



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

Vidya Vikas Education Society's
Vikas College of Arts, Science &
Commerce

- Name of the Head of the institution **Dr. Ranjan Kumar Patra**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **02225784267 / 02225783540**
- Mobile no **9892299780**
- Registered e-mail **vikascollegeprincipal@gmail.com**
- Alternate e-mail **vikascollegemumbaiiqac@gmail.com**
- Address **Vikas High School Marg, Kannamwar Nagar 2, Vikhroli**
- City/Town **Mumbai**
- State/UT **Maharashtra**
- Pin Code **400083**

2. Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **University of Mumbai**
- Name of the IQAC Coordinator **Dr. Shubhada Deshpande**
- Phone No. **9833479626**
- Alternate phone No. **02225783540**
- Mobile **9833479626**
- IQAC e-mail address **vikascollegemumbaiiqac@gmail.com**
- Alternate Email address **vikascollegeprincipal@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

https://assessmentonline.naac.gov.in/public/index.php/hei/aqar_prepare/21453?part=1

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

5. Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|----------------|-----------|--------------|-----------------------|-------------------|-------------------|
| Cycle 1 | B+ | 76.00 | 2005 | 28/02/2005 | 27/02/2010 |
| Cycle 2 | A | 3.15 | 2013 | 23/03/2013 | 22/03/2018 |

6. Date of Establishment of IQAC

27/06/2005

7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|------------|----------------|-----------------------------|------------|
| NIL | NIL | NIL | NIL | NIL |

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Organization of Webinar for Students and Teachers. Online orientation sessions for students, teachers, and nonteaching staff on the online examination system. Online session on cyber security

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

| Plan of Action | Achievements/Outcomes |
|-------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ISO certification | ISO 9001:2015 certification carried out by TUV Austria. |
| To organize webinars for students and teachers | 9 different webinars were organized on various topics for students and teachers |
| To conduct sessions on skill development | 4 online skill development sessions were conducted. |
| Online Celebration of national and international commemorative days, Events and festivals | Celebrated online national and international commemorative days, Events and festivals like Smajik Nyay Din, Gandhi Jayanti (International Day of Non-Violence), Constitution Day, Martyr's Day, Teachers Day, Dr. Babasaheb Ambedkar Jayanti, etc. |
| Fees installments facility for students due to pandemic condition | Identified such students and considered for fees installments. Prevailing pandemic situation COVID affected students were also considered for fee installments. |
| Arrangement of Online Annual festivals like e-Jallosh. | Successfully organised e Jallosh and received overwhelming response from students |

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

| Name | Date of meeting(s) |
|--------------------------------------|--------------------|
| College Development Committee & IQAC | 28/01/2023 |

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

| | |
|------------------------------------------------------|---------------------------------------------------------------------------------|
| 1.Name of the Institution | Vidya Vikas Education Society's Vikas College of Arts, Science & Commerce |
| • Name of the Head of the institution | Dr. Ranjan Kumar Patra |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 02225784267 / 02225783540 |
| • Mobile no | 9892299780 |
| • Registered e-mail | vikascollegeprincipal@gmail.com |
| • Alternate e-mail | vikascollegemumbaiiqac@gmail.com |
| • Address | Vikas High School Marg, Kannamwar Nagar 2, Vikhroli |
| • City/Town | Mumbai |
| • State/UT | Maharashtra |
| • Pin Code | 400083 |
| 2.Institutional status | |
| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Co-education |
| • Location | Urban |
| • Financial Status | Grants-in aid |
| • Name of the Affiliating University | University of Mumbai |

| | | | | | |
|----------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-----------------------------|---------------|-------------|
| • Name of the IQAC Coordinator | Dr. Shubhada Deshpande | | | | |
| • Phone No. | 9833479626 | | | | |
| • Alternate phone No. | 02225783540 | | | | |
| • Mobile | 9833479626 | | | | |
| • IQAC e-mail address | vikascollegemumbaiiqac@gmail.com | | | | |
| • Alternate Email address | vikascollegeprincipal@gmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year)) | https://assessmentonline.naac.gov.in/public/index.php/hei/aqar_prepare/21453?part=1 | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | | | | | |
| 5.Accreditation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
| Cycle 1 | B+ | 76.00 | 2005 | 28/02/2005 | 27/02/2010 |
| Cycle 2 | A | 3.15 | 2013 | 23/03/2013 | 22/03/2018 |
| 6.Date of Establishment of IQAC | | | 27/06/2005 | | |
| 7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc., | | | | | |
| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount | |
| NIL | NIL | NIL | NIL | NIL | |
| 8.Whether composition of IQAC as per latest NAAC guidelines | | | Yes | | |
| • Upload latest notification of formation of IQAC | | | View File | | |

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|--|
| 9.No. of IQAC meetings held during the year | 4 | |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| 10.Whether IQAC received funding from any of the funding agency to support its activities during the year? | No | |
| <ul style="list-style-type: none"> If yes, mention the amount | | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | | |
| <p>Organization of Webinar for Students and Teachers. Online orientation sessions for students, teachers, and nonteaching staff on the online examination system. Online session on cyber security</p> | | |
| 12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year | | |
| | | |

| | |
|-------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Plan of Action | Achievements/Outcomes |
| ISO certification | ISO 9001:2015 certification carried out by TUV Austria. |
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| Arrangement of Online Annual festivals like e-Jallos. | Successfully organised e Jallos and received overwhelming response from students |
| 13. Whether the AQAR was placed before statutory body? | Yes |
| <ul style="list-style-type: none"> Name of the statutory body | |
| Name | Date of meeting(s) |
| College Development Committee & IQAC | 28/01/2023 |
| 14. Whether institutional data submitted to AISHE | |

| | |
|-----------|--------------------|
| Year | Date of Submission |
| 2021-2022 | 19/01/2023 |

15. Multidisciplinary / interdisciplinary

The College is affiliated to the University of Mumbai follows the syllabi as prescribed by the affiliating University. There are no specifically designed multi-disciplinary/ interdisciplinary programmes offered by the university.

However, in B.Com. programme, Computer Programming is offered as a course at SY level and Computer Systems and Applications is offered as a course at TY level.

Communication Skills in English is offered as a course at FY level of B.Sc.I.T.

Environmental Studies is one of the courses taught at FY level of B.Com.

Bioinformatics is an interdisciplinary field that develops methods and software tools for understanding biological data, in particular when the data sets are large and complex. The college offers M.Sc. Biotechnology programme which includes Bioinformatics as one the courses taught.

The college offers B.Voc. Media Production which is an interdisciplinary programme encompassing skills in media technology, computer graphics as well as an awareness of history, literature, cinema and other media.

The course Foundation Course at First and Second Year of every programme offered by the College, aims of introducing the learners to the areas and systems of knowledge belonging to other streams.

e.g. Foundation Course in B.Com programme includes knowledge of Science

Foundation Course in B.Sc. programme includes Human Rights as a topic which belongs to the discipline of humanities.

16. Academic bank of credits (ABC):

Generation of Academic Bank of Credit (ABC) in process.

17.Skill development:

Department of Information Technology and Computer Science conducted the following activities in skill development

1. Workshop on Digital learning with IBM in collaboration with Aspire for Her for students and faculties of the department on 29th August,2021.
2. Session on Entrepreneurship and being a leader in collaboration with Aspire for Her for students and faculties of the department on 25th February 2022.
3. Session on New age Entrepreneurship for Women'!in collaboration with Aspire for Her for students and faculties of the department on 28h February 2022.
4. Workshop on Data Management in collaboration with Aspire for Her for students and faculties of the department on 29th August,2021.

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

1. Courses like Political Science, Economics, History and Foundation Course in BA programme are taught in Marathi in addition to English. Questiona Papers of these courses are set in both the languages and students are allowed to write answers in any of the two languages.
2. Marathi and Hindi languages are taught as a compulsory course at first year BA.
3. HHistory is one of the courses taught at FY and SY level of BA programme. It includes different aspects of indian culture.
4. Due to the pandemic, maximum of teaching, learning happened online.

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

- Students from Dept. of B.Voc. MLT are involved in Blood Donation Camps at different places in Mumbai. This gives them a hands on experience in the area of Medical Laboratory Technology thus contrubuting to achievement of the objective of outcome based education.
- Dept. of IT and CS conducted online certification course in

"IBM Open P-Tech" in association with aspire for her.

- Project work and internship are a part of teaching learning process of many programmes. Foundation Course which is a compulsory course at First and Second year level of all the programmes includes project work as part of internal assessment.

20.Distance education/online education:

- There is a centre of Yashwantrao Chavan Maharashtra Open University in the college premises where programmes like B.A., B.Com., M.B.A. are offered in distance mode.
- During pandemic, teaching-learning as well as examination happened online.
- Post announcement of permission to start the offline classes, teaching learning started in blended mode, i.e., the students who could attend the offline classes were taught offline in the classroom and those who could not due to being in the quarantined zone, joined the classes online.
- Examinations, as per the guidelines of the university, took place in offline as well as online mode after the lockdown was released.
- Some of the teachers wrote self learning material for the students enrolled at the Institute of Distance and Open Learning, University of Mumbai.
- Microsoft Teams meeting software was used for online teaching learning.
- Google Classroom was used for exchanging notes.
- Google forms was used for submission of project reports as well as for submission of entries by participants in the online cultural festival

Extended Profile

1.Programme

1.1

698

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

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

2.1 2838

Number of students during the year

| File Description | Documents |
|-----------------------------------------|---------------------------|
| Institutional Data in Prescribed Format | View File |

2.2 2521Number of seats earmarked for reserved category as per GOI/
State Govt. rule during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.3 1385

Number of outgoing/ final year students during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.Academic3.1 73

Number of full time teachers during the year

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.2 76

Number of sanctioned posts during the year

| Extended Profile | |
|-----------------------------------------------------------------------------------------------------|---------------------------|
| 1.Programme | |
| 1.1 Number of courses offered by the institution across all programs during the year | 698 |
| File Description | Documents |
| Data Template | View File |
| 2.Student | |
| 2.1 Number of students during the year | 2838 |
| File Description | Documents |
| Institutional Data in Prescribed Format | View File |
| 2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | 2521 |
| File Description | Documents |
| Data Template | View File |
| 2.3 Number of outgoing/ final year students during the year | 1385 |
| File Description | Documents |
| Data Template | View File |
| 3.Academic | |
| 3.1 Number of full time teachers during the year | 73 |
| File Description | Documents |
| Data Template | View File |

| | |
|--------------------------------------------|----|
| 3.2 | 76 |
| Number of sanctioned posts during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|-------------------------------------------------------------------|-------|
| 4.Institution | |
| 4.1 | 28 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 105.1 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 165 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

- The college is affiliated to the University of Mumbai and follows a curriculum designed by the University.
- Syllabus and syllabus revision from time to time is communicated through the University circular and faculty workshops.
- Department meetings are conducted for syllabus planning and review of implementation and completion of the syllabus as per planning.
- Effective curriculum delivery is ensured through a departmental timetable.
- E-platform of Microsoft Team is used across the departments for engaging online lectures.
- E-learning platform like Google classroom is used.
- WhatsApp groups and Telegram groups of students were created for effective communication.
- Post announcement of opening of lock-down, teaching learning happened in blended mode allowing students to

attend lectures online and offline simultaneously.

- Directives from the affiliating University were followed and examinations were conducted both in offline and online mode. Students were communicated and guided on WhatsApp groups and physical notices displayed on notice board as regarding the schedule and nature of examination.

| File Description | Documents |
|-------------------------------------|---------------------------|
| Upload relevant supporting document | View File |
| Link for Additional information | Nil |

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

- The academic calendar is prepared every year.
- IQAC in consultation with the Principal, Head of Departments, and incharge coordinators of various events, prepares the academic calendar.
- The calendar includes the schedules of different curricular, extracurricular, and co-curricular activities.
- Taking into consideration the tentative schedule of the University examination, college-level examinations and internal assessment schedules are planned and included in the calendar.
- IQAC monitors the implementation of the academic calendar and effective continuous Internal Evaluation under the guidance of the Principal.
- The academic calendar during the pandemic had a provision for flexibility to incorporate the changes directed by Govt. of Maharashtra and the University of Mumbai.

| File Description | Documents |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| Upload relevant supporting document | View File |
| Link for Additional information | http://www.vikascollege.org/calendar/academic_calendar.pdf |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are

B. Any 3 of the above

represented on the following academic bodies during the year. Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

| File Description | Documents |
|--------------------------------------------------------------------------------------------------------|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

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

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

16

| File Description | Documents |
|---------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| Minutes of relevant Academic Council/ BOS meetings | No File Uploaded |
| Institutional data in prescribed format (Data Template) | View File |

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

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

00

| File Description | Documents |
|-------------------------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| Brochure or any other document relating to Add on /Certificate programs | No File Uploaded |
| List of Add on /Certificate programs (Data Template) | View File |

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

00

| File Description | Documents |
|-------------------------------------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

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

- Being affiliated to the University of Mumbai, the college offers courses whose curricula are designed by the University. .
- Curriculum of various courses like environmental studies, Business Management, Foundation Course, and Business Communication cover the issues relevant to professional ethics, gender, human values, environment, and sustainability.
- Women Development Cell of the college organizes interactive sessions on gender sensitization, gender equality, etc.
- These subjects and sessions contribute to sensitization of students regarding all the above important issues, thus preparing them for responsible citizenship of the nation.

| File Description | Documents |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

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

18

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

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

1384

| File Description | Documents |
|-------------------------------------------------------------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the

D. Any 1 of the above

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| institution from the following stakeholders Students Teachers Employers Alumni | |
| File Description | Documents |
| URL for stakeholder feedback report | http://www.vikascollege.org/Students_Satisfaction_Survey/SSS_2021-2022.pdf |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | No File Uploaded |
| Any additional information | No File Uploaded |
| 1.4.2 - Feedback process of the Institution may be classified as follows | C. Feedback collected and analyzed |
| File Description | Documents |
| Upload any additional information | No File Uploaded |
| URL for feedback report | http://www.vikascollege.org/Students_Satisfaction_Survey/SSS_2021-2022.pdf |
| TEACHING-LEARNING AND EVALUATION | |
| 2.1 - Student Enrollment and Profile | |
| 2.1.1 - Enrolment Number Number of students admitted during the year | |
| 2.1.1.1 - Number of students admitted during the year | |
| 2838 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | View File |
| 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats) | |
| 2.1.2.1 - Number of actual students admitted from the reserved categories during the year | |

1220

| File Description | Documents |
|---------------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

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

- Internal and external examinations are conducted as per the directives of the affiliating University.
- Students are categorized as advanced and slow learners on the basis of their scores.
- Those failing to score the minimum passing standard and those who pass with ATKT are considered slow learners. Those passing with A and above grades are considered advanced learners.
- 2021 and almost first half of 2022 being the lockdown year, maximum students scored above passing standard due to the change in the examination pattern. .
- Classes being conducted online duringpandemic, e-resources like Google classroom and WhatsApp groups were utilized to cater to the academic needs of advanced as well as slow learners.
- By the end of academic year, it was announced by the affiliating university that the examinations of Sem-II of FY classes would be conducted offline. The question paper pattern was combination of the patterns followed for offline and online mode. As it was completely new for the students who were used to online examination for almost two years, question banks were provided and students were also guided by the teachers on the way such question papers should be answered.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

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

| | |
|--------------------|--------------------|
| Number of Students | Number of Teachers |
| 2838 | 73 |

| | |
|----------------------------|---------------------------|
| File Description | Documents |
| Any additional information | View File |

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

- Due to lockdown, teaching-learning happened online maximum part of the academic year.
- Some of the programs include project work, internship, and job training as part of the syllabus.
- In the following programmes, students were assigned project works relating to their academics.
- The viva voce for the same was conducted online:

- B.A.

- B.Com.

- B.Com. (A/c and Finance)

- M.Com. (Bus. Management)

- M.Com. (Advanced Accountancy)

- B.M.S.

- B. Sc. (IT)

- M.Sc. (IT)

- B.Sc. (Bio-Tech)

- M.Sc. (Bio-Tech)

- B.Voc. (Media Production)

- B.Voc (MLT)

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| Link for additional information | Nil |

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

- For online teaching-learning, all the teachers used by Microsoft Teams and Google Meet.
- Slideshare is used by teachers.
- YouTube videos are used for effective teaching-learning.
- Students are provided with references to research papers on Researchgate.
- Google classroom is used to give study materials as well as assignments.
- Podcast prepared on writing English essays and it is played during the online class.
- A Powtoon animation video on soft skills was created and played during the online session.
- Google forms used for evaluation.
- E-resources are made available to students and teachers in the form of membership of N-LIST INFLIBNET.
- E-resources are linked to the webpage of the college library website. Apps like Epic Pen, White Board were used by the teachers during the Online lectures.
- Open Educational Resources like Stimulations and virtual labs were used for practicals.
- Online Compilers were used for programming subjects in I.T. and C.S. Departments.

| File Description | Documents |
|---------------------------------------------------------------------------------------------------|---------------------------|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | No File Uploaded |

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

2.3.3.1 - Number of mentors

73

| File Description | Documents |
|--------------------------------------------------------------------|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | No File Uploaded |
| Mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

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

73

| File Description | Documents |
|------------------------------------------------------------------|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | No File Uploaded |
| List of the faculty members authenticated by the Head of HEI | View File |

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

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

11

| File Description | Documents |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | View File |

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

2.4.3.1 - Total experience of full-time teachers

32

| File Description | Documents |
|------------------------------------------------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

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

- College being affiliated to University of Mumbai, frequency and mode of internal assessment, wherever applicable is prescribed by the University.
- Due to lockdown, internal assessment for different courses took place online.
- Digital tools like Google form and Gmail were used for internal examination and submission of assignments.
- Students were also asked to present topics related to the syllabus online through PowerPoint presentations.
- Regular notices related to the schedule of internal examination and topics for assignments were circulated through WhatsApp groups as well as orally in the online classes.
- Internal assessment took place as per the schedule prescribed by the affiliating University.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

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

- There were no major grievances except relating to the absenteeism/nonsubmission of the assignments.
- In case of such grievances, - - Re-examination was conducted online - Through personal calls and WhatsApp messages, students were motivated to submit assignments

thus ensuring maximum participation.

| File Description | Documents |
|---------------------------------|------------------|
| Any additional information | No File Uploaded |
| Link for additional information | Nil |

2.6 - Student Performance and Learning Outcomes

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

- The college is affiliated with the University of Mumbai and offers programs and courses designed by the affiliating University.
- The objectives, as well as outcomes, are defined by the University as a part of the syllabus.
- In order to communicate it to the students and other stakeholders, these Pos and Cos are displayed on the website of the college.
- Apart from this, teachers explain these at the beginning of the academic year and during the teaching-learning process in the classroom

| File Description | Documents |
|---------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | http://www.vikascollege.org/po_co/POs_COs_Final.pdf |
| Upload COs for all Programmes (exemplars from Glossary) | No File Uploaded |

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

- Attainment of Pos, PSOs, and Cos is ensured by regular teachinglearning and evaluation process.
- Every teacher ensures the attainment of Pos, PSOs, and Cos through classroom teaching followed by an informal feedback/ question-answer session in the classroom.
- Attainment of Pos, Cos is taken care of by allotting due weightage to the units in the syllabi while setting question papers as well as while allotting topics for

project work/ assignments as a part of internal assessment.

- Heads of all the departments verify the attainment of Pos and Cos through feedback from teachers in the departmental meetings.
- The principal, during meetings with the heads of departments, assesses the attainment of POs and Cos.

| File Description | Documents |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for Additional information | http://www.vikascollege.org/po_co/POs_COs_Final.pdf |

2.6.3 - Pass percentage of Students during the year

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

747

| File Description | Documents |
|--------------------------------------------------------------------------------------------------------------------|---------------------------|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | No File Uploaded |
| Paste link for the annual report | Nil |

2.7 - Student Satisfaction Survey

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

http://www.vikascollege.org/Students_Satisfaction_Survey/SSS_2021-2022.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

| File Description | Documents |
|---------------------------------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | View File |

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****01**

| File Description | Documents |
|-----------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| Institutional data in prescribed format | View File |

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****00**

| File Description | Documents |
|---------------------------------------------------------------|---------------------------|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| Paste link to funding agency website | Nil |

3.2 - Innovation Ecosystem

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

The college aims at the overall development of students especially from weaker sections as a proactive centre for excellence, combining knowledge with innovation.

Through various activities conducted by committees and departments, there is a consistent attempt to create an ecosystem for innovation and to create and transfer knowledge.

For example,

- The teaching-learning process was completely online during this academic year.
- Various Webinars were organized for faculty members and students by different departments.
- Guest lectures were organized for the students of the Department of Media Production.
- Faculty members participated in online FDPs

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

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

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

NIL

| File Description | Documents |
|----------------------------------------------------------------|---------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| List of workshops/seminars during last 5 years (Data Template) | View File |

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3.3 - Research Publications and Awards | |
| 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year | |
| 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year | |
| 03 | |
| File Description | Documents |
| URL to the research page on HEI website | http://www.vikascollege.org/research/Ph.D.Research_Scholars_Registered.pdf |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | No File Uploaded |
| 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year | |
| 3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year | |
| 07 | |
| File Description | Documents |
| Any additional information | No File Uploaded |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |
| 3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year | |
| 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year | |
| 00 | |

| File Description | Documents |
|-------------------------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

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

- NSS Unit of the college is very active in conducting outreach and extension activities.
- Every year, the student volunteers participate in a number of extension activities throughout the academic year.
- However, 2021-22 being the pandemic year, due to lockdown, and several restrictions on social mobility, many of the activities could not be conducted by the unit. But the volunteers Tree plantation drive like every year is aimed at including a responsible eco-friendly, and sustainable approach among the students thus ensuring enrichment of the surrounding environment. The cleanliness drive conducted by the NSS unit in the neighboring area ensured a clean and hygienic environment for the citizens in Page 23/54 10-09-2022 07:51:31 Annual Quality Assurance Report of VIKAS COLLEGE OF ARTS, SCIENCE AND COMMERCE the locality during the Covid-19 pandemic. 325 units of blood collected during the blood donation camp was not only a motivation for student volunteers to donate blood and to organize the camp but it also contributed to the cause of saving lives in times of pandemic. Students from B.Voc MLT participated in the Covid survey, RT-PCR processing, Antigentesting and Vaccination services during the Covid-19 pandemic. They were appreciated by the NGOs as Covid Warriors.

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

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

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

NIL

| File Description | Documents |
|--------------------------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | No File Uploaded |

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year**3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

01

| File Description | Documents |
|----------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Reports of the event organized | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year**3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

01

| File Description | Documents |
|------------------------------------------------------------------------------------------------|---------------------------|
| Report of the event | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.5 - Collaboration

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

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

01

| File Description | Documents |
|----------------------------------------------------------------------------------------|---------------------------|
| e-copies of related Document | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

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

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

17

| File Description | Documents |
|----------------------------------------------------------------------------------------------------------------------------|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | No File Uploaded |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

Considering the importance of the state-of-the-art infrastructure and physical facilities for teaching-learning,

- The college has 26 classrooms with green boards and adequate eatings arrangement for a maximum of 120 students.
- As the college functions in 2 sessions, infrastructural facilities are utilized to an optimum level.
- Total of 15 laboratories on the college premises serve the purpose of practical application in the learning procedure.

A. Chemistry - 1 UG Labs, 2 PG Lab B. Physics - 1 Lab (with Darkroom facility) C. Botany 1 Lab D. Biotech - 1 PG Lab, 1 UG Lab, IT lab no. 3 utilized for Bio-Info practicals E. Media - 1 Lab, 1 Studio F. Medical Lab Technology - 1 Lab

G. IT Labs - 5 Labs

- Seminar hall with a seating capacity of 100 and the Audio Visual facilities and smartboard and Wi-Fi connection is utilized by all the departments for different activities like seminars and workshops.
- Computer facility is provided in the IT Labs and in the library with adequate internet connections.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

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

The auditorium with adequate facilities on the ground floor is utilized for extra-curricular activities like the annual cultural festival and celebration of college days as well as different days like Yoga Day.

- The college owns 2 playgrounds and one more ground adjacent to the premises is made available to the college by Brihanmumbai Municipal Corporation.
- The college has a separate Gymkhana and storeroom.
- A separate room is provided for the students for indoor games.
- 2020-21 being the pandemic year, however, these facilities couldn't be utilized due to the restriction imposed.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for additional information | Nil |

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

02

| File Description | Documents |
|-------------------------------------------------------------------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| Paste link for additional information | Nil |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

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

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

52.3

| File Description | Documents |
|---------------------------------------------------------------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource

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

- Name of ILMS software: SOUL
- Nature of automation (fully or partially)- Partial
- Version: 3.0.0
- Year of Automation 2009

| File Description | Documents |
|---------------------------------------|---------------------------|
| Upload any additional information | View File |
| Paste link for Additional Information | Nil |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

| File Description | Documents |
|---------------------------------------------------------------------------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File |

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.50

| File Description | Documents |
|----------------------------------------------------------------------------------------------------------------------|---------------------------|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

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

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

9

| File Description | Documents |
|---------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure

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

- The college has appointed a residential engineer for hardware maintenance who ensures regular up-gradation of hardware in terms of RAM, Keyboards, mouse, etc.
- As the teaching-learning took place online during the pandemic the college purchased the licensed software for online meetings i.e. Microsoft Teams.
- Antivirus installed for protection from virus and other cyber threats.

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

4.3.2 - Number of Computers

165

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description | Documents |
|--------------------------------------------------------------------------|---------------------------|
| Upload any additional Information | No File Uploaded |
| Details of available bandwidth of internet connection in the Institution | View File |

4.4 - Maintenance of Campus Infrastructure

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

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

105.1

| File Description | Documents |
|-----------------------------------------------------------------------------------------------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

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.

- Laboratories and equipment therein are maintained on a regular basis as and when required. In some cases, e.g. air conditioners are maintained by signing an annual maintenance contract.
- Computer hardware and software are maintained and updated regularly
- Including the library, the building infrastructure is

protected from any pest hazards by signing a pest control contract.

- The college has appointed an electrician to maintain the electrical supply and appliances for the facilitation of the teaching-learning process.
- The parent body of the college has civil contractors appointed for the maintenance of sports grounds.
- Fire extinguisher in Laboratory are maintained by signing an annual maintenance contract.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

344

| File Description | Documents |
|------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

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

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

00

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

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

C. 2 of the above

| File Description | Documents |
|-----------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| Link to Institutional website | https://www.youtube.com/watch?v=t5LQd9Df18s&t=18s |
| Any additional information | No File Uploaded |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

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

121

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

121

| File Description | Documents |
|-----------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Any additional information | No File Uploaded |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| <p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p> | <p>A. All of the above</p> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|

| File Description | Documents |
|------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | No File Uploaded |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | No File Uploaded |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

| File Description | Documents |
|--------------------------------------------------------------|---------------------------|
| Self-attested list of students placed | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of student placement during the year (Data Template) | View File |

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

5.2.2.1 - Number of outgoing student progression to higher education

103

| File Description | Documents |
|----------------------------------------------------|---------------------------|
| Upload supporting data for student/alumni | No File Uploaded |
| Any additional information | No File Uploaded |
| Details of student progression to higher education | View File |

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

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

00

| File Description | Documents |
|--------------------------------------------------------------------------------------------------------------------|---------------------------|
| Upload supporting data for the same | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

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

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

00

| File Description | Documents |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| e-copies of award letters and certificates | No File Uploaded |
| Any additional information | No File Uploaded |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

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

- Students' Council is formed as per the norms prescribed by the affiliating university.
- Council is involved in all the extra-curricular activities
- Students' representatives are appointed as Contingent Leaders for University Youth Festival.
- NSS Leaders represent the NSS volunteers in various outreach activities in and outside the college.
- Girls' representatives are appointed for Women Development Cell.
- Apart from this, students act as volunteers in various committees for cultural festivals and other programs organized by the NSS Unit and Women Development Cell.
- Students anchored the online cultural festival e-Jallos.

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

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

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

47

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

5.4 - Alumni Engagement

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

Alumni of the college contribute to the functions of the college as follows:

- Every year, alumni contribute to the organization of different activities of the NSS Unit.
- They also contribute to the cultural activities. e.g. they perform as the judges for personality contest an event in the college cultural.

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

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

| File Description | Documents |
|-----------------------------------|------------------|
| Upload any additional information | No File Uploaded |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

- The mission of the institution is to reflect the vibrations of social aspirations in education and the vision is to be an accredited, autonomous, and proactive center for excellence, combining knowledge with innovation leading to an all-round development of students, especially from weaker sections of society.
- Students belonging to reserved categories are given admission in proportion to the quota allocated to each of these categories.
- Besides this specific quota, if seats are available, preference is given to students from disadvantaged communities.
- Apart from facilities of freeship, scholarship, and book bank scheme, some needy students are allowed to pay fees in easy installments.
- The counselor appointed by the college offers guidance and counseling to students with personal, psychological as well as and educational problems.
- Various self-financing courses including vocational courses like B.Voc. (Media Production) and B.Voc. (MLT) have been introduced by the institution.

| File Description | Documents |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Paste link for additional information | http://vikascollege.org/sanstha.php?page=listing-goals |
| Upload any additional information | No File Uploaded |

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

- Decentralization of administration is ensured by the appointment of different academic and administrative committees.
- The Principal is helped and supported in the administration by two vice-principals who are in charge of three different faculties.
- Allotment of the administrative work to non-teaching staff is done as per the guidelines laid down by the state government.
- Faculties are allotted to co-ordinatorship of different sections.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- In order to handle the challenging situation of conducting examinations online and offline by the end of the COVID-19 pandemic, the examination committee, in consultation with the Principal and the IQAC, strategically planned both examinations.
- In keeping with the directives from the affiliating University, the college hired an online examination software.
- Meetings were conducted from time to time with the Heads of Departments and with the teaching staff to convey their roles as question paper setters.
- For online examination, Question banks of MCQs were prepared for each course by the concerned paper setters as per the directives of the affiliating University. For the offline examination, the guidelines of the affiliating university were duly followed in terms of question paper setting.
- Students were informed and duly educated and counseled regarding the mode of online and offline examination well in advance by conducting online meetings.
- Necessary operational procedures like conducting a survey of students' requirements for their readiness to appear for online examination was followed as per the directives from the University.
- A special technical committee functioned for pre and during-examination activities and grievances to be resolved online and offline.
- Students were shown videos relating to the procedure of appearing for online examinations.

| File Description | Documents |
|--------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Strategic Plan and deployment documents on the website | No File Uploaded |
| Paste link for additional information | http://www.vikascollege.org/student_support/THE_INSTITUTIONAL_STRATEGIC_PLAN.pdf |
| Upload any additional information | No File Uploaded |

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

- The college is affiliated with the University of Mumbai and functions as per the directives from Govt. of Maharashtra and the University of Mumbai.
- The University has honored the efficiency of the college by appointing it as cluster lead college.
- The college has statutory bodies in place of the College Development Committee (CDC), and Internal Quality Assurance Cell (IQAC) as per provisions of UGC, NAAC, and the Maharashtra Public University Act 2016.
- All the academic and administrative policies including admission and examination procedures are designed and implemented as per the guidelines of these institutions.
- The college has an effective administrative setup that includes Principal, Vice-Principals, Office Superintendents, Librarians Clerks etc.
- Appointments of teaching and non-teaching staff take place following the service rules prescribed and amended by the UGC and Govt. of Maharashtra from time to time. Their services are governed and monitored as per the directives of these bodies and the University of Mumbai.

| File Description | Documents |
|-----------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| Paste link for additional information | Nil |
| Link to Organogram of the institution webpage | http://www.vikascollege.org/vikas/Organogram.jpeg |
| Upload any additional information | No File Uploaded |

6.2.3 - Implementation of e-governance in

A. All of the above

**areas of operation Administration Finance
and Accounts Student Admission and
Support Examination**

| File Description | Documents |
|----------------------------------------------------------------------------------------------------|---------------------------|
| ERP (Enterprise Resource Planning) Document | No File Uploaded |
| Screen shots of user inter faces | View File |
| Any additional information | No File Uploaded |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

6.3 - Faculty Empowerment Strategies

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

- Academic achievements by the staff as well as meritorious and outstanding services rendered are appreciated in the form of felicitation.
- Dr. Dutta Samant Free Medical Advisory Centre on the college campus offers free medical advice and consultancy to the faculty and non-teaching staff.
- Employees are provided with loan facilities by Vidya Vikas Employees Credit Co-op Society Ltd. The credit society also gives scholarships to the wards of teaching and non-teaching staff.

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

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

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

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| File Description | Documents |
|-------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Upload any additional information | No File Uploaded |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

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

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

00

| File Description | Documents |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | No File Uploaded |
| Reports of Academic Staff College or similar centers | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

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

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

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| File Description | Documents |
|---------------------------------------------------------------------------------------------------|---------------------------|
| IQAC report summary | No File Uploaded |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

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

- The PBAS (Performance Based Appraisal System) with APIs (Academic Performance Indicators) in recruitments and CAS (Career Advancement Scheme) for promotions is followed by the college for performance appraisal of the teaching staff.
- Apart from this, the principal conducts meetings with students to get feedback on the teachers overall performance. During the staff meeting, this feedback is duly conveyed to the teachers.
- As per the directives of Govt. of Maharashtra confidential reports are used for the performance appraisal of the non-teaching staff.

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

6.4 - Financial Management and Resource Mobilization

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

Institution conducts internal and external financial audits regularly.

- M/S D.S. Desai & Co. Chartered Accountants, the statutory auditor of the college audits the accounts for every financial year ending on 31st March.
- The college has adequate internal control measures in the accounts department. Monthly accounts are verified by the Office Superintendent.
- The offices of the Jt. Director of Higher Education and Accountant General also assess and audit college accounts regularly.

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

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

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

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

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

- Financial resources are utilized for all the curricular and extracurricular and co-curricular activities with an objective of fulfilling the mission of the institution.
- Salaries of aided staff are paid by the government. Nonsalary expenses are partly managed through fees and partly through management support.
- Salaries and non-salary expenses of unaided staff are

managed through fees collected from students. In case of deficit the institution borrows funds from the parent body in the form of loan.

- Annual budget and statement of expenditure is presented to and approved by the CDC.

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

6.5 - Internal Quality Assurance System

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

- IQAC of the college is actively involved in the planning and implementation of all the curricular, co-curricular and extracurricular activities ensuring institutionalization of the quality assurance strategies and processes.
- IQAC is in constant touch with the Principal in consultation of whom, all these activities are planned.
- By conducting meetings with HODs and activity heads, all the activities are planned and implemented.
- Guidance and permission is sought in this regard after finalizing strategies for implementation.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

- During regular meetings with the HODs and academic coordinators, feedback received from the students is conveyed to them and in case of necessary corrective measures, they are advised to follow proper action.
- The Vice principal and the Principal regularly observe lectures delivered by the teaching staff. In case of any

corrective steps required teachers are advised to do so.

- All the teachers ensure that students grasp the subject matter to a desirable extent and measure their progress by conducting regular class tests and question answer sessions.
- During the lockdown, the Principal and Vice Principal observed online lectures to ensure effective use of ICT tools by teachers.
- Students are encouraged to respond to feedback forms relating to the teaching process.

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

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

D. Any 1 of the above

| File Description | Documents |
|------------------------------------------------------------------------------------|---------------------------|
| Paste web link of Annual reports of Institution | Nil |
| Upload e-copies of the accreditations and certifications | No File Uploaded |
| Upload any additional information | No File Uploaded |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- Foundation Course is offered at F.Y. and S.Y. levels of all programmes. The course includes a unit relating to the promotion of gender equity and gender sensitization.
- The Women's Development Cell of the college regularly conducts Workshops/interactive sessions/ Seminars for students on gender equity and gender sensitization.
- Workshop on Responsible Netizens was organized online for the girl students to create awareness regarding the safety measures to be followed while online.
- WDC of the college conducts awareness sessions for the girl students regarding the existence of the cell for any of their problems/ complaints.
- Installation of CCTV cameras helps in maintaining the safety and security of ladies staff and girls' students specifically.
- There is a provision for separate ladies' common room on the premises.

| File Description | Documents |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Annual gender sensitization action plan | http://www.vikascollege.org/student_support/Gender_Sensitisation_Plan.pdf |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | Nil |

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

C. Any 2 of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | No File Uploaded |

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

Solid Waste Management

- Separate dustbins are kept in every room and the waste collected on a regular basis is sent to the BMC disposal unit.
- Bio-Medical Waste Management
- Discarding Autoclave is used in the Bio-Tech and MLT Department to kill the bacterial culture.
- Biomedical waste like samples of blood, sputum, urine, etc. are handed over to the Biomedical waste Management system of the Municipal Corporation of Greater Mumbai and are sent for recycling.

E-waste Management

- E-waste is sent to the local vendor for recycling.

Waste Recycling System

- The vermicomposting project takes care of the wet waste on the premises

| File Description | Documents |
|---------------------------------------------------------------------------------------|------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | No File Uploaded |
| Geo tagged photographs of the facilities | No File Uploaded |

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

B. Any 3 of the above

| bodies and distribution system in the campus | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| File Description | Documents |
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | No File Uploaded |
| 7.1.5 - Green campus initiatives include | |
| 7.1.5.1 - The institutional initiatives for greening the campus are as follows: <ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping | D. Any 1 of the above |
| File Description | Documents |
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | No File Uploaded |
| Any other relevant documents | No File Uploaded |
| 7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution | |
| 7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities | D. Any 1 of the above |

| File Description | Documents |
|---------------------------------------------------------------------------|------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| <p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p> | <p>C. Any 2 of the above</p> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|

| File Description | Documents |
|--------------------------------------------------------------------------|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | No File Uploaded |
| Details of the Software procured for providing the assistance | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

- Constitution Day is celebrated every year and awareness regarding the inclusive environment, tolerance, and harmony is created among students through speeches and the public reading of the preamble of the Constitution.

- To celebrate Social Justice Day, a state-level webinar on the vision of Rajarshii Shahu Maharaj was organized on 27th June 2020.
- Sessions on gender sensitization and gender equity are organized to include inclusive culture among students by sensitizing them towards other gender.
- As part of the Gandhi Jayanti Celebration, Gandhian values like secularism are promoted through competitions like essays, poster making, and through speeches.

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

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

- Apart from topics in the syllabus, students are sensitized towards constitutional obligations through the celebration of various days like Independence Day, Republic Day, Constitution day, Maharashtra Day, Martyr's Day, APJ Abdul Kalam's birth Anniversary, Gandhi Jayanti, etc.
- The national song and National Anthem are played at the beginning of webinars.
- The university song is played at the beginning of cultural programmes.
- Various outreach activities and blood donation camps organized by the NSS Unit inculcate social values among the students.

| File Description | Documents |
|------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | http://www.vikascollege.org/annual_report/ANNUAL_REPORT_2021_2022.pdf |
| Any other relevant information | Nil |

| | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| <p>7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized</p> | <p>A. All of the above</p> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|

| File Description | Documents |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | No File Uploaded |
| Any other relevant information | No File Uploaded |

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

Following commemorative days are celebrated in the college

- International Yoga Day
- Marathi Bhasha Gaurav Din
- Independence Day
- Republic Day
- Martyr Day
- Birth Anniversary of Subhash Chandra Bose- Parakram Diwas
- Gandhi Jayanti
- APJ Abdul Kalam birth anniversary- Reading Inspiration Day
- Dr. Babasaheb Ambedkar Birth Anniversary
- National Science Day is celebrated to commemorate the discovery of the Raman Effect.
- Teachers Day
- Samajik Nyay Divas

| File Description | Documents |
|-------------------------------------------------------------------------------------------|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.2 - Best Practices

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

BEST PRACTICE -I

Title: Celebration of Marathi Bhasha Diwas.

Objectives: To develop taste among students for the Marathi language and literature.

Context:

In order to promote the use of Marathi, the Government of Maharashtra has announced 27th February, the birthday of late Gyanpeeth awardee Marathi poet Kusumagraj as Marathi Bhasha Diwas.

Practice:

This day is celebrated by organizing interactive sessions by experts in the field.

Evidence of Success :

Students found the session very interesting.

Problems encountered:

* Problems are faced while adjusting the time schedule as the students are generally in the mood to prepare for the examination.

BEST PRACTICE -II

Title: Reward to Faculties.

Objectives: To motivate faculty members to upgrade with research qualifications.

The Context:

Faculties need to update with research in their respective area of specialization.

The Practice:

Every year, the faculties are felicitated in a public ceremony on 1st May. Evidence of Success:

This year 2 lady teachers were felicitated and many have registered for Ph.D.

Problem Encountered and Resources required:

In case of excess workload or inability to fulfill their daily routine commitments, due to their Ph.D. work, care is taken at the departmental level to mutually adjust the workload amicably.

| File Description | Documents |
|---------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| Best practices in the Institutional website | http://www.vikascollege.org/Best_Practices/BEST_PRACTICES.pdf |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

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

- In order to cater to the higher educational needs of working students, Arts & Commerce streams were started in the evening in 1986.
- In spite of the global disaster like the COVID-19 pandemic restricting human movement the college successfully conducted all the curricular, and extracurricular activities online.

- Teaching-learning, examinations, webinars, cultural festivals, a celebration of days of national and international importance,
- various competitions apart from those in cultural fest took place online meeting software as well as proctored examinations software.
- The college successfully performed its role as the cluster lead college for all the examinations of the University of Mumbai.

| File Description | Documents |
|----------------------------------------------|---------------------------|
| Appropriate web in the Institutional website | View File |
| Any other relevant information | No File Uploaded |

7.3.2 - Plan of action for the next academic year

- To conduct certificate courses in employability skills.
- To conduct a seminar on Intellectual Property Rights.
- To conduct a session on Research Methodology.
- To motivate students to complete MOOCs conducted by Coursera.
- To motivate students to complete Online Courses conducted by Infosys on their SpringBoard.
- To conduct a workshop on "Self Defense"
- To conduct seminars on Career Opportunities
- To conduct a training program on Cloud Fundamentals.
- To conduct a training program on *Introduction to R programming & Tableau*
- To introduce and implement an ERP system for e-governance.