



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

VIVEKANANDA GOVERNMENT DEGREE COLLEGE

H.NO.1-9-670/A, ADIKMET, VIDYANAGAR, HYDERABAD - 500044.

500044

www.vivekanandagdc.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Vivekananda Government Degree College (VGDC), located in the heart of the city of Hyderabad, affiliated to Osmania University, is one of the oldest Higher Education Institutions in Hyderabad. The college was established in 1966 as a composite college offering PUC and UG courses in Arts and Commerce as Swami Vivekananda Education Society (SVES) Telugu Kalasala (Evening) under the chairmanship of Dr. Marri Chenna Reddy, former Chief Minister of Andhra Pradesh, and Acharya Khandavalli Lakshmi Ranjanam, an eminent scholar and educationist as the secretary. It was taken over by the Government in 1982 and named SVES Government Telugu Kalasala (Evening). It was converted into Day College in 1990 as Vivekananda Government College, Vidyanagar. In 2002, PUC was bifurcated and the College was renamed Vivekananda Government Degree College and B.SC (MSCs) was introduced. The college was accorded recognition under 2(f) and 12(b) of the UGC Act in 1970.

The College provides tertiary education to deserving youth in a secular environment and is committed to serve the cause of economically weak and socially underprivileged students. During the last five and a half decades the College has grown from strength to strength and presently facilitates 1791 students access to Higher Education.

The College was accredited by NAAC with a CGPA of 2.10, 'B' grade in the year 2015 with 8 UG courses, 11 staff members, and 657 students in BA , B.Com & B.Sc.

The College adopted Choice Based Credit System (CBCS) in 2016-17; new UG programs in BA, B.Com, and BSc Physical and Life Sciences were introduced in 2018-19. In 2019-20, BBA and MOOCs were introduced. The college presently offers 24 UG programs in BA, B.Com, and B.Sc.

The College has spacious classrooms, laboratories, a library, with an e-corner spread over two blocks. The Telangana Skill Knowledge Centre (TSKC), MANA TV, NSS, Sports and Games, and WEC are some of the support services provided by the college.

36 experienced Teaching Staff, a Librarian, a Physical Director, and 23 non-teaching staff helps in the smooth functioning of the college. The overall academic, administrative and financial responsibility of the college is vested with the Principal.

Vision

The vision of VGDC is to provide access to quality Higher Education to students from diverse backgrounds of the society and inculcate skills and values to enable them to face the challenges of life with courage, confidence and mould them into socially responsible citizens.

College Motto: *“Let a hundred flowers bloom, let a hundred schools of thought contend”*(Mao), is the slogan of VGDC, as it provides education to youth in a secular environment and is committed to serve the cause of socially, economically weak, by providing a learning space that develops critical and creative thinking to make them truly empowered citizens.

Mission

The mission of the college is to provide quality Higher Education for the empowerment and self-reliance of students.

- To offer programs catering to the changing needs of society.
- To extend need-based and skill-based training to students and make them employable.
- To promote a learning community in which all, especially those from less privileged backgrounds feel part of the collaborative high-quality educational process.
- To inculcate moral values and social awareness among the students.
- To generate awareness and concern for protecting and sustaining the environment.
- To encourage innovative and collaborative basic research to benefit the community
- To promote community service through outreach programs, create an environment to excel in co-curricular and extracurricular activities.
- To create platforms for students to hone their social life and leadership skills.

Working towards its vision, the College strives to act as a single portal capable of transforming the target group into efficient and productive members of society. The mission of the college is fulfilled by the following:

- Promoting knowledge and value-based education through academic excellence.
- Providing education in an academic environment enabled by updated infrastructure and ICT facilities
- Inculcating the spirit of leadership among the students.
- Enhancing the employability skills of students.
- Constantly keeping abreast with the recent trends and developments in the various subjects.
- The College aims at producing academically oriented, sensitive, and responsible young adults with the potential to contribute towards making our country a better place. The College gives equal importance to curricular and co-curricular activities for the all-around development of students with life skills.

SWOC Analysis is done based on-

- Student Feedback
- Self-Appraisal/Academic Performance Index (API) of the Faculty

- College Annual Reports
- Academic Audit conducted by Commissionerate of Collegiate Education(CCE) every year.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- The strategic location of the College, in the center of Hyderabad, gives greater accessibility to students all over the city and surrounding districts.
- NAAC Accreditation with B Grade (I Cycle-2015) & ISO Certification (2020).
- The affiliating Osmania University in close proximity (1 KM).
- Hostels, Transport facilities readily available in the vicinity of the college.
- The College has highly qualified, well-trained, experienced staff and a conducive academic environment for students.
- Introduction of CBCS system (2016) and a variety of combination of courses.
- Admission through DOST (Degree Online Services of Telangana), facilitates the enrolment of students from different parts of the State.
- The College integrates ICT into its teaching-learning process.
- Statutory committees like Grievance Redressal Cell (GRC), Internal Complaint Cell(ICC), and Women Empowerment Cell (WEC) are constituted with senior faculty.
- Gender parity and Gender sensitization activities are conducted to increase the enrolment of girl students.
- Conducted UNDP Disha program for girl students to develop employability skills in 2016; Etiquette, personal grooming, confidence building sessions conducted in collaboration with Hindustan Uni Lever Ltd. on International Women's Day 2019-20.
- WEC & GRC offers personalized counseling to the students.
- Continuous Internal Assessment (CIA) ensures identification of any gaps in the teaching-learning process and remedial measures are taken.
- The Anti Ragging Cell ensures a complete ragging-free campus.
- Various co-curricular and extracurricular activities are organized to facilitate the holistic all-round development of the students.
- Personality Development, Entrepreneurship training, and Soft Skill training provided to students under TSKC.
- The Eco-club and Harithaharam ensure an eco-friendly environment on the college campus.
- CAIMS software is used to provide required documents to students online.
- e-Office ensures paperless administration.
- Scholarships are disbursed to the students without delay.
- The College continuously upgrades laboratories and infrastructural amenities to ensure effective teaching and learning.
- Various programs are conducted in collaboration with NGOs to organize interfaith programs, WEC Programs, groom volunteers to inculcate social responsibility.
- Rashtriya Uchchatar Shiksha Abhiyan (RUSA) sanctioned two crores for construction of the new building, purchase of furniture and ICT equipment.

Institutional Weakness

- The socio-economic background of the students hampers their ability to cope with the CBCS curriculum.
- The sanction and filling up vacancies of teaching/non-teaching posts depends on the policy of the Government.
- Lack of Autonomy in the utilization of funds.
- Management of time to conduct various academic activities like workshops, seminars, lectures, field trips, and Internships.
- Lack of adequate support to promote research aptitude in students.
- Limited Consultancy and Income generation
- Lack of national and international students and faculty.
- The need for sanctions and approvals from multiple authorities, the efforts of the college to upgrade infrastructure and construct a new floor are progressing slowly.
- Limited playground for Sports and Games
- The dropout rate of girl students due to early marriage and motherhood, drop out of boys to support their family.
- Financial support from Alumni is minimal. Efforts are made to strengthen the Alumni association.

Institutional Opportunity

- The College's steady planning and commitment to provide quality education to the students.
- The College is planning for the construction of a new academic block and administrative block in place of the old block with a provision for a gymnasium, indoor games facility, additional classrooms, library, seminar halls, and laboratories.
- Scope for increase in sections and student intake of UG programs.
- Students have the opportunity for short-term internships with media houses, NGOs, and the Industry.
- The College prepares students for Higher Education, placements, and competitive examinations.
- The College recognizes the need to focus on skill development and vocational courses.
- The administrative functioning of the college is efficient and transparent and is further enhanced by using technology.
- Expansion of existing infrastructure facilities.
- Implementation of ICT enabled education.
- Development of state-of-the-art laboratories through RUSA grants and other available funds.
- Promoting Women Empowerment through Gender Parity related activities.
- To create a strong Innovation Ecosystem by establishing Entrepreneurship Development Cell(EDC).
- A well-maintained clean and green campus provides a pleasant environment in the college.
- MoUs with Industry facilitate placements.
- Online certificate courses through MOOCs.
- Collaboration with Telangana Academy for Skill and Knowledge(TASK) for skill development, and linkage with Industries and other organizations strengthen TSKC and EDC and ensures to increase the job opportunities for students.
- Attaining Autonomous status will enhance the teaching/learning process and strengthen curricular and extra-curricular activities.

Institutional Challenge

- The students of the College come from diverse backgrounds and hence their needs are varied.

- Adjusting to the continuously changing, multi-dimensional environment in the field of higher education is a challenge.
- Academic activities of the College are dominated by teaching, learning, and evaluation. Efforts must be made to give research and entrepreneurship priority.
- The decreasing trend of students taking admissions into conventional undergraduate programs.
- Resource mobilization from Central and State funding agencies.
- Encourage faculty towards research and publications.
- Generate income through consultancy work.
- Providing financial assistance to needy students.
- General maintenance of the building and other infrastructure.
- To prevent student dropouts due to financial reasons and family responsibilities
- Completion of the syllabus in limited time by including other academic activities especially during the pandemic.
- Enabling online teaching-learning with inadequate technical support.
- Preparing for the 'New Normal'

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

The mission and vision of Vivekananda Government Degree College are reflected from its inception in 1966 till today, as it strives to provide quality education to students from socially and economically weaker sections of society and offer first-generation learners with facilities that will equip them to face the challenges of life and develop in them a thirst for knowledge, research, freedom of expression, respect for the culture and generate sensitivity towards one's environment. The College is affiliated with Osmania University, adopted a Choice Based Credit System from 2016, and offers 24 undergraduate courses in the semester system with provisions for academic flexibility like- Core/Elective options, Enrichment courses, courses offered in modular form, credit transfer, and accumulation facility and lateral mobility.

The College provides tertiary education to students in a secular environment and is committed to serve socially underprivileged, economically weak, students. During the last five and a half decades the College has strived to act as a single portal capable of transforming the target group into efficient and productive members of the society through updated curriculum design and development. Departments organize seminars, workshops, field trips, and other extension activities to strengthen the teaching-learning process. Research is promoted through Project work, mandatory in semester VI. Continuous Internal Assessment ensures prompt interventions for effective transaction of the curriculum. The College updates its infrastructure like the college library, conference hall, website, college office, e-classrooms, and virtual, computer, and science labs with the latest technology essential for Higher Education. Curriculum enrichment through Skill and Ability Enhancement Courses, Inter-Disciplinary certificate courses makes students employment-ready and equips them with life skills.

The UG curriculum offered by Osmania University underwent major syllabus revision in the last three years making it socially relevant, job-oriented, knowledge-intensive. The College introduced 16 new UG programs during the last three years. The college has a formal mechanism to obtain feedback from students on curriculum which is analyzed by IQAC and interventions are affected to strengthen the curriculum by recommending relevant changes to the Parent University. The College ensures quality measures for the effective implementation of the curriculum.

Teaching-learning and Evaluation

VGDC is a Government college and admissions into various courses are made based on merit, strictly adhering to the reservation policy of the Government. Degree Online Services of Telangana(DOST), the online admission process initiated by the TS Government ensures publicity and transparency in the admission process. The College reviews its admission process and student profiles annually to increase access to students belonging to socially/economically weaker sections and differently-abled students. The College organizes Orientation for freshers and the “differential requirements of student population” are met by Bridge/Remedial /Certificate courses.

The College plans and organizes the teaching, learning, and evaluation schedules in accordance with the almanac of Osmania University. ‘Learning’ is made student-centric and participatory, the College invites experts to deliver lectures, organize seminars/workshops. The library, computer and science labs, virtual laboratory, e- classroom, open educational resources are used by faculty for effective teaching. Mentors of each class offer academic, personal, and psycho-social guidance. The College nurtures creativity and scientific temper by making the project work mandatory for Semester VI from 2021-2022.

The College monitors the teaching-learning- evaluation process through Academic Audit by CCE and Feedback from students. The faculty is recruited by the Government, teacher quality and faculty strength are monitored by CCE, Government of Telangana. Several faculty members have received awards/recognitions. The faculty are encouraged to undergo FDPs, provided research grants, study leave, in-service training, nomination to attend, and organize State /National/International conferences. Faculty members are invited as resource persons, participated in external Workshops / Seminars / Conferences, and presented papers at the State/National/ International level.

The College adheres to the Examination Schedules of Osmania University and ensures that students are aware of the evaluation process. The College follows the semester system with a CGPA score on a 10-point scale and the ratio of weightage is 20% for Continuous Internal Assessment and 80% for End Semester Exam. There is a Grievance Redressal Cell for redressal of grievances related to evaluation. Program-wise details of the pass percentage and completion rate of students show incremental growth in student progression.

Research, Innovations and Extension

VGDC has in the last five years increased its regular faculty strength from 12 in 2015 to 42 by 2019. The faculty is qualified as per UGC and Telangana State Government norms with a minimum of 55% in PG, UGC - NET/SLET/SET/JRF qualified, recruited through State Public/ College Service Commission examinations, and selected by Interview boards. The faculty is experienced and at present out of (38) there are (12) Ph.D. holders; (2) are Research supervisors for M.Phil. and Ph.D. programs.

The Faculty has publications in reputed journals, have authored textbooks, contributed chapters in books related to curriculum. VGDC offers a conducive environment for research and academic growth of the faculty and (4) members completed Minor Research Projects, (1) faculty member completed Ph.D. under FIP of UGC. Faculty

of the Department of English were sponsored for courses from tesol.org. One UGC-sponsored National Seminar was organized by the Department of Commerce in 2017-18. VGDC has organized several workshops for students and faculty to train, and update their skills. The faculty are recognized for their services and were awarded as “The Best Teacher” by Telangana State Government and Government recognized bodies like IACIS, CA, etc.

The NSS Unit of the college has taken up many extension and outreach activities on and off-campus. They actively participated in yoga camps, awareness rallies, government initiatives like Swachh Bharat, Swasth Bharat-Aarogya Bharat, Ek Bharat-Shresht Bharat, Haritha Haaram-tree plantation, Free eye testing camp, Blood donation drives, and volunteers of VGDC conducted Interfaith programs at other Institutes. The college takes pride in acknowledging the volunteers for their outreach activities at their villages in helping migrant labor during covid times.

The Faculty of the College have given extension/guest lectures in many colleges and have also been the Resource Persons drafted by CCE to train the trainers (ToT) of Telangana State Social and Tribal Welfare College teachers and senior faculty is drafted for conducting Academic Audit in other government and aided colleges on behalf of CCE.

The College/CCE has functional MoUs with 10 organizations and many collaborative activities were organized.

Infrastructure and Learning Resources

VGDC, owing to its locational advantage, has witnessed growth in terms of UG programs, courses, student strength, and infrastructure in the last five years.

VGDC upgraded its infrastructure by procuring land admeasuring 5500 Sq.yds and has a built-up area of 3500 sq. yards containing old and new blocks.

The old block has 12 classrooms, two labs, and one seminar hall. With funds from the Telangana State Government, the new block was constructed in 2017 with one lab, 3 classrooms on the ground floor; two classrooms on the first floor. In 2019-20, Rs.2 crores were sanctioned from RUSA and the first floor was upgraded with (4) science labs; and 4 new classrooms on second floor. The new block has the scope to expand vertically for another two floors.

The College enhances ICT facilities each academic year in proportion to the growing number of courses and student strength. The College has 113 computers in the three labs for academic purposes and computer - student ratio is 1:10. VGDC has about 11 ICT-enabled classrooms including a virtual classroom. The campus has Internet- LAN in Computer labs, Wi-Fi on campus with a bandwidth speed of 150MBPS and is under CCTV surveillance.

The College has a playground that is used for sports like kho - kho, badminton, volleyball, handball, kabaddi, etc. The Physical Director trains students for competitions at College, District, University, State, Zonal and National level in sports and athletics. Indoor games like Chess, Carroms are available for students during their leisure and breaks.

VGDC's Library is, fully automated, a member of INFLIBNET (N-LIST) for e-journals and e-Books. The Librarian assists students in accessing online resources and facilitates accessing free open educational resources

at 'e- corner' with 8 computer systems with an Internet facility.

The infrastructure, ICT, Library, Sports, and Cultural facilities are maintained by established policies- through AMCs (Annual Maintenance Contract) and committees of the college. The Annual Budget sanctioned by the Telangana State Government, released every quarter, is utilized for repair, maintenance, and up-gradation. Funds from CCE/RUSA/UGC is spent as specified for improving academic, physical, and infrastructural facilities of the College

Student Support and Progression

VGDC promotes the holistic growth of the students through its support services. The College addresses the financial needs by assisting all eligible candidates to apply online through 'e-pass' for sanctioning of Government scholarships. Efforts are made to mobilize financial assistance through other schemes too.

(16) students were sanctioned National merit scholarship in the year 2018-19 and (37) students in 2019-2020; 21 students were awarded Mahindra Finance Scholarship.

Several orientation programs, guest lectures were conducted to enhance the employability skills and promote capacity building among students and special training programs are conducted for girl students in improving fitness, communication skills, unarmed combat, etc.,.

The College ensures training the students for various competitive examinations for State and Central government recruitments. Placement training is facilitated through the TSKC unit of the college.

The students are guided to pursue higher studies, and many students have secured seats in State and National Universities. The average percentage of students progressing to Higher Educations is 30%.

The Grievance Redressal Cell and Internal Complaints Committee addresses students' grievances with respect to academic, co-curricular, extracurricular issues, they are redressed as per the student charter of the college. The Anti-Ragging Committee ensures that the campus is "Ragging Free". Women Empowerment Cell focuses on empowering women and ensures making the campus safe for girls and women.

Intercollegiate literary, sports, and cultural activities are promoted through Yuvatarangam, a CCE initiative, held each year, to encourage the innate talents of young individuals. Students of VGDC have won prizes at Cluster and State level in sports, literary and cultural competitions in the last five years. The appointment of a permanent Physical Director helped in strengthening the sports.

The College facilitates student representation in various administrative and co-curricular committees.

The registration of the Alumni Association of VGDC in September 2019 was a major achievement. The Alumni have donated Lab equipment, furniture and helped in Greening the campus. The Alumni conducted sports events and have motivated students for placements.

Governance, Leadership and Management

The Vision and Mission of the College clearly state and emphasize on providing quality Higher Education to

students from diverse backgrounds of the society. The motto *“Let a hundred flowers bloom, let a hundred schools of thought contend”* is met with the coordination by the Principal, teaching, and office staff to facilitate the functioning of the college in an organized manner.

The rules and regulations are followed as specified by CCE, the Government of Telangana, and affiliated Osmania University.

Decentralization and participative management are reflected in all the activities of the College. Appropriate decentralization is done at various levels through committees to ensure the smooth and effective functioning of the College.

The College has undergone a sea change since its inception, the NAAC Accreditation in 2015 facilitated the inculcation of quality culture in academic and non-academic activities.

The appointment of staff and service rules are totally framed by the Government of Telangana. The College formulated various statutory and non-statutory committees including student participation to ensure transparency and effective functioning.

The Permanent employees of the college enjoy all the benefits accorded by the Government of Telangana.

Many of the faculty members have been nominated and sponsored by CCE to attend workshops/seminars organized by various prestigious organizations. Several faculty members have attended the OC/RC/FDP and other training programs to update their knowledge and skills.

Performance Appraisal is done as per stipulated norms/indicators to identify core competency of the staff annually (API) and these scores are considered for promotions under Career Advancement Scheme (CAS).

Funds sanctioned to the College are utilized by adopting SOPs set by CCE and auditing is done periodically to ensure transparency in expenditure.

The IQAC of the College was strengthened by reconstituting with newly transferred teaching staff. The IQAC organizes periodical meetings to assess the sustenance of quality, culture and ensures proper documentation and dissemination of quality initiatives. ISO Audit/NIRF Ranking participation is practiced.

The Peer Committee Recommendations were taken up on top priority and measures were taken to implement its recommendations.

Institutional Values and Best Practices

Environment Consciousness is of vital importance at VGDC. The college conducts a Green Audit of its campus and takes several initiatives to make the campus eco-friendly like Energy Conservation, use of Renewable Energy, Water Harvesting, Carbon Neutrality, Plantation, Composting, E-Waste Management and promoting e-office. The building of VGDC is designed with well-lit classrooms, staff rooms, laboratories, and administrative blocks. The campus is a single use-plastic & no -tobacco zone. Several innovative practices introduced during the last five years have created a positive impact on the functioning of the college like

strengthening infrastructural facilities, adopting CBCS, introduction of new courses, enhancing student and faculty strength. The College promotes an inclusive environment encouraging staff and students to value social, cultural, religious, political, economic, and linguistic diversities to celebrate the heterogeneous fabric of our nation.

Best practices have contributed to better academic and administrative functioning of the College. VGDC encourages and practices student-centered learning. The teachers complement the coursework with activities like group discussions, workshops, seminars, role-plays and volunteering, Bootcamps involve student participation and make them active, involved, and develop entrepreneur skills. The College arranges extension activities that facilitate a hands-on experience with real people/events to transform them into confident graduates.

The Women Empowerment Cell established focuses on the importance of social, economic, and political investment in young women for achieving equitable and sustainable developmental outcomes for the society and nation. Women Empowerment Cell works in tandem with Internal Complaint Cell, Anti Ragging Cell, and Grievance Redressal Cell to create a safe and secure environment for girls/women and ensures to redress students' and staff's grievances and proactively see that the college is a ragging free campus, with zero tolerance to sexual abuse.

VGDC's Institutional distinctiveness lies in the five-pronged approach it has adopted to bring about consistent growth in academics, administration, and strengthening infrastructural facilities to provide students from socially and economically weaker sections of society with facilities that would equip them to face the challenges of life with courage and resolve.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	VIVEKANANDA GOVERNMENT DEGREE COLLEGE
Address	H.No.1-9-670/A, Adikmet, Vidyanagar, Hyderabad - 500044.
City	HYDERABAD
State	Telangana
Pin	500044
Website	www.vivekanandagdc.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Sukanya Ganji	040-27610977	9866526619	-	svsvidyanagar.ejkc@gmail.com
IQAC / CIQA coordinator	N.c. Sowjanya	040-27120617	9490119997	040-	iqacsvs@gmail.com

Status of the Institution	
Institution Status	Government

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	01-07-1966

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

State	University name	Document
Telangana	Osmania University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	22-10-1970	View Document
12B of UGC	22-10-1970	View Document

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

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

Details of autonomy

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

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	H.No.1-9-670/A, Adikmet, Vidyanagar, Hyderabad - 500044.	Urban	1.136	2926.446

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BSc,Botany Zoology Computer Applications	36	Intermediate	English	60	25
UG	BSc,Botany Zoology Chemistry	36	Intermediate	English	300	199
UG	BA,Economics Political Science Public Administration	36	Intermediate	English	50	36
UG	BA,History Political Science Public Administration	36	Intermediate	English	65	50
UG	BSc,Mathematics Physics Chemistry	36	Intermediate	English	125	84
UG	BSc,Mathematics Physics Computer Science	36	Intermediate	English	450	371
UG	BSc,Mathematics Physics Statistics	36	Intermediate	English	5	1

UG	BSc,Mathem atics Statistics Computer Science	36	Intermediate	English	220	168
UG	BCom,Comp uter Applications	36	Intermediate	English	480	440
UG	BBA,Busine ss Management	36	Intermediate	English	120	85
UG	BA,Economi cs Political Science Mass Comm unication Journalism	36	Intermediate	English	5	2
UG	BA,History Political Science Computer Applications	36	Intermediate	English	5	1
UG	BA,Economi cs Mathematics Statistics	36	Intermediate	English	5	2
UG	BA,Economi cs History Mass Comm unication Journalism	36	Intermediate	English	5	1
UG	BA,Economi cs Political Science Computer Applications	36	Intermediate	English	5	1
UG	BA,Economi cs History Public Admi nistration	36	Intermediate	English	25	18
UG	BA,History Political	36	Intermediate	English	5	0

	Science Sociology					
UG	BA,History Political Science Mass Comm unication Journalism	36	Intermediate	English	5	2
UG	BA,History Economics Computer Applications	36	Intermediate	English	5	1
UG	BA,Economi cs Political Science History	36	Intermediate	English	180	170
UG	BSc,Mathem atics Statistics Datascience	36	Intermediate	English	40	39
UG	BA,Telugu	36	Intermediate	English	60	50
UG	BCom,Gener al	36	Intermediate	English	60	44
UG	BA,Economi cs Public Ad ministration Psychology Moocs	36	Intermediate	English	5	1

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				46			
Recruited	0	0	0	0	0	0	0	0	11	20	0	31
Yet to Recruit	0				0				15			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				16
Recruited	8	8	0	16
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				2
Recruited	0	0	0	0
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	3	3	0	2	4	0	12
M.Phil.	0	0	0	0	1	0	1	1	0	3
PG	0	0	0	2	2	0	3	9	0	16

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	4	3	0	7

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	618	0	0	0	618
	Female	189	0	0	0	189
	Others	0	0	0	0	0

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

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	40	45	102	102
	Female	12	15	20	33
	Others	0	0	0	0
ST	Male	16	30	44	51
	Female	0	1	4	11
	Others	0	0	0	0
OBC	Male	95	114	219	317
	Female	38	38	52	108
	Others	0	0	0	0
General	Male	18	13	21	32
	Female	6	1	5	14
	Others	0	0	0	0
Others	Male	9	11	8	24
	Female	1	4	2	9
	Others	0	0	0	0
Total		235	272	477	701

Extended Profile

1 Program

1.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
221	231	161	161	87
File Description		Document		
Institutional data in prescribed format		View Document		

1.2

Number of programs offered year-wise for last five years

2019-20	2018-19	2017-18	2016-17	2015-16
23	10	8	8	8

2 Students

2.1

Number of students year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
1223	790	608	577	662
File Description		Document		
Institutional data in prescribed format		View Document		

2.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
414	291	175	175	175

File Description	Document
Institutional data in prescribed format	View Document

2.3

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

2019-20	2018-19	2017-18	2016-17	2015-16
157	153	196	136	122

File Description	Document
Institutional data in prescribed format	View Document

3 Teachers

3.1

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

2019-20	2018-19	2017-18	2016-17	2015-16
34	32	11	13	13

File Description	Document
Institutional data in prescribed format	View Document

3.2

Number of sanctioned posts year-wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
43	33	18	18	18

File Description	Document
Institutional data in prescribed format	View Document

4 Institution

4.1

Total number of classrooms and seminar halls

Response: 21

4.2

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

2019-20	2018-19	2017-18	2016-17	2015-16
142.3	83.034	53.084	29.134	4.01

4.3

Number of Computers

Response: 134

4.4

Total number of computers in the campus for academic purpose

Response: 130

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

Vivekananda Government Degree College is affiliated with Osmania University, Hyderabad. The College follows the common core curriculum prescribed by Telangana State Council for Higher Education (TSCHE) and Osmania University for the undergraduate programs it offers in B.A, B.Com, BBA, and B.Sc. The curriculum is reviewed periodically for making it socially relevant, job-oriented, and knowledge-intensive to meet the needs of students and other stakeholders. The College adopted Choice-Based Credit System (CBCS) in 2016, 23 of the courses are in semester system and offered in modular form and 01 course in Annual system. Academic flexibility is provided by Core/Elective Options, Enrichment course, credit transfer, and accumulation facility under CBCS.

The College plans and organizes the teaching, learning, evaluation schedules- the academic calendar, teaching plan, and evaluation blueprint in advance for the 90 teaching days required each semester involving all faculty of Departments, Academic Coordinator, and Principal.

The Academic Calendar includes information for each semester:

- Commencement of classes
- Schedule for Continuous Internal Evaluation(CIE)
- Last day of Instruction
- Preparatory Holidays
- Schedule of Examinations
- End Semester Vacation
- Date of Reopening
- The Academic calendar prepared by the Commissioner of Collegiate Education (CCE), Government of Telangana, and Almanac of Osmania University forms the guideline to prepare Institutional Plan and Teaching Plans for each Department.
- The Staff Council plans academic process and departmental timetables, and the Institutional Curricular Plan and Academic Calendar are printed in the college Handbook and provided to students.
- The College provides course outlines and course schedules prior to the commencement of the academic session for effective curriculum delivery. Details of course requirements for the three-year UG program, syllabus, evaluation blueprint, internal and end semester exams, credits allotted, mandatory courses, and co-curricular courses are provided to students to ensure effective and optimum learning.
- The College timetable is displayed on the college notice board and each department displays the departmental timetable.
- College ensures “differential requirements of student population” are met by providing

Bridge/Remedial /Add-on courses which is structured into the timetable.

- Guest Lectures, Seminars, Workshops, Field Trips are arranged by various Departments to facilitate Experiential learning and inculcate research temperament among students. ICT-based teaching and learning are adopted and supported by virtual classroom/ e- classroom, internet enabled systems and Wi-Fi enabled campus. The curriculum is scaffolded by certificate courses, project works, volunteering to enhance the competencies of the students.
- Feedback from students, the Telangana Government sponsored initiative- Intensive Examination Preparation Program (IEPP) and Academic Audit by CCE, Government of Telangana ensures the effectiveness of the process of curriculum delivery in the college.
- Internal monitoring in two dimensions- Institutional audit and faculty audits where the performance of the college is measured to gauge the quality of education evaluates teaching/learning process,
- The UGC's Quality Mandate of student centricity in the teaching /learning process, capacity building of faculty, institutional building, ICT integration, research and innovation, creative pedagogy, skill-based education and Indian Knowledge system are integrated into curriculum delivery at VGDC.

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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

Response:

Vivekananda Government Degree College constantly endeavours to develop and implement strategies for the continuous enhancement of quality by implementing the Academic Calendar prepared by the Parent University. VGDC strictly adheres to the academic calendar issued by Osmania University and conducts the Continuous Internal Evaluation (CIE) according to Almanac issued by Osmania University.

The College followed the Annual system up to the academic year 2015-16. In the year-wise system, the final exams are conducted at the end of the academic year with no provision for CIE.

Choice Based Credit System (CBCS) and Semester system were adopted with credits and grades from the Academic year 2016-2017. Internal Assessment is a vital and integral part of the evaluation process under the Choice Based Credit System. The Institution strictly adheres to the Almanac for CIE as specified by Osmania University. The CIE constitutes 20% of the total weightage of students' performance. The students are oriented at the beginning of the academic year on the process and schedule for CIE for respective semesters that they enrolled.

The pattern of CIE is communicated to students by the Academic Coordinator (ACO). The Academic Committee plans the Timetable, seating arrangement for conducting CIE, and the schedule is displayed on the notice boards. The teachers are allotted invigilation duties for the smooth conduct of CIE.

The College conducts two Internal Assessments and one Assignment each semester for 20 marks, followed

by the End Semester Examinations for 80 marks. The Internal question papers are set as per the model prescribed by Osmania University. The average of the two Internal Tests along with Assignment marks constitutes the CIE for each semester.

1st Internal Marks	2nd Internal Marks	Average of internal	Assignment	Total (20 Marks)
15	15	15	5	20

Continuous Internal Examinations provide scope for each Department to test students' skill and knowledge during their course of study and monitor students' academic performance and conduct Remedial classes for slow learners and students with backlogs. After evaluation, the CIE marks are uploaded to the University portal during the timeframe given by the University. After completion of the Internal examination, a list of students present and absent is prepared. The marks are entered in the marks record book which is verified by the Academic coordinator. After evaluation, the marks are communicated to students by displaying marks on the notice board. Transparency in evaluation enables the students to evaluate their performance and prepare systematically for the end-semester examinations.

The abilities and proficiencies of the students are also assessed through **Assignments, Slip tests, Projects, Quizzes, Seminar Presentations, Viva, Objective type questions, Group discussions.**

File Description	Document
Upload Additional information	View Document
Link for Additional information	View Document

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

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

Response: A. All of the above

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

1.2 Academic Flexibility

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

Response: 100

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

Response: 23

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: 34

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

2019-20	2018-19	2017-18	2016-17	2015-16
15	11	0	4	4

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

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

Response: 22.42

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

2019-20	2018-19	2017-18	2016-17	2015-16
440	351	0	87	110

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

1.3 Curriculum Enrichment

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

Response:

"Intelligence plus character – that is the goal of true Education" (Martin Luther King Jr)

The College firmly believes that Education is imparting the core curriculum by incorporating value-based issues to bring about the holistic development of the learners.

The College ensures this by including the following mandatory courses into the Undergraduate curriculum.

Environmental Science (Ability Enhancement Compulsory Course - I)

Environmental Studies as a part of the curriculum was introduced by the Osmania University at UG level for I semester BA, B. Com, B. Sc, and BBA students from the academic year 2016-17. This course is intended to help students gain awareness of biodiversity and understand serious environmental concerns. The College has an active Eco-club, which practices several environmental conservation strategies. The College conducts various programs like 'Harithaharam, the Telangana State Flagship Programme to increase the green cover of the State every year, the College advocates Single-Use Plastic, and is a No Tobacco Zone.

Gender Sensitization (AECC - II)

Osmania University introduced Gender Sensitization Course as a part of the curriculum at the UG level for, II semester from the academic year 2016 – 2017 under CBCS. The College firmly believes in the importance of sensitizing both girls and boys on gender parity. The Women Empowerment Cell of the Institution organizes various activities to promote gender equality and empower students to become productive citizens involved in Nation building.

Human Values and Professional Ethics Course

This Course was part of the curriculum at the UG level for I&II-year students during 2014-2016. The vision of VGDC emphasizes the inculcation of Human Values and Professional Ethics to enable students to face the challenges of life with courage, confidence and mould them into socially responsible citizens. To

realize its vision, several co-curricular and extracurricular activities are conducted. National festivals are celebrated; commemorative events like National Mathematics Day, Science Day, Telugu Bhasha Dinostavam, Hindi Diwas, National Voters Day, and International Mother Language Day are observed every year. Birth Anniversaries of several eminent personalities are organized. The NSS Unit of the Institution is actively involved in promoting service-oriented culture among the students.

Science and Civilization Course and Indian Heritage and Culture Course

Osmania University introduced Science and Civilization and Indian Heritage and Culture Courses as a part of the curriculum at the Undergraduate level for III Year B.SC, B. Com, and B.A. since the early '90s. This course enables students to understand the importance of the evolution of Science and Civilization and appreciate the rich and varied Heritage and Culture of India.

Basic Computer Skills

Osmania University introduced Basic Computer Skills as part of the curriculum at the U.G. level for I year and II years B.A., B. Com, B. Sc (Non-Computer Students).

The Course provides Information Technology literacy, to learners with limited exposure to computers. The Course ensures Computer literacy to all students across the Courses to make them ready with 21st Century skills.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

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

Response: 1.95

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

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	0	0	0

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: 14.31

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

Response: 175

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

1.4 Feedback System

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

Response: B. Any 3 of the above

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

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

1. Feedback collected, analysed and action taken and feedback available on website
2. Feedback collected, analysed and action has been taken
3. Feedback collected and analysed
4. Feedback collected
5. Feedback not collected

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

File Description	Document
Upload any additional information	View Document
URL for feedback report	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 76.21

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

2019-20	2018-19	2017-18	2016-17	2015-16
660	438	224	203	286

2.1.1.2 Number of sanctioned seats year wise during last five years

2019-20	2018-19	2017-18	2016-17	2015-16
780	545	330	330	330

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

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

Response: 71.68

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

2019-20	2018-19	2017-18	2016-17	2015-16
332	221	112	101	141

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

2.2 Catering to Student Diversity

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

Response:

The differential requirements of the student population are analyzed before the commencement of the semester by the College to ensure the involvement of students in the teaching-learning process. The knowledge and skills of students are assessed by analysis of their marks in the qualifying Intermediate. Advanced and Slow learners are identified by their academic profile, classroom interaction, and performance in the Diagnostic Tests conducted by several Departments.

- Students are admitted into the college in accordance with the reservation policy of the Government of Telangana. The College ensures equity and access to students belonging to SC / ST, OBC, EBC, women, persons with disabilities, and outstanding achievers in sports and extracurricular activities and is sensitive to the needs of learners from disadvantaged communities and enables them to join the mainstream learners in each program by providing them access to quality education and facilities. Scholarships and Fee Reimbursement by Telangana State Government, Bridge/ Remedial coaching by the College ensure learners integrate into the academic ecosystem.
- The Orientation Program- "Samarambham" is organized at the beginning of every academic year to give students an overview of the curricular, co, and extracurricular activities and facilities available and sensitize students to CBCS.
- The College follows the Mentor-Mentee system, each faculty member is allotted 40 students whom they mentor on academic and personal matters during the 3-year UG Program. They study each student's profile to assess their academic capabilities, their strengths, family background, economic and social status. Mentors also identify students who need counseling to cope with the program or personal issues.
- **Bridge Courses** are conducted in the first week of every semester for a week in all the subjects so that the learners acquire the necessary entry-level skills for their respective courses.
- Slow learners identified are facilitated with extra classes and study materials to initiate them into the course.
- Special attention is given by the English Department to the students from Telugu medium. They are taught grammar, writing, and Spoken English.
- Short-term computer courses are arranged for students who lack basic computer skills to cope with the curriculum.
- **Remedial classes** are conducted by all Departments based on the result analysis and structured into the timetable. Study materials/Question banks are provided to students.
- **Certificate courses** are conducted by the various Departments for advanced learners are disciplinary and inter disciplinary in nature.

Advanced learners are encouraged to lead group presentations, seminars, volunteer for various activities. They are members of different committees that facilitate curricular, co and extracurricular activities and nurture them in organizational and leadership skills

- Extension Lectures, workshops, Seminars, Assignments, Field Trips, Bootcamps, Project Work engage learners at all learning levels.
- All students are encouraged to participate in **Yuvatarangam**-the State-level Literary, Cultural, Academic, and Sports Festival every year.
- Merit awards are instituted by the Alumni, Teachers, and Philanthropists to felicitate meritorious students in academics and extracurricular activities.
- **Intensive Examination Preparation Program (IEPP)**, a State Government Initiative is implemented with mid-day meals provided to students to encourage them to develop study skills.

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

Response: 35.97

File Description	Document
Any additional information	View Document

2.3 Teaching- Learning Process

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

Response:

Vivekananda Government Degree College is committed to ensuring the holistic development of students through student-centric experiential, participative, and problem-solving methodologies for improved learning outcomes besides facilitating knowledge management and life-long learning.

The teaching-learning process practiced in College enables students to be active, involved, and responsible participants in the learning process. A variety of teaching-learning methods are incorporated to cater to the mixed ability classes like workshops, extension lectures, field trips, seminars, assignments, and job training to make the teaching-learning process meaningful and effective.

- The student-centered teaching-learning techniques practiced include pair work, group work, task-based learning, JAM and Debates, Plays, Book and Film Review, project work, mini-lectures, learning checks, one-minute presentations, in-class worksheets, and peer presentations. These learning techniques produce higher academic achievements among students.
- Students learn by doing activities that promote learning problem solving and inductive thinking as teachers facilitate students to see value in what they are studying and relating it to the world around them.
- The participatory learning activities include practical use of the internet, fieldwork, project work, paper presentations, models, poster exhibitions, quizzes, wall magazines and college magazine, chart and model preparation, industrial and educational tours.
- The college encourages the personal, intellectual and professional development of students by promoting critical, creative, and ethical thinking. Student-centric participatory learning activities include seminars/workshops/ case study / small group tasks, use of e-content, Library facility, guest

lectures by academic/industrial personalities.

- Facilities like a virtual laboratory, Open Educational Resources, mobile phone based education are used by the faculty for effective teaching.
- Students are trained in life skills, soft skills, and management skills through workshops and counseling,
- Project Work is mandatory in all subjects under CBCS in semester VI from 2021-2022. The faculty will help students in designing and implementing projects and encourage students to communicate outcomes in conferences/journals.
- Students participate as volunteers at Hyderabad Literary Festival and during National Seminars, participate in Plays conducted by Osmania University, learn Telugu DTP, learn to recite Sanskrit shlokas to nurture our culture and tradition, and actively involve with Partner NGOs for social causes. Commerce Department involves students in filing ITR forms of teachers. Science Departments conduct field trips to CCMB, ICRISAT to highlight advancement in Science and Technology. Social Science Departments arrange field trip to Art Galleries, visit News Channels and the State Assembly to understand their working. NSS Unit involves students in initiatives of State and Central Government to develop social responsibility, TSKC enhances their employability skills to make them Industry ready and EDC conducts Bootcamps to develop entrepreneurial skills. Women Empowerment Cell, NSS Unit, the Eco -Club engages students in social, environmental activities, and community services to involve them in the process of Nation Building.
- While promoting academic success, student centered learning helps the students develop 4C's - Critical Thinking, Creativity, Collaboration, Communication Skills, essential in the 21st century for their effective functioning in society.

File Description	Document
Link for additional information	View Document

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

Response:

"ICT is not the future of our children's education, it is the present and we need to make an investment in ICT now!" (Anonymous)

In the 21st Century, the role of Information and Communication Technology in Higher Education has become an integral part of the teaching and learning process. It has become imperative in Education and is a fundamental tool for teachers and students in the classroom. The staff and students of Vivekananda Government Degree College have integrated ICT in their teaching and learning process. The teachers have been using various types of ICT tools to enable students to use technology and to foster global competencies among our students.

Objectives of promoting the use of ICT at VGDC:

- To enable teachers to transform their teaching practices and shift from the conventional mode of

teaching to integrating ICT into the teaching /learning process.

- To help teachers use ICT tools to create 'learner-centric learning environments.
- To enable teachers to use ICT to scaffold existing teaching practices.
- To equip students with the skills necessary to use technology to become independent learners.
- To enhance the Educational Management of the college.

The ICT facilities are used in the following areas at VGDC:

- Several classrooms are well-equipped with LCD projectors to facilitate the use of ICT in classrooms.
- The College has a Virtual Classroom that is used by Departments to enhance the learning process.
- MOOCs courses in Journalism and Psychology are offered by the College.
- The College is equipped with WIFI connectivity for the teachers and students to access the internet.
- The College has three Computer Labs with Internet facilities that are regularly used by the students to develop skills and knowledge, and it provides equity of access to students who are from socio-economically weaker sections of society.
- The College in collaboration with Telangana Academy for Skill and Knowledge Centre (TASK) Government of Telangana State and IIT- Bombay facilitated by CCE, provides access for teachers and students to attend online certificate courses.
- UGC portal "Swayam" offers online courses for teachers and students.
- The VGDC library is automated with Koha Software ILMS. Teachers and students have access to e-journals. Link <https://nlist.inflibnet.ac.in>.
- The Faculty uses WhatsApp to communicate with students on academic matters.
- Zoom, Google Classrooms are used by the Faculty to conduct online classes for students.
- Teachers prepare video lessons and upload them on YouTube.
- e-resources are used by the faculty to upgrade students' knowledge.

File Description	Document
Upload any additional information	View Document
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process.	View Document

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

Response: 35.97

2.3.3.1 Number of mentors

Response: 34

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

2.4 Teacher Profile and Quality

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

Response: 76.32

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: 36.95

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

2019-20	2018-19	2017-18	2016-17	2015-16
10	11	4	5	6

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

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

Response: 3.94

2.4.3.1 Total experience of full-time teachers

Response: 134

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

2.5 Evaluation Process and Reforms**2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode****Response:**

Internal Assessment is a vital and integral part of the evaluation processes under the Credit Based Choice Based System. The College is affiliated with Osmania University and strictly adheres to the Almanac for Internal Assessment as specified by the University. The Internal Assessment constitutes 20% of the total weightage of students' performance. The students are familiarized at the beginning of the academic year with the Continuous Internal Evaluation (CIE) for the respective semesters.

Objectives of CIE

- To understand and assess the learning abilities of the students.
- To motivate the students to complete the defined portion of the syllabus in a stipulated time.
- To enable the students to understand the process of learning.
- To counsel and guide the students.
- To facilitate structured learning.
- To promote creative and innovative thinking.
- To identify advanced and slow learners.

The procedure

- The Internal Assessments are monitored and conducted by the Academic and Examination Branch of the College.
- The Principal, ACO, and the Committee plan the time-table, seating arrangement for the Internal assessments as per the Almanac of the University.
- The College adheres to the guidelines and instructions strictly issued by the Osmania University for the Internal Exams.
- The Question Papers are designed to ensure that the course objectives are met.
- Total confidentiality is maintained while preparing the question paper.
- Internal Assessment is conducted twice every semester.
- The timetables are displayed on the notice boards, circulated in the classrooms, and posted in the WhatsApp groups.
- The invigilation charts are prepared, and duties are allotted to the teachers
- The schedule, pattern of the examination is communicated to the students.
- After the completion of the Internal Assessment, The list of students present and absent is prepared.

- The marks are entered in the marks record book which is verified by the Academic Co-Ordinator.
- After the evaluations are done the marks are communicated to students.
- The transparency in evaluation enables the students to evaluate their performance and enables them to prepare systematically for their end-semester examinations.
- The students are asked to submit an Assignment each Semester as part of the Internal Assessment as per University norms.
- An average of two internal assessments is taken to which Assignment marks are added each semester.
- The Internal Assessment marks are uploaded to the University portal on the prescribed days allotted to enter marks.

Thus, the College ensures transparency and efficiency and is timebound for conducting Internal Assessments for students each semester.

The outcome of Internal Assessment since the introduction of CBCS in 2016 at VGDC:

- It ensures a comprehensive and continuous learning process.
- Allows the teacher to monitor the academic progress of the students continuously through the semester.
- Encourages the student to study systematically throughout the semester.
- Students have the opportunity to see their academic growth and know their marks after evaluation.
- If there is any grievance with reference to evaluation, it is redressed.

File Description	Document
Any additional information	View Document

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

Response:

VGDC ensures transparency by implementing an effective mechanism for redressal of Grievance related to the Evaluation of the Internal Examination at the college level in an efficient and time-bound manner.

At the College, all Internal Assessments are conducted as per the Almanac and grading policy stipulated by Osmania University. The pattern of the question paper and the weightage attached to each component is stipulated by the Osmania University and prepared by teachers in the College accordingly to ensure fairness considering the heterogeneous nature of the undergraduate classrooms.

- The students are made aware of the pattern of the question papers by their respective Departments. They display the model question paper on the Notice Boards and WhatsApp groups.
- The Examination Committee takes care to help students understand the importance of Internal Assessment in CBCS and caters to the needs of our mixed ability learners.
- After the exam and valuation, the answer sheets are distributed to the students, and marks displayed on the Notice Board.

- The students can seek clarification from teachers regarding any grievance like uncorrected answers, wrong posting of marks, and totalling of marks.
- If complaints are received from students regarding the posting of marks, valuation of internal papers, the Principal, Academic Coordinator, and Head of the Department direct the concerned faculty to review the scripts and give reasons for errors made.
- Any discrepancy in the posting of marks is brought to the notice of the Academic Co-ordinator and is rectified after verification.
- If complaints are received from students regarding out of syllabus questions or questions from lessons not taught by the teacher, the concerned faculty must justify the lapse. However, this does not happen as the Examination Committee ensures that the syllabus, pattern, and mode of examination is informed to both teachers and students well in advance.
- Students booked for copying, or other malpractices are given a fair opportunity to give explanation before appropriate action is taken.
- The entire process of resolving grievances is time-bound and is completed in 7-10 days after the valuation of the answer sheets.
- If a student has written Internal Assessment but is marked absent in the End Semester, the Examination Committee intervenes and checks where the error has occurred and rectifies it.
- If the Examination Committee after verification finds that the error is made by the University, the committee resolves the problem with the Parent University.
- In case of unresolved issues, the Grievance Redressal Cell of the College takes up the matter and ensures fairness in resolving student's issues.
- The decision or any other information related to students' problems after the resolution of the grievances is communicated to the student immediately.
- During the academic year 2019-20 due to Covid-19 Pandemic, the Examination Committee reconducted Internal Assessment for several students who could not attend exams on the assigned dates. The Examination Committee adopts a student-friendly approach and is transparent and prompt in resolving student-related grievances in stipulated time.

File Description	Document
Any additional information	View Document

2.6 Student Performance and Learning Outcomes

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

Response:

The College is affiliated with Osmania University and offers UG Programs (BA, B.Com, B.Sc., and BBA) approved by the Parent University. The Programme Outcomes/Course Outcomes are framed by the University after discussion with the concerned Faculty, Academicians, and Alumni. They are clearly stated by the University and are communicated to the colleges through Circulars, Departmental Meetings, and the University Website.

Vivekananda Government Degree College adopts and displays the Program Outcomes/ Course Outcomes

framed by Osmania University on its College Website. The College offers twenty-four courses through sixteen Departments. The college makes efforts to provide students opportunities to choose their courses and electives by communicating the available courses and the course outcomes as the focus of the college is to motivate the students to equip themselves with the required 21st century knowledge and skills.

The Process of Implementation:

- The faculty of various Departments frame their PO/CO by following the University guidelines and after discussion with faculty members in the Departments modify it to meet the local needs of the College based on our learner profiles.
- Program Outcomes (PO) and Course Outcomes (CO) for all the Programs offered by the college are displayed on College Website and communicated to students and other stakeholders.
- Departmental meetings are conducted on commencement of the academic year and teachers plan curricular, co-curricular, and extra-curricular activities to realize POs and COs.
- Departments frame their respective timetables in accordance with the Institutional Timetable prepared by the Academic Coordinator.
- Departmental Activities are planned taking into account the mixed ability nature of our student profile.
- The teaching-learning methods and evaluation techniques also accommodate the heterogeneity of our learners and aim to facilitate their holistic development.

The Mechanism adopted to communicate to Teachers:

- At the beginning of the Academic year, the Head of the Department of the various Departments attends BOS meetings conducted by Osmania University.
- Department Meetings are held at the Institution level to communicate and discuss the teaching schedule and Programme Objectives and Course Outcomes specified for the various programs.
- General Staff Meetings at the beginning of every semester are held to discuss and design action plans for the Institution and the various Departments.
- The faculty plans and prepares curricular, co-curricular, and extra-curricular activities for each semester of the academic year.
- Evaluation and attainment of PO's and CO's are reviewed in Department meetings with the Principal mid-course and at the end of every semester.

The Mechanism adopted to communicate to Students:

- PO's and CO's are communicated to students through the College Website and WhatsApp groups.
- At the beginning of each Semester, an Orientation program is organized for newly enrolled students to educate them about PO's, CO's of their respective course of study.
- The respective Departments ensure that students are aware of the Program and Course Objectives and Outcomes that they are enrolled in.

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document
Paste link for Additional information	View Document

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

Response:

Program Outcomes (POs) and Course Outcomes (COs) are paramount to maintain the quality of various Undergraduate Programs offered by the College. The POs and Cos, framed by Osmania University are adopted by the College and thoroughly discussed by each Department and suitable teaching plans are made. The Course Outcomes and Programme Outcomes are communicated to students through College Website and displayed on the notice board and on charts in the Staffroom. The IQAC Cell conducts an Orientation program at the beginning of every year to educate the students about their Program Outcomes, and Course Outcomes.

The qualified and dedicated staff of the College ensures the attainment of PO's and CO's through various modes. Departments aim to provide exposure to the latest developments in their respective field by organizing guest lectures, seminars, field trips, workshops, and exhibitions. Training in Employability skills is made available for students by TSKC of the College to sync academics with industry needs.

Students' performance is monitored continuously on their regularity, receptiveness, and participation in curricular activities and overall behaviour. Student's participation in co-curricular and extra-curricular activities, NSS Programs, group discussions, quizzes, elocution, seminar presentations, participation in events are other parameters of evaluation. Evaluation of Program and Course Outcomes are monitored through Continuous Internal Evaluation (CIE) and End Semester Examinations. Student Evaluation is a combination of 80 % End Semester Exams and 20 % CIE. The students are given assignments that are evaluated as part of CIE. The question papers are designed to incorporate the various Program and Course Outcomes.

INTERNAL ASSESSMENT: WEIGHTAGE 20%

Type of Assessment type	Units
Internal Assessment – 1	I and II
Internal Assessment – 1I	III and IV
Assignment/Seminar	

SEMESTER EXAMINATION:

WEIGHTAGE 80%

Type of Assessment type	Units
Examination conducted by Osmania University	All Units

Measuring the attainment of POs, and COs:

- The Assessment of outcomes is done by analysing the performance of the students in the End Semester Examinations and CIE. The end results declared by the University are analysed course-wise, and a comprehensive analysis is made to understand students' performance.
- Review Meeting is held by the Principal with the Heads of the Departments to discuss the Results and evaluate attainment of POs, and COs. Remedial measures are undertaken to improve students' performance where it is needed.
- Various Co-curricular activities such as Quizzes, Debates, Seminars, Workshops, and Fieldtrips are conducted to ensure the effective transaction of POs and COs. Assessment of the outcomes is measured in student participation in Co-curricular and Extracurricular activities.
- Student feedback is taken every semester and analysed to ensure that necessary measures are taken for the attainment of POs and COs. Periodic Academic Audit conducted by CCE, the Government of Telangana, and the AQAR submitted to NAAC annually helps the College evaluate the extent of attainment of POs and COs.

File Description	Document
Upload any additional information	View Document
Paste link for Additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 49.15

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

2019-20	2018-19	2017-18	2016-17	2015-16
100	72	101	60	48

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

2019-20	2018-19	2017-18	2016-17	2015-16
157	153	196	136	122

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document
Paste link for the annual report	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.4

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

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

Response: 8.19

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

2019-20	2018-19	2017-18	2016-17	2015-16
2.19	0	3	3	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of the grant award letters for sponsored research projects / endowments	View Document

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

Response: 4.62

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

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	1	1	0

3.1.2.2 Number of departments offering academic programmes

2019-20	2018-19	2017-18	2016-17	2015-16
16	16	11	11	11

File Description	Document
Supporting document from Funding Agency	View Document
Institutional data in prescribed format	View Document
Paste link to funding agency website	View Document

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

Response: 25

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

2019-20	2018-19	2017-18	2016-17	2015-16
9	9	1	4	2

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

3.2 Research Publications and Awards

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

Response: 1.41

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

2019-20	2018-19	2017-18	2016-17	2015-16
13	8	2	3	3

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

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 0.68**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
11	2	0	1	0

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

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

True to the slogan “*Let a hundred flowers bloom, let a hundred schools of thought contend*”, VGDC, in its vision to mould the student community into socially responsible citizens has conducted various extension activities.

Health and Fitness: A fit College translates into a fit society. The college focuses on students’ health and fitness by conducting Yoga camps for fitness and wellness and sessions on unarmed combat for self-defense. Central Government Initiatives: ‘Swachhta hi Seva’, ‘Ek Bharat-Shresht Bharat’ are conducted on and off-campus. NSS volunteers spread awareness, and motivated youth of neighboring places HimmatAliBagh, ManikeshwariNagar, and initiated cleaning of MGBS Bus stand and Gandhi Medical Hospital. Student’s short film on Swachh Bharat was nominated for Yuvatarangam-2018. Volunteers assisted in coaching SVES Class X students for board exams, prepare audio lessons for blind students; take out rallies in surrounding areas of the college to campaign for Pulse Polio, GHMC’s ‘Wet and Dry waste segregation’; participated in Blood Donation Drives; invited residents of neighboring colonies, students and staff of SVES school, GJC, BRAOU for ‘TelanganakuKantiVelugu’ a free eye check-up camp conducted by the State Government at College. Student volunteers helped organize haemoglobin tests for women and distributed medicines in collaboration with NTR Trust.

Skill Development and Sustainability: VGDC believes in empowering students by imparting Employability Skills through TSKC and developing creativity by training them in activities like pot painting, jewellery making, making Jute bags. The College supports students by nurturing their ideas to

manifest into start-ups. Students were mentored in two 'Boot Camps' organized by TSKC and US Consulate, Hyderabad. Students motivated their communities to tie up with online sales agencies to sustain their family occupation, but its implementation was stalled due to the Pandemic. On Voters day students enrolled eligible youth of the neighbourhood as voters and participated in awareness workshops on the use of VVPATs and EVMs.

Environment Protection: VGDC promotes environmental consciousness. Our students participate in 'Haritha Haram' every year, the mass tree plantation initiative of the Government of Telangana both on and off-campus. The Eco Club facilitates clay Ganesha contests and sells eco-friendly Ganesha idols made by students. It hosted the *Jute Handicrafts* exhibition to promote the usage of biodegradable products. The college has an MOU with WOW (ITC) and competitions were held in creating artifacts from waste. Ours is a Green, Single use Plastic, and Tobacco-free campus.

Volunteering - VGDC supports all activities of partner NGO Ruberoo. Students trained to volunteer as Youth Champions conducted 'Social Action Projects' in neighbouring schools, a Social Welfare College, Fashion Institute, and promoted interfaith through Dialogue for 300 participants- (*Agaaz e Baatchee*). Volunteering for *Samvidhan Live* allowed students to understand fundamental rights bestowed by the Constitution and presented 'SDG' in Lamakaan.

NGO *Tharuni* facilitated students to volunteer for MAVA- Men against Violence and Abuse - to conduct sessions on the need for gender parity. VGDC takes pride that our students respond to social issues sensibly and volunteer to make a difference.

Our NSS volunteers distributed groceries to migrant labourers during Covid lockdown.

File Description	Document
Paste link for additional information	View Document

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

Response: 0

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copy of the award letters	View Document

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

Response: 13

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

2019-20	2018-19	2017-18	2016-17	2015-16
5	5	1	2	0

File Description	Document
Reports of the event organized	View Document
Institutional data in prescribed format	View Document

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

Response: 15.27

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

2019-20	2018-19	2017-18	2016-17	2015-16
262	250	50	85	02

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

3.4 Collaboration

3.4.1 The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-job training, research etc during the last five years**Response: 7****3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-job training, research etc year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
6	1	0	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of linkage related Document	View Document

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**Response: 12****3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2019-20	2018-19	2017-18	2016-17	2015-16
6	5	0	1	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document
e-Copies of the MoUs with institution./ industry/ corporate houses	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

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

Response:

VGDC's infrastructure and physical facilities for teaching-learning are in tune with the perspective plan for academic growth, the diversity of students, and the vision of the college. The college believes that the physical facilities are indispensable to meet the demands of existing and new courses offered and ensures that these facilities are as per the statutory norms of UGC, Osmania University, and Telangana State Government.

The College is spread in 5500sq yards area and is located very close to Osmania University Campus, IICT, NGRI, NIN, and CCMB and well connected by road, metro and MMTS. The College has a strategic advantage owing to its location and the campus provides a green, eco-friendly atmosphere with ICT-enabled classrooms, Library, Seminar Hall, safe drinking water through RO filter, playground and is under CCTV surveillance. The classrooms and laboratories are extended over the old and new blocks.

The old block has 12 Classrooms of which one is Digital classroom, one is digital Seminar hall and, two computer Labs with 41 and 21 Computers each, equipped with LCD projectors, Internet, wi-fi, and Printer facilities; Library, Reading room with eight computers.

The Physical Director room and the NSS room have computer systems with Internet, Wi-Fi and printing facility for staffs use. Office room is provided with Computers, Wi-fi, and printer facility.

The new Block has three floors.

Ground floor has Principal's room with Wi-Fi and Printer facility and three classrooms including one virtual classroom and one digital classroom; each classroom accommodates 90 students with comfortable furniture and a computer lab that has 51 computers with a LAN network, a server system, and a printer. The ground floor also has the Art's staff room, ACO and IQAC office which is provided with colour printer, one computer system along with internet facility.

First floor has two classrooms of which one is digital, four Science Laboratories: Botany, Zoology, Physics, and Chemistry with staff rooms for English and Science Departments.

Second Floor has four spacious classrooms of which two classrooms are digitally equipped, accommodating 90 students each and a staff room for Commerce Department.

The infrastructure facilities, like Seminar Hall, Virtual classroom, and classrooms with ICT are shared across departments as per requirement. The timetable committee oversees the allocation and utilization of classrooms and laboratories so that facilities are put to optimal use for teaching-learning.

The facilities are used for enabling, BRAOU classes, conducting UPSC, Osmania University examinations, Polling Booths for Election Commission, and hosting cluster level Competitions of Yuvatarangam (cultural

and sports programme organized by CCE for all the Government Degree Colleges of Telangana).

The College received 2 crores of funds from RUSA for enhancing its physical facilities in 2019.

File Description	Document
Upload any additional information	View Document

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

Response:

VGDC has the requisite infrastructure to promote the active participation of students in co-curricular, extra-curricular activities, sports, and games as they are an integral part of the learning process. To meet the requirements, the college periodically upgrades and maintains the available facilities.

The Department of Physical Education, established with a Regular Physical Director in 2018, and the Sports and Games committee ensures in developing competitive and sportsman spirit among students and involve them with zeal to participate in physical activities that help them keep physically fit. Students are trained to participate and compete in College, University, District, State, and National level tournaments.

VGDC has a well-maintained ground, for Handball, Volley Ball, Kabaddi, Kho-Kho, and Shot Puts.

Every afternoon between 3-5 pm, Physical Education classes and practice sessions are conducted. Indoor games like Chess, Carroms are played by students during their leisure.

Our students have participated in University, Inter-college, and other public sporting events. Students are guided to develop their intrinsic skills by encouraging them to participate in various sports, both indoor and outdoor, and cultural events.

VGDC offers a platform for students to explore themselves, help tap their potential, talents and exhibit their skills. Most of our students have strong rural background with inherent folk music and dance. The mentors identify the artistically inclined students interested in cultural activities and enroll them in various clubs and committees. Cultural activities are conducted regularly and students are encouraged to attend competitions conducted by Alumni, cultural organizations, and college fests. Professional choreographers are hired to train the students, costumes are provided for dance, drama, mono action, and music competitions that are performed at College, State/ National levels.

As a result, our students have won the best prizes at District level cultural competitions, Sports and Games, Intercollegiate tournaments of Yuvatharangam conducted annually by CCE.

File Description	Document
Upload any additional information	View Document

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

Response: 42.86

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 9

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 52.27

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2019-20	2018-19	2017-18	2016-17	2015-16
90.2	83.022	52.021	0	0

File Description	Document
Upload audited utilization statements	View Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

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

Response:

The College provides a library facility to scaffold the teaching and learning process. The aim of the library is to provide necessary information sources and services to the students and faculty and ensure maximum utilization of available resources.

The library is situated on the ground floor of the old block and has a collection of 6881 books catering to the curriculum; general books to inculcate values, and competitive books to prepare for various entrance examinations. Apart from books, the library has 16 periodicals, 6 newspapers in Telugu and English, and access to online e- resources. The library encourages students to use technology for updating their knowledge. The library subscribes to N-LIST online resources of the INFLIBNET which is a college component of the e-ShodhSindhu consortium with access to 6,000+e- journals, 1,64,300+ eBooks, and 6,00,000 eBooks through the National Digital Library.

The library provides various services to the students and staff of the college besides regular issue and return of books like:

- Open Access
- Reference service
- Subject Bibliography
- Remote Access to e-resources of N-LIST, INFLIBNET
- Newspaper clippings
- Career guidance through newspapers and magazines like Vijetha Competitions, UdyogaSopanam, Employment News, etc
- Provision of competitive books and Question Banks
- Book Exhibition
- National Library Week Celebrations

The library was automated using proprietary library software “SOUL” of the INFLIBNET in the year 2014-2015. Later in 2019 -2020, the library switched to “Koha” open source library software. The library has now been fully automated using Koha. There are two computer systems (a server and a client) for the purpose of automation in the library. In addition to these, a computer and a printer are available for students to browse and take required content for the projects, assignments, and seminars.

The following is the last five years data for Integrated Library Management System (ILMS)

Year	Name of the ILMS	Nature	Version	Year of Automation	
2015-16	SOUL	Fully Automated	2.0	2014-15	
2016-17	SOUL	Fully Automated	2.0	2014-15	
2017-18	SOUL	Partially Automated	2.0	2014-15	
2018-19	SOUL	Partially Automated	2.0	2014-15	

2019-20	Koha	Fully Automated	19.11.01.000	2019-20	
File Description			Document		
Upload any additional information			View Document		

4.2.2 The institution has subscription for the following e-resources

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

Response: A. Any 4 or more of the above

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 0.65

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

2019-20	2018-19	2017-18	2016-17	2015-16
0.08661	0.01106	1.06269	1.09604	1.01654

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document
Any additional information	View Document

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

Response: 6.84

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

Response: 86

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

VGDC has adequate IT facilities including Wi-Fi that are upgraded periodically. There has been a steady growth in ICT facilities over the last 5 years.

From two Computer Labs in 2015-16 the College gradually increased its ICT facilities; in 2018-19 another Computer Lab was established in New Block. While maintaining the existing facilities through AMC, the college upgraded in quantity and quality of the ICT facilities for effective teaching-learning and curriculum transaction.

The configuration details of 113 Computers in the 3 labs connecting students and academia are as given below:

Nature	B.SC LAB	B.COM LAB	NEW LAB	
RAM	2 GB	2GB	4GB	
PROCESSOR	Intel	Intel	i5	
HARD DISK	MIN: 465 GB	MIN: 465 GB	1 TB	
	MAX: 500 GB	MAX: 500 GB		
OPERATING SYSTEM	WINDOWS XP	WINDOWS XP	WINDOWS 10	

SOFTWARES	TURBO C	TURBO C	JAVA
	JAVA	JAVA	ORACLE 10g
	ORACLE 9i	ORACLE 9i	MS-OFFICE 2003
	MS-OFFICE 2003	MS-OFFICE 2003	

Programming languages:

The programming languages required for Course Curriculum viz. C, C++, JAVA, SQL, DBMS, RDBMS, Python, SAP, HTML, CSS, Java-Script, etc., are installed from OERs (Open Educational Resources) each year for conducting Practical classes, Practice sessions, and examinations.

Wi-Fi network

The entire campus is equipped with Wi-Fi and Local Area Network (LAN) with CAT 6 Fibre Optic Cables, Routers in 2018 and are maintained through AMC. Wi-Fi network in the campus is also maintained through AMC.

Photocopying machines, multipurpose printers were procured in phases as per the growing needs of college, office, examination branch while old printers and photocopying machines were repaired and maintained through an Annual Maintenance Contract given to an agency. In 2019-20 the college has procured additional number of computers, printers, LCD projectors, photocopying machines, and established Virtual Classroom with RUSA funds. The up-gradation of ICT facilities over the last five years is as follows:

Nature of ICT up-gradation in numbers	2015-16	2016-17	2017-18	2018-19	2019-20 (total)	
UPS	2	3	3	3	3	
LCD Projectors	2	4	4	07	15	
Computer Labs	2	2	2	3	3	
Computers	52	52	52	97	134	
Virtual Classroom	-	-	-	-	1	
Printers	5	5	5	12	15	

Photocopying Machine	1	1	1	3	3	
CCTV Cameras		14(Procured)	-	14 installed	14	
Mana TV SAPNET	-	1	1	1	1	
Biometric machines	-	3	3	9	9	
Inverter	1	1	1	2	3	
LED TV	-	-	1	1	1	
Internet BSNL, 150MBPS ActFibre		150MBPS	150MBPS	Actfibernet 150 MBPS	Act Fibre and F	
Wi-Fi Facility on campus	Only Labs -LAN	Only Labs-LAN	Labs and office LAN	LAN + CAT 6 Fibre Optic Cables, Routers on campus	LAN+ CAT 6 Optic Cables, Routers on campus	
College Website	maintained	maintained	maintained	Created and updated with new features by faculty*	Transferred to portal updating**.	

The college website is maintained under the following website URL's

www.vivekanandagdc.in

<https://gdcts.cgg.gov.in/vidyanagar.edu>

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

Response: 9.41

File Description	Document
Upload any additional information	View Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

Response: A. 50 MBPS

File Description	Document
Upload any additional Information	View Document
Details of available bandwidth of internet connection in the Institution	View Document

4.4 Maintenance of Campus Infrastructure

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

Response: 47.75

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

2019-20	2018-19	2017-18	2016-17	2015-16
52.092	0.011	1.062	29.13	4.016

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document

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

Response:

The Principal and the various committee conveners and members take initiative in the maintenance and upkeep of physical, academic, and support facilities including laboratories, library, sports, computer labs, and classrooms.

Procedures and Policies for Maintenance and Utilization of Facilities

Physical facilities are maintained by the recommendations of various committee conveners like Building Infrastructure Maintenance Committee, Library Advisory Committee, Science Committee, Purchase Committee, RUSA Committee, Special fees, Additional special fees, Restructured fee committees, etc. These committees follow certain specific procedures for procuring, maintaining, and utilizing physical, academic, and support facilities, as directed by CCE.

The Institution undertakes annual maintenance and periodical repair works like electrical, plumbing

cleaning, etc., The Office In-charge/Senior Assistant allocates work to the office subordinates and supervises the maintenance and cleaning of classrooms, staff rooms, labs, campus grounds, garden, corridors, and washrooms. The whole campus is under surveillance with the installation of CCTV cameras at various vantage points.

The campus has spacious and well-lit classrooms with fans, LED lights, natural ventilation, and dustbins in every room and corridor of two blocks. The college works in two shifts and the timetable committee drafts timetable with classroom allotment to enable optimum utilization of infrastructure facilities. The college landscaping is done by Alumni, tree plantation by the Haritha Haram committee, and the green cover is maintained by a permanent gardener. The NSS volunteers often take up campus maintenance under the supervision of NSS committee members and the Physical Director.

Laboratories: The Lab In-charge with the support of lab attenders looks into the maintenance of labs. The lab attenders maintain stock registers of stock and upgraded lab facilities every year. The Lab equipment is inspected from time to time and in case of broken, worn-out equipment it will be disposed of or replaced. Special Fee, Restructured fee, and RUSA funds were utilized for procurement and maintenance of equipment. The Heads of departments give an indent for the required items each semester and accordingly, they are procured as per procedure from the firms notified by CCE and maintained regularly. The departments take the services of technicians from the firms/organizations that had supplied the equipment (like HACA, SETWIN, TCIL, NSIC) in case of any issue related to repairs/maintenance of lab equipment.

Computers: The Computer Lab In-charge and Lab attender look into the maintenance of the computers and WI-Fi networking system. The Computers and WIFI networking are maintained by AMC (Annual Maintenance Contract). The college has (120) computers in 3 labs; (10) in office and various departments; (11) classrooms are provided with ICT facility to supplement the teaching-learning process. Antivirus/updating hardware and software is done regularly based on the curriculum. Computers have UPS systems to keep them safe from power fluctuations. The In charges also look into the College website, up-gradation, and biometric machine maintenance by OU Government ABAS (Aadhar Based Attendance System). The procurement or repairs recommended by in-charges are taken up by calling for quotations and the committee opts for the least quoted one and gets the repairs done. The entire process is transparent and follows procedures set by CCE. Annual Expenditure is met from the restructured fee collected from self-financing and restructured courses. A committee is established with five to six teaching staff (from Arts, Commerce & Sciences), one office staff, and student representative. Resolutions are taken by the committee for the acceptance and allotment from the Principal of the college.

Library: The Librarian and Library Committee ensures the smooth and efficient functioning of the library. The Library Committee along with the principal convene meeting every year and allocates funds received from the State Government budget for upgrading library facilities. The committee works towards improving the overall library infrastructure and resources to make it user-friendly. Books are purchased based on indents given by Heads of the Departments each year and procured from authorized booksellers. Old and damaged books are weeded out and set aside for disposal during annual stock verification. At the time of admission, students are issued identity cards and library cards to borrow books from the library, which are valid till their final semester. Internet facility is provided in the library and students can access the facility for availing of e-resources and other web-based information. The college library has subscribed to the NLIST program of INFLIBNET. The teachers and students are provided with links to access e-resources. The librarian maintains a proper account of visitors (staff and students) on daily basis and assists students to access e-resources.

Sports: All sports amenities are under the charge of the Physical Director. The College has a standard ground where outdoor sports activities are held. The physical Director encourages students to practice Yoga and conducts yoga sessions and self-defense training for girls. The ground is used to train and conduct practice sessions for students in outdoor games like Kho-Kho, Hand Ball, Volley Ball, Ball Badminton, Shuttle Badminton, and Athletics. Coaching is provided for indoor games such as Chess, Caroms, and Yoga sessions during International Yoga Day. Students of the college have participated in competitions at University, State, and National levels. The Physical Director, and Sports and Games Committee, give a requisition for sports and games material that is procured from available funds by calling for quotations from firms, placing a purchase order with the firm that quotes the least. The material received is verified for good condition, numbered, and entered into stock registers thus following a transparent procedure directed by the Commissionerate of Collegiate Education (CCE).

Annual Stock Verification: The College conducts annual stock verification of library books, lab equipment, furniture to identify maintenance areas and proper utilization of all facilities.

The College thus makes optimal utilization of the available financial resources for maintenance of physical, academic, and support facilities by following due procedures and policies laid down by CCE.

File Description	Document
Upload any additional information	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

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

Response: 61.22

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

2019-20	2018-19	2017-18	2016-17	2015-16
886	573	393	317	275

File Description	Document
upload self attested letter with the list of students sanctioned scholarship	View Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document

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

Response: 1.01

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

2019-20	2018-19	2017-18	2016-17	2015-16
37	16	0	0	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format	View Document

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

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

Response: A. All of the above

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

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

Response: 77.38

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

2019-20	2018-19	2017-18	2016-17	2015-16
422	679	718	536	367

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

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

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

Response: A. All of the above

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

5.2 Student Progression

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

Response: 5.65

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

2019-20	2018-19	2017-18	2016-17	2015-16
4	17	5	13	3

File Description	Document
Upload any additional information	View Document
Self attested list of students placed	View Document
Institutional data in prescribed format	View Document

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

Response: 25.48

5.2.2.1 Number of outgoing student progressing to higher education.

Response: 40

File Description	Document
Upload supporting data for student/alumni	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response: 80

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	5	2	3	1

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

2019-20	2018-19	2017-18	2016-17	2015-16
0	5	2	3	1

File Description	Document
Upload supporting data for the same	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

5.3 Student Participation and Activities

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

Response: 21

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

2019-20	2018-19	2017-18	2016-17	2015-16
9	9	3	0	0

File Description	Document
Institutional data in prescribed format	View Document
e-copies of award letters and certificates	View Document

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

Response:

“A brave, frank, clean-hearted, courageous and aspiring youth is the only foundation on which the future nation can be built” (Swami Vivekananda)

VGDC has student representation in different academic and administrative committees of the college.

Each academic year begins with class teachers motivating students to participate in various committees, clubs and activities that the college has for students. Students select a class representative, an assistant class representative, a representative from girls who exhibit leadership qualities and have a good rapport with teachers and students, in the presence of class teachers. Students interested in literary, cultural, sports, volunteering activities are identified and assigned to the respective committee convenors. Students' opinions are valued in decision making and they regularly mobilize, motivate and cooperate with their classmates and help liaison between college administration and the student community.

Students' role in various committees:

Academic: Class Representatives and Assistant Class Representatives assist Committees to conduct field trips, exhibitions, seminars, workshops, various club activities. They are admins of their respective WhatsApp groups and motivate their class to be forthcoming with their issues. They bring grievances if any, on or off-campus, (eg: hostel facilities/accommodation/timings of classes/ request for special training, etc.,) to the notice of Mentors. These recommendations are redressed by the Mentors and the Principal.

Personal Counselling: Class Representatives have the responsibility to notice the unusual moods and behaviour of their classmates and immediately inform the Mentors who then counsel the students and give them moral support. VGDC is a ragging-free campus and till date, there were no complaints about bullying or ragging.

Literary and Cultural Committee: Students of VGDC are Members of the Editorial Board of the Annual College Magazine “Srujana” with segments in English, Telugu, Hindi, and Sanskrit. They assist the committee in selecting pieces for Wall Magazine and College Magazine. VGDC has an active Cultural committee and student representatives help select teams for folk dance, folk songs, music, painting, photography, short film making, each year to represent VGDC for state-level Yuvatarangam competitions.

Sports, Games, NSS/NCC: Student representatives are involved in the selection of college teams for

kabaddi, volleyball, handball for both boys and girls. Under the supervision of the Physical Director, they prepare the ground, lay the court, practice, mentor first years and finalize the college team for District, University, State, National level competitions.

VGDC has proactive NSS student volunteers who involve in all the activities of college:-like conducting rallies for social causes, tree plantation drives, campus cleaning, preparing rain harvesting pits, compost pits, weeding damaged books of the library, eco-club activities, departmental activities, etc.,

In Administrative Bodies like Restructured fees, Special fees, Alumni committees, student representatives are made aware of the expenditure incurred for maintenance of equipment, academic and physical facilities.

Students play an active role in supporting each other in WhatsApp groups for Campus Placement Drives, Competitive exams, Common PG entrance Tests, and Government Recruitment Drives.

VGDC ensures student inclusivity in all aspects of student life and enables them to develop communication, organizational, and leadership skills.

File Description	Document
Upload any additional information	View Document

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

Response: 14

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

2019-20	2018-19	2017-18	2016-17	2015-16
19	24	10	9	8

File Description	Document
Upload any additional information	View Document
Report of the event	View Document
Institutional data in prescribed format	View Document

5.4 Alumni Engagement

5.4.1 There is a registered Alumni Association that contributes significantly to the development of

the institution through financial and/or other support services**Response:**

The aim of Alumni is to bring together all graduated students to form an Association in order to support, help, and raise the funds to develop the profile of the College. VGDC provides a platform to the Alumni members to render their services as Resource Persons by organizing Extension Lectures, Seminars, and Guest lectures on the curriculum topics to guide students in respect of their career opportunities.

VGDC has a registered Alumni Association that contributes significantly to the development of the Institution through Financial Resources. The Alumni Association was registered on 25th September 2019, under the Telangana Societies Reorganization Act 2001 with no. 445 of 2019, with Dr. C.H Kishore Kumar as a coordinator to look after the needs and facilities of the students and the College. There are (210) members, and one of the Alumni members is a member of the College Planning and Development Council (CPDC) of VGDC.

Constitution of Alumni Association of VGDC

Name	Designation
Mr.Upender	President
Mr. A. Satyanarayana	General Secretary
Ms. Hemalatha	Joint Secretary
Mr. Shiva	Treasurer
	4 additional members

In 2018, the alumni members of VGDC contributed in kind to develop the College. 108 dual desks, 10 Long lab tables 50 computers lab chairs, 36 staff chairs were donated to the College. The Alumni also landscaped and enhanced the green cover of the campus.

Alumni members interact with students to discuss academic and career aspects and guide and help students who were lagging behind financially and academically and help reduce the percentage of dropouts in the College.

The amount contributed from the Alumni Association, retired teachers, retired Principals, Principals, and Lecturers working currently in the college to meet certain urgent requirements at VGDC during the academic year 2018-2019, amounted to Rs. 6,28,000/- which was spent in strengthening the infrastructure and facilities for students.

The first Alumni Association meeting was held on 31-12-2019 and resolved to conduct competitions for the students in the College. The Competitions were held on 11.01.2020 in Rangoli, Essay Writing in English, Hindi, Telugu, Volley Ball, and Handball. On the occasion of Swami Vivekananda Birthday - "National Youth Day" was celebrated on 12.1.2020 by the Alumni Association in the College.

The second Alumni Association Meeting was held on 23.2.2021, Alumni working in various organizations were invited to share their experiences with the students and strengthen the Alumni Association. Alumni members planned to conduct more activities as part of their social responsibility towards their Alma Matter.

The Alumni Association of VGDC is geared up to support and guide final year students to initiate Startups, Small-Scale Enterprises, and extend required support and facilitation.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response: A. ? 5 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

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

Response:

The vision of VGDC is to provide access to quality Higher Education to the students from diverse backgrounds of the society and inculcate human values to enable them to face the challenges of life with courage, confidence and mould them into socially responsible citizens.

College Motto: “*Let a hundred flowers bloom, let a hundred schools of thought contend*”, is the slogan of VGDC, and the college provides Education to youth in a secular environment and is committed to serve the cause of socially, economically weak, by providing a learning space that develops critical and creative thinking, making them truly empowered.

Mission

The Mission of the College is to provide quality Higher Education for the empowerment and self-reliance of students.

- To offer programs catering to the changing needs of society.
- To extend need-based and skill-based training to students and make them employable.
- To promote a learning community in which all, especially those from less privileged backgrounds feel part of the collaborative high-quality educational process.
- To inculcate moral values and social awareness among the students.
- To generate awareness and concern for protecting and sustaining the environment.
- To encourage innovative and collaborative basic research to benefit the community
- To promote community service through outreach programs, create an environment to excel in co-curricular and extracurricular activities.
- To create platforms for students to hone their leadership skills.

Introduction

VGDC, one of the oldest Institutions in Hyderabad, inculcates human values in students to enable them to face life's challenges with courage and confidence. Locational advantage helps cater to the students of twin cities and nearby districts. The college provides Education to deserving candidates in a secular atmosphere.

Nature of Governance

- The College is funded by the Government of Telangana, under the aegis of CCE.
- The Principal is the Head of the Institution and provides direction to the entire organization to fulfill its vision and mission.
- The Staff Council constituted with Heads of Departments, meets periodically to make key decisions.
- IQAC comprising of Principal, Co-ordinator and senior faculty play a vital role in framing

strategies to maintain the academic culture.

- Important policy decisions are taken in Staff Council, IQAC, and General Staff Meetings.
- Digital learning environment is encouraged by providing Internet and Wi-Fi facility on the campus.

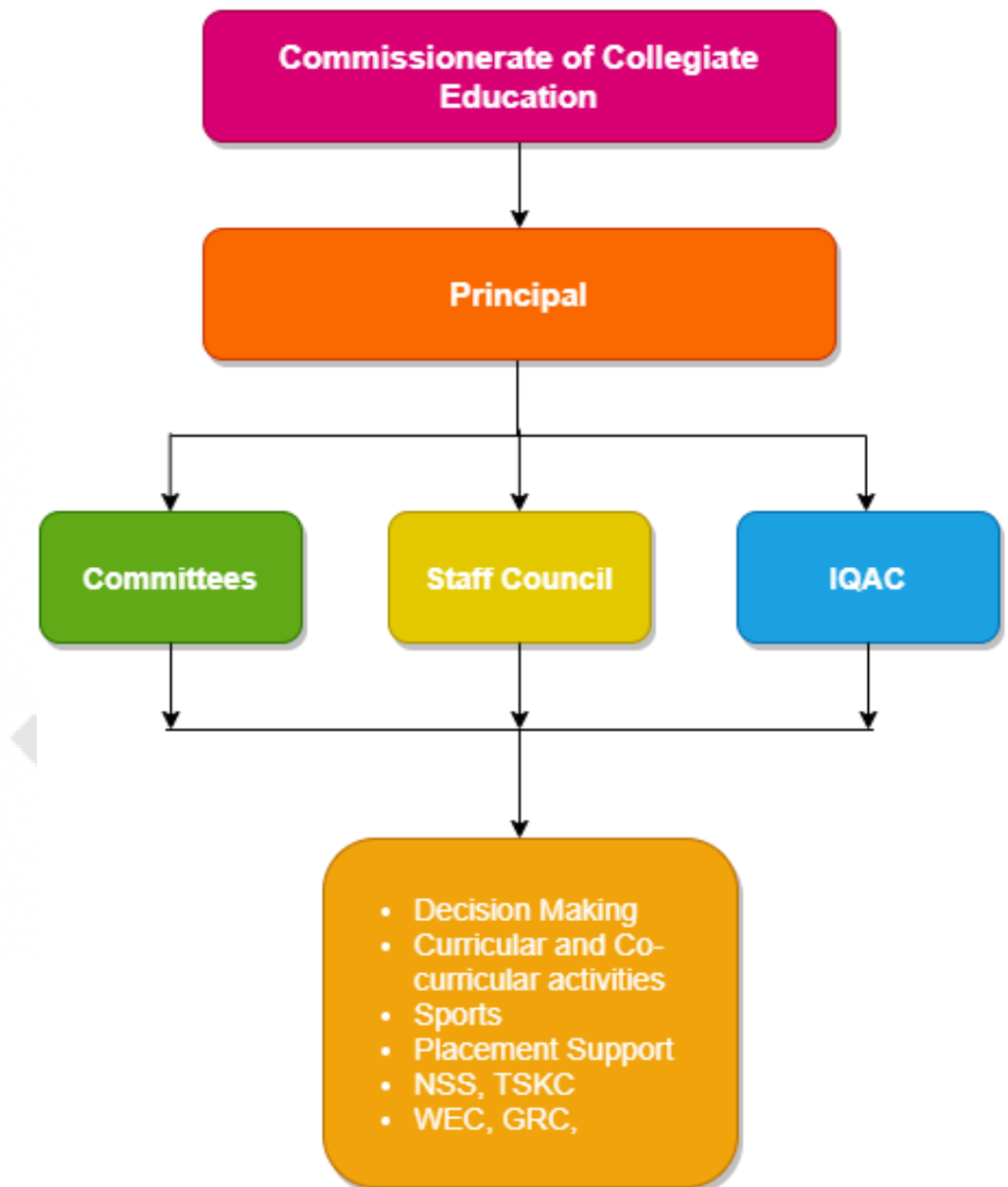
Perspective planning

- The college worked on the peer committee recommendations of 2015 for infrastructural and academic growth.
- The New building construction was taken up with 2.25 crores grants from the State Government in 2017.
- In 2019, RUSA sanctioned a 2 Crores Grant under component 9 for infrastructural development.
- CBCS system implemented from the Academic Year 2016-17.
- New UG programs introduced in 2018-19.
- New courses in 2019-20 led to incremental growth in student strength and Faculty strength.

Participation of Teachers

The Principal appoints teachers in various committees that involve in decision-making to foster participative governance for developing a quality Eco System.

NATURE OF GOVERNANCE



File Description	Document
Upload any additional information	View Document

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

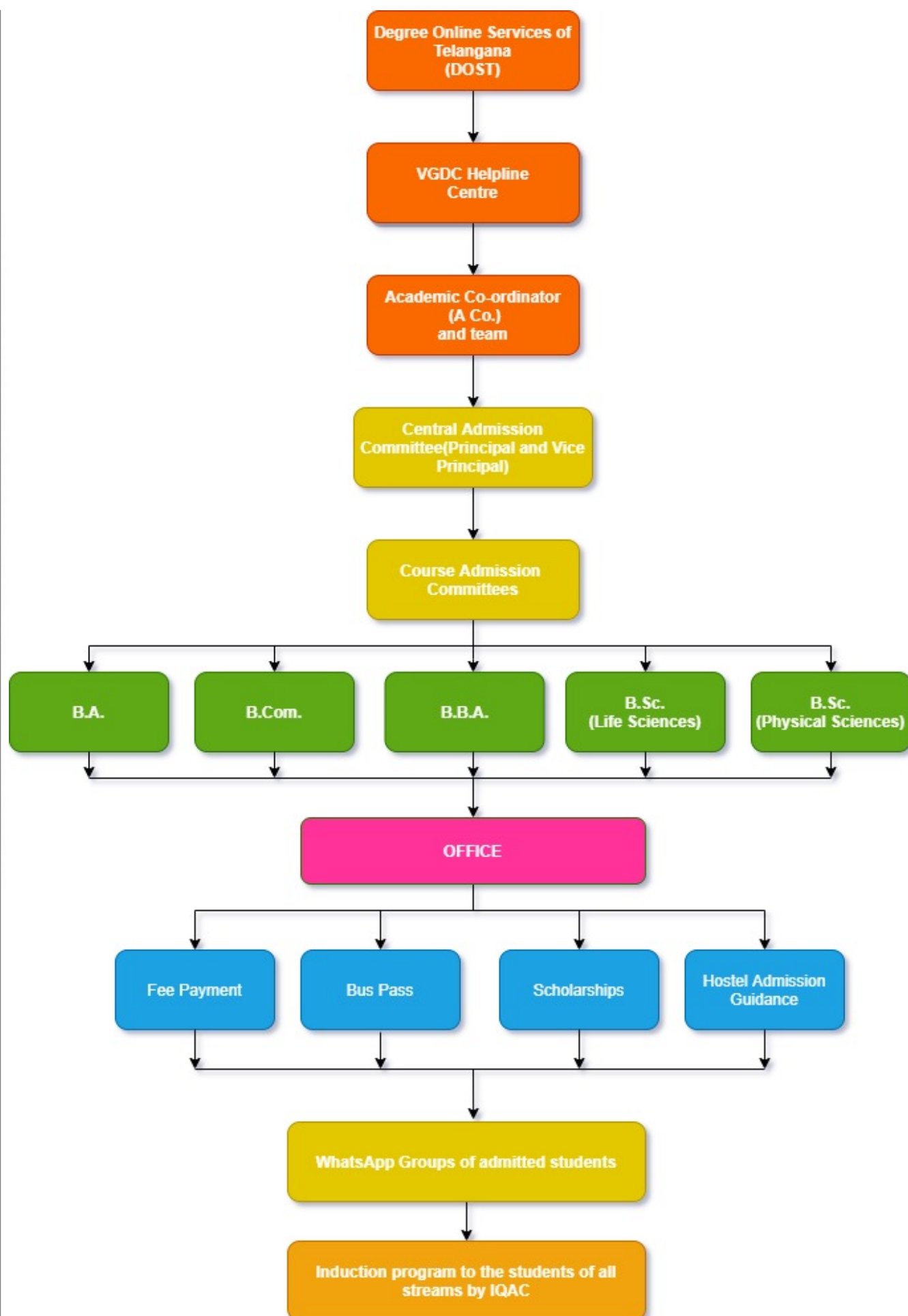
participative management

Response:

'Alone we can do so little; together we can do so much' (Helen Keller)

Vivekananda Government Degree College practices decentralization and participatory management in keeping with its belief that 'Teamwork makes the Dreamwork.' The college constitutes various committees to decentralize the work and involve all towards the college's vision and mission. The Principal along with the Teaching/Non-Teaching Staff works as a team and participates in the policymaking, planning, and administration of the college.

A particular reflection of this process may be seen in the extensive delegation of the Institution's admission process and involvement as a team.



VGDC provides transparency and a student-friendly admission process, to provide quality higher education to the students of different sections of society.

DOST (Degree Online Services, Telangana)

‘DOST’ is a unified online degree admission system for Telangana students, managed by the Commissionerate of Collegiate Education, brings all Government Colleges, Autonomous Colleges, Private and Aided Colleges under one umbrella for admissions. Aspiring students register their web options on the official website and opt for colleges. After the admission process begins, the students receive SMS when a seat is allotted in the Degree college of their choice.

VGDC-Helpline center

Under DOST, VGDC is one of the Helpline Centers across the State that assists students with the admission process.

Academic Co-ordinator Cell VGDC

The Academic Coordinator and his/her team form various committees to facilitate admission for B.A./B.com/ BBA & BSc.

Central Admission and Course Committees

Principal and the Vice-principal form the Central Admission committee, overlooking the smooth functioning of the process. Conveners along with committee members, verify certificates, and help students fill in the college application form.

Documents verified by the committee

- Copy of DOST Admission Letter
- Self-reporting copy
- Certificates of the qualifying exam and other credentials for verification

After completion of the process, students are directed to the Administrative block.

Office

The Administrative block has four counters. The students are directed as follows:

Counter-1 – Fee payment- At the first counter, the Staff helps Students with a link to pay the fee in the Bank online.

Counter 2- Bus pass - On producing the fee receipt at counter number two ID card and bus pass form is issued.

Counter 3- At counter number three, the students are guided regarding the process of applying for the scholarship and fee reimbursement.

Counter4- The staff guide and facilitate hostel accommodation to non-local students in the various Social Welfare hostels of the twin cities.

Central Admission Committee – Students with issues with certificates, those unable to pay fee in full are directed to the central Admission committee. They counsel the students and provide redressal for the issues.

WhatsApp groups

The Convenors create a WhatsApp group for admitted students and inform and help them regarding the change of group and change of the second language.

Orientation Programme

The admission process ends with an orientation program for newly admitted students to familiarize them with the CBCS system, Examination pattern, Curricular and Extracurricular activities available in the college.

File Description	Document
Upload any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

A SWOC analysis of the College in its various facets reveals that the growth of the college is restricted due to lack of infrastructure. In the past five decades, the major problem faced by VGDC is the lack of basic infrastructure and sharing its premises with the Government Junior College.

Based on the SWOC analysis a Strategic Plan was developed for Institutional Development.

Strategic Plan:

Strengthening of the College by building and providing sufficient accommodation, infrastructure, and equipment to fulfill its vision and mission to cater to the needs of young men and women from socially and economically weaker sections of the society seeking tertiary education in a secular environment.

The primary focus and efforts of the College must be to renovate the existing academic and administrative buildings and to construct a new academic and administrative block.

The College developed an Action Plan to expand its building, establish laboratories, introduce new courses, increase student enrolment and improve the Teacher-Student Ratio by applying for more sanctioned faculty posts.

- The Infrastructural development will facilitate effective implementation of the Curricular, Co-curricular, and Extra-Curricular activities.

- The teaching-learning environment will be strengthened with the introduction of new programmes, establishing Science and Computer labs, TSKC Lab, English Language lab, and construction of additional classrooms to overcome accommodation problem, the main hurdle in the teaching /learning process and enhancing the employability skills of the students.

- Linkages, MOUs, and collaborations with Public and Private Sectors and Research Institutions will enhance the Academia-Industry readiness/preparedness of the students.

- The proposed second cycle NAAC in 2021 and the proposal for Autonomous Status in 2024 will give VGDC the necessary impetus to emerge as a leading Government College in Telangana State.

Towards strengthening physical infrastructure, the college approached the State Government in the first phase for funding, and an Administrative Sanction was accorded for Rs.2.25 Cores during the financial year 2016-17 as per Government Orders for construction of Government Degree College Building in G+1 Model i.e. the ground floor with 1) Principal Room, 2) Staff Room 3) Lecture Halls, 4) Lab 5) 2 Toilet Rooms 6) Computer Room 7) Staircase. The Constructed building was handed over to the College in the middle of the 2018-19 academic year.

The college applied for RUSA 2.0 funds under Component- 9 in 2019-20 in the second phase and administrative sanction was accorded Rs. 2 Crores in 50:40:10 ratio – 100 lakhs for New construction, 60 lakhs for /Renovation/up-gradation, and 40 lakhs for equipment.

The College is in the process of becoming one of the best public-funded Institutions in Hyderabad. The College now has permanent faculty, a dramatic increase in student enrolment and the College has started many programs to empower students with required skills and is working towards procuring sufficient infrastructure and student amenities for the overall round development of the Institution.

File Description	Document
Upload any additional information	View Document

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

Response:

“The triumph of anything is a matter of organization” (Anonymous)

Institutional Bodies

The College has an established administrative setup and strictly follows the guidelines laid down by the Commissionerate of Collegiate Education (CCE), the Government of Telangana, UGC, and Osmania University.

Administrative Setup

- The College works under the aegis of CCE and follows the UGC guidelines in the general conduct of proceedings.
- The College is administered by the Principal. The Vice-Principal assists her in administration.
- Several committees are framed with Teaching/Non-teaching staff and students to ensure decentralization and effective management.
- The non-teaching staff supports the Principal in administration.
- The examination and admissions are monitored by Academic Co-ordinator.
- The IQAC is responsible for sustaining the Quality culture of the Institution.

Functioning of Committees

- The Principal regularly monitors the functioning of the office by convening meetings with teaching and non-teaching staff.
- The committees such as UGC Committee, Restructured Fee Committee, Special Fee Committee, Eco-club, WEC, GRC, and ICC help in decentralizing work and ensuring the Institution's smooth functioning.
- The RUSA Committee takes important decisions regarding building construction, renovation, and maintenance.
- The Heads of Departments are responsible for the effective functioning of the Departments.
- The teaching staff interacts with the students and takes need-based decisions.

Statutory Committees:

WEC/ICC/GRC Committee:

- Women Empowerment Cell (WEC) works in tandem with Internal Complaint cell (ICC) Anti Ragging Cell and Grievance Redressal Cell (GRC) and ensures a safe and secure environment for girls/women. The WEC redresses students' and staff's grievances and proactively sees that the college is a ragging-free campus, with zero tolerance to sexual abuse on campus.

SC/ST Minority Cell OBC Cell

- Examine the availability and implementation of welfare Programmes for the SC/ST students.
- Look into the grievances and problems encountered by SC/ST Students on Campus.
- Ensure that Scholarships are disbursed on time.

Non-Statutory Committees:

The Institution has different committees under non-statutory body such as Academic and Examination, Admission, Student Welfare, UGC, NSS, Eco-club, Career Guidance, and Placement committee, etc, for

the smooth functioning of the college.

CPDC: The College Planning and Development Council maintains funds collected from various stakeholders and utilizes them for the development of the college.

Appointment

- The regular teachers are appointed through Telangana State Public Service Commission by the State Government.
- The Junior Lecturers are transferred by promotion.
- The CCE recruits lecturers on a contract basis and they are renewed every year.
- Guest lecturers are appointed by a committee set up by CCE.

Service Rules

- The service rules of all the regular teaching and non-teaching posts under the Telangana state are governed by the Telangana State and Subordinate Service Rules (General rules) and the Special rules and Adhoc rules issued by the Government from time to time.

Promotions

- All regular lecturers have to put in 15 years of regular service along with Ph.D. to get promotion as Principals in Government Degree Colleges.
- Rules of merit, seniority and reservation are scrupulously followed as per UGC and State Government norms.

File Description	Document
Upload any additional information	View Document
Link to Organogram of the Institution webpage	View Document

6.2.3 Implementation of e-governance in areas of operation

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format(Data template)	View Document

6.3 Faculty Empowerment Strategies

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

Response:

“We are a bit of a team because we work together. We are a team because we respect, trust and care for each other”Anonymous

Telangana State Government funds the Institution. The Government provides Welfare Schemes from time to time to create efficient, healthy, loyal, and satisfied employees for the Institution.

Existing Welfare Measures for Teaching and Non-teaching staff:

Orientation/Refresher/FDP programs

- The Faculty are encouraged to attend the Orientation/Refresher/FDP programs organized by different State and National Universities.
- They are encouraged to present papers in National/International seminars

Increments

Teaching Faculty:

- Annual and Special increments are sanctioned on total emoluments.
- Increments for M.Phil. and Ph.D. are sanctioned as per UGC norms. Five increments at entry-level, three increments at in-service are sanctioned on award of Ph. D, two increments for M.Phil., or professional courses like MCA at entry-level, one increment for the same in-service.
- UGC Pay scales/Pay revision is implemented.

Non-teaching staff:

- Annual and Special increments are sanctioned.
- State Government Pay revision is implemented.

Pension and Gratuity benefits for Teaching and Non-teaching staff.

- The service registers and personal profiles of the staff are updated regularly.
- TS government contributes its share towards Contributory Pension Scheme.
- The State Government pays gratuity up to 12 lakhs on retirement.
- The Government adds around 8% in average compound interest every year to employees General

Provident Fund

Leaves for Teaching and Non-teaching staff:

- Casual leave (22 days for Male Teaching staff, 27 days for Female Teaching staff)
- Maternity leave (6 months)
- Paternity leave (2 weeks)
- Medical leave
- Earned leave
- Study leave for Faculty Improvement Programs (FIP).
- Women teaching faculty are permitted to avail child care leave (3 months)

Incentives

- The teachers who present papers in State, National/ International seminars, or conferences are provided TA and DA as per UGC guidelines.
- The Institution felicitates the Faculty who are conferred with National and International awards.
- Leave Encashment is provided for un availed earned leaves to non-teaching staff.

Financial Support

- The non-teaching staff is sanctioned the Festival advance on request.

Infrastructure facilities

- The Faculty is allowed to use ICT, Infrastructure, and Library and take the assistance of the Institution's manpower for their research/project work.
- Free Wi-Fi facility to support teaching & research activities.

Medical Assistance

- EHS (Employee Health Scheme) cashless treatment scheme is provided to the Teaching and Non-teaching staff. The TS government reimburses treatment expenditure of any particular disease which is not included in the EHS.

Staff Club

- The Staff Club at VGDC is a family and focuses on promoting social interaction and catering to the recreational needs of the staff. The staff club committee consists of the Principal as Chairman, Staff members as Secretary, and Members. The expenditure is incurred from the amount collected from the staff.

Grievance Redressal

- The Principal regularly conducts staff meetings, and the staff members are encouraged to express their ideas and give their suggestions for the Institution's development.
- Grievance redressal of the staff is taken care of by the Grievance and Redressal Cell and addressed immediately to sustain the pleasant environment.

File Description	Document
Upload any additional information	View Document

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

Response: 11.79

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

2019-20	2018-19	2017-18	2016-17	2015-16
7	4	2	1	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

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

Response: 0.6

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

2019-20	2018-19	2017-18	2016-17	2015-16
2	1	0	0	0

File Description	Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development

Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 21.31

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

2019-20	2018-19	2017-18	2016-17	2015-16
22	6	0	3	0

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View Document
Institutional data in prescribed format(Data template)	View Document

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

Response:

We appreciate you for more than just your work

We also want to celebrate your character

And positive effect you have on others. (Anonymous)

Vivekananda Government Degree College (VGDC) has a Performance Appraisal System for teaching and non-teaching staff. The performance of each faculty member is assessed every year according to the API scores. The Institution besides following the evaluation process as per established norms identifies the potential aspect of each teacher and helps them grow professionally. The Non-Teaching Staff are also assessed through annual confidential reports and annual performance appraisals. The Regular, Faculty should possess the UGC and State regulations of minimum qualifications. The appointment of Contract Faculty and Guest Faculty are done accordingly.

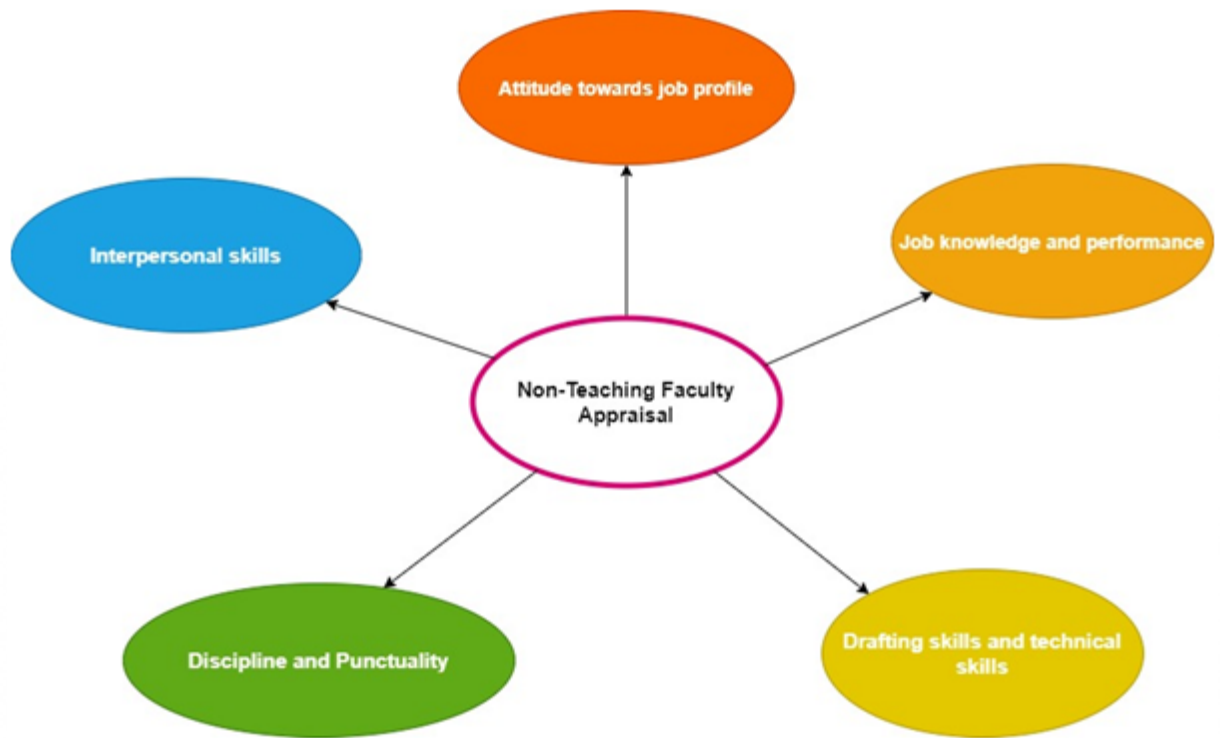
The performance appraisal of the Teaching and Non-Teaching faculty is done on the following parameters:

- Every year it is mandatory for each teacher to furnish the self-appraisal form /API which provides the annual performance of individual teacher that include their efforts towards teaching-learning and evaluation, curricular and co-curricular activities, professional development related activities and research and academic contribution.
- The API appraisal form is assessed by the principal on the parameters mentioned in the following chart and API scores are awarded. In cases where laxity or lacunae is observed, review meetings are

conducted and suggestions are given for the individual teacher's improvement in their teaching-learning methodologies.

- Every year, students have the opportunity to fill feedback forms and submit individual teacher evaluations. The feedback forms have questions related to aspects of teaching-learning on which the opinion of the students is sought.
- The duly filled in feedback forms are analyzed by the IQAC and the feedback thus obtained is judiciously addressed for the betterment of the Teaching-Learning process.
- Promotions and Career Advancement Schemes (CAS) are based on the API scores.
- The teachers attend Orientation Programs, Refresher Courses, and MOOCS Online Courses and are evaluated during the course, and grades are awarded.
- Every year the Commissioner of Collegiate Education nominates senior Principals/ teachers as Academic Advisors and sends to Government and Aided Colleges to assess and award scores on teacher's individual academic performance and institutes's performance.
- Teachers are given additional weightage at the time of transfers and promotions for handling additional administrative responsibilities.
- The Non-Teaching Staff are under the direct control of the principal and their promotions are based on the confidential report given by the Principal. They are assessed on the parameters of efficiency, cordiality, and overall helpfulness
- The superintendent reviews the office work and maintenance of records of the Staff and updates the performance of the Office Staff to the Principal.
- The Principal counsels those non-teaching staff members whose performance has invited criticism or needs improvement.
- The performance appraisal also enables administrative and non-teaching staff members to evaluate their work priorities and performance versus the vision and mission of the Institution.
- The Non-Teaching Staff are also encouraged to attend training and workshops to update their skills and update the latest rules and regulations.





File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

Vivekananda Government Degree College (VGDC) believes in spending the budget allotted by the Government, the Special Fee amount, and the amount received from the donors, for the benefit of the students and the Institution.

Objectives

- To maintain transparency of financial transaction
- To spend the amount sanctioned under different heads scrupulously
- To ensure proper utilization of public funds.

Source of Income

- Regular budget from the State Government every quarter.
- UGC grants (Owing to 2(f) and 12(b) recognition)
- The special fee paid by the students of restructured courses.
- Donations (if any)

Process of utilization and Audit: Government budgetary allocations made under specific heads are spent as per the procedures and rules, and the Principal and the Office head supervises those expenditures

State Budget

- The state budget is utilized to pay regular maintenance bills (Electricity & Water), purchase of stationery, and other miscellaneous items.
- A statement of expenditure duly notifying the expenses and receipts are prepared.
- Ledgers and Cashbooks are maintained, notifying the income and expenditure.
- The expenditure is audited during the Commissionerate of Collegiate Education (CCE) Audit.

UGC Grants

- The UGC grants sanctioned in the XIIth plan period utilized as per the guidelines, the utilization certificates are submitted to UGC

Special fee

- The special fee committee is formulated with the Principal and senior faculty
- The need-based evaluation is done in the staff meetings.
- After drawing the resolutions, the amount is spent.

CPDC funds:

Funds from other sources are spent by the resolutions of the CPDC

Financial Audits:

Office of the Accountant General, (AG) Audit:

- The external financial audit of the utilization of funds is done by the government auditors, whenever the incumbent principal retires or is transferred.
- Audits carried out by the government through AG's office ensure proper maintenance of assets/documents/audited statements as per the statutes and guidelines. Their report is submitted to the government for further consideration.

Chartered Accountant Audit:

- The University Grants Commission (UGC) grants funds to improve the infrastructure facilities and the accounts for the same are maintained properly.
- An audit is done by a Chartered Accountant and the audited statement is submitted to the UGC.

CCE Audit:

- An external audit team comprising of officials from the Commissionerate of Collegiate Education visits the college and carries out a comprehensive audit of the funds received and utilized.
- In case of Transfer or retirement of Head of the Institution, CCE audit is mandatory before the Principal's retirement.

Internal Audit:

- Annual physical stock verification is done at the end of every academic year.
- Financial valuation of damaged, obsolete, repairable, or unserviceable items is evaluated.
- The summary report is submitted to the Government and based on this report, budget allocation for the purchase of machinery and equipment is done.

Scholarships Audit.

- Adequate measures are taken to disburse the scholarship amount and an internal audit is conducted by the office followed by an external audit.

File Description	Document
Upload any additional information	View Document

6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)**Response:** 0**6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year-wise during the last five years (INR in Lakhs)**

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

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

“A budget is telling your money where to go, instead of wondering where it went” (Dave Ramsey)

Vivekananda Government Degree College is a Government Institution; as a result, most of the funding is from government agencies. However, the Institutions also mobilize funds from philanthropists and Alumni donors. The following funds are allocated to government Institution under the below-mentioned heads:

- Special Fee & Tuition Fee

- Restructure Fee
- CPDC Account
- UGC grants
- RUSA funds
- Funding from Alumni donors

Funds generated from the above sources are primarily used for the maintenance and development of the Institution.

Salary Funds: The Principal is the Drawing Officer of the Institution. Since our Institution is a Government Institution, it receives salary grant from the State Government, and for this, the office prepares pay bills every month and sends it to the Pay and Accounts Office, Government of Telangana. This grant includes salaries of Full-time permanent teaching staff and non-teaching staff. A separate budget is allocated for Contract, Re-Deployed, and Guest Faculty; accordingly, bills are prepared and sent to the Pay and Accounts Office, Government of Telangana.

All the major financial transactions other than the salaries are analyzed and verified by the Principal along with the conveners and members under the following heads:

- Special Fee Committee
- Restructured Fee Committee
- Infrastructure Development & Building Maintenance Committee
- RUSA Committee
- UGC Committee
- Furniture and Equipment Committee

The Principal along with Conveners holds regular meetings and takes initiative in the maintenance and upkeep of different facilities and ensures optimal allocation and utilization of funds on a priority basis, through proposals, discussions, and deliberations.

Optimal Utilization of Funds is done as follows:

The fund received under different heads is utilized for Academic and Administrative purposes.

- Adequate funds are allocated for effective teaching-learning practices and the conduct of seminars, workshops, Field trips, and Extension lectures.
- Adequate funds are utilized for the development and maintenance of the infrastructure of the Institution.
- The funds are utilized to meet day-to-day operations and administrative expenses such as stationery, cartridges, registers, teaching diaries, etc.
- Funds are allocated for the up-gradation of Library, networking, and E-library facilities every year.
- The Institution utilizes the funds available for the maintenance and up-gradation of Laboratories
- Grants received from UGC are utilized for FDP programs, honorarium to substitute teachers' and conduct of National Seminars
- Special Fee and Tuition Fee are utilized for payment of Affiliation fee, Extra-Curricular Activities, sports, etc.
- RUSA funds are utilized in the up-gradation of infrastructure and building expansion of the college.
- The Purchase Committee initiates the purchasing process. Quotations are called in for the purchase

- of more than 10,000/ rupees. All transactions have transparency through bills and vouchers.
- The Alumni fund is spent in concurrence with the Alumni depending on the requirements of the Institution.

Audit is carried out for all financial transactions by the Institution periodically by Commissioner of Collegiate Education and Account General Audit.

File Description	Document
Upload any additional information	View Document

6.5 Internal Quality Assurance System

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

Response:

Quality is not an act; it is a habit- Aristotle

The IQAC contributes significantly to institutionalize the quality culture of VGDC. It is a significant administrative body responsible for initiating plans and supervising various activities necessary to increase the quality of the education imparted. The IQAC commenced the following practices to enhance the quality of education.

Practice – 1-Introduction of Certificate Courses

The IQAC plays a crucial role in motivating various departments to conduct certificate courses in a phased manner catering to the increasing student strength. The courses designed were novel and skill-oriented.

2015-16

1.The certificate course in Office Administration and Marketing Skills in collaboration with ICICI Academy: Department of Commerce conducted a three-month course with an intake of 55 students. The course trained the students in different modules like communication skills, Group Discussions and Public Speaking.

2. Certificate course in MATLAB – The Mathematics department conducted a thirty-day course with an intake of 30 students. Students were trained in MATLAB, a high-performance language for technical computing.

3.Certificate course in Tally – The course was conducted to benefit students in the Commerce Stream.

4.Communication skills in English: The course focused on enhancing students communication skills.

2016-17

1. **The certificate course in MATLAB**-The Course was conducted again for a different batch of students for its applicability and popularity.
2. **“English Sikha” Online Course** - The Department of English initiated the “ENGLISH SIKHA” online English learning course to make the English language learning enjoyable.
3. **Karyalay Hindi**: The course brought in awareness among students about the use of the official language in administration.

2017-18

Certificate Course in Thread Jewelry: Students were trained to make basic jewelry

2018-19

Many new courses were introduced in the year 2018-19, as the teaching faculty increased in number due to general transfers. IQAC was reconstituted, and the body met frequently and recommended the Heads of Departments to conduct Certificate Courses. 12. Certificate courses were taught, which were both inter-disciplinary and discipline-centric.

2019-20

In the year 2019-20, 15 Certificate Courses were conducted. The language departments focused on developing communication skills and the Department of Commerce focused on developing entrepreneur skills. The courses offered by the Departments of Social Sciences were knowledge-based, and those of Science Departments were skill-oriented.

Practice – 2-Alumni Association

The Alumni is the reflection of its past, a representation of its present, and a link to its future. Therefore, IQAC initiates efforts to build an Alumni network.

- The College organized Alumni Meet on 9.09.2018, Ex- teachers were felicitated. Alumni donated an amount of six lakh in kind to the Institution. The amount was utilized to purchase lab furniture, classroom furniture, and develop landscaping for the beautification of the campus.
- The IQAC, through its relentless efforts, got the Alumni association formally registered on 25.09.2019.

Thus, the IQAC had been making constant efforts to strengthen the Alumni network, and it continues to coordinate activities with the support of the Alumni.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

“A little progress every day adds up to big results” Satya Nani

The Institution underwent change both in terms of quality and quantity after the Accreditation. The curricular and the co-curricular activities were planned as per the criteria laid down by the NAAC and the best possible efforts are being made to implement the recommendations of the peer Committee.

Criterion	Peer Committee Recommendation	Progress made by the institution in learning reforms in terms of quality
I - Curricular aspects	Introduction of new degree programmes in Psychology, Social work and BBM may be explored	CBCS and Semester system was introduced in the institution in the academic year 2018-19. Courses offered.
	Centre for study of Human rights and Gender issues may be started	As per the recommendations by the peer committee, we could not establish a Centre for Human Rights and Gender Issues. However, programs were conducted through Empowerment Cell to sensitize the students.
	Certificate/Diploma courses on Tourism, hotel management, International Trade, and Leadership can be introduced.	Certificate courses/Add on courses are offered every year to enable the students to acquire skills. Certificate courses in English, Hindi, Physics, Chemistry, Telugu and other subjects are being conducted.

	UGC Add on courses pertaining to skill development may be introduced		
II- Teaching-learning and evaluation		The faculty members are experienced, and dedicated. Online enrollment, DOST has come in	
III- Research, Consultancy and Extension	Teachers are to be encouraged and motivated to apply for project work and to publish in reputed journals	Many of the teaching staff are Doctorates, a few of them are research	
	Academic linkages with ICHR, ICSSR, IIPA, Advanced Institute for Social sciences Shimla and other related institutions may be established.	Efforts are initiated to establish linkages with institutes.	
IV- Infrastructure and Learning resources	Expansion of infrastructure must be taken on priority basis.	The Strategic location with excellent the affiliating University and institutions is an advantage. State and RUSA funds were sanctioned for expansion of the infrastructure.	
	Library must be fully automated and its space is to be increased	The library is fully automated with room and e-corner.	
	Language and Commerce labs are to be established	In Process	

V-Student Support and Progression	Centre for Competitive Examinations can be established for Banking and Civil services Examination	Centre for Competitive Examination in the year 2018-19, where the students receive training to get admission into national level and gain entry into services.	
	Placement cell should be strengthened and made operative.	The TSKC of the institution provides skill based training to the students to gain employment. The college's placement cell guides and facilitates them to attend campus placement drives.	
	Alumni Association must be formally established and may be made proactive.	The institution has a good Alumni network.	
VI-Governance, Leadership and Management		Office automation is completely done. CAIMS – Automation software of College of Collegiate Education is in operation. The IQAC was reconstituted with the new staff in the year 2018-19 IQAC organizes Orientation Program for the UG first semester (Samarambham) Professional development programs for Teachers' day. Organizes regular interactive sessions for teaching staff on quality development and updates them on the latest NAAC guidelines.	

VII - Innovations and best practices		Eco club is established. Workshops on Waste management practices are organized regularly. Swacchbharat and Hartithaharam committees are organized for the maintenance of green spaces in the campus.	
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File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

6.5.3 Quality assurance initiatives of the institution include:

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

Response: B. 3 of the above

File Description	Document
Upload e-copies of the accreditations and certifications	View Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document
Paste web link of Annual reports of Institution	View Document

NAAC

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

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

Response:

"It is time that we all see gender as a spectrum instead of two sets of opposing ideals –"Emma Watson

The wounding aftermath of gender inequality incidents is being felt across the Nation. Thus there is a crucial need for gender sensitization. Today, Gender sensitization presides over gender sensitivity, which is modifying behaviour of boys and girls by raising awareness of gender equality concerns. Vivekananda Government Degree College (VGDC), committed to gender equality, has organized various awareness programs and workshops on gender sensitization to both boys and girls (1380 boys, 411 girls). The Women Empowerment Cell, Grievance Redressal Cell (GRC), and Internal Complaints Committee (ICC) together address issues related to the promotion of gender equity on and beyond the campus.

Safety and Security:

Women Empowerment Cell (WEC) works to promote gender parity in the Institution. WEC has entered into MoU with NGOs **Tharuni, Prajwala**, to deal with gender-related issues. WEC has collaborated with **NGO Roshni Counselling Center** to counsel students on issues relating to young adults.

WEC creates awareness among the students and faculty on gender equity through posters, notices, programs, and interactive sessions and creates awareness among the students and faculty on gender equity. Over the years WEC conducted several workshops and counselling sessions to promote gender equality.

WEC conducts conversations with girl students and encourages them to share their issues without apprehensions and provide contact numbers of NGO partners and SHE TEAM, TELANGANA POLICE (BHAROSA) helpline for their personal help and counselling.

The Telangana State has made the Gender Sensitization course mandatory for students from 2016-17, as a part of the undergraduate curriculum.

The College has the Grievance Redressal Cell (GRC). The members of the cell check the grievances and address the issues at regular intervals. In case of problems related to women or girls, the Cell conducts an inquiry to identify the gravity of the offense and ensures redressal immediately.

Anti-Ragging Committee:

VGDC is a Co-education College with 411 girl students and is proud to affirm that it is a ragging-free campus. The college constituted an Anti-Ragging committee that is vigilant 24/7. WEC along with the Physical Director and student volunteers ensures the safety of students on the campus and in various hostels where they stay.

CCTV: - The Institution has installed eight CCTV cameras across the Campus for round-the-clock

surveillance.

Self-Defence Training

The Institution provides a facility for women students to acquire Unarmed Combat Training in Self-Defence for personal safety.

Zero Tolerance: - VGDC ensures gender equity and promotes Zero tolerance towards sexual harassment and eve-teasing through its Internal Complaint Cell (ICC).

Health and Hygiene: -

WEC, in collaboration with NTR trust, conducts Haemoglobin tests for girl students, and girls with less haemoglobin are given medication and encouraged to take care of their diet.

Common Room and Rest Rooms for Girls: -

A common room is provided for girl students. Clean Rest Rooms, Napkin Incinerator facilities are provided to ensure the girls feel safe and comfortable on Campus.

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

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

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

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	View Document

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

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

Response:

"It's not someone else's responsibility to pick up our litter. It's our responsibility" (Anonymous)

We at Vivekananda Government Degree College (VGDC) are very conscious of our role in environmental protection on-campus. Staff, Students, and Supporting Staff shoulder the responsibility of keeping the premises clean and green.

Solid Waste:

- The litter is deposited in the bins placed on the campus. The MCH workers collect dry waste daily basis.
- NSS organizes a cleanliness drive under Swachh Bharat Abhiyaan and cleans the campus once a month. The NSS also extend the Swachh Bharat Abhiyaan off the campus and clean the city bus terminals (MGBS) and spreads awareness on dry waste and wet waste and the segregation of waste for recycling purpose.
- The Eco Club ensures we are a plastic-free campus by displaying posters on minimizing the usage of plastic. The staff supports by using steel glass or ceramic cups in place of plastic cups.
- Eco Club encourages students to prepare useful items from waste and conducts the '**Wealth from Waste**' exhibition cum sale. The teachers and the students promote the usage of cloth bags instead of plastic.
- The College has plants and trees around the campus that make the environment carbon dioxide free.
- Departments of Life Sciences maintain a composting pit. The garden litter and wet waste are collected in the pit and the manure is used for the garden.
- Videos are screened to create awareness on kitchen waste composting and disposal of dry and wet waste.
- A Sanitary napkin incinerator machine is available in the ladies' restroom.
- The Office updates its office accounts and student information and Transfer certificate in CAIMS software and minimizes the use of paper.

Liquid Waste:

- Periodic checkup of plumbing lines is undertaken to ensure minimal loss of water due to leakage.
- Rainwater harvesting pits are dug at different locations so that the rainwater is channelized into water-conserving pits. This facilitates replenishing the bore well throughout the year.
- The college has left a large part of the ground without bitumen surfacing so that the rainwater from rooftops that drains down the pipes seeps into the ground without letting it into the drains.
- Eco club displays educational posters on water conservation around the campus.

E-Waste Management:

- The E-waste produced is disposed of as per the CCE instructions vide letter Rc.no.20/O.P.II-1/2016 dated 5.5.2016.
- Efforts are taken to save paper by promoting communication through e-circulars and electronic media
- All electronic equipment used in the campus is regularly maintained by and repaired by AMC to ensure minimum e-waste.
- The cartridges are refilled and reused in the printers.
- UPS Batteries are recharged and repaired by the suppliers.

Hazardous waste management: -

- The hazardous waste is minimal, and science departments manage disposal as per standard norms and procedures.
- Labs maintain separate waste bins for biodegradable and non-biodegradable waste

File Description	Document
Geotagged photographs of the facilities	View Document
Relevant documents like agreements/MoUs with Government and other approved agencies	View Document

7.1.4 Water conservation facilities available in the Institution:

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

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

7.1.5 Green campus initiatives include:

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

Response: B. 3 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document

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

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

Response: B. 3 of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	View Document
Certification by the auditing agency	View Document

7.1.7 The Institution has disabled-friendly, barrier free environment

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

Response: B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document

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

Response:

We may have different religions different languages, different coloured skins but we all belong to one HUMAN RACE (Kofi Annan)

India is a multicultural, multi-lingual, multi-religious country exhibiting unity in diversity in all its varied aspects. Vivekananda Government Degree College advocates harmony of thought, word, and deed. The College promotes an inclusive environment encouraging staff and students to value social, cultural, religious, political, economic, and linguistic diversities to celebrate the heterogeneous fabric of our nation.

The Institution involves students in a plethora of activities to instill in students the value for our rich cultural, regional, linguistic communal, and socio-economic differences. The college celebrates **Telangana Formation Day** on 2nd June, to honor decades of struggle for separate statehood that became a reality in 2014. **Bonalu** and **Bathukamma** centuries-old traditional festivals native to Telangana are celebrated with grandeur.

The Institution participates in **Yuvatarangam** (Cultural and Literary Festival facilitated by CCE, Govt of Telangana) a platform for students to showcase traditional folk music, dances, arts, and various literary genres. The College conducts Freshers Day, Annual Day, and Farwell celebrations every year.

The College celebrates National Festivals, Ekta Diwas, Army Flag Day, Voters Day, National Education Day, National Youth Day, Dr.Ambedkar Jayanthi, and Babu Jagjivan Ram Jayanthi to commemorate and sensitize students about the contribution made by great leaders towards nation-building. International Women's Day is celebrated to create awareness of the need for gender parity.

VGDC celebrates the linguistic diversity of our country by celebrating Hindi Dinostav, Telugu Basha Dinostavam, Mother Language Day, English Language Day to foster cultural awareness and nurture critical and creative thinking among our learners.

VGDC scrupulously follows the statutory Reservation Policy laid down by the State Government to ensure fair representation of students from all religions, caste, and creed. The Admission process is carried out by DOST following the Roster system thus providing equal opportunities to SC, ST, BC, and economically backward students(EBC), thus bridging the socio-economic and rural-urban gap that exists in our country.

VGDC promotes communal harmony, being Community partner with RUBEROO; and conduct "Inter-faith programs" sponsored by British High Commission: Samvidhan-Live-Program supported by Community. **The Hyderabad Literary Festival**, the literary and cultural event hosted in Hyderabad every year has become a dynamic space for our students to imbibe the cultures, literature, art forms from across the country. The College is part of the Central Government Initiative **Ek Bharat Shrestha Bharat**. Haryana is our partner state.

The Optional Holidays are decided taking into consideration the religious composition of the Staff and students thus ensuring an inclusive atmosphere in everything we practice.

File Description	Document
Any other relevant information.	View Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

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

Response:

Citizenship consists in the service of the Country (Jawaharlal Nehru)

VGDC believes that a student is not about grades and degrees alone, but he/she must understand that his/her prime responsibility is to serve society and actively involve oneself in nation-building. VGDC undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties, and responsibilities of the citizens. The Institution promotes patriotism by observing certain important days and organizing important events.

Extension Lectures/Seminars/Workshops:

The academic calendar of the VGDC begins with an Orientation program – Samarambham, The first years are sensitized about the Code of Conduct, & their fundamental duties towards the Institution and the nation.

The Department of Social Sciences takes students to the State Assembly sessions to give insight on the assembly proceedings and understand the political scenario. Awareness program on EVMs is organized and students learn the working of EVMs and involve themselves in election literacy programs. The Social Sciences Department conducts field trips to the heritage exhibition “Untold Telangana” and educates students about the heritage and culture. VGDC in collaboration with an NGO Ruberoo involves student’s participation in Samvidhan live “Jagrik-Nagrik” to understand Constitutional rights and fundamental duties of citizens. The programs transform the students into alert jagriks. The NSS Coordinator arranges Programmes on Blood donation, Tree plantation, Swachh Bharat, Aids, and Awareness, every year and encourages young students to inculcate the service motto “Not Me But You”. The institution conducts various programs promoted by Prime Minister Shri Narendra Modi such as Swachh Bharat, SwachhAbhyan, Ek Bharat Shrestha Bharat, and Fit India to inculcate the moral responsibility of individuals towards the nation.

Observation of Important Days

The college observes **Volunteer’s day, 5th December**. On this day extension lectures are organized. The talks highlight the work of volunteers in building resilient communities.

The college observes human **Rights Day, 10th December** every year. Guest speakers and teachers speak

about human rights. The teachers focus on “be the change you want to see” the NSS students conduct rallies and spread awareness of human rights in the surrounding area of the campus and their respective villages.

The college celebrates **Voter’s day(25th January)** every year. On this day the staff and students are sensitized to feel “proud to be a voter” and aim at accomplishing “no voter left behind”.

The Institution advocates the importance of literacy for the development of society by celebrating **Literacy Day(8th September)**. The students are encouraged to eliminating illiteracy by supporting the slogan “each one teach one” and contribute their share as dutiful citizens in the progress of the nation.

The college observes **Aids day** (1st December), the Institution supports a global effort to prevent new HIV cases and empathize with those living with HIV.

Thus, VGDC organizes programs that shape the attitude of employees and students towards becoming conscientious citizens.

File Description	Document
Details of activities that inculcate values; necessary to render students in to responsible citizens	View Document

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

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

Response: C. 2 of the above

File Description	Document
Code of ethics policy document	View Document
Any other relevant information	View Document

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

Response:

"Do you not know that a man is not dead while his name is still spoken?" (Anonymous)

VGDC organizes national festivals and death anniversaries of great personalities to recall and honour their contribution to the nation. The students are inspired by the contributions and deeds of prominent personalities and motivated to walk in the footprints left behind by great men.

12th January – National Youth Day - This day is celebrated to commemorate the birthday of Swami Vivekananda. Guest lectures are arranged to motivate and guide the youth in the right direction.

26th January – Republic Day: The Institution celebrates Republic Day with gaiety and patriotic fervour every year. The students and staff salute the National Flag and pledge to uphold the honour integrity and diversity of India.

28th February – National Science Day – Science Day is celebrated to mark Sri C.V. Raman's birth anniversary and his contribution to science. The Departments of Sciences organizes Quiz programs and extension lectures.

8th March- International Womens' Day - The College honours the contribution of women towards home and society.

14th April, Ambedkar's Birth anniversary - The Departments of Social Sciences organizes programs in memory of Dr.B.R. Ambedkar and his contribution in framing the Constitution.

21st June – International Yoga Day: On this day, the students and staff are encouraged to learn and practice Yoga.

22nd July – Mendel's Birthday-The Departments of Life Sciences organize lectures/Quiz/Debates to commemorate Father of Genetics' contributions.

15th August – Independence Day - Independence Day is celebrated every year with pomp and fair. Faculty and students acknowledge the sacrifices of the leaders. Students are advised to value their freedom utilize their independence in the right manner.

29th August – Telugu BashaDinotsavam – On this day the institute celebrates the birth anniversary of Telugu poet "GiduguVenkata Rama Murthy," who advocated the use of simple language in place of scholarly language. Essay writing, debates, and elocution are conducted.

5th September (Dr.S. RadhaKrishna Birth Anniversary) - On this day, teachers are honoured for their services in moulding the nation's future torchbearers and teachers attaining superannuation are felicitated. The IQAC organizes extension lectures on teaching methodology to help teachers upgrade their skills.

9th September, Telugu Language day – The Telugu Department celebrates this day to commemorate the birthday of poet Kaloji .Dinotsavam. Guest lectures are arranged, and the students are encouraged to have an open mind in accepting the significance of mother tongue.

14th September, Hindi Diwas– The College observes Hindi Diwas every year to mark the popularity of Hindi as an official language of India.Seminars/Workshops and Guest lectures are arranged. Students perform skits on the importance of the language.

31st October, EktaDiwas(National Integration Day) - VGDC celebrates EktaDiwas to pay tribute to Sardar Vallabhai Patel on his birth anniversary. Guest lectures, Cultural programs, poster presentations, and Rangoli competitions are conducted to show their solidarity and unity in diversity.

22nd December, Mathematics Day – The day is celebrated in memory of eminent mathematician Srinivasa Ramanujam's birth anniversary.

File Description	Document
Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:

Best Practice -1

"Action without study is fatal; study without action is futile" Mary Bead

Name of the Best Practice: Student–Centric Learning through Extension Activities

Objectives

- To promote professional skills and knowledge through hands-on experience.
- To enable students to build confidence and ability to work in project mode.
- To improve attitude towards learning and enable students to grasp concepts better.
- To provide an opportunity to the students to become more creative.
- To enable students, acquire entrepreneurship capabilities.
- To inculcate 21st Century Skills, namely the four C's (Communication, Collaboration, Critical Thinking, and Culture)

Context: Today's world is dynamic and ever-changing. To support students in this continuously changing world, it has become imperative to prepare students for life and the workplace. Educational Institutions have adopted a Student-centric methodology, which involves and allows students to **"Learn by Doing."**

Vivekananda Government Degree College (VGDC) encourages and practices Student Centric learning.

The Institution has initiated various extension activities that help alter perspectives and change the mindset among the students. The teachers offer opportunities that complement their coursework through class activities like group discussions, seminars, role-plays, Project Work, and assignments that involve student participation. Besides, the College arranges extension activities that facilitate the first-hand experience with real people and events. The exposure and experience benefits students to gain new insights and transform them into confident graduates.

Practice: The College, as a part of Education and Engagement, coordinates various extension activities that promote student-centric learning.

The following are a few Student-centric learning extension activities conducted by the Institution:

1. Volunteering: The Institution advocates among students to volunteer for academic and social causes. Various Departments enable students to interact with the outside world and gain exposure through volunteering.

- **Department of English:** The Department encourages and sends student volunteers to the Hyderabad Literary Festival and NGO Ruberoo (Inspiring leadership for social change) every year. The experience helps students learn people's management, improve communication skills, teamwork, and gain Organizational Skills.
- **Department of Hindi:** Students from the Department of Hindi participate in plays and volunteer during National Seminars conducted by the Research Foundation for Literary and Cultural Studies TulsiBhavan, Osmania University.
- **Department of Social Sciences:** Students participate in the training camp for voter verification and EVM machine working mechanism at Osmania University and volunteer to help voters and election agents during elections.
- **Department of Commerce:** As part of the Income Tax subject, the students volunteer to fill in the ITR forms and help teachers file their income tax returns.
- **Women Empowerment Cell:** WEC arranges student volunteers for the NGO MAVA (Men against Violence and Abuse) to participate in social activities on gender parity.
- **NSS Unit:** The NSS unit conducts Blood Donation Camps, Haritha Haram (plantation of trees), and SwacchBharath (clean and green program) and involves student volunteers in the activities and strengthens their ties to the community.
- **2. Field Trips:** The Departments organize field trips and open doors for students to make an observation and experience the real world.
- **Department of English and Telugu:** The Department of English organizes a field trip to the Hyderabad Literary Festival every year. The Department of Telugu organizes field trip to Hyderabad Book Fair. Both the Departments students to meet eminent personalities, interact with theatre artists, writers, and dramatists, and get to know the literary world firsthand.
- **Departments of Life Sciences:** Conducts field trips to the Centre for Cellular and Molecular Biology (CCMB), International Crops Research Institute for the Semi-Arid Tropics (ICRISAT) which enables students to gain insight into the Science and Technology advancements in the fields.
- **Departments of Social Sciences:** Arrange a field trip to the Art Gallery (History of Telangana). The students acquire a sense of historical identity and are able to contextualize Telangana culture

and its place on the map. The students understand the ideologies held in the past and how the human experience has changed over the years. The Department also facilitates visits to the News Channel and the State Assembly and helps students gain insight and understand their working mechanism.

3. Workshops: Departments organize various training workshops involving students' active participation.

- **Department of English:** Conducts activity-based workshops on Communication Skills every year.
- **Departments of Life Sciences:** The Departments of Life Science and Eco club in collaboration with WOW-ITC organize a workshop on "Waste Management." The Eco-club also organizes workshops on making "Clay Ganesha." It further encourages students to make poster presentations on "Water Conservation," Biodiversity to promote environmental consciousness.
- **Department of Arts:** Conducts a workshop on the operation of EVM's. Train students to guide voters on how to use EVM's.
- **Department of Commerce:** Organizes workshops related to commerce wherein the students are trained to study companies' annual reports and prepare final accounts. Students are also trained to read the balance sheet and profit and loss account and the accounting and financial ratios by investors in stock markets.

Telangana Skill Knowledge Centres (TSKC)

TSKC, in collaboration with Mahindra Pride Classroom, conducts a workshop on Interview Skills and Employability Skills.

TSKC in collaboration with INNOVI conducts a workshop for girls on Entrepreneurship.

TSKC in collaboration with the US Consulate conducts Boot Camp on Entrepreneurship and train boys and girls in the planning and execution of a start-up.

TSKC conducts Inter-Collegiate competitions on Entrepreneurship to motivate students to develop innovative ideas and take up entrepreneurship.

Departments of Telugu, Hindi, and Sanskrit:

- Department of Telugu organizes seminars under the banner "Sahithisadassu," and involves students, and helps them exchange their ideas; students are also encouraged to actively engage in compiling the Wall Magazine periodically and Annual College Magazine every year.
- Department of Sanskrit encourages the students to speak and recite Shlokas in Sanskrit. The Department conducts Sanskrit Sambhashana Abhyasha activities in the classroom to preserve the culture and language alive.
- Department of Hindi conducts study projects every year. The study Project "Beti Bachao, Betipadhao", "Swacch Bharat" have won prizes at the state-level competitions.

Other Departments:

- Sciences, Commerce, and Arts involve students in project works.

Success of the Practice:

- Students interact actively in the workshops. They learn different methods of communication through various activities.
- The panel discussion organized by the Department of Telugu promotes leadership qualities in students.
- The project presentation by the Department of Hindi enables the students to develop presentation skills.
- The Science Day celebrations help in the inculcation of scientific temper in the students.
- The field trips organized by various departments enable students to understand the real scenario and widen their thinking horizon.
- The training programs organized by the TSKC have marked the beginning of inculcating entrepreneurship culture in the college.
- The inter-collegiate Entrepreneurship competition was the first of its kind organized by a Government Degree College in the State.
- The activities conducted by the vibrant Women Empowerment Cell help to change the perspective of the students and promote gender equality.
- Boot camp and Entrepreneurship competitions enable students to become entrepreneurs in the future.
- The NSS unit of the Institution enables the students to become service-oriented and environmentally conscious.

Challenges:

- Due to the semester system, time constraint impedes in arranging student-centric learning activities.
- No allocation of extra credits discourages students from participating in large numbers.

Best Practice -2

"A Woman with a voice is by definition, a strong Woman" Malenda Gates

Title of the Programme:

Capacity Building of Women through Women Empowerment Cell

Objectives

- To provide a platform for Women staff and Girl students to actualize their aspirations and empower themselves.
- To identify strong leaders, change-makers among Women and Girls students and build their capacity.
- To promote a culture of respect and equality and work towards gender parity.
- To organize awareness programs on gender sensitization.
- To conduct seminars and workshops to impart knowledge of opportunities available and train the women.
- To arrange seminars to create awareness of women's economic, social, political, and legal rights highlight the importance of Health, Hygiene, and Safety
- To inculcate entrepreneurial attitude among young girls so that they can be "job providers" rather than "job seekers."

Vision: The College visualizes empowered women living with dignity in a gender-neutral society.

Mission: To provide a platform for women staff and girl students to actualize their aspirations and empower themselves.

Context: In India, a wide gap exists between the goals enunciated in the Constitution with regards to women's rights and status in society and women's situational reality in India. Women empowerment does not just mean constitutional rights but providing a window of entrepreneurship opportunities and providing exposure to pursue their dreams with dignity and safety.

Women Empowerment Cell (WEC) of VGDC works with the motto "**voice your dreams**" and helps girls mould their talents and skills. The Cell encourages women, staff, and girls to dream and accomplish their dreams.

Practice: Women Empowerment Cell (WEC) works in tandem with Internal Complaint cell (ICC) Anti Ragging Cell and Grievance Redressal Cell (GRC) and ensures a safe and secure environment for girls/women. The WEC and its members are actively involved in ensuring to redress students' and staff's grievances and proactively see that the college is a ragging-free campus, with zero tolerance to sexual abuse on campus through ICC.

Workshops

A Sanskrit saying goes, "**Women is the Home, and Home is the basis of Society**"

UNDP (DISHA) in Collaboration with the Commissionerate of Collegiate Education (Telangana State) has initiated a flagship program UNDP (DISHA) in January 2017 for girl students in Government Degree Colleges (TS) on "**Creating Robust Career Guidance and Counselling Capacity.**" WEC, VGDC implemented UNDP (DISHA) program from January 2017 to meet the following objectives:

- Conducting Psychometric assessments to find out the career aspirations of the candidates.
- Career Counselling to create awareness opportunities available for each candidate based on their strength.
- Connecting them to various career options.

WEC has encouraged and involved girl students in the UNDP workshop and training sessions in two batches and have successfully completed the pilot project.

WEC facilitates guest lectures and workshops to empower women through capacity building, thus contributing to building a healthy and great nation. WEC promotes gender parity by conducting diverse programs such as extension lectures on, '**Gender-Related Issues**', '**Women Empowerment in the Indian Context Issues and Challenges**', '**Men against Violence and Abuse.**' The Cell involves both Men and Women staff and students in the awareness programs to produce a balanced atmosphere on the campus and in society.

JIGNASA Project

The girl students have worked on a project titled "**Beti Bachao, Beti Padhao**" and presented the same in the State-Level project presentation competition titled JIGNASA (conducted by Commissionerate of

Collegiate Education, Telangana State) and were awarded first prize with cash of RS.30,000.

Physical Fitness and Hygiene

. WEC encourages girls to practice yoga to build up their physical and mental stamina for the nation's development. The cell also arranges programs on health and hygiene to inculcate research competency among students. WEC organizes self-defense training classes for girls to uplift their self-confidence in light of the Nirbhaya incident in case of harassment and provides SHE team (Meant for Women Safety) numbers in case of harassment.

Training in Entrepreneurship

WEC initiates to train the girls in entrepreneurship skills to build a spirit of self-reliance. It facilitates Entrepreneurship training in collaboration with INNOVI and Berkeley University, and U.S. Consulate Hyderabad to make girls job-ready and independent. WEC conducts workshops on pot painting, cookery, paper bag making, and jewelry making.

Etiquette, grooming, and Interview skills

In collaboration with the Women Empowerment Cell and TSKC cell, the Department of English organizes extension activity on Etiquette, grooming, and interview skills with Hindustan Unilever Limited. Students learn about the measures to be taken before the interview, during the interview, and post-interview. The team from Hindustan Unilever Limited distributes health and hygiene kits to the girls and creates awareness about the importance of women's health in a nation's progress.

Gender Parity:

Women Empowerment Cell conducts a workshop on Gender Parity to sensitize students and faculty on the need for equality for the socio-economic development of our country. Students from the Tata Institute of Business School (TISS) advocates equality between men and women through skits and various activities.

Women Empowerment Cell ensures that girl students are actively involved in various activities conducting in the college like organizing Orientation Program for first-year students, Fresher's Day, and organizing Bhatkamma Festival (Telangana State Festival) Yuvatarangam Cultural and sports festivals, Farewell and College day, etc.

WEC organizes free lunches for students during the IEP (Intensive Examination Preparation) an initiative by the Government of Telangana State to prepare students from socio-economically challenged backgrounds for the final exams. This gesture by WEC (VGDC) helped students stay back extra hours and prepare for the examinations.

WEC makes sure that girl students are included in all the committees to promote leadership skills.

International Women's Day: March 8th

Women Empowerment Cell celebrates International Women's Day to acknowledge the success and challenges that women face in everyday life. The women staff and appreciate the Men for their cooperation and contribution in making VGDC a safe place to work and study by giving MITR thank you cards.

Outreach

The WEC, in collaboration with the Department of English, train the counselors capacity building at the NGO," PRAJWALA," a rehabilitation home for trafficked women and children run by Padmashri Dr.Sunitha Krishnan.

Success of the Practice:

- WEC is instrumental in changing the perspective of the boys, girls, and staff at VGDC. Gender parity is advocated and practiced in the Institution.
- The contribution of women is acknowledged, and respect for women has become the norm.
- The interaction with Resource persons from NGOs helped in widening the horizon of the students.
- MoU with NGO Tharuni, Ruberoo, and collaboration with Roshni paved the way for the students to participate in various off-campus activities.
- Inviting Women Entrepreneurs are inspirational to the girl students.
- The WEC teams up with ICC, GRC, and Anti-Ragging committees to provide a broader forum to achieve gender equality on and off the campus.

Challenges:

- The socio-economic status of the girl students is primarily responsible for their inhibitions and to break the shackles of patriarchy to realize their potential
- Lack of parental support to take up challenging tasks.
- NGO's working for women's empowerment need to extend their support in Government Colleges and work at the grassroots level to fight for gender parity.

Notes

The Institution sets an exemplary example of Women Empowerment with women staff holding key positions such as Principal (Dr. G. Sukanya), Vice-Principals (Ms.S. Nirmala, Ms. Anita Abraham)), IQAC Coordinator (Dr.N.C. Sowjanya), Academic Coordinator (Ms.JDSaraswathi), RUSA Coordinator (Ms. G. Bangla Bharathi), Anti-Ragging and ICC coordinator(Ms. Anita Abraham) and TSKC coordinator(Dr. B. Suchitra Singh).

Girl students have been included in all the committees to promote leadership skills.

File Description	Document
Any other relevant information	View Document
Best practices in the Institutional web site	View Document

7.3 Institutional Distinctiveness

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

Response:

If you are planning for a year sow rice.

If you are planning for a decade, plant trees.

If you are planning for a lifetime, educate people (Chinese Proverb)

Vivekananda Government Degree College was founded by Prof. Khandavalli Lakshmi Ranjanam, the eminent Scholar, Educationist at Vidyanagar, Hyderabad, in 1966. The College initially functioned as Evening Composite College offering PUC and UG courses in Arts and Commerce and was known as SVS Telugu Kalasala. Subsequently, the College was taken over by the Government of Andhra Pradesh in 1982 and named SVES Government Kalasala (Evening). Later it was converted into a day College in 1990. With the bifurcation of the plus two programs in 2002, the College was renamed Vivekananda Government Degree College, affiliated with Osmania University.

The mission, vision, and objective of Vivekananda Government Degree College is amply reflected right from its inception in 1966 till today as it strives to achieve excellence in providing quality education by empowering students from socio-economically weaker sections of society by developing in them a thirst for knowledge, research, freedom of expression, respect for the culture and generating sensitivity towards one's environment.

The college ensures that the Staff works effectively as a team towards the delivery of the organizational mission. It exercises effective control, displays integrity, openness, and transparency in working in alignment with its vision. The college has a perspective plan of development that covers all aspects viz. academic up-gradation, faculty development, infrastructure, research and extension services, and community engagement. During the last five years, collective efforts are made to implement them smoothly and create a dynamic teaching /learning environment.

John Dewey said, "Education is not preparation for life; Education is life itself. VGDC has adopted a five-pronged approach to bring about consistent growth in academics and strengthen it with infrastructure development to provide students from socially and economically weaker sections of society and often first-generation learners with facilities that would equip them to face the challenges of life with courage and resolve.

- **Introduction of CBCS System:** The Institution adopted the Choice Based Credit System (CBCS) in 2016 to promote skill and outcome-based education. The system offers a plethora of

combinations and courses to choose from such as core, elective, soft skills. The introduction of Semestersystem and Continuous Internal Evaluation has allowed an effective student-centric teaching /learning platform with contemporary appropriateness in the College.

- **Introduction of New Courses:** The Institution has been offering 3courses in BA, 3 courses in B.Com, and B.Sc Statistics, until 2017. In 2018-19 five new courses were added and in 2019-20, 3new courses and two MOOCS courses were introduced across faculties of Arts, Commerce, and Sciences so that students have the full benefit of CBCS.
- **Increase in Student Strength:** The Commissionerate of Collegiate Education (CCE) recognizing the Institutions commitment to providing quality tertiary education has enhanced the student intake from the academic year 2018-19. This facilitated an incremental growth in student strength from 653 in 2015-16 to 1791 in 2020-21. Experienced teaching faculty, up-gradation of infrastructure facilities, and the location advantage were the key factors for students to opt for the Institution in the online admission process DOST(Degree Online Services Telangana), and today we can proudly claim that the College is among the top 20 Government colleges of Telangana State.
- **Teaching Faculty:** To meet the demands of increasing strength and new courses, the Government sanctioned several posts in various subjects in 2018-19. Senior and highly qualified faculty were posted to the Institution during the General Transfer. The College has 42 teachers. Faculty are members of the Board of Studies of Universities and Autonomous Colleges, have International teaching experience, and are involved in research. They are constantly updating their skills and knowledge to enhance the quality of teaching-learning and the academic culture of the Institution. The teaching staff makes every effort to impart value-based knowledge to the students and prepare them with life skills and employable skills.
- **Structural Expansion:** Until 2016, the college functioned with few rooms out of which six sheds as classrooms, a small library, the Principal's office, the college office, and a general staff room with a few toilets shared by staff and students. A donation of Rs.10 lakhs for computers by Sri K. M. Khan, Member of Parliament led to establishing a Computer Lab in 2002. In 2010, UGC sanctioned funds of Rs.9 lakhs led to the establishment of the second computer lab.

In 2016-17 CCE, the Government of Telangana State recognizing the Institution's commitment to provide quality education to deserving students sanctioned Rs.2.25 cores for the construction of the new building in the open land. It facilitated the construction of 7 spacious, well-ventilated classrooms, 3Staffrooms, a computer lab, and toilets for both staff and students. In 2019, the College was sanctioned an amount of Rs.2 Cores by the RUSA. This funding has enabled the Institution to consolidate its infrastructural up gradation.2 floors consisting of 4 large classrooms,4 laboratories,2 staffrooms, and additional washrooms for staff and students have equipped the college to meets its physical infrastructure needs. Lab equipment, e-classrooms, and furniture to cater to the increased strength ensure that teaching-learning takes place in a comfortable environment at VGDC. The Institution is further looking to mobilizing funds from Government and Non-Government sources and strengthen the infrastructure as per the quality norms.

The distinctive focal points around which the Institution works is to provide tertiary education to deserving students in a secular environment and is committed to serve the cause of economically weak and socially underprivileged students. During the last six and a half decades the college has grown from strength to strength and the periodic Academic Audit by CCE, Government of Telangana and assures us that we are actively involved in providing students access to quality higher education. Pursuing the vision of, the thrust area of our Institution is to provide quality education to young men and women realize their potential and become empowered, active participants of society and nation.

File Description		Document
Appropriate web in the Institutional website		View Document

NAAAC

5. CONCLUSION

Additional Information :

“The Future of the world is in my classroom Today” (Ivan Welton Fitzwater)

Vivekananda Government Degree College strives to achieve excellence in providing quality education to students from all sections of society by continuously upgrading its facilities and providing quality education. The College strengthens its academic and administrative facilities by constantly upgrading and validating itself through accreditation by NIRF (National Institute Ranking Framework), AISHE (All India Survey on Higher Education), and ISO (International Organization for Standardization) certification

Concluding Remarks :

The College, despite its weaknesses and challenges, aims to impart quality tertiary education to deserving candidates in a secular atmosphere and is committed to serving the economically weak, socially underprivileged, and needy students and enable the students to face life's challenges with human values, courage, and confidence. During the last five and a half decades, the college has grown from strength to strength and presently caters to the needs of 1791 students to access Higher Education.

The College's entire faculty and administrative staff work with commitment and extend their wholehearted support to the cause of Education and help the students pursue quality education. The holistic, value-based, and need-based Education has helped in producing productive student outputs. The Alumni of the institution have become successful entrepreneurs, private, public sector employees, and academicians.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	Percentage 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. Answer before DVV Verification : 22 Answer after DVV Verification: 23 Remark : As per clarification documents provided by HEI DVV input is recommended accordingly.																				
1.2.2	Number of Add on /Certificate programs offered during the last five years 1.2.2.1. How many Add on /Certificate programs are offered within the last 5 years. Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>15</td><td>12</td><td>1</td><td>3</td><td>4</td></tr></table> Answer After DVV Verification : <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>15</td><td>11</td><td>0</td><td>4</td><td>4</td></tr></table> Remark : As pere clarification documents provided by HEI, DVV input is recommended accordingly.	2019-20	2018-19	2017-18	2016-17	2015-16	15	12	1	3	4	2019-20	2018-19	2017-18	2016-17	2015-16	15	11	0	4	4
2019-20	2018-19	2017-18	2016-17	2015-16																	
15	12	1	3	4																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
15	11	0	4	4																	
1.2.3	Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years 1.2.3.1. Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>445</td><td>381</td><td>22</td><td>65</td><td>110</td></tr></table> Answer After DVV Verification : <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>440</td><td>351</td><td>0</td><td>87</td><td>110</td></tr></table> Remark : As per clarification documents provided by HEI, DVV input is recommended	2019-20	2018-19	2017-18	2016-17	2015-16	445	381	22	65	110	2019-20	2018-19	2017-18	2016-17	2015-16	440	351	0	87	110
2019-20	2018-19	2017-18	2016-17	2015-16																	
445	381	22	65	110																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
440	351	0	87	110																	

accordingly.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
16	14	9	4	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	0	0	0

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

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

Answer before DVV Verification : 1260

Answer after DVV Verification: 175

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

2.1.1 Average Enrolment percentage (Average of last five years)

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
706	477	258	225	286

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
660	438	224	203	286

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
780	545	330	330	330

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
780	545	330	330	330

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
316	205	98	68	122

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
332	221	112	101	141

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

2.3.3.1. Number of mentors

Answer before DVV Verification : 41

Answer after DVV Verification: 34

Remark : As per the DVV recommended provided at extended ID 3.1, following input is recommended.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
13	12	7	4	4

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
10	11	4	5	6

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

2.4.3.1. Total experience of full-time teachers

Answer before DVV Verification : 159.8

Answer after DVV Verification: 134

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

2.6.3 Average pass percentage of Students during last five years

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
100	72	101	60	48

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
100	72	101	60	48

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
159	153	196	136	122

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
157	153	196	136	122

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

3.1.1

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2.8	0	3	6.55	8

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
2.19	0	3	3	0

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

3.1.2

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	1	2	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
1	0	1	1	0

3.1.2.2. Number of departments offering academic programmes

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
16	16	10	10	10

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
16	16	11	11	11

Remark : As per clarification documents provided by HEI, DVV input is recommended

accordingly.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
13	13	14	6	12

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
13	8	2	3	3

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
17	12	13	15	6

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
11	2	0	1	0

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

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

Answer before DVV Verification:

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2019-20	2018-19	2017-18	2016-17	2015-16
5	1	2	2	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
0	0	0	0	0

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
15	11	8	8	5

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
5	5	1	2	0

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
749	587	463	395	260

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
262	250	50	85	02

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
30	15	6	5	4

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
6	1	0	0	0

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

3.4.2

Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years**3.4.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
10	5	1	1	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
6	5	0	1	0

4.1.3

Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)**4.1.3.1. Number of classrooms and seminar halls with ICT facilities**

Answer before DVV Verification : 11

Answer after DVV Verification: 9

4.1.4

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
149.804	83.022	52.021	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
90.2	83.022	52.021	0	0

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
485	689	718	536	367

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
422	679	718	536	367

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
2	21	6	13	3

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
4	17	5	13	3

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

5.2.2.1. Number of outgoing student progressing to higher education.

Answer before DVV Verification : 47

Answer after DVV Verification: 40

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
11	11	4	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
9	9	3	0	0

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
25	41	10	9	8

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
19	24	10	9	8

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

7	5	2	1	0
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Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
7	4	2	1	0

Remark : As per clarification documents provided by HEI, DVV input is recommended accordingly.

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

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
22	6	3	0	0

Answer After DVV Verification :

2019-20	2018-19	2017-18	2016-17	2015-16
22	6	0	3	0

7.1.4 Water conservation facilities available in the Institution:

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

Answer before DVV Verification : C. 2 of the above

Answer After DVV Verification: C. 2 of the above

7.1.5 Green campus initiatives include:

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

Answer before DVV Verification : B. 3 of the above

	Answer After DVV Verification: B. 3 of the above
7.1.6	Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives: 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions / awards 5. Beyond the campus environmental promotion activities Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above
7.1.7	The Institution has disabled-friendly, barrier free environment 1. Built environment with ramps/lifts for easy access to classrooms. 2. Divyangjan friendly washrooms 3. Signage including tactile path, lights, display boards and signposts 4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading Answer before DVV Verification : B. 3 of the above Answer After DVV Verification: B. 3 of the above

2.Extended Profile Deviations

ID	Extended Questions																				
1.1	Number of courses offered by the Institution across all programs during the last five years Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>155</td><td>143</td><td>103</td><td>81</td><td>67</td></tr></table> Answer After DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>221</td><td>231</td><td>161</td><td>161</td><td>87</td></tr></table>	2019-20	2018-19	2017-18	2016-17	2015-16	155	143	103	81	67	2019-20	2018-19	2017-18	2016-17	2015-16	221	231	161	161	87
2019-20	2018-19	2017-18	2016-17	2015-16																	
155	143	103	81	67																	
2019-20	2018-19	2017-18	2016-17	2015-16																	
221	231	161	161	87																	
1.2	Number of programs offered year-wise for last five years Answer before DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr><tr><td>22</td><td>10</td><td>8</td><td>8</td><td>8</td></tr></table> Answer After DVV Verification: <table><tr><td>2019-20</td><td>2018-19</td><td>2017-18</td><td>2016-17</td><td>2015-16</td></tr></table>	2019-20	2018-19	2017-18	2016-17	2015-16	22	10	8	8	8	2019-20	2018-19	2017-18	2016-17	2015-16					
2019-20	2018-19	2017-18	2016-17	2015-16																	
22	10	8	8	8																	
2019-20	2018-19	2017-18	2016-17	2015-16																	

23	10	8	8	8
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2.1 Number of students year-wise during last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1260	799	659	600	565

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
1223	790	608	577	662

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
413	289	175	175	175

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
414	291	175	175	175

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
159	153	196	136	122

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
157	153	196	136	122

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
42	36	11	12	12

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16

34	32	11	13	13
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3.2 Number of sanctioned posts year-wise during last five years

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
46	36	20	20	20

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
43	33	18	18	18

4.1 Total number of classrooms and seminar halls

Answer before DVV Verification : 22

Answer after DVV Verification : 21

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

Answer before DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
201.89	83.034	53.084	29.134	4.01

Answer After DVV Verification:

2019-20	2018-19	2017-18	2016-17	2015-16
142.3	83.034	53.084	29.134	4.01