakeholders network need to be strengthened.
- More books/titles/database, research journals, e-journals, and study materials should be procured.
- Research and consultancy services may be initiated.
- Facilities for the differently abled students may be provided.
- Feedback from students and other stakeholders should be made more objective and comprehensive.
- Some more add-on courses may be started.
- Some PG courses should be introduced.
- More focus on guest lectures of resource persons from neighbouring Universities and industry.
- Industry need based updation of curriculum.

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



*Poonam* 29.01.2016  
Signature of the Head of the Institution

Seal of the Institution

डॉ. पूनम वर्मा/Dr. Poonam Verma

प्राचार्या/Principal

शाहीद सुखदेव कॉलेज ऑफ बिजनेस स्टडीज  
SHAHEED SUKHDEV COLLEGE OF BUSINESS STUDIES

(दिल्ली विश्वविद्यालय - University of Delhi)

विवेक विहार, फेस-II, दिल्ली-95

Vivek Vihar, Phase-II, Delhi-95

Name and Designation		Signature with date
Chairman	Prof. Devanand (Former Vice Chancellor I/C Central University Jammu)177,Sector-5,Channi Himmat Jammu-180015,Jammu &Kashmir	<i>[Signature]</i> 29.01.16
Member (Coordinator)	Professor Naresh Kumar University School of Management, Kurukshetra University, Kurukshetra-136119, Haryana.	<i>[Signature]</i> 29/01/16
Member	Dr.A.P.Helan Former Principal, St. Teresa's College Park Avenue Road, Near Govt. Guest House,Ernakulam-682011,Kerla.	<i>[Signature]</i> 29/01/16