



# **SELF STUDY REPORT**

**FOR**

**4<sup>th</sup> CYCLE OF ACCREDITATION**

## **VIVEKANANDA DEGREE COLLEGE**

**VIVEKANANDA DEGREE COLLEGE DR. RAJKUMAR ROAD, RAJAJINAGAR II  
STAGE, BENGALURU - 560055**

**560055**

**<https://vdcjes.edu.in>**

**Submitted To**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

**BANGALORE**

**July 2022**

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

### INTRODUCTION

*The college was started in June 1982 by the Management of Janatha Education Society with B.A., B.Sc., and B.Com, courses with 150 students, 08 teachers and 02 administrative staff. Year by year the college made remarkable progress in all fronts and by the end of 1986-87 the students' strength increased to 700 with a faculty of 15. After the completion of Five years of non-grant period, college with all the requisites applied to the Government of Karnataka for Grant-in-Aid facility and obtained the same in August 1987. The College is permanently affiliated to Bangalore Central University (renamed as Bengaluru City University). The college is a co-educational and has completed 40 years of service offering 5 UG Programs and more than 180 courses in Arts, Science and Commerce. The college also obtained 2(f) status in 1991 and 12 (B) status in 1994 from UGC, which facilitated the college for its all-round development. The College has been re-accredited for the 3rd cycle by NAAC with "B++" grade in 2017. The College has 34 qualified teachers with 08 Ph.D. holders, 9 M.Phil holders and 20 non-teaching supporting staff. The results of the college is always more than the average results of the University level with around 90 %. India Today, a popular national level magazine, in its 3rd June 2003 edition rated our college as the "4th Best College in Bangalore City".*

### Vision

Vision: "Education for All",

### Mission

Mission: "Quality Education at Affordable Cost"

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

#### Institutional Strength:

1. Highly Qualified and Experienced Staff.
2. Well-equipped Library, Laboratories and Naturally ventilated spacious class rooms.
3. More representation of faculty in University BOS and BOE.
4. Service Oriented College Management.
5. Students Aid Fund of the Management.
6. Opportunity for Pursuing Higher Education in the same Campus.
7. Catering to the needs of rural and economically weaker sections.
8. Gratuity Fund created in association with LIC for the benefits of staff.
9. College connecting with all types of transportation networks along with Namma Metro.

## **Institutional Weakness**

### **Weaknesses:**

1. Non-existence of research center.
2. Majority students are of First Generation Learners.
3. Lack of freedom to design curriculum.
4. Limited consultancy and collaboration.
5. No revenue generation through Research and consultancy.

## **Institutional Opportunity**

### **Opportunity:**

- Opening of Research Center and obtaining funds for research activities.
- More industry interactions.
- Applying for academic autonomy.
  
- Shifting of M.Com. Course from VIMS to Vivekananda Degree College.

## **Institutional Challenge**

### **Challenges:**

1. Opening of new government Colleges with free education in the neighborhood.
2. Lack of takers to basic science and Arts education.
3. Non-approval of Grant-in-Aid posts.
4. Limited opportunity for Competitive examinations coaching due to present curriculum system.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

**1. Curricular Planning and Implementation:** The institution is affiliated to Bangalore Central University (renamed as Bengaluru City University) and follows the CBCS curriculum prescribed by the university. At the commencement of the academic year, the academic calendar is prepared which is been strictly followed. The

timetable is prepared for every semester which includes bridge courses, slots for core papers, elective papers, soft skills, . During the university examination and evaluation teachers actively participate in it.

**2.Academic Flexibility:** UG programs are offered with the Choice Based Credit System/Elective course system. Many students are benefited from the value add courses.

**3.Curriculum enrichment:** Bangalore City University curriculum offers courses related to cross-cutting issues like Professional Ethics, Gender Equality, Human Values, Environment, and Sustainability in UG programs. To give a more holistic approach to these issues, several activities are conducted at the institutional level by the clubs and cells of the college. The curriculum includes experiential learning which is project work/fieldwork/internship. Various activities are organized on gender, human values etc. The college also celebrates international women's day, world environment day, etc to make the students aware of the cultural, and environmental surroundings, and its impact on human life.

### **Teaching-learning and Evaluation**

**1.Student enrollment and profile:** Admission was done based on the reserved category norms prescribed by the state govt. Admissions to general category was done based on academic qualification and merit. Concession on fees for meritorious students at the time of admission was provided.

**2. Catering to student diversity:** Before the commencement of any program Orientation is conducted. Career counselling, workshops, certificate courses are conducted for students. To enhance the learning levels for slow learners, special classes are conducted.

**3. Teaching-Learning Process:** Adequate provisions are given for divyangjan. Along with Chalk & Talk the faculty also adopts innovative teaching methods like Role Plays, Group Discussions, Industry Visits, Mini/GroupProjects, Expert Talks, Industry-Academia interaction, Case Studies, Conferences and Conclaves, experiential & problem-solving methods. Various committees of college conduct series of events to widen their holistic and life learning skills. Along with the learning management system, all teachers even use ICT tools for effective teaching.

**4.Evaluation Process and reforms:** As per the academic calendar Internal evaluation is robust and conducted which is prescribed by the Bangalore Central University. Continuous Internal Evaluation (CIE) is scheduled with two IA test. Mapping POs, Cos and attainment is done. Feedback is provided to the students after counselling is done and this is done by the Subject teachers who also evaluate the answer scripts of IA. Grievance relating to internal assessment and university exams will be handled at different levels in the college.

### **Research, Innovations and Extension**

**1. Innovation Ecosystem:** Institution has conducted many workshops/seminars on different issues of Research, IPR, and entrepreneurship during the last 5 years.

**2. Research Publication and Awards:** There were papers published in reputed journals, publications in conference proceedings. Books and chapters in edited volumes/books and papers in national and international proceedings for the last 5years.

**3. Extension Activities:** Enough number of extension activities have been conducted during the last 5 years. The extension activities are organised by NCC and NSS.. The College has an enviable record in organizing and implementing activities like Covid vaccination drive, Blood Donation Camp, Women Empowerment program, Gender Equivalence activities, and visits to orphanages to reach the needy. Many activities are planned and executed by NSS/NCC wings like celebrating environment day annually.

**4. Collaboration:** Institution has MOUs, collaboration with industry and other educational institutions for organizing activities, value add programs, internships, and student development programs. To enhance the knowledge of students, departments take initiative to take students on industrial and field trips.

## **Infrastructure and Learning Resources**

**1. Physical Infrastructure:** The college has space with adequate parking facility for both two and four-wheelers. The building has lifts and restrooms . Some Classrooms are equipped with LCD Projectors, Computer Labs, Laboratories, Seminar Hall, Conference Halls, Auditorium, Library, Cafeteria, Reprographic Centre, adequate Recreational spaces, basic amenities like water, electricity back up, gym etc.

**2. Library as Learning Resource:** The library has enough number of Books, Journals, Magazines with e library facility.

**3. IT infrastructure:** Adequate number of computers includes access to internet. Effective modern ICT resources like LCD equipped classrooms, Computerised teaching materials.

**4. Maintenance of Campus Infrastructure:** Regular maintenance and upkeep facilities is entrusted through Annual Maintenance Contracts. Maintenance of physical infrastructure, building, class rooms, is done by Estate officer and Engineer. All the departments follow well-established procedures to ensure proper functioning and maintenance of all laboratory equipments. The College has a well-furnished hostel facility.

## **Student Support and Progression**

**1. Student support:** Deserving students have received Government Scholarship as per the GOI and GOK guidelines. A good number of students are benefitted by the institutional scholarships extended by the management for the last 5 years. Students are also benefitted from career counselling and competitive examinations in the last 5 years. The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases. Personal counselling sessions help students in excelling in academic performance and personality development.

**2. Student Progression:** Equal Placement opportunity is provided to all the eligible students of the college by the placement cell. An average number of students are placed during the last 5 years through campus recruitment. The excellence and expertise in their specialization help students to have a better progression in higher education such as post-graduation, enhanced enrolments in the study of Doctorates in specific areas of interest. The advanced learners are motivated to attain better capacity enhancement certification to build their profile of education, clearing competitive exams.

**3. Student Participation and Activities:** Many students have participated in sports/cultural activities organized by other institutions during the last 5 years. Students' participation in organizing events is encouraged in

academic and administrative levels like department clubs, IQAC, cultural, sports.

## **Governance, Leadership and Management**

**1. Institutional Vision and Leadership:** With a well-defined Vision and Mission statement, the Institution practices decentralization and participative management in academia and administration. The Principal of the college has complete authority about the functioning of the institution. However, The Governing Body guides the Principal regarding the implementation of diligence and empowered to decentralize the academic and administrative activities. Academic Council regularly effectively monitors academic activities. Various Functional-Committees/Cells/Clubs are formed in which representatives of the students are involved

**2. Strategy Development and Deployment:** Strategic plan and deployment document is prepared in tune with the vision and mission of the college. Thus moving into a fully furnished state of art new building, Modernization of laboratory and equipment, ICT enabled classrooms, Library infrastructure up-gradation, Facilities for e-learning, Safety and Security Management, Hygiene and green campus. Anti-ragging, Anti Sexual harassment cell, Grievance redressal cell, and Women's cell are established.

**3. Faculty Empowerment Strategies:** Management provides financial support to teachers for attending seminars, conferences. FDPs and PDPs organized for teaching and non-teaching staff in the last 5 years. Some welfare measures taken for teaching and non-teaching staff are as follows:

- Fee concession for meritorious children of staff
- Salary in advance
- Maternity leave, paternity leave facility along with EL and CL
- Annual reward and recognition of staff

**4. Financial Management and Resource Mobilization:** Funds are generated by various sources like Fees, Donors, etc. The Finance Section of the college manages the strategies for mobilization of funds and its utilization efficiently. In accordance with auditing standards, Internal and External Financial Audit is conducted which is generally accepted in India.

**5. Internal Quality Assurance System:** To promote quality culture in the campus, IQAC brings in quality initiatives such as,

- Regular submission of AQAR
- Non financial audits
- FDPs and SDPs for staff empowerment
- Organization of seminars/ Conferences/Workshops on quality aspects.
- Feedback Analysis, ATR, and AAA

## **Institutional Values and Best Practices**

### **1) Institutional Values and Social Responsibility**

The Institutional Values and Best Practices proclaim the nature perspectives of the Institution towards the outside world and its moral values.

1. Gender equity program - Gender equity, gender sensitivity promotion initiatives are organized to facilitate in creating awareness among students and the public about women's rights at home, at work, and in society.
2. Environment - The Institution conducts a green audit and is committed to an eco-friendly environment in the campus that helps to maintain awareness among students, staff, and faculty about the current environmental challenges.
3. Disable friendly campus and inclusion- The college has a disabled –friendly teaching-learning environment and infrastructure. The building is designed to help physically challenged students.
4. Professional ethics, Commemorative days and Values- The institution provides opportunities to participate, celebrate commemorative and national days of importance to imbibe in the minds of students, awareness on contemporary issues, the spirit of Nationalism, and Gandhian Values.
5. Code of Conduct: The institution conducts an Inauguration program in the beginning of the year to ensure that the newly admitted students inculcate the code of conduct.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	VIVEKANANDA DEGREE COLLEGE
Address	Vivekananda Degree College Dr. Rajkumar Road, Rajajinagar II Stage, Bengaluru - 560055
City	BENGALURU
State	Karnataka
Pin	560055
Website	<a href="https://vdcjes.edu.in">https://vdcjes.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	B.G. Bhaskara	080-23579511	9448853742	-	vdc_principal@rediffmail.com
Associate Professor	K.M.Thipperudra Swamy	-	9449655513	-	thipperudra.swamy@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-01-1982



**University to which the college is affiliated/ or which governs the college (if it is a constituent college)**

State	University name	Document
Karnataka	Bengaluru Central University	<a href="#">View Document</a>

**Details of UGC recognition**

Under Section	Date	View Document
2f of UGC	26-03-1991	<a href="#">View Document</a>
12B of UGC	30-07-1994	<a href="#">View Document</a>

**Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)**

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

**Details of autonomy**

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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**Recognitions**

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Vivekananda Degree College Dr. Rajkumar Road, Rajajinagar II Stage, Bengaluru - 560055	Urban	1.25	7200

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,Ba Hep	36	II PUC	English	100	22
UG	BCom,Bcom Regular	36	II PUC	English	300	221
UG	BSc,Bsc Pcm	36	II PUC	English	72	13
UG	BSc,Bsc Pme	36	II PUC	English	60	5
UG	BSc,Bsc Pmcs	36	II PUC	English	60	9

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				13				0			
Recruited	0	0	0	0	11	2	0	13	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				1				20			
Recruited	0	0	0	0	0	1	0	1	9	11	0	20
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				12
Recruited	10	2	0	12
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	6	2	0	8
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	4	1	0	2	2	0	9
M.Phil.	0	0	0	2	1	0	3	3	0	9
PG	0	0	0	5	1	0	4	6	0	16
UG	0	0	0	0	0	0	0	0	0	0

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>				
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
		2	2	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	621	3	0	0	624
	Female	331	0	0	0	331
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	101	79	101	107
	Female	38	43	43	53
	Others	0	0	0	0
ST	Male	17	19	18	20
	Female	5	8	9	7
	Others	0	0	0	0
OBC	Male	481	527	517	542
	Female	302	269	296	291
	Others	0	0	0	0
General	Male	98	88	82	88
	Female	44	31	30	32
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		1086	1064	1096	1140

**Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	The affiliating university has implemented multidisciplinary courses in line with guidelines of NEP. Here is a list of programs for the same: <a href="https://www.bcu.ac.in/new-ug-syllabus-as-per-">https://www.bcu.ac.in/new-ug-syllabus-as-per-</a>
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	nep-2020-effective-from-2021-22/ Students have the provision to choose courses that are not from their discipline, this provides exposure to an array of different courses for the students. Other resource persons will also be invited to deliver talks on various topics related to the syllabus, this will help students to understand topics from a different perspective
2. Academic bank of credits (ABC):	This concept which has been introduced as part of the NEP (not implemented yet by the affiliating university) brings about flexibility in the system of education, helps to increase the number of pass outs in UG and PG, also encourages the student to continue their studies, especially those from a poor economic background. This will definitely bring about a great change in the number of admissions and pass percentages in all programs. This facility will also make the transfer process for a student from one country to another or to another institute in the same country easier and hassle-free. Several faculty have attended workshops on how the Academic bank of credits can be implemented to its best in the institute.
3. Skill development:	This is part of the NEP syllabus prescribed by the university, find the link below <a href="https://www.bcu.ac.in/new-ug-syllabus-as-per-nep-2020-effective-from-2021-22/">https://www.bcu.ac.in/new-ug-syllabus-as-per-nep-2020-effective-from-2021-22/</a> Focus on skill development will have a huge positive impact in the employability rate of all students. The current job market keeps going through changes dynamically and it is very much required for the students to hone their skills that are suitable for the current job market. Introducing skill development as part of the curriculum makes this endeavor easier and is very beneficial for the students.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The affiliating university has introduced the language, and culture as part of the syllabus. India is a land of diverse cultures, heritage, and languages, integration of the same through NEP helps the students to adapt and understand the same and is sure to bring about a positive outlook and understanding
5. Focus on Outcome based education (OBE):	The college plans to achieve Course outcome, Program Outcome, and Course objective through the use of various applications like PPTs, videos, projectors and other ICT tools. The institution has the mechanism to calculate the attainment. Field studies, practical, projects, and internships are also introduced to help students achieve the required outcome.

6. Distance education/online education:

Once the affiliating university allows it the same will be implemented by the college. Some meetings and plans have been formulated for the same



## Extended Profile

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### 1 Program

#### 1.1

**Number of courses offered by the Institution across all programs during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
182	182	182	182	182
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 1.2

**Number of programs offered year-wise for last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
05	05	05	05	05

### 2 Students

#### 2.1

**Number of students year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
955	1140	1096	1064	1086
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

**Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
296	296	296	296	296

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
346	325	316	327	351

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
34	38	36	38	39

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
34	38	36	38	39

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 20**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
14.82539	18.07019	15.99628	26.95550	14.39258

**4.3**

**Number of Computers**

**Response: 165**

**4.4**

**Total number of computers in the campus for academic purpose**

**Response: 147**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

**1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process**

**Response:**

The College is permanently affiliated to Bengaluru City University, Bengaluru. The College is offering B.A., B.Com and B.Sc., programmes with CBCS/Elective designed as prescribed by the University. With the objective of achieving excellence in education, the institution ensures evolution of academic planner in every subject and paper as per the university calendar and the institution's calendar of events. Besides evolving the academic planner, plans are evolved to enrich the curriculum by supplementing curricular learning through special Guest lectures, webinars, field visits to research institutions, project works, Internships, Workshops, etc. The stock of the progress is assessed in the departmental review meeting.

Orientation programmes are organized for newly admitted students to bridge the gap between Pre-University level and the degree level syllabi. Various Academic & Non-Academic Committees are constituted and Departments are asked to submit month-wise Academic plans regarding curricular and co-curricular activities for the effective implementation of the curriculum.

Academic planner / lesson plan of each subject is prepared by the concerned faculty in all the departments through departmental meetings. Lessons are taught as per the plan and it is ensured that the syllabus is covered within the prescribed time limit.

Work diaries are maintained by all the teaching staff which are duly monitored and countersigned by the concerned HOD's and Principal. This ensures effective curriculum delivery through a well-planned and documented process. During the Covid pandemic lockdown, classes were engaged online through different platforms like Microsoft teams, Google meet, Zoom, etc.

Special attention is given to slow learners in order to improve their level of learning and bring them to the mainstream by providing simplified study materials, question banks, remedial classes, guidance and constant monitoring. Advanced learners are suggested to give seminars, conduct projects, to enhance their learning skills with additional material and so on.

Various co-curricular activities are planned and held throughout the academic session to provide experiential learning to students.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.1.2 The institution adheres to the academic calendar including for the conduct of CIE****Response:**

The IQAC of the college generates the calendar of events for every semester in tune with the calendar of events of the affiliating university. The calendar of events includes details like the total number of working days, holidays, dates for the Institute's Guest lectures programs, conduct of internal tests, assignment schedules, conduct of certificate programmes and extra-curricular activities.

The institution has a robust system of Continuous Internal Evaluation wherein two internal tests are conducted. A preparatory examination is also conducted at the end of each semester. The internal assessment marks of the students are evolved based on the performance in the two tests, preparatory examination, attendance, and assignments which constitutes the continuous internal evaluation. Academic evaluation of students is communicated to the parents on a regular basis. The teaching material and question bank are made available to students.

To strengthen academic skills of students, faculty members assign project works and students are encouraged to improve their communication skills through the "Language Lab" where LSRW(Listening, Speaking, Reading and Writing) abilities are enhanced with the help of WORDSWORTH English Language Lab Software.

In addition to academics, the Institution encourages the students to participate in various extracurricular and co-curricular activities conducted by different committees, clubs and forums of the college. An effort is made by the institution to make the students socially responsible citizens through NSS, NCC camps, Eco-club, etc. IQAC periodically monitors the coverage of syllabus, conduct of tests, assignments and progress of the lab sessions, etc.

The Principal and the HODs, through the academic committee meetings, frequently review the semester's progress and provide suitable suggestions as well as required interventions.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years**

- 1. Academic council/BoS of Affiliating university**
- 2. Setting of question papers for UG/PG programs**
- 3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses**
- 4. Assessment /evaluation process of the affiliating University**

**Response:** B. Any 3 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

**1.2.1 Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented**

**Response:** 100

**1.2.1.1 Number of Programmes in which CBCS/ Elective course system implemented.**

Response: 5

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years**

**Response:** 25

**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
06	07	11	01	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

**Response:** 16.07

#### 1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
218	222	376	40	00

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

### 1.3.1 Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum

**Response:**

**Institute encourages students to participate in different sports and cultural activities for the holistic development. Various activities to promote gender equality and women rights, programmes to strengthen the women physically, emotionally, and mentally are conducted periodically under the Women Cell (SPANDANA). Internal Complaints Committee provides counselling to female students on various aspects and monitors the security and safety of female students and staff members.**

**Cameras are installed in prime locations of the institute to ensure monitoring and security.**

**Programmes to create awareness about life skills, soft skills, Communication Skills, and appropriate decision making in the unforeseen situations are organized by different extension wings and the Placement Cell.**

**Subjects like Business Communication, Principles of Entrepreneurs Development, Industrial Economics, Business Law, Secretarial Practice, Business correspondence, Organizational Behavior include Human values. The non – core paper Indian Constitution and Human Rights inculcate the required constitutional values and human values apart from human rights to the students.**

‘Environment Science and Public Health’ is a compulsory non – core paper introduced by Bengaluru City University at the UG level courses which provides insights into the Environment protection, pollution issues, disaster management, etc. Eco club – ‘Parisara Pragna’ – generates awareness through various programs with respect to **environment and environmental sustainability. Tree plantation programs are conducted periodically through the Eco club – ‘Parisara Pragna’ in collaboration with NSS wing of the college.**

Value and ethical education are stressed as a need of the day on every occasion by many teachers during the regular course curriculum completion.

Value Education is a compulsory non – core paper introduced by Bangalore City University.

**Professional ethics like that of IPR are introduced to students through various invited lectures as well as a course to B.Com. students.**

**The College celebrates days of national importance such as Independence day, Republic-day, Women’s day, Teachers’ day, Human Rights’ Day, International Yoga Day, AIDS Day, National Sport Day, N.S.S. Day, etc. These celebrations nurture the moral, ethical, and social values among the students.**

<b>File Description</b>	<b>Document</b>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### **1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years**

**Response:** 1.32

#### **1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
04	02	02	02	02



File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

**Response:** 29.84

#### 1.3.3.1 Number of students undertaking project work/field work / internships

Response: 285

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.4 Feedback System

**1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni**

**Response:** A. All of the above

File Description	Document
Any additional information (Upload)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

- 1.Feedback collected, analysed and action taken and feedback available on website**
- 2.Feedback collected, analysed and action has been taken**
- 3.Feedback collected and analysed**

**4. Feedback collected****5. Feedback not collected**

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

<b>File Description</b>	<b>Document</b>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 64.05

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
270	428	431	396	371

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
592	592	592	592	592

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 83.99

##### 2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
239	255	260	253	236

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

## 2.2 Catering to Student Diversity

**2.2.1 The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners**

**Response:**

Keeping in view the holistic development of the students and also to cater to the diversity of the learners who get admitted to the institution, the institution adopts the mentoring system. At the beginning of the academic year, the principal of the college designates the faculty as the class teachers for each section and mentors for a group of students. These class teachers and mentors interact with the students to identify slow and advanced learners and motivate them for better performance.

The advanced and slow learners are identified by the following strategies:

- (a) Marks secured in the pre university level examination.
- (b) Interaction during bridge course assessment at the beginning of the academic year.
- (c) Performance in periodic tests, group presentations, and classroom activities.
- (d) Projects and seminar presentations.
- (e) Performance in the semester end university examinations.

The following different programmes are initiated to cater to the diverse needs of both advanced and slow learners.

**Activities for Advanced learners:**

Class teachers ascertain the expectations and requirements of advanced learners and accordingly programmes are offered to them incorporating latest changes in the field of study. Some such programmes are:

- (a) An awareness programme on professional courses such as ICAI, ICS, ICWA, CMA and ICA is conducted with the help of professionals and experts from the institute and industry.
- (b) A special programme on analysis of Central and State Budget is also organized for the learners to understand the impact on budgetary provisions on different sections of the society.
- (c) Students are encouraged to aim high and are helped by a timely supply of reference books, study materials from various E portals. They are also motivated to use the INFLIBNET subscribed by the

college.

(d) Some online and offline projects are assigned to these students through our business lab to promote creative thinking and out of box thinking.

(e) Science students are suggested to collect interesting science news items from newspapers or any other periodicals and journals.

(f) Students are advised to take the advantage of coaching for civil service examinations conducted in the immediate vicinity of the college after the regular classes.

#### Activities for Slow learners:

(a) In addition to regular classes, tutorial classes and special classes are conducted to inspire them and to perform better in their academics.

(b) Printed study material is provided to and circulated among these students to make them perform better.

(c) Lecture programmes on different issues are organized to inculcate creative and critical thinking.

(d) Mentors provide personalised attention to slow learners to make them comfortable in the teaching - learning process and gain confidence to be in the mainstream.

(e) They are suggested to refer to the previous year examination question papers.

(f) Usage of bilingual explanations are used to foster learning process better.

(g) Slow learners are advised to take up coaching for SSC and KPSC examinations where the required qualification is 10+2 years of study.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional Information	<a href="#">View Document</a>

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

Response: 28:1

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### **2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences**

#### **Response:**

**The philosophy of the college is to make learning student centric and experiential and participative. In this direction the college and mentors effort is worth appreciating. Following are some of the illustrations:**

#### **Participative Learning:**

- (a) Students are made to interact in the classrooms in the process of lecturing by creating a conducive and a friendly rapport with them in the classrooms.**
- (b) Simple topics in the syllabus are given to them to make presentations in the classroom.**
- (c) Learning is made student-centric by encouraging students of all the streams to participate in group studies, group discussions, seminars and workshops conducted by the college and other colleges in the neighborhood.**
- (d) Assignments on certain academic, social, and economic issues of the nation are also given to them to encourage their critical thinking and make the learning holistic.**
- (e) Students are made to participate in debates, pick and speak, treasure hunt, business quiz, and best manager programmes conducted within the college and in other colleges in the neighborhood.**
- (f) Students are motivated to make literary contributions to the college magazine “NIVEDITHA”**

#### **Experiential Learning:**

- (a) Students are encouraged to participate in voluntary services through community service and they are made to participate in NSS, NCC, Cultural activities and activities of different forums of the college to have the knowledge of experiential learning.**
- (b) Dissertations and projects involving data collection, analysis, interpretation of results, suggestions and conclusions are given to them in the areas of academics and social issues.**
- (c) Science students are exposed to practical training in laboratories. Commerce students are exposed to practical skill development classes as part of regular curriculum learning. Arts students are exposed to the current trends pertaining to their stream through the seminars and various experts' talks organized by the institution.**
- (d) Practical classes help the students to hone their skills and help them acquire the applicable knowledge.**
- (e) Charts and models used in Science laboratories and classes help the students to acquire better knowledge about the concepts in concerned topics.**

**(f) Many of our students are working on part time basis in the neighbourhood malls and pizza huts, KFCs, McDonalds, and other such organisations to promote experiential learning.**

**Problem Solving Methodologies:**

**(a) Online and offline projects are given to them in the areas of academics and social issues to promote problem solving methodology.**

**(b) Community service has been made mandatory and students are made to participate in local community services and asked to submit a report on the service rendered. This enables the students to understand the local environment and to apply their mind in solving local problems.**

**(c) Internship facility will be provided to commerce students with our alumina chartered accountants at the time of return filing for GST and income tax. We also depute some of our commerce students for keeping accounts with chartered accountants as part time accounts assistants.**

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.**

**Response:**

**To enhance and upgrade the quality of education, the institution uses ICT enabled teaching and learning process in addition to the traditional class room teaching and learning. Efforts are being made by the institute to provide e-learning atmosphere in the class room.**

**(a) Academic year 2020-2021 made the whole campus and class rooms ICT enabled teaching and learning platform. ICT was extensively used during this year due Covid 19 pandemic.**

**(b) In addition to traditional chalk and talk method of teaching and learning the faculty have extensively used ICT enabled teaching and learning tools such as power point presentations, e-notes, video clippings online educational resources, social networking sites provided enhanced learning experiences not only to the students but also to the teachers.**

**(c) College has 7 ICT enabled class rooms with LCD projectors. We also convert other class rooms as ICT enabled class rooms with portable LCD projectors that are available in the college on need basis.**

**(d) The whole campus is Wi-Fi enabled with 50 Mbps network to enhance student learning ICT enabled.**

(e) College has well equipped computer lab, business lab, language lab, mathematics lab, physics lab, chemistry lab and electronics lab with internet facility to promote independent learning.

(f) College library also provides internet facility to access journals and e-books that are freely available in the public domain. The faculty also has access to INLIBNET of the college.

(g) During 2020-2021 online platforms and LMS such as Google class rooms, Zoom, Microsoft teams were extensively used for teaching and learning in addition to mobile applications for conducting tests, uploading study materials, and to address queries of students etc. Students have an Moodle app through which they can access study materials, assignments and test papers.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	<a href="#">View Document</a>

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

**Response:** 28:1

#### 2.3.3.1 Number of mentors ?????????????? ???????

Response: 34

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
Mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 100



File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 28.07

##### 2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
9	11	10	11	11

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)

**Response:** 14.85

##### 2.4.3.1 Total experience of full-time teachers

Response: 505

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

### 2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode

**Response:**

**Yes. College has transparent evaluation process in terms of variety and frequency. Our institution follows the regulations of Bangalore City University for the internal evaluation process of theory & practical subjects.**

**a) Internal assessment of student is based on three criteria which are communicated to the students during the orientation of students at the commencement of the first-year programme. Internal assessment is based on tests, assignment/project work/seminar and attendance.**

**b) Student attendance is reviewed every month and the class teachers counsel the students with attendance shortage and motivate them to attend further classes. Attendance shortage is displayed on the college notice board at the end of every month.**

**c) Two class tests are conducted in all the classes to ensure continuous evaluation during the semester period.**

**d) A preparatory examination is also conducted to ensure continuous evaluation and to increase the frequency of the evaluation of the students.**

**e) To ensure transparency, unit test papers including preparatory examination papers are distributed to the students within a short span of time immediately after the tests and examinations to provide transparency.**

**f) Students are asked to get their test and examination papers evaluated by the teachers counter signed by their parents to bring out their performance to the notice of their parents.**

**g) In addition to traditional evaluation methods group discussions, class room presentations, subject wise quiz are conducted for continuous evaluation.**

**h) Assignments on academic topics and on socio economic issues are given to the students to evaluate self-learning and their critical thinking.**

**i) Students are made to undertake projects on social, economic and business models including projects on self-help groups to motivate their critical thinking and thinking out of the box.**

**j) Community service has been made mandatory and students are made to participate in local community services and asked to submit a report on the service rendered. This enables the students to understand the local environment and to apply their mind in solving local problems.**

**k) The internal assessment marks are displayed on the college notice board to ensure transparency.**

**l) The above process of continuous evaluation, frequency and mode of evaluation is transparent hence students can interact with teachers and their parents can also interact to ensure the transparency being adopted in the process of evaluation.**

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### **2.5.2 Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient**

#### **Response:**

#### **RESPONSE:**

**Yes. The mechanism to deal with internal examination related grievances is transparent, time bound and most efficient.**

**a) Test papers and preparatory examination papers are distributed after evaluation among the students within a week after the test or the examination.**

**b) Students are allowed to go through evaluated papers and get back to the teachers for any discrepancy or grievances.**

**c) If any grievance is brought to the notice of the concerned teacher, measures are initiated to set right the grievances immediately.**

**d) The above exercise is time bound because solving the grievances is in front of the students and with immediate effect.**

**e) Internal marks awarded to the students based on tests, attendance and presentations, is notified on the dedicated notice board to make the mechanism transparent. Grievances in internal assessment score can be addressed to the concerned HODs. After the grievance is heard, the internal marks are either corrected or the logic behind the evaluation is made clear. In case the student is not satisfied, the grievance can be taken to the principal in person. The Principal intervenes in the matter and the matter is amicably settled.**

**f) The above approach in dealing with internal examination related grievances is appreciated by the student fraternity and by their parents, which indicates the efficiency with which grievances are redressed.**

<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

#### Response:

#### RESPONSE:

Our institution is affiliated to Bangalore City University. We offer undergraduate programmes and courses under the faculty of Arts, Science and Commerce. For these programmes and courses, the institution follows the curriculum designed by our affiliated University. The statutory bodies of the concerned departments have prescribed the POs and COs for all the programmes and courses offered by the university. As such, every course teacher articulates on these course outcomes and program outcomes prescribed by the university which makes the teaching learning process more fruitful as students are aware of the relevance of the topic in their pursuit of knowledge.

#### Mechanism of Dissemination of POs and COs:

1. Programme Outcomes and Course Outcomes offered by the university are known to the teachers and teachers in turn create awareness of the programme outcomes and the course outcomes among the students before the commencement of the course teaching.
2. In the induction programme conducted by the institution at the beginning of the academic year, heads of the departments and principal of the college elaborate outcomes of different programmes offered by the institution and the affiliated university.
3. Course teachers create awareness among the students relating to course outcomes and its importance and relevance of it in general and course in particular.
4. Students are allowed to offer suggestions if any, regarding the programme and the course outcomes.
5. The soft copy of the university regulations, different programmes related outcomes both the programme and course are uploaded for the reference of the students in particular and parents in general in the college website.
6. For calculating the attainment of POs and COs there is an online Software Module available.

#### The Programme Outcomes for Bachelor of Arts are as follows:

1. Critical and creative thinking of students have been developed.
2. Students developed communication skills.
3. Students are guided to take up competitive examinations like IAS, KAS, FDA, SDA etc.,
4. Students are introduced to global understanding through various courses like History, Economics, and Political science.
5. Ethical values are inculcated among students.

#### The Programme Outcomes for Bachelor of Science are as follows:

1. The students understand the fundamentals of science education.
2. Sense of scientific responsibilities, social and environmental awareness have been inculcated among the students.
3. Students are motivated to contribute in the development of nation and community.

4. Students built up a progressive and successful career in academics and industry.

**The Programme Outcomes for Bachelor of Commerce are as follows:**

1. To acquaint the students with basic concepts of public, corporate and rural economics, business and managerial economics.
2. To acquaint theories that helps students to understand consumers' and producers' behavior.
3. To learn the analytical frame work of business and management concepts and its approach applied to various fields.
4. To understand the role of state and public sector in economic development.
5. To understand the issues of rural development of the country, Karnataka economy, role of corporate sector and HRM.
6. To help students who want to take civil exams, CA, CWA, CS, CMA .

File Description	Document
Upload COs for all courses (examples from Glossary)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

**Response:**

**RESPONSE:**

Yes. Institution has made a continuous attempt in evaluating attainment of programme outcomes and course outcomes.

After measuring the POs and COs it has been observed that the student's progression to the higher studies that is from Undergraduate to Post Graduate seems to be consistently increasing in the last five years. In the same way the ratio of the placement is also increasing.

Subsequently the institution measures the attainment of POs and COs through/by implementing following mechanism:

1. The institution followed the academic calendar of events of our affiliated university.
2. All the teachers maintained the Academic Diary.
3. Internal examination committee analyzed the evaluation reports of results.
4. Placement committee took review of the students' progression to higher studies and their placement.

Attainment of POs and COs are calculated based on summative assessment and formative assessment. Some of the key indicators of measuring attainment are as follows:

1. **End Semester University Examination:** Being the constituent college of Bangalore City University, the students of Vivekananda Degree College are required to take examinations as per the semester pattern set by the university, through which the institution measures Programme Outcomes based on the course attainment level fixed by the programme.

2. **Internal Assessment:** The Internal Assessment constitutes 30% weightage of total marks (100) in each subject. The Internal assessment marks are uploaded online to the university. The students are assessed as follows:

1. Unit tests/ class tests/surprise tests are conducted for the students in the class room.
2. Assignments on academic topics and on socio economic issues are given to evaluate self-learning and their critical thinking.
3. Group discussions, class room presentations are conducted.
4. Quizzes or objective questions or MCQs are conducted after each session if needed.

1. **Practical Assessment:** It is evaluated by inviting external experts appointed by the university to evaluate each student by conducting practical examinations, and taking viva- voce and evaluating the practical records.

2. **Result Analysis:** At the end of each semester, result analysis is carried out using tables and charts indicating the percentage of students falling in different categories of CGPA obtained.

3. **Internships and Placements:** Students are encouraged to take projects, fieldworks, community service etc. the placement cell of the college helps the students according to industry standards and provides ample opportunities for the students to get placed in esteemed companies.

File Description	Document
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 61.57

#### 2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
208	190	218	219	163

#### 2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
307	298	319	345	366

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

<b>2.7.1 Online student satisfaction survey regarding teaching learning process</b>	
<b>Response: 3.54</b>	
<b>File Description</b>	<b>Document</b>
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

#### 3.1.1 Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

Response: 0

##### 3.1.1.1 Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

##### 3.1.2.1 Number of departments having Research projects funded by government and non-government agencies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

##### 3.1.2.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
9	9	9	9	9



File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years

**Response:** 56

#### 3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
10	14	12	12	8

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.2 Research Publications and Awards

### 3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years

**Response:** 0.62

#### 3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
1	7	4	8	3

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0.24**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	2	2	2	1

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.3 Extension Activities****3.3.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.****Response:**

The college is striving hard in achieving holistic development of the students and in sensitizing them to various environmental and social issues. To achieve this, the college has constituted various functional units listed below apart from NCC and NSS.

1. Eco Club (PARISARA PRAGNA)
2. Science and Research forum
3. Yoga and Meditation Club
4. Electoral Club
5. Library Forum
6. Equal Opportunity Cell
7. Women Empowerment Cell(SPANDANA)

NCC students participate in various activities like regular drill, parade, weapon training, Swachh

**Bharat Abhiyaan, Intercollegiate competitions, etc. which has been inculcating in them the virtues of patriotism, self – discipline, loyalty and mutual respect.**

**Many important days such as National Science day, World Environmental Day , International Yoga Day, Women’s day, Teachers’ day, Kannada Rajyotsava, Independence Day, Republic Day etc. are celebrated under the banner of these extension wings to familiarize students with the values of our culture and traditions.**

**In a bid to transform students to be responsible citizens, the college has been organizing rallies on special issues, thereby sensitizing not only our students but also the immediate community / neighborhood. In previous years, rallies on Earth Day, Plantations and Swacch Bharat Abhiyaan had been organized.**

**The staff and students of the college have been creating awareness on eco – friendly celebration of Ganesha festival. For this the students are participating in generating Eco friendly Ganesha idols which are just clay models and are not painted with any color or oil paints. The Eco Club students are generating awareness in the neighborhood continuously since the year 2008 through rallies about the importance of Eco friendly, biodegradable clay, unpainted Idols, and educating the public at large.**

**Blood donation camps are organized in association with RED CROSS, LIONS CLUB, etc., as a part of institution responsibility to promote a feeling of brotherhood among students and faculty.**

**Fit India campaign was launched in the college on 14th August 2021 and various activities like Walking day, Special Yoga, Power Yoga, Meditation programme, and Health checkup camp are being organized periodically.**

#### **Women Empowerment Cell(SPANDANA)**

**The college has a dedicated women empowerment cell (SPANDANA) which routinely conducts several outreach and awareness programme related to gender issues and women empowerment. The cell also functions as a Women’s Grievance Redressal Cell to assist aggrieved women in the college. The cell also observes the international women’s day every year along with conducting workshops. The women cell also made videos which are shared on Youtubes, WhatsApp ,etc. on how to engage oneself in economically viable activities and on combating mental issues during the difficult period in immediate community / neighborhood community.**

**The college is employing the extension activities of NCC/NSS wings as an instrument to achieve holistic development of the students. As a result of such an exercise many of our students are representing the college in various fields such as theatre, cinema, TV, music, administration and teaching, thus creating a brand image of the institution in relevant areas of our society.**

**More than obtaining degree, students are imbued with good qualities of citizen of the country.**

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.3.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response:** 0

#### 3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.3.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

**Response:** 49

#### 3.3.3.1 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
10	3	14	17	5

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years

**Response:** 63.67

**3.3.4.1 Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
617	167	866	886	834

File Description	Document
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.4 Collaboration

**3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years**

**Response:** 3

**3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
02	01	0	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**

**Response:** 17

**3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other**

**universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
04	04	03	04	02

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
e-Copies of the MoUs with institution./ industry/ corporate houses	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

---

### 4.1 Physical Facilities

**4.1.1 The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.**

**Response:**

**The institution is well equipped with necessary infrastructure. The campus has adequate number of class rooms ensuring that students can sit comfortably while attending classes. There are 20 class rooms, and most of them are large enough to accommodate students of those departments having higher sanctioned seats. The class rooms have proper lighting, fans, and also windows to allow natural light and air. They are cleaned regularly by an outside agency and furniture like closets, almirahs, desks, chairs and tables are dusted to provide a hygienic environment. Our institution has well equipped library, Computer Lab, Business Lab, Mathematics Lab, Language Lab, and Electronics Lab to cater to the needs of students. There is a computer center and the students are trained here compulsorily along with computer classes. Almost every department has been allotted their own laptop. Office and Library are also equipped with number of computers. All together, there are 165 computers and laptops in the college. ICT enabled smart classrooms are used in every day class room teaching, and Wi-Fi facility is used by the office and library.**

**The institution has well equipped classrooms with LCD projectors, laboratories, computer labs, seminar halls, and departmental libraries. There are 147 computing systems with round the clock Wi-Fi facility with 60 Mbps bandwidth and 1 GB download capacity in the campus.**

**The institution follows the ICT enabled practical oriented, learner friendly modes of instruction to make teaching-learning practical and student friendly. The use of ICT has positively impacted the intellect of our students' needs.**

**To facilitate the co-curricular and cultural activities, the institution has one auditorium and one seminar hall with plug and play facility to cater to the needs of the audio-visual necessity of the events, with a seating capacity of 250 in the auditorium.**

**The institution's central library is well equipped with a digitalized database and Remote Log access to e-resources. The library is also enriched with large section of reference books, issue books, and e-resources.**

Principal Desk	PRINCIPAL DESK	
VDC Office	SUPERIDENT	
	Admin	
	ACCOUNTANT	
	OFFICE ROOM	
	PRINCIPAL ROOM	
	STORE ROOM	
classrooms with Wi-Fi/LAN facilities	104	
	105	
	106	
	107	
	108	
	109	
	110	
	111	
	123	
	203	
	220	
	221	
	309	
	310	
	323	
	311	
Smart Classrooms	321	
	322	
	324	
	326 (Computer Science LAB)	



	222 (Language LAB)	
	214 (Electronics LAB)	
	Auditorium (003)	
LAB	BUSINESS LAB	
	CHEMISTRY LAB	
	COMPUTER LAB3	
	COMPUTER LAB4	
	MATHS LAB	
	PHYSICS LAB	
	REPROGRAPHICS ROOM	
Girls Rest Room	3 (002, 122, 211)	
Boys Rest Room	2 (113, 101)	
Spandana Room, NSS, NCC	212, 102, 103	
Health Center	012	
Information Center	18	

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.2 The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

##### Response:

Many of our students are very prolific in cultural activities and are torch bearers of the rich cultural legacy of Karnataka. Vibrant cultural programmes are presented by them, under the guidance and supervision of their teachers, on occasions like Ethnic day, International Women's Day, Vivekananda Jayanthi, College Day and so on. The college has a state-of-the-art auditorium, and an Open-auditorium which are the principal venue for cultural programmes.

Yearly Talent Search competitions and activities are conducted by Cultural Committee with active participants. The institution also conducts community outreach programmes which provide a platform to our culturally proficient students to showcase their talents. Students are awarded many prizes for their accomplishments. A gymnasium, well equipped with modern fitness gadget, has been set up in the institution. Since college is located in the heart of congested mega city, athletic meet is being conducted in some of the play grounds such as HMT ground, IISC playground etc. The annual

sports Events are organized in these grounds in which students participate enthusiastically in large numbers.

- The Institution has a spacious sports ground to hold regular training and sports events for athletics (shot put, discus throw, javelin throw, high jump, and long jump pits) and also to organize group events like cricket, football, kho-kho, volleyball, and NCC parade.
- The Institution has a sports room and storeroom for keeping sports equipment.
- There is a provision for providing TA/DA to players for the participation in University, State, and National level events.

Details	Activity
<b>Outdoor/Indoor facilities</b>	
Multipurpose Ground with pavilion	Athletics
Multipurpose ground	All sports
Basketball court	Basketball
Shuttle Court (Synthetic)	Shuttle Badminton

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**

**Response:** 35

**4.1.3.1 Number of classrooms and seminar halls with ICT facilities**

**Response:** 7

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)****Response:** 40.76**4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
3.68000	2.28000	4.02000	17.66000	10.90000

File Description	Document
Upload audited utilization statements	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

**4.2 Library as a Learning Resource****4.2.1 Library is automated using Integrated Library Management System (ILMS)****Response:**

The college has an Integrated Library Management System. The **KOHA** software helps in the data entry, issue, and return of books from the library. The details of the reference books, literary books, arts, science etc. have been uploaded in the system for easy accession. There are also various e-resources available for the accession of students and faculty. There is a library gateway available which helps to keep tabs/computers on the number of students and faculty accessing the available e-resources. The Library also has facilities like internet, printer, etc. that can be made use by the faculty and the students. The new students and faculty are oriented about how to use the library and its facilities.

The staff and students have unlimited access to the wealth of information found in resources like books, magazines, journals, hand Books, annual reports.

At present ILMS is fully automated and it includes books, non-books, and periodicals. In addition it also provides access to its printed resources such as books, periodicals. The library is equipped with e-resources and INFLIBNET/ NLIST for the use of faculty and students at the college campus.

E-resources, the number of journals and books have increased in number considerably in the past years and thus the usage of library has increased. Best library user award is awarded for the staff and the students to promote the reading habits.

**Library Services:****1.E-Resources Facility****1. Library Electronic Services (LES)**

- 2.SC/ST Book Bank Facility
- 3.Interlibrary Loan (ILL)
- 4.Reference Service
- 5.Referral Service
- 6.Reprographic Service
- 7.Wi-Fi
- 8.Digital Library
9. Computerized Services – Books Circulation through LMS

### **KOHA-Integrated library system.**

Koha is a full featured integrated Library system (ILS) which does not cost for the Licence. We have the liberty to modify the product to adapt it to our needs and requirement.

It was developed initially in New Zealand by Katipo Communications with Horowhenua Library Trust. It is currently maintained by a dedicated team of software providers and library technology staff from around the globe.

This Software can be downloaded under the Licence of GNU General Public Licence.

Koha does not need the initial cost like commercial software.

### **Koha Features:-**

A full featured modern integrated library software(ILS)

Free /Open source software.

OS independent any operating system. Linux, Unix, Mac.

Web based Interfaces. We can integrate with Website.

Full MARC21 and UNIMARC support for professional cataloguing

Multilingual and multi –user support.

Z39.50 server.

Customizable web based Opac.

Circulation system.

Online Reservation.

Full catalogue, Circulation, acquisitions, library stock management.

Web based OPAC, public to search the catalogue.

### Koha Modules:-

OPAC

Full Catalogue

Circulation

Serials

Acquisitions

Patron management

Branch management

Reservations.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>

#### 4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

#### 4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-

**journals during the last five years (INR in Lakhs)****Response:** 1.6**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
.06160	1.20812	1.81942	2.59383	2.32544

<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year****Response:** 22.95**4.2.4.1 Number of teachers and students using library per day over last one year**

Response: 227

<b>File Description</b>	<b>Document</b>
Details of library usage by teachers and students	<a href="#">View Document</a>

**4.3 IT Infrastructure****4.3.1 Institution frequently updates its IT facilities including Wi-Fi****Response:**

**The college is well equipped with IT facilities. There is one class room with high end audio system, Smart T.V. and a classroom for hassle-free digital education, fully automated wireless office with 24\*7 internet facilities. The campus is fully Wi-Fi enabled with high speed internet facility, for seamless and uninterrupted connectivity.**

**We are equipped with the entire necessary ICT infrastructure to felicitate the Teaching-Learning activity for our stakeholders.**

To ensure that effective classroom delivery, information sharing, and knowledge assimilation, 20 classrooms are equipped with plug and play LCD projectors the systems are updated as per the need, both in terms of software and hardware in order to cater to the needs of the students in order to complete their practical session as per the university curriculum.

There are 147 computers including Laptops equipped with 2GB/4GB RAM with i3/i5 processor, 500GB/ 1 Terabyte HDD with network facility available across the college.

The institution is equipped with a free Wi-Fi facility for the staff and the students with a speed of 60 Mbps and a download capacity of 1GB for students and staff per day to gain additional information related to the curriculum.

All the departments are given ICT facilities for them to use in classes for content delivery in the form of PowerPoint presentations, documents, and audio-video.

Students are given access to the digital content of the departments like lesson plans, question banks, assignments, notes etc. for repetitive use.

The computers of the college are connected with printers and scanners wherever required. Language lab is augmented with software and digitized audio-video materials to develop communications skills among students.

Computer Labs, Library (OPAC), and Mathematics lab are using the latest software. An apple training lab with 30 systems is functional to enrich the knowledge of students. Surveillance cameras are installed at strategic locations of the campus for safety and security purposes.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 6:1

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** A. 750 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**Response:** 12.95

**4.4.1.1 Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
3.19	1.05	2.2	3.31	1.64

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

**Response:**

The college has established a system for maintenance and utilization of computers, classrooms, sports, gymnasium, laboratory along with equipments, and physical facilities. The procedure and policy for the maintenance of various infrastructural facilities are presented in this document.

The physical and academic facilities are implemented with policies to optimize the use of resources based on needs of education, research and administration.

The coordination between facility allocation and utilization ensures the optimal usage of resources like laboratories, sports, gymnasium, library and classrooms inside the campus.

All sports facilities, including multi gym, are maintained by the Physical Education Director along with college support staff. The IQAC cell plays a major role in reviewing the requirements of the infrastructure. The Requirement for a new equipments or repair of old equipments is placed before the Management Purchase Committee.

Allotment of classes is done as per the lecture schedule in consultation with the timetable committee and the head of the institution.

Scheduled the activities during non lecture hours and utilization for guest lectures, preparation for competitions, conducting training sessions and workshops for students and staff members.



**Conducted regular semester examinations as per the University schedule and also competitive examinations in the campus.**

**Students are instructed to utilize all the classrooms optimally during the daylong working hours.**

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 18.74

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
189	234	245	196	137

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 10.44

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
103	51	145	165	89

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

**5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following**

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** C. 2 of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

**5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years**

**Response:** 56.18

**5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
662	1027	990	214	120

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 13.64

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
22	73	87	21	19

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 26.01

#### 5.2.2.1 Number of outgoing student progressing to higher education.

Response: 90

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State

government examinations)

**Response:** 11.69

**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	2	5	0	0

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
2	10	13	5	8

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 36

**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	20	13	0	3

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )

#### Response:

The college has a participatory student council constituted with class representatives as members under the chairmanship of the principal, and nominated faculty members as mentors in the council. Various committees and clubs are nominated with student members so as to imbibe in the students a sense of participation and team event management. During the planning process of various activities, the opinions, thoughts and proposals of students are well received and incorporated. This encourages student participation in various academic activities and administrative committees. This participation enables students to comprehend academic and administrative system of the institution and also helps to learn decision making and acquire leadership skills.

Student members are involved in various college and Departmental level committees. Class representative committee is contributory in discussing about teaching content delivered in the classes and syllabus completed to facilitate the academic accomplishments. Student representatives are encouraged to organize Fresher's day / Orientation programmes, Farewell function, recreational activities, Annual cultural fest, Annual College Day, etc.

Student representatives are nominated to the IQAC cell from all courses. Student representatives are selected as the members in almost all in every committee of the college. Student representatives are nominated to clubs like ECO CLUB, SPORTS CLUB, and SPANDANA WOMEN WING, Anti-ragging committee, etc. Student representatives play a vital role in discipline maintenance by disseminating time to time instructions amongst students and any grievance of the students expressed in interactions and meetings brought to the notice of the concerned to facilitate and resolve at the earliest.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

**Response:** 64.4

### 5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	30	36	148	108

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

## 5.4 Alumni Engagement

### 5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

**Response:**

The Alumni Association of Vivekananda Degree College has been conceptualized with an aim of building a union between academicians, entrepreneurs and other professionals of our college alumnus and students. So as to create a platform and a professional outlook to our students to face current career challenges of competitive world, VDC Alumni strives to provide job opportunities to our fresh graduates, through professional reference and by conducting orientation / training programs to students on several topics to enhance their ability and skills in the job market. Both the stakeholders and Alumni are proactive to achieve this purpose and to re-unite the past and present. Alumni association encourages students participation in social well-being activities such as Blood Donation Camp, Free Medical and eye test camp, tree plantation, Health awareness and Social awareness rallies to prevent increasing social evils such as Suicides, drug addiction and Alcohol etc. to exhibit social accountability and responsibility. Institution has nominated Alumni members of the college in conducting intermittent meetings to form plan of action to speed up the registration process of Vivekananda Degree College Alumni Association.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 5.4.2 Alumni contribution during the last five years (INR in lakhs)

**Response:** E. <1 Lakhs



## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

##### Response:

##### VISION

- “Education for All” – promote equity of access to higher education to socially and economically underprivileged sections of society.
- To promote learning, life skills and to develop civilized citizens.
- To eliminate gender disparities by focusing on quality higher Education of girls.

##### MISSION

- "Quality education at affordable cost".
- To provide value based education.
- To enlighten the students to meet economic, social and environmental challenges
- To become active participants in shaping the future of Nation.
- To instill a sense of community development, moral values , leadership qualities among the students.
- To provide opportunities for Higher Education

The governance structure consists of the managing committee, governing council, head of the Institution, heads of departments and convenors of different committees.

The principle of decentralization and participative management is adopted wherever necessary. Participative management is promoted at every level where teachers and students are co-opted as members in different committees and certain decision – making policy formulations. Participative management of teachers is demonstrated by their active roles in IQAC, evolving calendar of events, evolving academic planner, conducting various co-curricular activities, sports, cultural programmes, extension activities, etc.

Some of the committees with student and teacher participation are IQAC, Examination Committee, Student Admission Committee, Cultural Committee, Women Empowerment Committee – SPANDANA, Science Research Forum, NSS, NCC, Eco – Club – Parisara Prajna, Sports, Placement Cell, etc.

The managing committee exercises general supervision and control over various academic and administrative matters of the college. HODs are authorized to monitor the academic activities of their departments.

The HODs, Convenors and members of various committees form the grass roots level of the hierarchical structure for the smooth implementation of the objectives of the institution in fulfilling the stated vision and mission of the college. IQAC plays a vital role of planning various activities and monitoring its implementation.

[BSS1]A hierarchical structure (Organogram) must be provided diagrammatically and uploaded

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.1.2 The effective leadership is visible in various institutional practices such as decentralization and participative management

#### Response:

Janatha Education Society has nominated Governing council of the college which is taking care of administration of the college. Principal, the academic head of the institution functions in order to fulfil the vision and mission of the institution. Academic responsibilities is fairly divided among all staff members, Functional Committees are appointed for various academic and co-curricular activities to be conducted during the course of the Academic year. The conveners of the committees and mentors are nominated in a staff meeting. The responsibilities are communicated to the faculty members through regular staff meetings. This ensures transparency in policy executive.

The following strategies are adopted by the institution to monitor and evaluate the institution.

- Regular meetings(Academic Council,IQAC, Committees, etc)
- Feed back system
- Regular visits of the principal to the classes and interaction with the students and teachers.
- Heads of the department monitor their respective departmental activities.
- submission of activity reports to the principal and IQAC.

The Participative decision: The principal of the college holds regular meetings with teaching and non-teaching staff to discuss and decide various issues pertaining to college administration. The Heads of the Departments monitor the functioning of the various departments. Personnel and Departmental decentralization helps in participative decision in the college administration.

Participative Management: The management is always opened for discussion with the principal, teaching and non-teaching staff, which in turn encourages the involvement of the staff for the improvement and efficiency of the institutional process.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

#### Strategic plan for admissions (2020-21)

Covid-19 pandemic brought lot of hurdles in the education system. Loss of employment and migration disturbed the continuation of education to a large number of students. In this critical times, with a well thought out strategy we could persuade a good number of students who are about to discontinue their studies and come back to continue their education.

Class teachers and mentors were asked to contact the students and make them to attend the online classes. 60 to 70% of students attended classes however due to various reasons around 30% of the students could not attend these classes. When physical classes were commenced, the students who had gone back to their native places were not ready to come back. Class teachers and mentors with a continuous contact with the student and parents persuaded them to attend physical classes and examinations. Once exams were over, management offered concession in fees and payment of fees in installments. This kind gesture of the management ensured readmission of more than 90 Percentage.

College administration collected the class 12th student's data through various means. Digital campaign for admissions was made using a few social media. Data collected were segregated and distributed to the faculty members for admission persuasion. This enabled to admit at least 3/4th of our intake even during worldwide pandemic and lockdown. We shall continue to provide quality and affordable education to all the students and fulfill the mission and vision of the institution.

File Description	Document
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>

### 6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.

#### Response:

The vision and mission of the institution is being realized through Managing Committee of Janatha Education Society and The Governing Council VDC. It has effective organizational structures which monitors and improves the institution

The organizational structure of the institution.

The Executive Committee Of Janatha Education Society that runs several institutions including Vivekananda Degree College comprises of President, Vice President, Secretary, joint secretary, Treasurer, and Board of Directors. GC of VDC comprises the Chairman and the members with a nominee of the university, Principal being the convener. They review the academic, administration and other related matters.

Principal co-ordinates with the Management, Staff and students on various matters pertaining to the Academic and administrative affairs of the college.

IQAC is responsible for fixing quality parameter for various academic and administrative activities, which are pertinent for achievement of quality education in the institution. All the academic tasks will be placed before this cell for the effective and efficient implementation of the same. It is represented by Students, Alumni and general public.

HODs of various departments prepare timetable, teaching plan, workload allotment, as per the university norms. They coordinate with their colleagues in organizing seminars symposiums, conferences, workshops, and Guest lecturers for the quality enhancement. They also co-ordinate for conducting remedial class, monitoring of Attendance registers, work diaries, result analysis etc.

Several functional committees are constituted for the effective delivery system in order to ensure quality education.

The college office comprising Manager, ministerial staff and supporting staff assist in the working of the institution under the guidance of office superintendent in consultation with the principal.

Supporting activities such as community service, NSS, NCC, Spandana womens wing, Sports and Cultural Activities contributes for the overall development of the student's personality.

The placement cell plays a very important and key role in getting students their dream placement through counselling and guiding the students for their successful carrier placement.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** C. 2 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.3 Faculty Empowerment Strategies

#### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

##### Response:

The following are the welfare measures introduced for Teaching and Non-teaching staff by Janatha Education Society.

- Provident funds and pension are covered for every staff member of the institution. Management also contributes for the employee provident fund.
- Gratuity will be paid for an employee who completes 5 years of service in the Institution.
- ESIC(Employees' State Insurance Corporation) facility is covered for every employee of the institution.
- Institution proposed for introducing Group Health Insurance for all the employees.
- Employees are entitled to avail Earned Leave(EL), Casual and Commuted leaves.
- Extended financial assistance for employees suffered from covid-19.
- Maternity and Paternity leave facility is available
- Unaided Teaching Faculty are designated as Assistant Professors, Associate Professors and follows the UGC norms.
- Encouragement is given to faculty members to attend FDP programs, Workshops and Conferences.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

#### 6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

**Response:** 14.03

##### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
04	05	06	05	06

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response: 1**

#### 6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
01	01	01	01	01

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response: 1.14**

#### 6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
01	0	01	0	0

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>

### 6.3.5 Institutions Performance Appraisal System for teaching and non-teaching staff

#### Response:

Vivekananda degree college has a performance appraisal system for both teaching and non-teaching staff. Teachers' performance is reviewed based on the student's results, Students and parents' feedback, punctuality and commitment to work, and involvement in another department as well as college activities. 360-degree feedback is also taken to understand the performance and feedback of the faculty from various stakeholders.

Non-teaching staff performance is also reviewed based on their commitment in their work and maintaining good public relations, staff and supervisor relations and feedback

Online feedback modules are also available through ERP for taking and analysing feedback

Apart from this confidential feedback is also obtained from all the stakeholders of the organizations for both teaching and non-teaching staff.

Manual Self-appraisal forms are also been collected from both teaching and non-teaching staff to provide annual increments and other increments.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

#### Internal Audit:

Janatha education society of Vivekananda degree college conducts the internal financial audit every year by the approval of auditor appointed by the Management who checks the receipts/ payments of all accounts . They submit an audited statement of income and expenditure to the Management for consideration and approval. Chartered Accountants and their team conducts internal audit on a quarterly basis . The audit is

conducted in accordance with auditing standards . The audit includes the following:

- Checks the compliance with policies, laws, and regulations
- Comparing previous financial statements to the present ones
- Reviewing reliability and integrity of financial and operating information and the means used to identify measures, classify and report such information
- Evaluation of internal control system
- Verification of students' fees registers
- Verification of cash book
- Examining the Bank pass book
- Verifies the amount granted for various committees and its utilization
- Admission Record verification
- Examining the payments for maintenance and any other Miscellaneous expenses
- Certify the audit report
- Filling the income tax Returns regularly.

#### **External Audit:**

The duly audited reports are submitted to the external audit team. The External audit is carried out in an elaborate manner on a yearly basis by Harish Vasanth and Associates chartered Accountants. The external audit team regularly audits the college financial report. In case of any objections, the institution will deal with promptly and takes necessary corrective measures in a completely transparent manner\

#### **criteria for objections**

- Verify the salary payments, TDS, Income Tax, EPF, ESI, Professional Tax, gratuity, etc.
- The Audit reports are attached.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>

#### **6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**

**Response:** 3.6

##### **6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**



2020-21	2019-20	2018-19	2017-18	2016-17
3.60	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

##### Response:

The strategy is need based whenever, there is requirement of Funds for any good purpose, the Donars/Philanthropists are contacted and appraised the need and purpose. The Society has been built by the generous contributions of such Donars/Philanthropists. Many members of Janatha Education Society have been identified in the society as great personalities for their achievements and social service. The staff of our college also generously contribute to various student activities in the college in an informal way. The funds received from the Donars/Philanthropists are used for the purpose with every care and accountability. The staff contribution are made directly to the event/programme of the students for which normally documentary evidence are not maintained.

##### Optimal utilisation of funds

Funds generated through fees collected from students are use to disburse salary to staff and finance other academic activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

##### Response:

The various strategies are adopted to enhance the quality of the institution which are mentioned below

- The staff meetings will be conducted regularly by the head of the institution Principal to provide academic updates, announcements, and teacher's feedback and to maintain team environment.

- Similarly, the head of the department conduct the periodical meeting in department level.
- To enhance the teaching and research skill the IQAC gives opportunity to all the faculties to organize conference, workshop's and seminar's
- All the faculty members are encouraged to Enrol in PhD course and also act as a research guide for scholars. Our faculty members are the part of approved guide panel in many recognised universities.
- Faculties are motivated to publish articles and research papers along with the financial support.
- The financial assistance are provided to the students who have come from poor economic background. Fee concession is also provided for the meritorious students.
- Internet and Wi-Fi facilities are provided within the campus premises.
- Management provides scholarship for the different category of students from its own corpus fund kept for the same.
- Free transportation facilities provided for both faculty and students to attend various NSS camps NCC camps Heritage club activities and industrial visits.
- Various skill enhancement and awareness programmes were conducted through Spandana women's wing, anti-sexual harassment and anti-ragging cells.
- Business lab, audio visual teaching aids and language labs are set up to provide quality education and training for the students.
- Various training programmes are conducted from placement cell and business lab to enhance the soft skills among our students.
- Cultural club and eco-club are established to promote extra activities and provide overall personality development among the students.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

**Response:**

- Student's feedback on faculty is collected regularly and reviewed periodically by the Principal and also presented before the governing council when annual increments are to be sanctioned.
- Alumni feedback is also obtained by the college and used for academic and infrastructural improvements.
- Parent Teachers meetings are conducted to obtain feedback regarding college facilities, academic and other development of the students.
- Academic process monitoring is conducted by the principal and discussed with the HoDs for

further improvements.

- Special coaching will be conducted for the needy students by the teachers along with revision for the students.
- Bridge courses are being conducted for freshers to enhance the capability of students
- Orientation workshop was conducted on Moodle, Zoom for online teaching, During Covid pandemic
- Teaching -Learning content were uploaded to the college website during Covid pandemic.
- Principal and HODs monitor syllabus coverage to ascertain the quantum of syllabus completed. Internal tests are conducted twice in the semester to evaluate the student's performance; apart from this faculty development programmes are conducted.
- Academic review is conducted by the Principal in consultation with IQAC towards achieving the set

File Description	Document
Upload any additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)
3. Participation in NIRF
4. any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

**Response:** B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Institutional data in prescribed format(Data template)	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

**7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.**

**Response:**

#### **Gender Equity**

**Vivekananda Degree College promotes higher education to all irrespective of gender and ensures women's empowerment through gender equity in Education.**

**Orientation program highlights the importance of gender equity. Equal opportunity is ensured for all the students irrespective of gender in all activities of the college like Cultural activities, Sports, NSS, NCC, Scholarship's, class representatives , etc.,**

**Redressal Cells like Anti-Ragging Cell, Students Grievance Cell, and Anti Sexual Harassment Cell are established in the college to ensure the safety and security for all the students.**

#### **Gender Sensitization**

**College organizes Induction program at the beginning of every academic year regularly focusing on gender sensitization.**

**We have also established "SPANDANA" Women's Wing to take care of the need and safety of girl students and women staff. Activities, Seminars, Workshops, Health awareness programs are conducted through SPANDANA and Anti-Sexual Harassment Cell strives for the empowerment of girl students. Self-Employment training programme are arranged to promote entrepreneurship among Women students.**

#### **Facilities Provided For Women**

- **Safety and security**
- **To ensure the secured environment in the campus Anti Sexual Harassment cell, Anti Ragging Cell and Students Grievance Cell are established for the prevention of any issues related to Sexual Harassment and Ragging.**
- **Campus Security is provided by professional security guard team.**

**The entire campus is under CCTV surveillance, Automobile entry is restricted inside the campus.**

- Awareness program are organized by Redressal cells and SPANDANA Women's wing at regular intervals throughout the academic sessions.
- Students are accompanied by male and female faculty during educational tours, Industrial visits, NSS Camps, NCC Camps.
- Health Care Center and medical personnel are available in the campus.
- Sanitary vending and disposing machines are installed at girls rest room for the benefit of girl students and female staff.
- Secured separate hostel facilities for girls is provided.
  
- Counselling

Grievances Redressal Cell and SPANDANA (Women's Wing) address all the problems of girl students and regular counselling and mentoring is done by the faculty members.

Health and life style counselling is provided through yoga committee by conducting regular yoga classes and Health awareness programs.

- Common Rooms

Institution has provided a separate waiting and rest rooms for girl students.

#### Activities of SPANDANA Women's Wing

##### 2016-2017:

1. Self-defence programme by Karthik S Katil, Martial arts trainer on 08/10/2016
2. Cultural competition for girl students on 16/01/2017
3. General health awareness programme particular menstrual cycle issue on 02/02/2017
4. International women's day celebration on 08/03/2017

##### 2017-2018:

1. Balidaan Divas celebration on 23/03/2018

**2. International Women's Day celebrated on 28/03/2018****2018-2019:****1. International Women's Day celebrated on 08/03/2019****2019-2020:****1. Motivational talk on 27/08/2019****2. Time Management and Goal setting on 10/10/2019****3. Talk on Entrepreneurship on 27/02/2020****4. International women's Day celebration on 09/03/2020****5. Talk on Art as Therapy (webinar) on 23/09/2020****2020-2021:****1. International women's Day celebration on 24/03/2021****2. Cancer Awareness Programme on 27/10/2021**

File Description	Document
Annual gender sensitization action plan	<a href="#">View Document</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>

**7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures**

- 1. Solar energy**
- 2. Biogas plant**
- 3. Wheeling to the Grid**
- 4. Sensor-based energy conservation**
- 5. Use of LED bulbs/ power efficient equipment**

**Response:** D. 1 of the above

<b>File Description</b>	<b>Document</b>
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### **7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)**

- **Solid waste management**
- **Liquid waste management**
- **Biomedical waste management**
- **E-waste management**
- **Waste recycling system**
- **Hazardous chemicals and radioactive waste management**

**Response:**

#### **Solid waste Management:**

The waste is generated by all sorts of routine activities carried out in the college that includes paper, plastics, glass, metals, food etc. The waste is segregated at each source level. Institution has a dedicated estate office to supervise and ensure that the waste in each floor is collected at regular time intervals and taken to the dumping yard provided by the college. Sanitary disposal machine is installed to dispose of the sanitary pads.

#### **Liquid waste Management:**

Liquid waste is mainly sewage waste which is drained out through proper drainage channels.

#### **Chemical waste Management:**

Hazardous chemicals are kept separately in the laboratory away from the reach of students. Lab in-charge / Lab assistants take care of the chemicals. Safety Norms in the laboratory are strictly followed. Students are made aware of the hazardous chemicals and safety aspects before using the chemicals inside the Lab. Laboratories display protocols for safe handling and disposal of hazardous chemicals.

#### **E-Waste Management:**

The Institution has undertaken a number of E-Waste management initiatives with the objective of creating an eco-friendly environment in the campus. E-Waste such as computers and its peripherals are upgraded regularly to continue usage and to avoid its wastage. E-Waste collection facilities are available in the campus. E -Waste is disposed through an authorized agent ROYAL TOUCH e-WASTE RECYCLING.

File Description	Document
Geotagged photographs of the facilities	<a href="#">View Document</a>
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.4 Water conservation facilities available in the Institution:

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** D.1 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

#### 7.1.5 Green campus initiatives include:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

**Response:** C. 2 of the above

File Description	Document
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>

#### 7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities



**Response:** B. 3 of the above

<b>File Description</b>	<b>Document</b>
Certification by the auditing agency	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### **7.1.7 The Institution has disabled-friendly, barrier free environment**

- 1. Built environment with ramps/lifts for easy access to classrooms.**
- 2. Divyangjan friendly washrooms**
- 3. Signage including tactile path, lights, display boards and signposts**
- 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment**
- 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**Response:** C. 2 of the above

<b>File Description</b>	<b>Document</b>
Policy documents and information brochures on the support to be provided	<a href="#">View Document</a>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### **7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).**

**Response:**

**Institution has a vision to provide educational opportunities for all the aspiring students irrespective of regional, linguistic and communal background at affordable cost.**

**Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic communal, socioeconomic and other diversities. Academic and administrative activities promote tolerance and harmony towards cultural, regional, linguistic communal, socioeconomic and other activities.**

**JES offers Student Aid Fund scholarships for all the meritorious and economically weaker section students irrespective of religion, linguistic, communal, and socioeconomic and other diversities. Zero tolerance to regional, linguistic and communal discrimination in the campus. Faculty members are also recruited from different cultural background.**

**Promotion of Cultural Diversities**

**Institution has cultural committee which creates an inclusive environment for the promotion of cultural diversities.**

**Following are the programs Organized:-**

- **Intra-college cultural competitions are held to create an awareness about the cultural diversity .Competitions like Essay writing, Debate, Pick and Speak, Lectures are held indifferent languages like Kannada, English and Hindi.**
- **Ethnic day is celebrated every year in college to promote the cultural diversities of different religion and state.**
- **Institution has established Heritage Club for the promotion of cultural heritage. Tours, Seminars and Exhibitions are organized through Heritage Club to create an awareness about our rich cultural heritage.**
- **Viswa Manava Dinacharane celebrated birth anniversary of Gnanapeeta awadee, Rastra Kavi Kuvempu on 17/01/2017 by Department of Kannada.**

**Promotion of Communal Harmony**

**Institution celebrates National and International Commemorative Days, Yoga Day, Vivekananda Jayanti, National Voters' Day, Sadbhavana Divas, Black Day to provide the inclusive environment for the tolerance towards communal harmony.**

**Class representatives, student volunteers in various committees enables the students to know the importance of team work, tolerance and harmony to achieve the desired goals.**

**Promotion of Socio-Economic Activities**

**Conscious effort is made by Institution to promote Socio-Economic inclusivity.**

**NSS unit of our college conducts various awareness programs like World Environment Day, Swacha Bharath Abhiyana, Walkathon-to promote Healthy Heart, Black Day.**

**NSS unit conducts camps in various Bangalore Rural areas.**

**Activities in NSS Camp:**

- **Health checkup camps will be arranged for the villagers.**
- **Promotes environment cleanliness to the villagers.**

- Students of NSS performs skits on social issues like child marriage , Dowry ,Health etc., also performs cultural activities like Kamsale , Dollu Kunita , Drama ,etc.,

NSS unit of our college organizes camps in the rural areas of Bangalore for the renovation of Government Schools to enhance the learning atmosphere which also creates a platform for student to serve the society.

- Three day camp called “SCHOOL BELL” for the renovation of Government School at Sathanur in Magadi taluk from 20.09.2019 to 22.09.2019
- Renovation work of Government school at Hosakote, Bangalore Rural District from 23/8/2021 to 28/8/2021.

File Description	Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>

**7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

**Response:**

**Vivekananda Degree College organizes several programs to sensitize the students and employees of the institution for the accomplishment of constitutional obligations transcending sectional diversities of our society focusing on inculcating values and to perform duties and responsibilities for making dutiful citizens.**

**The students are enriched by participating in various programs conducted by the institution:**

- 1.The college has established an Electoral Literacy Club which encourages, facilitates and maximizes the enrollment, especially for new voters. It also created awareness among voters for promoting informed participation in the electoral process.**
- 2.College celebrates Independent day, Republic day, Teachers day, International Women’s Day, Gandhi Jayanti, National Youth day Etc. to commemorate the milestones of India’s history and to promote national integrity and patriotism in the heart of all generations.**
- 3.Eco-Club organizes the Eco-Friendly colorless Ganesh program and Jatha every year to create an awareness to avoid water pollution.**

4. **Donating blood, not only saves multiple lives but also give an opportunity to add value to our life. NSS unit of the college regularly organizes Blood Donation Camps, where students voluntarily donate blood.**
5. **As per the instruction by the Director of Collegiate Education, College NSS unit has received 100 Flags of Armed Forces Flag on 26/7/2018 and were sold to students and staff to create an awareness about Armed Forces.**
6. **On occasion of Gandhi Jayanti NSS students of our college participated in Swatch Bharat Abhiyana (Clean India) program on 02.10.18 and collected plastic in 4km radius of Yeshwanthpura, Bengaluru.**
7. **NSS unit of our institution participated in the campaign called Cauvery Calling organized by ISHA Foundation on 9/9/2019 to support farmers by planting the saplings in the river Cauvery basin.**
8. **NSS Unit of the college commemorates 150th birth anniversary of Mahatma Gandhi by a programme called “SCHOOL BELL”, which is a three day camp at Sathanur in Magadi taluk from 20.09.2019 to 22.09.2019 which is intended to renovation work of Government School to enhance learning atmosphere which created a platform for our NSS students to serve the society.**
9. **In order to encourage more young voters to take part in the political process College celebrates National Voters Day on 24/01/2020.**
10. **On account World Environmental Day Institution planted saplings around the college campus on 5/6/2020**
11. **NSS unit organized “Black Day” on 14th Feb 2021 for the commemoration of our soldiers who have sacrificed their life for the nation.**
12. **Teachers and students took part in World Environment Day on 5th June, 2021 by planting saplings for promoting green environment.**
13. **Students of our college participated in FIT INDIA FREEDOM RUN 2.0 (AZADI KA AMRUTH MAHOTSAV) organized by Nehru Yuva Kendra, Bengaluru was held at Gandhi Bhavan on 14 August 2021.**
14. **Sadbhavana divas was celebrated on 20/8/2021 by Electrol Literacy Club students and staff took oath to promote National Integration and Communal Harmony among people of all religions, languages and regions.**
15. **Renovation work of Government school at Hosakote, Bangalore Rural District was undertaken by NSS unit from 23/8/2021 to 28/8/2021 which gave a platform for the young minds for the social service.**
16. **Constitution Day was organized by the college on 26/11/2021 to promote constitutional values among students.**

File Description	Document
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

**Response:** D. 1 of the above

File Description	Document
Code of ethics policy document	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).**

**Response:**

**Institution with lot of enthusiasm celebrates all the National and International Commemorative Days, Events, and Festivals by involving Management members, Sister Institutions, staffs and students.**

**Commemoration of the days of National and International creates an awareness, Patriotism, Social responsibilities and Humanity.**

**Institution plans to commemorate the days and events well in advance with staff, student coordinators, and volunteers of the various committees.**

**Commemorative Days like Independence Day, Republic Day, Gandhi Jayanti, National Youth Day, Teachers Day, and International Women's Day is celebrated every year to create an awareness among the students about the National Integrity, Patriotism, civic responsibilities and concern towards the Humanities.**

**To create an awareness about the Indian constitution and Human Rights we have established an Electrol Literacy Club which Commemorates the National Voters Day and an awareness is created**

among the students about the voting and its importance.

NSS unit of our college celebrates Black Day to respect the soldiers who sacrificed their life for our Nation.

To commemorate rich tradition and the vibrancy of India's diversified culture and People, the institution celebrates events like Ethnic Day, Annual College day, Sports Day every year for the holistic development of the students and to create inclusive environment in the campus.

File Description	Document
Geotagged photographs of some of the events	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**

**Response:**

**BEST PRACTICE 1:**

**1. Title of the Practice:**

**Student Aid Fund (Merit cum Poverty Scholarship)**

**1. Objective:**

The Institution aims to impart quality education “at an affordable cost to all the sections of society”. The college management is of the firm view that no student should be deprived of education due to the want of resources. Thus with this motto, our institution caters to the needs of students through Student Aid Fund Scholarships/Freeships. The following are the objectives:

- To support deserving students without any discrimination.
- To encourage meritorious students for their holistic development.

- **To provide equal opportunities for all the sections of society irrespective of their background.**

#### **1. Context:**

**This is one of the unique programmes being followed by Janata Education Society that in addition to the scholarships received from government and other agencies, the society offers merit cum poverty scholarship/freeship (Fee concession) for the needy from the corpus fund generated by the society.**

**Majority of the students who aspire to pursue higher education in our institution are talented and they are from semi urban, rural, economically and socially weaker sections of the society. Financing their education is a big challenge for such students. Thus JES has instituted Student Aid Fund in order to cater to the needs of such students who encounter the barriers for higher education. A committee is constituted by the management in this respect and this committee selects all the eligible students and they are extended financial assistance.**

#### **1. The Practice:**

**Janata Education Society has committed in endeavoring towards the Student Aid Fund Scholarships/Freeships with a corpus fund of**

**Rs.2.5 crores. A Scholarship Committee is constituted by the management comprising of management committee members JES, Principal of the institution.**

**The scholarships are offered for meritorious and economically weaker students to support and strengthen their education.**

**Applications are invited from eligible students with supportive documents.**

**Selection process is made on the basis of interview and verification of the parents and students background considering their requisitions.**

**During Covid-19 pandemic the institution has offered freeships and also provided installments for the payment of fees at the time of admission which helped the students to overcome their financial constraints.**

**Scholarships/freeships offered for the students in the last 5 years:-**

Sl.No	Year	No. of student awarded scholarships/fee concession	Amount of scholarships/fee concession awarded
1.	2016-2017	35	2,10,000/-
2.	2017-2018	35	2,45,000/-
3.	2018-2019	35	2,45,000/-
4.	2019-2020	35	2,45,000/-
5.	2020-2021	97	3,37,380/-

**1.Evidence of Success:**

It is clearly evident from the fact that students who have benefited from the aforementioned programme excelled in their studies by securing a good percentage of marks in the university examinations. Especially, this helped in easing out the financial burden of parents amid covid-19 pandemic. The institution has reached out to the expectations of students and parents by shouldering the social responsibility towards realizing the welfare of society. The responses from the parents and the students are positive for the fulfillment of the task. The institution is able to admit a good number of students for various available programmes.

**1.Problems Encountered:**

In spite of a large number of appeals made by parents and students for getting Scholarships/Freeships offered by the institution, we could not be able to accommodate all such students because of resource crunch. Out of all such appeals made by them, the institution has offered Freeships/Scholarships for only meritorious and the needy taking into consideration on the basis of parameters fixed. JES has intended to increase the corpus fund but it was quite a difficult task for the management to accomplish the task in view of various constraints.

**Best Practice 2****1. Title of the Practice:**



## **Health and Hygiene**

### **1. Objective:**

**“Better hygiene leads to better health, confidence and overall growth” the slogan coined by the UNICEF, the institution adheres to the objectives listed here under:**

- **To promote and maintain the principles of hygiene and sanitation.**
- **To implement all those programmes chalked out by central and state government.**
- **To conduct various Health Awareness Programmes.**
- **To impart the knowledge of health and hygiene for students.**
- **To undertake projects on health and hygiene in collaboration particularly with NGOs and other organizations in general.**

### **1. Context:**

**Health is freedom from disease and sickness. Health education plays an important role in a student's life to prevent illness.**

**The context during Pandemic demanded several steps in order to prevent the spread of disease which affects the life of a large number of people. People were insecure of their health because of limited resources considering the demographic factors despite measures adopted by the government from time to time. And the most challenging aspect on the part of the teaching community was to conduct offline classes and examinations. For that reason we had taken a herculean task to achieve some of the objectives.**

### **1. The Practice:**

**Keeping in view of the above stated objectives, the institution had prepared to organize a good number of programmes for ensuring Health and Hygiene.**

**Focused on providing facilities in the campus to maintain health and hygiene viz., sanitized class rooms, library, laboratories, office room, staff rooms and toilets.**

**Primary Health Care Center is provided in the campus with a qualified Medical staff for constant monitoring the health of teachers and students.**

**College has an active yoga committee to organize Yoga classes and other related programmes for the students and staff regularly, in order to create awareness regarding the maintenance of physical and mental health.**

**Care has been taken for the girl students by installing sanitary vending and disposable machine which helps girl students feel comfortable during college hours.**

**During covid 19 pandemic the institution has taken all the measures and had followed all the SOP/ guidelines issued by the Government.**

**The institution has displayed Covid rules (SOPs) in the Notice Board, corridors, and class rooms and at the entry and exit points in the campus.**

**RT-PCR Tests were conducted at regular intervals.**

**Successfully conducted a vaccination camp for all the students and staff.**

**Institution organized Covid-19 vaccination drive campaign in the college campus which was inaugurated on 29th June 2021 by Dr.C N Ashwath Narayan, Deputy Chief Minister, and Government of Karnataka. It is recorded that as many as 540 students and staff were vaccinated (co-vaccine) on the same day.**

**Covishield vaccination was administered for students and staff on 01st August 2021.**

**Second dose vaccination drives were arranged at regular intervals.**

**NSS unit,VDC, Bengaluru organized Health Awareness Programs, Free Health Checkup Camps, Cancer Awareness Programs, Blood Donation Camps etc.**

**NSS students actively participated in various activities like Swacha Bharatha Abhiyana, World environment day, Anti-plastic drive, planting trees in campus etc. to promote and to create awareness regarding health and hygiene in the society.**

#### **1.Evidence of Success:**

**The institution had taken sufficient measures for successfully organizing the above mentioned programs efficiently and diligently for the utmost satisfaction of students and staff. All the programs are effectively utilized.**

**Most of the students are making use of primary Health Care Center by availing free consultation,**

medical advice and follow up for their illness.

Through installing vending and disposable machines, we have achieved an increase in attendance particularly girl students.

Due to the measures taken by the institution during covid-19 pandemic, covid positivity rate among the faculty and supporting staff was less and the large number of students and public were vaccinated through vaccination drive campaigns which helped students to take part in the learning process by attending offline classes. It also helped for the smooth functioning of the college.

Yoga classes contributed a lot for students to improve their physical and mental health in the midst of Covid- 19 crisis.

Some of our students have undergone Free Eye Refractory Surgery from Narayana Nethralaya.

### 1. Problems Encountered:

It was a laborious task for the institution to organize programmes especially during Covid -19 pandemic. The problems faced by the organizers are varied in nature. One of the greatest challenges for organizing these programmes was to comply with standard operating procedures which are in force. The institution conducted these programmes with challenges and limitations faced in the conformity of the rules and regulations of the government.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Best practices in the Institutional web site	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

**7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

**Response:**

All round development of the individuals is possible through education. So the main aim of our institution is to impart value based education to its fullest core with equity and excellence. To impart such learning attitude in higher education at the UG level our Institution provides exposure for the students to get an opportunity to participate in every curricular, co curricular, and extension activities very actively.

To strengthen the content of learning the IQAC is actively supporting in creating various platforms for the students. To meet this end under IQAC various committees are established and each

committee has its own coordinator and members. Committees like Cultural, NSS, NCC, Women's Wing (Spandana), Placement Cell are all working in the light of overall development of the students' personality in order to empower them with indigenous knowledge, competency, and creativity to meet the global challenges with scientific temper.

NSS, NCC committees involve the students in various co curricular, and extension activities to inculcate resilient social values. NSS Wing of our institution organizes blood donation camps in collaboration with the external agencies such as Lions Club, Rotary Club, Mahaveer Jain Hospital, Red Cross Society, Jayadeva Hospital etc. and a minimum of 250 units of blood is collected biannually. NCC Unit trains the cadets to participate in the various camps very effectively. The placement cell is actively working and organizing various professional training and career guidance programmes to escalate the ability of the students to face the challenges in life and make them acceptable in the corporate world and also uphold the entrepreneurship capabilities in the young generation of the country. Spandana Women's Wing has organized various gender sensitization programmes to empower girl students. The Science and Research Forum is strongly focusing in organizing various programmes to inculcate scientific temper among the students and the faculties minds. Through this platform eminent personalities from the premier institutions are invited to provide an opportunity to listen to them in the field of contemporary research. The Commerce Forum headed by the Department of Commerce organizes budget review Programme immediately after the presentation of central budget in the parliament. In addition to this course scholars are invited to present lectures on different issues of the programme.

The institution not only encourages the students to actively participate in various activities but also caters to the needs of cross section society by lending financial support through fee concession, endowment Scholarships and JES Student Aid Scholarship. Preference in admissions is given to weaker sections of the society, (rural and agricultural background) without being insisting on their percentage of marks secured in the qualifying examinations. The college runs between 7.30 am to 1.00 pm which is very conducive for the students so that they can opt for part-time jobs to meet their ends. Since many students of our institution are from economically weaker section of the society they have been utilizing this opportunity and have been working in various fields.

Through such financial support, focusing on conceptual learning, moving outside the class room, and by amalgamating technology with education our institution is putting the best effort in order to come out of the shortcomings of the knowledge gap between rural and urban students.

File Description	Document
Appropriate web in the Institutional website	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

## 5. CONCLUSION

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### **Additional Information :**

Nil

### **Concluding Remarks :**

The institution strives to provide equal education opportunities to all its students. The majority of the students are from a poor economic background and some of them are first-generation learners. The faculty is focused on providing quality education through adapting ICT in teaching-learning etc. Focus is provided on offering certificate courses to students. The placement department also focuses on activities to help students for employment, higher education etc.

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
6.5.3	<p><b>Quality assurance initiatives of the institution include:</b></p> <ol style="list-style-type: none"> <li>1. <b>Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements</b></li> <li>2. <b>Collaborative quality initiatives with other institution(s)</b></li> <li>3. <b>Participation in NIRF</b></li> <li>4. <b>any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)</b></li> </ol> <p>Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above</p>
7.1.4	<p><b>Water conservation facilities available in the Institution:</b></p> <ol style="list-style-type: none"> <li>1. <b>Rain water harvesting</b></li> <li>2. <b>Borewell /Open well recharge</b></li> <li>3. <b>Construction of tanks and bunds</b></li> <li>4. <b>Waste water recycling</b></li> <li>5. <b>Maintenance of water bodies and distribution system in the campus</b></li> </ol> <p>Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: D.1 of the above</p>
7.1.5	<p><b>Green campus initiatives include:</b></p> <ol style="list-style-type: none"> <li>1. <b>Restricted entry of automobiles</b></li> <li>2. <b>Use of Bicycles/ Battery powered vehicles</b></li> <li>3. <b>Pedestrian Friendly pathways</b></li> <li>4. <b>Ban on use of Plastic</b></li> <li>5. <b>landscaping with trees and plants</b></li> </ol> <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above</p>
7.1.7	<p><b>The Institution has disabled-friendly, barrier free environment</b></p> <ol style="list-style-type: none"> <li>1. <b>Built environment with ramps/lifts for easy access to classrooms.</b></li> <li>2. <b>Divyangjan friendly washrooms</b></li> <li>3. <b>Signage including tactile path, lights, display boards and signposts</b></li> <li>4. <b>Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment</b></li> <li>5. <b>Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</b></li> </ol> <p>Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: C. 2 of the above</p>

Remark : As per data provided by HEI

## 2.Extended Profile Deviations

### Extended Profile Deviations

No Deviations