



# YEARLY STATUS REPORT - 2022-2023

Part A	
Data of the Institution	
1.Name of the Institution	Vivekanand Arts, Sardar Dalipsingh Commerce & Science College
• Name of the Head of the institution	Prof. D.R. Shengule
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02402365900
• Mobile no	9423154678
• Registered e-mail	principal@vivekanandcollege.edu.in
• Alternate e-mail	naac@vivekanandcollege.edu.in

• Address	Samarth Nagar
• City/Town	Aurangabad
• State/UT	Maharashtra
• Pin Code	431001
<b>2.Institutional status</b>	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid
• Name of the Affiliating University	Dr. Babasaheb Ambedkar Marathwada University, Aurangabad
• Name of the IQAC Coordinator	Dr. Shioorkar M.G.
• Phone No.	02402365874
• Alternate phone No.	9028136650
• Mobile	9823820454
• IQAC e-mail address	naac@vivekanandcollege.edu.in

• Alternate Email address	<a href="mailto:registrar@vivekanandcollege.edu.in">registrar@vivekanandcollege.edu.in</a>				
3.Website address (Web link of the AQAR (Previous Academic Year)	<a href="https://vivekanandcollege.edu.in/uploads/AQAR%202021-22.pdf">https://vivekanandcollege.edu.in/uploads/AQAR%202021-22.pdf</a>				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://vivekanandcollege.edu.in/academic_cal.php">https://vivekanandcollege.edu.in/academic_cal.php</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	NA	2004	16/02/2004	15/02/2009
Cycle 2	A	3.36	2011	16/09/2011	15/09/2016
Cycle 3	B	2.43	2021	02/02/2021	01/02/2026
6.Date of Establishment of IQAC			02/08/2004		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty		Scheme	Funding Agency	Year of award with duration	Amount
Nil		NA	NA	NA	NA
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		
9.No. of IQAC meetings held during the year			04		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			No		

<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
<p>Implementation of ADMS (Accreditation Data Management System) for paperless data collection. Preparation of Systematic Criterion and metric wise data folders for each department to store data and relevant documents in digital format as an initiative towards paperless system. Implementation of paperless continuous internal assessment (CIA) as fast and errorless method. Arrange ISO and Green audit. Arrange regular meetings towards National Education Policy-2020 for all Teaching faculties for awareness of NEP-2020 initiation at UG and PG level.</p>	
<b>12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	
<b>Plan of Action</b>	<b>Achievements/Outcomes</b>
To form various annual committees	Academic committees were formed for smooth conductance of various activities
To prepare Plan of Actions for Teacher and HOD	Plan of Actions for Teacher and HOD were prepared
To prepare Academic Calendar	Academic Calendar was prepared
To organize Pre-knowledge (Content) test	Pre-knowledge (Content) test was organized
To arrange Unit Tests and Assignments	Subject wise Unit Tests and Assignments were arranged
To arrange activities for slow/advanced learners	Student seminars were arranged for advanced learners
To conduct feedback on teaching from students	Feedback on teaching from students were obtained
To conduct Tests on CO attainment	Tests on CO attainment were carried

To organize seminar/workshops	Workshop on Accreditation Database Management System (ADMS) was organized
To arrange environment conservation related activities	Green audit of college campus was conducted

13. Whether the AQAR was placed before statutory body? No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	09/03/2022

15. Multidisciplinary / interdisciplinary

The College is affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. Being affiliated college, it is mandatory for the institute to follow all the academic guidelines of the affiliating University. Till date, the University pattern does not allow to take multidisciplinary or interdisciplinary subjects at UG or PG level to students. The college shall incorporate and make available multidisciplinary and/or interdisciplinary subjects/courses in future as per the guidelines issued by the affiliating University.

16. Academic bank of credits (ABC):

From Academic year 2022-23, Dr. Babasaheb Ambedkar Marathwada University adopted CBCS (Choice Base Credit System) pattern which necessarily includes opening of ABC (Academic Bank Credit) for each student admitted to UG First year. College has adopted Academic Bank credit system.

17. Skill development:

In the academic year 2022-23, no skill development program was introduced.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

All the subjects under Arts faculty are taught in local indian language (Marathi). Hindi as an optional subject is also provided to students at UG level. The Science subjects are taught in hybrid mode (Local language and English). College offers Music as an optional subject in Arts discipline. At College level, 'Cultural activity Committee' has been framed for smooth functioning of cultural activities in the Institute.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Learning outcomes for all programmes have been stated and are communicated to the students. Attainment of course outcomes has been evaluated through a special test (CO evaluation test). All CO evaluation tests in various subjects were taken through Google Form system.

**20.Distance education/online education:**

The college has made available infrastructure facility for two open universities which provide distance education programs (IGNOU and YCMOU); wherein, some faculty of the college contribute in teaching for select programs.

**Extended Profile**

**1.Programme**

1.1

45

Number of courses offered by the institution across all programs during the year

File Description

Documents

Data Template

[View File](#)

**2.Student**

2.1

4369

Number of students during the year

File Description

Documents

Institutional Data in Prescribed Format

[View File](#)

2.2	Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	1936
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
2.3	Number of outgoing/ final year students during the year	1419
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
<b>3.Academic</b>		
3.1	Number of full time teachers during the year	93
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
3.2	Number of sanctioned posts during the year	116
<b>File Description</b>	<b>Documents</b>	
Data Template	<a href="#">View File</a>	
<b>4.Institution</b>		
4.1	Total number of Classrooms and Seminar halls	32

4.2	356.36
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	104
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

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

The Institute is affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. It follows the curriculum designed by the University. The institute recruits qualified faculty as per the rules and regulations of statutory bodies. The IQAC prepares Academic Calendar/Plan of Action every year. The Head of Department assigns workload to individual faculty members. Each teacher prepares paper wise Annual Teaching Plan. The teachers maintain teaching diary year wise. The Head of Department seeks Syllabus Compliance Report from the faculty at the end of semester. The Programme Outcomes, Programme Specific Outcomes and Course Outcomes for all programmes and papers have been defined by the faculty and are displayed on the College website and in all departments. The laboratories are upgraded as and when needed. The teachers practice various teaching methods for effective curriculum delivery like, use of specific ICT tools, development and launching of academic videos, arrangement of field visits, etc.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://vivekanandcollege.edu.in/academic_cal.php">https://vivekanandcollege.edu.in/academic_cal.php</a>

##### 1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Every year, the College prepares academic calendar, which incorporates schedule of tests and assignments under CIE programme. Also, the academic calendar is communicated to all teaching



faculty in the beginning of each academic year. At the end of the academic year, marklists of unit tests were sought from the faculty as a part of monitoring mechanism by IQAC.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://vivekanandcollege.edu.in/academic_cal.php">https://vivekanandcollege.edu.in/academic_cal.php</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 year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

18

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

**1.2.2 - Number of Add on /Certificate programs offered during the year**

**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

02

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

**1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**

86

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

The College is affiliated to Dr. Babasaheb Ambedkar Marathwada University. It follows the curriculum designed by the University. The University curriculum includes gender equality, environmental awareness, human values and professional ethic, etc.

**Gender related issues:**

Following programmes incorporates gender related issues- BA History III year: Women's struggle in modern India Measure issues and conceptions of women's problems in nineteenth century, women and social struggle, women and law MA History II year: Society and culture in medieval India- Gender relation, position of Women BA Economics I year: Indian Economy Gender related development index BA Political Science III year: Feminism MA Public Administration I year- Women welfare, empowerment, women protection act, women participation in administration- improvement scope

**Environment and Sustainability:**

MA Economics I year: Environmental economics- Environment, ecology, environmental problems and measures  
BA Economics II: Economics of development Natural resources, renewable and non-renewable resources  
BA Public administration III year: Recent trends in public administration and important laws- Environment protection act 1986  
Human Values: BA Political Science I year: Basic concepts of Political science □ Liberty, equality, justice

**Professional ethics:**

BSc Computer science III year: Ethics and cyber law  
MSc Computer science I year: Ethical principles, professional ethics and responsibilities and norms of the Programming practices  
MCom II year: International marketing- Marketing ethics

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

**1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**

00

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	<a href="#">View File</a>

**1.3.3 - Number of students undertaking project work/field work/ internships**

00

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

#### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders  
Students Teachers Employers Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

### TEACHING-LEARNING AND EVALUATION

#### 2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

2134

File Description	Documents
------------------	-----------

Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)**

**2.1.2.1 - Number of actual students admitted from the reserved categories during the year**

1048

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

**2.2 - Catering to Student Diversity**

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

A special test named Content Test was organized at department level for students admitted to first year of UG programme. Wherein, the students were assessed on the basis of a set of questionnaire based on some basic and advance knowledge in the respective subject. The result was then further analyzed to distinguish slow and advanced learners. Various activities were conducted at departmental level like supply of advance books, study materials, arrangement of student seminars, etc.

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

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

Number of Students	Number of Teachers
4369	93

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

Methods practiced in the College for enriched learning experience: Experimental Learning: Performance of experiments in all science departments (except Mathematics) and in Psychology., Study Tours/Field visits, Student Group Discussion, Student Seminars. The Central Library has a Network Resource Centre which is equipped with computers with internet access helping students to get current subject knowledge. Department of English has facility of Language Laboratory to improve communication skills of students in English language.

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

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Along with use of LCD/DLP tools for teaching, the teachers use following apps for development of E-Content:- r E-Platforms used for launching of academic videos:- Google Classroom, YouTube, Telegram Online teaching platform used: Google Meet

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

2.3.3.1 - Number of mentors

79

File Description	Documents
------------------	-----------

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

## 2.4 - Teacher Profile and Quality

### 2.4.1 - Number of full time teachers against sanctioned posts during the year

93

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

#### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

53

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	<a href="#">View File</a>

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

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

1151

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Each year, College prepares academic calendar, which incorporates schedule of test and assignment under CIE policy. Also, the academic calendar is communicated to all teaching faculty. Redressal of grievances in CIE was carried through standard format. Due to this step, students get scope for raising grievances, if any, in CIE.

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

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

In the test and assignment category, after assessment, the results are shared with students. If, any students has grievances related to obtained marks. Then there is a provision of record of revised marks obtained after grievances in a standard format.

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

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Programme Outcomes for all undergraduate programmes, Programme Specific Outcomes and Course Outcomes for all optional subjects of undergraduate programmes, along with PSOs and COS of all



postgraduate programmes have been prepared by the faculty of the College, which have been displayed on the College website and also in respective departments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://vivekanandcollege.edu.in/uploads/ssr_data/2.6.1%20Learning%20outcomes.pdf">https://vivekanandcollege.edu.in/uploads/ssr_data/2.6.1%20Learning%20outcomes.pdf</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Course Outcomes test was arranged for evaluation of COs. Wherein, questions were framed as per CO statements. For the academic year 2022-23, CO tests were conducted through Google Form method.

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

749

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded

Paste link for the annual report	Nil
----------------------------------	-----

## 2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

[https://vivekanandcollege.edu.in/uploads/ssr\\_data/SSR%20report%202022-23.pdf](https://vivekanandcollege.edu.in/uploads/ssr_data/SSR%20report%202022-23.pdf)

## 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 year (INR in Lakhs)

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

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	<a href="#">View File</a>

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

37

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the

year

**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

**3.2 - Innovation Ecosystem**

**3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge**

College has well established innovation ecosystem through which research and innovation activities are facilitated. The College have constituted 'College Research Council' (CRC) which is headed by a senior professor. The College encourages departments and teachers to organize conferences, workshops, seminars. For promotion of research activity, College provides material resource such as well equipped Central Research Facility (CRF) with sophisticated instruments including HPLC, UV spectrophotometer, IR Spectrometer, Digital Viscometer, Microwave Synthesizer. etc, for science departments. There are eleven research centres available for faculty and research scholars.. The well established Central Library provides reference books, research journals, N-list, Del-NET and remote access, research e- journals.

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

**3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year**

**3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year**

07

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

00

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

##### 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

36

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

##### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

16

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Department of psychology counselled 34 labours to deal with their psychological issues at kamgar Chowk, Cidco , Aurangabad during the year 2022-23.

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

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year

**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non-Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

21

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**

**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

533

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**3.5 - Collaboration**

**3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**

**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

01

File Description	Documents
------------------	-----------

e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

#### 3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

03

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## 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.

The College is located at the central place of the city having total four acre area. The College Central Library consists of sufficient number of books. The first floor of the Library accommodates reference books and text books as well. The Library has been provided with internet facility. Reading room is made available for UG and PG students. Resource centre with internet facility is made available in the central library. There are four buildings, named as wing A, B, C and D in the campus having class rooms, laboratories seminar halls, and academic departments. There are thirty two class rooms and three seminar halls. The Laboratories are having sufficient number of equipments for conducting practicals. Few class rooms/Labs/seminar halls have LCD projectors. The Department of English is equipped with Language Laboratory. Most of the computers available for teachers and students are of latest configuration.

File Description	Documents
------------------	-----------

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

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

The College has Sports, NCC, NSS and Cultural Department. The College has separate grounds for outdoor games. The sports facilities available for students are- Badminton, Volleyball, Kabaddi, Kho-Kho, Cricket and Basket Ball. The College has MOU with Sports Authority of India (SAI), an Institute of central government at Dr. Babasaheb Ambedkar Marathwada University campus for indoor games and outdoor games. The College has a separate unit for cultural activities with audio system and various allied musical instruments.

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

13

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

143.80

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload audited utilization statements	<a href="#">View File</a>



Upload Details of budget allocation, excluding salary during the year (Data Template)		<a href="#">View File</a>
<b>4.2 - Library as a Learning Resource</b>		
<b>4.2.1 - Library is automated using Integrated Library Management System (ILMS)</b>		
<p>The central Library is automated with the software SOUL 2.0. The software is working with six different modules like OPAC, Circulation, Acquisition, Cataloguing, Serial Control and Administration. All the books in Central Library are bar-coded for circulation. the library offers book circulation facility from eight counters. The Circulation module deals with all operations related to circulation of books, enrolment of library members, i.e. creation, deletion and modification of membership and maintenance. The OPAC module helps to search (books) for any type of the field such as title, author, subject, ISBN and subject headings.</p>		
File Description	Documents	
Upload any additional information	<a href="#">View File</a>	
Paste link for Additional Information	Nil	
<b>4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources</b>	<b>A. Any 4 or more of the above</b>	
File Description	Documents	
Upload any additional information	No File Uploaded	
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>	
<b>4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>		
<b>4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)</b>		
<b>6.174</b>		
File Description	Documents	
Any additional information	No File Uploaded	

Audited statements of accounts	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

272

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The College provides broadband facilities to the faculty, students and administrative staff for academic and administrative purpose. PCs with latest configurations, High speed networking equipment (Routers and all requisite Hardwares, Digital and Microprocessor Kits/Softwares) are made available to students. The College have 75 and 100 Mbps of broadband facility. It covers the entire premises of the College including all administrative offices, Central Library and all academic and support departments. WiFi access is given to select areas. Generally, the IT facility is updated as per the requirement/ demand of faculty and administrative departments through appointed IT maintenance incharge.

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

##### 4.3.2 - Number of Computers

138

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	<a href="#">View File</a>

4.3.3 - Bandwidth of internet connection in the Institution      A.  $\geq$  50MBPS

File Description	Documents
Upload any additional Information	<a href="#">View File</a>
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

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

356.36

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</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.

The college has Infrastructure Committee comprising a convener and three other teacher members. The main thrust behind the formation of this Committee is to review status of physical, academic and IT infrastructure of the College and to recommend the Principal about the augmentation and maintenance of infrastructure. The academic facilities are maintained by appointed lab attendants,

lab assistants and peons. The daily maintenance of physical facilities, i.e., cleaning of entire campus, classrooms and laboratories are done by house-keepers. For the security of campus, security guards are appointed through AMC. Maintenance of electricalwork is done by appointed staff. Maintenance of physical infrastructure is done through approved vendors. AMCs have also been made with various agencies for:- CCTV maintenance, PRI line (for intercom), House-keeping, Pest control of library and entire College campus, Gardening, Repairing and maintenance of photocopying machines.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1835

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

C. 2 of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

00

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

A. All of the above

and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

## 5.2 - Student Progression

### 5.2.1 - Number of placement of outgoing students during the year

#### 5.2.1.1 - Number of outgoing students placed during the year

19

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 5.2.2 - Number of students progressing to higher education during the year

#### 5.2.2.1 - Number of outgoing student progression to higher education

35

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded

Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**

**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) during the year**

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	<a href="#">View File</a>

**5.3 - Student Participation and Activities**

**5.3.1 - 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) during the year**

**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) during the year.**

5

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</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 )

Student Council and Internal Complaints Committee (ICC) have student representation in them. Student Council was not formed during this year (notification from affiliating university is awaited). ICC has student representation as per government guidelines.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

87

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	<a href="#">View File</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

The Alumni Association has been registred at concerned commissionerate office.

File Description	Documents
------------------	-----------



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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**      E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## **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

The Vision and Mission statements of the Institute, VISION: Prepare new generations to pursue their aspiration and make them enable to contribute towards society

MISSION : 1) To educate students to highest level of achievement in order to make them good entrepreneurs and employable 2)To create a pathway to assist students to achieve their educational goals by providing extensive support for capacity building 3)To equip students with wide range of skills by offering skill oriented courses

The governance of the College is reflective about effective leadership and is in tune with the vision and mission of the College.The Vision and Mission statements define the unique nature of the College in terms of addressing the requirements of students and society, providing various courses in all disciplines, development of perspective plans for the growth ofthe Institution.The Principal of the College works as head of various executive and academic bodies.

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

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

The Institution practices decentralized and participative management by involving Principal, Vice Principal, Head of Departments, Faculty and supporting staff in day to day affairs. Internal Quality Assurance Cell (IQAC) plays an important role in coordinating institutional activities.

IQAC forms various working committees for smooth functioning of the Institute. The College Development Committee (CDC) works through participative management. Along with officers and members from management section, members from other areas, like, Teacher, HOD, IQAC and Administrative office category have been included. All these members participate in management proceedings. Internal Quality Assurance Cell (IQAC) consists of Principal as the Chairman, Management members, Administrative members, External members and faculty members. The main aim of IQAC is planning and execution of various activities for quality enhancement of various aspects of the Institute. It prepares effective and feasible academic calendar, annual work plans for teachers and HODs. For smooth functioning of various academic and other activities, various working committees have been formed by IQAC.

File Description	Documents
Paste link for additional information	<a href="https://vivekanandcollege.edu.in/administration.php">https://vivekanandcollege.edu.in/administration.php</a>
Upload any additional information	<a href="#">View File</a>

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The master plan of Institute has been prepared for the period 2020 to 2025.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

Governing body of the College is constituted as per the Maharashtra State Public University Act 2016, Section 97 and is renamed as College Development Committee (CDC). Principal of the College acts as academic and administrative head of the Institution who is empowered to implement the policies of CDC. To facilitate the function of the Principal, administrative work is distributed to Vice-principals for academic administration and registrar for office administration. Vice principals monitor day to day academic administration of faculty through HODs of various departments. The registrar of the college runs office administrations through office

superintendent and accounts, student and establishment sections. The IQAC is composed of various stakeholders of the Institution which is also playing important role in overall quality management. Recruitment of teaching and non-teaching staff is takes place as per Maharashtra State Government rules. The services of the recruited staff are governed by Maharashtra Civil Service Code-1981 and its amendments.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://vivekanandcollege.edu.in/administration.php">https://vivekanandcollege.edu.in/administration.php</a>
Upload any additional information	No File Uploaded

**6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination**

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	<a href="#">View File</a>
Screen shots of user inter faces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

**College Credit Cooperative Society:** Institutional management and administration has executed social welfare measures from very foundation of this Institution. 'Vivekanand Shikshan Sanstha Sevakanchi Sahakari Patpedhi' (VSSSP) was established by pioneers of the Institution. Presently it offers loan facility to teaching and non-teaching staff along with emergency loan (EL) facility. **Group Life Insurance:** All permanent employees working with the College have Group LIC scheme. **Fee concession for Institutional supporting staff:** Institutional welfare measures are extended to the supporting staff (nonteaching staff). To reduce the financial burden of education fee of wards of supporting staff, the Institution grants 50% fees waiver for admission in various courses. **Government aided institutional welfare schemes:** The Institute is a Government aided private College. Certain

welfare schemes of the State Government are available to the teaching and supporting staff. These schemes include Medical Leave Maternity Leave/ Paternity Leave, reimbursement of medical bills, reimbursement of registration fees for attending conferences/ seminars, G.P.F. advance and withdrawal facilities, Gratuity and death cum gratuity scheme as per State Government rules and regulations.

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

**6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year**

**6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year**

09

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**

**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded

Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

#### 6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

09

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Institution has adopted performance appraisal system procedure for teaching and non-teaching staff. At the end of academic year, systematic evaluation is done to know the performance of staff members. Various criteria have been laid down to assess these abilities. Every approved faculty is assessed for his/her performance based on API scores (based on PBAS) proforma as per the UGC Regulations on Minimum Qualifications for Appointment of Teachers for aided colleges. The given score is verified and endorsed by Institutional IQAC committee. The IQAC scrutinizes structured formats and forwards them to the Principal for further procedures.

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

## 6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Institution has been conducting external financial Audits yearly and it maintains its appropriate records. Institutional account is operated jointly by the Principal and the Secretary of the Governing body. External auditor conducts financial audit to verify correctness as per the rules and regulations prescribed by the University/Joint Director, Higher education, Aurangabad, applicable for Grant-in-aid colleges. On the basis of external audit, if any error found are rectified by consultation with the College accountant with due consent of the Principal. All possible efforts are taken every year to maintain accuracy and transparency in Institutional financial management. At the end of financial year, all finance related reports are communicated to the University/Joint Director of Higher Education.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

00

File Description	Documents
Annual statements of accounts	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The Institution has been conducting external financial Audits yearly and it maintains its appropriate records. Institutional account is operated jointly by the Principal and the Secretary of the Governing body. External auditor conducts financial audit to verify correctness as per the rules and regulations prescribed by the University/Joint Director, Higher education, Aurangabad, applicable for Grant-in-aid colleges. On the basis of external audit, if any error found are rectified by consultation with the College accountant with due consent of the Principal. All possible efforts are taken every year to maintain accuracy and transparency in Institutional financial management. At the end of financial year, all finance related reports are communicated to the University/Joint Director of Higher Education.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 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

The IQAC has prepared systematic plan of actions for Teachers and HOD's for smooth functioning of academic activities. For quality enhancement in Academic and administrative functioning the IQAC arranged ISO audit for quality management. IQAC has taken initiative for partial paperless administration by adopting ADMS (Accreditation Data Management System). A workshop has been arranged on 22/09/2022 on ADMS.

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

The administrative authorities monitor day to day delivery of theory lectures and conduct of science practicals throughout the year. At the end of the semester syllabus compliance report is sought from the faculty.

IQAC prepared systematic plan of action towards paperless methodology by providing set of 10 folder to each department. Folder containing all formats, respective excel templets with appropriate instructions.

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

**6.5.3 - Quality assurance initiatives of the institution include:**  
**Regular meeting of Internal Quality Assurance Cell (IQAC);**  
**Feedback collected, analyzed and used for improvements**  
**Collaborative quality initiatives with other institution(s)**  
**Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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 year**

Gender equity and its sensitization through curricular and co-curricular activities is an important part of the College activities. ICC unit of the college had organized 'Mata Surakshit tar Ghar Surakshit' campaign on 14-12-2022 in which girl students were sensitized with the importance of health check-up for the betterment of the entire family. College had conducted self-protection training programme on 13-01-2023 for girl students. The training was imparted by the 'Damini Sqad' of department of city Police. The ICC unit also had organized a workshop on 'Way to success' and intercollegiate quiz competition in collaboration with Shri Sarda Math Pune to inculcate a sense



of awareness and adaptability to holistic learning rather than emphasising only class room-based learning methods. For preventions of sexual harassment, with active participation of students, the College had conducted class wise awareness programmes, wherein, students of both the gender were sensitized regarding the rights and responsibilities of the students for gender equity. The Internal complaint Committee (ICC) is constituted every year as per the constitutional provisions of the University to address any complaint raised regarding safety and security of girl students. Common rooms and psychological counselling facility is available for girl students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures** Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words)** Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

**Solid waste management:** The solid waste generated in the College can be categorized into organic and inorganic waste. The organic solid waste can be classified into leaf litters and paper waste. The Institution has established 14000L capacity unique waste processing plant in the College campus. The plant not only treats the solid waste generated in the campus but also converts it to Bio-energy. The organic solid waste generated in the campus is utilized as a feed for anaerobic digester. This waste is consumed by the microorganisms present in digester and leads to production of bio-methane. Disposal of Sanitary Napkins- Institution has installed incinerator for disposal of used sanitary napkins. **E-waste management:** The researchers of the Department of Biotechnology

are working on bioremediation of e-waste (leaching of metals from printed circuit boards through micro-orgasms) .

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

D. Any 1of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities</b>	<b>D. Any 1 of the above</b>
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
<b>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (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</b>	<b>C. Any 2 of the above</b>
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded
<b>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 200 words).</b>	

Vivekanand Arts, Sardar Dalipsingh Commerce and Science College is multi-faculty in nature and enrolls the students from all the cultural and socioeconomic background viz., SC, ST, VJNT, OBC and minority and provides inclusive environment of education. The cultural and music unit of the College always follow this ethos through their programmes held during various national and state level occasions. Concession in fee is made available for students belonging to economically backward class.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

To sensitize students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens, every year. In the year 2022-2023 College has organized a lecture on "Constitutional Values" by Professor Shrikrishna More of M.P. Law College, Aurangabad on the eve of constitution day and 57 students have attended the lecture.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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

D. Any 1 of the above

File Description	Documents
------------------	-----------

Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

College celebrated and organized national and international commrmoratedays and events.

20/08/2022

Sadbhavana Divas

02/09/2022

Mahatma Gandhi & Lalbahadur Shastri Jayanti

14/11/2022

Pandit Jawaharlal Nehru Jayanti

15/11/2022

Birsa Munda Jayanti

06/12/2022

Mahaparinirvan Din

19/02/2023

Chh. Shivaji Maharaj Jayanti

14/04/2023

Dr. Babasaheb Ambedkar Jayanti

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

**Title of the Practice:** Students counselling for problem solving Objectives 1. To help students in solving their problems. 2. To help students to increase confidence and behavioural change. 3. To assists the students in planning for educational and vocational choice. 4. Promotion and awareness creation of mental health.

**The Context** Life of students is getting complex day by day. Counselling and guidance are needed to overcome the problems of students for optimum achievement and satisfactory adjustment in various life problems. Taking in to consideration the gravity of students' problem, the department of Psychology established the counselling centre to assist the students since five years. This centre is providing the facility of counselling with active participation of teaching staff free of cost. The students from various faculty approach to this counselling centre to solve their problems and psychological testing. Till today, many students have taken the benefit of this facility.

### Facilities under Counselling Centre

1. Intelligent testing.

2. Personality measurement. 3. Guidance for improvement in study habits, memory 4. Stress management training. 5. Group counselling. 6. Counselling for personal problems. 7. Conducting workshops, lecture series, certificate courses for students.

During the year 2022-23, 54 students took counseling from the cell.

File Description	Documents
Best practices in the Institutional website	<a href="https://vivekanandcollege.edu.in/Departments/Psychology/psychology_counseling.php">https://vivekanandcollege.edu.in/Departments/Psychology/psychology_counseling.php</a>

Any other relevant information	Nil
--------------------------------	-----

### 7.3 - Institutional Distinctiveness

#### 7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

##### Vivekanand Lecture Series 2023

The fifth season of Vivekanand Lecture Series was held on 16, 17 and 18 January, 2023 respectively. Unlike the last two seasons of the Series, this event was held offline.

1) On 16th January, 2023, prominent journalist and the Member of Parliament Padmshri Kumar Ketkar delivered lecture on the topic-The Changing World (बदलते विश्व).

2) The second lecture in the Series was delivered on 17 January, 2023 by veteran thinker and writer Dr. Dattaprasad Dabholkar on the topic-India in the Dreams of Swami Vivekanand (स्वामी विवेकानंदांच्या स्वप्नातील भारत).

3) The last lecture in the series took place on 18 January, 2023, in which Dr. Ravindra and Smita Kolhe participated. The topic was-The Process of Enlightenment in Melghat (मेळघाटातील प्रबोधन पर्व).

The Lecture Series received an overwhelming response from the audience as around 2000 people were present every day.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

#### 7.3.2 - Plan of action for the next academic year

To form various annual committees To prepare Plan of Actions for Teacher and HOD To prepare Academic Calendar To organize Pre-knowledge (Content) test To arrange Unit Tests and Assignments To arrange activities for slow/advanced learners To arrange student G.D., Student seminars To conduct feedback on teaching from students To conduct Tests on CO attainment To organize seminar/workshops To arrange environment conservation related activities