YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution   **VIVEKANANDA COLLEGE**

- Name of the Head of the institution   **Dr T VENKATESAN**

- Designation   **PRINCIPAL**

- Does the institution function from its own   **Yes**
  campus?

- Phone No. of the Principal   **04543258234**

- Alternate phone No.

- Mobile No. (Principal)   **9791150932**

- Registered e-mail ID (Principal)   **principal@vivekanandacollege.org**

- Address   **TIRUVEDAKAM WEST**

- City/Town   **MADURAI DISTRICT**

- State/UT   **TAMILNADU**

- Pin Code   **625234**

2.Institutional status

- Autonomous Status (Provide the date of   **18/06/1987**
  conferment of Autonomy)

- Type of Institution   **Men**

- Location   **Rural**

- Financial Status   **Grants-in aid**

- Name of the IQAC Co-ordinator/Director   **Dr A SATHEESH BABU**

- Phone No.   **04543258234**

- Mobile No: **9500313242**

- IQAC e-mail ID   **vciqac@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.vivekanandacollege.ac.in/

4.Was the Academic Calendar prepared for that year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.vivekanandacollege.ac.in/wp-content/uploads/2021/06/Handbook-2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**A**	**85.25**	**2002**	**01/10/2002**	**30/09/2007**
Cycle 2	**A**	**3.57**	**2010**	**28/03/2010**	**27/03/2015**
Cycle 3	**A**	**3.59**	**2015**	**14/09/2015**	**13/09/2022**

6.Date of Establishment of IQAC   **18/07/2003**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
COLLEGE	**CPE**	**UGC**	**01/05/2016**	**11500000**

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI   View File

9.No. of IQAC meetings held during the year   **6**

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

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

10.Did IQAC receive funding from any funding agency to support its activities during the year?   **No**

- If yes, mention the amount

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

E Content Development and Uses in the Classroom

Conducting Course Exit Survey and Programme Exit Survey

Inclusion of Intellectual Property Rights in the Syllabus

Website Updation

Creating awareness on N-List and Digital Library

12.Plan of action chalked out by IQAC at 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 demonstrate Google Classroom Usage to Staff and Students	IQAC organised Faculty Enrichment Programme on 9th August 2020. Dr.T.Venkatesan, Principal, Vivekananda College, Tiruvedakam West gave Live Demonstration on Google Classroom.
To Create awareness on N-List and Digital Library	The Central Library of the college conducted the Major-wise N-list awareness and Digital library programmes to the students.
To suggest MoU Signing	The Department of Economics has signed MoU with the ICMR-NIRT,Chennai
To maintain the Students Attendance during the online classes	The students attendance during the online classes are recorded in the Google Sheet by the respective teachers
To organise National Youth Day Symposium	IQAC and Swami Vivekananda Studies Centre orgainsed Department-wise National Youth Day Symposium through online on 12-01-2021
To conduct Parents Meeting	Parents Meeting For First Year UG, Second Year UG and First year PG students was conducted through offline on 08-02-2021
To apply for NIRF Ranking 2021	The College has been included in the Rank band of 151-200 in the NIRF Ranking 2021
To conduct Student Development Programme	IQAC organised Student Development Programme for all the students on 15 th October 2020.
Submission of Proposal under DBT Star College Scheme	Proposal for DBT Star College Scheme has been submitted through online

13.Was the AQAR placed before the statutory body?   **Yes**

  - Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body	**21/08/2021**

14.Was the institutional data submitted to AISHE ?   **Yes**

  - Year

Part A

Data of the Institution

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• Name of the Head of the institution	Dr T VENKATESAN
• Designation	PRINCIPAL
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• Alternate phone No.	
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• Registered e-mail ID (Principal)	principal@vivekanandacollege.org
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• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	

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• If yes, mention the amount	

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Name of the statutory body	Date of meeting(s)
Governing Body	21/08/2021

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
2020-21	28/02/2022

15.Multidisciplinary / interdisciplinary

Vivekananda College offers courses for all the UG and PG programmes with multidisciplinary and interdisciplinary approach. The curriculum components are mandatory under the direction of the Tamil Nadu Government to ensure uniformity. The curriculum has been brought under restructured Choice Based Credit System (CBCS) in 2010. The curriculum for the undergraduate courses is divided into five parts: Part I, Part II, Part III, Part IV, Part V and Part VI. In respect of Non-Major Elective (NME) courses which ensures interdisciplinary approach under part IV, the UG students go to other departments according to their choice during the first and second semesters. The PG students go to other departments according to their choice during the third semester. The UG students have physical education, spiritual education, wit for wisdom and humour for health, citizenship training & Self Study Scheme (SSS) and general knowledge as part of their curriculum under part VI which ensures the multidisciplinary approach. GK classes are conducted on every Saturday between 7.00 p.m. and 8.00 p.m. The question paper consists of questions from Science, Economics, Current Affairs, Numerical Ability, Reasoning, Sports, Tamil for the above class is set by the faculty members of all the departments. It reflects the multidisciplinary approach. The curriculum provides for academic progression in through multidisciplinary and interdisciplinary approach.

16.Academic bank of credits (ABC):

Being an autonomous college, the college has introduced Choice based Credit System (CBCS) with flexibility in the assignment of credit to each course in 2006 and the restructured CBCS was introduced in 2010 as per the guidelines of Government of Tamil Nadu CBCS 2008. As per the CBCS, for calculating cumulative grade point average, the credits of each course for a student was stored as backup in the server through a software. This will reflect in each semester marks statement of the student. In the coming days, as a part of preparedness for NEP 2020, the college is exploring the possibilities to implement Academic Bank of Credits (ABC).

17.Skill development:

The college curriculum has been designed to develop higher order cognitive skills. Part IV includes non-major electives, skill based courses. Higher order skill development programmes as outlined by the NSDC are yet to be implemented in the college. However, out of the 21 skills identified by the NSDC, the certificate courses of the college coming under Part VI cover 10 skills.

The Gurukula system of training is a humble and systematic attempt in reviving the age old "GURU GRIHA VASA" for wholesome education. Students who willingly submit to the training here are sure to shine both academically and socially. Character building and life-training have been the ideal of our Gurukula. It is man making education that is imparted in this institution. Culture, Character and Curriculum are the three facets of ideal education that make a man a better man. Attention to physical culture, devotion to duty, obedience to teachers, hospitality to guests, zest for life, love for the nation and above all, humility and faith in the presence of God etc., are the values sought to be inculcated. All steps are taken to ensure the required atmosphere for the ideal life-training.

The Department of Sanskrit conducts an oral examination in the respective semester to evaluate the skill in the Sanskrit language. The English Department organizes every year English Enrichment Camp (EEC) to develop the English communication skill.

Certificate courses enrich the knowledge in English and help students to acquire communication skill. Computer skills have been made a compulsory component in the curriculum of the all departments.

Yogasanas performing skills is imparted to all the students.

The students of Vivekananda College must complete six certificate/diploma courses before they graduating.

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

The vision of the college To raise an army of neo-graduates steeped in the hoary culture of the Motherland and dedicated to serving her as potential leaders in the manifold spheres of national effort ensures the appropriate of Indian knowledge system.

The institute has a strategy to integrate Indian knowledge system, Indian languages and culture. The college offers Indian languages such as Sanskrit, Hindi and Tamil under part I to all the UG students. The college also offers Spoken Hindi as a certificate course for the willing students.

As per the bilingual concept, the students of computer science learn Tamil language as Part-I and Sanskrit as Non-Major Elective. Similarly the Commerce students learn Hindi language as Part-I and Tamil as Non-Major Elective. Further the students who wish to learn Sanskrit is allowed to learn Tamil also.

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

In Vivekananda College, life-training has been the part and parcel of the curriculum right from the inception of the institution. The academic programmes of the institution are not only educative but also inculcative which act as a platform for the students to acquire and to manifest their skills, values and knowledge. The daily routine has been designed in such a way that it provides for knowledge accumulation, skill development and value inculcation. This leads to a healthy and all-round academic competence. The gurukulam based curriculum brings out the overall personality of the students by focusing on three important components such as Hand, Heart and Head. The mission of the college i.e., A harmonious enrichment of physical, emotional and intellectual facets of a student's personality to bring out his inherent perfection. ensures the essence of the outcome based education. To focus on the learner-centric teaching pedagogy, the college has implemented the Outcome Based Education (OBE) with the existing CBCS curriculum during the academic year 2018-19 and

restructured the same with the Learning Outcome based Curriculum Framework (LOCF) as per the guidelines of UGC from the academic year 2021-22. Under the OBE, all the programmes have been defined with Programme Educational Objectives (PEOs), Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs).

20.Distance education/online education:

Though college is running under Gurukula pattern to translate the dreams of Swami Vivekananda into reality and to revive the ancient Gurukulam with modern education, the college is aware that the Distance Education /Online Education. The college is exploring the possibilities for offering courses and programmes related to value education and Indian heritage & culture through online education for other peoples also in future.

Extended Profile

1.Programme

1.1 Number of programmes offered during the year:	**13**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.Student

2.1 Total number of students during the year:	**1074**

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2 Number of outgoing / final year students during the year:	**341**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.3 Number of students who appeared for the examinations	**1051**

conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1	**481**
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	**70**
Number of full-time teachers during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.3	**71**
Number of sanctioned posts for the year:	

4.Institution

4.1	**392**
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	

4.2	**53**
Total number of Classrooms and Seminar halls	

4.3	**241**
Total number of computers on campus for academic purposes	

4.4	**180.96**
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college implemented the Outcome Based Education (OBE) for all the UG and PG Programmes during the year 2018-19 along with existing CBCS system. The curriculum designing and redesigning is a continuous process and the curriculum is put to achieve academic excellence by revising and introducing new courses to suit the local, regional, national and global needs. These are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution. COs of Core Courses of the each Department can develop the global competencies so that the student achieves capability for employability. COs of some course reflected the National needs. Particularly a few courses in the curricula are modified to reflect the regional socio-economic conditions of Tamil Nadu. The local needs are reflected in the COs of some courses especially Part I Language courses.

File Description	Documents
Upload additional information, if any	**No File Uploaded**
Link for additional information	**Nil**

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

3

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	**No File Uploaded**
Details of syllabus revision during the year	<u>View File</u>
Any additional information	**No File Uploaded**

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

71

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

10

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

13

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	No File Uploaded
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

As Vivekananda College is impart training to the youth towards the overall personality development, some regular courses of our curriculum tries to address issues related to Professional Ethics, Gender, Human Values, Environment and sustainability. The Part VI course and some value added courses are also address the same.

Issues relevant to Professional Ethics: The Curriculum of Chemistry and the Commerce included the courses like Forensic Chemistry and Forensic Accounting respectively are the samples for addressing issues relevant to Professional Ethics.

Issues relevant to Gender: The Curriculum of Economics, the Commerce, the Zoology included the courses like Population Studies, Entrepreneurship Development and Human Anatomy respectively are the samples for addressing issues relevant to Gender.

Issues relevant to Human Values: The Curriculum of college included the courses like Value Education and Spiritual Education are the samples for addressing issues relevant to Human Values.

Issues relevant to Environment: The Curriculum of college included the course like Environmental Studies is the sample for addressing issues relevant to Environment.

Issues relevant to Sustainability: The Curriculum of college included the courses like Physical training and Wit for Wisdom and Humour for Health, Yoga are the samples for addressing issues relevant to Sustainability.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	No File Uploaded
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

44

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

978

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

162

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni   **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	**Nil**
Any additional information	**No File Uploaded**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

392

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

392

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	<u>View File</u>

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The advanced learners are identified by their performance in the class tests, sessional examinations and summative examinations, class room communication and interaction with the teachers.

Students are motivated to join dual degree programmes offered by IGNOU study centres located at the college campus.

Advance Learners are encouraged to participate in seminars/workshops and quiz contests in other colleges

They are constantly encouraged and guided for preparation of various competitions.

Advanced Learners become Peer Team Student Tutors

After the publication Odd/Even Semester results, IQAC of the college insists the Heads of the Department and the Course teachers to conduct remedial coaching for the slow learners.

Extra coaching classes are given for slow learners through Peer Team Student Tutor (PTST) Programme

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/08/2020	**1089**	**71**

File Description	Documents
Upload any additional information	**No File Uploaded**

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:

Student centric learning in the form of participatory learning is encouraged at the Vivekananda College

The following teaching methods are being adopted by the teachers: interactive learning method, laboratory practicals, field trips,

industrial visits, on the job training, self-learning, team teaching and assignments.

The Department of History practices the On the Spot Lecture method

All the departmental association activities are enriched with student centric learning activities such as seminars, Guest lectures, workshops, mock interviews, drama enacting, poetry recitation and department specific technical activities.

To inculcate the habit of reading the books, the students are sent to the library during evening study hour (from 6.30 p.m. to 8.00 p.m.) under Self Study Scheme (SSS).

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional Information	**Nil**

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Teachers of the Vivekananda College uses the ICT-enabled tools for effective teaching learning process. To enhance process all the departments are provided wihth LCD projectors and laptops. All members of the faculty competent to use ICT platforms.

This year due to COVID, all the teachers are used the ICT platforms such as Google classroom, Zoom Meetings, etc. and E-tools such as Google Meet for taking video lectures, Google forms for getting assignments and conducting online tests, Tesmoz for conducting online Quizzes/MCQ tests, KineMaster, Youtube, Slideshare etc. for effective teaching learning process.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	**Nil**
Upload any additional information	**No File Uploaded**

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

59

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	[View File](#)
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The institutional plan of organizing Teaching – learning and evaluation programmes and their schedule are executed through the calendar. Each semester consists of 15 weeks, a week consists of 6 days and a day has five instructional hours.

Instructional hours of a day are carried out according to the time table. Each department maintains Academic Arrangement Register (AAR) in which alternative academic arrangements are recorded in case any teacher goes on leave. The classes taken by the teachers are recorded in the Academic Interaction Record (AIR) which is countersigned by the concerned Head of the Department and by the Principal every month.

The Gurukulam functions on an average for 270 days a year. Everyday the students have 'supervised study hours' from 5.30 a.m. to 7.00 a.m. and in the evening from 6.30 p.m. to 8.00 p.m. which enable the students to plan the academic learning.

The details about the six sessional and two summative examinations for the whole academic year are incorporated in the calendar.

The college calendar is distributed to all the students and staff members. It contains information about various academic programmes, test schedules, deadline for the payment of mess fee and other college events.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

70

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**
Any additional information	**No File Uploaded**

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

45

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	**No File Uploaded**

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

541

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	**No File Uploaded**

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

48

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	**No File Uploaded**

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

1

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Being an autonomous institution, the college periodically carries out evaluation reforms and some of the reforms implemented successfully are:

Answer Booklet is introduced

Marksheets with six high security features is introduced

OMR Answer sheets provided for the MCQ based Courses

Educational Resource Management System (ERMS) has been implemented during 2018. It has been in practice to maintain the Academic data such as Staff and Student personal data, fee payment, Continuous

Internal Assessment and End Semester Examinations records.

Internal Assessment Tests will be uploaded in the ERMS by the respective course teachers and it will be downloaded by the Sessional Office for conducting CIA Exams. Continuous Internal Assessment Tests marks will be entered in the ERMS by the method of Conducting 3 CIA Exams, 5 Cycle Tests and 5 Assignments and further students' performance will be analyzed under OBE.

End Semester Examination will be conducted and Marks of the student have been added in the ERMS and consolidated the Continuous Internal Assessment mark and End Semester Examination mark at the end of every semester. The result of the examination will be published in the official website of the college through the ERMS.

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

2.6 - Student Performance and Learning Outcomes

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

The college has stated graduate attributes and learning objectives. To attain these attributes Programme outcomes (POs), Programme specific outcomes (PSOs) for all academic programmes are stated by the Institute as per guidelines of NAAC. The POs are aligned to the

learning objectives.

POs and PSOs are designed to ensure complete and comprehensive learning about the program and courses as these are critical for the successful career of the student.

The Course Outcomes (COs) identify the minimum achievement required for success in the course based on the principles of Blooms taxonomy including Knowledge, Comprehension Application, Analysis, Synthesis and Evaluation.

For each programme, PO/PSO and CO are designed through the following process steps:

The Programme Outcomes for UG and PG are framed by the IQAC and approved in the Staff Council.

All the Heads of the Departments along with their faculty members framed the Programme Speific Outcomes and Course Outcomes of their respective Departments and get approval from the members of Boards of Studies and Academic Council.

The process was continuously monitored by Dean and Controller of Examinations and finally were approved by IQAC.

POs, PSOs, COs are displayed for all stakeholders at following locations: Institutes' website.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Link for additional Information	https://www.vivekanandacollege.ac.in/peos-psos-pos/

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Programme outcomes, and course outcomes are evaluated by the institution by direct and indirect methods and considered marks obtained in Sessional Examinations and Summative Examinations

Calculation of Course Outcome Attainment

Course outcomes are attained through direct and indirect methods

Direct Method:

1. **CO wise Internal tests marks will be taken**
2. **Class performance activities consisting of Unit/CO -wise**

class test marks, Unit/CO-wise Assignment marks will be taken

3. Marks obtained in the Summative Exams (Average) will be taken

Indirect Method:

For calculating course outcome attainment under the Indirect method, the Course Exit survey is considered.

A common format of programmed excel sheet is used for finding the average attainment of COs.

For measure PO in direct method a CO/PO matrix is used to measure PO. The CO are linked to the PO using the CO vs PO matrix as stated in Course.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

337

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://www.vivekanandacollege.ac.in/wp-content/uploads/2021/10/SSS_Analysis_Report_2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The college is of the view that each and every faculty should involve in research. Staff members are motivated to apply for research grants.

Faculty members registered for part time Ph.D are encouraged to carry out their work pertaining to research by providing flexible time table.

Special increments are provided to the self-financing faculty who have completed Ph.D.

Over head charges sanctioned by the funding agencies are provided to the Principal Investigator to acquire additional resource for research without encroaching it. Infrastructural facilities, electricity and other basic needs are provided free of charge to the researchers.

Funds are immediately disbursed and transparency is practiced in maintaining accounts.

This year Best Researcher Award is instituted by the Management of the College

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	**No File Uploaded**
Provide URL of policy document on promotion of research uploaded on the website	**Nil**
Any additional information	**No File Uploaded**

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<u>View File</u>
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

18

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	<u>View File</u>
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

2.75

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

11

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

1

File Description	Documents
Supporting document from Funding Agencies	[View File]
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

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

There is a Research Cell at the college level for making policy related to research and innovation

The central library provides facilities for creation of knowledge and research support through reference books, research journals, encyclopedia, reading room, OPAC system, Digital library-inflibnet, delnet, plagiarism software support.

The Institution's Innovation Cell and the Entrepreneurship Cell of the college conducts various activities to evolve the innovations from the staff and students.

The Science Instrumentation Centre of the college provides the facility to increase the interdisciplinary research and innovation.

Students are encouraged to participate in Seminar/Conferences and inter collegiate meets.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

11

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	No File Uploaded
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

6

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	*View File*
Any additional information	**No File Uploaded**

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

4

File Description	Documents
List of research papers by title, author, department, and year of publication	*View File*
Any additional information	**No File Uploaded**

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

1

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

78

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	**No File Uploaded**

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-

Index of the University

3.4.6.1 - h-index of Scopus during the year

7

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

22400

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	[View File](#)
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

20000

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college offers Extension Activities as one of the Course under Part V to all the final year UG students. In which the NSS, NCC, YRC, RRC are conducting various extension activities to the villages.

The college adopted six villages under Village Adoption Scheme

The college practices the following extension activities for towards the upliftment of the society by the students:

Green Card Scheme – To solve the environmental issues

Literacy Card – to solve the illiterate issues

Yoga Training – To solve the health issues

Swachhta Bharath – To solve the Environmental Pollution issues

Apart from these regular practices, during the academic year 2020-21 the college involved the following activities during Covid19 lockdown period

- **The college in association with Vetri Siddha Hospital,**

Thanichiyam distributed KABASURA KUDINEER to prevent the people from COVID-19 to the people in the nearby villages such as Tiruvedakam, Tiruvedakam Colony, Thatchampathu, Nedunkulam for three days in each village from 14th July 2020 to 18th July 2020.

- The college in association with Primary Health Centre, Melakkal conducted the Health Camp to identify the fever at college premises on 16th August 2020.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

19

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1450

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

5

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

2

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

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 equipments, etc.

The total campus are of the college is 40 acres. College has seven buildings. College has Science, Arts and Commerce faculties which offers UG, PG and Research Programmes. College has good infrastructure facilities for conducting these programmes.

The classrooms have sufficient space as per the requirement of the

class and are spacious, well-ventilated. Each Department is given with one smart class room.

All the classrooms are given with the green boards. The portable LCD Projector and laptops are given to all the departments which helps in ICT enabled teaching in different classrooms.

The Department of Physics has 2 Labs for UG Programme, the Department of Chemistry has 3 labs for UG and PG Programmes and one Research Lab, the Department of Botany has 2 labs for UG programme, the Department of Zoology has 3 labs for UG and PG programmes and one Research lab.

The college has UGC sponsored Language Lab

The college has 2 computer labs for all the students and one computer lab for Computer Science Department.

College has a 241 computers -desktops and laptops and related accessories for teaching as well as for practical purposes. URKUND software purchased by the college is used to check plagiarism.

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

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

The college is functioning under the Gurukula pattern where all the students stay in the college. They avail the facilities of the college such as Indoor Stadium, Play ground Yoga Centre and Gymnasium between 4.00 p.m. and 9.30 a.m. for their all round development.

Facilities for Cultural Activities

- For conducting seminars, conferences, special lectures, workshops, Kalaikudal the Audio-Visual Hall, Smart Class Rooms and Prayer Hall are utilized.
- For practising cultural activities, separate room is given for Fine Arts club.

Facilities for Sports & Games

- **Sprawling playground which accommodates all the students for doing Suryanamaskar every morning and mass drill once a week in the evening**
- **400 m track maintained throughout the year for track and field events**
- **A multipurpose gymnasium is available**
- **Equipments like Malcolm, trampoline and coir beds for performing gymnastics activities**
- **The UGC sponsored Indoor Stadium is available for Indoor Games and yogasanas**
- **Spacious halls and corridors for doing Yogasanas for all the students thrice a week in the evening.**
- **Centre for Yoga and Meditation is functioning**

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

13

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

130

File Description	Documents
Upload audited utilization statements	**No File Uploaded**
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

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

The central library has been fully automated with LIPS i-Net Library Management Software 5.0 version developed by Dolphin Software, Coimbatore. Database on collection, book circulation has been computerized.

This ILMS is used to manage all library collection like books, journals, magazines, CDs/DVDs, maps, bound volumes, braille books, etc. Bar Code technology is used in the library for issue and return of books. All functions like Issue- return, Renewal, Reports Generation, Stock Verification, OPAC for multiple databases, computerized attendance, etc are fully automated.

The college staff members, research scholars and the students have access to e-resources through INFLIBNET N-LIST (National Library and Information Services Infrastructure for Scholarly Content) consortium programme, for which they have been provided with login ID and passwords.

A separate library server is available for the storage of library resources and e-documents.

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

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources   **A. Any 4 or more of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	**No File Uploaded**
Upload any additional information	**No File Uploaded**

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

0.86

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

4

File Description	Documents
Upload details of library usage by teachers and students	**No File Uploaded**
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Vivekananda College tries to have upgradation IT facilities as per the requirement by regulatory norms. The college is regularly upgrading its infrastructure covering software upgradation, ERMS system, ICT enable teaching learning, Examination software.

The campus was upgraded by 100 Mbps with RAILNET network.

The college installed CCTV across the campus covering all areas of the college for providing better security.

All the computer systems are protected with K7 Total security Antivirus software.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1089	**241**

File Description	Documents
Upload any additional information	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<u>View File</u>
Upload any additional information	**No File Uploaded**

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

D. Any one of the above

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

47.93

File Description	Documents
Audited statements of accounts	**No File Uploaded**
Upload any additional information	View File

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

The infrastructure policy of the college is designed, developed and revised keeping in view the statutory requirements, technological developments, infrastructure need analysis and the guidance of the Governing Body.

Maintenance of Physical, Academic and Support Facilities

The Secretary of the College and Manager Swamiji of Ashram take care of maintenance of buildings, class rooms and laboratories. Three wings namely Construction Engineering Wing, Carpentry Wing and Grill Works Wing are located in the campus itself, which fulfill the repair and maintenance work as and when required.

Utilization of Physical, Academic and Supporting Facilities

The college has revived the ancient Gurukula system where all the students stay in the college. Hence, during day time the buildings

are used as classrooms, in the early morning and night as supervised study hour centres, in the morning and evening as yoga centres and after 9.30 p.m. as bedding halls for the students.

The laboratories of the science Departments, Central Library, Computer lab, Language lab, Playground, Indoor Stadium are utilized by the students for academic purposes during the class hours and utilized for individual development purposes during out of the class hours. in the Science Departments are utilized by the students during the practical hours.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.vivekanandacollege.ac.in/wp-content/uploads/2021/08/VC-Infrastructure-Policy-Utilisation.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

645

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

4

File Description	Documents
Upload any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology   **A. All of the above**

File Description	Documents
Link to Institutional website	https://www.vivekanandacollege.ac.in/2020-photos/
Details of capability development and schemes	View File
Any additional information	**No File Uploaded**

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

1089

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students'   **A. All of the above**

grievances Timely redressal of grievances through appropriate committees

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

19

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

83

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

8

File Description	Documents
Upload supporting data for students/alumni	[View File](#)
Any additional information	[View File](#)

5.3 - Student Participation and Activities

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

6

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	**No File Uploaded**

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The college has no student council. Ample leadership qualities are provided to the students in various forms to develop themselves as leaders through their role in the daily routine. For every activity, there is a student coordinator. A set of senior students conduct the morning physical exercises. Another set, the evening yogasanas. The student coordinators give practice to the students for silambam, karate, gymnastic events and the like. In all the activities, the role of students is very high. The student representatives of various committees participate in committee meetings, deliberations and decision-making process and bring the much-needed students' perspective to the work in hand. This is the method by which leadership qualities are developed among the students with values in an informal way. The leadership qualities thus acquired by the students lead them successfully in their career path.

Name of the Committee

No. of Members in the Committee

No. of

Student Representatives

Appeal and Grievance Committee

13

5

Student Welfare & Extra Curricular Committee

10

5

Student Guidance Council

11

5

Planning and Evaluation Committee

10

4

Library Committee

14

6

Sports Committee

14

6

Anti-Ragging Committee

25

4

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

17

File Description	Documents
Report of the event	**No File Uploaded**
List of sports and cultural events / competitions organised per year	[View File](#)
Upload any additional information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The college has a registered Alumni Association in the name of Vivekananda College Alumni Association with the Reg.No. 105/2008 under the Tamil Nadu Societies Registration Act.

The Alumni Association meeting is conducted every year. The activities and contributions of the association to the development of the college are:

- **Arranging Alumni Association meeting monthly and annually**
- **Arranging Department wise Alumni meet**
- **Providing financial assistance to the poor and needy students**
- **Assisting the management in mobilizing resources from alumni and others for the development of the college**
- **Enhancing employability and entrepreneurial skills amongst youth by collaborating with the college for various events so as to bridge the gap between academia and corporate.**

Several Alumni achieved many laurels in their respective fields.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.vivekanandacollege.ac.in/vivekananda-alumni-association/

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

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 an effective leadership in tune with the vision and mission of the Institution

Vision

To raise an army of neo-graduates steeped in the hoary culture of the Motherland and dedicated to serving her as potential leaders in the manifold spheres of national effort.

Mission

A harmonious enrichment of physical, emotional and intellectual facets of a student's personality to bring out his inherent perfection.

The mission of the college is not mere expression of an academic objective but it reflects distinctive nature and tradition of the college. The dire need of the country is to generate citizens of sterling character along with a profound knowledge in the discipline they have chosen to study coupled with required skills.

- **College runs on Principles and not on Personalities.**
- **Each activity is planned meticulously and executed under the supervision of the teachers along with students.**
- **Various committees help the Principal and the Management in implementing the decisions. The faculty members are given**

responsibilities that promote commitment and excellence.
- Student Coordinators take care of the activities related to Physical Education
- Peer Team Student Tutors help the slow learners
- Leaders of the Bhajan Group conduct prayer three times a day and weekly bhajan

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.vivekanandacollege.ac.in/administration/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

As the College is a unique establishment in higher education, participative management is the strategy for the successful implementation of the gurukula system. All the members of the college collectively involve and own responsibility.

The leadership is evolved by assigning responsibilities to the members of the Management, faculty members and students in a participatory management practice. There is functional decentralization by establishing Vice-Principal, Dean of Academic Affairs, Controller of Examinations, IQAC Coordinator, Heads of the Departments, Gurukula Coordinators and Office Superintendent.

The Principal is assisted by different committees such as Appeal and Grievance Committee, Student Welfare and Extra Curricular Committee, Student Guidance Council, Planning and Evaluation Committee, Library Committee, Finance Committee, Sports Committee, Anti-Ragging Committee, Dissection Monitoring Committee and Grandparents & Students Committee.

The faculty members play a significant role in the planning and implementation of day-to-day affairs of the college. The faculty members are given representation in various committees and allowed to offer their suggestions/comments and also allowed to conduct various programmes to show case their abilities. Thus, the teachers are motivated for effective leadership and for developing their managerial skills.

File Description	Documents
Upload strategic plan and deployment documents on the website	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.vivekanandacollege.ac.in/committees/

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The college has a perspective plan for development. The plan includes up-gradation of infrastructure, introduction of new courses, enhancement of laboratory equipments, addition to the library and promotion of research culture.

Plan

To implement of OBE

To conduct Online Classes

To have Community Engagement

To apply for DBT Star College Scheme

Strategy

To conduct board of studies and Academic Council meetings

To give demonstration of Google Classroom and Institutional Eamil id

To distribute Phamblets, Mask, Kabasura Kudineer to the nearby villages to control Covid19.

To collect data from the Science Departments and submit the application.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Management Committee plays an important role in the general administration of the college in making decisions according to the goals of the institution.

The statutory bodies of the college as per the UGC autonomous guidelines are Governing Body, Academic Council, Board of Studies and Finance Committee. The Governing Body is a policy making body which consist of UGC Nominee, State Government Nominee and University Nominee periodically reviews and plans the policies pertaining to academic and administrative things.

The Principal is assisted by the Vice Principal followed by the IQAC Coordinator, Dean & Controller of Examinations, Heads of the Departments, Faculty Members and Gurukula Coordinators. For Official matters, the Office Superintendent is assisted by the Junior Assistants, accountants, clerks and support staff.

The Management of the college takes great care to ensure the quality and academic standards of teachers. Promotion of teachers is based on the Career Advancement Scheme (CAS) of the UGC and the Government of Tamil Nadu. The appointment and promotion of Non-teaching staff is carried out as per the Government of Tamil Nadu norms

The college follows the rules and regulations laid down by the Madurai Kamaraj University, Government of Tamil Nadu, UGC and the Management.

File Description	Documents
Paste link to Organogram on the institution webpage	**Nil**
Upload any additional information	[View File](#)
Paste link for additional Information	**Nil**

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) Documen	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Details of implementation of e-governance in areas of operation	[View File](#)
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Teaching

- **Employees Provident Fund with contributory PF by Management**
- **Staff quarters inside the campus with minimum rent**
- **Free boarding and lodging for teachers working under Management Salary**

Non teaching

- **Free boarding and lodging for administrative staff / non-teaching staff are given within the campus.**
- **Contributory Provident Fund**
- **The administrative staff / non-teaching coming from outside the campus are provided with free meals.**

General

- **Gymnasium: Well Equipped Gymnasium facility is available for staff and students.**
- **Sports: Sports Facility available to maintain health and fitness of Teaching and Non-Teaching Staff.**

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

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

0

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

11

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	**No File Uploaded**
Upload any additional information	**No File Uploaded**

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

15

File Description	Documents
Summary of the IQAC report	**No File Uploaded**
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	[View File]()
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college accounts are subject to internal and external audits. The accounts are audited regularly. Audited Statement of accounts is placed in the Finance Committee and Governing Body for discussion and approval.

External Audit

- Annual audit by Regional Joint Directorate of Collegiate Education, Madurai region.
- Annual audit by Accountant General Office, Chennai.
- Annual Audit by a Chartered Accountant appointed by the Management.

Internal Audit

- Daily accounts prepared by the office staff are verified by the Principal.
- Office Superintendent checks monthly cash ledgers.
- Accounts relating to funds from various agencies are properly accounted, vouched and verified in the office and checked by the Principal.
- Once in a year, internal audit is done by the accountants of Sri Ramakrishna Tapovanam, Tirupparaitturai, Trichy.
- Management Advisory Committee of Sri Ramakrishna Tapovanam, Tirupparaitturai, Trichy conducts internal audit frequently.
- Annual verification of library books, laboratory equipment and furniture are done by the staff members at the end of every academic year.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Vivekananda College is managed by Sri Ramakrsihna Tapovanam, Tirupparaitturai. The college is known for its values and integrity in its functioning since its inception in 1971. The college raises its fund through various resource such as fees from students and salary for the aided staff both teaching and non-teaching from the Government. In addition to that the college gets grants from the UGC, ICSSR, DST-SERB under various schemes.

The Management of the college also mobilise the funds for the welfare both the Ashram and college through donations /Endowments from Devotees, Alumni and others. Income from agriculture and dairy farming also utilised for the welfare of the college.

Every year budget is prepared on the requirements and the same has been presented in the Finance Committee, Governing Body and Management Committee meetings. Utilisation budget amount is closely monitored.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC has been diligently involved in helping the Management, Principal and other committees by offering valuable suggestions and measures in order to have consistency in maintaining the quality of education. It strives to maintain quality in all management process. Its contributions during the academic year are as follows:

As per the IQAC of the college guidance the teachers prepared the online instructional course material and uploaded in the Institutional website and also shared to the students through their respective whatsapp groups.

To calculate CO PO attainment Course Exit Survey and Programme Exit Survey has been conducted by the IQAC and the same was submitted to the ERMS coordinator.

As per the suggestion given by the IQAC, all the science Departments have included IPR as one unit in a course offered to the final year UG students.

As per the guidance of IQAC, the Central Library of the college conducted the Major-wise N-list awareness and Digital library programmes to the students.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC of the college collects feedback physically from the stakeholders such as Students, Parents, Alumni and Teachers regularly through formal appraisal system on the following aspects: Curriculum, Teaching-Learning, Co-curricular and Extra-Curricular activities, Examination and Evaluation system, Infrastructural facilities, Library services, of students' services and administration.

The students' feedback on Curriculum is placed in the meeting of Board of Studies for consideration in the meeting.

Feedback is also collected from the parents during Parent Teacher Meetings. Suggestions and comments given by the parents/guardians are also taken into account for future development of the college.

Feedback is also collected from the Alumni during Alumni Association Meeting that is organized at the college. The feedback obtained is being analyzed by the IQAC office and placed in the staff council, management, governing Body and respective Departments/Committees to take necessary actions for overall development of the institution.

Student Self Evaluative Record (SSER) is given to each student to record the activities of the student from dawn to dusk. The record also includes the assessment of teacher's presentation of course contents in the class.

IQAC randomly checks the feedback on teachers assessed by the students through SSER and takes necessary actions.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

B. Any 3 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	**Nil**
Upload e-copies of accreditations and certification	<u>View File</u>
Upload details of quality assurance initiatives of the institution	<u>View File</u>
Upload any additional information	**No File Uploaded**

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

Though this residential college under Gurukula pattern is intended for men only, to observe the gender equality, girls will be allowed to pursue Part Time Ph.D. degree programmes. For that separate restroom facilities are provided for the girls.

The course teachers taught the gender equality and gender sensitization concepts during the class hours to change the perspectives of male students about gender. The objective is not only the equality and empowerment of female and male also. Our college has Anti-Ragging Committee and Disciplinary Committee to monitor the issues on gender in the college premises.

IQAC of the college conducted National level E-Quiz on Gender Equity Awareness.

The course Entrepreneurship Development offered by the Departments of Economics and Commerce has one unit of Women Entrepreneur which gives basic knowledge of importance of women entrepreneur, problems faced by the women entrepreneur and solutions to overcome their problems.

AIF classes (Spiritual Education) nurtures the students to sensitize the gender equality practiced in the ancient days and revive to practice of respecting the women.

IQAC of the college organized Webinar on Gender Equity on Education among Male and Female for all the students and staff of our college.

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

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

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	No File Uploaded
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 a maximum of 200 words)

As traditional way of agricultural practices is adopted, there is no need to have separate provision for hazardous waste management. However, the bio-wastes from biology laboratory are properly decontaminated before disposing into soil.

The wastewater and sewage generated in the mess is used for growing green fodders that is used for dairy animals in the farm. The spent water of the Reverse Osmosis plant is stored in tanks, gardening, dining hall cleaning and other purposes.

Biomedical waste like microbial cultures and media are autoclaved before disposal.

The food waste and kitchen waste generated in the campus are used to produce bio-gas.

The waste materials generated by regular and agricultural activities in the campus are the bio-resources for vermicomposting, which in turn is utilized for organic farming. This is being practiced for the last two decades.

The defective parts, accessories and old computers are sold as scrap to the local vendors. The batteries used for the UPS are sold on buy back basis. The scrap value is adjusted against purchase price of the new UPS.

Other scrap material like metal, wood, glass, paper waste etc is given to scrap dealers for recycling.

Radioactive waste is not generated in the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	**No File Uploaded**
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
Geotagged photos / videos of the facilities	**No File Uploaded**
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 undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

D. Any 1 of the above

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

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 a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

C. Any 2 of the above

File Description	Documents
Geotagged photographs / videos of facilities	**No File Uploaded**
Policy documents and brochures on the support to be provided	**No File Uploaded**
Details of the software procured for providing 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, socio-economic and other diversities (within a maximum of 200 words).

The college has demographic diversity as the rural students hail from all the sections of the society common living at the campus ensures social equity.

Infrastructure arrangements and facilities have been made to promote sports students

Bridge courses are conducted by the departments to the students since most of the students are the first generation learners from rural areas and from Tamil medium. In order to address this language diversity we have a Language Lab with software to familiarize students with spoken as well as academic English.

Peer Team Student Tutor (PTST) scheme and informal support groups are created to provide an inclusive space for students.

Students belonging to the economically weaker section are allowed to pay the fees in installments.

Special discourses based on ethics/moral values are organized during the first week between 6.30 p.m. and 8.00 p.m. so that the students can be engaged profitably as the academic activities in the respective department pick up slowly.

As a sizeable percentage of the teachers reside within the campus, they devote their time with the students all along from morning to night. This enhances teacher-taught relationship, reducing the differential requirements of the students.

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

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

The Gurukula system of training is a humble and systematic attempt in reviving the age old "GURU GRIHA VASA" for wholesome education. It is man making education that is imparted in this institution. Culture, Character and Curriculum are the three facets of ideal education that make man a better man. Attention to physical culture, devotion to duty, obedience to teachers, hospitality to guests, zest for life, love for the nation and above all, humility and faith in the presence of God etc., are the values sought to be inculcated. All steps are taken to ensure the required atmosphere for the ideal life-training.

The Life-training received by the students in the Gurukulam helps them a lot in shouldering responsibilities and managing difficult situations in future. Value i.e., service that has commenced in the college prepares the students to render greater service to our Mother Land in future

The special discourses are organized to the students and staff to sensitize the constitutional obligations. The celebration of National commemorative days and Religious festivals will ensure the Sensitization of students and employees of the college to constitutional obligations: values, rights, duties and responsibilities of citizens

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

A. All of the above

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

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

The college celebrates all National and Religious important days. To mention few: Independence Day, Vinayagar Chathurthi, Gandhi Jayanti, Saraswathi Pooja, MargazhiBhajan, Sri Sarada Devi Jayanthi Day, Kudarivalli, Swami Vivekananda Birth Day –National Youth Day, Republic Day, The Founder's Day, World First Aid Day, World Environmental Health Day, National Science Day, National Voter's Day, Gandhi Jayanti, Martyrs Day, Dr A P J Abdul Kalam Birth Day and so on.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	**No File Uploaded**
Geotagged photographs of some of the events	[View File](#)
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice: 1

Outcome Based Education

Best Practice: 2

Institutional Social Responsibility

File Description	Documents
Best practices in the Institutional website	https://www.vivekanandacollege.ac.in/wp-content/uploads/2023/01/VC-Best-Practices-2020-21.pdf
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Vivekananda College is a residential College established under the Gurukula Pattern with a vision to make the students culturally fit to serve the society and to acquire leadership qualities. The college firmly believes in and stands for the words of Swami Vivekananda that "Education is the manifestation of perfection already in man". It is through harmonious development of physical, emotional and intellectual facets of a student, his intellectual perfection can be achieved through a systematic routine in life. The institution with its vision and mission has been established as an institution of life training and character building. The students shall fall in line with a well designed daily routine: the routine which starts from 4.45 a.m. in the early morning and ends at 9.30 p.m. in the night is an activity oriented routine which reflects physical, emotional and intellectual culture. Each of its activity inculcates a particular social and moral value in students. As such, the system is the co-existence of modern higher education with ancient gurukula life. The products of this institution are efficient and competent in the field of scholastic attainments in terms of values and overall development of personality.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The college implemented the Outcome Based Education (OBE) for all the UG and PG Programmes during the year 2018-19 along with existing CBCS system. The curriculum designing and redesigning is a continuous process and the curriculum is put to achieve academic excellence by revising and introducing new courses to suit the local, regional, national and global needs. These are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution. COs of Core Courses of the each Department can develop the global competencies so that the student achieves capability for employability. COs of some course reflected the National needs. Particularly a few courses in the curricula are modified to reflect the regional socio-economic conditions of Tamil Nadu. The local needs are reflected in the COs of some courses especially Part I Language courses.

File Description	Documents
Upload additional information, if any	**No File Uploaded**
Link for additional information	**Nil**

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

3

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	**No File Uploaded**
Details of syllabus revision during the year	<u>View File</u>
Any additional information	**No File Uploaded**

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

`71`

File Description	Documents
Curriculum / Syllabus of such courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	**No File Uploaded**
MoUs with relevant organizations for these courses, if any	**No File Uploaded**
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

`10`

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	**No File Uploaded**
Any additional information	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

`13`

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	**No File Uploaded**
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

As Vivekananda College is impart training to the youth towards the overall personality development, some regular courses of our curriculum tries to address issues related to Professional Ethics, Gender, Human Values, Environment and sustainability. The Part VI course and some value added courses are also address the same.

Issues relevant to Professional Ethics: The Curriculum of Chemistry and the Commerce included the courses like Forensic Chemistry and Forensic Accounting respectively are the samples for addressing issues relevant to Professional Ethics.

Issues relevant to Gender: The Curriculum of Economics, the Commerce, the Zoology included the courses like Population Studies, Entrepreneurship Development and Human Anatomy respectively are the samples for addressing issues relevant to Gender.

Issues relevant to Human Values: The Curriculum of college included the courses like Value Education and Spiritual Education are the samples for addressing issues relevant to Human Values.

Issues relevant to Environment: The Curriculum of college included the course like Environmental Studies is the sample for addressing issues relevant to Environment.

Issues relevant to Sustainability: The Curriculum of college included the courses like Physical training and Wit for Wisdom and Humour for Health, Yoga are the samples for addressing issues relevant to Sustainability.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	No File Uploaded
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

44

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

978

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

162

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	**Nil**
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - The feedback system of the Institution comprises the following	**A. Feedback collected, analysed and action taken made available on the website**

File Description	Documents
Provide URL for stakeholders' feedback report	**Nil**
Any additional information	**No File Uploaded**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

392

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc.) as per the reservation policy during the year (exclusive of supernumerary seats)

392

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The advanced learners are identified by their performance in the class tests, sessional examinations and summative examinations, class room communication and interaction with the teachers.

Students are motivated to join dual degree programmes offered by IGNOU study centres located at the college campus.

Advance Learners are encouraged to participate in seminars/workshops and quiz contests in other colleges

They are constantly encouraged and guided for preparation of various competitions.

Advanced Learners become Peer Team Student Tutors

After the publication Odd/Even Semester results, IQAC of the college insists the Heads of the Department and the Course teachers to conduct remedial coaching for the slow learners.

Extra coaching classes are given for slow learners through Peer Team Student Tutor (PTST) Programme

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/08/2020	1089	71

File Description	Documents
Upload any additional information	**No File Uploaded**

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:

Student centric learning in the form of participatory learning is encouraged at the Vivekananda College

The following teaching methods are being adopted by the teachers: interactive learning method, laboratory practicals, field trips, industrial visits, on the job training, self-learning, team teaching and assignments.

The Department of History practices the On the Spot Lecture method

All the departmental association activities are enriched with student centric learning activities such as seminars, Guest lectures, workshops, mock interviews, drama enacting, poetry recitation and department specific technical activities.

To inculcate the habit of reading the books, the students are sent to the library during evening study hour (from 6.30 p.m. to 8.00 p.m.) under Self Study Scheme (SSS).

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional Information	**Nil**

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Teachers of the Vivekananda College uses the ICT-enabled tools for effective teaching learning process. To enhance process all the departments are provided wihth LCD projectors and laptops. All members of the faculty competent to use ICT platforms.

This year due to COVID, all the teachers are used the ICT platforms such as Google classroom, Zoom Meetings, etc. and E-

tools such as Google Meet for taking video lectures, Google forms for getting assignments and conducting online tests, Tesmoz for conducting online Quizzes/MCQ tests, KineMaster, Youtube, Slideshare etc. for effective teaching learning process.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

59

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	No File Uploaded

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The institutional plan of organizing Teaching - learning and evaluation programmes and their schedule are executed through the calendar. Each semester consists of 15 weeks, a week consists of 6 days and a day has five instructional hours.

Instructional hours of a day are carried out according to the time table. Each department maintains Academic Arrangement Register (AAR) in which alternative academic arrangements are recorded in case any teacher goes on leave. The classes taken by the teachers are recorded in the Academic Interaction Record (AIR) which is countersigned by the concerned Head of the Department and by the Principal every month.

The Gurukulam functions on an average for 270 days a year.

Everyday the students have 'supervised study hours' from 5.30 a.m. to 7.00 a.m. and in the evening from 6.30 p.m. to 8.00 p.m. which enable the students to plan the academic learning.

The details about the six sessional and two summative examinations for the whole academic year are incorporated in the calendar.

The college calendar is distributed to all the students and staff members. It contains information about various academic programmes, test schedules, deadline for the payment of mess fee and other college events.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

70

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

45

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

541

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

48

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

1

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Being an autonomous institution, the college periodically carries out evaluation reforms and some of the reforms implemented successfully are:

Answer Booklet is introduced

Marksheets with six high security features is introduced

OMR Answer sheets provided for the MCQ based Courses

Educational Resource Management System (ERMS) has been implemented during 2018. It has been in practice to maintain the Academic data such as Staff and Student personal data, fee payment, Continuous Internal Assessment and End Semester Examinations records.

Internal Assessment Tests will be uploaded in the ERMS by the respective course teachers and it will be downloaded by the Sessional Office for conducting CIA Exams. Continuous Internal Assessment Tests marks will be entered in the ERMS by the method of Conducting 3 CIA Exams, 5 Cycle Tests and 5 Assignments and further students' performance will be analyzed under OBE.

End Semester Examination will be conducted and Marks of the student have been added in the ERMS and consolidated the Continuous Internal Assessment mark and End Semester Examination mark at the end of every semester. The result of

the examination will be published in the official website of the college through the ERMS.

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

2.6 - Student Performance and Learning Outcomes

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

The college has stated graduate attributes and learning objectives. To attain these attributes Programme outcomes (POs), Programme specific outcomes (PSOs) for all academic programmes are stated by the Institute as per guidelines of NAAC. The POs are aligned to the

learning objectives.

POs and PSOs are designed to ensure complete and comprehensive learning about the program and courses as these are critical for the successful career of the student.

The Course Outcomes (COs) identify the minimum achievement required for success in the course based on the principles of Blooms taxonomy including Knowledge, Comprehension Application, Analysis, Synthesis and Evaluation.

For each programme, PO/PSO and CO are designed through the following process steps:

The Programme Outcomes for UG and PG are framed by the IQAC and approved in the Staff Council.

All the Heads of the Departments along with their faculty members framed the Programme Speific Outcomes and Course Outcomes of their respective Departments and get approval from the members of Boards of Studies and Academic Council.

The process was continuously monitored by Dean and Controller of Examinations and finally were approved by IQAC.

POs, PSOs, COs are displayed for all stakeholders at following locations: Institutes' website.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Link for additional Information	https://www.vivekanandacollege.ac.in/peos-psos-pos/

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The Programme outcomes, and course outcomes are evaluated by the institution by direct and indirect methods and considered marks obtained in Sessional Examinations and Summative Examinations

Calculation of Course Outcome Attainment

Course outcomes are attained through direct and indirect methods

Direct Method:

1. **CO wise Internal tests marks will be taken**
2. **Class performance activities consisting of Unit/CO -wise class test marks, Unit/CO-wise Assignment marks will be taken**
3. **Marks obtained in the Summative Exams (Average) will be taken**

Indirect Method:

For calculating course outcome attainment under the Indirect method, the Course Exit survey is considered.

A common format of programmed excel sheet is used for finding the average attainment of COs.

For measure PO in direct method a CO/PO matrix is used to measure PO. The CO are linked to the PO using the CO vs PO matrix as stated in Course.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

337

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://www.vivekanandacollege.ac.in/wp-content/uploads/2021/10/SSS_Analysis_Report_2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The college is of the view that each and every faculty should involve in research. Staff members are motivated to apply for research grants.

Faculty members registered for part time Ph.D are encouraged to carry out their work pertaining to research by providing flexible time table.

Special increments are provided to the self-financing faculty who have completed Ph.D.

Over head charges sanctioned by the funding agencies are provided to the Principal Investigator to acquire additional resource for research without encroaching it. Infrastructural facilities, electricity and other basic needs are provided free of charge to the researchers.

Funds are immediately disbursed and transparency is practiced in maintaining accounts.

This year Best Researcher Award is instituted by the Management of the College

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	Nil
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	[View File](#)
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

18

File Description	Documents
e-copies of the award letters of the teachers	**No File Uploaded**
List of teachers and details of their international fellowship(s)	[View File](#)
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

2.75

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	[View File](#)
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

`1`

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	**Nil**
List of research projects during the year	[View File](#)

3.2.3 - Number of teachers recognised as research guides

`11`

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	**No File Uploaded**
Institutional data in Prescribed format	[View File](#)

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

`1`

File Description	Documents
Supporting document from Funding Agencies	[View File](#)
Paste link to funding agencies' website	**Nil**
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

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

There is a Research Cell at the college level for making policy related to research and innovation

The central library provides facilities for creation of knowledge and research support through reference books, research journals, encyclopedia, reading room, OPAC system, Digital library- inflibnet, delnet, plagiarism software support.

The Institution's Innovation Cell and the Entrepreneurship Cell of the college conducts various activities to evolve the innovations from the staff and students.

The Science Instrumentation Centre of the college provides the facility to increase the interdisciplinary research and innovation.

Students are encouraged to participate in Seminar/Conferences and inter collegiate meets.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

11

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	No File Uploaded
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for	A. All of the above

Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

6

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	[View File](#)
Any additional information	**No File Uploaded**

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

4

File Description	Documents
List of research papers by title, author, department, and year of publication	[View File](#)
Any additional information	**No File Uploaded**

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

1

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

78

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

7

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

22400

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

20000

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college offers Extension Activities as one of the Course under Part V to all the final year UG students. In which the NSS, NCC, YRC, RRC are conducting various extension activities to the villages.

The college adopted six villages under Village Adoption Scheme

The college practices the following extension activities for

towards the upliftment of the society by the students:

Green Card Scheme – To solve the environmental issues

Literacy Card – to solve the illiterate issues

Yoga Training – To solve the health issues

Swachhta Bharath – To solve the Environmental Pollution issues

Apart from these regular practices, during the academic year 2020-21 the college involved the following activities during Covid19 lockdown period

- The college in association with Vetri Siddha Hospital, Thanichiyam distributed KABASURA KUDINEER to prevent the people from COVID-19 to the people in the nearby villages such as Tiruvedakam, Tiruvedakam Colony, Thatchampathu, Nedunkulam for three days in each village from 14th July 2020 to 18th July 2020.
- The college in association with Primary Health Centre, Melakkal conducted the Health Camp to identify the fever at college premises on 16th August 2020.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

4

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

19

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	**No File Uploaded**

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1450

File Description	Documents
Reports of the events	[View File](#)
Any additional information	**No File Uploaded**

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

5

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	**No File Uploaded**

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

2

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

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 equipments, etc.

The total campus are of the college is 40 acres. College has seven buildings. College has Science, Arts and Commerce faculties which offers UG, PG and Research Programmes. College has good infrastructure facilities for conducting these programmes.

The classrooms have sufficient space as per the requirement of the class and are spacious, well-ventilated. Each Department is given with one smart class room.

All the classrooms are given with the green boards. The portable LCD Projector and laptops are given to all the departments which helps in ICT enabled teaching in different classrooms.

The Department of Physics has 2 Labs for UG Programme, the Department of Chemistry has 3 labs for UG and PG Programmes and one Research Lab, the Department of Botany has 2 labs for UG programme, the Department of Zoology has 3 labs for UG and PG programmes and one Research lab.

The college has UGC sponsored Language Lab

The college has 2 computer labs for all the students and one computer lab for Computer Science Department.

College has a 241 computers -desktops and laptops and related accessories for teaching as well as for practical purposes. URKUND software purchased by the college is used to check

plagiarism.

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

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

The college is functioning under the Gurukula pattern where all the students stay in the college. They avail the facilities of the college such as Indoor Stadium, Play ground Yoga Centre and Gymnasium between 4.00 p.m. and 9.30 a.m. for their all round development.

Facilities for Cultural Activities

- **For conducting seminars, conferences, special lectures, workshops, Kalaikudal the Audio-Visual Hall, Smart Class Rooms and Prayer Hall are utilized.**
- **For practising cultural activities, separate room is given for Fine Arts club.**

Facilities for Sports & Games

- **Sprawling playground which accommodates all the students for doing Suryanamaskar every morning and mass drill once a week in the evening**
- **400 m track maintained throughout the year for track and field events**
- **A multipurpose gymnasium is available**
- **Equipments like Malcolm, trampoline and coir beds for performing gymnastics activities**
- **The UGC sponsored Indoor Stadium is available for Indoor Games and yogasanas**
- **Spacious halls and corridors for doing Yogasanas for all the students thrice a week in the evening.**
- **Centre for Yoga and Meditation is functioning**

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

13

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

130

File Description	Documents
Upload audited utilization statements	**No File Uploaded**
Details of Expenditure, excluding salary, during the years	[View File](#)
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

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

The central library has been fully automated with LIPS i-Net Library Management Software 5.0 version developed by Dolphin Software, Coimbatore. Database on collection, book circulation has been computerized.

This ILMS is used to manage all library collection like books, journals, magazines, CDs/DVDs, maps, bound volumes, braille books, etc. Bar Code technology is used in the library for

issue and return of books. All functions like Issue- return, Renewal, Reports Generation, Stock Verification, OPAC for multiple databases, computerized attendance, etc are fully automated.

The college staff members, research scholars and the students have access to e-resources through INFLIBNET N-LIST (National Library and Information Services Infrastructure for Scholarly Content) consortium programme, for which they have been provided with login ID and passwords.

A separate library server is available for the storage of library resources and e-documents.

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

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources | A. Any 4 or more of the above |

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	No File Uploaded
Upload any additional information	No File Uploaded

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

0.86

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

4

File Description	Documents
Upload details of library usage by teachers and students	**No File Uploaded**
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Vivekananda College tries to have upgradation IT facilities as per the requirement by regulatory norms. The college is regularly upgrading its infrastructure covering software upgradation, ERMS system, ICT enable teaching learning, Examination software.

The campus was upgraded by 100 Mbps with RAILNET network.

The college installed CCTV across the campus covering all areas of the college for providing better security.

All the computer systems are protected with K7 Total security Antivirus software.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1089	**241**

File Description	Documents
Upload any additional information	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	**A. ?50 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	[View File](#)
Upload any additional information	**No File Uploaded**

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing	**D. Any one of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

47.93

File Description	Documents
Audited statements of accounts	**No File Uploaded**
Upload any additional information	View File

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

The infrastructure policy of the college is designed, developed and revised keeping in view the statutory requirements, technological developments, infrastructure need analysis and the guidance of the Governing Body.

Maintenance of Physical, Academic and Support Facilities

The Secretary of the College and Manager Swamiji of Ashram take care of maintenance of buildings, class rooms and laboratories. Three wings namely Construction Engineering Wing, Carpentry Wing and Grill Works Wing are located in the campus itself, which fulfill the repair and maintenance work as and when required.

Utilization of Physical, Academic and Supporting Facilities

The college has revived the ancient Gurukula system where all the students stay in the college. Hence, during day time the buildings are used as classrooms, in the early morning and night as supervised study hour centres, in the morning and evening as yoga centres and after 9.30 p.m. as bedding halls for the students.

The laboratories of the science Departments, Central Library, Computer lab, Language lab, Playground, Indoor Stadium are utilized by the students for academic purposes during the class

hours and utilized for individual development purposes during out of the class hours. in the Science Departments are utilized by the students during the practical hours.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.vivekanandacollege.ac.in/wp-content/uploads/2021/08/VC-Infrastructure-Policy-Utilisation.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

645

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

4

File Description	Documents
Upload any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and	**A. All of the above**

Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	

File Description	Documents
Link to Institutional website	https://www.vivekanandacollege.ac.in/2020-photos/
Details of capability development and schemes	View File
Any additional information	**No File Uploaded**

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

1089

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	**A. All of the above**

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

19

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

83

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

8

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

6

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The college has no student council. Ample leadership qualities are provided to the students in various forms to develop themselves as leaders through their role in the daily routine. For every activity, there is a student coordinator. A set of senior students conduct the morning physical exercises. Another set, the evening yogasanas. The student coordinators give practice to the students for silambam, karate, gymnastic events and the like. In all the activities, the role of students is very high. The student representatives of various committees participate in committee meetings, deliberations and decision-making process and bring the much-needed students' perspective to the work in hand. This is the method by which leadership qualities are developed among the students with values in an informal way. The leadership qualities thus acquired by the students lead them successfully in their career path.

Name of the Committee

No. of Members in the Committee

No. of

Student Representatives

Appeal and Grievance Committee

13

5

Student Welfare & Extra Curricular Committee

10

5

Student Guidance Council

11

5

Planning and Evaluation Committee

10

4

Library Committee

14

6

Sports Committee

14

6

Anti-Ragging Committee

25

4

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

17

File Description	Documents
Report of the event	**No File Uploaded**
List of sports and cultural events / competitions organised per year	<u>View File</u>
Upload any additional information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The college has a registered Alumni Association in the name of Vivekananda College Alumni Association with the Reg.No. 105/2008 under the Tamil Nadu Societies Registration Act.

The Alumni Association meeting is conducted every year. The activities and contributions of the association to the development of the college are:

- **Arranging Alumni Association meeting monthly and annually**
- **Arranging Department wise Alumni meet**
- **Providing financial assistance to the poor and needy students**
- **Assisting the management in mobilizing resources from alumni and others for the development of the college**
- **Enhancing employability and entrepreneurial skills amongst youth by collaborating with the college for various events so as to bridge the gap between academia and corporate.**

Several Alumni achieved many laurels in their respective

fields.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.vivekanandacollege.ac.in/vivekananda-alumni-association/

5.4.2 - Alumni's financial contribution during the year	**E. <2 Lakhs**

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 an effective leadership in tune with the vision and mission of the Institution

Vision

To raise an army of neo-graduates steeped in the hoary culture of the Motherland and dedicated to serving her as potential leaders in the manifold spheres of national effort.

Mission

A harmonious enrichment of physical, emotional and intellectual facets of a student's personality to bring out his inherent perfection.

The mission of the college is not mere expression of an academic objective but it reflects distinctive nature and tradition of the college. The dire need of the country is to generate citizens of sterling character along with a profound knowledge in the discipline they have chosen to study coupled with required skills.

- **College runs on Principles and not on Personalities.**

- **Each activity is planned meticulously and executed under the supervision of the teachers along with students.**
- **Various committees help the Principal and the Management in implementing the decisions. The faculty members are given responsibilities that promote commitment and excellence.**
- **Student Coordinators take care of the activities related to Physical Education**
- **Peer Team Student Tutors help the slow learners**
- **Leaders of the Bhajan Group conduct prayer three times a day and weekly bhajan**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.vivekanandacollege.ac.in/administration/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

As the College is a unique establishment in higher education, participative management is the strategy for the successful implementation of the gurukula system. All the members of the college collectively involve and own responsibility.

The leadership is evolved by assigning responsibilities to the members of the Management, faculty members and students in a participatory management practice. There is functional decentralization by establishing Vice-Principal, Dean of Academic Affairs, Controller of Examinations, IQAC Coordinator, Heads of the Departments, Gurukula Coordinators and Office Superintendent.

The Principal is assisted by different committees such as Appeal and Grievance Committee, Student Welfare and Extra Curricular Committee, Student Guidance Council, Planning and Evaluation Committee, Library Committee, Finance Committee, Sports Committee, Anti-Ragging Committee, Dissection Monitoring Committee and Grandparents & Students Committee.

The faculty members play a significant role in the planning and

implementation of day-to-day affairs of the college. The faculty members are given representation in various committees and allowed to offer their suggestions/comments and also allowed to conduct various programmes to show case their abilities. Thus, the teachers are motivated for effective leadership and for developing their managerial skills.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	https://www.vivekanandacollege.ac.in/committees/

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The college has a perspective plan for development. The plan includes up-gradation of infrastructure, introduction of new courses, enhancement of laboratory equipments, addition to the library and promotion of research culture.

Plan

To implement of OBE

To conduct Online Classes

To have Community Engagement

To apply for DBT Star College Scheme

Strategy

To conduct board of studies and Academic Council meetings

To give demonstration of Google Classroom and Institutional Eamil id

To distribute Phamblets, Mask, Kabasura Kudineer to the nearby villages to control Covid19.

To collect data from the Science Departments and submit the application.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The Management Committee plays an important role in the general administration of the college in making decisions according to the goals of the institution.

The statutory bodies of the college as per the UGC autonomous guidelines are Governing Body, Academic Council, Board of Studies and Finance Committee. The Governing Body is a policy making body which consist of UGC Nominee, State Government Nominee and University Nominee periodically reviews and plans the policies pertaining to academic and administrative things.

The Principal is assisted by the Vice Principal followed by the IQAC Coordinator, Dean & Controller of Examinations, Heads of the Departments, Faculty Members and Gurukula Coordinators. For Official matters, the Office Superintendent is assisted by the Junior Assistants, accountants, clerks and support staff.

The Management of the college takes great care to ensure the quality and academic standards of teachers. Promotion of teachers is based on the Career Advancement Scheme (CAS) of the UGC and the Government of Tamil Nadu. The appointment and

promotion of Non-teaching staff is carried out as per the Government of Tamil Nadu norms

The college follows the rules and regulations laid down by the Madurai Kamaraj University, Government of Tamil Nadu, UGC and the Management.

File Description	Documents
Paste link to Organogram on the institution webpage	**Nil**
Upload any additional information	<u>View File</u>
Paste link for additional Information	**Nil**

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) Documen	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Details of implementation of e-governance in areas of operation	<u>View File</u>
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Teaching

- **Employees Provident Fund with contributory PF by Management**
- **Staff quarters inside the campus with minimum rent**
- **Free boarding and lodging for teachers working under Management Salary**

Non teaching

- **Free boarding and lodging for administrative staff / non-teaching staff are given within the campus.**
- **Contributory Provident Fund**
- **The administrative staff / non-teaching coming from outside the campus are provided with free meals.**

General

- **Gymnasium: Well Equipped Gymnasium facility is available for staff and students.**
- **Sports: Sports Facility available to maintain health and fitness of Teaching and Non-Teaching Staff.**

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

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

0

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

11

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	**No File Uploaded**
Upload any additional information	**No File Uploaded**

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

15

File Description	Documents
Summary of the IQAC report	**No File Uploaded**
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The college accounts are subject to internal and external audits. The accounts are audited regularly. Audited Statement of accounts is placed in the Finance Committee and Governing Body for discussion and approval.

External Audit

- **Annual audit by Regional Joint Directorate of Collegiate Education, Madurai region.**
- **Annual audit by Accountant General Office, Chennai.**
- **Annual Audit by a Chartered Accountant appointed by the Management.**

Internal Audit

- **Daily accounts prepared by the office staff are verified by the Principal.**
- **Office Superintendent checks monthly cash ledgers.**

- Accounts relating to funds from various agencies are properly accounted, vouched and verified in the office and checked by the Principal.
- Once in a year, internal audit is done by the accountants of Sri Ramakrishna Tapovanam, Tirupparaitturai, Trichy.
- Management Advisory Committee of Sri Ramakrishna Tapovanam, Tirupparaitturai, Trichy conducts internal audit frequently.
- Annual verification of library books, laboratory equipment and furniture are done by the staff members at the end of every academic year.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Vivekananda College is managed by Sri Ramakrsihna Tapovanam, Tirupparaitturai. The college is known for its values and integrity in its functioning since its inception in 1971. The college raises its fund through various resource such as fees from students and salary for the aided staff both teaching and non-teaching from the Government. In addition to that the college gets grants from the UGC, ICSSR, DST-SERB under various schemes.

The Management of the college also mobilise the funds for the welfare both the Ashram and college through donations

/Endowments from Devotees, Alumni and others. Income from
agriculture and dairy farming also utilised for the welfare of
the college.

Every year budget is prepared on the requirements and the same
has been presented in the Finance Committee, Governing Body and
Management Committee meetings. Utilisation budget amount is
closely monitored.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for
institutionalizing quality assurance strategies and processes visible in terms of incremental
improvements made during the preceding year with regard to quality (in case of the First
Cycle): Incremental improvements made during the preceding year with regard to quality and
post-accreditation quality initiatives (Second and subsequent cycles)

IQAC has been diligently involved in helping the Management,
Principal and other committees by offering valuable suggestions
and measures in order to have consistency in maintaining the
quality of education. It strives to maintain quality in all
management process. Its contributions during the academic year
are as follows:

As per the IQAC of the college guidance the teachers prepared
the online instructional course material and uploaded in the
Institutional website and also shared to the students through
their respective whatsapp groups.

To calculate CO PO attainment Course Exit Survey and Programme
Exit Survey has been conducted by the IQAC and the same was
submitted to the ERMS coordinator.

As per the suggestion given by the IQAC, all the science
Departments have included IPR as one unit in a course offered
to the final year UG students.

As per the guidance of IQAC, the Central Library of the college conducted the Major-wise N-list awareness and Digital library programmes to the students.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC of the college collects feedback physically from the stakeholders such as Students, Parents, Alumni and Teachers regularly through formal appraisal system on the following aspects: Curriculum, Teaching-Learning, Co-curricular and Extra-Curricular activities, Examination and Evaluation system, Infrastructural facilities, Library services, of students' services and administration.

The students' feedback on Curriculum is placed in the meeting of Board of Studies for consideration in the meeting.

Feedback is also collected from the parents during Parent Teacher Meetings. Suggestions and comments given by the parents/guardians are also taken into account for future development of the college.

Feedback is also collected from the Alumni during Alumni Association Meeting that is organized at the college. The feedback obtained is being analyzed by the IQAC office and placed in the staff council, management, governing Body and respective Departments/Committees to take necessary actions for overall development of the institution.

Student Self Evaluative Record (SSER) is given to each student to record the activities of the student from dawn to dusk. The record also includes the assessment of teacher's presentation of course contents in the class.

IQAC randomly checks the feedback on teachers assessed by the

students through SSER and takes necessary actions.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)	**B. Any 3 of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	**Nil**
Upload e-copies of accreditations and certification	<u>View File</u>
Upload details of quality assurance initiatives of the institution	<u>View File</u>
Upload any additional information	**No File Uploaded**

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

Though this residential college under Gurukula pattern is intended for men only, to observe the gender equality, girls will be allowed to pursue Part Time Ph.D. degree programmes. For that separate restroom facilities are provided for the girls.

The course teachers taught the gender equality and gender

sensitization concepts during the class hours to change the perspectives of male students about gender. The objective is not only the equality and empowerment of female and male also. Our college has Anti-Ragging Committee and Disciplinary Committee to monitor the issues on gender in the college premises.

IQAC of the college conducted National level E-Quiz on Gender Equity Awareness.

The course Entrepreneurship Development offered by the Departments of Economics and Commerce has one unit of Women Entrepreneur which gives basic knowledge of importance of women entrepreneur, problems faced by the women entrepreneur and solutions to overcome their problems.

AIF classes (Spiritual Education) nurtures the students to sensitize the gender equality practiced in the ancient days and revive to practice of respecting the women.

IQAC of the college organized Webinar on Gender Equity on Education among Male and Female for all the students and staff of our college.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	B. Any 3 of the above

File Description	Documents
Geotagged Photographs	No File Uploaded
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 a maximum of 200 words)

As traditional way of agricultural practices is adopted, there is no need to have separate provision for hazardous waste management. However, the bio-wastes from biology laboratory are properly decontaminated before disposing into soil.

The wastewater and sewage generated in the mess is used for growing green fodders that is used for dairy animals in the farm. The spent water of the Reverse Osmosis plant is stored in tanks, gardening, dining hall cleaning and other purposes.

Biomedical waste like microbial cultures and media are autoclaved before disposal.

The food waste and kitchen waste generated in the campus are used to produce bio-gas.

The waste materials generated by regular and agricultural activities in the campus are the bio-resources for vermicomposting, which in turn is utilized for organic farming. This is being practiced for the last two decades.

The defective parts, accessories and old computers are sold as scrap to the local vendors. The batteries used for the UPS are sold on buy back basis. The scrap value is adjusted against purchase price of the new UPS.

Other scrap material like metal, wood, glass, paper waste etc is given to scrap dealers for recycling.

Radioactive waste is not generated in the campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
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 undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus	D. Any 1 of the above

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recognitions/awards
5. **Beyond the campus environmental promotional activities**

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 a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.	**C. Any 2 of the above**

File Description	Documents
Geotagged photographs / videos of facilities	**No File Uploaded**
Policy documents and brochures on the support to be provided	**No File Uploaded**
Details of the software procured for providing 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, socio-economic and other diversities (within a maximum of 200 words).

The college has demographic diversity as the rural students hail from all the sections of the society common living at the campus ensures social equity.

Infrastructure arrangements and facilities have been made to promote sports students

Bridge courses are conducted by the departments to the students since most of the students are the first generation learners from rural areas and from Tamil medium. In order to address this language diversity we have a Language Lab with software to familiarize students with spoken as well as academic English.

Peer Team Student Tutor (PTST) scheme and informal support groups are created to provide an inclusive space for students.

Students belonging to the economically weaker section are allowed to pay the fees in installments.

Special discourses based on ethics/moral values are organized during the first week between 6.30 p.m. and 8.00 p.m. so that the students can be engaged profitably as the academic activities in the respective department pick up slowly.

As a sizeable percentage of the teachers reside within the campus, they devote their time with the students all along from morning to night. This enhances teacher-taught relationship, reducing the differential requirements of the students.

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

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

The Gurukula system of training is a humble and systematic attempt in reviving the age old "GURU GRIHA VASA" for wholesome education. It is man making education that is imparted in this institution. Culture, Character and Curriculum are the three facets of ideal education that make man a better man. Attention

to physical culture, devotion to duty, obedience to teachers, hospitality to guests, zest for life, love for the nation and above all, humility and faith in the presence of God etc., are the values sought to be inculcated. All steps are taken to ensure the required atmosphere for the ideal life-training.

The Life-training received by the students in the Gurukulam helps them a lot in shouldering responsibilities and managing difficult situations in future. Value i.e., service that has commenced in the college prepares the students to render greater service to our Mother Land in future

The special discourses are organized to the students and staff to sensitize the constitutional obligations. The celebration of National commemorative days and Religious festivals will ensure the Sensitization of students and employees of the college to constitutional obligations: values, rights, duties and responsibilities of citizens

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized	A. All of the above

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

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

The college celebrates all National and Religious important days. To mention few: Independence Day, Vinayagar Chathurthi, Gandhi Jayanti, Saraswathi Pooja, MargazhiBhajan, Sri Sarada Devi Jayanthi Day, Kudarivalli, Swami Vivekananda Birth Day –National Youth Day, Republic Day, The Founder's Day, World First Aid Day, World Environmental Health Day, National Science Day, National Voter's Day, Gandhi Jayanti, Martyrs Day, Dr A P J Abdul Kalam Birth Day and so on.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	**No File Uploaded**
Geotagged photographs of some of the events	View File
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best Practice: 1

Outcome Based Education

Best Practice: 2

`Institutional Social Responsibility`

File Description	Documents
Best practices in the Institutional website	https://www.vivekanandacollege.ac.in/wp-content/uploads/2023/01/VC-Best-Practices-2020-21.pdf
Any other relevant information	`Nil`

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

`Vivekananda College is a residential College established under the Gurukula Pattern with a vision to make the students culturally fit to serve the society and to acquire leadership qualities. The college firmly believes in and stands for the words of Swami Vivekananda that "Education is the manifestation of perfection already in man". It is through harmonious development of physical, emotional and intellectual facets of a student, his intellectual perfection can be achieved through a systematic routine in life. The institution with its vision and mission has been established as an institution of life training and character building. The students shall fall in line with a well designed daily routine: the routine which starts from 4.45 a.m. in the early morning and ends at 9.30 p.m. in the night is an activity oriented routine which reflects physical, emotional and intellectual culture. Each of its activity inculcates a particular social and moral value in students. As such, the system is the co-existence of modern higher education with ancient gurukula life. The products of this institution are efficient and competent in the field of scholastic attainments in terms of values and overall development of personality.`

File Description	Documents
Appropriate link in the institutional website	https://www.vivekanandacollege.ac.in/wp-content/uploads/2021/08/VC-Distinctiveness-of-the-Institution.pdf
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

To preparation of Self Study Report (SSR) for NAAC Accreditation 4th Cycle

To apply for NIRF Ranking

To implement Learning Outcomebased Curriculum Framework (LOCF)

To strenghten the Student Mentor-Mentee System

To promote Colloborative programmes

To offer Intellectual Property Rights as one of a Course for all the final year students under part VI courses

To conduct external green audit, energyaudit and environmental audit

To conduct more faculty Development Programmes

To start seed money scheme for projects