

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### 1. Details of the Institution

1.1 Name of the Institution

Vidya Vikas Education Society's  
VIKAS NIGHT COLLEGE OF ARTS, SCIENCE & COMMERCE

1.2 Address Line 1

VIKAS HIGH SCHOOL MARG, KANNAMWAR NAGAR- 2

Address Line 2

VIKHROLI (EAST)

City/Town

MUMBAI

State

MAHARASHTRA

Pin Code

400083

Institution e-mail address

vikascollegeprincipal@gmail.com

Contact Nos.

022-25783540, 022-25784267

Name of the Head of the Institution:

PRIN. (DR.) RANJAN KUMAR PATRA

Tel. No. with STD Code:

022-25783540

Mobile:

+91 9892299780

Name of the IQAC Co-ordinator:

MR. SANTOSHKUMAR M. OJHA

Mobile:

+91 8452898452

IQAC e-mail address:

vikascollegeprincipal@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

15132

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

EC/63/RAR/30 dated 23-03-2013

1.5 Website address:

www.vikascollege.org

Web-link of the AQAR:

[http://www.vikascollege.org/IQAC/iqca\\_pdf/2016\\_17pdf](http://www.vikascollege.org/IQAC/iqca_pdf/2016_17pdf)

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	76.00	2005	5 Years
2	2 <sup>nd</sup> Cycle	A	3.15	2013	5 Years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

27/06/2005

1.8 AQAR for the year (for example 2010-11)

2016-17

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR\_\_\_\_\_2012-13 Submitted to NAAC on 28/09/2013
- ii. AQAR\_\_\_\_\_2013-14 Submitted to NAAC on 30/09/2014
- iii. AQAR\_\_\_\_\_2014-15 Submitted to NAAC on 29/09/2015
- iv. AQAR\_\_\_\_\_2015-16 Submitted to NAAC on 29/09/2016

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No   
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

VOCATIONAL COURSES (B.Voc.)

1.12 Name of the Affiliating University (for the Colleges)

UNIVERSITY OF MUMBAI

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text" value="√"/>		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2. 6 No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="15"/>

2.10 No. of IQAC meetings held : -

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

1. State level Seminar on Emerging Role of Media in the Field of Education
2. Institutional level Workshop on Effective Speaking Skills
3. State level Seminar on Research Methodology and Ethics
4. University level Workshop on Revised Examination Pattern and Norms

2.14 Significant Activities and contributions made by IQAC

1. Oriented faculty members and Non-teaching Staff to become techno-savvy and leading the institution towards Digital Campus
2. Groomed the students for effective speaking skills
3. Oriented faculty members and students for research work
4. Oriented the faculty and the administrative staff of colleges affiliated to University of Mumbai regarding the revised pattern of examination and rules thereof under Choice Based Credit System (CBCS)

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
1. To start career oriented add-on courses preferably for in-house students	University of Mumbai is not accepting any new proposals for any extension of additional courses

2. To make college campus fully digital	Entire college campus is Wi-Fi enabled and college has installed its own web server
3. To promote research in the college	Research Development Cell was formed. Seminar on research methodology was organized. Three minor research projects were executed.
4. To foster Skill Development among the staff	Oriented all faculty-members and non-teaching staff to become techno-savvy thereby leading the institution towards a Digital Campus.
5. To develop student's portal and to make online Study material available to students.	Under Progress
6. To strengthen alumni association and to develop a mentoring system in specialised skill based areas.	Alumni actively participating and supporting in many college activities and events.

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

- The College Management made provision for financial support for quality enhancement activities of the college.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01	00	01	00
PG	05	00	05	00
UG	10	00	06	02
PG Diploma	00	00	00	00
Advanced Diploma	02	00	00	02
Diploma	02	00	00	02
Certificate	00	00	00	00
Others	00	00	00	00
<b>Total</b>	20	00	12	06
Interdisciplinary	07	00	05	06
Innovative	06	00	00	06

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	20
Trimester	00
Annual	00

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students

(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

\*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

From the academic year 2016-2017, Choice Based Credit System (CBCS) was introduced at UG and PG level programmes. The entire curriculum and syllabus was restructured and revised by University of Mumbai.

1.5 Any new Department/Centre introduced during the year. If yes, give details.  No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
15	09	05	01	00

2.2 No. of permanent faculty with Ph.D.

01

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
67	09	05	00	01	00	00	00	75	08

2.4 No. of Guest and Visiting faculty and Temporary faculty

08

15

02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	8	19	00
Presented papers	15	11	00
Resource Persons	01	01	00

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Apart from Project based Learning, Interactive Method and Computer Assisted Learning, the college has also adopted workshop methods to teach Skill Base Courses i.e. B.Voc.

2.7 Total No. of actual teaching days during this academic year

184

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Bar Coding, Photocopy, Digitization of question papers and Online Multiple Choice Questions

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

07

01

01

2.10 Average percentage of attendance of students

76%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Com.	235	00	05	25	36	66
B.M.S.	47	00	09	21	32	62
B.Com (Acc & Fin)	44	00	02	23	39	64
B.A.	41	00	15	54	07	76
B.Sc.	47	02	17	28	43	89
B.Sc (Bio-tech)	41	00	20	29	05	54
B.Sc (IT)	106	00	08	28	06	42
B.Sc.(Comp. Sci)	24	*NA	*NA	*NA	*NA	*NA
B. Voc. (Media)	20	00	15	85	00	100
B. Voc. (M.L.T.)	35	06	11	49	03	69
M.Com.	47	13	15	17	04	49
M.Sc (Chemistry)	09	*NA	*NA	*NA	*NA	*NA
M.Sc (IT)	15	*NA	*NA	*NA	*NA	*NA
M.Sc. (Bio-tech)	10	*NA	*NA	*NA	*NA	*NA

\*NA – Not Available as the result not declared

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching and Learning processes:

The college has an Academic Review Committee functioning under the IQAC, which constantly monitoring, reporting and reviewing the academic progress of the college. The Parents-Teacher Association also actively participating.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the university	42
Staff training conducted by other institutions	31
Summer / Winter schools, Workshops, etc.	00
Others	09

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	34	02	00	02
Technical Staff	11	00	00	00

## **Criterion – III**

### **3. Research, Consultancy and Extension**

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

- \* Special fund is sanctioned in the college budget for research activities.
- \* Research Development Cell is taking initiatives to develop a research culture in the college.
- \* Workshop on Research Methodology was conducted.

### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	00	01	02
Outlay in Rs. Lakhs	185000	00	25000	165000

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	03	00
Non-Peer Review Journals	00	00	00
e-Journals	01	00	00
Conference proceedings	00	05	00

### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	N.A.	N.A.	00	00
Minor Projects	2016-17	University of Mumbai	Rs.25000	Rs.12000
Interdisciplinary Projects	N.A.	N.A.	00	00
Industry sponsored	N.A.	N.A.	00	00
Projects sponsored by the University/ College	N.A.	N.A.	00	00
Students research projects <i>(other than compulsory by the University)</i>	N.A.	N.A.	00	00
Any other(Specify)	N.A.	N.A.	00	00
Total	---	---	Rs. 25000	Rs.12000

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

### 3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds



3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Free medical advice for the students, parents and teachers.
- Free (psychological) counselling and guidance for students and parents by professional counsellor.
- Blood Donation and Health Check-up Camp.
- Youth for Rural Development Camp.
- Swachha Bharat Abhiyan.
- Helped Mumbai Police in traffic control during Ganapati immersion.

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (in acres)	2.98	00	NA	2.98
Class rooms	26	00	NA	26
Laboratories	14	01	NA	15
Seminar Halls	02	01	NA	03
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	00	00	N.A.	00
Value of the equipment purchased during the year (Rs. in Lakhs)	00	Rs.2.81 Lakhs	UGC	Rs.2.81 Lakhs
Others	00	Rs. 9.5 Lakh	College	Rs. 9.5 Lakh

#### 4.2 Computerization of administration and library

1. Entire campus is digitalized through Wi-Fi and the college has its own web server.
2. Routine administration work related to University of Mumbai is fully digitalized through university portal.
3. All examination related work, logistics of examination, stationery, etc and examination paper assessment is fully digitalized and online.
4. HTE Sevaarth Software used for online administration of salary grants.
5. SOUL software is installed in the library.
6. E-journals facility through INFLIBNE T- Nlist programme.
7. Library Blog
8. Surveillance and Security System (CCTV) is upgraded.
9. A WhatsApp group, "STAFF ACADEMY", formed by the teaching staff as a communication media to facilitate academic, research and administrative information.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value Rs.	No.	Value Rs.	No.	Value Rs.
Text Books	20874	376602	1602	212903	22476	3978915
Reference Books	16951	4395189	666	555901	17043	4951090
e-Books	125000	5000	30000	5000	155000	10000
Journals	51	232725	06	73991	57	306716
e-Journals	6247	15000	6000	5000	6000	20000
Digital Database	01	5000	01	5000	01	10000
CD & Video	180	19875	180	19875	360	39750
Others (specify)	00	00	00	00	00	00

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	213	155	7 MBPS	00	00	24	18	16
Added	12	12	10 MBPS	00	00	00	00	00
Total	225	167	17 MBPS	00	00	24	18	16

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology Upgradation (Networking, e-Governance etc.)

##### **FOR STUDENTS:**

- A workshop on Digital Transformation that explores the changes in all aspects of human society was organized by NIIT on 20/07/2016
- IT Champs, a computer based programme is organized every year for students of all faculty.

##### **FOR STAFF:**

- In-house training programmes were conducted by faculty members from Department of Computer Science of Operating system and MS Excel and MS-Power Point
- A Faculty Development Program on the Python Programming was organized from 16<sup>th</sup> June 2017 to 17<sup>th</sup> June 2017.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.90
ii) Campus Infrastructure and facilities	17.85
iii) Equipments	35.58
iv) Others	9.57
<b>Total:</b>	<b>63.90</b>

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- \*College prospectus and college web-site contains the details about available students Support Services.
- \* Induction Programme at the beginning of academic year is a source of enhancing awareness about all in detail.
- \* Mentor system is in operation to minimize the communication gap between Students and teachers..
- \*Career counseling workshops were conducted

5.2 Efforts made by the institution for tracking the progression

- \* The system of continuous monitoring of individual and departmental performance and feedback for improvement is in operation.
- \* Periodical review of growth on post accreditation period and an MIS system is in operation.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2726	152	00	00

(b) No. of students outside the state

00
----

(c) No. of international students

00
----

Men

No	%
1845	64

Women

No	%
1033	36

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1601	644	117	377	01	2740	1677	678	37	485	01	2878

Demand ratio 1:1

Dropout % - 0%

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Entry Level coaching classes were conducted for Banking services, MPSC and UPSC examinations.

No. of students beneficiaries

#### 5.5 No. of students qualified in these examinations

NET	<input type="text" value="00"/>	SET/SLET	<input type="text" value="00"/>	GATE	<input type="text" value="00"/>	CAT	<input type="text" value="00"/>
IAS/IPS etc	<input type="text" value="00"/>	State PSC	<input type="text" value="00"/>	UPSC	<input type="text" value="00"/>	Others	<input type="text" value="00"/>

#### 5.6 Details of student counselling and career guidance

\* Mrs. Vrushali Gokhale, M.A. (Psychology) a professional counselor, has been appointed as a full time counselor. She has conducted several interactive sessions with students in various aspects.

\* The College periodically organizing Career guidance programmes for students.

No. of students benefitted

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
08	115	14	16

#### 5.8 Details of gender sensitization programmes

The Women Development Cell has conducted two programmes on gender sensitization during the year.

#### 5.9 Students Activities

##### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level	<input type="text" value="11"/>	National level	<input type="text" value="01"/>	International level	<input type="text" value="01"/>
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No. of students participated in cultural events

State/ University level  National level  International level

5.9.2. No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	00
Financial support from government	293	Rs.4369766
Financial support from other sources	00	Rs.00
Number of students who received International/ National recognitions	00	00

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_NIL\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**VISION:** To be an accredited autonomous, and proactive centre for excellence, combining knowledge with innovation leading to an all round development of students, especially belong to the weaker sections of the Society in their chosen area of specialisation.

**MISSION:** To reflect the vibration of social aspirations in education.

## 6.2 Does the Institution has a Management Information System

YES: The college has a MIS system relates to student admission, Student records, Finance and Routine Administration.

It flows from various sectional heads to the Principal and subsequently from the Principal to the College Management (Secretary, Vidya Vikas Education Society), University and Government authority.

## 6.3 Quality improvement strategies adopted by the institution for each of the following:

### 6.3.1 Curriculum Development

- Some senior teachers are the members of Board of Studies of University of Mumbai.
- Independent Board of studies at college level for design and development of syllabus of B.Voc. (Media Production) and B. Voc. (Medical Laboratory Technology) as per UGC norms.

### 6.3.2 Teaching and Learning

- Transparent admission system, College Academic Calendar, Department wise teaching plan and feedback, Remedial coaching, Mentor system and use of ICT

### 6.3.3 Examination and Evaluation

- On introduction of Choice Based Credit System, the examination pattern was revised with 25% and 40% weightage on internal assessment in UG and PG Examination respectively. Flexibility such as Case Study and Project Evaluation were introduced as per the examination rules of University of Mumbai.

### 6.3.4 Research and Development

- Research Centre (Ph.D. in Commerce) is established after getting required permission from the University of Mumbai.
- Regular discussion and workshops on research orientation.
- Budgetary provision for research and development in the college budget.
- Financial assistance to teachers for attending seminar / conferences, and for presentation and publication research papers

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Automation of the library system, Wi-Fi Internet connection, E-Journals, Way-2 SMS mode for staff and students, INFLIBNET connectivity to individual staff, and use of LCD projectors in the class rooms.
- Audio-video room was established.

### 6.3.6 Human Resource Management

- Financial aid to Teaching Faculty for research work.
- Loan facility from Employee's Co-op Credit Society.
- Preference to pass-out and deserving student to join as faculty and staff after acquiring required qualifications.

### 6.3.7 Faculty and Staff recruitment

- Faculty and Staff are recruited as per University and Government norms
- Preference is given to our deserving and pass-out students during faculty and staff recruitment.

### 6.3.8 Industry Interaction / Collaboration

- The college has collaboration with M/s. Godrej Life Science for the cause of “Restoration of Mangroves”.
- Interaction and collaboration with industry for industrial visit, student’s project work, workshops, placement, and funded research projects.
- B.Voc. (Medical Laboratory Technology) and B.Voc. (Media Production) both courses are in collaboration with Industrial partners.

### 6.3.9 Admission of Students

- Help Desk is setup for guiding, counselling and providing admission related information to the students.
- Computer Science department assists the students for online registration for admission.

### 6.4 Welfare Schemes for

Teaching	* Employee’s Co-operative Credit Society. * Free medical Advisory Centre
Non teaching	* Employer’s Co-operative Credit Society. * Free medical Advisory Centre
Students	* Free medical Advisory Centre * Instalment facilities on payment of fees * Free counselling * Students group insurance Scheme with Oriental Insurance Co. * Book Bank Scheme for EBC students

### 6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done    yes     No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	N.A.	No	NA
Administrative	No	N.A.	No	NA

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes      Yes      No

For PG Programmes      Yes       No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

N.A.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

N.A.

6.11 Activities and support from the Alumni Association

- Formally established Alumni Association.
- Formal meeting with the alumni twice a year for Annual plans.
- Informal interaction with and support from alumni, when and where required.
- Alumni actively participate in college extra-curricular and co-curricular activities and encourage the present students.

6.12 Activities and support from the Parent – Teacher Association

- Formally established Parent – Teacher Association
- Formal meeting once in each term (twice in a year)
- Informal interaction of parents with class teachers as and when required as per the plans framed by the Parents-Teachers Association

6.13 Development programmes for support staff

- Encouraging them to pursue higher education by proving financial support and concession in duty hours.
- Preference in taking admission in courses conducted by the institution.

6.14 Initiatives taken by the institution to make the campus eco-friendly

- Encouraging them to pursue higher education by proving financial support and concession in duty hours.
- Preference in taking admission in courses conducted by the institution.
- Garbage free campus with installation of an eco-friendly garbage collection box in Collaboration with “STREE MUKTI SANGATHAN” an NGO.
- Zero plastic campus
- Use of dust-free chalks

## Criterion – VII

### **7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Promoted research environment among staff and students.
- Student with economically poor background are permitted to take admission by paying fees in instalments.
- The University Examination forms of the students are verified by the senior members of examination committee before they are uploaded on the University of Mumbai portal to ensure accuracy and to minimize future complications in examination and result.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- The campus is Wi-Fi enabled for students to access academic sources and learning material.
- A new seminar room is established for regular innovative teaching and learning experience.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- Dual Degree Campus.
- Eco-Friendly campus

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Tree Plantation by the NSS unit in the campus and in rural camp at Vangani, Dist- Thane, Maharashtra.
- Swacchata Abhiyan during rural camp at Vangani Village and Vikhroli (East).
- Clean campus movement by installing eco-friendly garbage collection box with STREE MUKTI SANGATHAN, an NGO working for the same purpose.
- In collaboration with the M/s. Godrej Life Science, the college has undertaken the project of nurturing and restoration of mangroves in the Vikhroli belt of the creek.

7.5 Whether environmental audit was conducted?

No

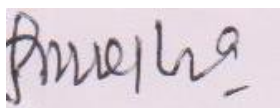
7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis)

- We are an oldest and biggest Night College having more than 4000 student intake capacity.
- Because of our social goodwill, even it is a Night College; we have good strength of 36% Girl students.
- It is one among the six B.Voc. Colleges of University of Mumbai, approved by UGC.
- Imparting higher education to the economical poor section of the society, with the concept of “Learning while earning” is the motto of our college.

8. **Plans of institution for next year**

- To start some more career oriented add-on courses preferably for in-house students
- To convert some more class rooms into smart class rooms
- To encourage teachers to undertake minor and major research projects to strengthen the research environment in the college
- To establish Skill Development Council in the college
- To develop student’s portal and to make online study material available to students.
- To strengthen alumni association and to develop a mentoring system in specialized skill based areas.

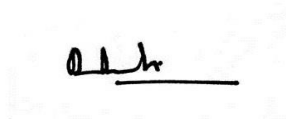
Name **Mr. Santosh M.Ojha**



\_\_\_\_\_

Signature of the Coordinator, IQAC

Name **Dr. Ranjan K. Patra**



\_\_\_\_\_

Signature of the Chairperson, IQAC

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## ANNEXTURE - I

### **BEST PRACTICE No.1**

#### **1. Title of the Practice**

DUAL DEGREE CAMPUS

#### **2. Goal**

To encourage the in-house students to enrol and continue an additional job oriented programme along with their regular degree for immediate employment.

#### **3. The Context**

- The College offers various multidisciplinary courses/programmes under Arts, Science and Commerce faculty of University of Mumbai.
- The College is a distance learning centre for
  - i. Yashwantrao Chavan Maharashtra Open University offering UG courses such as B.A., B.Com. B.Sc. (MLT) and professional courses such as MBA.
  - ii. Tilak Maharashtra University offering UG courses such as BBA, BCA, and Post Graduate Professional Courses such as MCA & MBA
- The college also provides UGC approved Vocational Courses such as –
  - ✓ Diploma in Medical Laboratory Technology
  - ✓ Advance Diploma in Medical Laboratory Technology
  - ✓ B.Voc. Degree in Medical Laboratory Technology
  - ✓ Diploma in Media Production
  - ✓ Advance Diploma in Media Production
  - ✓ B.Voc. Degree in Media Production
- As the facility is available within the campus, within the framework of University of Mumbai, students can continue the above courses along with the regular courses of Mumbai University.

#### **4. The Practice**

- The concept of dual degree is publicized in the campus through pamphlets and also through college prospectus.
- A Professional Counsellor is appointed to properly guide students of regular courses to help them to select their additional courses depending on their interest and time slot.
- The college conducts regular classroom lectures for Vocational Courses in morning hours and enables students of every session to attend it regularly.

- Similarly the class room lectures of distance learning programme are conducted in evening hours and on weekends.
- Skill based practicals are conducted on Sunday.
- This makes possible for the students to learn and acquire dual degree/diploma within the same campus.
- Students use all common facilities of the college for both the courses.

**5. Evidence of Success**

The total number of student benefited:

Year	No. of Students benefitted
2013-2014	41
2014-2015	21
2015-2016	37
2016-2017	38

**6. Problems Encountered and Resonances Required**

Sometime the examination schedule of both the courses clashes.

**7. Notice (Optional):**

The Management of the college is strongly supporting the practice and has assured to enhance its support to achieve the goal.

**8. Contact Detail**

Name of the Principal: Dr. R. K. Patra

Name of the Institution: Vidya Vikas Education Society's Vikas Night  
College of Arts, Science & Commerce

Accredited Status: Reaccredited Grade – A with CGPA 3.15

Work Phone: 022-25783540, 022-25784267 Fax: 022-25796196

Website: [www.vikascollege.org](http://www.vikascollege.org) E-mail: [vikascollegeprincipal@gmail.com](mailto:vikascollegeprincipal@gmail.com)

Mobile: 09892299780

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## **BEST PRACTICE No.2**

### **9. Title of the Practice**

ECO-FRIENDLY CAMPUS

### **10. Goal**

To ensure clean, green and plastic free Campus.

### **11. The Context**

- Use of bio-degradable stationery for all purpose particularly during functions and activities.
- No use of plastic on campus.
- Segregation of Dry and Wet garbage.

### **12. The Practice**

- “Save environment” messages are displayed in the campus, especially in every class room.
- Use of plastic in the campus is strictly prohibited.
- Use of paper sheets, newspaper and cotton for preparing examination and other packets.
- Use of eco-friendly, bio-degradable material such as conference folders, stationery, eatable wrappers etc. during seminars and conferences.
- Conducting at least one conference every year on sustainability and environmental issues.

### **13. Evidence of Success**

- Never purchase any plastic bags, folders and colleges stationery.
- All conference stationery is made up of either paper or jute.
- Colores symbolising environment like “Green and Blue” are used in all functions, seminars and conferences.
- Organised two international conference on “Sustainability and the Society”

### **14. Problems Encounter and Resonances Required**

Sometime it is found costly to execute the programmes within the budget.

### **15. Notice (Optional):**

The Management of the college is strongly supporting the practice and has assured to enhance its support to achieve the goal.

### **16. Contact Detail**

Name of the Principal: Dr. R. K. Patra

Name of the Institution: Vidya Vikas Education Society's Vikas Night  
College of Arts, Science & Commerce

Accredited Status: Reaccredited Grade – A with CGPA 3.15

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Mobile: 09892299780

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**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
INFLIBNET	-	Information and Library Network Centre
N-LIST	-	National Library and Information Services Infrastructure for Scholarly Content
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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