

Mandatory Disclosure

Mandatory disclosure by Institutions running AICTE approved Engineering/ Technology Programmes

1.	Name of the Institute <ul style="list-style-type: none">Address including telephone, fax, e-mail	R.C. Institute of Technology Gopal Nagar, Najafgarh, New Delhi-110043 Ph: 011-28016191, 28011304, 28015971 Fax: 28019452 Email: rcit_tech@rediffmail.com Web: www.rcitindia.org
2	Name & Address of the Director <ul style="list-style-type: none">Address including telephone, Fax, e-mail	Dr. Saroj Sharma A-004, Rudra Aptt. Plit-12, Sec-6, Dwarka, ND-75
3	Name of the Affiliating University	Guru Gobind Singh Indraprastha University, Kashmere Gate, Delhi-06
4	Governance ❖ Members of the Board and their brief background	Executive Committee & governing Council of the College <ul style="list-style-type: none">Smt. Premwati, ChairpersonSmt. Poonam Gahlot Vice Chairperson BA, B.EdSh. Harish Gahlot Manager BASmt. Moushumi Gahlot Secretary BA(H) LLBSh. Kailash Gahlot Treasurer BA(H) LLBSmt. Sudesh Gahlot Member MA , BG.EdMr. D.K Mukharjee Member MA (Eng.)Dr. Saroj Sharma Member M.Sc, MA, M.Ed, M.Phil, NET (Edu.), Ph.D

		<ul style="list-style-type: none"> Ms. Jyotsna Sinha Member M.Sc, MCA Mrs. Sandhya Member BA, B.Ed Mrs. Manjari Mary Lopez Member MA, B.Ed
	❖ Members of Academic Advisory Body	Heads of the Departments
	❖ Frequency of the Board Meetings and Academic Advisory Board	Four times in a year
	❖ Organizational chart & Processes	<pre> graph TD A[College Governing Body] --> B[Vice Chairperson] B --> C[Principal] B --> D[PA to Vice Chairperson & other Office Staff] C --> E[HODs of all Technical & non-technical departments] C --> F[Library and other technical staff related to academics] E --> G[Lecturers] </pre>
	❖ Nature and Extend of involvement of faculty and students in academic affairs/ improvements ❖ Mechanism/Norms and procedure for democratic/good governance	HODs, faculty/staff members and students are involved in framing and effective running of various academic and other co-academic activities. Some of the committees which are functioning are: <ol style="list-style-type: none"> 1. time table committee 2. alumni committee 3. sports committee 4. industry institute interaction committee 5. students counseling committee 6. career advance screening committee 7. placement committee.

❖ Number of Books/ Titles/Journals available	Volumes : 5364 Journals : 10
❖ List of online National/International Journals subscribed	We are shortly subscribing for online E-Journals
❖ E-Library Facilities	Under Process
Laboratory:	
❖ List of Major Equipment/Facilities	List Enclosed (Annexure-6-B)
❖ List of Experimental Setup	NIL
Computer Facilities:	
❖ Number and configuration of systems	As Per List enclosed : ----
❖ Total number of systems connected by LAN	All systems in the institution are Networked
❖ Total number of systems connected by WAN	
❖ Internet bandwidth	512KBPS/10 hrs. In process of upgradation to 1 MBPS
❖ Major software packages available	List of Software: 1. Windows 98 2. Windows 2003 (Server) 3. Windows XP (user license) 4. Novell 5. VB.Net 6. Linux V 6.0 7. MS SQL Server 7.0 8. Nokia Toolkit 9. JDK 1.4
Workshop:	
List of facilities available	
Games and Sports facilities	Badminton, Cock, Flying disk , Hand ball , Foot ball, Carom board, Carom board, Rassa, Cricket Kit, Chess, Ludo, Dumble, Lazium, Volley Ball, Table Tannis Bat, Table Tennis Ball
Extra Curriculum Activities	Cultural activities, technical paper presentation, Anugoonj, Sports day.
Soft skill development facilities	
Number of classrooms & Size of Each	04
Number of Tutorial rooms and size of each	
Number of laboratories and size of each	01
Number of drawing halls and size of each	01
Number of computer centres with capacity of each	02
Central Examination facility, number of rooms and capacity of each.	Central examination held by university at centre declared by university
Teaching and Learning process	Delivery of syllabus contents: Lesson plans are made and given to students at the beginning of each semester. Tutorial classes and extra classes are taken in the subjects where students feel them as difficult. Contents beyond the syllabus: lectures by experts from industries/institutions are arranged in the state of the art technology under the auspices of the departmental associations regularly, education CDs are screened Academic calendar: Prepared at the beginning of the semester and notified to students. Continuous Evaluation Procedure: Done through

		<p>periodical tests and feedback thereon.</p> <p>Information access facilities: Campus wise networking and internet facility is provided.</p> <p>Student centric learning initiatives: Students seminars, paper presentations are arranged through departmental associations and student chapters lie IETE, IE, ISTE etc.</p>
	Curricular and syllabi for each of the programmes as approved by the university.	Syllabi of MCA Enclosed (Annexure-M2)
	Academic Calendar of the University	Academic Calendar Enclosed (Annexure-M3)
	Academic time table	<p>Morning session: 9:30 am to 1:00 pm</p> <p>afternoon Session 1:30 pm to 4:00 pm</p>
	Teaching load of each faculty	<p>Lecturers : 32 Units + other duties</p> <p>Asst. Professors : 24 Units + other duties</p> <p>Professors : 18 Units + other duties</p> <p>Prof. & HOD : 16 Units + other duties</p> <p>(1 theory hours = 2 units practical of 3 hours = 3 units)</p>
	Internal continuous evaluation system in place	Two internal assessment tests are conducted in a semester for each theory subject. for laboratory classes/ drawing/ workshops assessment is done continuously and with an internal test and presentations
	Student's assessment of faculty, system in place	Students feed back on each faculty for each subject is obtained at the end of the semester and communicated to the faculty for information and improvement.

Title of the Programme Master of Computer Application

S.no	Name	Designation	Subject teaching
1	Ms. Jyotsna	Asst. Professor, HOD	Software Engineering (3 rd Sem) Object Oriented Software Engineering (5 th Sem)
2	Mr. Surender Singh	Lecturer	Front end Design tools (3 rd Sem) NUES
3	Mr. Ashish Agnihotri	Lecturer	Problem Solving Using C (1 st Sem) Distributed Database Management System (5 th Sem)
4	Mr. Umesh Sharma	Lecturer	Artificial Intelligence (5 th Sem) Software Testing (5 th Sem)
5	Mr. Sarwan Pandey	Lecturer	Introduction to Information Technology (1 st Sem) Multimedia Technology (5 th Sem)
6	Ms. Priyanka Mehta	Lecturer	Discrete Mathematics (I)
7	Ms. Namita Srivastava	Lecturer	Design & analysis of Algorithm (3 rd Sem)
8	Ms. Pratibha Kaushik	Lecturer	Operating System (3 rd Sem) Database Management System (3 rd sem)
9	Dr. H.L Lumb	Reader (visiting)	Digital Electronics (1 st sem)
10	Ms. Anjali	Lecturer (visiting)	Financial Accounting (1 st sem)

2. Brief Profile of Each Faculty: MCA

S. No	Name (s) of the Teaching Faculty	Designation of Lecturer/ Asst. Professor/ Professor	Qualifications with field of specialization	Date of Birth	Experience			Date of Joining the Institution	Gross total salary & Present basic / pay scales & date from which implemented.
					a) Teaching	b) Industry	c) Research		
1	Ms. Jyotsna Sinha	HOD	B.SC(H) Zoology, MCA	5/3/74	A	B	C	01.01.2001	22545/-
2	Mr. Surendra Singh	Lecturer	B.Tech Computer Sc.	6/9/79	2yrs.			02.08.2004	20004/-
3	Mr. Ashish Agnihotri	Lecturer	B.Tech Computer Sc.	19/1/79	2 yrs.			02.08.2004	20004/-
4	Mr. Umesh Kr. Sharma	Lecturer	B.Sc (Maths) MCA	22/12/78	2yrs.			02.08.2004	20004/-
5	Mr. Sarwan Pandey	Lecturer	MCA	5/1/78	2yrs.	1 yr.		25.08.2004	20004/-
6	Ms. Priyanka Mehta	Lecturer	BA(H) Math, MCA	14/1/78	3 + 2 (PT)			01.08.2003	20427/-
7	Ms. Namita Srivastava	Lecturer	BA (Math, Stats, Geo), MCA	30/3/80	1.5 yrs.			14.08.2006	
8	Ms. Pratibha Kaushik	Lecturer	B.Tech (CS)	4/5/82	3 months			14.8.2006	19580/-
9	Dr. H.L Lumb	Guest faculty	Ph.D						
10	Ms. Anjali	Guest faculty	M.Com, M.Ed						

3. Details of Computer Facilities:

Computer Facilities for the MCA Course:

S.no	Particulars	Requirements as per Norms (1:4 for Engg., 1:6 for Pharmacy/HMCT/Arch./Applied Arts and 1:2 for MBA/ MCA)	Available
1	No of Computer Terminals		64
	Hardware Specification		P-IV 2.6 GHz/236MB RAM/80GB HDD
	No. of Terminals of LAN/WAN		60
	Relevant Legal Software		
	Peripheral(s)/Printers		05
	Internet Accessibility (in kbps & hrs)		512 Kbps/10 hrs.

Whether the computer facilities are suitable for the existing programme? Yes

4. List of Software:

10. Windows 98
11. Windows 2003 (Server)
12. Windows XP (user license)
13. Novell
14. VB.Net
15. Linux V 6.0

16. MS SQL Server 7.0
17. Nokia Toolkit
18. JDK 1.4

5. Academic Calendar of Odd Semester:

Commencement of odd semester	01/08/2006
Last working day	30/11/2006
Practical examination	05/12/2006
Theory examination	11/12/2006
Vacation for students	03/01/2007 – 07/01/2007
Commencement of even semester	08/01/2007

Internal assessment test time table:

1 st test	18/09/2006-22/09/2006
2 nd test	14/11/2006-18/11/2006

6. Research Focus:

List Of Typical Research Projects:

1. Liquid Crystal Devices
7. Industry Linkage: linkage with Industry Interaction Cell & Training & Placement Cell
8. Publications in last 2 years:

S.No	Name of faculty	Journals	Conferences

9. Placement Details:

Semester	Company	No. of Students

19. Admission Procedure: : As per GGS IP University, Delhi Entrance rule

20. Fee Structure:

S.no	Particulars (fee)	At the Time of Admission
1	Academic fee per annum	50000
2	University's Other Dues per Annum	8000
3	Activity Fee per annum	1000

21. Hostel Facilities:

Paying Guest accommodation on & off campus provided on the request

22. Contact Address of Co-ordinator of the MCA programme:

Name: Ms. Jyotsna Sinha, Asst. Professor & HOD

Address: R.C. Institute of Technology , Gopal Nagar, Najafgarh, New Delhi-43.

Telephone: 011-28016191, 28011304

E-mail : rcit_tech@rediffmail.com