



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1. Name of the Institution

Vivek College of Commerce

- Name of the Head of the institution

Dr. Vijetha S. Shetty

- Designation

Principal

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

8369356474

- Mobile no

9821871849

- Registered e-mail

principal@vivek-college.org

- Alternate e-mail

drvijethashetty1@gmail.com

- Address

Vivek College Road, Siddharth
Nagar, Goregaon West

- City/Town

Mumbai

- State/UT

Maharashtra

- Pin Code

400104

2. Institutional status

- Affiliated /Constituent

Affiliated

- Type of Institution

Co-education

- Location

Urban

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **University of Mumbai**
- Name of the IQAC Coordinator **Dr. Tanusree Chaudhuri**
- Phone No. **9819559629**
- Alternate phone No. **8369356474**
- Mobile **9969014512**
- IQAC e-mail address **iqacvivek@vivek-college.org**
- Alternate Email address **tanusree.chaudhuri@vivek-college.org**

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

<https://vivek-college.org/Uploads/VES/AQAR%202021-22.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

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

<https://www.vivek-college.org/Uploads/VES/ACADEMIC%20CALENDAR%2022-2023%20REVISION%2021.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	72.50	2004	28/02/2004	28/02/2009
Cycle 2	B	2.59	2010	28/02/2010	27/03/2015
Cycle 3	B++	2.78	2022	04/01/2022	03/01/2027

6. Date of Establishment of IQAC

01/08/2010

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NSS	NSS-SCHEME-9230	CENTRAL GOVT	2022-2023	Rs.1,33,600

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

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

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

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **Yes**

- If yes, mention the amount **Rs.1,00,000**

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

1. IQAC initiated and conducted quality audits such as ISO Audit 21001:2018, Fire Audit, Library Audit & Gender Audit.
2. IQAC has organized various workshops/seminars/training programs for teaching and non-teaching staff.
3. IQAC has collected and evaluated Self Appraisal Reports for Teaching and Non-teaching staff.
4. IQAC has encouraged and motivated faculty members and students to take up research-related activities such as Minor Research Projects, research paper publications etc.
5. IQAC contributed to the feedback mechanism of the institution such as curriculum feedback, teaching-learning-evaluation feedback, infrastructure, and other facilities feedback.

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

Plan of Action	Achievements/Outcomes
To Promote certificate course and value-added course.	Total eight certificate and value-added courses were provided to the students to gain knowledge and skill. 330 students have completed these courses.
To strengthen departmental activities.	Each department has organized co-curricular activities. 20 guest lectures were organized by different departments, clubs, and committees.
To encourage students to participate in extracurricular activities.	Various extracurricular activities and competitions were organized by different committees. Students have participated and won in the National Level Folk Dance competition 'Vande Bharatam Nritya Utsav' jointly organized by Ministry of Culture and Ministry of Defence. Students won Silver Medal in the 55th University of Mumbai Youth Festival for Indian Folk Dance. Students won 'Jhankriti' National Level Folk Dance Competition Jointly organized by World Forum of Art & Culture, Art of Living and Ministry of Culture, Bangalore.
To promote Research Culture among faculties and students.	3 faculties have completed Ph.D during the year. 5 faculties have completed Minor Research Project Sponsored by Vivek College of Commerce through Mahindra Finance and Rural Housing Ltd. Two Research Methodology workshops were conducted for the faculties. Three students team participated in Avishkar Research Convention, University of Mumbai. One of the

	<p>team qualified in the Zonal level and took part in final round of the competition.</p>
<p>To enhance Career Guidance and Placement.</p>	<p>Major 9 sessions on career guidance and placement related were organized by the Career Guidance and Placement Cell of the institution. Top companies that recruited our students are ICICI Prudential, Motilal Oswal Financial Services, Piramal Finance, Religare Broking Ebixcas, ICICI Lombard, SBI life etc. Total 75 students placed during the year.</p>
<p>To continue with the welfare scheme for the staff</p>	<p>Welfare schemes were continued</p>
<p>To provide opportunities for coaching in sports and games.</p>	<p>Full time sports director was appointed. Students have participated in inter-collegiate and intra-collegiate competition and won many prizes. Ms. Shabina Mirza Participated in All India Open Karate Championship and won 2 gold medals in Shotokan Cup. Mr. Sanjay Nadar participated in Mens Best Physique competition in 65 kg category and won 2 nd place in district level and 5th Place in State level</p>
<p>To promote community services and green activities.</p>	<p>To promote community services dedicated volunteers of NSS unit and members of Green Club of the college worked throughout the year. Following are the College Level, Area Based, and University Projects- Project Ankur, Project Aayush, Project Aarush, Project Aadish, Project Arpan, Project Arogyam, Project Akhand Bharat, Project Avani, Project Annadhanam etc. 5th June 2022 World Environment Day was</p>

	<p>observed. 14th December Energy Conservation Day was observed. Also, G20 awareness program organized on Conserve Energy-Solar Power. Seminar organized on Recycling -E Waste on 19th December 2022. Green Valentine Day was Celebrated on 14th February, 2023. Tree plantation was done by the NSS unit of the college.</p>
To undertake the Quality Audit.	<p>Following Audits are conducted for the academic year 2022-23. ISO 21001: 2018 Audit, Fire Audit, Library Audit, Gender Audit.</p>

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

- Name of the statutory body

Name	Date of meeting(s)
CDC	27/04/2024

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

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• Name of the Head of the institution	Dr. Vijetha S. Shetty
• Designation	Principal
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Name	Date of meeting(s)
CDC	27/04/2024
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2022-2023	01/03/2024
15.Multidisciplinary / interdisciplinary	
<p>The Institution follows a multidisciplinary approach and caters to various disciplines such as 1) Faculty of Commerce (Regular Bachelor of Commerce, Accounting and Finance, Banking and Insurance, Financial Markets, Management Studies and Masters in Accountancy and Management) 2) Faculty of Science (Bachelor of Science in Information and Technology, Master of Science in Information and Technology) 3) Faculty of Arts (Bachelor of Arts in Multimedia and Mass Communication).</p>	

16.Academic bank of credits (ABC):

The institution is affiliated to University of Mumbai and the university has already registered under Academic Bank of Credit. The Affiliating University is in the process of implementing ABC online, which would be helpful for a smooth registration process. The institution has taken the initiative to create awareness about ABC amongst the students. The head of the institution informed all students to mandatorily register for the Academic Bank of Credits and students need to provide the ABC ID for college records.

17.Skill development:

The institution has an established committee on add-on courses. The dedicated committee members encourage students to enroll in skill-based add-on courses. The following certificate program and workshop were organized for enhancing skill development among the students. Certificate course in Retail Management. Certificate course in Banking Process and Procedure Certificate course in Soft Skills and Employability & Training Skills Certificate course in Accounts Executive Tally Courses One-day seminar on Developing HR Skills on 12/09/2022

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

The institution organizes various activities through established committees and clubs. The main aim of these activities are to familiarize students with the rich culture and traditions of different parts of the country. Certificate course on Decoding Geeta was conducted. Beginning of the academic year the Student's Council organized 'Deekshaarambh' for newly enrolled students. Through the program, students learned about institutional culture, values as well as policies and processes. Indian Traditional Mehendi competition and a workshop were organized on the theme 'Sanskar Bharati Rangoli' by Arts Circle of the institution. Vivek Youth Club organized Swami Vivekananda Punyatithi on 4th July, 2022, and also organized Vishwa Gandharva Diwas on 23rd September 2022 in the memories of Swami Vivekananda's speech given in Chicago. Marathi Wangmay and Natya Mandal celebrated Makarsankranti on 25th Jan 2023, Shivajijayanti Utsav on 20th February 2023, Marathi Rajya Bhasa Divas on 27th February 2023. Also organized Marathi Cultural Program Gharkool on 21st January 2023. Tamil Malayalam Literary Association organized fusion show of southern cultural mixes through singing, dancing and various societal concern acts, held on 17th February

2023.

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

The Institution has framed Program Outcome and Course Outcome for all programs of Undergraduate and Post Graduate Level, focussing on the OBE concept. All POs and COs are displayed on the website. The mapping of COs and POs is done for all courses.

20.Distance education/online education:

The institution encourages students to pursue online certificate courses. 48 students enrolled for SWAYAM NPTEL Courses.

Extended Profile**1.Programme**

1.1	379
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	2740
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	354
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	645
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	31
File Description	Documents
Data Template	View File
3.2 Number of sanctioned posts during the year	36
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	27
4.2 Total expenditure excluding salary during the year (INR in lakhs)	128.41
4.3 Total number of computers on campus for academic purposes	120
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The annual academic calendar is designed by the college, which aligns with the academic calendar of the University. IQAC regularly offers suggestions based on the academic periods of the universities, when the academic calendar of the college is designed.</p>	

The college prospectus is available on the college website.

Following talks in departmental meetings, the heads of departments decide the course-wise workload, subject allocation, and schedule in conjunction with mentor-mentee sessions after consulting with the principal and timetable committee.

Every faculty member creates a lesson plan. Classes in theory, practical, and tutorial are conducted in accordance with the schedule. Sessions between mentors and mentees were held to address the concerns of advanced and slow learners.

Teachers gain the skills they need to teach the curriculum effectively by taking part in and organizing webinars, attending faculty development programs, and attending workshops on syllabus revision, according to advice from IQAC.

Advanced students are encouraged to participate in seminars, workshops, and national and international conferences as a means of advancing their academic careers. Students display their creations using ICT.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.vivek-college.org/Uploads/VES/CRITERION_MAIN_FILE_2022-231.pdf

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

Students do their project work & practical's to cover the topics being taught. Students learn about the test pattern, passing requirements, grading system, and internal assessment during the first-year orientation session conducted by the college. Before every exam i.e. internal test and semester-ending exam, a meeting of the exam committee is conducted to discuss the modalities of the examinations.

The Exam Policy is being followed when conducting the examinations. Every exam schedule is available on the college website. The results were announced within the allotted time. There are regular assessments of the projects, practical exams, and internal class tests. The FY B.Com and

SYB.Com/BMS/BAF/BBI/BFM/BAMMC/MCOM/MSCIT students were requested to submit their project related to the Foundation course. At the FY level, tutorials sessions are conducted in the subjects of Business Communication, Statistics, and Mathematics. In SY and TY BCOM, practical exams were held for computer applications.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://vivek-college.org/ExamRules.html

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

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

1.2 - Academic Flexibility

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

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

10

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

8

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

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

345

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

1.3 - Curriculum Enrichment

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

The University's recommended courses cover topics including gender, ethics, sustainability and the environment, human values, etc.

The syllabus covers various topics, including those noted above, to be taught.

Various cross cutting issues have been integrated and the activities were conducted as follows:

Gender:

Programs for gender sensitization are organized to empower girls. The WDC hosted a program on Financial Awareness for the Girl students.

Gender equality is practiced in college functioning, as evidenced by the representation of female students on various activity committees.

Academics, extracurricular activities, and sports all exhibit gender equity.

Representation of Girl students on various activity committees demonstrates the practicing of gender equality in college functioning.

Human Values:

NSS takes up projects of Disaster Management. Youth Club of the college in collaboration with Swami Vivekananda Kendra, Kanyakumari promotes amongst the students values like tolerance, brotherhood and leadership qualities

Environment & Sustainability:

Quiz competition and poster making competition were conducted for awareness among students for Environment protection. Saplings are exchanged on Green Valentines Day.

Professional Ethics:

Various documentaries/movies relating to professional ethics, business ethics, and moral values are screened.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

24

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

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

1641

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

1.4 - Feedback System

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

A. All of the above

from the following stakeholders Students Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://www.vivek-college.org/Uploads/VES/1.4.1FEEDBACK_2022-23_final.-signed1.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://www.vivek-college.org/Uploads/VES/1.4.1FEEDBACK_2022-23_final.-signed1.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
990	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

225

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

At the beginning of the academic year the learning levels of the students are identified at the entry level by evaluating their entry level marks. On ranking of the students as per their entry level marks, the top 25% of the students are identified as Advance Learners and the bottom 25% of the students are identified as Slow Learners and the rest are considered as moderate learners. This data is provided to the IQAC to chalk out programs to be undertaken for the slow and advance learners.

Programs undertaken for slow learners and advance learners are enlisted below:

Programs for Slow Learners

Remedial Lectures, Bridge course, Conduct mentor - mentee sessions, Language Lab sessions, personal counselling, peer group studies, explaining in linguistic language, relevant notes and materials are made available to the students, participate in various seminars, workshops and various committees.

Programs for Advance Learners

Promote students to - present research papers, peer to peer teaching, enroll for foreign language course, other value added certified courses, attend seminars and workshops on various issues like, Job Market Readiness, Empowering Youth through Financial Knowledge, Commodity and Derivative Market, Spirituality Among Youth and participate in activities of various committees to inculcate leadership qualities.

File Description	Documents
Paste link for additional information	https://vivek-college.org/Uploads/VES/2.2.1_Advanced_Slow_Learners.pdf
Upload any additional information	View File

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

Number of Students	Number of Teachers
2740	31

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

The College provides an ideal platform to enhance the learning experience for the students. Every activity and co-curricular activities undertaken at the institution level through its various departments are student centric and with the intention to enhance the learning experiences. Students are encouraged to participate in quizzes, debates, elocution, essay writing, etc.

Experiential Learning Events -

Recent Development of the financial sector in India,

'Prakruti Exhibition' - Annual Exhibition,

Curiosity' - Inter Collegiate Event on Information Technology,

'Ayurvedarshan' - Exhibition on Medicinal herbs and shrubs.

Industrial Visit to various factories.

Participatory Learning Programs -

'Initiative for Gender Awareness'

Interaction with the author of 'The Winning Leader', Mr. Harvinder

Singh.

Empowering Youth through Financial Knowledge

Activities on Problem Solving Skills -

Power Point Presentation Competition

Regular Quiz Competition undertaken by the Library Committee

Exercise question sheets for practice distributed to students and checked subsequently.

Conduct of Inter collegiate event - "YUG" managing different dimensions and learn skills in solving critical issues related to the event and thereby develop leadership skills.

Workshop and seminars are conducted regularly, inviting speakers from industry, successful alumina member, start-up entrepreneurs as resource person. Such initiatives bridge the gap between the academics and the practical learnings.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://vivek-college.org/Uploads/VES/2.3.11.pdf

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

The institution provides wifi facility along with projector in all its classroom. The faculties are well trained to use ICT facilities to impart effective teaching - learning process. The auditorium and media room also comes as handy to address large number of students using the ICT facilities. Teachers also use in-house 'Teach Us' app to provide soft copy of notes to the students.

Whats app group are formed for each class to communicate with the students and to share the notes on the subject.

The institution has a well-equipped three-computer lab facility, audio-visual room, and required software applications for the

effective execution of teaching-learning process.

Subject-related movies, video clips, animated videos and You Tube videos have been used as learning resources.

Students are encouraged to refer to digital books through N List software which the institution has subscribed to imbibe reading habits amongst the learners.

The institution has allocated 6 computers in library specifically for the students to undertake their research work for projects related to their syllabus, under the guidance of their concerned faculty.

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

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

2.3.3.1 - Number of mentors

31

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

2.4 - Teacher Profile and Quality

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

31

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

10

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

414

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The institution has proper transparent and robust internal assessment mechanism in place. All the rules and regulations of the examination and evaluation process is followed as per the guidelines issued by the University of Mumbai, from time to time.

The students and their parents are informed about the tentative schedule of the examination for the academic year, in their orientation program conducted at the beginning of the year. All the notices of the examination including the rules of the examinations are displayed on the college website (which can be viewed in different languages), notice board and also in the concerned Whatsapp group of the students.

All the examinations are conducted by the institution on behalf of the University of Mumbai. On assessment of the answer booklet the course teacher discusses with the learners about the correct answers, marking schemes, mistakes generally done by the learners which helps the learners to learn from their mistakes and give them confidence for subsequent exams. All the results are declared within the stipulated time given by the University.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.vivek-college.org/ExamRules.html

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

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

Notice for revaluation is put up on the college website and notice board. Students are given the opportunity to discuss their grievances, if they are not satisfied with the assessment of any course, as given by their results. Students can apply for revaluation following the norms of the University.

The mentor teacher or the coordinators assists the students to comply with the revaluation procedure. Reassessment of paper or photocopy of the checked answer books can be asked for by the students. The revaluation results are displayed and notified in due course of time.

Internal and practical re-examinations are conducted for the students who were absent for their exams.

An Unfair Means Inquiry Committee enquires into the cases of suspected adoption of unfair means during the examination reported by the Examination Committee. The concerned student is granted an opportunity to present his/her case and is being heard by the Enquiry Committee. Care is taken to ensure that the conduct of the enquiry is unbiased and fair.

The grievances redressal mechanism handles all the grievances of the students in an efficient manner and with utmost integrity within the stipulated time.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.vivek-college.org/ExamRules.html

2.6 - Student Performance and Learning Outcomes

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

The programme outcome and course outcome for all courses are stated in the college website and prospectus. The Programme Outcome and the Course Outcome, its importance, are also explained and elaborated to the students in their orientation programme.

Course outcomes (COs) are direct statements that describe the essential and enduring disciplinary knowledge, abilities that students should possess and the depth of learning that is expected upon completion of a course.

HODs /Coordinators and faculties of respective programme regularly orient the students in the class about the various courses and their outcomes.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://www.vivek-college.org/academic.html
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The process of mapping Course Outcomes (COs) to Program Outcomes (POs) involves a meticulous evaluation using a scale from 1 to 3, with 1 denoting minimal alignment, 2 indicating moderate mapping, and 3 signifying a high degree of alignment. This detailed analysis scrutinizes each CO's contribution to various POs, assessing how well the course content, skills, and competencies align with overarching program objectives. A rating of 1 suggests limited relevance, 2 implies partial alignment, and 3 showcases a robust connection between course-specific outcomes and program-level objectives.

Assessment tools exams, assignments, projects, and practical's, gauge students' attainment of COs. Exams play a crucial role, covering diverse topics and skills for comprehensive assessment. Student performance, encompassing scores, grades, and instructor feedback, is analysed. Attainment levels are determined by comparing actual performance to expected outcomes, considering metrics such as average scores, pass rates, and score distribution across COs. Weightages for direct and indirect attainment, as well as internal and external assessments, are considered. Continuous improvement is emphasized, with potential curriculum adjustments or teaching method reconsideration based on lower attainment levels in specific COs. Results of the CO-PO matrix, are documented and submitted for accreditation, demonstrating the program's commitment to achieving intended learning outcomes.

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

2.6.3 - Pass percentage of Students during the year	
2.6.3.1 - Total number of final year students who passed the university examination during the year	
975	
File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil
2.7 - Student Satisfaction Survey	
2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)	
https://www.vivek-college.org/Uploads/VES/2.7.12.pdf	
RESEARCH, INNOVATIONS AND EXTENSION	
3.1 - Resource Mobilization for Research	
3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)	
0.8 lakhs	
File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File
3.1.2 - Number of teachers recognized as research guides (latest completed academic year)	

3.1.2.1 - Number of teachers recognized as research guides

01

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

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

04

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

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

Ecosystem for spreading Research activities is created for faculty and students to participate, present research papers at national and international conferences. Minor Research Project Sponsored by Mahindra Finance and Rural Housing Ltd are undertaken to foster the growth of research in college.

Aanvikshiki organizes National Level Workshop on 'Ways to Avoid Predatory Journals for Publication and on IPR to encourage teachers to publish research papers in UGC Care listed journals, Scopus Indexed journals, Web of Science Journal, etc. The Research Cell focus on conducting various online workshops for faculties like Research Methodology, Plagiarism, and how to carry out a Minor Research Project. These workshops help faculties and other participants with stages of research methods, outcomes, impacts

and the development of new approaches in the study for research.

Institution promotes research in Students with the aim to encourage research aptitude and are trained for Aaviskar Research Convention (University of Mumbai) and intercollegiate research competitions. The guidance and support extended by Faculty has proved to be a great guiding source which enabled the teams to be confident and perform.

To maintain Ethics in Research activities of Faculty and Students Institution has purchased Plagiarism Software Ouriginal for fewer false positives.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.vivek-college.org/Uploads/VES/Activities%20Report%202022-23%20(Research%20Cell).pdf

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

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

37

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

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

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

02

File Description	Documents
URL to the research page on HEI website	https://www.vivek-college.org/Faculty.html
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

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

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

5

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

9

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

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

Entrepreneurship cells are promoting bodies that aim to provide aspiring entrepreneurs with insights and real-life business experience among aspiring entrepreneurs The cell promoted

HeadStart Task helped in the establishment of entrepreneurship cells in other colleges. 'Founders-EXPO provided a platform to showcase their businesses. 'Eureka' motivated students to discuss their concepts with mentors. 'Weekly-Blog' event, aimed to teach the task of writing a blog, to enhance their critical thinking and technological skills. At 'Illuminate 'students gained valuable insights into Business Model Canvas. Students participated at the 'National Entrepreneurship Challenge' at the Indian Institute of Technology Bombay.

Department of Lifelong Learning and Extension give students an opportunity to enhance their skills in the field of management, education, and entrepreneurship and aims to create, preserve, and spread knowledge to all through the external learning system through Annapurna scheme, Street Play, Poster Making, Creative Writing. Students participated UDAAN festival (University of Mumbai} to create awareness about the extension work in the community through affiliated colleges.

National Service Scheme participates in various government-recognised community service activities and programs.E.g. Blood Donation, Food Donation Drive, Marrow Donor Registry, Pulse Polio Drive, residential camp Adopted Village and area based projects on Ayush, Ankur, Aadish, Arpan, Avani, Aarogyam.

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/extension.html
Upload any additional information	No File Uploaded

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

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

04

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

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

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

39

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

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

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

2340

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

3.5 - Collaboration	
3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year	
3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year	
2	
File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File
3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year	
3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year	
11	
File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File
INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 - Physical Facilities	
4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.	
The college has a constructed area of 34,790 square feet, and it includes a lift, computer labs, language labs, classrooms, and other necessary amenities.	

Classroom: Each of the 26 well-ventilated, well-lit classrooms has a whiteboard, a CCTV camera, a dais, tables, and chairs in addition to WiFi. Thirteen classrooms have fixed projectors, and the other classrooms have portable LCD projectors.

Computer Laboratories: Equipped with 78 i3 generation computers that are properly connected to a LAN or Wi-Fi, there are three air-conditioned computer labs available. Additionally, every computer lab is equipped with the necessary firewall protections and CCTV cameras. The B. Com lab has the Language Lab, complete with headphones and the necessary software.

<https://photos.app.goo.gl/3gFdzGLcPaTg32Xt7>

Library: With a 4500 square foot area, and can accommodate 200 students. It has a resource centre with four CCTV cameras, eight desktop computers for students, and a printer with wireless access. The college website and N-List facility provide electronic access to numerous databases that are available in the library. The magazine rack holds the newest magazines, and the compactor is set up for book storage.

<https://photos.app.goo.gl/9Mx8nqfcCPY6gfTj6>

Seminar Hall: This 493-square-foot, 60-seat seminar hall is fully furnished with modern audio-visual equipment and internet access.

<https://photos.app.goo.gl/wQijh7Fqkb9E1ffr9>

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

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

The college provides facilities for both indoor-outdoor sports as well as cultural activities.

Gymkhana: 870 square feet, well-equipped boys' gymkhana is used by 80 to 100 boys per day.

<https://photos.app.goo.gl/CH3WxyGAWmUcq7T6>

Girls' common room admeasuring 425 Square Feet is equipped with a Table Tennis Table, Carrom & Chess Boards, a mirror, and a sanitary pad vending machine.

<https://photos.app.goo.gl/i4B2LffUpvE6pwD36>

For Outdoor Games: Grounds of Prabodhankar Krida Kendra, Ganesh Maidan, and Ozone swimming pool are hired for outdoor games.

Cultural Activities:

The activity area on the fourth floor, classrooms after the lectures, and the quadrangle area are used for cultural activities.

An open terrace of appx 2000 and a covered terrace of appx 1000 square feet are also used by students for cultural activities.

Yoga Centre: Boy's Gymkhana also houses Yoga Centre.

NSS Room: 425 square feet of room and a computer is allocated for NSS activities.

Meraki Entrepreneurship Cell: The Pre-incubation and Incubation centre of 150 Square feet was established under 'Career Katta' an initiative of the MITSC in association with the Government of Maharashtra. The Institution is the first of its kind in the state of Maharashtra among commerce colleges.

<https://photos.app.goo.gl/jhmNjC4onH87oHn3A>

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

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

27

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://photos.app.goo.gl/bX1Tz47mP85ohSqRA
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

Rs . 83 . 52

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

4.2 - Library as a Learning Resource

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

The library has a total of 35,055 books including references, textbooks, and fiction. Subscribes to 95 periodicals and 15 Newspapers in 6 languages. The library subscribes to the N-list database, J-Gate & remote access to read e-books and e-journals. Library provides services like the Book Bank scheme, recommend books, earn while you learn, weekly quizzes on various topics, new arrivals display of books, and a list of new arrivals displayed on the notice board. I card scanner to record the library -footfall of students. The syllabus is uploaded on the college website. The mobile app Edu sprint is used by students to know their circulation history and access the college catalogue. Web OPAC through the website to search the library books by title, author, or subject.

Name of ILMS software

Response: MICM Net Solution's Library Software

Nature of automation (fully or partially) -

Response: Cataloguing, Circulation, Visitor's record, Serials control to manage periodicals, Reports generation, and OPAC to remotely access the catalogue is automated. Automated to the extent of 90%

Version

Response: Latest version of the software is upgraded as and when required

Year of Automation

Response: 2005

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

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

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

Rs.10.75

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

475

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

IQAC reviews the requirement of technological upgradation regularly and finally after review and authorization, the management executes the upgradation.

Computers & Software: There are 122 computers for Academic purposes and 13 computers for administrative work and all are i3 or above generation and are loaded with licensed application software.

Internet Connectivity and its Speed: All college computers are having access to two high-speed internet connectivity of 300 MBPS.

Wi-Fi Router: 45 Wi-Fi routers are placed on the campus with Gaj Shield firewall supports.

LCD Projectors: There are 25 LCD Projectors, 13 fitted in the classrooms 1 fitted in the auditorium, and 11 are portable projectors.

Smart Board: The auditorium is equipped with Smart Board and an audio system.

Power Back up: Lenovo and Dell server with UPS of 5 KVA with a standby backup battery to support the computers and printers.

CCTV Camera: 87 CCTV cameras had been installed.

Language Lab: B. Com Lab is equipped with the required software and headphones.

Microsoft Team: Microsoft Team Id is provided for online lectures, webinars, workshops, meetings, etc.

College Website: The college website is updated on regular basis.

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

4.3.2 - Number of Computers

135

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic

support facilities) excluding salary component during the year (INR in Lakhs)**4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****Rs.72.77**

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

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

The HOD's and the Course Coordinators, along with the IQAC communicates and coordinates before scheduling lectures and practical's, to ensure the efficient use of classrooms and computer labs.

ICT facilities are upgraded and maintained in accordance with the assessment conducted by the IQAC team and course coordinators.

Every computer on campus is configured, monitored, and maintained by a dedicated team of IT Support personnel who handle all daily hardware and software requirements.

Maintain a fixed civil contractor, plumber, electrician, and carpenter who is available when needed and has been approved by management.

Housekeeping and Security guards are outsourced to external agencies.

AMC is obtained to maintain the secured operation of computers, printers, CCTV, lifts, air conditioners, pest control, water coolers, and software (office & library)

Library books are purchased based on suggestions from the faculty members and students. Every student and teacher have an access to internet resources. Regular upgrades are made to library software.

The sports officials assess the needs for essential sporting goods and equipment, and purchases are made only after their approval.

Every year, a Fire Audit is conducted for the safety of the college campus. The college fire extinguishers are regularly inspected and certified.

Website link - <https://vivek-college.org/IQACMembers.html>

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.vivek-college.org/IQACMembers.html

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

25

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

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

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

196

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to Institutional website	https://vivek-college.org/Uploads/VES/5.1.3 Capability Enhancement.pdf
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
641	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
641	
File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File
5.1.5 - The Institution has a transparent	A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

75

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

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

5.2.2.1 - Number of outgoing student progression to higher education

344

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

2

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

5.3 - Student Participation and Activities

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

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

7

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

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

Students Council is the apex body which is formed every year as per the guidelines of the University of Mumbai. It has representatives of staff and students from various statutory committees like NSS, NCC, Arts Circle, Sports & Gymkhana Committee, DLLE and academic toppers from all programs offered by the college.

Students Council work closely with the college administration, staff, and student body to address the needs and concerns of the college. During the year, Students Council focused on creating a more inclusive and conducive environment for all students. Many events were organized and initiatives were taken to promote communal harmony and universal brotherhood.

List Of Members of the Students Council for the year 2022-23

Name of the Members

Position

Principal, Dr. Vijetha S. Shetty

Chairperson

Dr. Thanga Durai

Prof. Pradeep Hathi

Program Coordinator

Theerthamalai Kounder

President

Durga Velaiyan

Secretary

Keziah Wilson George

Joint Secretary

Activities conducted during 2022-2023.

Date

Name of the Activity

19/7/2022

1st year student's orientation

30/7/2022

Values & Ethics in Life

14/8/2022

Tricolor Face Painting Day

5/8/2022

SC Installation Ceremony

5/10/2022

Teachers Day

6/10/22

Youth Empowerment Session

8/10/2022

Onam Celebration

21/10/2022

CPR workshop

21/12/2022

Annual Day

7/01/2023

Traditional Day

12/01/2023

Smt.A.A. Saraswathy Memorial Lecture

27/01/2023

Annual Prize Distribution

18/03/2023

Farewell Day

<https://vivek-college.org/Event.html>

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/Uploads/VES/Drishti%20Magazine%202022-23_compressed.pdf
Upload any additional information	View File

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

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

571

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

5.4 - Alumni Engagement

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

Vivek Alumni Association (VAA) is a registered charitable organization under The Societies Registration Act, 1860 with Reg No. MAH/MUM/2991/2011 GBBSD dated 23/12/2011 and under Bombay Public Trusts Act, 1950 with Reg- No. F44756 (Mumbai) dated 26/7/2012.

On 06/08/2022, the Sports & Gymkhana Committee arranged a Chess Competition of Alumni against Current students, graced by Chief Guest Alumni Ms. Surabhi Varma, a noted state-level Tennis player. College Alumni play an active role in organizing events like Carom, Badminton, Football, and the Annual Sports meet.

The M.Com department hosted session on "Be Corporate Ready" on 28/09/2022, featuring Alumni Saiyagna Bhaskar, an Employer Branding Specialist.

On 14/12/2022, Alumni CA Biju Vikraman engaged students on 'Finding your Career Path'.

On 11/02/2023, the Department of Accountancy has conducted a guest lecture, "Tuning up for Job Market Readiness", presented by Alumni Mr. Amit Dabke, offering comprehensive insights into job market requirements.

Notably, the Vivek College Alumni team triumphed at the Vande Bharatam Nritya Utsav 2023, and the esteemed Panthi group was chosen to perform at the Republic Day Parade 2023 in New Delhi, showcasing the theme 'Naari Shakti'.

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/Uploads/VES/Drishti%20Magazine%202022-23_compressed.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The Vision of the Institution embarks on the journey to provide quality education and be a torch bearer to the learners to contribute significantly to the Nation. The administrative and academic governance of the institution takes the initiative to transform the vision into the mission of the institution. The mission resonates VIVEK through its acronym stated.

The management council has always been relentlessly working for better education and to transform the institution to a knowledge hub for the neighborhood and society at large. The administrative governance led by the management and the principal steers the institution towards opportunities and supports accountability and transparency. The academic governance led by principal is supported by College Development Committee, IQAC, heads of various departments, and coordinators to facilitate value-based education to all keeping sustainable objective and goal approach being reflected in every activity undertaken. Academic governance reflects quality, integrity, and excellence.

File Description	Documents
Paste link for additional information	https://vivek-college.org/about.html
Upload any additional information	View File

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

The institution has always been able to implement a decentralization approach and promote participative management among all its stakeholders from academic to cocurricular and extracurricular. The institution has an IQAC coordinator, head of departments, coordinators, and committee in-charges stated as per the committee list prepared judiciously by the head of the institution to ensure faculties are given independence to show their prowess. The academic calendar is prepared by the faculty in-charge in consultation with the examination committee in charge as per the guidelines laid by the affiliating University. Budgets are prepared by the respective heads. They have direct access to the principal to discuss various departmental concerns and growth.

PTA meetings are conducted to encourage parents to actively participate and be made aware of the progress of the institution. Parents are encouraged to become PTA members.

Student representatives are encouraged to lead and represent various committees and associations. Principal organizes a day with the class representative called 'Coffee with Principal'. The meeting focuses on the growth of future leaders as the class representatives are encouraged to speak, raise their concerns, and appreciate things that they already have. This exercise promotes effective and efficient leadership at the student level.

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/about.html#3
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan focuses on outcomes. The perspective plan projects the completion or initiation of the task and marks an improvement from the previous year.

1. The attendance mobile application was successfully implemented and utilized for daily lecture report, No. of lectures taken , defaulters attendance maintenance etc.
2. Successful implementation of CO-PO mapping for positive outcome-based education.
3. Research was successfully completed by staff members and students participated in Avishkar-Research Convention held by University of Mumbai. Five faculties completed the Minor Research Projects.
4. Plagiarism software was successfully installed.
5. J-Gate- online access to research databases was subscribed.
6. Ph.D. research center was established and permission to start Ph.D. in Business Policy and Administration was granted.
7. Fully automation of administration and library activities.
8. Increase in percentage of scholarship amount and considerable increase in number of students availed scholarship.
9. ISO audit and Gender audit completed.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.vivek-college.org/about.html#4
Upload any additional information	View File

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

All the procedures and rules relating to the staff have been compiled into the policy manual of the Institution and are strictly adhered to. The organogram of the Institution describes the decentralized structure of administration which is a cooperative effort of the Management, Principal, staff members, students, and other stakeholders in pursuit of the vision and mission of the institution. The Principal conducts meetings with the entire staff members and student representatives to discuss the various needs at the departmental level.

There are about 50 committees formed with faculty in charges, few committees also have non-teaching staff involved to ensure smooth functioning of the college activities related to academics, administrative, co-curricular and extra-curricular.

The administrative setup, appointment, and service rules are set up in accordance with the Rules and Regulations laid down by the University of Mumbai.

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/IOACMembers.html
Link to Organogram of the institution webpage	https://www.vivek-college.org/about.html#3
Upload any additional information	No File Uploaded

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

The following welfare schemes/measures are effectively continued for both teaching and non-teaching staff.

1. The provident fund scheme is an effective welfare measure provided to the teaching and non-teaching staff over a period of years.

2. Appreciation with monetary benefits on accomplishing a degree.

(The welfare measures include awards ranging from Rs. 5,000/- to Rs. 25,000/- are given to the faculty members and staff members for the achievement of Ph.D., M.Phil. & NET, SET or similar higher qualification.)

3. Study leave for respective examinations is provided to both teaching and non-teaching staff.

4. Health care center is available in the campus.

5. Allowances are provided for publishing papers and attending conferences through a reimbursement scheme.

6. The staff is ensured maximum support as per the need.

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

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

10

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

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

7

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

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

7

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

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

The Teaching & Non-Teaching staff members submit the self-appraisal form every year. The head of the department evaluates the contents for the staff under their jurisdiction and finally Principal evaluates the Self Appraisal Form of every teaching and non-teaching staff member.

The performance evaluation is done regularly for the advancement and improvement of the staff.

The feedback analysis of faculties is analyzed and updated to the teachers' semester-wise and class-wise.

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

6.4 - Financial Management and Resource Mobilization

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

The Institution conducts regular internal and financial audits with the guidance and assistance of internal auditors and external auditors. The audited statements are duly presented and adopted in

the statutory body College Development Committee.

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

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

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

2.62

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

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

The Institution applies strategies for fund mobility obtained through various channels for providing scholarships to students and as well as support teachers in their Minor Research Projects. It is observed that there is optimal utilization of resources both infrastructure-wise and financially. The needs of the stakeholders are always kept ahead, and strategic decisions are made and are ensured are carried by the Management, and the Principal of the Institution. ANGC scholarships and private scholarships are encouraged too, and funds are utilized to the best of the benefit to the stakeholders.

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

6.5 - Internal Quality Assurance System

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

The two initiatives are

1. IQAC played a significant role in upscaling the quality and focusing on standardising the Audits of various processes through ISO 21001: 2018 TUV Austria.

2. IQAC deployed mechanism to promote MRP projects among faculties to promote research abilities and quality in research among staff.

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

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

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up by placing quality initiatives on feedback mechanism, providing solution set of external examination to the students for better performance in their examination thereby improving the overall academic performance. The IQAC at every stage introspects on the incremental improvement not only in academics but holistically which is very prominent by the research activities the students participate and bring laurels to the institution.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for

A. All of the above

**improvements Collaborative quality initiatives with other institution(s)
Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

File Description	Documents
Paste web link of Annual reports of Institution	https://vivek-college.org/about.html#11
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

IQAC gives priority to promote gender equity through various curricular and co-curricular activities. Students are sensitized about gender equity in classroom teaching.

College Women Development cell and other associations are creating gender sensitization by organising activities like guest lecture on Gender Awareness for boys, Financial Literacy for girls, workshop on Stop Child Sexual Abuse, Celebration of International Women's Day, participation in panel group discussion on gender issues etc.. Certificate course in Feminism was organised to create awareness about women issues.

Special Facilities for Women :

- Four security guards including women security guards are appointed at the main gate.**
- Entire college is under CCTV surveillance**
- College has certified lady counselor to resolve the problems of the students and the staff.**

- First year students are oriented at the beginning of the year with functioning of important committees like Discipline, Anti-ragging, Internal Complaint Committee, Women Development Cell as well as facilities for girl students etc.

College has facility of common room with gymkhana for girls. A lady attendant is deputed to take care of the same. Sanitary napkin vending machine is installed in the girls' common room. Sanitary napkin disposer machine is kept in all girls' washrooms.

File Description	Documents
Annual gender sensitization action plan	https://vivek-college.org/Uploads/VES/Annual%20Gender%20Sensitization%20Plan.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://vivek-college.org/Uploads/VES/7.1.1_activities.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	C. Any 2 of the above
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

As an educational institution, Vivek college is proactive in the area of waste management.

In the day to day conduct of the college activities, we have responsibly carried out the planning of waste management The IQAC

of the college has taken initiatives to collaborate with various NGOs to manage waste in the campus.

- Our students collected plastic bottles and made creative dustbins out of it, to collect empty plastic bottles..
- Regular repair and maintenance of taps and water pipelines is carried to avoid leakage of water. Waste water from washroom and drinking water area is connected to BMC sewage system.
- Biomedical waste related to used sanitary napkins is disposed in the special sanitary disposing bin. The bio medical waste is then collected by outside agency.
- Being predominantly commerce college, hazardous chemicals and radioactive waste management is not generated in college.
- Two BMC dustbins are kept near the canteen area to collect dry waste and wet waste. Peeled skins of vegetables, fruits, left over food material, are deposited in the appropriate dustbins. Disposable paper plates, cups, glasses, spoons, tissue papers, chocolate, biscuits and cake rapers etc are deposited in the appropriate dustbins

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

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

<p>7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment</p> <p>5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading</p>	A. Any 4 or all of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

Vivek college, though a linguistic minority, is encompassing all stakeholders with cultural or regional or linguistic or socio economic or any other diversities. Students belonging to any socio economic, regional or cultural background are admitted and are provided with equal facilities and opportunities.

In pursuit of inclusive education, the economically backward students are provided various scholarship schemes from Government and NGOs. College Book Bank scheme is provided to them so that they can avail regular syllabus books from the beginning of the term till exams. To motivate the students many academic prizes are instituted.

Eye Testing and spectacle distribution was done free of cost to underprivileged students to help them read and study better

For the underprivileged students from our college adopted village at Palghar, stationary kits and food packets were distributed.

Marathi Wangmay and Natya mandal of Vivek college have always promoted rich and heritage culture of Maharashtra by conducting various activities like Shivjayanti Utsav Marathi Raj Bhasha divas, Makar Sankrat and cultural program.

Tamil Malayalam literary Association of Vivek college also showcases rich culture of Tamil Nadu and Kerla.

Students work together in all committees, irrespective of their language, community, or any other diversity.

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

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

Celebration of Independence Day, Republic Day, Maharashtra day help to imbibe patriotism among staff and students. Displays of Constitutional Rights, Duties, National Anthem and Vande Mataram, teachings of Swami Vivekananda, help to mould students to be dutiful citizens.

Session on awareness on consumer rights was conducted by office bearers of Mumbai Grahak Panchayat, highlighting role of Consumers, enabling them to grow as wise citizens.

A session on spirituality among youth brought out the importance

of spiritual quotient among the students to help them to be better employees of tomorrow.

Intercollegiate essay writing competition was conducted on 'Environmental friendly life style for Urban India'. Students gained understanding of the importance of adopting sustainable practices. Poster making competition on Conservation of energy, helped students to gain values of conservation of energy,

Prakruti exhibition was conducted wherein students were motivated to create and present eco-friendly products for a better tomorrow.

Ayurved Darshan, an exhibition of ayurvedic plants was organised to generate awareness and significance about the values of traditional ayurvedic medicine and overall well being.

Session was conducted on the Importance of Values and Ethics in Human Life. Vishwa Bandhutava divas was celebrated to kindle the spirit of universal brotherhood among the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://vivek-college.org/Uploads/VES/7.1.9%20constitutional%20Obligations%2022-23.pdf
Any other relevant information	Nil

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

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

World Environment Day was observed to promote awareness on environmental changes and sustainability

Shivswarajya Din and Shiv Jayati are celebrated to commemorate the magnificent personality of all times Shree Chatrapati Shivaji Maharaj.

Vivekanand Punytithi was observed and teaching of Vivekananda was highlighted

International Yoga day was celebrated for students and staff

Independence Day , Republic day and Maharashtra day was celebrated with great pomp and pride

Birth anniversaries of Sarvapalli Shri Radhakrishnan and Pandit Nehru were celebrated as Teachers day and childrens day respectively.

Word Tourism day was celebrated by organising Snip and Stick competition

National Energy Conservation Day was observed by organising Poster making competition

Vivekanand Birth anniversary and National Youth Day was observed by conducting 4th Annual Smt.A A Saraswati Memorial Lecture,

Marathi Rajbhasha Divas brought to light the rich literature of Marathi language

Green Valentine Day promoted love towards the environment in a greener and a healthier manner

International Women's day was celebrated

World Consumer Rights day - was observed by conducting session on Consumer Rights Panchayat

Festivals like Rakha Bandhan, Ganesh Chaturthi, Navratri, Onam, Makar Sankarant, Diwali and New year are celebrated at Vivek.

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

7.2 - Best Practices

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

Best Practice 1

1. Title of the Practice

Developing Environmental Consciousness

2. Objectives of the Practice

To create awareness about environmental problems

To cultivate responsible habits for greener future

3. The Context

Considering the looming environmental concerns around the world, educating about current environmental issues vital.

4. The Practice

Activities - making 2000+ newspaper-bags, collecting 43 kgs

plastic-bottles, producing 23 kgs compost, planting 78 trees, Project Ankur, Project Avani, Coastal Clean-up Day, Marine Pollution session, Energy Conservation Day, etc.

Completely eliminating plastic difficult.

5. Evidence of Success

Projects like Ankur and Avani focussed on gardening, plastic bottle collection. Compost generated from wet-waste used for gardening.

6. Problems Encountered and Resources Required

Gardening area limited.

Best Practice 2

1. Title of the Practice

Developing Socially Responsible Citizens

2. Objectives of the Practice

To develop thoughtfulness towards challenges encountered by society.

To motivate students to actively participate in community building.

3. The Context

In keeping with college-mission, spirit of universal brotherhood can be kindled only by sensitisation towards the community-issues.

4. The Practice

Community-service activities in collaboration with NGOs (IndianDevelopmentFoundation) - providing school supplies to underprivileged-students, blood-donation, TB-screening, food-drives during natural calamities, menstrual-health awareness.

5. Evidence of Success

Many awards and recognitions received by students and institution.

Our college honoured with the IDF Best partner and Best Supporter awards for participation in resource mobilisation for humanitarian causes.

6. Problems Encountered and Resources Required Insufficient funds

File Description	Documents
Best practices in the Institutional website	https://www.vivek-college.org/Uploads/VES/Best%20Practice%202022-20231.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

Fostering Entrepreneurial Spirit among the students

Established in 2018, the institution's vibrant E-cell, embodies dynamism and creativity. Our unwavering commitment is to cultivate an entrepreneurial ecosystem within our campus.

The institution's E- cell participated in the National Entrepreneurship Challenge organized by IIT Bombay, in which our college secured fifth position mainly amongst 900 engineering colleges across India.

Through Meraki, the Pre-Incubation and Incubation centre, we started podcasting the various episodes of Entrepreneurship on social media and Google podcasting platforms which was recognized by none other than Google Inc.

Our commitment extends further, encompassing an array of seminars, guest lectures and workshops, meticulously designed to equip undergraduate students with the knowledge and skills required to start and grow their business ideas. Students were encouraged to write 'Weekly Blogs', providing them with an opportunity to express their opinions and ideas on entrepreneurship.

Various exhibitions were organised which helped to develop management skills of the students like team spirit, strong determination, coordination, etc as they dealt with various processes like idea generation and idea valuation. We received

funding from the Ministry of Education to conduct Impact lecture series under Institution's Innovation Council, which helped in fortifying student awareness and kindling an entrepreneurial spirit.

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

7.3.2 - Plan of action for the next academic year

1. To formulate strategies for advanced learners as well as slow learners for improving academic result.
2. To conduct Faculty Development Program on Teaching, Learning and Evaluation.
3. To encourage faculties to participate in various workshop and seminars for the effective implementation of NEP and Academic Bank of Credit.
4. To apply for autonomy.
5. To promote add-on, value added and skill-based courses amongst the students.
6. To encourage students to participate in extra-curricular, sports and research activities.
7. To apply for research projects to different funding agencies.
8. To organize administrative training program for non-teaching staff.
9. To conduct research methodology workshop for faculties.
10. To encourage faculties to undertake research projects and complete Ph.D.
11. To enhance the initiatives for MOU/Collaboration with other academic institutions/NGOs and industries for various

academic and research objectives.

12. To focus on green initiative and maintain the sustainability of the campus.
13. To conduct quality audits.
14. To promote community services and continue with diverse social and outreach program.
15. To enhance welfare schemes for staff.
16. To organize more career guidance program and placement activities for students.