YEARLY STATUS REPORT - 2023-2024

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	**8369356474**
• 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://www.vivek-college.org/Uploads/VES/AQAR%202022_23.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%202023-2024%20REVISED.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**	**31/12/2029**

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	2023-2024	71000
IIC	IMPACT LECTURE SERIES	CENTRAL GOVT	2023-2024	20000
DEPARTMENT OF STUDENT WELFARE	SEMINAR FOR WOMEN DEVELOPMENT	STATE GOVT (University of Mumbai)	2023-2024	20000

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	140000

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

1.IQAC contributed to the feedback mechanism of the institution such as curriculum feedback, teaching-learning-evaluation feedback, infrastructure, and other facilities feedback. 2.The IQAC has conducted a range of workshops, seminars, training programs, and Faculty Development Programs (FDPs) for teaching and non-teaching staff, with the aim of enhancing teaching-learning practices and improving office administration. 3.IQAC has encouraged and motivated

faculty members and students to take up research-related activities such as Minor Research Projects, research paper publications etc. Two faculties are pursuing Minor Research Project and several faculties published research papers in peer reviewed and UGC care listed journal. Faculties have also published chapters in edited book. 4.IQAC initiated and conducted quality audits such as ISO Audit 21001:2018, Library Audit. 5.The IQAC has initiated efforts to raise awareness about NEP-2020 and prepare for its implementation from the next academic year. It encourages faculty members to participate in workshops organized by other institutions and universities for capacity building.

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 conduct Faculty Development Program on Teaching, Learning and Evaluation.	a) Conducted Faculty Development Program (FDP) Academic Enhancement in Light of NEP held on 5th June to 10th June, 2023 on b) Conducted FDP on Framing & Mapping of Course Outcome (CO) and Program Outcome (PO), held on 13th March, 2024
To Apply for Autonomy	a) The institute had applied for autonomy and received autonomous status from UGC from the Academic Year 2024-25 b) For the proper implementation of autonomy IQAC has conducted Training Session on 'Empowering Autonomy Strategies for Successful implementation, held on 22nd March, 2024
To promote add-on, value added and skill-based courses amongst the students.	The institution has conducted 5 certificate and value added course courses during the academic year and 138 students have completed the courses
To encourage students to participate in extra-curricular, sports and research activities.	Various committees successfully organized a range of extracurricular activities and competitions, fostering active participation among students. A

	total of 286 students represented the institution in intercollegiate festivals across different institutes in Mumbai, achieving remarkable success by securing 1st and 2nd positions in several colleges. Notably, our students earned a Silver Medal in the Hindi Skit competition at the 56th Youth Festival, at University in Mumbai. Additionally, they students have secured 1st prize in street play, 2nd prize in poster making, and a consolation prize in elocution at the UDAAN Festival, held at the University level. Our student achieved a prestigious victory by winning the 11th State Level Shotokan Global Karate Championship. Additionally, our students secured an impressive 9th position among 900 engineering colleges across India in the National Entrepreneurship Challenge (NEC) organized by IIT Bombay.
To promote research culture among faculties and studenst	During the year, 1 faculty member was awarded a Ph.D. degree. Additionally, two faculty members are pursuing Minor Research Projects sponsored by Vivek College of Commerce through Mahindra Finance and Rural Housing Ltd. and ICSSR Western Region, respectively. 1 Research Methodology workshop and 2 Collaborative International conferences were conducted to enhance faculty skills. Faculty members have also made significant contributions to academia, publishing 9 research

	papers in peer-reviewed national and international journals, including UGC Care-listed journals. Furthermore, 11 book chapters have been authored by the faculty in esteemed national and international publications. 2 research teams participated in the 18th Avishkar Research Convention organized by the University of Mumbai, with both teams successfully qualifying in the Zonal Round. On the student front, 25 students presented research papers at national and international seminars and conferences, with several of them receiving awards for Best Paper presentations.
To organize more career guidance program and placement activities for students.	During the year, 10 career guidance and placement seminars and workshops were successfully organized. Additionally, 58 students completed an 80-hour training program designed to enhance their career and work readiness skills.
To promote community services and green activities.	To promote community service and green initiatives, the dedicated volunteers of the NSS unit and members of the Green Club actively engaged in impactful activities throughout the year.

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

- Name of the statutory body

Name	Date of meeting(s)
CDC	19/10/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023-2024	31/03/2024

15. Multidisciplinary / interdisciplinary

The Institution runs specific UG and PG programs /courses under broad categories like Commerce, Science, Arts as well multiple subjects such as Commerce, Accountancy, Finance, Business Economics, Management studies, Information Technology, Mass Media and Communication, Mathematical abilities etc. Thereby catering to demands of the students of the region. Moreover, add-on and value-added courses have been introduced, these courses are designed to go beyond the rigid boundaries of the traditional curriculum, offering students the opportunity to gain comprehensive knowledge across a diverse range of disciplines.

16. Academic bank of credits (ABC):

The institution, affiliated with the University of Mumbai, benefits from the university's registration under the Academic Bank of Credit (ABC) system. The University is actively working on implementing ABC online to streamline the registration process. To support this initiative, the institution has undertaken efforts to raise awareness. Faculty members are raising awareness among students about the significance of ABC, aiming to enhance curriculum flexibility and academic mobility through a credit transfer system, enabling the attainment of certificates, diplomas, or degrees. The head of the institution has instructed all students to register for the Academic Bank of Credit as a mandatory requirement and submit their ABC ID for college records. 100% of the students have already completed their registration.

17. Skill development:

The institution has a dedicated committee that oversees the implementation of add-on and value-added courses. This team actively encourages students to enrol in skill-based programs aimed at boosting their employability and professional growth. To support skill development, the committee has organized various certificate courses and workshops, including Certificate Course in Retail Management Certificate Course in Banking Practices and Procedures Soft skill session These initiatives reflect the institution's commitment to equipping students with practical knowledge and industry-relevant skills.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)
The institution conducts a variety of activities through its well-structured committees and clubs. These initiatives primarily aim to introduce students to the diverse cultures and traditions of various regions of the country. At the beginning of the academic year, the Student Council organized 'Deekshaarambh' for newly enrolled students. The program aimed to help students transition smoothly into college life by acquainting them with the institution's values, culture, and academic environment. The institute honours Indian languages and cultures by celebrating events such as Marathi Rajya Bhasha Divas, National Tourism Day, Yoga Day, Vivekananda Punyatithi, Shivaji Jayanti, Spiritual Raksha Bandhan, Marathi cultural programs, Tamil-Malayalam cultural programs, etc. An intercollegiate event was organized on the theme 'Akhand Bharat.' The Arts Circle also organized a certificate course on 'Kathamrit,' which was inaugurated on the auspicious occasion of Guru Pournima.
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. The course outcomes are communicated to students through classroom discussions and institutional 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. 20% of the lectures for PG students have been attended online through Microsoft Teams.

Extended Profile

1.Programme

1.1   **386**

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   **2306**

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 **427**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 **32**

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 **36**

Number of sanctioned posts during the year

Extended Profile	
1.Programme	

1.1 Number of courses offered by the institution across all programs during the year	**386**

File Description	Documents
Data Template	View File

2.Student	

2.1 Number of students during the year	**2306**

File Description	Documents
Institutional Data in Prescribed Format	View File

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

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**427**

File Description	Documents
Data Template	View File

3.Academic	

3.1 Number of full time teachers during the year	**32**

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)	138.20
4.3 Total number of computers on campus for academic purposes	135

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution ensures effective delivery of curriculum d through a well-planned and meticulously documented process. The annual academic calendar, designed by the college, aligns seamlessly with the academic calendar of the University. IQAC regularly offers valuable suggestions based on the academic terms of the affiliated universities, which are thoughtfully considered during the design of the college's academic calendar. Following insightful discussions in departmental meetings, the heads of departments meticulously determine the course-wise workload, subject allocation, and schedule in collaboration with mentor-mentee sessions, after consulting with the principal and timetable committee. Every faculty member meticulously crafts a comprehensive lesson plan. Classes in theory, practical, and tutorial formats are conducted in strict adherence to the established schedule. Teachers diligently enhance their pedagogical skills by actively participating in and organizing webinars, attending various faculty development programs, and

engages in workshops that discuss and focus on syllabus revision, as recommended by IQAC. Advanced learners are enthusiastically encouraged to participate in seminars, workshops, national and international conferences, as well as enriching educational visits, to further enrich their academic pursuits for excellence.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6InluZ2pBYzZoK25ZWlB4ZnRMRjhIOFE9PSIsInZhbHVlIjoicktyRXorR1ZMMXdDcjl3SHhoUER2M1NhWXJWSTNQdHBVVFpvK0V1M2ZxL1J1OWx3TWhsWEhYOEtrQko3QldabCIsIm1hYyI6ImVlM2U4ZTVhMGNlZDQ3YmZlMzI3N2RmMmEwNDM3Y2VhODFlOWZmODBhMWI1NGI5NmRmNTczODI5ZWE1YTkxM2IiLCJ0YWciOiIifQ==

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

Students diligently complete their project work and practical exercises to enhance their understanding of the topics covered in their curriculum. The college regularly conducts orientation session for the first -year students where in the students gain valuable insights into the test pattern, passing requirements, grading system, and internal assessment processes. To ensure transparency and fairness in the evaluation process, a meeting of the exam committee is meticulously convened before every exam, including internal tests and semester-end exams. During these meetings, the modalities of the examinations are thoroughly discussed, and the Examination Policy is strictly adhered to throughout the examination process. Every exam schedule is conveniently available on the college website for easy access by students. The results are consistently announced within the pre-determined timeframe. Regular assessments are conducted in the form of projects, practical exams, and internal class tests to comprehensively evaluate student learning and progress. FYB.Com and SYB.Com/BMS/BAF/BBI/BFM/BAMMC/MCOM/MSCIT students were specifically instructed to submit projects related to their specific subjects. At the FY level, tutorial sessions are specifically designed to provide additional support in subjects like Business Communication, Statistics, and Mathematics. For SY and TY BCOM students, practical exams are conducted to assess

their proficiency in 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)

5

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

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

142

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

1.3 - Curriculum Enrichment

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

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 related 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 to promote amongst the students values like tolerance, brotherhood and leadership qualities Environment & Sustainability:

Quiz competition and poster making competition were regularly 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

17

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

1425

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 from the following stakeholders Students Teachers Employers Alumni   **A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://www.vivek-college.org/Uploads/VES/1.4.2_compressed.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	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.vivek-college.org/Uploads/VES/ 1.4.2_compressed.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

886

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

346

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 time of admission, students' learning levels are assessed based on their 12th Standard examination performance. Students are

ranked by the percentage they scored, with the top 20% classified as Advanced Learners, the bottom 20% as Slow Learners, and the remaining students as Moderate Learners.

A structured system is in place to monitor the progress of these students throughout their semesters. The progression data is used to evaluate the effectiveness of the faculty's efforts for both slow and advanced learners, allowing them to adjust their strategies for improved outcomes.

For Advanced Learners

- Special Value-added certificate courses,
- Encourage students to present research papers at various platforms,
- Offer opportunities for aspiring entrepreneurs,
- Facilitate peer teaching initiatives,
- Motivate students to organize and lead various activities to develop their leadership skills
- Workshop on IPR

For Slow Learners

- Provide counseling to address student concerns
- Forming Buddy Groups
- Encourage active participation in college activities and committees
- Provide Remedial Lecture Support
- Language Lab Sessions

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

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

Number of Students	Number of Teachers
2306	32

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 institution employs a blended learning strategy that offers personalized instruction and expanded access to learning. Interactive classroom sessions, supplemented by seminars, encourage student participation. All curricular and co-curricular activities implemented across the institution's departments are designed with the explicit purpose of enhancing student learning outcomes.

For experiential learning the institution conducted events like

- Visit to Bombay Stock Exchange (BSE) and RBI Monetary Museum
- Workshop on Trading Literacy
- Consumer awareness program by interaction with the Graham Panchayat

For participatory learning the institution conducted programs like

- Peer teaching via formation of Buddy groups
- Participation in Avishkar, University of Mumbai
- Activities held in NSS and DLLE
- Curiosity Intercollegiate event to explore the possibility of technology and AI
- Research paper presentations
- Joint University program with ICAI on Forensic Accounting and Careers in Accounting
- Chat show on Budget Sessions
- Y-20 Youth Connect Program on health, well-being, and sports

To inculcate the problem solving methodologies/ skills in the students the following programs were conducted

- PPT competition on Sustainable Development Goals,
- Quiz competition on concepts related Accounting and Mathematics as well as weekly library quizzes.
- Online Activity to discuss the importance of Ozone Layer.
- A.D. Shroff Memorial Elocution Competition

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	**Nil**

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

All faculty members possess a comprehensive understanding of Information and Communication Technology (ICT) tools and their application to enhance the teaching and learning process. Each classroom is equipped with Wi-Fi connectivity to facilitate online instruction, and individual projectors to support traditional classroom teaching. Faculty members have received thorough training in the effective and efficient use of ICT tools. The institution utilizes Microsoft Teams and Zoom platforms, in conjunction with collaborative whiteboards, PowerPoint presentations, audio-visual aids, and spreadsheets, to achieve the goals of the teaching-learning process. A hybrid teaching mode was successfully implemented during the transition from online to offline instruction, accommodating students unable to attend in person classes. The institution maintains a well-equipped computer laboratory, audio-visual room, and media center, along with necessary software applications to support the teaching and learning process.

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

32

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
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

32

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

12

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

413

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 put in place a thorough and open internal assessment system. Every test and assessment process strictly complies with the rules and guidelines set forth by the University of Mumbai, ensuring consistency and adherence to academic standards. During the yearly orientation program, parents and students are given information about the tentative exam schedule. Additionally, exam guidelines, notifications, and any updates are communicated through multiple channels, including notice boards, specialized student WhatsApp groups, and the college website—which is accessible in several languages for inclusivity, thus ensuring that students are well-informed and adequately prepared. All exams are administered 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

The institution has established a comprehensive grievance redress mechanism to address examination-related concerns. Students possess the right to appeal on their examination results at both

the college and university levels. To facilitate this process, faculty members are available to provide guidance and support to students seeking revaluation or obtaining photocopies of their answer scripts. This support system ensures that students have access to necessary resources and information throughout the grievance resolution process. The revaluation process is conducted in accordance with stringent protocols, ensuring fairness and transparency. Revaluation results are communicated to students in a timely manner, allowing them to access this crucial information without undue delay. To uphold academic integrity and maintain a fair examination environment, an independent Unfair Means Inquiry Committee is established to investigate allegations of misconduct. Accused students are granted a formal hearing, during which they have the opportunity to present their case. This process guarantees due diligence and ensures that all parties involved are treated equally. The committee operates impartially to ensure a just and equitable outcome. The institution is committed to efficiently address all examination-related complaints with the highest degree of integrity and within specified timelines.

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 program outcomes and course outcomes for all academic programs are clearly outlined on the college's official website and prospectus. To ensure a thorough understanding, these key aspects, including their significance, are carefully explained and elaborated during the orientation programme for new students. Course outcomes are precise statements defining the essential and enduring disciplinary knowledge, skills, and depth of learning expected from students upon successful completion of the course. To foster a clear understanding of course objectives, the Heads of Departments, coordinators, and faculty members regularly engage with students in the classroom to explain the nature and outcomes of each course.

File Description	Documents
Upload any additional information	View File
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.

Attainment level 1: If at least 30 marks is secured by thestudents.

Attainment level 2: If at least 50 marks is secured by the students.

Attainment level 3: If the students secures marks above 50 marks.

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.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

585

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/Feedback%20Analysis%202020
23_2024_compressed.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)

115000

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

1

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

2

File Description	Documents
List of research projects and funding details (Data Template)	[View File]
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	[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

Faculties are encouragedto participate, present and publish research papers at national and international conferences and in

journals and edited books. Teachers participate in programs that help them in enhancing their knowledge that helps them in spreading it to their learners. The cell promotes a mindset to explore their subjects and a multidisciplinary approach among the faculty members by constantly inspiring them to take up research-based activities. It also motivates them to undertake minor and major research projects. The Cell also attempts to cultivate an interest among students in research fields. The students are sent to 'Avishkar' a University research convention for students and PhD scholars and other college research conventions. Our learners have participated and won prizes at intercollegiate college research presentations. The college had received a grant of Rs.100000/- from Mahindra Rural Finance Corporation for faculties to do Minor Research Project. A Palgiarism software is purchased so that students and faculties can use it for publishing their research work in journals and conferences. FDP for faculties of the college was organized on "Academic Enhancement in light of NEP". Online workshop on "Research Metrics in Academic Research & Publication Ethics" with M.O.P Vaishnav College, Chennai was also organized.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.vivek-college.org/Uploads/VES/RM_Workshop_Report_On%20Research%20Metrics%20in%20Academic%20Research%20and%20Publication%20Ethics%20_compressed1.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

13

File Description	Documents
Report of the event	No File Uploaded
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

01

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

1

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

17

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

College encourages learners to become members of extension activities.NSS of college works with volunteers on community based projects for "Balwadi" at Punarvas. Volunteers help physically and mentally challenged children for making various articles like Rakhi, Diwali Diyas. Volunteers are given experience of working in Road Safety, Waste Management, Health Projects towards social responsibility. Volunteers participate at different levels University/State/District and College. NSS residential camp is organized at Nandore Village, Palghar District. DLLE conducts activities for creating awareness and sense of responsibility towards society to enhance their employability skills. 4 projects undertaken under DLLE . Annapoorna Yojna Project where students arrange food stalls and sell eatable items in college. Career Project is to make students aware of various options available for their careers after 12th, graduation. Industry oriented project were a student has to work in the industry for 240hrs. Survey of Women's Status is a project were the role and status of women are studied like how many housewives have their individual bank account, can they make some important decision of their own. Udaan festival organized by University of Mumbai for DLLE students where students perform drama, skit, on various issues like Education, Women's Status, population.

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/extention.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

6

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

186

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

2111

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

2111

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	View File
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 infrastructure such as classrooms, computer laboratories, a language laboratory, a lift, and other essential facilities.

Classroom: There are 26 well-ventilated and well-lit classrooms equipped with Wi-Fi, CCTV Cameras, LDC Projectors, whiteboards, a dais, tables, and chairs.

https://photos.app.goo.gl/bX1Tz47mP85ohSqRA

Computer Laboratories: Three fully air-conditioned computer labs have 77 i3 generation computers duly connected with LAN or Wi-fi. Further, all the computer labs have CCTV cameras and are loaded with required firewall protections. Language Lab with the required software and headphones are made available in the B. Com lab.

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

Library: The library has an area of 4500 sq. ft. and can accommodate 200 students with a Wi-Fi facility and 5 CCTV cameras. It has a Student Resource Centre with 8 desktops with internet and printer. The library is equipped with e-access to many databases through the college website and subscribes to J-gate and N-List databases. The compactor is installed for book storage, and the magazine rack displays the latest periodicals. https://photos.app.goo.gl/9Mx8nqfcCPY6gfTj6

Seminar Hall: The seminar hall measures 493 square feet and has 60 seats. It is well equipped with audiovisual apparatus, a smartboard, and internet connectivity.

https://photos.app.goo.gl/wQijH7Fqkb9E1ffr9

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6ImZBbERYWmh4YlZtN1FwZlNGL3BockE9PSIsInZhbHVlIjoiTmtDSnpKbXpmVnpDU1k3RTJTQ2UvSy9OUDNXb2xiWE4yZVpFYU8wM1RkR2dyN1BuOTdWMy9BQlh0MXFFDdmZkYyIsIm1hYyI6ImI4NWM5YjE1ODNjMWFkM2M2MzlkMzdiZGVmMmFkYzNkYmEwMTA0N2QwYjJmZmVmNjA2NjM5MGRiMGVkOTljYTEiLCJ0YWciOiIifQ==

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 and outdoor sports as well as cultural activities.

Gymkhana: The 870-square-foot, well-equipped boys' gymkhana, which has a Table Tennis Table, Carrom, and chess Boards, is used by 80 to 100 boys daily. It has a qualified sports director who enhances the overall sports programs and guides and encourages students.

https://photos.app.goo.gl/cH3WxyGAwWmUcq7T6

The girls' common room, measuring 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: Prabodhankar Krida Kendra, Ganesh Maidan, and Ozone swimming pool grounds are hired for outdoor games.

Cultural Activities:

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

Students use an open terrace of approximately 2000 square feet and a covered terrace of approximately 1000 square feet for different activities.

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

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

Meraki Entrepreneurship Cell: 250 Square feet, the Pre-incubation and Incubation center was established under 'Career Katta,' an initiative of the MITSC in association with the Government of Maharashtra.

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

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6ImViUytKcEtGeXBNUGJJdlhieVk0NWc9PSIsInZhbHVlIjoicDc5TEF5UEpVOER0cU9YVWpQQXhiemlPMlZUZ0NvNFptUTBEMEZ1bFNzcG9uc0Z6WWNUZVc2cDRoUlpRVN4USIsIm1hYyI6IjUwMGFlNzg4ZThlMzQ2NjNlNDkzNWMxZWIyYjExMzkzMDc3NTM4YWRlZjA0YThmMmEzNzkzNDY5NjQ3MjljOGIiLCJ0YWciOiIifQ==

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)

34.48

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 35.866 books, which include 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. The 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. An I-card scanner is used to record the library's footfall of students. Students use the mobile app Edusprint 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, Serial control to manage periodicals, Report generation, and OPAC to remotely access the catalogue are automated. Automated to the extent of 90%

Version

Response: The 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 A. Any 4 or more of the above **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

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)

8.76

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

378

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 and concerned faculty members regularly review the requirement for technological upgrades, which management executes after review and authorization.

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

Internet Connectivity and its Speed: All computers on the college campus and faculties laptops can access two high-speed internet connections of 100 + 200 MBPS.

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

LCD Projectors: There are 32 LCD Projectors fitted in all the classrooms, computer labs, and auditorium and two portable projectors in the library

Smart Board: The auditorium is equipped with a 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: 97 CCTV cameras have been installed covering each area on the campus.

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

Microsoft Team: Microsoft Team IDs are provided to all faculty and students for online lectures, webinars, workshops, meetings, etc.

College Website: The website is updated regularly.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6Ik5aMEtReC95em8ra3JEZVB0UGlOQVE9PSIsInZhbHVlIjoid2IzT1BwZDNKLzNVbnkxakF5L3ppZTd3bmtidlpGdU11VmtrNXY2L3RXdkFVRU93ZmszNjZEMnorOU0zK3pnTyIsIm1hYyI6IjA4NGY5NzU0M2YwMTgyMTI2YzI5NmE3MzUzZGM2M2IyOWU3YzqwOGMzMzZkMjZlY2RiMjg5ZTgxY2Y4MjBmOWYiLCJ0YWciOiIifQ==

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)

34.48

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 effective utilization of classrooms and computer labs is ensured by scheduling lectures/practicals after thorough interaction between the coordinators.

ICT facilities are maintained and upgraded based on the course coordinators and the IQAC team's review.

All the computers on the campus are configured, monitored, and maintained by separate IT Support staff appointed who take care of all the hardware and software requirements on a daily basis.

We have a fixed Carpenter, Plumber, Electrician, and civil contractor approved by Management who is available as and when required.

Housekeeping and Security guards are outsourced to external agencies.

Annual Maintenance Contract is for Lift, Air Conditioners, Pest Control, Water Cooler, Computers, Printers, CCTV, and Software (Office & Library)

Library books are purchased based on recommendations from students and teachers. All students and teachers can access online resources and subscribed databases through the college website by logging in using their username and password, and Library Software is upgraded regularly.

Requirements of sports materials and equipment are evaluated by the sports in-charge and purchased after approval.

Fire Extinguishers are placed on the campus and are checked and certified annually.

Detailed policies for Infrastructures are posted on our website. The link is given below

https://vivek-college.org/Uploads/VES/Infrastructure%20Policy1.pdf

File Description	Documents
Upload any additional information	[View File](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

17

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	[View File](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](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

136

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://www.vivek-college.org/Uploads/VES/5.1.3.pdf
Any additional information	View File
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

459

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

459

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

78

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

144

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

0

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

5.3 - Student Participation and Activities

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

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

4

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 of the college acts as a dynamic voice of the student fraternity. The council is elected as per the prescribed 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, Arts Circle, Sports & Gymkhana Committee, DLLE and academic toppers from all programs. Two students from Students' Council are included to represent student's interest in College Development Committee (CDC) & Internal Quality Assurance Cell (IQAC).

The Students' Council started its maiden activities with the orientation program for first year students titled "Diksharambh' was organized on 19st & 20th July 2023.Teachers' Day celebration celebration was done on 5th September 2023. We also organised other days like Friendship Day, Saree & Tie Day, Traditional Day, Annual Prize Day, Farewell program to the final year students.

Our council members also regularly participate in the seminars & workshops organized by various colleges. We also organized one workshop on 30th June 2023 to celebrate India's Presidency of G20, under the theme Health, Wellbeing and Sports to educate the students.

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/Uploads/VES/5.3.2.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

1100

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 is a charitable organization and is represented by passionate and dedicated alumni of the College. VAA is registered under The Societies Registration Act, 1860 with Reg No. MAH/MUM/2991/2011 GBBSD dated 23/12/2011 and also under Bombay Public Trusts Act, 1950 with Reg- No. F44756 (Mumbai) dated 26/7/2012.

Our college alumni always stand high to help us improve standards in many ways. following are some of the events in which our college alumni contributed during the A.Y 2023-24.

Mr. Paresh Kashinath More, directed drama events of Youth festival of university of Mumbai of 23-24 and Skit for Udaan festival of

DLLE. Our Hindi Skit won silver medal in final round.

Our alumni Madan Kumar & Rahul Prajapati helped us in smooth conduct of Chess Competition.Our Alumni Sameer Aalam, Manish Yeotikar, Robin Swami, Mohsin Shaikh and Atharva Patil played active role in successful conduct of our mega event Annual Athletic MeetFollowing students contributed to the conduct of FUSION PROGRAM, TMLA - 2023-2024,Sherwin Krishna Desai - Sound SystemAlaimithun C Nadar & Muthukrishna Murth -Dance Choreography and Mohan Acharya-Classical Dance & Singing.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution's vision outlines its commitment to delivering quality education and serving as a guiding light for learners, empowering them to make meaningful contributions to the nation. Guided by this vision, the institution's administrative and academic governance actively works to translate aspirations into actionable missions, encapsulated by the acronym VIVEK.

The management remains dedicated to fostering an environment of excellence, transforming the institution into a hub of knowledge for both the local community and society at large. Leadership from the management and principal ensures accountability, transparency, and the pursuit of opportunities that align with the institution's goals.

Academic governance, spearheaded by the principal, is supported by

the College Development Committee, IQAC, department heads, and
coordinators, all working collaboratively to deliver value-based
education. This governance framework integrates sustainability
objectives and a goal-oriented approach into every institutional
activity.

At its core, academic governance reflects a steadfast commitment
to quality, integrity, and excellence, ensuring the institution
remains a center of educational distinction and societal progress

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

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

The institution has effectively embraced a decentralized
governance model, fostering participative management across
academic, co-curricular, and extra-curricular activities.

To implement this, the institution designates roles such as IQAC
coordinator, heads of departments, coordinators, ISO, NEP and
Autonomy incharges and committee in-charges, carefully selected by
the head of the institution. This structure empowers faculty
members, granting them the autonomy to demonstrate their expertise
and drive initiatives. Academic calendars are meticulously crafted
by the faculty in-charge in coordination with the examination
committee, adhering to the affiliating university's guidelines.
Departmental budgets are developed by respective heads, who
maintain direct access to the principal for addressing concerns
and discussing growth strategies.

Parental involvement is encouraged through regular PTA meetings,
fostering an active partnership and keeping parents informed of
institutional progress. Parents are motivated to become PTA
members to strengthen this collaboration.

Students are also integral to the governance framework, with
representatives actively leading and participating in committees
and associations. Initiatives like "Coffee with Principal," where
class representatives engage in open discussions with the
principal, nurture leadership skills and provide a platform to

voice concerns and share feedback. This initiative promotes leadership development and ensures a dynamic, student-centric environment.

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.Successful implementation of CO-PO mapping for positive outcome based education.

2. InResearch , there are two ongoing MRP of faculties and students' participatedin Avishkar.

3. Ph.D research centre established and permission to start PhD in Business Policy and Administration

4.Increase in percentage of scholarship amount and considerable increase in number of students availed scholarship.

5.ISO audit and Library audit completed successfully.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://www.vivek-college.org/about.html#4
Upload any additional information	No File Uploaded

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

The functioning of the institutional bodies is highly effective and efficient, as evidenced by the robust framework of policies,

administrative setup, appointment and service rules, and operational procedures. These elements are seamlessly integrated to ensure accountability, transparency, and the realization of institutional objectives.

The policies are systematically documented in a comprehensive policy manual that governs all staff-related procedures and is strictly adhered to by all stakeholders. The institution's decentralized administrative setup, as outlined in the organogram, ensures participative management and collaborative decision-making, involving the management, principal, staff, students, and other stakeholders.

Appointments and service rules are meticulously aligned with the University of Mumbai's regulations, ensuring compliance, consistency, and fairness in recruitment and career progression. Regular meetings convened by the principal with staff and student representatives further enhance the responsiveness of institutional bodies to departmental and student needs.

This structured governance model ensures the institution operates efficiently, promoting inclusivity, transparency, and adherence to its vision and mission.

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/IQACMembers.html
Link to Organogram of the institution webpage	https://www.vivek-college.org/about.html#3
Upload any additional information	View File

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 with two bed facility.

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	https://www.vivek-college.org/Uploads/VES/c6_allowances.pdf
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

7

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

5

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

29

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 institution ensures a systematic and transparent performance evaluation process for both teaching and non-teaching staff through the annual submission of self-appraisal forms. These forms are initially reviewed by the respective heads of departments, who assess the performance of staff within their purview. Subsequently, the principal conducts a final evaluation of each self-appraisal form, ensuring a comprehensive review of individual contributions and performance.

Faculty feedback is collected, analyzed, and shared with facultieson a semester-wise and class-wise basis. This process enables educators to reflect on their teaching effectiveness, address areas of improvement, and align their efforts with the institution's objectives.

Through these mechanisms, the institution upholds a culture of accountability, constructive feedback, and ongoing development, ensuring the highest standards of performance and educational excellence.

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 maintains transparency and accountability by conducting regular internal and financial audits with the support of both internal and external auditors. These audits ensure compliance with financial regulations, efficient resource utilization, and accuracy in financial reporting.

The audited statements are thoroughly reviewed and verified by the management and the principal, reinforcing the institution's commitment to financial integrity.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6IjlDa1V4VVo2c0ExaG9ZZDVOUVNjakE9PSIsInZhbHVlIjoiT1Q3NzQzdTZEdTR3clh4ZlRla09Vb0VGYVNpTTMrdVlHdUZCK29mREZwZmVvTVdtNm9ITWJ1UG1KbkVVycG84ViIsIm1hYyI6IjFmNDIwZWU2YTY4ZGJjOGQxYTVjZjhmZTY3ZmY3YzY3YTAxYmRiYWJhY2Y3NWIwWE2Y2NiZTM1NTllNTJmNTciLCJ0YWciOiIifQ==
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)

3,71,993

File Description	Documents
Annual statements of accounts	View File
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 adopts strategic approaches for effective fund mobilization through various channels, ensuring optimal utilization of resources to benefit stakeholders. Scholarships, from private funding are actively promoted to support students financially. Additionally, funds are allocated to assist teachers in pursuing Minor Research Projects, fostering a culture of academic and professional growth.

Resource utilization, both infrastructure-wise and financial, is carefully monitored to ensure maximum efficiency. The management and the principal prioritize the needs of stakeholders, making informed and strategic decisions to address them effectively. This proactive approach guarantees that funds and resources are directed towards initiatives that align with the institution's mission of promoting education and research excellence.

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 taken by IQAC are

1)To conduct Faculty Development Program on Teaching, Learning and Evaluation.

2) To promote add-on, value added and skill-based courses amongst the students.

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 periodically reviews its teaching-learning processes, operational structures, and methodologies to ensure continuous improvement in academic outcomes. This is facilitated through the Internal Quality Assurance Cell (IQAC), which implements quality initiatives such as a robust feedback mechanism to gather insights from stakeholders.

To enhance academic performance, the institution provides students with remedial lectures for external examinations, equipping them with the tools to improve their results. The IQAC ensures that the focus is not only on academic excellence but also on holistic development, fostering incremental improvements across all facets of education.

This commitment to quality is reflected in the active participation of students in research activities, leading to commendable achievements that bring recognition to the institution. Such efforts demonstrate the institution's dedication to nurturing an environment of academic rigor, innovation, and comprehensive growth.

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

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
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 due importance to promote gender equity through various curricular and co-curricular activities of college. Teachers sensitized students about gender equity in classroom teaching-learning process.

Women Development cell and other associations of college are creating gender awareness through activities like guest lecture on menstrual hygiene and Human Trafficking, organizing State level Self-Defense inter-collegiate training workshop, Celebration of International Women's Day and encouraging girls to complete Certificate course in Cyber Security. Gender Audit is conducted to evaluate gender balance in functioning of college

Special Facilities for Women :

? Four security guards including women security guards are appointed at the main gate for 24 hours.

? College campus is under CCTV surveillance.

? College has a team of lady counselors and first aid medical facility for students.

? 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.

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

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

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

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

The IQAC of the college has taken the initiative to collaborate with various NGOs to manage waste on campus.

Volunteers from the NSS Unit collected 45 kg of PET bottles from the neighbourhood. These were handed over to the Afroz Shah Foundation to support their recycling initiatives, contributing to a cleaner and greener environment.

We carry out regular repairs and maintenance of taps and water pipelines to prevent leaks and conserve water.

All wastewater from washrooms and drinking water areas is

efficiently directed to the BMC sewage system, ensuring a clean and hygienic environment for everyone.

Used sanitary napkins are disposed of in special sanitary bins, which are collected by an authorized external agency for proper disposal.

The institution does not generate hazardous waste like chemical or radioactive waste.

E-waste collected at our college is handed over to IDF, which ensures it is properly recycled through its associated recycling community.

Two dustbins are placed near the canteen to separate dry and wet waste. Wet waste, such as vegetable peels and leftover food, goes into one bin, while dry waste, including paper plates, cups, tissues, and wrappers, is placed in the other.

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**

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: **A. Any 4 or All of the above**

    1. Restricted entry of automobiles

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

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*

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information :

A. Any 4 or all of the above

Human assistance, reader, scribe, soft copies of reading material, screen   reading

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 institution, embraces all stakeholders, regardless of cultural, regional, linguistic, socio-economic, or other diversities. Students from any socio-economic, regional, or cultural background are admitted and provided with equal facilities and opportunities.

The Book Bank facility supports 104 economically disadvantaged students. This initiative aims to provide essential academic resources, promoting equal opportunities for education.

The Tamil-Malayalam Literary Association and Marathi Wangmay Natya Mandal organized a cultural program showcasing the traditions of Tamil Nadu, Kerala, and Maharashtra, where students from diverse linguistic backgrounds actively participated.

Through events like Shivjayanti Utsav, Marathi Rajbhasha Divas, and Makar Sankranti, students collaboratively promote unity and cultural richness beyond language and community barriers.

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

Practices and conduct activities to sensitize students and staff to constitutional obligation

Celebration of Independence Day, Republic Day, Maharashtra day imbibes patriotism among staff and students. Displays of Constitutional Rights, Duties, National Anthem,Vande Mataram. Teachings of Swami Vivekananda, evolves students into dutiful citizens.

Session on awareness of Consumer Protection Act, highlighting the duties and responsibilities of Consumers was conducted by Mummbai Grahak Panchayat,

A certificate course titled 'Kathamrit' was conducted based on on Indian Culture and values. It was the collection of enchanting stories, a nectar of Indian literature to enlighten and mould the young minds.

As a responsibility towards environment, on World Environment Day, volunteers created posters, took an oath to conserve the environment and also planted trees.

Students attended a session on rules and regulation relating to voting rights conducted by University of Mumbai and Cyber fraud conducted by Police officers.

Meri maati mera desh was implemented at college and students took selfies with desh ki maati in their hands.

Students participated in program on awareness against drug menace.

Social responsibilities were discharged by students by participating actively in blood donation drive, daily watering plants, making paper bags for distributing to the vendors and teaching Divyanjan students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.vivek-college.org/Uploads/VES/sensitization_of_students_and_staff.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 were 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 repespectively.

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

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: Promotion of Research Activities.
2. Objectives of the Practice: To promote excellence in research among the faculties and students.
3. The Context: The college has established a dedicated Research Committee along with a Ph.D. Research Cell. This committee plays a pivotal role in nurturing a passion for academic research among students and faculty members.
4. The Practice: The Anvikshiki Research Cell, in collaboration with other institutions and organizations, organizes annual national and international seminars and conferences.
5. Evidence of Success: Three collaborative research seminars were organized. Two Faculty member pursuing Minor Research Project. 25 Students presented research papers.

Best Practice 2

1. Title of the Practice: Commitment Towards Community.
2. Objectives of the Practice: To generate spirit of social commitment in the young minds.
3. The Context: Apart from academic excellence, students should be trained to contribute to the society. They need to be socially vibrant to remain responsive to the social needs.
4. The Practice: Various events train students in community health and hygiene, fostering social responsibility. Initiatives like blood donation, medical camps beach clean-up drives, paper bag-making etc. are regular practice of the institution.
5. Evidence of Success: As per the objetives, we were able to inculcate social commitment in the students. Many recognitions were received by students and institution for the same indicating successful development of sensitivity in the young minds.

File Description	Documents
Best practices in the Institutional website	https://www.vivek-college.org/Uploads/VES/Best%20Practice%202023_2024.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

The Meraki Pre-Incubation and Incubation Centre serves as a pioneering entrepreneurial hub in Maharashtra. Recognized for its innovation and leadership in industry collaboration, the Centre actively participates in initiatives like the Ministry of Education's Institution Innovation Council (IIC). It is also celebrated for its outstanding achievements in the National Entrepreneurship Challenge and for receiving continued recognition from Google, as acknowledged last year.

An E-Cell student was selected by IIT-B E-Cell to mentor the NEC team from Kerala. Despite being a commerce college, the institution secured 9th place in the IIT-B National Entrepreneurship Challenge, competing against engineering colleges.

The Centre conducts a wide range of activities, including workshops, motivational sessions, and events on key topics such as Intellectual Property Rights, Business Model Canvas, entrepreneurship, startup growth, problem-solving, and mentoring by successful entrepreneurs. Notable events include "World Entrepreneur Day," "World Intellectual Property Rights Day," and "Startup Awareness Programs." Along with workshops and field visits, the Centre promotes cross-college collaborations, such as visits to KES Shroff College and the inauguration of Start-Up Pre-Incubation Centres at partner institutions.

The Centre remains committed to cultivating an entrepreneurial mindset, empowering students to turn innovative ideas into successful ventures.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The Institution ensures effective delivery of curriculum d through a well-planned and meticulously documented process. The annual academic calendar, designed by the college, aligns seamlessly with the academic calendar of the University. IQAC regularly offers valuable suggestions based on the academic terms of the affiliated universities, which are thoughtfully considered during the design of the college's academic calendar. Following insightful discussions in departmental meetings, the heads of departments meticulously determine the course-wise workload, subject allocation, and schedule in collaboration with mentor-mentee sessions, after consulting with the principal and timetable committee. Every faculty member meticulously crafts a comprehensive lesson plan. Classes in theory, practical, and tutorial formats are conducted in strict adherence to the established schedule. Teachers diligently enhance their pedagogical skills by actively participating in and organizing webinars, attending various faculty development programs, and engages in workshops that discuss and focus on syllabus revision, as recommended by IQAC. Advanced learners are enthusiastically encouraged to participate in seminars, workshops, national and international conferences, as well as enriching educational visits, to further enrich their academic pursuits for excellence.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	[https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6InluZ2pBYzZoK25ZWlB4ZnRMRjhIOFE9PSIsInZhbHVlIjoicktyRXorR1ZMMXdDcjl3SHhoUER2M1NhWXJWSTNQdHBVVFpvK0V1M2ZxL1J1OWx3TWhsWEhYOEtrQko3QldabCIsIm1hYyI6ImVlM2U4ZTVhMGNlZDQ3YmZlMzI3N2RmMmEwNDM3Y2VhODF5OWZmODBhMWI1NGI5NmRmNTczODI5ZWE1YTkxM2IiLCJ0YWciOiIifQ==](#)

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

Students diligently complete their project work and practical exercises to enhance their understanding of the topics covered in their curriculum. The college regularly conducts orientation session for the first -year students where in the students gain valuable insights into the test pattern, passing requirements, grading system, and internal assessment processes. To ensure transparency and fairness in the evaluation process, a meeting of the exam committee is meticulously convened before every exam, including internal tests and semester-end exams. During these meetings, the modalities of the examinations are thoroughly discussed, and the Examination Policy is strictly adhered to throughout the examination process. Every exam schedule is conveniently available on the college website for easy access by students. The results are consistently announced within the pre-determined timeframe. Regular assessments are conducted in the form of projects, practical exams, and internal class tests to comprehensively evaluate student learning and progress. FYB.Com and SYB.Com/BMS/BAF/BBI/BFM/BAMMC/MCOM/MSCIT students were specifically instructed to submit projects related to their specific subjects. At the FY level, tutorial sessions are specifically designed to provide additional support in subjects like Business Communication, Statistics, and Mathematics. For SY and TY BCOM students, practical exams are conducted to assess their proficiency in 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/	A. All of the above

Diploma Courses Assessment /evaluation process of the affiliating University	

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

1.2 - Academic Flexibility

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

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

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)

5

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

142

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

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 related 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 to promote amongst the students values like tolerance, brotherhood and leadership qualities Environment & Sustainability:

Quiz competition and poster making competition were regularly 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

17

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

1425

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 from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	https://www.vivek-college.org/Uploads/VES/1.4.2_compressed.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	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.vivek-college.org/Uploads/VES/1.4.2_compressed.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

886

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

346

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 time of admission, students' learning levels are assessed based on their 12th Standard examination performance. Students are ranked by the percentage they scored, with the top 20% classified as Advanced Learners, the bottom 20% as Slow Learners, and the remaining students as Moderate Learners.

A structured system is in place to monitor the progress of these students throughout their semesters. The progression data is used to evaluate the effectiveness of the faculty's efforts for both slow and advanced learners, allowing them to adjust their strategies for improved outcomes.

For Advanced Learners

- Special Value-added certificate courses,
- Encourage students to present research papers at various platforms,
- Offer opportunities for aspiring entrepreneurs,
- Facilitate peer teaching initiatives,
- Motivate students to organize and lead various activities to develop their leadership skills
- Workshop on IPR

For Slow Learners

- Provide counseling to address student concerns
- Forming Buddy Groups
- Encourage active participation in college activities and

- **committees**
- **Provide Remedial Lecture Support**
- **Language Lab Sessions**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
2306	**32**

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 institution employs a blended learning strategy that offers personalized instruction and expanded access to learning. Interactive classroom sessions, supplemented by seminars, encourage student participation. All curricular and co-curricular activities implemented across the institution's departments are designed with the explicit purpose of enhancing student learning outcomes.

For experiential learning the institution conducted events like

- **Visit to Bombay Stock Exchange (BSE) and RBI Monetary Museum**
- **Workshop on Trading Literacy**
- **Consumer awareness program by interaction with the Graham Panchayat**

For participatory learning the institution conducted programs like

- **Peer teaching via formation of Buddy groups**
- **Participation in Avishkar, University of Mumbai**

- Activities held in NSS and DLLE
- Curiosity Intercollegiate event to explore the possibility of technology and AI
- Research paper presentations
- Joint University program with ICAI on Forensic Accounting and Careers in Accounting
- Chat show on Budget Sessions
- Y-20 Youth Connect Program on health, well-being, and sports

To inculcate the problem solving methodologies/ skills in the students the following programs were conducted

- PPT competition on Sustainable Development Goals,
- Quiz competition on concepts related Accounting and Mathematics as well as weekly library quizzes.
- Online Activity to discuss the importance of Ozone Layer.
- A.D. Shroff Memorial Elocution Competition

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

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

All faculty members possess a comprehensive understanding of Information and Communication Technology (ICT) tools and their application to enhance the teaching and learning process. Each classroom is equipped with Wi-Fi connectivity to facilitate online instruction, and individual projectors to support traditional classroom teaching. Faculty members have received thorough training in the effective and efficient use of ICT tools. The institution utilizes Microsoft Teams and Zoom platforms, in conjunction with collaborative whiteboards, PowerPoint presentations, audio-visual aids, and spreadsheets, to achieve the goals of the teaching-learning process. A hybrid teaching mode was successfully implemented during the transition from online to offline instruction, accommodating students unable to attend in person classes. The institution maintains a well-equipped computer laboratory, audio-visual room, and media center, along with necessary software applications to support the teaching and learning process.

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

32

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	**No File Uploaded**
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

32

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

12

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

413

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 put in place a thorough and open internal assessment system. Every test and assessment process strictly complies with the rules and guidelines set forth by the University of Mumbai, ensuring consistency and adherence to academic standards. During the yearly orientation program, parents and students are given information about the tentative exam schedule. Additionally, exam guidelines, notifications, and any updates are communicated through multiple channels, including notice boards, specialized student WhatsApp groups, and the college website—which is accessible in several languages for inclusivity, thus ensuring that students are well-informed and adequately prepared. All exams are administered 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

The institution has established a comprehensive grievance redress mechanism to address examination-related concerns. Students possess the right to appeal on their examination results at both the college and university levels. To facilitate this process, faculty members are available to provide guidance and support to students seeking revaluation or obtaining photocopies of their answer scripts. This support system ensures that students have access to necessary resources and information throughout the grievance resolution process. The revaluation process is conducted in accordance with stringent protocols, ensuring fairness and transparency. Revaluation results are communicated to students in a timely manner, allowing them to access this crucial information without undue delay. To uphold academic integrity and maintain a fair examination environment, an independent Unfair Means Inquiry Committee is established to investigate allegations of misconduct. Accused students are granted a formal hearing, during which they have the opportunity to present their case. This process guarantees due diligence and ensures that all parties involved are treated equally. The committee operates impartially to ensure a just and equitable outcome. The institution is committed to efficiently address all examination-related complaints with the highest degree of integrity and within specified timelines.

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 program outcomes and course outcomes for all academic programs are clearly outlined on the college's official website and prospectus. To ensure a thorough understanding, these key aspects, including their significance, are carefully explained and elaborated during the orientation programme for new students. Course outcomes are precise statements defining the essential and enduring disciplinary knowledge, skills, and depth of learning expected from students upon successful completion of the course. To foster a clear understanding of course objectives, the Heads of Departments, coordinators, and faculty members regularly engage with students in the classroom to explain the nature and outcomes of each course.

File Description	Documents
Upload any additional information	View File
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.

Attainment level 1: If at least 30 marks is secured by thestudents.

Attainment level 2: If at least 50 marks is secured by the students.

Attainment level 3: If the students secures marks above 50 marks.

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.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

585

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/Feedback%20Analysis%202023_2024_compressed.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)

115000

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

1

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

2

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	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

Faculties are encouragedto participate, present and publish research papers at national and international conferences and in journals and edited books. Teachers participate in programs that help them in enhancing their knowledge that helps them in spreading it to their learners. The cell promotes a mindset to explore their subjects and a multidisciplinary approach among the faculty members by constantly inspiring them to take up research-based activities. It also motivates them to undertake minor and major research projects. The Cell also attempts to cultivate an interest among students in research fields. The students are sent to 'Avishkar' a University research convention for students and PhD scholars and other college research conventions. Our learners have participated and won prizes at intercollegiate college research presentations. The college had received a grant of Rs.100000/- from Mahindra Rural Finance Corporation for faculties to do Minor Research Project. A Palgiarism software is purchased so that students and faculties can use it for publishing their research work in journals and conferences. FDP for faculties of the college was organized on "Academic Enhancement in light of NEP". Online workshop on "Research Metrics in Academic Research & Publication Ethics" with M.O.P Vaishnav College, Chennai was also organized.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.vivek-college.org/Uploads/VES/RM_Workshop_Report_On%20Research%20Metrics%20in%20Academic%20Research%20and%20Publication%20Ethics%20_compressed1.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

13

File Description	Documents
Report of the event	**No File Uploaded**
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

01

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

1

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

17

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

College encourages learners to become members of extension activities.NSS of college works with volunteers on community based projects for "Balwadi" at Punarvas. Volunteers help physically and mentally challenged children for making various articles like Rakhi, Diwali Diyas. Volunteers are given experience of working in Road Safety, Waste Management, Health Projects towards social responsibility. Volunteers participate at different levels University/State/District and College. NSS residential camp is organized at Nandore Village, Palghar District. DLLE conducts activities for creating awareness and sense of responsibility towards society to enhance their employability skills. 4 projects undertaken under DLLE . Annapoorna Yojna Project where students arrange food stalls and sell eatable items in college. Career Project is to make students aware of various options available for their careers

after 12th, graduation. Industry oriented project were a student has to work in the industry for 240hrs. Survey of Women's Status is a project were the role and status of women are studied like how many housewives have their individual bank account, can they make some important decision of their own. Udaan festival organized by University of Mumbai for DLLE students where students perform drama, skit, on various issues like Education, Women's Status, population.

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/extention.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

6

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

186

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

2111

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

2111

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	View File
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 infrastructure such as classrooms, computer laboratories, a language laboratory, a lift, and other essential facilities.

Classroom: There are 26 well-ventilated and well-lit classrooms equipped with Wi-Fi, CCTV Cameras, LDC Projectors, whiteboards, a dais, tables, and chairs.

https://photos.app.goo.gl/bX1Tz47mP85ohSqRA

Computer Laboratories: Three fully air-conditioned computer labs have 77 i3 generation computers duly connected with LAN or Wi-fi. Further, all the computer labs have CCTV cameras and are loaded with required firewall protections. Language Lab with the required software and headphones are made available in the B. Com lab.

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

Library: The library has an area of 4500 sq. ft. and can accommodate 200 students with a Wi-Fi facility and 5 CCTV

cameras. It has a Student Resource Centre with 8 desktops with internet and printer. The library is equipped with e-access to many databases through the college website and subscribes to J-gate and N-List databases. The compactor is installed for book storage, and the magazine rack displays the latest periodicals. https://photos.app.goo.gl/9Mx8nqfcCPY6gfTj6

Seminar Hall: The seminar hall measures 493 square feet and has 60 seats. It is well equipped with audiovisual apparatus, a smartboard, and internet connectivity.

https://photos.app.goo.gl/wQijH7Fqkb9E1ffr9

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6ImZBbERYWmh4YlZtN1FwZlNGL3BockE9PSIsInZhbHVlIjoiTmtDSnpKbXpnVnpDU1k3RTJTQ2UvSy9OUDNXb2xiWE4yZVpFYU8wMlRkR2dyN1BuOTdkWMy9BQlh0MXFDdmZkYyIsIm1hYyI6ImI4NWM5YjE1ODNjMWFkM2M2MzlkMzdiZGVmMmFkYzNkYmEwMTA0N2QwYjJmZmVmNjA2NjM5MGRiMGVkOTljYTEiLCJ0YWciOiIifQ==

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 and outdoor sports as well as cultural activities.

Gymkhana: The 870-square-foot, well-equipped boys' gymkhana, which has a Table Tennis Table, Carrom, and chess Boards, is used by 80 to 100 boys daily. It has a qualified sports director who enhances the overall sports programs and guides and encourages students.

https://photos.app.goo.gl/cH3WxyGAwWmUcq7T6

The girls' common room, measuring 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: Prabodhankar Krida Kendra, Ganesh Maidan, and Ozone swimming pool grounds are hired for outdoor games.

Cultural Activities:

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

Students use an open terrace of approximately 2000 square feet and a covered terrace of approximately 1000 square feet for different activities.

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

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

Meraki Entrepreneurship Cell: 250 Square feet, the Pre-incubation and Incubation center was established under 'Career Katta,' an initiative of the MITSC in association with the Government of Maharashtra.

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

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6ImViUytKcEtGeXBNUGJJdlhieVk0NWc9PSIsInZhbHVlIjoicDc5TEF5UEpVOER0cU9YVWpQQXhiemlPMlZUZ0NvNFptUTBEMEZlbFNzcG9uc0Z6WWNUZVc2cDRoUlpRaVN4USIsIm1hYyI6IjUwMGFlNzg4ZThlMzQ2NjNlNDkzNWMxZWIyYjExMzkzMDc3NTM4YWRlZjA0YThmMmEzNzkzNDY5NjQ3MjljOGIiLCJ0YWciOiIifQ==

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/bX1Tz47mP85ohSqR A
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)

34.48

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 35.866 books, which include 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. The 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. An I-card scanner is used to record the library's footfall of students. Students use the mobile app Edusprint 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, Serial
control to manage periodicals, Report generation, and OPAC to
remotely access the catalogue are automated. Automated to the
extent of 90%

Version

Response: The 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)

8.76

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

378

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 and concerned faculty members regularly review the requirement for technological upgrades, which management executes after review and authorization.

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

Internet Connectivity and its Speed: All computers on the college campus and faculties laptops can access two high-speed internet connections of 100 + 200 MBPS.

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

LCD Projectors: There are 32 LCD Projectors fitted in all the classrooms, computer labs, and auditorium and two portable projectors in the library

Smart Board: The auditorium is equipped with a 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: 97 CCTV cameras have been installed covering each area on the campus.

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

Microsoft Team: Microsoft Team IDs are provided to all faculty and students for online lectures, webinars, workshops, meetings, etc.

College Website: The website is updated regularly.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6Ik5aMEtReC95em8ra3JEZVB0UG1OQVE9PSIsInZhbHVlIjoid2IzT1BwZDNKLzNVbnkxakF5L3ppZTd3bmtid1pGdU11VmtrNXY2L3RXdkFVRU93ZmszNjZEMnorOU0zK3pnTyIsIm1hYyI6IjA4NGY5NzU0M2YwMTgyMTI2YzI5NmE3MzUzZGM2M2IyOWU3YzgwOGMzMzZkMjZlY2RiMjg5ZTgxY2Y4MjBmOWYiLCJ0YWciOiIifQ==

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)

34.48

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 effective utilization of classrooms and computer labs is ensured by scheduling lectures/practicals after thorough interaction between the coordinators.

ICT facilities are maintained and upgraded based on the course coordinators and the IQAC team's review.

All the computers on the campus are configured, monitored, and maintained by separate IT Support staff appointed who take care of all the hardware and software requirements on a daily basis.

We have a fixed Carpenter, Plumber, Electrician, and civil contractor approved by Management who is available as and when required.

Housekeeping and Security guards are outsourced to external agencies.

Annual Maintenance Contract is for Lift, Air Conditioners, Pest Control, Water Cooler, Computers, Printers, CCTV, and Software (Office & Library)

Library books are purchased based on recommendations from students and teachers. All students and teachers can access online resources and subscribed databases through the college website by logging in using their username and password, and Library Software is upgraded regularly.

Requirements of sports materials and equipment are evaluated by the sports in-charge and purchased after approval.

Fire Extinguishers are placed on the campus and are checked and certified annually.

Detailed policies for Infrastructures are posted on our website. The link is given below

https://vivek-college.org/Uploads/VES/Infrastructure%20Policy1.pdf

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

17

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

136

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://www.vivek-college.org/Uploads/VES/5.1.3.pdf
Any additional information	[View File](#)
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

`459`

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

`459`

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 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	**A. All of the above**

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

78

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

144

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

0

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

5.3 - Student Participation and Activities

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

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

4

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 of the college acts as a dynamic voice of the student fraternity. The council is elected as per the prescribed 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, Arts Circle, Sports & Gymkhana Committee, DLLE and academic toppers from all programs. Two students from Students' Council are included to represent student's interest in College Development Committee (CDC) & Internal Quality Assurance Cell (IQAC).

The Students' Council started its maiden activities with the orientation program for first year students titled "Diksharambh' was organized on 19st & 20th July 2023.Teachers' Day celebration celebration was done on 5th September 2023. We also organised other days like Friendship Day, Saree & Tie Day, Traditional Day, Annual Prize Day, Farewell program to the final year students.

Our council members also regularly participate in the seminars & workshops organized by various colleges. We also organized one workshop on 30th June 2023 to celebrate India's Presidency of G20, under the theme Health, Wellbeing and Sports to educate the students.

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/Uploads/VES/5.3.2.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

1100

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 is a charitable organization and is represented by passionate and dedicated alumni of the College. VAA is registered under The Societies Registration Act, 1860 with Reg No. MAH/MUM/2991/2011 GBBSD dated 23/12/2011 and also under Bombay Public Trusts Act, 1950 with Reg- No. F44756 (Mumbai) dated 26/7/2012.

Our college alumni always stand high to help us improve

standards in many ways. following are some of the events in which our college alumni contributed during the A.Y 2023-24.

Mr. Paresh Kashinath More, directed drama events of Youth festival of university of Mumbai of 23-24 and Skit for Udaan festival of DLLE. Our Hindi Skit won silver medal in final round.

Our alumni Madan Kumar & Rahul Prajapati helped us in smooth conduct of Chess Competition.Our Alumni Sameer Aalam, Manish Yeotikar, Robin Swami, Mohsin Shaikh and Atharva Patil played active role in successful conduct of our mega event Annual Athletic MeetFollowing students contributed to the conduct of FUSION PROGRAM, TMLA - 2023-2024,Sherwin Krishna Desai - Sound SystemAlaimithun C Nadar & Muthukrishna Murth -Dance Choreography and Mohan Acharya-Classical Dance & Singing.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The institution's vision outlines its commitment to delivering quality education and serving as a guiding light for learners, empowering them to make meaningful contributions to the nation. Guided by this vision, the institution's administrative and academic governance actively works to translate aspirations into actionable missions, encapsulated by the acronym VIVEK.

The management remains dedicated to fostering an environment of excellence, transforming the institution into a hub of

knowledge for both the local community and society at large. Leadership from the management and principal ensures accountability, transparency, and the pursuit of opportunities that align with the institution's goals.

Academic governance, spearheaded by the principal, is supported by the College Development Committee, IQAC, department heads, and coordinators, all working collaboratively to deliver value-based education. This governance framework integrates sustainability objectives and a goal-oriented approach into every institutional activity.

At its core, academic governance reflects a steadfast commitment to quality, integrity, and excellence, ensuring the institution remains a center of educational distinction and societal progress

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

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

The institution has effectively embraced a decentralized governance model, fostering participative management across academic, co-curricular, and extra-curricular activities.

To implement this, the institution designates roles such as IQAC coordinator, heads of departments, coordinators, ISO, NEP and Autonomy incharges and committee in-charges, carefully selected by the head of the institution. This structure empowers faculty members, granting them the autonomy to demonstrate their expertise and drive initiatives. Academic calendars are meticulously crafted by the faculty in-charge in coordination with the examination committee, adhering to the affiliating university's guidelines. Departmental budgets are developed by respective heads, who maintain direct access to the principal for addressing concerns and discussing growth strategies.

Parental involvement is encouraged through regular PTA meetings, fostering an active partnership and keeping parents

informed of institutional progress. Parents are motivated to become PTA members to strengthen this collaboration.

Students are also integral to the governance framework, with representatives actively leading and participating in committees and associations. Initiatives like "Coffee with Principal," where class representatives engage in open discussions with the principal, nurture leadership skills and provide a platform to voice concerns and share feedback. This initiative promotes leadership development and ensures a dynamic, student-centric environment.

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.Successful implementation of CO-PO mapping for positive outcome based education.

2. InResearch , there are two ongoing MRP of faculties and students' participatedin Avishkar.

3. Ph.D research centre established and permission to start PhD in Business Policy and Administration

4.Increase in percentage of scholarship amount and considerable increase in number of students availed scholarship.

5.ISO audit and Library audit completed successfully.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://www.vivek-college.org/about.html#4
Upload any additional information	**No File Uploaded**

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

The functioning of the institutional bodies is highly effective and efficient, as evidenced by the robust framework of policies, administrative setup, appointment and service rules, and operational procedures. These elements are seamlessly integrated to ensure accountability, transparency, and the realization of institutional objectives.

The policies are systematically documented in a comprehensive policy manual that governs all staff-related procedures and is strictly adhered to by all stakeholders. The institution's decentralized administrative setup, as outlined in the organogram, ensures participative management and collaborative decision-making, involving the management, principal, staff, students, and other stakeholders.

Appointments and service rules are meticulously aligned with the University of Mumbai's regulations, ensuring compliance, consistency, and fairness in recruitment and career progression. Regular meetings convened by the principal with staff and student representatives further enhance the responsiveness of institutional bodies to departmental and student needs.

This structured governance model ensures the institution operates efficiently, promoting inclusivity, transparency, and adherence to its vision and mission.

File Description	Documents
Paste link for additional information	https://www.vivek-college.org/IQACMembers.html
Link to Organogram of the institution webpage	https://www.vivek-college.org/about.html#3
Upload any additional information	View File

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 with two bed facility.

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	https://www.vivek-college.org/Uploads/VES/c6_allowances.pdf
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

7

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

5

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

29

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 institution ensures a systematic and transparent performance evaluation process for both teaching and non-teaching staff through the annual submission of self-appraisal

forms. These forms are initially reviewed by the respective heads of departments, who assess the performance of staff within their purview. Subsequently, the principal conducts a final evaluation of each self-appraisal form, ensuring a comprehensive review of individual contributions and performance.

Faculty feedback is collected, analyzed, and shared with facultieson a semester-wise and class-wise basis. This process enables educators to reflect on their teaching effectiveness, address areas of improvement, and align their efforts with the institution's objectives.

Through these mechanisms, the institution upholds a culture of accountability, constructive feedback, and ongoing development, ensuring the highest standards of performance and educational excellence.

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 maintains transparency and accountability by conducting regular internal and financial audits with the support of both internal and external auditors. These audits ensure compliance with financial regulations, efficient resource utilization, and accuracy in financial reporting.

The audited statements are thoroughly reviewed and verified by the management and the principal, reinforcing the institution's commitment to financial integrity.

File Description	Documents
Paste link for additional information	https://assessmentonline.naac.gov.in/public/index.php/admin/get_file?file_path=eyJpdiI6IjlDa1V4VVo2c0ExaG9ZZDVQUVNjakE9PSIsInZhbHVlIjoiT1Q3NzQzdTZEdTR3clh4ZlRla09Vb0VGYVNpTTMrdVlHdUZCK29mREZwZmVvTVdt9ITWJ1UG1KbkVycG84ViIsIm1hYyI6IjFmNDIwZWU2YTY4ZGJjOGQxYTVjZjhmZTY3ZmY3YzY3YTAxYmRiYWJhY2Y3NWIwYWE2Y2NiZTM1NTllNTJmNTciLCJ0YWciOiIifQ==
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)

3,71,993

File Description	Documents
Annual statements of accounts	View File
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 adopts strategic approaches for effective fund mobilization through various channels, ensuring optimal utilization of resources to benefit stakeholders. Scholarships, from private funding are actively promoted to support students financially. Additionally, funds are allocated to assist teachers in pursuing Minor Research Projects, fostering a culture of academic and professional growth.

Resource utilization, both infrastructure-wise and financial, is carefully monitored to ensure maximum efficiency. The management and the principal prioritize the needs of

stakeholders, making informed and strategic decisions to address them effectively. This proactive approach guarantees that funds and resources are directed towards initiatives that align with the institution's mission of promoting education and research excellence.

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 taken by IQAC are

1)To conduct Faculty Development Program on Teaching, Learning and Evaluation.

2) To promote add-on, value added and skill-based courses amongst the students.

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 periodically reviews its teaching-learning processes, operational structures, and methodologies to ensure continuous improvement in academic outcomes. This is facilitated through the Internal Quality Assurance Cell (IQAC), which implements quality initiatives such as a robust feedback mechanism to gather insights from stakeholders.

To enhance academic performance, the institution provides

students with remedial lectures for external examinations, equipping them with the tools to improve their results. The IQAC ensures that the focus is not only on academic excellence but also on holistic development, fostering incremental improvements across all facets of education.

This commitment to quality is reflected in the active participation of students in research activities, leading to commendable achievements that bring recognition to the institution. Such efforts demonstrate the institution's dedication to nurturing an environment of academic rigor, innovation, and comprehensive growth.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	Nil
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 due importance to promote gender equity through various curricular and co-curricular activities of college. Teachers sensitized students about gender equity in classroom teaching-learning process.

Women Development cell and other associations of college are creating gender awareness through activities like guest lecture on menstrual hygiene and Human Trafficking, organizing State level Self-Defense inter-collegiate training workshop, Celebration of International Women's Day and encouraging girls to complete Certificate course in Cyber Security. Gender Audit is conducted to evaluate gender balance in functioning of college

Special Facilities for Women :

? Four security guards including women security guards are appointed at the main gate for 24 hours.

? College campus is under CCTV surveillance.

? College has a team of lady counselors and first aid medical facility for students.

? 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.

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

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

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

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

The IQAC of the college has taken the initiative to collaborate with various NGOs to manage waste on campus.

Volunteers from the NSS Unit collected 45 kg of PET bottles from the neighbourhood. These were handed over to the Afroz Shah Foundation to support their recycling initiatives, contributing to a cleaner and greener environment.

We carry out regular repairs and maintenance of taps and water pipelines to prevent leaks and conserve water.

All wastewater from washrooms and drinking water areas is efficiently directed to the BMC sewage system, ensuring a clean and hygienic environment for everyone.

Used sanitary napkins are disposed of in special sanitary bins,

which are collected by an authorized external agency for proper disposal.

The institution does not generate hazardous waste like chemical or radioactive waste.

E-waste collected at our college is handed over to IDF, which ensures it is properly recycled through its associated recycling community.

Two dustbins are placed near the canteen to separate dry and wet waste. Wet waste, such as vegetable peels and leftover food, goes into one bin, while dry waste, including paper plates, cups, tissues, and wrappers, is placed in the other.

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

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

A. Any 4 or All of the above

4. Ban on use of plastic
5. Landscaping

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human	A. Any 4 or all of the above

assistance, reader, scribe, soft copies of reading material, screen   reading

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 institution, embraces all stakeholders, regardless of cultural, regional, linguistic, socio-economic, or other diversities. Students from any socio-economic, regional, or cultural background are admitted and provided with equal facilities and opportunities.

The Book Bank facility supports 104 economically disadvantaged students. This initiative aims to provide essential academic resources, promoting equal opportunities for education.

The Tamil-Malayalam Literary Association and Marathi Wangmay Natya Mandal organized a cultural program showcasing the traditions of Tamil Nadu, Kerala, and Maharashtra, where students from diverse linguistic backgrounds actively participated.

Through events like Shivjayanti Utsav, Marathi Rajbhasha Divas, and Makar Sankranti, students collaboratively promote unity and cultural richness beyond language and community barriers.

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

Practices and conduct activities to sensitize students and staff to constitutional obligation

Celebration of Independence Day, Republic Day, Maharashtra day imbibes patriotism among staff and students. Displays of Constitutional Rights, Duties, National Anthem,Vande Mataram. Teachings of Swami Vivekananda, evolves students into dutiful citizens.

Session on awareness of Consumer Protection Act, highlighting the duties and responsibilities of Consumers was conducted by Mummbai Grahak Panchayat,

A certificate course titled 'Kathamrit' was conducted based on on Indian Culture and values. It was the collection of enchanting stories, a nectar of Indian literature to enlighten and mould the young minds.

As a responsibility towards environment, on World Environment Day, volunteers created posters, took an oath to conserve the environment and also planted trees.

Students attended a session on rules and regulation relating to voting rights conducted by University of Mumbai and Cyber fraud conducted by Police officers.

Meri maati mera desh was implemented at college and students took selfies with desh ki maati in their hands.

Students participated in program on awareness against drug menace.

Social responsibilities were discharged by students by participating actively in blood donation drive, daily watering

plants, making paper bags for distributing to the vendors and teaching Divyanjan students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.vivek-college.org/Uploads/VES/sensitization_of_students_and_staff.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 were 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 repespectively.

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

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: Promotion of Research Activities.
2. Objectives of the Practice: To promote excellence in research among the faculties and students.
3. The Context: The college has established a dedicated Research Committee along with a Ph.D. Research Cell. This committee plays a pivotal role in nurturing a passion for academic research among students and faculty members.
4. The Practice: The Anvikshiki Research Cell, in collaboration with other institutions and organizations, organizes annual national and international seminars and conferences.
5. Evidence of Success: Three collaborative research seminars were organized. Two Faculty member pursuing Minor Research Project. 25 Students presented research papers.

Best Practice 2

1. Title of the Practice: Commitment Towards Community.
2. Objectives of the Practice: To generate spirit of social commitment in the young minds.
3. The Context: Apart from academic excellence, students should be trained to contribute to the society. They need to be socially vibrant to remain responsive to the social needs.
4. The Practice: Various events train students in community health and hygiene, fostering social responsibility. Initiatives like blood donation, medical camps beach clean-up drives, paper bag-making etc. are regular

practice of the institution.

5. **Evidence of Success: As per the objetives, we were able to inculcate social commitment in the students. Many recognitions were received by students and institution for the same indicating successful development of sensitivity in the young minds.**

File Description	Documents
Best practices in the Institutional website	https://www.vivek-college.org/Uploads/VES/Best%20Practice%202023_2024.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

The Meraki Pre-Incubation and Incubation Centre serves as a pioneering entrepreneurial hub in Maharashtra. Recognized for its innovation and leadership in industry collaboration, the Centre actively participates in initiatives like the Ministry of Education's Institution Innovation Council (IIC). It is also celebrated for its outstanding achievements in the National Entrepreneurship Challenge and for receiving continued recognition from Google, as acknowledged last year.

An E-Cell student was selected by IIT-B E-Cell to mentor the NEC team from Kerala. Despite being a commerce college, the institution secured 9th place in the IIT-B National Entrepreneurship Challenge, competing against engineering colleges.

The Centre conducts a wide range of activities, including workshops, motivational sessions, and events on key topics such as Intellectual Property Rights, Business Model Canvas, entrepreneurship, startup growth, problem-solving, and mentoring by successful entrepreneurs. Notable events include "World Entrepreneur Day," "World Intellectual Property Rights Day," and "Startup Awareness Programs." Along with workshops and field visits, the Centre promotes cross-college collaborations, such as visits to KES Shroff College and the

inauguration of Start-Up Pre-Incubation Centres at partner institutions.

The Centre remains committed to cultivating an entrepreneurial mindset, empowering students to turn innovative ideas into successful ventures.

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

- Preparing for successful implementation of National Education Policy 2020.
- To encourage faculties to attend training program on NEP and Academic Bank of Credit (ABC)
- Conduct Educational tours, Industrial visits to go beyond the curriculum.
- To organize industry-academia lectures to provide learners with valuable insights and bridge the gap between theoretical knowledge and practical applications.
- To encourage students and faculty to engage in research activities and pursue collaborative research initiatives.
- To organize research programmes such as Conference Workshop and FDP.
- To establish and formalize more MOUs with both industry and academic institutions, and to actively collaborate on initiatives that drive meaningful outcomes.
- To organise various co-curricular, extra-curricular and sports programmes.
- To organise placement drives with the companies for learners.
- To conduct quality audits.
- To promote environment-friendly initiatives and encourage learners to actively engage in community service and activities.