SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

VIVEK COLLEGE OF EDUCATION, BIJNOR

MORADABAD ROAD POST AGRI DISTT BIJNOR UP 246701
246701
www.vivekcollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Vivek College was founded by 'Shivika Educational Society' in 2003 to meet the need of training and education from all areas of professional education and research. The college affiliated to MJP Rohilkhand University, Bareilly, and get recognized under section 2(f)& 12(B) of the UGC Act 1956. The college campus is located on the Moradabad Bijnor state highway with the natural greenery and surroundings of the holy river Ganges. The lush green campus with sprawling lawns and playgrounds have esthetically been planned and is designed with exquisite facilities to develop congenial environment for the students pursuing their studies and coming away from the daily hustle-bustle of city life. Along with its wealth of natural resources the campus offers an academically, socially and culturally enriching environment. We have well-equipped library, smart class rooms, auditorium, computer lab and Wi-Fi campus etc. The campus contains the fragrance of learnings and the feeling of self-discipline .

Vision

"To Establish a Centre of Academic Excellence and Become a First Choice of the Students as an Academic Institution."

Mission

Mission

1. To provide professional education and training to students.
2. To promote teaching and research in higher education.
3. To motivate and empower faculty to address the expectations of the students and the society.
4. To promote confidence and motivate students, through academic & research autonomy to face future challenges.
5. To inculcate value based education, spirit of dignity and excellence in service.
6. To promote the intellectual, moral, cultural and socio-economic development of the Society.

Objectives

1. To create, maintain and transfer knowledge.
2. To foster a friendly and stimulating learning environment.
3. To develop an attitude of critical acumen through teaching-learning process.
4. To develop strong interpersonal and communication skills across functional area.
5. To provide most comprehensive knowledge available in their fields of study.
6. To develop quest for excellence.
7. To make student teachers aware about methodologies, techniques and tools for teaching, research and measuring human behavior.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. Student and parent counseling is a unique practice at the time of admissions.
2. Inclusive admission policy prevails in the College
3. The College has excellent infrastructure with all IT based facilities in classroom, seminar hall and administrative office.
4. Strong extension activities in the area of community engagement and social responsibility.
5. Good knowledge resources based Library with e-learning resources i.e. Inflibnet, Shodh Ganga, Digital Library and reading room.
6. Social Programs organized by the college students in nearby villages.
7. Students of college consistently hold merit rank in university examinations and secure medals.
8. The College has fully Wi-Fi enabled campus.
9. Qualified and efficient faculty members and the support staff.
10. Participatory based learner centric teaching practice.
11. The College has IQAC which ensures quality of teaching learning process and administration.
12. The College has online Integrated Management Information system to ensure accountability, transparency and efficiency of faculty & staff of college.

Institutional Weakness

1. Less number of publications in referred & UGC notified journals
2. Faculty members are yet to have sufficient initiative in publications of books & chapter in books.
3. Organization of International level conference and workshop.
4. Government sponsored research projects.
5. Limited interaction with industry.
6. The College does not have guest house and its' own boys and girls hostel.

Institutional Opportunity

1. Industry linkages and MOU with reputed Institutes/Universities in respect of faculty & students exchange programme.
2. The College has potential for field based action research projects.
3. More placements in core organizations.
4. Networking and strengthening relationship with stakeholders.

Institutional Challenge

1. Language skills of the students as majority of students from rural areas.
2. Keeping a pace with fast changing IT technology in higher education and research.
3. 100% placement of students.
4. Mushrooming of educational institutions in the nearby area.
5. Retention rate of competent and qualified faculty members.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Vivek College of Education, as an affiliated college of M J P Rohilkhand Univesity follows the curriculum prescribed by the affiliating University. The college offers 06 Undergraduate Programmes, 03 Postgraduate programmes in Education, Home Science and Social Work and one diploma programme namely Diploma in Elementary Education. Within the limitations of the curriculum as affiliated college, the college has tried to develop strategies and methodologies for innovative learning practices in the existing curriculum to realize the clear vision and mission of the college and to promote and propagate high standard professional education & ethics for to the students of the college. In additionto the curriculum of courses, college organised various activities on regular basis to focus on social & cultural issues by different committees of the college.

The College strongly believes in the inculcation of human values, gender equality, professional ethics and sustainable development among students and promote cross cutting & diversified knowledge by the means of wide range of value added courses. Curricula of many courses offer practice domain knowledge through industry projects or internships to the students. Stakeholder's satisfaction is assured by the formal structured feedback system introduced by the college. Each year structured feedback is taken on curriculum, infrastructure and teaching learning methodology from students, parents, alumni and teachers. The same is analysed and on its basis of the analysis actions are taken to improve the quality. A report is also maintained for the same for future guidance.

Teaching-learning and Evaluation

The College encourages creativity and innovation in its teaching-learning process, with strong emphasis on linking theoretical knowledge with practical training and application of the knowledge in finding solutions through internship and dissertation work. Teaching practices in the college include innovative and participatory learning methods i.e. use of case analysis, role play,term paper & group seminars, presentations and internships; laboratory based learning assignments, project-based learning and field work studies. The college strongly believes in use of dialogue and discussion during classes, which promote inquiry-based learning and enhances confidence in learners. To provide equal opportunities to the students, college facilitates group interactions through tutorials, remedial classes, regular workshops & seminars.

The College prepares academic calendar for each session as per the university calendar and strictly adheres for all academic activities viz. dispersal of classes, sessional examinations, field work activities, practical examinations and preparatory leaves etc. The College has well-stocked Libraries with *Inflibnet* N-List access easy on-time access to journals and e-resources for students and faculty members.

Research, Innovations and Extension

The College strongly believes in promotion of research, innovation and extension activities for the

transformation of knowledge in young learners. The College, in its initiatives of promotion of quality research among faculty members of the college, has implemented research promotion scheme. The faculty members who have involved in research activities and rewarding faculty members for publication of their original work. To encourage faculty members for the research work, the college provides start-up research promotion grants from its own sources to the faculty to increase research output and learnings. For the dissemination of the knowledge college also organizes national seminar every year on contemporary issues and it also published in International Journal to provide platform to the faculty members for the dissemination of their original research work and learnings.

The College has a strong presence in extension activities in nearby community to attempt and solve practical social problems in the community. College has initiated different types of extension activities in neighbourhood communities through many programmes i.e. Adaptation of Villages, Unnat Bharat Abhiyan, Nation Service Scheme, Shwachta Abhiyan, Legal Awareness Programme, Voter Awareness Programme and Measles& Rubella vaccination Programme.

Infrastructure and Learning Resources

The College creates a physical ambience through provision of facilities for high quality teaching and research. These physical facilities include smart classrooms, laboratories, Computer labs, Yoga Hall and allied services. The College building is built and renovated with all necessary facilities & provisions. The infrastructure facilities of the college are adequate for all existing programmes, and are also optimally utilized by the college. Libraryresources having more than 30 thousand books, 12 international journals and 16 national journals with progressive allocation of funds to purchase new titles and journals. The Library Committee of college monitors the maintenance and use of the library resources. The library is automated by self-tailored softwareto provide easier access to students and faculty members. Library also facilitated by INFLIBNET through N-List with the 6000 e-journals & 31, 35,000 eBooks. Faculty members and students have adequate access to ICT and e-resources. Adequate number of licensed software facilitates routine use in administrative, teaching, learning and research. Other facilities include regular water supply, generators for uninterrupted power supply, well laid campus roads, 20 buses and sports infrastructure.

Student Support and Progression

The College extends all possible support to the students in providing them academic guidance and career progression. All requisite information regarding administration, departments, staff, admissions, programmes, examinations, infrastructure, and amenities are provided on the college website. To familiarize new students with courses, faculty members, curricular and co-curricular activities of the College and career options, The College organises orientation programmes. Apart from classroom interactions, tutorial support, assignments, field studies, workshops, seminars and internships are integral components of the academic support and progression system. The Psychological Counselling Service provides all support and guidance to the students on all matters which is conducted biweekly. The College assigns mentors among faculty members to provide support to the students for their easy access in any situation. The College provides scholarships and freeships to meritorious students through ‘Vivek Telnet Hunt Examination’, students from economically weaker backgrounds and/or with disabilities. The College also has Anti Sexual Harassment Cell, Equal Opportunities Cell, Grievance Redressal Committee, SC/ST/OBC/Minority Cell and Anti Ranging Committee to prevent from any kind of discrimination in the campus. The Placement Cell assists the students for better career options and employment.

Governance, Leadership and Management

The College has a dynamic, well experienced administrative Leadership and Management structure with the Vision and Mission of the college to attain a status of excellence in academics, research and extension activities. The College is governed by Shivika Educational Society through the Board of Management and is an affiliated college of M J P Rohilkhand University, Bareilly.

The Chairman is the Constitutional Head of the College and the Principal is the academic Head of the Institution. For the smooth functioning of the college administration, there is a full time office of the Chairman in the college campus. The College promotes a culture of participative leadership & management. The college has appropriate welfare measures, for faculty members and for the non-teaching staff including their performance appraisal. For the skill up-gradation College organizes various ICT based training programmes for the teaching & non-teaching members. College also believes in transparency for which Internal audit is done by certified chartered Accountant. IQAC, since its establishment has become a vehicle for ushering in quality enhancement by initiating planned strategies for ensuring the quality of teaching and learning. The College has digital administrative processes through college ERP software, digital teaching initiatives through smart class, digital initiatives of the library system and online admissions. The well-explicit transparency in administrative procedures from admission to examination & assessment, from fee collection to utilization of funds for planned activities of the college shows the quality of leadership.

Institutional Values and Best Practices

The College has consistently tries for developing culture of best practices and innovations in academic and administrative process. The best practices include: Research Promotion Scheme for the faculty members and Digital automation of administrative process that include centralized admission, fee collection, attendance of students, scholarship management, faculty records management and leave management etc. Some of other best practices also deserve special mention: Student Grievance Redressal System, College Placement Cell, establishment of Equal Opportunity Cell and college in its green initiatives, college promotes e-governance to minimize paper use, Energy efficient LED lights in all buildings with 50 KW solar power in administrative block.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	VIVEK COLLEGE OF EDUCATION, BIJNOR
Address	MORADABAD ROAD POST AGRI DISTT BIJNOR UP 246701
City	BIJNOR
State	Uttar pradesh
Pin	246701
Website	www.vivekcollege.org

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	DEEPTI DIMRI	01342-9756609070	8192005001	-	amitvivekcollege@gmail.com
IQAC / CIQA coordinator	JITENDRA KUMAR VERMA	01342-	9413446060	-	jitendra@vivekcollege.ac.in

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

Date of establishment of the college	01-07-2003

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Uttar pradesh	M.J.P.Rohilkhand University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC	10-05-2012	View Document
12B of UGC	10-05-2012	View Document

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**
NCTE	View Document	21-07-2007	188	Validity of statutory authority is from date of recognition onward

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

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

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	MORADABAD ROAD POST AGRI DISTT BIJNOR UP 246701	Rural	6.7	22828

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	**Name of Programme/Course**	**Duration in Months**	**Entry Qualification**	**Medium of Instruction**	**Sanctioned Strength**	**No.of Students Admitted**
UG	BEd,Education	24	Graduation	English,Hindi	100	97
UG	BSc,Home Science	36	Intermediate	English,Hindi	40	21
UG	BSc,Science	36	Intermediate	English,Hindi	180	180
UG	BBA,Commerce And Business Administration	36	Intermediate	English	80	72
UG	BCom,Commerce And Business Administration	36	Intermediate	English,Hindi	80	80
UG	BCA,Computer Science	36	Intermediate	English	80	79
PG	MEd,Education	24	BEd	English,Hindi	50	50
PG	MSc,Home Science	24	Bsc Home Science	English,Hindi	30	8
PG	MSW,Social Work	24	Graduation	English,Hindi	40	27

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				0
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit				0				0				0
Sanctioned by the Management/Society or Other Authorized Bodies				4				10				92
Recruited	2	2	0	4	9	1	0	10	45	47	0	92
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	Female	Others	Total
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				19
Recruited	15	4	0	19
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
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				12
Recruited	12	0	0	12
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	2	2	0	9	1	0	1	2	0	17
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	44	45	0	89

Temporary Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	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

Part Time Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	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

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	8	1	0	9

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
Diploma	Male	79	0	0	0	79
	Female	263	0	0	0	263
	Others	0	0	0	0	0
PG	Male	80	0	0	0	80
	Female	90	0	0	0	90
	Others	0	0	0	0	0
UG	Male	477	0	0	0	477
	Female	553	0	0	0	553
	Others	0	0	0	0	0

NAAC

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	98	85	7	0
	Female	123	104	5	0
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	108	69	22	0
	Female	164	150	18	0
	Others	0	0	0	0
General	Male	60	43	22	0
	Female	96	113	25	0
	Others	0	0	0	0
Others	Male	60	31	31	0
	Female	46	41	21	0
	Others	0	0	0	0
Total		755	636	151	0

3. Extended Profile

3.1 Program

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

Response: 364

File Description	Document
Institutional Data in Prescribed Format	View Document

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
09	08	07	06	03

3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1135	800	620	639	447

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
350	335	310	220	130

File Description	Document
Institutional data in prescribed format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
398	248	83	203	158

File Description	Document
Institutional Data in Prescribed Format	View Document

3.3 Teachers

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

2017-18	2016-17	2015-16	2014-15	2013-14
80	84	61	31	21

File Description	Document
Institutional Data in Prescribed Format	View Document

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

2017-18	2016-17	2015-16	2014-15	2013-14
96	96	61	33	21

File Description	Document
Institutional data in prescribed format	View Document

3.4 Institution

Total number of classrooms and seminar halls

Response: 74

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

2017-18	2016-17	2015-16	2014-15	2013-14
184.61	186.49	145.47	142.47	112.30

Number of computers

Response: 207

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:

Affiliated to the MJPR University, the College follows the curriculum prescribed by the University. However, each Department is responsible for working out details for effectively implementing the given curricula.

- Each department organizes a faculty meeting to decide the breakup of the syllabus. The syllabus is divided and allotted to each teacher on basis of the competency, interest, specialization and expertise.
- Time-table is prepared prior to the commencement of each semester keeping to the University stipulation for each subject.
- Staff orientation is given by Senior Management and experienced faculty members as to what is expected and how to go about the completion of the various topics.
- The Teachers make lesson plans/Teaching Plans so that adequate time is allotted to cover the details in the syllabus.
- At the beginning of each semester, a staff meeting chaired by the Principal is held to draft out the semester schedule in respect of the syllabus etc.
- The various co-curricular and extracurricular activities are conducted in each semester with tentative dates are decided on the annual basis.
- Extra classes are conducted if the syllabus is not covered as per prescribed time schedule.
- Meetings at regular intervals are held to review the progress of action plan, both by the respective Departments and the Principal.
- Innovative teaching methods are incorporated wherever possible. Students are guided to use online sites to get relevant information.
- Current affairs, statistics, human interest stories, news paper and magazine clippings, presentations, assignments, seminars, field trips and even class tests help in the effective implementation of the curriculum.

File Description	Document
Link for Additional Information	View Document

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 1

1.1.2.1 **Number of certificate/diploma programs introduced year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

Response: 65.93

1.2.1.1 How many new courses are introduced within the last five years

Response: 240

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	View Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 0

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

File Description	Document
Name of the programs in which CBCS is implemented	View Document

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

Response: 34.8

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

2017-18	2016-17	2015-16	2014-15	2013-14
410	308	253	174	140

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

In order to integrate the cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics, College has imbibed different types of courses in the curriculum, some enhance professional competencies while others aim to inculcate general competencies like social ðical values, human values, environment sensitivity etc., thereby leading to the holistic development of students. The courses on Ethics, Behavioural Science (BS), Human Values and Community Outreach, Environmental Studies are embedded in the curriculum of all UG & PG programs. The students undertake a number of activities to inculcate these values.

1. **Gender Sensitivity**
2. **Human Values and Professional Ethics**
3. **Environment studies**

File Description	Document
Link for Additional Information	View Document

1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 00

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 37.27

1.3.3.1 Number of students undertaking field projects or internships

Response: 423

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A.Any 4 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

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

File Description	Document
Any additional information	View Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 70.25

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
528	380	384	370	190

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
700	670	620	440	260

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 90.61

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
350	266	289	204	114

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, after admission and organises special programs for advanced learners and slow learners

Response:

The College assesses the achievement, satisfaction, and the extent to which the academic environment supports student learning. The purpose is to identify the extent of students learning; assesses their preparation, needs, and experiences; and to use this data for improving student achievement in curricular, co-curricular and scholarly work. The College organizes various special programs to support advanced and slow learners, such as:

VCAT is conducted for all the students during each semester to assess the level of the aptitude of learning in students.

Bridge course - Based on performance in the VCAT, a bridge course is conducted in various courses wherever student has shown weakness. The purpose is to bring them with the rest of the students of the class. Some of the bridge courses are Quantitative techniques, The general English and the program based subject is offered as bridge courses for all the students.

Remedial Courses - College also offers remedial courses in which extra time is given to students who learn slowly in class by scheduling separate sessions. Additional assignments are given to them to strengthen their concepts and the understanding about course.

Faculty mentors & Career Counseling Cell of the College regularly reviews academic progress and counsel students to improve performance and ensure academic growth. Special measures are taken to support advance as well as slow learners, such as:

Slow Learners - Adequate Support is provided to slow learners to overcome academic difficulties by:

1. Organizing Extra Classes during the semester
2. Organizing bridge course at the beginning of semester
3. Giving practice assignments
4. Organizing Guided Self Study Courses classes
5. Providing extra reading material to improve basic understanding of subject
6. Engaging in social activities/class activities/institution activities to develop social skills

Advanced learners - In order to support the fast learners, it is ensured that:

1. They are given additional/challenging assignments/ project works.
2. They are encouraged to participate in various symposiums like quiz, poster presentation, conferences, inter institution competition etc.
3. They are also given opportunities to do mini-project work or Outdoor Activity Based Courses as per their area of interest
4. They are given opportunities to involve themselves in writing research papers through their independent study and research Course in which students are given credit for doing research work.

File Description	Document
Link for Additional Information	View Document

2.2.2 Student - Full time teacher ratio

Response: 12.69

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	View Document

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 academic philosophy of College is student centric. Various methods of experiential and participatory learning are adopted to ensure that students are active participants than remaining passive listeners in the teaching-learning process.

The participatory learning activities adopted by the faculty that develops an application based

outlook of student are:

(a) Group discussions

(b) Case Analysis

(c) Role plays

(e) Projects Design

(f) Presentations

(g) Term Papers / Seminars

(h) Home Assignments

(i) Dissertation

(j) Self-Work (SW)

(k) Industry internship

(l) Field work

College gives high importance to holistic development of students beyond classroom through co-curricular, extra-curricular and field based activities. In the order to pursue the interest in their area of specialization, students cells & committees are also functional. Some of the committees are Cultural committee, Sports Committee, Cafeteria Committee, Alumni Committee, Placement committee and Yoga Club.

Skill Enhancement Courses - To support and focus on students' personal and professional development, College also offers Skill enhancement courses related in the discipline of study which focus on discipline knowledge, IT literacy, entrepreneurial abilities, Research & Enquiry, values & ethics, sense of responsibility & discipline, understanding of socio economic environment and effective communication.

Guest lectures, seminars, conferences, industry visits and many other such activities are organized to enhance students' learning experience by providing industry orientation.

File Description	Document
Link for Additional Information	View Document

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 80

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document
Provide link for webpage describing the " LMS/ Academic management system"	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 16.69

2.3.3.1 Number of mentors

Response: 68

File Description	Document
Any additional information	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

The College encourages creativity and innovation in its teaching-learning process, with strong emphasis on linking theoretical knowledge with practical training and application of knowledge to find solutions through internship and dissertation work. Teaching practices in the college include innovative and participatory learning methods i.e. use of case analysis, role play, term paper & group seminars, presentations and internships; laboratory based learning assignments, project-based learning and field work studies. To promote innovation and entrepreneurship ideas in young learner, college organized regularly workshops and interaction with experts to address the needs of contemporary society. The college strongly believes in use of dialogue and discussion during classes, which promote inquiry-based learning and enhances confidence in learners. To provide equal opportunities to the students, college facilitates group interactions through tutorials, easy access to faculty; remedial classes for students; regular workshops & seminars

Recently, college has participated in an outreach program under Unnat Bharat Abhiyan (An Initiative of Ministry of Human Recourse Development) to transform the existing practices of various activities carried out by neighborhood community people. Being a higher educational institution, college also dedicated for the promotion of women’s education, attempts are made time to time for the benefit of the half of the society at large by several activities in the college and nearby college community and efforts are clearly reflected in enrolment ratio of the college.

Other initiatives of college for creation and transfer of knowledge include special lectures by eminent

academic personalities, educational field trips, internships, training programs, seminars and encouragement of students to take research project work as their part of study.

2.4 Teacher Profile and Quality

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

Response: 98.16

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 15.68

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
13	09	07	05	5

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3 Teaching experience per full time teacher in number of years

Response: 4.41

2.4.3.1 Total experience of full-time teachers

Response: 353

File Description	Document
Any additional information	View Document

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	0	0	0	00

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters (scanned or soft copy)	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 4.07

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	2	2	01

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

As an affiliated college of MJPR University, the college follows the rules and regulations of conducting the Continuous Internal Evaluation as prescribed by affiliating university. All the courses offer by college has various mode of Continuous Internal Evaluation based on the type of program. Some courses has emphasized on project work, assignment, practical teat and presentation which aimed to fostering critical

learning process. As per affiliating university norms continuous internal evaluation is 30 percent of total marks which is split in to various type of activities as per course structure i.e. assignments, midterm test, pre university examination, practical examination, class room presentation ect.

Each program team has worked out their Continuous Internal Evaluation examination in the beginning of the session which helps students participation in internal evaluation process. The performance of students in internal evaluation process also communicated to students as well as parents with strengths and weakness of the students. Suggestion for improvement also communicated to students on the basis of strengths and weakness which provides an opportunity to relook their performance. The College also develops a mechanism to identify slow and advanced learner in all courses and for which college conducted special test and classes.

File Description	Document
Link for Additional Information	View Document

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

1. The ensures that all students are aware of the evaluation process through academic calendar, college website and notice display.
2. The Orientation program organized at the beginning of every academic year to aware students of the evaluation process and the tentative schedule.
3. At the beginning of the session teaching plans are prepared along with the mode of Continuous Internal Evaluation and discussed with students.
4. Academic Committee of the college monitored all the activities on regular basis.
5. Dates for the tests/submission of assignments are notified on the college notice boards & website and announced by faculty in the respective classes.
6. After evaluating, answer sheets and assignments are shared with students and marking pattern is discussed with their strength and weakness.
7. The internal assessment lists are displayed on the notice board and college website.
8. The college keeps records of internal assessment, projects work and assignments of each course and also made available throughout the year for students and parents.
9. For any grievances, Grievance redressal cell also exist to solve grievance of students related to internal assessment.

File Description	Document
Link for Additional Information	View Document

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

Response:

As an affiliated college, if students have any examination related grievances in marks they need to apply for their grievance directly to the affiliated university. However college extends all supports to the students in terms of process of filling their grievances directly to affiliating university. A complete process is also explained on affiliating university website as well as on college website. For any other type of errors like miss printing of names and other details of students, mark sheet indicating absent, the college takes immediately action and sends all the required documents to university for the correction of all discrepancies. If students has any grievances in internal examination, students may approach directly principal or Grievance redressal committee. The concern authority promptly deals with the grievances of the students related to Internal Assessment.

File Description	Document
Link for Additional Information	View Document

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The college follows the Academic Calendar of the affiliating university and College prepared academic calendar for each session as per university calendar and strictly adhered for academic activities i.e. internal assessment, dispersal of classes, seasonal examination, field work activities, practical examination and preparatory leave etc. Each year dates of internal assessment activities decides at the beginning of the session and these dates strictly adhere during each session for internal assessment i.e. assignment work, project work, practical test, theory test, and presentation etc. Dates for conducting internal assessment activities displayed on notice boards and notice of faculty members for submission of internal marks also circulated among concern faculty members for timely submission of marks. The decision regarding academic calendar preparation, dates for internal assignments activities depends on university admission process and other activities which are directly deal by university.

File Description	Document
Link for Additional Information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The College is committed to provide high standard learning and strongly believes in publicity of programme outcomes and its career prospective for all programme offered by college. The College

displayed and propagates programme outcomes and its career prospective through college websites and during orientation programme at beginning of the session in each year. Alumni of the college also invited to interact with the students. Program-specific outcomes of all the programme offered by the college are highlighted through career options after completion of the programs. Each course offered by the college, a unique set of learning outcomes and which are linked to the broad program outcomes. These outcomes help the students and appreciate to cover the topic in class room teaching. The entire syllabus has stated learning objectives and available for students and teachers on college.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The College has clearly stated learning outcomes on the basis of syllabus of affiliating university for all programme offered by college. These learning outcomes are clearly displayed on college website and in prospectus. The Continuous Internal Assessment also enables students to test their attainment of learning outcomes. Its also enables students to overcome from the gaps and provides feedback on learning outcomes of each course. The attainment of program outcomes is reflected through examination, which are orgamised by affiliating university.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.3 Average pass percentage of Students

Response: 93.72

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 373

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 398

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.98

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
List of project and grant details	View Document
e-copies of the grant award letters for research projects sponsored by non-government	View Document

3.1.2 Percentage of teachers recognised as research guides at present

Response: 0

3.1.2.1 Number of teachers recognised as research guides

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 00

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 61

File Description	Document
Supporting document from Funding Agency	View Document
Funding agency website URL	View Document

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The College strives to promote and inculcate the spirit of innovation for learnings in the young learners minds through its academic, research and extension activities. The College also a preferential orientation towards career oriented program at undergraduate and postgraduate levels. The students are encouraged to provide innovative strategies and are also motivated for taking up innovative projects with development ideas. They provide programme and design strategies and respond to the emerging needs of the society. To promote innovation and entrepreneurship ideas in young mind set, college organizes students' workshops and Interaction with entrepreneurs regularly. It fulfills the need and expectations of students and apprises them with the contemporary scenarios.

Recently, college has participated in an outreach program under Unnat Bharat Abhiyan (An Initiative of Ministry of Human Recourse Development) to transform the existing practices of various activities carried out by neighborhood community people.

Being a higher educational institution, college also dedicated for the promotion of women's education. Attempts are made time to time for the benefit of the half of the society at large by several activities in the college and nearby college community and efforts are clearly reflected in enrolment ratio of the college.

Other initiatives of college for creation and transfer of knowledge include special lectures by eminent academic personalities, educational field trips, internships, training programs, seminars and encouragement of students to take research project work as their part of study.

File Description	Document
Link for Additional Information	View Document

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: Yes

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
e- copies of the letters of awards	View Document

3.3.3 Number of Ph.D.s awarded per teacher during the last five years

Response: 0

3.3.3.1 How many Ph.Ds awarded within last five years

3.3.3.2 Number of teachers recognized as guides during the last five years

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	View Document

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.11

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	02	00	2

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document
Any additional information	View Document

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.14

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	2	2	1	2

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The College has a very strong presence in extension activities to address & solve social issues and

problems in the nearby communities. The curriculum of courses like Master of Social Work, Bachelor of Education and Master of Education have strong components oriented towards working with diverse, marginalized and vulnerable community people and finding innovative solutions of practical social problems, responding to real life issues of individuals and communities at large.

The College tries to inspire, motivate and involve students to serve society needs in many ways, such as tree-plantation, participation in cleanliness drives through Namami Gange programme and blood donation camp etc.

The faculty and students identify needs with communities, and participatory initiatives taken by college to address issues like education, sanitation, reproductive health & hygiene, legal awareness, women's empowerment and enabling access of the marginalised to entitlements provided under diverse schemes of government. These types of initiatives and participation sensitises the staff and students towards their social responsibilities and issues and challenges faced by the underprivileged sections of society. Its enables the students and staff members to develop an empathetic understanding of vulnerable individuals & communities and facilitates them in their civic engagement.

The college has adopted five villages under Unnat Bharat Abhiyan and two villages under National Service Scheme. Students of College, especially Master of Social Work (MSW) students are involved to address social issues and bringing about social transformations in the adopted villages.

File Description	Document
Link for Additional Information	View Document

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	00	00	00

File Description	Document
Number of awards for extension activities in last 5 years	View Document
e-copy of the award letters	View Document

3.4.3 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 last five years

Response: 14

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., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
09	00	02	02	01

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 53.59

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
764	209	531	568	00

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt or NGO etc	View Document

3.5 Collaboration

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

Response: 5

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

2017-18	2016-17	2015-16	2014-15	2013-14
02	01	01	01	00

File Description	Document
Number of Collaborative activities for research, faculty etc	View Document
Copies of collaboration	View Document

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 2

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	01	01	00	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance,other universities etc during the last five years	View Document

NAAC

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The College infrastructure is adequate for existing programmes, and it is also well maintained. Since its inception, efforts have been made regularly to equip the classrooms according to needs of the time. College has separate classrooms allotted to each programme as per need and norms fitted with latest ICT tools. The faculty members and students find it easy to access &convenient to carry out their teaching learning work. The entire campus is Wi-Fi enabled and allows teachers and students to access the Internet for an innovative teaching-learning process.

To assist teaching-learning process specially for the Science programs, teaching and research laboratories such as Language lab, Psychology lab, Physics lab, Chemistry lab, Bio-Chemistry lab, Zoology lab, Botany lab, Computer labs, Physiology lab etc. are well equipped with the necessary instrumentation and consumables which are regularly upgraded as per curricular need of the young innovators & learners.

The College provides all facilities to the faculty members, staff and students like staff rooms, office, common room, counselling room, canteen, clean drinking water and separate wash rooms etc.

Each faculty in the College has been provided a computer with internet connectivity and necessary software has been made available to facilitate teaching, learning and research in the college. The College has well equipped seminar halls with adequate seating facilities and tutorial rooms with ICT facilities. Uninterrupted power and internet services have been provided to all students and faculty members during college hours.

The College has well-equipped library with all facilities as per norms. Faculty members and students make the maximum use of all available learning resources in the library. Each year as per need and demand of curricula, the numbers of books keep on adding and an appropriate budget allotted for it. All the activities, use of library resources and maintenance are monitored by the Library Committee.

File Description	Document
Link for Additional Information	View Document

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

Response:

The College strongly strive for the holistic development of students and staff. For this, college has made the development of sports facilities and infrastructure for holding sports, cultural events and other co-

curricular activities within the college campus. The College has adequate facilities for sports and cultural activities. It has badminton court, cricket, football, running track, kho-kho, kabaddi and volleyball grounds. All necessary equipment for different sports and games are also available in sufficient numbers which is available for staff and students both in scheduled time slot. College has also facilities for indoor games like table-tennis, carom and chess etc. To promote the spirit of games in the students college organizes annual sports week regularly in each year. For holistic development of students, College started yoga classes which are mandatory for all the students and all the facilities are available for yoga. It boosts the mind power and energy level which helps in maintaining the health that keeps mind peaceful and sharp with improved concentration. All the sport activities carried out by Sports Committee.

The College has fully air-conditioned multipurpose hall known as 'Spandan Hall' with approximately 200 seating capacity. All the academic and co-curricular activities are regularly organised in the hall. It has adequate facilities with all necessary instruments for cultural activities. All the cultural activities are carried out by Cultural Committee. The Cultural Committee has played an active role in organising annual cultural activities in the college which encouraged to students provides opportunities to the students to excel their talent and skills. The College has rich sport & cultural activity variety and Its organised activities on an ongoing activity.

File Description	Document
Link for Additional Information	View Document

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

Response: 27.03

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 20

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
Link for additional information which is optional	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 31.11

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
64	65	47	41	28

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

The College has automated Library with self-tailored software and it is operated through College data resources software. All the housekeeping activity of library is maintained by the software, through which Library staff and users of library i.e. staff and students can have access to all relevant and important information by logging with their details.

The Library software supports all the activities of circulation section including issue – return, reminders and recall of books, and overdue charges etc. The software also supports to management of subscribed Journals with processing of subscription, reminders for non-receipts of journal issues etc.

The College has also INFLIBNET N-List subscriptions which provide wide range of knowledge resources with approximately 6000 e journals & 31, 35,000 eBooks for the users.

File Description	Document
Link for Additional Information	View Document

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The College library was instituted with the inception of college in 2003. The Library started with few books and today having more than 30 thousand books 12 international journals and 16 national journals in the library as its collection. The Library has different subject collections as per requirement of students and staff in the field of Education, Home Science, Social Work, Business studies and Science. In addition library has collection of different subject base Encyclopaedia and Journals.

File Description	Document
Link for Additional Information	View Document

4.2.3 Does the institution have the following:

1. **e-journals**
2. **e-ShodhSindhu**
3. **Shodhganga Membership**
4. **e-books**
5. **Databases**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document
Any additional information	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 2.96

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.33	3.63	1.35	2.84	4.64

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: No

4.2.6 Percentage per day usage of library by teachers and students

Response: 4.12

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 50

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The college is frequently updating its IT facilities including Wi-Fi, Computers, Laptops, LCD Projectors, Smart Board, Software, Servers, Apps, Intranet and Video-Conferencing Facility. The entire college is connected with wi-fi network which provide uninterrupted, essay to access service to staff and students in college premises. Some of the IT Infrastructure listed is as follows:

1. Wi-Fi (with 40 Routers point)
2. CCTV Cameras (176 Nos)
3. Accounting Software
4. Computer Labs Upgraded (Three Computer labs with 90 Computers)
5. Computer Software Upgraded to Windows 10, and MS Office 2013,
6. Smart-Boards (03 Nos)
7. College ERP-“College Data Resource”
8. Website Upgradation undertaken regularly

Vivek- Mobile App: The Vivek Mobile-App, a unique facility provides, which students and faculty access all essential informations about the college and its information related to faculty and students. It can be accessed through Google Play Store and college website. The college app is a comprehensive, single window solution of college information and networking for its students, faculty and staff.

Webmail: The College has webmail service for its faculty and staff members which is powered by Google Email services.

College ERP: The College has developed ERP for e-office purpose. This includes all the data of students, faculty members and office administration.

File Description	Document
Link for Additional Information	View Document

4.3.2 Student - Computer ratio

Response: 5.7

File Description	Document
Any additional information	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
>=50 MBPS

35-50 MBPS

20-35 MBPS

5-20 MBPS

Response: >=50 MBPS

File Description	Document
Any additional information	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document
Link to photographs	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 8.09

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

2017-18	2016-17	2015-16	2014-15	2013-14
16.23	15.90	11.06	13.95	6.47

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

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 maintenance of all the infrastructure of the college, including classrooms and laboratories, is done by the Infrastructure and Maintenance Committee. Each year separate funds are allocated for the repair and maintenance of the college infrastructure. The maintenance of instruments and equipment is directly undertaken by concerning committee.

All the labs in the college are well maintained. In case if any equipment/instrument is not properly working the concerned person of the department immediately informs to the infrastructure and maintenance committee for its repair or replacement. After the proper inspection of equipment/instrument, the committee takes the action for repair or replace.

For some instruments like Computers, UPS, Wi-Fi rooters, CCTV etc. the college follows the Annual Maintenance Contract (AMC) system and the concerned agency regularly visits the college at different time in the year for the maintenance of the infrastructure. The College gives top priority for maintaining the infrastructure of the college. For this college has appointed staff for regular monitoring & maintenance of the existing equipments and tools.

All the physical infrastructure of the college like administrative and academic buildings, roads, electricity & water supply etc. are being regularly maintained as per to the needs and on a regular basis throughout the year. For this purpose, skilled staffs like carpenter, mason, electrician, plumber, Sweeper, gardeners and supervisor etc. have been appointed. For other services architects and contractors are hired time-to-time as per requirement for major maintenance issues.

File Description	Document
Link for Additional Information	View Document

NAAC

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 the last five years

Response: 48.31

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
729	461	318	247	133

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	View Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	View Document

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 3.43

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	16	31	36	13

File Description	Document
Any additional information	View Document

5.1.3 Number of capability enhancement and development schemes –

1. **For competitive examinations**
2. **Career counselling**

3. **Soft skill development**
4. **Remedial coaching**
5. **Language lab**
6. **Bridge courses**
7. **Yoga and meditation**
8. **Personal Counselling**

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: B. Any 6 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Link to Institutional website	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 18.76

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

2017-18	2016-17	2015-16	2014-15	2013-14
167	139	128	122	112

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 21.81

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
366	267	134	84	60

File Description	Document
Details of the students benifitted by VET	View Document
Any additional information	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

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

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 17.09

5.2.2.1 Number of outgoing students progressing to higher education

Response: 68

File Description	Document
Upload supporting data for student/alumni	View Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)

Response: 73.36

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

2017-18	2016-17	2015-16	2014-15	2013-14
19	09	07	05	05

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
24	13	11	6	7

File Description	Document
Upload supporting data for the same	View Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

5.3 Student Participation and Activities

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

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The College ensures representations of students as per statutory requirement in the existing cells of the college. The College has taken pro-active step in the formation of various cells and committees, Students of college are actively participating in various cells and committees for the active engagement in academic and co-curricular activities. The participation of students also made in various committees and cells of the college as per statutory norms and provisions. Committees and cells are as follows which are represented by students:

1. Alumni Association
2. Anti-Ragging Cell
3. Anti-Sexual Harassment Cell
4. Anti-Ragging Squad
5. Canteen Committee
6. Grievance Redressal Cell
7. SC/ST/OBC/Minority Cell
8. Sports Committee
9. Cultural Committee
10. Equal Opportunity Cell

Internal Quality Assurance Cell (IQAC)

File Description	Document
Link for Additional Information	View Document

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 3.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
07	02	04	04	02

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Since inception of college, it has strong relations with their alumni. College has constituted alumni association and actively working with the college and contributes their expertise and knowledge for academic enrichment as well as support and progression of the students in various field. To maintain the proper relationship with alumni, College organised regular meetings with the alumni for their suggestions with respect to infrastructure and functioning of college especially for the students. It also provides a platform to the students of the college to interact with their Alma-matter which enables the alumni to share their experience of competitive world with the students. As an annual event alumni meet is organised every year with the college annual event ‘Samagam’. College tries to invite all the alumni & other members like former faculties of the college in this annual event.

The College utilises feedback of their alumni to enrich their academic and co-curricular activities for the enhancement of teaching learning process. As college is in process to establish strong relationship, alumni also provide direct support to the college in various means.

File Description	Document
Link for Additional Information	View Document

5.4.2 Alumni contribution during the last five years(INR in Lakhs)
? 5 Lakhs

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

Response: ? 5 Lakhs

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 10

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

The College consistently strives to maintain and upheld environment for achieving excellence in higher education for the fulfilment of vision and mission of the college. The leadership of the college management and governance are the strength of the college and demonstrate delivery of high quality academic standards for its stakeholders, students, faculty members and staff.

The College leadership ensures the implementation and continuous development of governance and management system for the fulfilment of the objectives of the college. The College also regularly interacts with the stakeholders for its continuous improvement in management and governing system which includes representatives of the faculty, students and representatives from local & civil society. All the relevant ideas and suggestions are discussed with the concern stakeholders.

The College functionaries who hold leadership positions are accountable and responsible for high standard delivery in teaching learning and administrative process tuned-up with vision and mission of the college.

Vision

“To Establish a Centre of Academic Excellence and Become a First Choice of the Students as an Academic Institution.”

Mission

1. To provide professional education and training to students.
2. To promote teaching and research in higher education.
3. To motivate and empower faculty to address the expectations of the students and the society.
4. To promote confidence and motivate students, through academic & research autonomy to face future challenges.
5. To inculcate value based education, spirit of dignity and excellence in service.
6. To promote the intellectual, moral, cultural and socio-economic development of the Society.

Objectives

1. To create, maintain and transfer knowledge.
2. To foster a friendly and stimulating learning environment.
3. To develop an attitude of critical acumen through teaching-learning process.
4. To develop strong interpersonal and communication skills across functional area.
5. To provide most comprehensive knowledge available in their fields of study.
6. To develop quest for excellence.
7. To make student teachers aware about methodologies, techniques and tools for teaching, research and measuring human behavior.

Since its inception, college is committed to maintain and reflect governance and leadership in tune with the vision and mission of the college.

File Description	Document
Link for Additional Information	View Document

6.1.2 The institution practices decentralization and participative management

Response:

The College strongly believes in participatory and decentralized management system and encourages participative management culture by involving its faculty members at various administrative levels. The College also promotes participative administrative operations through various committees constituted in the college as per different statutory norms. It includes participation of faculty members, non-teaching staff, students and other stakeholders.

The College functions in a well-structured decentralized system to ensure participative management at all levels of decision making. Some of major decentralized and participative practices are:

Governing Board: The Shivika Educational Society is the governing body of the college and exercise the general control of the college affairs. The society is consist of the local community members with the representation of female members.

Management Committee: The Management Committee is the executive authority of the college. The committee is represented by governing board nominees, faculty & staff representative and student's representative.

Finance Committee: This committee looks all the matters related to finance of the college. The Committee is also represented by governing board nominees, faculty and staff representative

Academic Committee: The Committee is constituted under Chairmanship of Principal with faculty

representations. The committee is responsible for overall academic planning and its delivery.

Many other committees of the college are also represented by students and faculty members as per statuary norms i.e. Alumni Association, Anti-Ragging Cell, Anti-Sexual Harassment Cell, Anti-Ragging Squad, Canteen Committee, Grievance Redressal Cell, SC/ST/OBC/Minority Cell, Sports Committee, Cultural Committee, Equal Opportunity Cell, Internal Quality Assurance Cell (IQAC)etc.

The Principal of the college calls the meeting of faculty members, administrative staff and students of all courses separately to discuss the issues and achievements from time to time. For the equal representation, open discussions take place during the meeting which ensures open suggestion and ideas to improve administrative and governing system in the college.

File Description	Document
Link for Additional Information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The College, since its inception always frame its development strategies and plan on the basis of the vision and mission of the college. While college is planning for its future development initiatives, it insures that all the perspectives of teaching learning resources, human resources planning and development are included.

In the past few years, the college has initiated several initiatives like:

- Permanent affiliation of various courses by the affiliating university
- Initiation of new professional courses
- Fully Wi-Fi enabled campus
- Online student’s admission process
- Online attendance system
- Online fee collection
- Online faculty database and attendance record
- Fully ITC technology enabled class rooms for students
- Establishment of smart class rooms
- Online teaching and learning resources through ePG Pathshala, MOOCs and Swayam
- Subscription to e-journals and resources through N-List,
- Membership of INFLIBNET
- Automation of Library
- College ERP- College Data Resource
- Establishment of Ayurveda Hospital
- Enhancement in the Transport facilities for the students and faculty (14 new buses purchased in last five year)

- Construction of new building for new courses.
- Capacity building training for faculty members

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

The College leadership ensures the implementation and continuous development of governance and management system for the fulfilment of the needs of the college. The organizational structure of the college are as follows:

Board of Governance: The Board provides academic and administrative leadership to the entire college.

Management Committee: The Committee is responsible to makes plans and decisions regarding academic and administrative matters for the proper implementation of the policies and development of the college.

Finance Committee: This committee looks all the matters related to finance of the college.

Academic Committee: The Committee is constituted under Chairmanship of Principal with faculty representations. The committee is responsible for overall academic planning and its timely delivery.

Chairman: Chairman is a constitutional Head of the college who takes care of rules and regulations, appointments and promotions and maintains the proper implementation of rules and regulations.

Director Administration: The Director Administration is responsible for overall administration of the College.

Director Academics and Research: The position is overall responsible for proper implementation of academic related policies and activities in the College.

Director Finance: Director Finance looks the overall effective implementation of finance related matters under the direct supervision of the Chairman of the College.

Principal: Academic Head of the institution is directly involved with day to day academic functioning of

the college.

The College has also other positions which assist directly to their concern officer as per college policy and organization structure. As the affiliated college, College follow affiliating university the rules and regulations for the appointment of the faculty & staff members.

Grievance Redressal Mechanism: The College strongly believes in complete satisfaction and happiness of the stakeholders of the college like students, parents and staff members. For this, college constituted grievance redressal committee to deal all the matter related to any type of grievances. Any student or other stakeholder of the college can log their grievances directly to the committee. College also installed complaint and suggestions box in the buildings of the college. The committee works on grievance very carefully and thereafter, decisions are taken accordingly.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

6.2.3 Implementation of e-governance in areas of operation

1. **Planning and Development**
2. **Administration**
3. **Finance and Accounts**
4. **Student Admission and Support**
5. **Examination**

A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Screen shots of user interfaces	View Document
ERP Document	View Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The College constituted various committees and cells as per statutory norms and guidelines. All the committees and cells are properly functional and are performing their role. The committees and cells meet time to time and discuss their concerns and plan their activities. These committees and cells closely work with administration and provide their suggestions and requirements to the college administration regularly. To maintain the proper transparency, all bodies, committees and cells prepare their agenda, minutes of meetings and action taken reports. All the agenda minutes of meeting and action taken reports are timely circulated to the concerning bodies, cells and committee members along with the administration concerning. All the needed minutes of meetings and action taken report placed before concern statutory body of the college for the approval and directions. Apart from this, many other committees and cells perform various activities of the college to provide a platform to the students to hone their skills. These activities include cultural programs, sports activities, celebration of important days and many other co-curricular activities. Some of the other committees also provide training and development activities and workshops for the dissemination of the knowledge.

File Description	Document
Link for Additional Information	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The College believes in the welfare of all the human resource working with the college. For this college takes time to time various types of initiatives and measures for the welfare of the college teaching and non-teaching both. The College initiated broadly two types of welfare measures for its human resources i.e. training and development support and other types of support. In the training and development Support College provide platform to the faculty members and staff to hone their skills through participation in various type of training and development activities organised by college or other institution. Other type of supports includes:

Health Services: College has well established Ayurveda hospital in the college campus with all major facilities like specialist doctors, laboratory and x-ray facility etc. The College provides free of cost services to teaching and non-teaching members and students.

Free concession for staff: The College provides fee concessions to the dependents of its staff members for their studies in different courses of the college.

Transport Service: College has well-structured transport facility with 20 buses wich covers

approximately 90 KM surroundings of the college. The College provides free of cost transport facility for its faculty and staff members.

Advance Salary Facility: Any teaching and non-teaching staff members of the college who are in any type of financial emergency may take their salary in advance for the needed purpose.

Financial Aid for professional Development: The College also believes in professional development of its staff. For this college provides financial support to the teaching and non-teaching staff for attending seminars, conferences and training programmes.

File Description	Document
Link for Additional Information	View Document

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: 6.08

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

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	1	4	2

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc during the last five years	View Document
Any additional information	View Document

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: 2

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

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	View Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 0

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The College has systematic measurement mechanism of appraisal system for its teaching and non-teaching staff. All the teaching and non-teaching staff are required to fill their appraisal form and submit to their concerning official. The College appraisal system includes information of lectures delivered, recognitions, honours, paper presentation and participation in seminar and conferences, research paper publication academic qualification and enhancements, short term training, professional development activities undertaken etc. At the end of each academic session all the faculty members and non-teaching staff are required to fill the Performance based Appraisal Form for the evaluation of the performance. The College has two type of performance appraisal system for teaching staff:

1. **Performance Based Appraisal System:** This System includes activities to evaluate the

performance of faculty members on the basis of their academic activities.

2. **Student Feedback:** At the end of each session college administrated student feedback for it faculty members who engaged their classes. The score of feedback is assed by the IQAC committee and same is submitted to the Chairman of the college for further action.

Performance Appraisal of Non-teaching Staff: The College has structured performance appraisal schedule for its non-teaching staff. The Appraisal schedule includes information of duty performance, knowledge of computer, knowledge of office administration and skills enhanced.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The College believes in total transparency in financial matters and to ensure Transparency College also has well established finance committee and full time Director, Finance in the college with well-placed account section. All the books of account are maintained by the account section day by day. Entire books of account are cross checked by the office regularly. The bills of the expenses checked by the internal accountant before payment are made. Records of the bills and payment made by the college are maintained by account section for its audit purpose and for other unseen circumstances. Audit of accounts of the college done regularly by the internal and external auditor regularly. An annual report is prepared by the external auditor for its statutory body approval.

File Description	Document
Link for Additional Information	View Document

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

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document
Annual statements of accounts	View Document

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

Response:

The Shivika Educational Society as a Governing body of the college is responsible for its overall fund mobilization and expenses. Governing body assess the needs and requirement of the college and accordingly supports are provided to the college. The entire infrastructure is developed by the governing body for this purpose. The main source of the fund is student's fee of the college. The Funds generated from above sources are principally used for the development of the college. Financial resources optimally used by the college on the basis of need and prioritization to maintain the pace of development.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

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:

Since its inception, the College continuously strives for its quality in teaching, research and extension activities. To ensure this, college, in accordance with the guidelines of National Accreditation and Assessment Council, constituted Internal Quality Assurance Cell in 2018. Since the establishment of cell, IQAC has taken number of initiatives to enhance teaching learning, research and extension activities qualities of the college. The cell periodically has taken initiatives related to quality of academic and administrative activities along with the feedback of students.

The main initiatives undertaken are as follows:

1. Psychological counselling Service to the students of the college
2. The regular monitoring and supervision of academic activities of the college.
3. Faculty development programmes under Scheme of Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching for the faculty members of the college.
4. Regular meetings with the students, faculty members and various cells and committees of the college for their feedback and inputs to improve quality benchmarks of the college.

5. Setting up a quality benchmark in academic session planning and implementation through following steps:

- Academic Calendar
- Orientation/ Induction of students
- Teaching Plan & Course Breakup
- Time Table
- Assignment
- Surprise Test
- Seasonal Examination
- Bridge & Remedial Classes

6. Separate feedback of students on teaching learning process, teachers, learning resources and infrastructure.

7. Up-gradation of College ERP and website for easy to access & belter experience for its stakeholders.

File Description	Document
Link for Additional Information	View Document

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

Response:

As per guidelines of NAAC, Internal Quality Assurance Cell is mandatory for the institutions after post accreditation of institutions, however the college has taken pro initiatives for its quality benchmarking practices in thequality teaching learning and administrative process and had established Internal Quality Assurance Cell in the college.

The Internal Quality Assurance Cell of the College continuously spreading the culture and environment of quality benchmarking in academic and administrative system. The initiatives of Internal Quality Assurance Cell like well-planned academic activities and student feedback system gives insights to improvement in teaching learning and administrative process to enhance the experience of the various stakeholders.

The Internal Quality Assurance Cell regularly receives the information from teaching section as well as administrative section regarding various activities and holds regular meetings for their inputs and suggestions. These inputs and suggestions provide improvement and quality benchmarking strategies for improved system. The Cell also resulted in up-gradation of working environment, IT infrastructure and mobility of the students.

File Description	Document
Link for Additional Information	View Document

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0.4

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document
Any additional information	View Document
IQAC link	View Document

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: D. Any 1 of the above

File Description	Document
e-copies of the accreditations and certifications	View Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* Post accreditation quality initiatives *(second and subsequent cycles)*

Response:

In the past five years, the college has initiated several incremental improvements like:

- Development and implementation of feedback mechanism
- Setting up a quality benchmark in academic session planning and implementation
- Establishment of Ayurveda Hospital
- Permanent affiliation of various courses by affiliating university
- Initiation of new professional courses
- Fully Wi-Fi enabled campus
- Online students admission process
- Online attendance system
- Online fee collection
- Online faculty database and attendance record
- Fully ITC technology enabled class rooms for students
- Establishment of smart class rooms
- Online teaching and learning resources through ePG Pathshala, MOOCs and Swayam
- Subscription to e-journals and resources through N-List,
- J-Gate @ N-List
- Membership of INFLIBNET
- Automation of Library
- College ERP- College Data Resource
- Establishment of Ayurveda Hospital
- Enhancement in the Transport facilities for the students and faculty (14 new buses purchased in last five year)
- Construction of new building for new courses.
- Capacity building trainings for faculty members

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 13

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	3	3	1

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document

7.1.2

1. **Institution shows gender sensitivity in providing facilities such as:**
    1. **Safety and Security**
    2. **Counselling**
    3. **Common Room**

Response:

Since the inception, the College is fostering safe environment for all of students, teaching and non-teaching staff. The college strictly compliances with various statutory laws and guidelines issued time to time related to ragging and harassment at workplace, gender equality, equal opportunity cell, internal compliant committee and SC/ST/OBC/Minority cell etc.

1. **Safety and Security:** The College strives for full security of the members especially female employees and students. The college campus has round the clock 24 x 7 security system including entry and exit gates. During the college hours students are not allowed to leave the college without gate pass by competent authority. Entry and exit registers are maintained at the main gate. Entry and exit in the campus and Departments is restricted without proper verification at main gate. The campus is well equipped with CCTV camera at main gate including all buildings, class rooms, laboratories, seminar hall and offices. Also efforts are made through self-defence training namely ‘Aprajita’ for girl students with Amar Ujala News Paper. The College also ensure safety of the

students in college buses. For which traffic and gender sensitivity session is being organised with drivers of busses and faculty members are nominated as coordinator for each bus who is completely responsible for safety and security of the students.

1. **Counselling:** The College has consistently strived to address contemporary issues related to the career and academic related problems of the students. For this college has separate career counselling cell to address and solve student's problems on regular basis. To address contemporary psychological issues of students, college started Psychological Counselling Service biweekly to deal with students problems like Conflicts, Career deciding Problems, Emotional Stress, Time Management, Environment Change, Homesickness, Loneliness, Low Self Confidence and Academic Stress etc.Apart from this, college has also allotted mentor to each students in each session to deal with students problems in an easy and accessible manner.
2. **Common Room:** The College also has common room in each building according to the needs of girls students with all necessary facilities such as washroom having with Sanitary Pad Disposal Machine etc.

7.1.3 Alternate Energy initiatives such as:

1. **Percentage of annual power requirement of the Institution met by the renewable energy sources**

Response: 66.67

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 40

7.1.3.2 Total annual power requirement (in KWH)

Response: 60

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document
Link for Additional Information	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 73.68

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2.8

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 3.8

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

Solid and liquid waste management:

The College is well maintained in terms of cleanliness. College initiated several initiatives for solid and liquid waste management in the college. For which a orientation programme is organised with the students, faculty members and staff of the college for their awareness and sensitiveness. The entire waste collected in to type of dustbin, one for wet waste and another for dry waste and for smooth collection dustbins are kept in various locations as per need. Littering in the campus is strictly prohibited and regularly monitored by competent authority. The entire campus is plastic free. To minimize the use of paper, college ERP introduced for green initiatives The college has proper drainage system in campus and sewage generated is discharged into soak pits.

E-waste management: The College has very less volume of generated e-waste. Old and obsolete electronic items and computer sold of in the market by following all established procedure.

File Description	Document
Link for Additional Information	View Document

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The College is situated near Ganga River with lush green campus and is having sallow water level. The infrastructure of the college tuned with all facilities to save water with Water Harvesting structure. It is necessary to save every drop of water in the contemporary situation.The local hydro-geological condition does not favour artificial recharge and it receives natural groundwater discharge as per the climatic condition of this place. To maintain the natural environment in the campus, plantation drive has been undertaken and the herbal garden is developed.

File Description	Document
Link for Additional Information	View Document

7.1.7 Green Practices

- **Students, staff using**

a) Bicycles
b) Public Transport
c) Pedestrian friendly roads

- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

The College is constantly making efforts to promote green practices in the campus. The teaching, non-teaching staff and students are encouraged to share in such initiatives of the college. As college is situated outside the city, most of the staff and students use college buses and public transport. There is very less numbers of personal vehicles user. All the roads of campus are pedestrian friendly. The campus is completely plastic free and it is prohibited to all the staff and students to use plastic in the campus. The College has initiated paperless office and for that a mobile application is developed which can be downloaded from Google play store and college ERP for the circulation of day to day office circular and notices. The college is a lush green campus and there are many trees and plants in the campus. Time to Time College organises plantation drive within the college and nearby college with the supports of National Service Scheme. All the buildings of the college are having LED lighting to reduce power requirement. Solar plant is also installed in admin block of the college to save energy.

File Description	Document
Link for Additional Information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 1.12

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.1	1.9	1.8	1.6	1.2

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document
Any additional information	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 1

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	01

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document
Any additional information	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 2

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	1

File Description	Document
Report of the event	View Document

7.1.12
Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: No

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website

Response: Yes

File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15 The institution offers a course on Human Values and professional ethics

Response: Yes

File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 21

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	06	04	05	01

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The college happily takes efforts to celebrate national days & festivals and anniversaries of the national leaders on regular basis. College also pay homages to freedom fighters and national leaders and recalling their contribution to the nation. Three major events are organised by the college namely 'Sur Sangam: Meri Awaaj Desh ke Naam' on the occasion of Independence Day, 'Voice of Bijnor' on the occasion of Republic day and Vivek-Mini Marathon on the occasion of World Health Day. The programme 'Sur Sangam: Meri Awaaj Desh ke Naam' is celebrated in the college after Flag Hosting however 'voice of Bijnor' programme celebrated in the city of Bijnor, in this programme all the citizen of the Bijnor city invited to participate at all the circles of city for the National Anthem at 12:00 noon sharp. On the World Health Day College organised Vivek-Mini Marathon where all the registered participants Run for Health and winners are awarded with prizes money and certificates. List of program are as follows which is celebrated by the college:

Birth Anniversary	
Subhash Chandra Bose	23 January
Bal Gangadhar Tilak	23 July
Abdul Kalam Azad	11 Nov.
Rani Laxmi bai	19 Nov.
Gandhi Jayanti & Lal Bahadur Shastri	2 Oct.
Sarojini Naidu	13 Feb.
Shaheed Bhagat Singh	28 September
Chandra Shekhar Azad	23 July
Mahatma Gandhi	2 October
Sardar Vallabhbhai Patel	13 October
Jawaharlal Nehru	14 Nov.
Death Anniversary	
Subhash Chandra Bose	
Bal Gangadhar Tilak	1 August
Abdul Kalam Azad	22 Feb.
Rani Laxmi bai	18 June
Lal Bahadur Shastri	11 July
Sarojini Naidu	2nd March
Shaheed Bhagat Singh	23 March
Chandra Shekhar Azad	27 Feb.
Mahatma Gandhi	30 January
Sardar Vallabhbhai Patel	15 Dec.

Jawaharlal Nehru	27 May
National Days	
Republic Day	26th Jan.
International Women Day	08th March
World Health Day	07th April
Independence Day	15th August
National Youth Day	12 Jan.
Teachers Day	5th Sep.
Hindi Diwas	14th Sep.
Children's Day	14thNovember
Women's Day	8th March
Human Rights Day	10 Dec.
Aids Day	01 Dec.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The College maintain complete transparency in its financial, academic and administrative activities. The College has well established account section working under Director Finance. All the ledger and bills are maintained by the college for its audit purposes. Internal and external audits also performed each year for its complete transparency. In academic activity, the college also follow complete transparency through well planned activity and proper financial monitoring and supervision of activities are also done by competent authority time to time. All the information of academic activities are well disseminated through notices, websites and teachers to the respective participants. The College has also prepared Academic calendar to regulate teaching learning process of all courses in proper manner. The Director Academics and Research is working full time in the college to regulate all the academic activities timely and effectively for its participants. All the records of the academic activities are also maintained course wise. It includes time table, attendance record, teaching plan, assignment and seasonal records, project reports, field work recodes, internal marks record and dissertation etc. Student Grievance Redressal System also working in the college to deal with any type of grievance of the students without any discrimination and biasness. The College also follows all transparency measures in administrative system. To ensure this, college has decentralised administrative system with clear role and responsibilities. All the information disseminated in proper manner to all concern officials.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

1. Title of the Practice

E-Learning on Gender and Masculinities

Objectives of the Practice

- Youth, particularly males, will develop greater sense of understanding towards the need for gender equality.
- To become aware about the different forms of violence and discrimination against women and girls arising from unequal social norms created by patriarchal thinking and practices.
- To reflect on how masculine behaviors are developed and their existing powers and privileges.
- To take initiative to bring about changes leading to greater equality in their personal life and in the college/community around them.
- To Strengthen the skills and capacities on gender, masculinities and social justice issues of a pool of resource persons functioning as mentors

The Context

The main aim of the courses is to promote men and boys active partnership to change social norms in the family, community and in different institutions that perpetuate violence and discrimination against women and girls. The course focuses on concrete actions men and boys can take. There is emphasis on creation of community groups of men or ‘gender equality champions’ who would like to experiment with change in their own lives and relationships and promote these among others. For this, trainings and capacity building are being given through e-courses on issues of gender and equality in order to support them in bringing about individual level changes as well as community level changes for positive social norm change.

The main vision of the course are that if we want to change the situation for women it is important to realize that it cannot be brought about through the efforts of women alone. If we believe that gender equality is a vision for the entire society then the entire society must be engaged in championing this change. *The main objective of the course is to promote men and boys active partnership to change gender discriminatory social norms in the **family**, **community** and in different **institutions***. Building upon existing laws and policies, the interventions focus on concrete actions that men and boys can take to promote gender equality and to eradicate discriminatory social norms within that particular space or institution. The impacts will be seen in improvements in the situation of women and girls in the following spheres:

- Lessening of Sexual Harassment in Colleges/Workplaces and Public places
- Reduction in Domestic Violence
- Better educational opportunities and reduced school dropout of girls
- Burden of domestic work lessened with men and boys sharing the work at home
- More opportunities for mobility
- Greater economic independence
- Inclusion in decision making and political participation
- Improved health outcomes
- Reduction in early marriage
- Prevention of Dowry
- Getting share in property

- Norm of son-preference overturned impacting declining sex ratio

The Practice

The College has signed Memorandum of Understating for the course with Center for Health and Social Justice. An e-learning **Online Course** has been developed by CHSJ. The course has been developed by CHSJ's team of experts on gender and masculinities who have been leading the work with men and boys for gender equality since many decades. CHSJ is a global pioneer on the issue, conducting trainings, giving technical inputs, implementing field programmes among communities, organising networks and running a resource centre.

The e-learning course has 6 Modules - Module 1: *Man Or Woman: What Difference Does It Make?*A step towards understanding what 'makes' a woman or a man; Module 2: *When Six Friends Meet* Why some are ahead in the race called Life and some behind; Module 3: *GharGhar Ki Kahani (The Story of Each and Every Home)* How gender based violence gets normalised; Module 4: *The Hero Mask* Deconstructing the face of masculinity; Module 5:*What the Mirror Hides* Taking the lid off sexuality; Module 6: *The Samanta Saathi Challenge* Action for Change

Modules are available in both Hindi and English separately. The aim is for male users above 18 years college students to engage with a module for about a month at a time before moving on to the next module.

Each module has resources like videos, stories, quizzes, action plans etc that encourage self-reflection and critical thinking and sharing of one's ideas on gender. The e-learning resource module is primarily targeted at lay persons with an interest in knowing more about the issue and is available free of cost. Participants will only have to register for it.

The course has a mentorship component integrated with it. Users will be linked to a Mentor who has interest/ understanding of gender and social justice issues. The capacity of identified Mentors on the issue will be strengthened; they will undergo orientation to link them with the course and its short-term and long-term objectives and will undergo continuous perspective building. They will have a mentor login by which they will be able to review and monitor the progress of users whom they are mentoring and will guide their development. A pool of resource persons with enhanced understanding of the issue and capacity to integrate the work with men and boys into other programmes and activities will be developed.

Evidence of Success

After the competition of the courses following change can be seen in the students:

- Lessening of Sexual Harassment in Colleges/Workplaces and Public places
- Reduction in Domestic Violence
- Better educational opportunities and reduced school dropout of girls
- Burden of domestic work lessened with men and boys sharing the work at home
- More opportunities for mobility
- Greater economic independence
- Inclusion in decision making and political participation
- Improved health outcomes
- Reduction in early marriage
- Prevention of Dowry

- Getting share in property
- Norm of son-preference overturned impacting declining sex ratio

Problems Encountered and Resources Required:

There are some problems faced during operation of the course:

1. **Smooth operation of the course**
2. **Tracking of students with mentorship**

2. Title of the Practice:

Research Promotion Grant for Faculty Members

Objectives of the Practice

1. To motivate faculty members to take Research based initiatives.
2. To provide rewards for research publications to the faculty members.
3. To facilitate with financial support to faculty members for Pilot Study, Minor Research and Major Research.

The Context

The research and development (R&D) is an integral and important part of the academic institutions. The Vivek College of Education, in its initiative of promoting quality research is coming up with a scheme of rewarding faculty members involved in research activity.

The Practice:

Since the Research Promotion Grant for Faculty Members is launched in the college, each year college announce for submission of the projects and for the nomination of the award for their publications. All nomination and research projects evaluated by a constituted committee of the college for their recommendations.

Evidence of Success:

As the research promotion scheme is launched in the college eight faculty members awarded for their research paper publication. However more than twenty research project sectioned to the faculty members and completed their research projects.

Problems encountered and Resources Required

Timely submission of progress report and final report are major concern.

3. Title of the Practice:

Vivek Youth Talent Hunt

Objectives of the Practice

1. To support and promote youth talents for intensive studies specially in rural arrears of the district.
2. To provide financial support to meritorious students.
3. To support and promote through freeship for higher studies.

The Context:

The College is situated in rural area of Bijnor district. The literacy rate and economic status of the district are also below the national average specially in higher education. In view of socioeconomic situation of the district, College has taken initiatives to promote youth talent of Bijnor district and provides opportunities to young learners and hone their skills and talent.

The Practice:

Since the inception, the college consistently strives to promote youth talent. For this college each year organise Vivek Youth Talent Hunt Examination to identify needy meritorious students to pursue their further studies.

Evidence of Success

S.No.	Year	Numbers of Student Participated	Numbers of Student Finan By the Colle
1.	2013-14	5170	380
1.	2014-15	5589	411
1.	2015-16	6210	453
1.	2016-17	6250	513
1.	2017-18	6810	617
1.	2018-19	6150	895

Problems encountered and Resources Required

It is experienced that quite a large numbers of students participated in the Youth Talent Hunt Examination but very less numbers of students pursue their further studies.

4. Title of the Practice:

Yoga & Meditation Classes for Students

Objectives of the Practice

1. To provide stress free atmosphere to the students.
2. To strengthen the concentration and learning power through Yoga & Meditation Classes
3. To promote healthy learning environment.

The Context

The College since its inceptions consistently strives for healthy and stress free teaching learning environment in the college for its students. For this college always tries to develop atmosphere where students learn with a relaxed and healthy mind. To promote healthy atmosphere among Students College started yoga & meditation classes by trained yoga instructor free of cost.

The Practice:

It is mandatory to all the students of the college to participate in Yoga and Meditation Classes as per their schedule. Each and every college day starts with morning assembly and then Yoga & Meditation practices separately.

Evidence of Success

All the enrolled students participated without any issues as per their schedule which also reflects in their learning environment, relationships and in their performances.

Problems encountered and Resources Required

None

File Description	Document
Link for Additional Information	View Document

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The College gives special emphasis on planning, development and management with vision and mission of the college. All the academic and non-academic activities and its programmes are alligned with its vision and mission. The college introduced number of courses in last few years to promote vision and mission of the college. The College consistently strives to inculcate the spirit of learning with professional development and skills for its students through education, research and extension activities. As a leading college in district Bijnor, the college is committed to building leadership, nurturing innovation, creative and critical thinking skills for entrepreneurship, and excellence. The students and faculty are committed to transformation of knowledge and information for neighbourhood communities through extension activities. The experience of extension activities enrich the learning experience of the students and faculty members which provide larger learning platform to hone their skill and contribute to the society. Some of the initiatives are:

1. Participation in Unnat Bharat Abhiyan.
2. Vivek Youth Talent Hunt.
3. Application to affiliating university for new courses affiliation.
4. Short-term Value added courses for the students.
5. Organisation of National Seminar/Conferences.
6. Organisation of Human rights Training with support of national Human Right commission, New Delhi.
7. Legal awareness of Laws related to women with support to national Commission for Women in India.
8. Subscriptions of Inflibnet membership.

File Description	Document
Link for Additional Information	View Document

5. CONCLUSION

Additional Information :

In a fast changing academic environment, the college is well poised to take on future challenges of teaching & research in higher education. The college strives to maintain and sustain standards of teaching-learning, research and extension activities, which continue to guide students of the college to make a change maker in the society. The faculty members of the college are mostly young and energetic who dedicatedly and sincerely contribute to the development of the College. The feedback system of various committees and cells are duly considered by the college administration and worthy feedback and suggestions are implemented for improved governance. Such important feedback and suggestions contributed in the significant development of the college and also in participatory administration system. These improvements are very clearly reflected in various activities of the college i.e. cultural, sports activities and other extra-curricular activities, academic development, research & publication, and in the National Service Scheme activities etc.

Concluding Remarks :

With a vision & mission for excellence in teaching and research, the College is a unique blend of young academic fraternity and energetic minds which are a powerhouse of innovation & ideas. The College is committed to inclusive education by ensuring access to all, especially to students from poor socio-economic backgrounds. The college is continuously upgrading its facilities and infrastructure to respond to the need of teaching and research environments in changing scenario for the young learners. Since the inception, college continuously strive for innovative teaching learning and for that various agencies recognised its contribution and awarded with several awards in the past i.e. Achievers of Uttar Pradesh by Times of India, Certificate of Excellence by Dainik Jagaran and Achievers Award by Amar Ujala.

Faculty members and students of the college have responsibly engaged with neighbourhood community, fulfilling its role of community engagement of higher education and transforming knowledge and information to community people.

The College is eminently strived to meet the emerging challenges and demands in changing scenario of higher education. The College is intensifying their efforts to mobilize more resources and create a conducive environment for its faculty, staff and students to maximize their potential.

6.ANNEXURE

1.Metrics Level Deviations

<table>
<tr><th>Metric ID</th><th>Sub Questions and Answers before and after DVV Verification</th></tr>
<tr><td>1.2.1</td><td>Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

1.2.1.1. How many new courses are introduced within the last five years
Answer before DVV Verification : 7
Answer after DVV Verification: 240</td></tr>
<tr><td>1.2.3</td><td>Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

1.2.3.1. Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years
Answer before DVV Verification:
<table>
<tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr>
<tr><td>246</td><td>237</td><td>227</td><td>199</td><td>178</td></tr>
</table>
Answer After DVV Verification :
<table>
<tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr>
<tr><td>410</td><td>308</td><td>253</td><td>174</td><td>140</td></tr>
</table>
Remark : The HEI has claimed Guidance and Couselling as value Added Course while it is part of 5.1.3 (capability enhancement and development schemes). The number has been removed from the List of attendees. Attendance of the D El ED program has been added as follows (2015-16 50, 2016-17 49+50 and 2017-18 145 + 49.)</td></tr>
<tr><td>1.3.2</td><td>Number of value added courses imparting transferable and life skills offered during the last five years

1.3.2.1. Number of value-added courses imparting transferable and life skills offered during the last five years
Answer before DVV Verification : 10
Answer after DVV Verification: 00

Remark : As per 1.2.3 there are 05 Add-on courses. Guidance and Counseling cannot be treated as a course as it is part of 5.1.3. The HEI in its response has not listed any value-added courses imparting transferable and life skills offered during the period of assessment</td></tr>
<tr><td>1.3.3</td><td>Percentage of students undertaking field projects / internships

1.3.3.1. Number of students undertaking field projects or internships
Answer before DVV Verification : 432
Answer after DVV Verification: 423</td></tr>
</table>

1.4.1 Structured feedback received from

1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise

Answer before DVV Verification : A.Any 4 of the above

Answer After DVV Verification: A.Any 4 of the above

1.4.2 Feedback processes of the institution may be classified as follows:

Answer before DVV Verification : A. Feedback collected, analysed and action taken and feedback available on website

Answer After DVV Verification: A. Feedback collected, analysed and action taken and feedback available on website

2.1.2 Average Enrollment percentage

(Average of last five years)

2.1.2.1. Number of students admitted year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
637	380	434	370	190

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
528	380	384	370	190

2.1.2.2. Number of sanctioned seats year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
850	820	670	440	260

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
700	670	620	440	260

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

2.1.3.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
408	266	289	204	114

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
350	266	289	204	114

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

2.3.2.1. Number of teachers using ICT
Answer before DVV Verification : 106
Answer after DVV Verification: 80

2.3.3 Ratio of students to mentor for academic and stress related issues

2.3.3.1. Number of mentors
Answer before DVV Verification : 92
Answer after DVV Verification: 68

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

2.4.2.1. Number of full time teachers with Ph.D. year-wise during the last five years
Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
15	11	8	6	5

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
13	09	07	05	5

2.4.3 Teaching experience per full time teacher in number of years

2.4.3.1. Total experience of full-time teachers
Answer before DVV Verification : 398 years
Answer after DVV Verification: 353 years

2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

2.4.4.1. Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years
Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
10	0	0	0	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	0	0	0	00

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

2.4.5.1. Number of full time teachers from other states year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	2	2	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	2	2	01

Remark : In the year 2014-15 Dr Loknath and Ms Preeti were on rolls.

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

3.1.1.1. Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
1.43	1.32	0.91	1.27	1.74

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year

3.1.3.1. Number of research projects funded by government and non-government agencies during the last five years

Answer before DVV Verification : 26

Answer after DVV Verification: 00

3.1.3.2. Number of full time teachers worked in the institution during the last 5 years

Answer before DVV Verification : 61

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Answer before DVV Verification : Yes

Answer After DVV Verification: No

Remark : What the HEI has attached are the minutes of meeting to constitute committee for formulation of Research policy and the weblink provides policy for incentives in research work. Both these do not address issue of institution providing incentives to teachers who receive state, national and international recognition/awards.

3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	3	3	1	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	02	00	2

3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

3.3.5.1. Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5	2	2	1	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
01	2	2	1	2

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	4	3	4	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	00	00	00

Remark : The HEI has included 04 claims of awards. All of these are to individuals and by Newspaper groups or unrecognized bodies. these are not eligible as awards and recognition received for extension activities from Government /recognised bodies.

3.4.3 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 last five years

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., year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
14	3	3	2	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
09	00	02	02	01

Remark : As per the revised report submitted by the HEI in response. Gender Awareness activity 2013-14, Madata Jagrukta Rally and Scout Guide Camp 2014-15, Scout & Guide Camp and World Aids Day 2015-16 and Health and Hygine, Legal Awareness Program NSS One Day Camp, (05) Pulse Polio Awareness and Vacination Awareness Program are considered. Child Education and Namami Gange are of 2018-19 and hence not considered.

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

3.4.4.1. Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14

12	7	7	4	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
764	209	531	568	00

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
26	11	5	4	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
02	01	01	01	00

Remark : The HEI has not provided the copies of the linkages. The HEI has claimed 01 day visits and tours (04 days) as linkages. Only two way linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years have been considered.

3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)

3.5.2.1. Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
8	6	5	3	1

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	01	01	00	0

Remark : The HEI was advised that only MoU with Motherhood University for 05 years and SIAM University were considered. The HEI did not provide any additional information in its

response. The HEI confirmed that as per the suggestion the data had been reconciled. As per the HEI data.

4.1.3

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

4.1.3.1. Number of classrooms and seminar halls with ICT facilities
Answer before DVV Verification : 74
Answer after DVV Verification: 20

Remark : The HEI is using portable LCD's. As per the statement in the response dialogue box and the stock of LCD's.

4.1.4

Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
70	65	50	40	30

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
64	65	47	41	28

Remark : As per the HEI data attached with the Metric in response. Actual year wise expenditure incurred on infrastructure augmentation, excluding salary as per the attached CA certificate (signed by the principal) is considered.

4.2.6

Percentage per day usage of library by teachers and students

4.2.6.1. Average number of teachers and students using library per day over last one year
Answer before DVV Verification : 154
Answer after DVV Verification: 50

Remark : As per the daily average of the number of teachers and students using library in the HEI attached data.

4.3.4

Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Answer before DVV Verification : Yes
Answer After DVV Verification: No
Remark : The LCS as per the link given below is much more than a video recorder and a smart

board. https://www.ugc.ac.in/oldpdf/xiplanpdf/EContentxiplan.pdf The HEI to furnish. The HEI has not furnished compliance.

4.4.1

Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
16.24	15.90	11.06	13.95	6.47

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
16.23	15.90	11.06	13.95	6.47

Remark : As per the HEI data attached with the Metric in response. Actual year wise expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component as per the attached CA certificate (signed by the principal) is considered.

5.1.2

Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

5.1.2.1. Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
151	114	142	122	76

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
18	16	31	36	13

Remark : the HEI has included students of ST/SC and OBC categories who in general would have received freeship from the Govt.

5.1.3

Number of capability enhancement and development schemes –

1. For competitive examinations

2. Career counselling

3. Soft skill development

4. Remedial coaching

5. Language lab

6. Bridge courses

7. Yoga and meditation

8. Personal Counselling

Answer before DVV Verification : A. 7 or more of the above
Answer After DVV Verification: B. Any 6 of the above

Remark : As per the HEI statement in the response dialogue box and the website as per http://www.vivekcollege.org/Vivek_CollegeOfEducation_Content.php?pid=498. The following elements are not present. 1. Language Lab 2. Guidance for Competitive Examinations

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
29	26	21	12	12

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : No data has been provided by the HEI in response to the Metric.

5.2.2 Percentage of student progression to higher education (previous graduating batch)

5.2.2.1. Number of outgoing students progressing to higher education
Answer before DVV Verification : 216
Answer after DVV Verification: 68

Remark : As per the HEI data attached with the Metric in response. The HEI has 68 students of 2017-18 batch who progressed to higher education.

5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ 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: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations)

year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
19	9	7	5	5

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
19	09	07	05	05

5.2.3.2. Number of students who have appeared for the exams year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

5.3.3.1. Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
30	17	23	10	6

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
07	02	04	04	02

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

Answer before DVV Verification : ? 5 Lakhs

Answer After DVV Verification: ? 5 Lakhs

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

5.4.3.1. Number of Alumni Association /Chapters meetings held year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

6.2.3 Implementation of e-governance in areas of operation

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

Answer before DVV Verification : A. All 5 of the above
Answer After DVV Verification: A. All 5 of the above

6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

6.3.4.1. Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
88	94	52	31	19

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

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

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
0.35	.50	1	0.10	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

Remark : The HEI was advised to attach attested Copy of the letter of the sanction of grants/funds and also copy of the HEI receipt issued (received by respective agency) as stated in the Metric. HEI to Provide an extract of the audited statement showing clearly (high lighted) Grants received from non-government bodies, individuals, philanthropes duly certified and highlighted by Chartered

Accountant and/or Finance Officer and counter signed by the principal. The HEI has furnished extract but not highlighted. The receipts are not visible on the expenditure/ income statement.

6.5.4

Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Answer before DVV Verification : B. Any 3 of the above
Answer After DVV Verification: D. Any 1 of the above

Remark : Only valid ISO certificate has been provided. The IQAC link and the Academic Audit Cell have no reports.

7.1.1

Number of gender equity promotion programs organized by the institution during the last five years

7.1.1.1. Number of gender equity promotion programs organized by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5	4	3	3	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
3	3	3	3	1

Remark : As per the attached report. Women's Day Celebration 2013 falls in 2012-13 and NOT eligible. The following have been considered. Ab to JAGO:Chuppi Todo Hinsha Roko 2013-14, International Conference on Gender Peace Education and Development Women's Day Celebration Talk Show on Beti Bacho Beti Padao 14-15, HINSA MUKT SAMAJ, KYU YE FARK, Women's Day Celebration 15-16, EK SAATH INTERNATIONAL WOMENS DAY (CANDLE MARCH), Orientation on Gender Equality 2016-17, Beti Bacho Beti Padao Prabhat Feri Women's Day Celebration Orintation Program on Gender and Masculinities in 2017-18. Marathon is health run and not gender equity promotion program.

<table>
<tr><td>7.1.3</td><td>Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

7.1.3.1. Annual power requirement met by the renewable energy sources (in KWH)
Answer before DVV Verification : 40
Answer after DVV Verification: 40
7.1.3.2. Total annual power requirement (in KWH)
Answer before DVV Verification : 60</td></tr>
<tr><td>7.1.8</td><td>Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)
Answer before DVV Verification:
<table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>2.1</td><td>1.9</td><td>1.86</td><td>1.6</td><td>1.2</td></tr></table>
Answer After DVV Verification :
<table><tr><td>2017-18</td><td>2016-17</td><td>2015-16</td><td>2014-15</td><td>2013-14</td></tr><tr><td>2.1</td><td>1.9</td><td>1.8</td><td>1.6</td><td>1.2</td></tr></table>
Remark : As per the HEI data attached with the Metric in response. Actual year wise expenditure incurred e on green initiatives and waste management excluding salary component component as per the attached CA certificate (signed by the principal) is considered.</td></tr>
<tr><td>7.1.9</td><td>Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

Answer before DVV Verification : B. At least 6 of the above
Answer After DVV Verification: D. At least 2 of the above</td></tr>
<tr><td>7.1.10</td><td>Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years
Answer before DVV Verification:</td></tr>
</table>

2017-18	2016-17	2015-16	2014-15	2013-14
5	6	3	4	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	01

7.1.11

Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

7.1.11.1. Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
5	6	3	4	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	1

Remark : As per the HEI statement in the response dialogue box and the data attached with the SSR. There is no additional data attached with the reply.

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Answer before DVV Verification : Yes

Answer After DVV Verification: No

Remark : The Link attached http://www.vivekcollege.org/content-image/CODE%20OF%20PROFESSIONAL%20ETEHICS.pdf opens code of Professional ethics and not Code of Conduct for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff.

7.1.17

Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
30	09	06	09	2

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
05	06	04	05	01

2.Extended Profile Deviations

ID	Extended Questions
1.1	Number of courses offered by the institution across all programs during the last five years Answer before DVV Verification : 10 Answer after DVV Verification : 364
1.2	Number of programs offered year-wise for last five years Answer before DVV Verification: 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 10 | 09 | 08 | 06 | 03 Answer After DVV Verification: 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 09 | 08 | 07 | 06 | 03
2.1	Number of students year-wise during the last five years Answer before DVV Verification: 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 1180 | 849 | 670 | 639 | 447 Answer After DVV Verification: 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 1135 | 800 | 620 | 639 | 447
2.2	Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years Answer before DVV Verification: 2017-18 | 2016-17 | 2015-16 | 2014-15 | 2013-14 425 | 410 | 335 | 220 | 130

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
350	335	310	220	130

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
353	248	83	204	158

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
398	248	83	203	158

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
93	96	61	31	21

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
80	84	61	31	21

3.2 Number of sanctioned posts year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
96	96	61	33	21

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
96	96	61	33	21

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
184.61	186.49	145.47	142.47	112.30

Answer After DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
184.61	186.49	145.47	142.47	112.30

NAAC