

The Annual Quality Assurance Report (AQAR) of the IQAC

UNIVERSITY COLLEGE OF MEDICAL SCIENCES

UNIVERSITY OF DELHI

DELHI 110095

(Academic Year July 1, 2017 to June 30, 2018)



Part – A

AQAR for the year

2017-18

1. Details of the Institution

1.1 Name of the Institution

UNIVERSITY COLLEGE OF MEDICAL SCIENCES

1.2 Address Line 1

Dilshad Garden

City/Town

Delhi

State

Delhi

Pin Code

110095

Institution e-mail address

principal@ucms.ac.in

Contact Nos.

011-22592972-74

Name of the Head of the Institution:

Anil K Jain

Tel. No. with STD Code:

011-22582106

Mobile:

9625900693

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCogn 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	2.80	2016	5 YRS
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2016-17 _____ (12/08/2017)
- ii. AQAR_2017-18 _____ (30/01/2019)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financ

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

University of Delhi, Delhi

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="09"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="-"/>
2.4 No. of Management representatives	<input type="text" value="0"/>
2.5 No. of Alumni	<input type="text" value="1"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="-"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="-"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="13"/>

2.10 No. of IQAC meetings held : THREE (23.10.2017; 06.02.2018; 24.07.2018)

2.11 No. of meetings with various stakeholders:	No. <input type="text" value="76"/>	Faculty <input type="text" value="36"/>
Non-Teaching Staff	<input type="text" value="24"/>	Alumni <input type="text" value="1"/>
Students		Others <input type="text" value="15"/>

Meetings with various stakeholders including Faculty, non teaching staff, students, alumni etc. are convened at various platforms as and when needed throughout the year.

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Level Total Nos. International National State Institution

(ii) Themes

- 3rd Workshop on ETHICS and GCP (Evaluation and Training in Human research for Institutional Committees' Standardization and Good Clinical Practices) was organized on 30th Jan 2018 by Institution Ethics Committee, UCMS and GTBH, Delhi.
- A Thesis Writing Workshop for all the second year Postgraduate students was organized on 17th Feb 2018 by MEU, UCMS and GTBH.
- A new initiative was launched by the MEU as MEU- Hour program. The first one was organized on 6th March 2018 with the theme being Competency Based Medical Education.
- A one day hands-on workshop on sample size estimation in medical research titled "n=?" was conducted on 20th March 2018 by MEU, UCMS and GTBH.
- A Thesis Protocol Writing Workshop for the first year Postgraduate students of UCMS was organized in August 2018. It was a hands-on, one day workshop conducted in four batches on four days.

2.14 Significant Activities and contributions made by IQAC

- Institutionalization of the feedback system from the students of the college in their curriculum on regular basis in all departments.
- Augmentation of the College activities on e-platform has been under process which also includes revamping and summation of the total academic output of the faculty members of the college in terms of publications, awards/honors, undertaking various others scientific pursuits, as the case may be.
- Medical Education Unit of the College has been attuned to organize Workshops, Symposia, Invited Talks and Seminars on a regular basis within a short periodicity and encourage the academia and students to participate in such endeavor from time to time.
- An honest endeavor is being undertaken to develop an attached hospital with the College within the ambit of the College administration, which will perhaps do away with the present dispensation of dual governance of the College and the Hospital.
- The college is seriously contemplating to fill up various vacant academic and non-academic positions as well as work on carrier progression on priority, keeping in mind the operational requirement and administrative convenience.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
A schedule may be prepared for the IQAC meetings which shall be held on quarterly basis	Implemented
To look for a complete MIS Solution for the College as a step towards creating a paperless office and facilitate online use of resources by the faculty and the students.	Process initiated
Curriculum Committee of the College be reformed	Process

	initiated
Tele-medicine facility presently available in the College must be expanded/linked to other institutions	Process initiated
College must take student feedback	Implemented
For mass immunization (Hepatitis 'B') for all UG, PG, faculty members and the College staff members along their spouse, a policy may be formed	Process initiated
Having IQAC workshops in the College at least two per year	Implemented
College must take steps to revive the NSS	Process initiated
All the departments are required to submit SWOT analysis every six months to the office of the Principal, UCMS	Process initiated
Conducting at least two Gender Sensitization Programs annually	Implemented

* *Academic Calendar of the College is attached as **Annexure 1***

2.15 Whether the AQAR was placed in statutory body No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR will be placed in the Governing Body of the institution in its next meeting

Criterion – I**1. Curricular Aspects**

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	6	None	None	6
PG	18	None	None	18
UG	1	None	None	1
PG Diploma	Nil	None	None	None
Advanced Diploma	Nil	None	None	None
Diploma	Nil	None	None	None
Certificate	None	None	None	None
Others	4	None	None	4
Total	29	None	None	29

Interdisciplinary	CPC and Research presentations	None	None	None
Innovative	None	None	None	None

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

All programmes are governed by MCI regulations and as such the flexibility is limited to ensure uniform medical teaching all over India. However, the Curriculum committee and the FMS (Faculty of Medical Sciences, Delhi University) gives its inputs to the MCI for revision in curriculum as and when required.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	MBBS
Trimester	Nil
Annual	2 year courses: MD/MS, MDS, BSc (MT) Radiography 2 year course: MSc (MT) Radiography

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

The college obtains feedback from all the stakeholders from time to time, both formally as well as informally through verbal means, and endeavours to use such inputs constructively in formulating various policies and programmes and implementing various initiatives in a staff/student friendly manner.

** Analysis of the feedback is placed at Annexure 2*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

All programmes are governed by the MCI guidelines as applicable from time to time. However, the Curriculum Committee of the College and Faculty of Medical Sciences, University of Delhi forwards its inputs to the MCI for revision in curriculum as and when required.

1.5 Any new Department/Centre introduced during the year. If yes, give details:

None at this stage

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Professor (SAG)	Director Professors	Others (Senior Demonstrators / Senior Residents)
116	9	19	36	01	31	20

2.2 No. of permanent faculty with Ph.D.

6

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Director Professors		Others (Senior Demonstrators / Senior Residents)		Total	
R	V	R	V	R	V	R	V	R	V	R	V
Nil	101	Nil	Nil	Nil	Nil	Nil	NA	3	97	3	198

Earnest measures have been initiated with the Governing Body of UCMS to fill vacancies at various levels.

2.4 No. of Guest and Visiting faculty and Temporary faculty

Nil

The College organises guest lectures by nationally and internationally renowned faculty.

2.5 Faculty participation in conferences and symposia: **(Annexure 2)**

No. of Faculty	International level	National level	State level
Attended Seminars/			
Presented papers			
Resource Persons			

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Multidisciplinary clinical meetings in the college are undertaken regularly with Webcasting from and to other institutions as well.
- Utilization of Simulations & Skills Lab in Anesthesia and Surgery.
- Competency based medicine introduced by the Medical Education Unit
- Training the students to develop required skills, knowledge and appropriate attitude to practice medicine.
- Problem based learning (PBL) adopted in the curriculum of all semester of students.
- Self directed learning and skills development (SDL).
- The central library provides access to national and international journals for all departments through ERMED software
- A Bulletin is being started by the MEU for the purpose of better teacher- student interaction in medical education.
- Pharmacovigilance centre also functional under the aegis of Indian Pharmacopeia Commission
- Yoga practices and yoga therapy techniques taught to be used as adjunct treatment for various psychiatric, orthopedic, cardiological and respiratory ailments .
- Unani and Ayurveda practices available in the affiliated hospital
- Illuminous, the medical quiz society of University College of medical Sciences organized its first intercollege medical quiz on 7th July 2018, Saturday. A total of 36 teams participated from AIIMS Delhi, MAMC, VMMC, HIMSR and UCMS.

2.7 Total No. of actual teaching days during this academic year: ~ **200**

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, and Online Multiple Choice Questions)

All Examination/ Evaluation Reforms are governed by MCI regulations and as such the flexibility is limited to ensure uniform evaluation all over country.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop
FMS (Faculty of Medical Sciences, Delhi University) and MCI are involved in the curriculum restructuring/revision in consultation with the college as a stakeholder as and when required.

2.10 Average percentage of attendance of students

~ **80%**

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Total no. of students passed (Annual +Supple)	Pass percentage

MD/MS	105	97	92.4
MDS	2	2	100
MBBS 1st	155	145	93.6
MBBS 2nd	161	157	97.5
MBBS 3rd (I)	152	149	98.0
MBBS 3rd (II)	175	166	94.9
B.Sc (Radiography) (I)	15	14	93.3
B.Sc (Radiography) (II)	14	13	92.9
B.Sc (Radiography) (III)	14	13	92.9
M.Sc (Radiography) (I)	7	3	42.9
M.Sc (Radiography) (II)	4	3	75.0
M.Sc (Radiography) (ANNUAL MODE) P2	1	1	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

Following are the different programmes, courses and other activities by which IQAR is able to contribute and monitor the teaching and learning processes of the students of this institute:

(a) Different courses run by the institute: Undergraduate course(MBBS 1st, MBBS 2nd, MBBS 3rd(I) and MBBS 3rd (II), BDS), Postgraduate course (MD/MS/MDS), BSc(MT) Radiography, MSc(MT) Radiography Courses are run by this institute. In addition, lectures for Florence Nightingale School of Nursing, Amar Jyoti Institute of Physiotherapy are taken by the faculty of this Institute. Medical Education Technology courses are run under the aegis of MEU and refresher courses are held from time to time. Workshops on research methodologies are held at regular intervals.

(b) Drafting the curriculum/ any amendment in the existing curriculum : the curriculum of the courses is defined by the University and the Medical Council of India. Any changes to the curriculum are subject to the internal departmental consideration in consultation with the existing teaching staff.

(c) Assimilation of knowledge in different fields: Students have been provided access to library resources, e-journals. CME programmes, seminars, symposiums, guest lectures, workshops and conferences are conducted from time to time for update in respective areas.

(d) Selection and availability of teaching materials: The regular medical technology course exposes the faculty members to a wide array of learning materials. The selection of the teaching material is made based on its appropriateness in various situations.

(e) Latest teaching aids for better learning outcomes: All the lecture theatres have being equipped by audio-visual / multimedia aids. Multimedia projection and webcasting is also available in select areas.

(f) Implementation of learning objectives:

Based on learning objectives, each department has its own learning outcomes. At the beginning and during the course of the teaching programme, the students are sensitized towards these for better outcomes. The teaching module is based on two arms. The theoretical knowledge is imparted through lectures, seminars, interactive sessions, departmental presentations, research presentations, CME's and multidisciplinary meets. The practical aspect of knowledge and skills is acquired by the students through clinical postings in hospitals and problem based learning. The skill labs also provide practical training through simulation techniques on dummies

(g) Amendments in teaching and learning process:

Any reforms pertaining to teaching or other academic areas are elaborately discussed at the Courses Committee meetings of University of Delhi which is chaired by the University Head of Department and comprises of Heads of the departments and Faculty members of affiliated colleges. All these changes are done at the Faculty of Medical Sciences, University of Delhi.

(h) Sensitization of students to the assessment and evaluation process based on the learning outcomes

During the orientation classes, lectures and other undergraduate/postgraduate student activity, the evaluation process is explained to the students by the faculty including the eligibility criteria for appearing in the university examinations, the norms for attendance and internal assessment. Prior to the evaluations at the university level, it is mandatory to conduct an institutional evaluation which is based on the same pattern as the final University Examination and also contributes to the internal assessment.

(i) Periodic Internal assessments:

As per directions of the University of Delhi, this College gives considerable emphasis on periodic internal assessment. The internal assessment is shared among all departments based on the number of teaching sessions as per MCI rules. Internal assessment review is carried out by respective departments after scheduled regular posting.

(j) Evaluation process:

(a) Undergraduate course:

To check for the achievement of learning outcomes and the understanding of the students in the subject, at the undergraduate level there is a constant evaluation process during the tenure of the students with a particular department. There is also coordination among various departments for the evaluation process of the students. There are midterm evaluations, short subject assessment tests, group discussions and interactive sessions supervised by mentors to ensure that the learning objectives and outcomes are achieved to a desirable level. At the end of each semester, the MBBS students are assessed based on their attendance and internal assessment which is monitored and tabulated by an Academic In-charge and Faculty coordinators from 3 Professionals.

After each semester, the cumulative attendance and internal assessment are duly displayed. The students have the option of grievance redressal by approaching the respective H.O.D or the Coordinator or the Academic in charge.

(b) Postgraduate course:

At the postgraduate level the understanding and fulfillment of the learning objectives is evaluated during the seminars, journal club and other PG activity. Tests are also conducted by some departments as an attempt to sensitize the P.G students prior to their final P.G examination. Many departments have introduced the maintenance of logbook by the postgraduate students to monitor the learning outcomes. These assessments are also used as an evaluation tool to determine the achievement of the desired learning objectives.

(k) Centralization of the evaluation process:

Since the evaluation system is guided and monitored by the Delhi University which is also the agency conducting the examination transparency is ascertained. There is a centralized Question Paper setting process and appointment of external and internal examiners for various departments both at the undergraduate and postgraduate level.

The evaluation reports for students are regularly updated by the faculty at regular intervals (semester wise)

(l) Ascertaining the transparency of the evaluation process:

For the purpose of a transparent evaluation process, there is a Committee for prevention of unfair means during the examinations. Any study material or notes are not allowed inside the emanation hall. Mobiles and any other electronic gadgets are strictly prohibited at the examination venue. The students are not allowed in the hospital wards a day before the examination in the clinical specialties. If any student is caught in malpractice, his/her case is strictly dealt by a duly constituted Disciplinary Committee both at college and University level.

(m) Maintenance of confidentiality in the evaluation process:

The **confidentiality in the conduct of the examinations** is maintained by the systems adopted the Delhi University. The appointment of examiners, setting of question papers, actual conduct of theory and practical examination, compilation of result and its declaration is controlled by the Controller of Examination, South Campus, Delhi University, with active participation by the college.

(n) Declaration of results:

The **University results** are usually declared within a month of the completion of the examination. The result is displayed in notified area and is also available on the website.

(o) Facility for re-evaluation

Students who put their request through the college to the Delhi University , the University has provided the scope of **re-evaluation of the answer sheets**.

(p) Overall Aims and objectives of learning methods and assessment strategies:

For **assessment of educational outcomes** of its students the institution ensures the following:

- Compatibility of education objectives and learning methods with assessment principles, methods and practices.
- Balance between formative and summative assessments.
- Increasing objectivity in formative assessments.
- Formative (theory / orals / clinical / practical) internal assessment; choice based credit system; grading / marking.
- Summative (theory / orals / clinical / practical).
- Theory – structure and setting of question papers – Essays, long answers, shorts answers and MCQs, Questions bank and Key answers.
- Objective Structured Clinical Examination (OSCE).
- Objective Structured Practical Examination (OSPE).

2.13 Initiatives undertaken towards faculty development

The College always encourages its faculty members to participate in various Faculty development programs, nationally & internationally. An indicative inexhaustible list is attached. **(Annexure 3)**

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	

Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	54	60	NIL	1
Technical Staff	143	59	NIL	1
Computer Staff	9	2	NIL	NIL
Library Staff	11	12	NIL	NIL
Other Staff	122	116	NIL	9
Total	338	249	NIL	11

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- Support for research by way of IMRG (Intra Mural Research Grant)
- Providing infrastructure – CRL etc for the projects.
- Providing library support in terms of new e-journals etc.
- IQAC has been planning to provide publication support
- Promoting the MEU, UCMS in holding sessions on Publication ethics and scientific writing through various workshops

3.2 Details regarding major projects (Annexure 4)

	Completed	Ongoing	Sanctioned	Submitted
Number	8	18	1	-
Outlay in Rs. Lakhs	4,80,004	2,64,61,260	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	60	-	-	-
Outlay in Rs. Lakhs	14,48,475			

3.4 Details on research publications#

Indexed: Non-Indexed:

	International	National	Others
Conference proceedings	7	23	20

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

(Annexure 4)

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				

Projects sponsored by the University/ College				
Students research projects				
Any other				
Total				

3.7 No. of books published i) With ISBN No.** Chapters in Edited Books
ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds
3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy NIL

As UCMS is a centrally funded medical Institution, all consultancies provided by its Faculty is gratuitous in nature

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		13	12	-	8

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations: International Nation Any

3.14 No. of linkages created during this year

3.15 Total budget for research for current year:

From funding agency From Management of University/College

Total

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL

3.16 No. of patents received this year

	Granted	NIL
--	---------	-----

3.17 No. of research awards/ recognitions received by faculty and research fellows of the Institute

Total	International	National	State	University	Dist	College
48	14	25	9	0	0	0

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

8	19
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3.19 No. of Ph.D. awarded by faculty from the Institution ***

3

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

-

 SRF

10

 Project Fellows

-

 Any other

Research Associate-1

3.21 No. of students Participated in NSS events: None at this stage

University level

--

 State level

--

National level

--

--

International level

3.22 No. of students participated in NCC events: None at this stage

University level

--

 State level

--

National level

--

--

International level

3.23 No. of Awards won in NSS: None at this stage

--

University level

--

 State level

--

National level

--

--

International level

3.24 No. of Awards won in NCC: None at this stage

--

University level

--

 State level

--

National level

--

--

International level

3.25 No. of Extension activities organized

University forum

--

 College forum

9

NCC

--

 NSS

--

 Any other

--

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

The institution is highly committed in its extension services for community development. It offers comprehensive health care to a large local community through the attached GTB Hospital. All services are provided free of cost. All the departments are very actively involved in many extension activities like increasing awareness, diagnostic camps, camps offering treatment, school health surveys, immunization camps etc. The college has adopted a village for providing comprehensive health care to its population. Local community and many NGOs actively interact with the institution in planning and execution of extension activities. These activities help the institution in discharging its responsibilities towards the community.

- Community outreach health programs for prevention, detection, screening, management of diseases and rehabilitation by cost effective interventions.
- Awareness creation regarding potable water supply, sanitation and nutrition.
- Awareness creation regarding water-borne and air-borne communicable diseases.
- Awareness creation regarding non-communicable diseases - cardiovascular diseases, diabetes, cancer, mental health, accident and trauma, etc.
- Awareness creation regarding the role of healthy life styles and physical exercise for promotion of health and prevention of diseases.
- Awareness creation regarding AYUSH Systems of medicines in general and / or any system of medicine in particular.
- Complementary and alternative medicine.
- Pharmaco- economic evaluation in drug utilization.
- Participation in national programs like Family Welfare, Mother and Child Welfare, Population Control, Immunization, HIVAIDS, Blindness control, Malaria, Tuberculosis, School Health, anti-tobacco campaigns, oral health care etc.
- Promotion of mental health and prevention of substance abuse.
- Research or extension work to reach out to marginalized populations.
- Adaptation of the population in the geographical area for total health care- The College and affiliated hospitals provide comprehensive health care to a large geographical area in the East Delhi as well as western Uttar Pradesh. Several extension activities like public lecture forum and running of PHCs provide comprehensive health and also generate health awareness.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	88	0		88
Class rooms	4	0		4
Laboratories	27	0		22
Seminar Halls	21	0		21
No. of important equipments purchased (\geq 1lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	223.9	39.88	UGC	263.78

4.2 Computerization of administration and library

The UCMS Library is serving to various types of users such as Faculty Members, Senior Residents, Post-Graduate Students, Under-Graduate Students, GTBH Doctors and Staff. At present our college library is partially computerized. College authority is planning for the complete automation of library with the use of KOHA Integrated Library Management System. KOHA is an Open Source user-friendly software designed to take care of all the administrative and housekeeping operations of the Library.

There are currently 21 computer systems available in the Library for users. On these systems, users can access e-resources available under ERMED consortium, N-LIST Programme, DELNET databases, online journals and e-books. Library users can also access a range of software applications including MS-Word, Excel, and PowerPoint on all the library computer systems.

The library is also fully Wi-Fi enabled for users to access library resources on their smart phones, ipads and laptops.

The library is also providing the E-mail facility to receive Inter Library Loan (ILL) requests from the patrons and to send them latest updates pertaining to library on regular basis.

A printer cum photocopier is used in the library building for the printouts & photocopies as per the copyright policy.

4.3 Library Services:

	Existing		Newly Added		Total	
	Number	Approx. Value	Number	Approx. Value	Number	Approx. Value
Text Books	234 (2017)	13,37,039=00 (2017)	218 (2018)	11,17,900=00	14953	24,54,939=00 (2016-2018)
Reference Books	14735					
e-books	180	Complimentary access with print copies	64	Complimentary access with print copies	Access to approx. 244 e-	Complimentary access with print copies

					books available	
Journals* (Current)	161 (130 Foreign and 31 Indian) (2017)	1,35,52,841=51 (2017)	-	-	100 (53 Foreign and 47 Indian) (2017)	38,63,131=00
e-journals	<p>The library is a member of ERMED consortium through which library users can have access to 247 high quality e-journals from following 5 leading publishers.</p> <ul style="list-style-type: none"> — British Medical Journal Publishing (24) — Lippincott Williams & Wilkins (95) — Oxford University Press (40) — John Wiley (53) — Cambridge University Press (35) <p>These e-journals can be accessed throughout the college campus through intranet. The library is also a member of National Library and Information Services Infrastructure for Scholarly Content (N-LIST)". Under N-LIST Programme, the library users have access to 6000+ e-journals related to various multidisciplinary fields including medical sciences. The e-journals under N-LIST Programme are accessible remotely also by using the web address http://nlist.inflibnet.ac.in/ respectively.</p> <p>The library also provides access to 26 e-journals which are Complimentary with Print/ or Print+Online only.</p>					
Digital database	<p>The library is a member of ERMED consortium through which library users have access to 247 high quality e-journals from 5 leading publishers. ERMED not only provides access to current issue of Journals from five leading publishers, but also facilitates its users with the archival access.</p> <p>In addition to this, link to COCHRANE LIBRARY is also available through ERMED which provides access to six databases that contain different types of high quality, independent evidence to inform healthcare decision making. The access to ERMED consortium is activated on college static IP Addresses, thus one can access resources beyond the physical space and time of the library. Users can access e-journal resources from their departments as well. All the above mentioned material can be accessed through single gateway: www.irmed.in.</p> <p>The library is also a member of National Library and Information Services Infrastructure for Scholarly Content (N-LIST)" under which the library users have access to 6000+ e-journals and 31,35,000+ e-books related to various multidisciplinary fields including medical sciences. The e-resources under N-LIST Programme are accessible remotely also by using the web address http://nlist.inflibnet.ac.in/ respectively.</p>					
CD & Video	409 (2017)	Complimentary access with print copies	1 (2018)	Complimentary access with print copies	410	Complimentary access with print copies
Others (specify)	The library is a member Developing Library Network (DELNET) since 2015 till date. DELNET is a major Resource Sharing Library Network in "South Asia". It networks more than 5700 libraries in India and eight other Countries. It provides					

access to more than 2.5 crore bibliographic records of Books, Journals, Articles etc. in addition to several full text databases. DELNET also provides "Inter Library Loan" for 'Books', and Document Delivery Services for Journal articles to the Members-Libraries within and outside India. The access to DELNET Databases is also activated on college static IP Addresses, for ease of use by the users.

4.4 Technology upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	400	1	450 nodes	All academic departments, individual faculty desks, administrative offices, Medical education Unit, and Library	1	All administrative and departmental offices have computers, printer, and internet facility	All faculty members have computer, printer, and internet facility at their desk. JRs/SRs also have one dedicated system for their usage	3 LAN compliant Photostat machines
Added	0	0	0	0	0	0	0	0
Total	400	1	450	Same as above	1	Same as above	Same as above	3

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Library and reading rooms are equipped with computers, printers and internet connections
- Respective departments have computer with printer and internet connection for the UG/PG students and residents
- All Lecture Theatres are equipped with Laptop and LCD projectors. They are used for Power point slides and multimedia presentations
- All faculty members have computer with printer and internet connection at their own desk
- To make Wi-Fi enabled campus is under process, so that teachers and students remain connected 24x7 to outside resources and open environment.
- Whatever training or help to upgrade their knowledge is required from time to time is provided to them

4.6 Amount spent on maintenance in lakhs:

i) ICT	2.26
ii) Campus Infrastructure and facilities	-
iii) Equipments	2.24
iv) Others	1.59
Total:	6.09

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC, through its continuous interaction with various stakeholders, has significantly contributed enhancement of awareness about students support services which is an integral part of teaching learning. IQAC endeavours to inculcate the culture of integrated approach in student's life cycle management in the institution. It has remained instrumental in encouraging the students to participate/organise events and at the same time sensitised the faculty members and other supporting staff to help the students in achieving their desired goal in life

5.2 Efforts made by the institution for tracking the progression

Being a medical college of national repute, UCMS has always strived to enrich the students as not only as able medical professionals but also responsible citizens of the country. Student's progression is monitored at multifarious levels ranging from departmental initiatives in maintaining a close watch on various students' related activities ranging from monitoring attendance, performance in various routine teaching learning processes, and performance in the examinations both internal and external, propensity of the students to participate in various extra-curricular activities which furthers the cause of institutional social responsibilities.

5.3 (a)

Total Number of students

UG	PG	Ph. D.	Others
859	389	19	9 (MSc)

(b) No. of students outside the state

742

(c) No. of international students

Nil

No	%
911	71.4

Men

No	%
365	28.8

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
617	206	67	322	9	1212	622	217	83	354	8	1276

Demand ratio : None (Admission is through NEET)

Dropout - None

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Being a medical college, the entire teaching learning is oriented towards practical application of knowledge which provides holistic approach to teaching and learning

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Other

Although a large number of students who have passed out of this college have cleared various competitive examinations from time to time and excelled in their professional endeavour, the college does not maintain any separate database on this count.

5.6 Details of student counselling and career guidance

UCMS considers student counseling and carrier guidance as an on-going and continuous process which ensures that the students who would be the future medical professionals and not only academically strong, clinically skilled but also psychologically tough to handle any emergent situation that may arrived in course of patient care and clinical procedures. To further this cause, the college has entrusted the responsibility of students mentoring to each of its faculty members. But, at the same time, to address specific issues which may arise due to exposure of a student to non-familiar environment of a medical college, stress during examinations, handling various intricate inter-personal issues prevalent for teen-agars and late teen-agars etc., the college has made provision for counseling of such students in the Department of Psychiatry as well as in the medical education unit, specially design to address student related issues. However, the college strongly subscribed the idea of holistic guidance and contiguous counseling. Therefore, no separate data base is created on this account, which may, otherwise deflect the students from availing which facilities.

No. of students benefitted

As mentioned above no separate data base is created on this account

5.7 Details of campus placement –

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	42	39	Data NA

5.8 Details of gender sensitization programmes

1. In the year 2017 the members sensitized the fresh batch 2017 MBBS students and staff members including students (B.Sc & M.Sc, MIT) of Nursing college Deptt on gender related issues by holding interactive sessions with them.
2. An invited guest lecture was held 3rd March, 2017 by POSCHA (Dr. Surbhi Dhingra) on Awareness Programme on Sexual Harassment of Women on Work Place for faculty and non teaching staff members of UCMS.
3. Dr Shruti Srivastava, Professor Psychiatry, UCMS & GTBH delivered a lecture to the nonteaching staff of college on Oct 2017 in LT III. It was attended by 50 non teaching staff.
4. As per UGC notification(Article 15 of the Indian constitution, Govt. of India) , to promote gender equality and foster an environment of equal treatment “ Gender Champion Club” was constituted by seeking nominations of undergraduate students for which a notice was displayed. 15 applications were received wherein students were asked to submit a brief account of their activity during the year in promoting the gender equality..This was submitted to the office of the Principal for necessary action.
5. Annual report of 2016- 2017 was submitted to Distt. Magistrate New Delh and UGC
6. Gender related activities were also held during the Annual UCMS undergraduate Festival “Ripple”2018: Poster making competition: Women-Fighting the Odds. Prize money for first, second, third and consolation prizes were distributed. The first prize cash prize of Rs 2000/- was given to Sudhanshu, 8th semester UCMS; second prize to Devansh, 6th semester UCMS; third cash prize to Anoushka, 6th semester UCMS. For “Gender Championship”- debate competition, first cash prize of Rs. 4000 was given to Utkarsh Dayal and second prize of Rs. 2000 to Sana from UCMS.
7. Parliament questions regarding gender sensitization have been addressed regularly.
8. A questionnaire based survey for awareness on sexual harassment will be conducted in 2018 involving the post graduate students and faculty of our institutes.
9. Number of complaints of sexual harassment received in the year (2017-2018): None
10. Number of complaints disposed off during the year(2017-2018): None
11. Number of cases pending for more than ninety days: None
12. Number of workshops or awareness programme against sexual harassment carried out:02

GENDER CHAMPION: DEBATE GROUP



POSTER CERTIFICATE TO UG STUDENT



5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events (**Annexure 5**)

State/ University level National level International level
 (National medical university level)

No. of students participated in cultural events (Annexure 4)

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level
 (National medical university level)

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

		Number of students	Amount
Financial support from institution			
Financial support from government		18 Applied	8,375 - 22,320 per yr
Financial support from other sources	NGO	12	1500 per month
Number of students who received International/ National recognitions		-	-

5.11 Student organised / initiatives None at this stage

Fairs : State/ University level National level International

Exhibition: State/ University level National level International

5.12 No. of social initiatives undertaken by the students: None at this stage

5.13 Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The College seeks to provide excellence in education and research in medical, dental and allied health sciences, patient care and research and offers programs that facilitate the development of competent professionals who are both locally and globally responsive in areas of education, healthcare delivery and research. The future vision of the College envisages establishing Super specialty departments for DM, MCh and MDS in various fields. A specialty block and Auditorium are also in near vision of the Institute. The mission involves providing access to highest quality of affordable education in medical, dental and allied health sciences to all students and ensures a safe and healthy environment for research and patient care and facilitates their professional development.

6.2 Does the Institution has a management Information System

The College is contemplating implementation of such a system in the future.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

We keep the curriculum updated with standards set by Medical Council of India, Dental Council of India, Ordinances of University of Delhi and International standards

6.3.2 Teaching and Learning

Teaching faculty is encouraged to participate in medical teaching workshops, academic CMEs and conferences to stay abreast with the latest. They are also encouraged to organize seminars, symposiums, conferences, CME and workshops
Regular talks and guest lectures are organised for teaching staff and students

6.3.3 Examination and Evaluation

Examination and Evaluation systems are as per guidelines of Medical Council of India, Dental Council of India and Ordinances of University of Delhi. They are kept under scrutiny by following the various feedbacks received from the students and performances of students in various assessment levels. To maintain transparency and remove any bias, the actual roll numbers are replaced by new code in University examination

6.3.4 Research and Development

Faculty and undergraduate and postgraduate students are encouraged to undertake intramural and extramural research projects. Various committees like Research Project Advisory Committee, Institutional Ethics Committee, Multi-disciplinary research Unit are in place to facilitate the same.

Intramural grants are also available for research and development. A Central Research laboratory is in place with modern facilities to help achieve the same.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library services are available for all students, staff and faculty. There is access to national and international journals which keeps getting updated as per need of each department. Many journals are available online via access through institute's servers. Many new books are purchased each year.

New equipments are purchased each year for teaching, research and patient care as per need of each department.

6.3.6 Human Resource Management

- The college manages its affairs, academic and administrative within its available human resources as recruited from time to time depending upon operation requirement.
- The college has deployed non-teaching staff in various departments and administrative section depending upon the workload as well as availability of manpower.
- Faculty members are deployed based on sanctioned positions in a department who are adequately supported by various supporting staff both technical and non-technical. The college has implemented Assured Career Progression Schemes for both teaching and non-teaching staff as per the extant rules as applicable from time to time.
- There are welfare schemes aimed at benefitting the staff members of the college.
- The college has instituted various awards such as Best Thesis Award, Best Ward Award etc. to encourage staff members and student to excel in their respective areas.

6.3.7 Faculty and Staff recruitment

- Vacant Seats for faculty from all departments were advertised last year.
- Screening of all applications by two senior Faculty & then HOD, FMS has been undertaken.
- Further screening is being done by College branch of DU.

6.3.8 Industry Interaction / Collaboration

There is no such collaboration at this stage

6.3.9 Admission of Students

Selection of undergraduate and postgraduate students is through national level examinations (NEET) and admission is done through University of Delhi.

6.4 Welfare schemes for

Teaching	Teachers welfare fund, Group Insurance Scheme
Non teaching	Delhi University and College Karamchari Union (DUCKU), Farewell committee, Thrift & Credit Society, Group Insurance Scheme
Students	Mentoring Programs, Scholarships

6.5 Total corpus fund generated: NA

6.6 Whether annual financial audit has been done Yes

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	MCI	Yes	College and Hospital committees
Administrative	Yes	Comptroller and Auditor General of India	Yes	Internal checks & balances

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes Yes No

For PG Programmes Yes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Courses committee of each respective department is in place and meets at regular intervals to assess the examination process and suggest any change in content or pattern of examination.
To maintain transparency and remove any bias, the actual roll numbers are blinded by new fictitious code in University examination

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

UCMS itself is a constituent college of Delhi University

6.11 Activities and support from the Alumni Association

Alumni Association organizes annual meeting which provides a platform of interaction among all levels of UCMS staff
Alumni Association is also providing scholarships to meritorious students

6.12 Activities and support from the Parent – Teacher Association

There is no Parent – Teacher Association

6.13 Development programmes for support staff

Promotions based on annual appraisals. There is In service training programs for promotion. Staffs are also encouraged to participate in academic activities and conferences and present research papers.

6.14 Initiatives taken by the institution to make the campus eco-friendly

The campus is a green place thanks to active initiatives by the faculty and staff. New trees and plants are planted regularly. Herb garden is in place.
Old tube lights in most of places have been replaced by energy saving LED

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Although there were no separate innovative practices introduced by the college this academic year, it is pertinent to mention here that the college made a sincere effort to augment its existing innovative practices followed over the years and allow them to flourish further with in intent of its internalisation within the existing day-to-day functioning of the college.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

On the academic curriculum front, the college is working hard to obtain approval from the statutory authorities for initiation of various prestigious courses of study but the on-going process is yet to be completed.

As far as development of physical infrastructure is concerned, the on-going efforts of the college are yet to bear desired results.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

The existing best practices require further effort for its concretisation into effective tools of academic learning. Therefore, the college has invested further human intellectual capital through deep involvement of its faculty members for continuances of these practices in the days to come.

7.4 Contribution to environmental awareness / protection

The college has made substantial efforts in developing environmental awareness among its students and staff members through various means from time to time. The college has organized various programmes in this direction such as tree plantation drive, Swachhta abhiyan, continuous monitoring of health, hygiene and sanitation measures, maintainence of greenery in the college/ adjoining hospital campus through continuous plantation drive by the Horticulture department of GNCT Delhi among others.

7.5 Whether environmental audit was conducted? Yet to be conducted.

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

UCMS, being an institution of close to a half of a century, has always strived for excellence in medical education and has consistently catered to the needs of the poor and the downtrodden through extension of best medical-care facilities within the scope of the functioning of the medical college and sometimes going beyond it to save the humanity from the scourges of apathy in medical care. Many of the magnanimous endeavours of the college may not have been documented over the years, nor has it been propagated though any advertisement, but such inherent best practices within the limited available resources has made this medical college an institution of ultimate faith when it comes to the millions and millions of population of this part of the world. Further, the college has produced some to the best minds in medical biology over the years who have been able to further the cause of medical education and health in India and abroad. Therefore, true medical education and faithful medical care has remained the hallmark of this institution over last five decades and it needs to be acknowledged now

8. **Plans of institution for next year**

- To utilize the resources, both human & financial, in a more pragmatic manner, thereby maximizing the potential of the Institute.
- Augment the already advanced teaching learning methodology adopted by the college through introduction of more *e* content/ *e* learning material in the courses of study.
- To develop matching physical infrastructure for an attached hospital under the direct control of the college, thereby eliminating the duality of administration which, at times, acts as a potential area of miscommunication.
- Strengthening the peripheral outreach programs run by the college under the aegis of urban & rural health centres.
- Augment the e-infrastructure of the college with state of the art technology.
- Enhance the laboratory infrastructure of the college in line with the latest available medical technology.
- Recruit faculty and non – faculty members as per sanctioned strength of the college.
- Encourage more cohesive student-teacher-parent interaction, thereby making the academic discourse more transparent and disciplined.
- Endeavour to start new courses of study, wherever possible.

Name **Dr. Amitesh Aggarwal**

Name **Dir. Prof. Anil K Jain**

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

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